



*Meeting (No)*      **Community & Environment Committee (8)**  
*Time & Date*      **6pm Tuesday 5 December 2023**  
*Place*                **Neston Town Hall**  
*Document*          **Draft Minutes**

**Present:** Cllrs Marple (Chair), Davies, Griffiths and Hardcastle

**In attendance:** A Duncan (Community & Environment Manager), CWaC Cllr Barker

<b>PART 1: Items considered in the presence of the press and public</b>	
<b>82</b>	<b>Public Participation</b>
	There were no comments from members of the public.
<b>83</b>	<b>Apologies for Absence</b>
	The Committee received apologies from Cllrs Doughty (business) and Townsend (personal) and <b>RESOLVED</b> to accept the reasons for absence.
<b>84</b>	<b>Declarations of Interest</b>
	No declarations of interest were received.
Agenda item 90 was brought forward by common consent	
<b>90</b>	<b>Community Event Donations</b>
a	<b>RESOLVED</b> to approve end of project report and accounts for the donation of £1,600 in support of the Friends of West Vale Park Family Fun Day 2023.
b	<p>The Committee considered an update on the current status of community donation expenditure for the financial year 23/24.</p> <p><b>RESOLVED</b> to send flowers to the Hip &amp; Harmony Director to thank her for the many community events that she had organised over a number of years. The C&amp;E Manager was asked to make the necessary arrangements (cost to be assigned to budget 4363 (community event donations)).</p> <p>It was agreed that a community group should be assembled in January to consider options for a 2024 Christmas event. CWaC Cllr Barker requested to be included in the group.</p>
CWA Cllr Barker left the meeting.	
<b>85</b>	<b>Minutes of the Last Meeting</b>
	<b>RESOLVED</b> to accept as a correct record the minutes of the Community & Environment Committee meeting held on 13.11.23 and the note of the inquorate meeting dated 28.11.23. The Chair signed both documents.
<b>86</b>	<b>Community &amp; Environment Manager's Report</b>
	<p>The Community and Environment Manager reported on actions taken following the 10.10.23 meeting:</p> <p><u>Defibrillator grant to NCYC (minute 51c, 10.10.23)</u></p> <p>Following the 10.10.23 meeting, NCYC requested an alteration of grant award in order to fit existing defibrillators on the external walls of NCYC and Neston Civic Hall (combined cost of £600) and to fit solar lights above the defibrillators (£50-£75).</p>
Chair's initials and date:	

	<p>Given that the original funding for consumables had been granted on the condition that NCYC committed to locating the Civic Hall defibrillator on an external wall as soon as funds permitted, this alteration of grant request was approved by officers.</p> <p><u>Christmas lights (minute 61, 10.10.23)</u></p> <p>Purchase and installation of icicle lights on the back of the Town Hall proved to be prohibitively expensive. An alternative decorative scheme had therefore been created for both the back and front Town Hall windows at a total cost of £220.14+VAT. The Committee thanked officers for producing the displays.</p> <p><u>Allotments</u></p> <p>An additional key for the Raby Park Road site had been purchased at a cost of £5.95.</p> <p><u>End of grant accounts</u></p> <p>Three sets of accounts had been approved under delegated authority:</p> <ul style="list-style-type: none"> <li>• Friends of Park Fields - £2,500 for a dipping platform</li> <li>• Neston Community Cybercentre - £2,500 for replacement computer equipment</li> <li>• Rotary (Wirral &amp; Neston Hub) - £1,235 for a Christmas float.</li> </ul> <p><u>D-Day commemorations (minute 56, 10.10.23)</u></p> <p>Officers and Royal British Legion representatives would be meeting in January to discuss preparation for the D-Day commemorations. It was agreed that Cllr Hardcastle would also attend the meeting.</p>
<b>87</b>	<b>Committee Budgets 2023/24</b>
	The Committee considered the month seven C&E budget statement and earmarked reserves and <b>RESOLVED</b> not to make any adjustments.
<b>88</b>	<b>Council Delivery Plan</b>
a	<p><b>RESOLVED</b> to agree eight objectives for 2024:</p> <ul style="list-style-type: none"> <li>(i) Establish an annual primary school junior council programme.</li> <li>(ii) Create and maintain an emergency plan to increase resilience and ensure effective and co-ordinated local action during any major incident in Neston. It was agreed to add "creation of a communication plan" to the outcomes.</li> <li>(iii) Create an agreed strategy for local recording of Neston's heritage.</li> <li>(iv) Define the role of a potential ranger service including purpose, remit and resources required.</li> <li>(v) Establish a Friends group to maintain and enhance the Neston and Parkgate section of the Wirral Way.</li> <li>(vi) Review the Neston entries on the Cheshire local list and update if required.</li> <li>(vii) Provide increased access to cultural and arts activities within Town Council premises and assets.</li> <li>(viii) Reduce the allotment waiting list.</li> </ul> <p><b>RESOLVED</b> to delegate to officers the authority to pursue external funding opportunities in relation to the agreed objectives, including delegation to approve costs up to a maximum of £200 per funding application.</p>
b	The current status of the delivery plan categories within the remit of the Community and Environment Committee was considered. It was agreed that Councillors would review the detail covered by each category and discuss at the next scheduled meeting.
<b>89</b>	<b>Town Council Noticeboards</b>
	The Committee considered the condition of the noticeboards.
Chair's initials and date:	

