



Meeting (No) **Extraordinary meeting of the Resources & Policy Committee (5)**
Time & Date **11am on 3 March 2021**
Place **Remote meeting via Zoom**
Document **Minutes**

Present: Cllrs Kynaston (Chair), Bolderson, Hinks, Hudspeth, Warner and Wastell and A Kunaj, Council Manager

PART 1: Items considered in the presence of the press and public

68 Questions and comments from residents

69 Apologies for absence: None

Absences of Cllrs Jones and Roberts were noted.

70 Declarations of Interest: None.

71 Use of Town Hall for May elections

- a **Resolved** to approve revised risk assessment RP5/71a for tenants and hirers. Members noted that the door codes have now been changed and the risk rating will be green.
- b **Resolved** to approve the use of the town hall hire short term hire application form with the addition to the short term hire form for all hirer's of the wording "If any conflict between terms and conditions should occur, Neston Town Council's terms and conditions will prevail".
Resolved to approve the use of the special conditions without amendment.
- c Members consider the Police and Crime commissioner's Election day letter, this would also be the CWaC Ward Councillor election day for Neston Ward.
Resolved to approve hire of the town hall facility to accommodate the May elections and completion for the CWaC booking form terms and conditions.
Members noted that the town hall must be vacant for at least 12 hours before the election takes place and the toilets cleaned on 05.05.2021. A Covid clean will be commissioned by CWaC for the day after the election.
- d **Resolved** to approve for the hirer to provide the Covid cleaning post Polling Day.
- e **Resolved** to approve and designate two named key holders and authorise use of their contact details by the election team; Market Officer and Cllr Kynaston.

72 Cleaning Schedule

Members noted that the revised cleaning schedule costs for the implementation of the general cleaning of the town hall Covid risk assessment prior to opening was still outstanding. Discussion meetings will be scheduled along with cost indications from a different provider.

73 Neston Market

Resolved that the enhanced supervisory pay would be applied for all on the day lead agency staff during the absence of the Council's Market Officer.

Meeting closed at 11.43am

Signed _____

Dated _____

2/6/21