

	Meeting (No)	Full Council (4)
	Time & Date	20th October 2026 at 6.00pm
	Location	Neston Town Hall
AGENDA		

TO: ALL MEMBERS OF THE COUNCIL

Dear Members,

You are hereby summoned to attend a meeting of the Council to be held at **Neston Town Hall** on **Tuesday 20th October at 6pm** for the purpose of transacting the business of the Council as set out below.

Date of notice: 14th October 2026

Zoë Dean
Chief Officer
Neston Town Council

**Chief
Officer**

Digitally signed by Chief
Officer
DN: O=Neston Town Council,
CN=Chief Officer, E=council@
nestontowncouncil.gov.uk
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The meeting is held in public and members of the public and the press are encouraged to attend. Occasionally, confidential items pertaining to contractual or staffing matters have to be discussed in "Part 2" where only Councillors and reporting officers can be present.

AGENDA

PART 1: Items to be considered in the presence of the press and public

		Document reference
51	Apologies for Absence To receive and consider acceptance, and to note other absences.	
52	Declarations of Interest To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any items on the agenda for this meeting.	
53	Minutes of the Meeting	
a)	To accept and sign the minutes of the Full Council meeting held on 14/07/2026.	FC4/53
b)	To accept and sign the minutes from the Extraordinary Full Council meeting held on 25/08/2026.	FC4/53b
54	Questions and Comments from Residents To receive representation of a maximum of 3 minutes per person and an overall limit of 30 minutes on any item of business included on the agenda.	
55	Committee Minutes To approve minutes from the following committee meetings:	

a)	HR Committee held on 08/09/2026.	FC4/55a
b)	Market & Town Hall Committee held on 22/09/2025.	FC4/55b
c)	Finance & Administration Committee held on 29/09/2026.	FC4/55c
d)	Community & Environment Committee held on 06/10/2026.	FC4/55d
56	Policies and Procedures	
a)	To approve and adopt the revised Recording and Photography at Council Meetings Policy.	FC4/56a
b)	To approve and adopt the new Urgent Information Procedure Policy.	FC4/56b
57	Full Council Budget & EMR Report	
a)	To receive the year-to-date budget reports for 2026/27.	FC4/57a
b)	To receive a report on the EMRs for Full Council 2026/27.	FC4/57b
58	2025/2026 Full Council Year-End Financial Report	
	To receive Neston Town Council's Year End Financial Report 2025/26 and supporting financial breakdown.	FC4/58(i) FC4/58(ii)
59	External Auditor's Report 2025/26	
	To receive the external auditor's report for 2025/26, noting that there are no matters arising.	FC4/59
60	Recommendation from Community & Environment Committee	
	To recommend to Full Council that Highways should be requested to carry out a feasibility study for the introduction of measures such as zebra crossings to improve safety at The Cross in Neston and that CIL should be assigned for this project. It was agreed that any measures would need to be fitting for the heritage of the town centre.	
61	Town Hall Drainage Survey	
a)	To receive a report detailing the need for a drainage survey for Neston Town Council to undertake a drainage survey.	FA4/61a
b)	To appoint Techflow to undertake a mains CCTV drainage survey at a cost of £1,300 (+VAT).	
c)	To allow the Chief Officer a contingency of up to £700 (+VAT) should any unforeseen problems arise during the survey.	
d)	To draw down a maximum total of £2,000 from the Special Project Fund in order to fund this work.	
62	Special Project Fund	
a)	To approve that the cost for the LCC Consultant is drawn down from the Special Project Fund for previously agreed services.	
b)	To approve that the invoice for the Fisher German building survey is drawn down from the Special Project Fund for the now completed survey, £1925 (+VAT).	
63	Cheshire West & Chester Local Plan – Additional Call for Sites	FA4/63
a)	To agree to submit Brook Street as a potential brown field site for redevelopment within the new Local Plan.	
b)	To suggest any other potential sites within the Neston area for submission to CWaC.	

64	Christmas Closedown 2026	
	To note that the Town Council Offices will be closed over the festive period from 23/12/2026 – 04/01/2027.	
65	Chief Officer's Report	
	To receive a report.	FC4/65
66	Date of the next meetings	
	To note that the next scheduled Full Council meeting will be held on 20 th January 2027 at 6pm.	
67	Exclusion of the Press and Public	
	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.	
PART 2: Items to be considered in the absence of the press and public		
68	Christmas Lights Contract	
	To agree the contract terms for the Christmas lighting installation and total cost for the previously agreed three-year contract with Continuity Electrical Contractors Limited.	FC4/68
69	Contract for the Provision and Maintenance of Floral Arrangements	
a)	To receive a recommendation from C&E Committee that PDQ Landscape Maintenance be appointed for a one-year contract in the first instance commencing 01/10/27 at a total cost of £26,409.60+VAT. If the outcome of a review during the first year should be considered successful by both parties, the contract may be extended for a further two years. Annual costs for the subsequent two years would need to be approved by Full Council prior to contract extension.	Ref: C&E4/48 (i)
	<i>The Committee requested the C&E Manager to obtain a quotation from PDQ for the regular watering of three planters outside the West Vale shops and submit this to Full Council for consideration. If approved, this addition is to form part of the contract to commence on 01/10/27.</i>	Ref: C&E4/48 (ii)
b)	To consider appointing PDQ to feed and water 3 x additional planters in West Vale at a total cost per annum of £810.00.	

Neston Town Council Mission:

We are helping to create an environmentally sustainable and thriving market town for Neston's residents, businesses and visitors by fostering a strong community spirit and improving and increasing the range of locally run services.