	<p><b>RESOLVED</b> to replace the lock on the Little Neston noticeboard as per the recent Ness noticeboard repairs (cost of Ness noticeboard key replacement was £165 and £7.99 for an additional key).</p> <p><b>RESOLVED</b> to vire £2,000 from budget 4330 (Christmas lights) to 4315 (noticeboards) and requested that quotations be obtained for replacement of the Parkgate noticeboard (purchase cost and installation cost) before the end of the current financial year.</p> <p>It was agreed that the West Vale Park noticeboard should be replaced in 24/25.</p>
	Cllr Hardcastle left the meeting.
	Agenda item 90 was considered earlier (following item 84) by common consent.
<b>91</b>	<b>Community Grants</b>
a	<b>RESOLVED</b> to approve end of grant accounts for the grant of £4,560.18 to Neston Nomads.
b	The Committee received an update on the current status of community grant expenditure for the financial year 23/24.
c	<b>RESOLVED</b> to approve a grant request from Friends of West Vale Park for £500 towards the cost of installing a zip wire in West Vale Park on the condition that the organisers communicate with residents of the flats overlooking the park and take into account their concerns regarding the positioning of the zip wire.
<b>92</b>	<b>Remembrance Sunday Commemorations</b>
a	Cllr Davies reported that the road closure had run more smoothly for this year's Remembrance Sunday commemorations, the signage was also an improvement and the three stewards provided by the traffic management company had been very helpful. It was agreed that diversion signs at Breezehill Road/Bushell Road junctions on Hinderton Road should be added in 2024.
b	<b>RESOLVED</b> to extend the contract with the current traffic management company to formulate the traffic management plan for Remembrance Sunday 2024 (plan to include diversion signs at the Breezehill Road/Bushell Road junctions on Hinderton Road).
<b>93</b>	<b>Marsh Working Group</b>
a	Meeting notes dated 12.10.23 were received. The Committee members expressed their appreciation for the monitoring and forecasting work undertaken on a voluntary basis and requested that the Chief Officer write a letter of thanks to Dr Enevoldson.
b	<b>RESOLVED</b> to accept the Marsh Working Group recommendation that £5,000 be included in the 24/25 budget for marsh dredging works.
<b>94</b>	<b>Neston Looking Better Group</b>
	The Committee received meeting notes dated 28.09.23.
<b>95</b>	<b>C&amp;E Budget Request for 2024/25</b>
	<p>The Committee accepted the draft 24/25 budget request as detailed in paper CE8/95 with the following additions:</p> <p>Budget 4315 (noticeboards) – add a budget request of £3,000.</p> <p>Budget 4330 (Christmas lights) – increase the budget request to £35,000.</p>
<b>96</b>	<b>Date of Next Meeting</b>
	It was noted that the next scheduled meeting would be held on 06.02.24 at 6pm.
Chair's initials and date:	

The meeting closed at 7.50pm.

Signed \_\_\_\_\_ Date \_\_\_\_\_