



## **NESTON MARKET 300<sup>TH</sup> ANNIVERSARY GROUP TERMS OF REFERENCE**

### **Membership**

- No more than four members in total
- No more than three Town Council members

### **Purpose**

To agree activities and expenditure for a Special Market to be held in 2028 to celebrate the 300<sup>th</sup> anniversary of Neston's Friday market. All activity to be agreed by M&TH Committee and within the remit of the Council's £3000 budget that will be earmarked for the event and available in 2028.

### **Responsibilities**

To provide information as agreed at the meetings with the purpose of holding the special Friday market in 2028.

### **Scope and Objectives**

- Assess budget allocation.
- Investigate event options.
- Design a workable event plan for consideration by M&TH Committee.
- Estimate and allocate resources to the necessary preparatory tasks.
- Undertake any additional risk assessments required.
- Co-ordinate on the day event implementation.

### **Group Membership**

- Cllrs Kynaston, Marple and N Ruscoe
- The M&TH Manager will be an ex-officio member to provide administrative support and guidance.

### **Timeline/Milestones**

To have a finalised workable event plan to take to the M&TH committee for consideration in early 2027.