

	Meeting (No)	<b>Market &amp; Town Hall Committee (5)</b>
	Date	<b>13 February 2024</b>
	Document	Ref No
	<b>Corporate Support and Facilities Officer Report</b>	<b>MTH5/59</b>

### Friday Festive Market

The Friday Festive Market was a great success, despite the weather, and was delivered under the allocated £450 budget, for £206.95 which included advertising. Over 60 children took part in the Reindeer Trail and traders reported an increase in takings and footfall on the day.

### Free room hire (Minute 10b M&TH 27.6.23)

No free room hire has been provided or agreed since the last committee meeting.

Free room hire was offered PANDAS (Post Natal Depression Awareness and Support), as agreed at the meeting on 21<sup>st</sup> November. The sessions are no longer being run and therefore free room hire is no longer currently required.

### Market Square Handrails

The condition of the handrails on the market square was raised at the meeting on 21<sup>st</sup> November. This issue has been discussed and agreed that our Caretaker & Market Officer will carry out repairs and renovations to the handrails later in the year once the weather improves.

### Reception

A desk has been moved into the reception area with the intention of our Administration Assistant working in the area, for part of the working day, once IT and telephone provision has been arranged.

### Market

We have been contacted by BBC Radio Merseyside who want to involve the market in their breakfast show on Friday 8<sup>th</sup> March. Further details are to follow from the station nearer to the date. However, I believe the intention is to interview some of the market traders. This will be an excellent opportunity to promote the market and an informal meeting of relevant officers and some Cllrs (i.e. the M&TH Committee Chair and Deputy Chair) has been arranged to discuss further.

### Tree Works

At the meeting on 18.10.23, agenda item 54, it was agreed:

- (i) **RESOLVED** that the PDQ Landscape Maintenance would be requested to carry out annual work to cut back new growth on both trees on an ongoing basis.
- (ii) **RESOLVED** that the maximum cost for the annual cut back of new growth would be £200 + VAT from budget line 4417 Responsive Maintenance.

The works are planned to take place over the weekend of 10<sup>th</sup>/11<sup>th</sup> February, weather permitting.

**Equals card expenditure**

The total expenditure for the Equals card from 1.11.23 to 21.1.23 was £515.85

**Exceptions** – There are no outstanding exceptions to report.

**Delegated Authority** - There are no delegated authority actions to report.

**Nicky McMahon**

**Corporate Support and Facilities Officer**