

	<i>Meeting (No)</i>	Market & Town Hall Committee (1)
	<i>Date</i>	27 June 2023
	<i>Document</i>	Corporate Support and Facilities Officer Report
	<i>Ref No</i>	MTH1/9

Easter Market

The Easter market was a great success and was delivered £75 under the agreed budget.

The additional member of HRGO staff arranged for the set up clear away of the indoor Artisan Food & Craft Market used 6 hours, instead of the approved 5 hours agreed in MTH6/73c, due to the number of traders attending and the high footfall on the day. However, 22 hours have been previously approved for HRGO regular staff and in total for the week only 16.50 hours were used.

Warm Welcome Space

The reception area is now open as a welcome space for 4 mornings each week, depending on staff availability.

Post Office

The temporary Post Office service in the upper community office continues to be popular and the Friday opening hours have now been extended to 9.30am to 1.15pm.

Exception – Asset Management Agreement (Minute 153 R&P 05.04.22)

The Locum Chief Officer, along with the outgoing Mayor Cllr P. Kynaston and Deputy Mayor Cllr S. Jones, facilitated a meeting and site visit of the Town Hall premises and Friday Market with Cheshire West & Chester Council officers on 21st April 2023. The current expired leasehold agreement was discussed, along with the annual associated costs associated with running both the Town Hall and the weekly Market. Neston Town Council is in regular contact with CW&C officers with regards to progressing this item.

Exception – Repairs to stage curtain (Minute 27.9.22 M&TH 35)

As reported on 21.2.23 we are awaiting further information from the RFO once a response from the internal auditor has been received.

Delegated Decisions – no updates to report

Nicky McMahon
Corporate Support and Facilities Officer