Meeting (No)	**Market & Town Hall Committee (3)**
Time & Date	**6pm, Tuesday 22 September 2026**
Place	**Neston Town Hall**
Document	**Minutes**

Present: Cllrs S Adderley, J Jardine, S Jones, P Kynaston, B Marple & N Ruscoe. In attendance: N McMahon (Market & Town Hall Manager).	
PART 1: Items to be considered in the presence of the press and public	
19	**Public Participation (maximum of three minutes per person)**
	No members of the public were present. The chair read a short statement in relation to item 29, Old Town Hall & Post Office Signs, from a member of the public who was unable to attend. *I am a local resident who has always lived in this area of the Wirral, including in Parkgate for some years, and now in Heswall. Neston is a place that I have visited frequently since my childhood, including when I used to visit Parkgate and Neston with my late grandparents when they were alive, which was one of our favourite places to go, and as such I have many memories of Neston from all these years, including the Town Hall. More recently, whilst living in Parkgate, I would often go to the Post Office to send parcels and I would admire the building then, as I have when visiting since, including the Christmas events in the Town Hall each year. As someone who also has a great interest in history, including having a degree in the subject of antiques and historical design, I would very much appreciate it if I were to be permitted to purchase the signs, especially the Post Office one, were the council to decide that they were no longer required. Thank you for your attention and consideration of this.*
20	**Apologies for Absence**
	No Apologies were received. The absence of Cllr Warner was noted
21	**Declarations of Interest**
	No declarations of interest were received.
22	**Minutes of the Last Meeting**
	RESOLVED to accept and sign the minutes from the Market & Town Hall Committee meeting held on 23.6.26 & 14.7.26. However, Cllrs N Ruscoe & B Marple wished it to be known that as the meeting on 14.7.26 was so short, they had arrived as the meeting was ending. The chair annotated the minutes to reflect this.
23	**Committee Budgets 2026/27**
	RESOLVED To receive the committee budgets and the earmarked reserves reports.
24	**Finance**

a	**RESOLVED** to receive the report detailing the revenue from Town Hall room hire, Market Square hire and market rent to 31.8.26. Cllrs commented that although it is positive that the Town Hall has bookings every evening, it is unfortunate that it now makes booking one off events, such as Rural Theatre performances difficult, which is not beneficial for the community. The Market & Town Hall Manger pointed out that Saturday evenings after 4.00pm and the majority of Sunday are still free and that for special events some regular groups are willing to occasionally cancel or amend their times. The committee then discussed other options for hiring other spaces within the building that are not currently able to be utilised.
b	**RESOLVED** to receive the report detailing the market 'Square payment terminal' fees from 1.6.26 to 31.8.26.
c	**RESOLVED** to receive the report detailing a breakdown of HRGO costs from 1.6.26 to 31.8.26.
25	**Market & Town Hall Manager's Report**
	RESOLVED to receive the Market & Town Hall Manager's report.
26	**Town Hall Front Annual Maintenance**
a	The committee considered the report regarding the annual maintenance to the Town Hall frontage by Wirral Sash Windows.
b	**RESOLVED** to agree to appoint Wirral Sash Windows to carry out the maintenance of the Town Hall front, however the committee agreed that this should be carried out biennial, the first maintenance to be carried out in spring of 2028 a cost of £650+VAT, to be reviewed periodically. The committee requested that the Finance Manger set aside £325 per year to allow for this work to take place.
c	The committee noted that any significant repairs required will be reported to committee, with relevant quotes, prior to any work taking place.
27	**Market & Town Hall Risk Assessment**
	RESOLVED to approve the Market & Town M&TH RA which was reviewed on 3.7.26. with the amendment of one typo.
28	**Harvest & Halloween Market**
	RESOLVED to approve a maximum budget of £600 to deliver the Harvest & Halloween enhanced market on 30th October 2026.
29	**Old Town Hall & Post Office Signs**
a	The committee considered if the signs should be sold or gifted to a local historical group.
b	The Committee considered a request for the purchase of the old Town Hall and Post Office signs to an interested resident and collector. **RESOLVED** to retain the signs for the moment with the intention of displaying them within the Town Hall building. The committee also wished to thank the resident for their interest.

	The Market & Town Hall Manager was requested to obtain costs for the purchase of some display cabinets for signage and documents to be displayed in the reception area, for discussion at the next scheduled meeting.
c	The committee agreed not to sell the signs, it was therefore no longer relevant to discuss a cost.
30	**Date of next meeting**
	The committee noted that the next scheduled meeting will held be on 17.11.26 at 6.00pm.

The meeting closed at 6.35pm