



Meeting (No)

**Meeting of the Council (2)**

Time & Date

**28<sup>th</sup> June 2022 at 6.00pm**

Location

**Neston Town Hall**

## **Minutes**

**Present:** Cllrs Kynaston (Mayor), Flockhart, Griffiths, Hinks, Hudspeth, Marple, Samuels and Warner and A Kunaj (Council Manager), Pete Cooper (Council's Consultant).

### **PART 1: Items considered in the presence of the press and public**

#### **27 Apologies for absence**

**Resolved** to accept apologies from Cllrs Davies (personal), Hinks (personal) and Wastell (personal).

Absences: The absence of Cllrs Harper, Heritage, Jackson, Townsend and Willis were noted.

#### **28 Questions and comments from residents**

Mr Doughty introduced himself as the applicant for the Parkgate ward casual vacancy. He said that Neston and its community was very welcoming and it would be an honour to serve Neston as one of its councillors. No questions were put to the candidate.

The Mayor suspended Standing Orders to facilitate the award presentation to Chief Inspector Fagan for his long-standing service.

Chief Inspector Fagan and six Police officers attended for the presentation and photo-shoot and then left the meeting.

The Mayor re-convened the meeting.

#### **29 Minutes of the meeting**

- a Full Council: **Resolved** to approve the minutes of the meetings held on 17<sup>th</sup> May 2022 as a true and correct record. The Mayor signed the minutes.
- b Resources and Policy Committee: **Resolved** to approve the minutes of the meetings held on 5<sup>th</sup> April 2022 as a true and correct record. The Mayor signed the minutes.

#### **30 Declarations of Interest:** None.

#### **31 Mayor's Report**

Members received the Mayor's report FC2/31. In addition to the written report, the Mayor added that she had attended at the Neston Flower Society's Jubilee afternoon tea. Members of the society via the Mayor, expressed their thanks to the council for the donation towards the event.

#### **32 Council Manager's report**

Members received the Council Manager's report FC2/32.

#### **33 Casual Vacancy for Parkgate Ward**

Members considered the application made for the Parkgate ward councillor vacancy by Paul A Doughty. No other nominations were made.

**Mayor's initial and date**

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**Resolved** to approve co-option of Paul A Doughty as one of the councillors for the Parkgate Ward area.

### **34 ChALC – Motion and Representation**

- a Members noted that a report on the outcome of motion tabled at the ChALC Annual Meeting last October, regarding the age limit for bus passes for residents in the CWaC area, is expected in July.
- b Members noted that regarding representation at ChALC meetings, ChALC have advised that the former area meetings have been replaced by the (virtual) Town and Parish Council Connections Events to which all councillors are welcome to attend. Cheshire West and Chester aim to hold these regularly.

### **35 Exceptions Report**

Members received the exceptions report FC2/35.

The Mayor gave an update for item 4, the Mayor's allowance; this will be used to defray the expenses of office. Half of the amount will be paid to the Mayor as one sum with tax paid, and the other half will remain in the budget and will be used for other incidental expenditure.

### **36 Officer Delegated Decisions**

The Officer Delegation report FC2/36 was considered. It was noted that the church bench restoration is now complete. The Neston Queen's Platinum Jubilee (QPJ) bags were handed out at the QPJ market and have been seen around town.

### **37 Budget (Financial Reporting)**

Members received the budget report FC2/37. This was not discussed.

### **38 Draft Corporate Strategy**

- i. Members considered the Draft Corporate Strategy 2022-2025 FC2/38.

**Resolved** that the Draft Corporate Strategy 2022-25 as detailed in paper FC2/38 be approved for public consultation and that after responses have been considered, it would be returned for further consideration and adoption by Council.

The consultation would consist of 6-10 questions and have an option for residents to provide feedback or add comments that they may have.

**Resolved** to provide delegated authority to the Council Manager in liaison with the Council's consultant and the Mayor to agree the questions for the Corporate Strategy consultation.

### **39 Policies, Protocols and Procedures**

- a i. **Resolved** to approve the draft Communications and Marketing Policy FC2/39a.
- ii. **Resolved** to provide delegated authority to the Council Manager in liaison with the Mayor to allow minor changes to the wording of the policy should that be necessary, to ensure this aligns with the approved Corporate Strategy.

**Mayor's initial and date**



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- b **Resolved** to approve the Place Branding proposal FC2/39b.

Council wished to record thanks to Jo Jackson, who had put both of the Communications and Marketing Policy and the Place Branding proposal together for Council's consideration (free of charge).

- c Members considered the consultation report and proposals FC2/39c for the Draft Corporate Strategy Plan.

**Resolved** that the consultation methods as suggested and where possible would be used.

**Resolved** to approve specifically that social media via an internet survey site would be used as one of the consultation methods.

**Resolved** to use contractor 'B' <https://www.smartsurvey.co.uk/> £360 per year.

**Resolved** to provide delegated authority to the Council Manager in liaison with the Mayor and the Council's consultant to publicise the consultation using a budget to cover the action plan costs of no more than £1,000 from budget 4140 Marketing and Promotion.

- d **Resolved** to approve the draft Privacy Policy FC2/39d for the Council's website.

- e **Resolved** to approve the draft combined Complaints Procedure and Vexatious Policy FC2/39e.

Minor amendments were highlighted along with the replacement of the word 'customer' with 'resident' or 'stakeholder' as appropriate.

#### 40 Finance

- a) **Resolved** to approve current account expenditure to 30.04.22 for £55,525.56 net as authorised by the RFO, and Equals card payment of £176.25 net to 30.04.22.

- b) The income to 30.04.22 of £299,494.88 net was noted.

- c) Resolved to agree the reconciliation of the Council's current account, Equals and savings account to the bank statements 30.04.22. The Mayor signed the balancing figures.

#### 41 Traffic Calming Measure (FC 17.05.22 item 20a)

- a Members noted that CWaC Highways Officers have explored the feasibility of a cycle lane against the new cycle infrastructure design guidance and have concluded that Neston Road around these proposals is not wide enough to introduce advisory cycle lanes.
- b Council agreed that it wished to support and partner with CWaC for the introduction of this scheme without cycle lanes. Council would consider making a financial contribution when the total costs for the scheme have been provided.

CWaC are requested to advise for which financial year

#### 42 To note the minutes of the committee meetings.

The draft minutes of the committee meetings detailed in 42a; b&c were noted.

- a *Human Resources Committee 31.05.2022*

- b *Market and Town Hall Committee 14.06.2022*

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c *Community and Environment Committee 14.06.22 & 21.06.2022*

**43 Recommendations from Committees/Subcommittee**

a *Resources and Policy Committee 05.02.2022 item 139.*

**Resolved** that Financial Regulation 11.1(d) relating to contracts, be waived in relation to the IT/website support services to enable a price to be negotiated with the current contractor.


The reason for this recommendation is for the continuity and security of a vital service for the functioning of Town Council.

b *Community and Environment Committee 21.06.2022.*

i. **Resolved** to adopt the Planning Protocol as detailed in paper CE2/22/FC43bi.

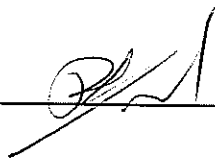
ii. **Resolved** to approve the Customer Care Policy as detailed in paper CE2/24/FC2/43bii, to include replacing the word 'customer' with 'user'.

**44 Any other Items**

The Mayor asked for Council to record a formal note of thanks to  Pete for his guidance and to the Council Manager for getting all of the paperwork together.

Meeting closed at 7.08pm.

Signed \_\_\_\_\_



Dated \_\_\_\_\_

26 JUL 2022