



Meeting (No) **Community & Environment Committee (1)**  
Time & Date **6pm, Tuesday 6 June 2023**  
Place **Neston Town Hall**  
Document **Minutes**

**Present:** Cllrs Marple (Chair), Davies (from item 2), Doughty and Griffiths

**In attendance:** Miss A Duncan (Governance & Operations Manager)

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

**1 Election of Chair**

**RESOLVED** to elect Cllr Marple as the Chair of the Community & Environment Committee for the ensuing year.

**2 Election of Vice-Chair**

This item was deferred until later in the meeting and considered following item 14.

**3 Public Participation** (maximum of three minutes per person)

No members of the public were present.

**4 Apologies for Absence**

The Committee received apologies from Cllrs Cragg (business) and Hardcastle (personal) and **RESOLVED** to accept the reasons for absence. The absence of Cllr Townsend was noted.

**5 Declarations of Interest**

No declarations of interest were received.

**6 Minutes of the Last Meeting**

**RESOLVED** to accept as a correct record the minutes of the Community & Environment Committee meeting held on 02.05.23. The Chair signed the minutes.

**7 Governance & Operations Manager's Report (including Exceptions and Officer Delegated Decisions)**

The Committee received the Governance & Operations Manager's report and noted seven items of expenditure:

- budget 4362 (Ladies Day road closures): £68.50+VAT for temporary closure signs for Chester Road car park during the annual visit of fun fair;
- budget 4362 (Ladies Day road closures): £1,435+VAT for the 2023 Ladies Day road closure scheme;
- budget 4360 (community grants): £78.33+VAT for spare pads and starter kit for the Town Hall defibrillator (minute 116c, 18.04.23);
- budget 4367 (Coronation celebrations): £10.82+VAT for Coronation posters to decorate the Town Hall (minute 119c, 18.04.23);
- budget 4367 (Coronation celebrations): funding of up to a maximum of £500 offered to NCYC for livestreaming of the Coronation with payment to be made upon production of receipts (delegated decision - minute 119c, 18.04.23);
- budget 4180 (allotments): £4.95 to purchase a replacement key for Parkgate allotment site (delegated decision - minute 19c, 21.06.22);
- budget 4280 (environmental improvements): £147.87+VAT to purchase six litter pickers and seven hoops (minute 120, 18.04.23).

Chair's initials and date:

BMM. 27/6/23

## 8 Committee budgets 2023/24

The month one Committee budget and the current earmarked reserves were received.

## 9 Grants

The Committee received an update on grant expenditure and noted that a total of £6,885.64 had so far been committed during the current financial year from budget 4360 (community grants).

## 10 Community Event Donations

- a The Committee received an update on the current status of event donations for the financial year 23/24 and noted that to date a total of £9,800 had been committed from budget 4363 (community event donations) and a total of £3,447.82 had been committed from budget 4367 (Coronation celebrations).
- b **RESOLVED** to provide a donation of £499 from budget 4363 (community event donations) to support Neston Library's Summer Reading Challenge. It was confirmed that Neston Library was a Plastic Free Neston Community Ally.
- c It was noted that discussions were ongoing with Hip & Harmony regarding options for a Christmas lights switch-on event.

## 11 Installation of Christmas Lights

Given that the Town Council had undertaken an exercise inviting competitive quotations within the last 12 months, the Committee **RESOLVED** to extend the contract with the current contractor for installation of Christmas lights. It was agreed that costed options should be provided for consideration and approval at the next meeting.

## 12 Annual High School Prize

**RESOLVED** to:

- (i) establish a Professor Michael Clarkson memorial prize commencing in September 2023 and annually thereafter with the prize being presented to a Neston High School student in recognition of achievement in science;
- (ii) make an annual payment of £100 to Neston High School to be awarded to the winner of the Professor Michael Clarkson memorial prize;
- (iii) fund the purchase of a prize shield at a maximum cost of £150 to be engraved each year with the name of the prize winner and displayed in Neston High School's trophy cabinet.

## 13 Annual Closure of Chester Road Car Park

**RESOLVED** that officers should purchase temporary car park closure signs on an annual basis up to a maximum cost of £150+VAT per year for the purpose of providing advance notice of the annual closure of Chester Road car park during the visit of the fun fair.

## 14 Allotment Site Pest Control

**RESOLVED** to renew the annual pest control contract for the Raby Park Road allotment site at a maximum cost of £225 (renewal date 24.06.23).

Cllr Davies joined the meeting.

- 2 **Election of Vice-Chair** (it had been decided by common consent that this item would be considered later in the meeting)

**RESOLVED** to elect Cllr Davies as the Vice-Chair of the Community & Environment Committee for the ensuing year.

Chair's initials and date: BMM 27/6/23

**15 Village Fair**

**RESOLVED** to establish a task & finish group to make all arrangements for the Town Council stand at the Village Fair and to appoint Cllrs Cragg, Hardcastle and Marple as group members.

**16 Working Groups and Sub-committees**

a **RESOLVED** to:

- approve the continuation of the Marsh Working Group,
- approve the existing terms of reference without alteration, and
- appoint Cllr Davies (lead), Cllr Marple, CWaC Cllr Martin Barker, Dr Peter Eneveldson (mosquito monitoring volunteer) and Mr Graham Jones (RSPB) as members of the group.

It was agreed to invite Cllr Barker to chair the Marsh Working Group meetings.

It was agreed to contact the C&E Committee members not present to seek a third councillor member of the Marsh Working Group.

b **RESOLVED** to:

- approve the continuation of the Neston Looking Better Group,
- approve the existing terms of reference with the alteration that the maximum number of members be increased to nine, and
- appoint Cllrs Griffiths (lead), Kynaston and Marple as members of the group.

c The Committee considered its terms of reference and decided that that there should be an item on the 10 October agenda to agree a C&E work programme based on the Council's Delivery Plan and to decide at that time whether any further groups, sub-committees or advisory committees might be required to complete the agreed work programme.

**17 Date of Next Meeting**

It was noted that the next scheduled meeting would be held on 10.10.23 at 6pm.

The meeting closed at 6.45pm.

Signed Brenda M. Marple Date 27/6/23