

	Meeting (No)	<b>Market &amp; Town Hall Committee (3)</b>
	Time & Date	<b>18 November 2025 at 6.00pm</b>
	Location	<b>Town Hall, High Street, Neston</b>
<b>AGENDA</b>		

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 18<sup>th</sup> November 2025** at Neston Town Hall, commencing at **6pm** for the purpose of transacting the business as listed below.

**Cllrs: P Doughty, S Jones, P Kynaston, B Marple, N Ruscoe, G Swaffer & C Warner**

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: 12<sup>th</sup> November 2025

Zoë Dean  
Locum Chief Officer  
Neston Town Council

AGENDA		
PART 1: Items to be considered in the presence of the press and public		
<b>28</b>	<b>Public Participation (maximum of three minutes per person)</b>	
	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.	
<b>29</b>	<b>Apologies for Absence</b>	
	To receive and consider acceptance of reasons for absence and to note any other absences.	
		<b>Papers</b>
<b>30</b>	<b>Declarations of Interest</b>	
	To receive declarations of pecuniary and/or non-pecuniary interests and the nature of those interests in relation to any agenda item.	
<b>31</b>	<b>Minutes of the Last Meeting</b>	
	To accept and sign the minutes from the Market & Town Hall Committee meeting held on 23.9.25	MTH3/31
<b>32</b>	<b>Finance</b>	

a	To receive the current committee budgets and the earmarked reserves report.	MTH3/32(a) &33(a)
b	To receive revenue from Town Hall & Market Square hire, and market pitch fees to 31.10.25.	MTH3/32b
c	To receive the market 'Square payment terminal' fees from 1.9.25 to 31.10.25.	MTH3/32c
d	To receive a breakdown of HRGO costs from 1.9.25 to 31.10.25.	MTH3/32d
<b>33</b>	<b>Draft Budget</b>	
a	To agree the projected budget for the remainder of the current financial year 2025/26 for the Market & Town Hall Committee.	MTH3/32(a) &33(a)
b	To consider the Market & Town Hall committee's draft budget forecast for 2026/27, making further recommendations, if required.	MTH3/33b
c	To recommend the draft budget request is sent to Council, via the December F&A committee.	
<b>34</b>	<b>Committee Objectives</b>	
a	To review the current status of the M&TH Committee's agreed objectives.	MTH3/34a
b	To receive a verbal update from Cllrs Kynaston & N Ruscoe regarding the singing café proposal	
<b>35</b>	<b>Market &amp; Town Hall Manager's Report</b>	
	To receive the Market & Town Hall Manager's report.	MTH3/35
<b>36</b>	<b>Town Hall Business Plan</b>	
	To receive a verbal update from Cllr Jones on the progress of the Town Hall Business Plan.	
<b>37</b>	<b>Market &amp; Town Hall Risk Assessment</b>	
	To approve the Market & Town Hall risk assessment.	MTH3/37
<b>38</b>	<b>General Risk Assessment &amp; Fire Risk Assessment</b>	
	To receive the annual GRA & FRA carried out by Terrain on 10.11.25.	MTH3/38(i&ii)
<b>39</b>	<b>Market &amp; Town Hall Manager's Delegated Authority</b>	
	To note that the committees request from the meeting on 23.9.25 (item 24a), to recommend to Full Council that the Market and Town Hall Manager's delegated authority is increased to £1,000, cannot be actioned as it would be against the council's Financial Regulations and The Market and Town	

	Hall Manager cannot have spending powers higher than the Chief Officer's authority.	
<b>39</b>	<b>Christmas &amp; New Year Markets</b>	
	To note that the smaller additional market will run on Tuesday 23 <sup>rd</sup> December. The market will then be closed on Friday 26 <sup>th</sup> December and Friday 2 <sup>nd</sup> January 2026.	
<b>40</b>	<b>Date of next meeting</b>	
	To note that the next scheduled meeting will held be on 10.2.26 at 6.00pm.	
<b>41</b>	<b>Exclusion of the Press and Public</b>	
	To consider that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.	
<b>PART 2: Items to be considered in the absence of the press and public</b>		
<b>42</b>	There is no confidential business	