



Meeting (No) **Market & Town Hall Committee (4)**
Time & Date **6.00pm Tuesday 21st November 2023**
Place **Neston Town Hall**
Document **Agenda**

The following members of Neston Town Council's Market & Town Hall Committee are hereby summoned to attend the above meeting which will be held on **Tuesday 21st November 2023** at Neston Town Hall, commencing at **6pm** for the purpose of transacting the business as listed below.

Cllrs: S. Davies, T. Hardcastle, S. Hudspeth, S. Jones, P. Kynaston, B. Marple

The meeting is held in public and members of the public and the press are encouraged to attend. Confidential items pertaining to contractual or staffing matters have to be discussed in "Part 2" where only Councillors and reporting officers can be present.

Date of Notice: 15th November 2023

Zoë Dean
Locum Chief Officer
Neston Town Council

AGENDA		
PART 1: Items to be considered in the presence of the press and public		
37	Public Participation (maximum of three minutes per person)	
	Members of the public are invited to make representations, ask questions and give evidence in respect of any business being transacted at the meeting and about any other matter for which the Town Council has responsibility.	
38	Apologies for Absence	
	To receive and consider acceptance of reasons for absence, noting other absences.	
		Papers
39	Declarations of Interest	
	To receive declarations of pecuniary and/or non-pecuniary interests and the nature of those interests in relation to any agenda item.	
40	Minutes of the Last Meeting	
	To accept and sign the minutes from the Market & Town Hall Committee meeting held on 26.9.23 & 15.11.23	MTH4/40
41	Committee Budgets 2023/24	
	To receive the current committee budget and the current earmarked reserves report and decide if any adjustments are required.	MTH4/41
42	2024/25 priorities: budgetary considerations	
a)	To receive the budget forecast report for 2024/25.	MTH4/42
b)	To agree any specific requirements for the RFO to include in the draft budget request.	
43	Council Delivery Plan	
a	To review the areas of the delivery plan that fall within the remit of the Market & Town Hall Committee.	MTH4/43
b	To agree a process for formulating priorities/objectives, reviewing progress and assessing outcomes.	
44	Finance	
a	To note the revenue from Town Hall room hire, Market Square hire and market rent to 31.10.23.	MTH4/44a
b	To note the market Square fees from 01.09.23 to 31.10.23.	MTH4/44b
c	To approve a breakdown of HRGO costs from 01.09.23 to 31.10.23.	MTH4/44c
45	Corporate Support and Facilities Officer's Report (including Exceptions and Officer Delegated Decisions)	
	To receive the Corporate Support and Facilities Officer's report.	MTH4/45
46	Market Policy & Traders Licence Terms and Conditions	
	To approve the combined Market Policy, Traders Licence Terms and Conditions.	MTH4/46
47	Market charging schedule	
	To approve the amended market charging schedule.	MTH4/47
48	Risk Assessments	
a	To approve the gazebo risk assessment.	MTH4/48a
b	To approve the Town Hall & Market Square Risk Assessment	MTH4/48b

49	Potential additional gutter repair	
	<ul style="list-style-type: none"> • To approve an urgent additional temporary repair to an excessively overflowing gutter on the police entrance ramp, following clearance of debris, at a maximum cost of £200. • To approve that the work is carried out by same contractor that undertook recent works, for continuity and due to the urgency of the issue. • To note that a quote for a permanent fix of the issue will be brought to the next scheduled meeting. 	
50	Charity Coffee Mornings	
a)	To receive an oral update from Cllr Hardcastle regarding the proposed charity coffee mornings, to coincide with the Friday Market.	
b)	To agree what further action, if any, is needed as a result of the report.	
51	Date of Next Meeting	
	To note that the next scheduled meeting will held be on 13.2.24 at 6pm.	