



*Meeting (No)*    **Market & Town Hall Committee (1)**  
*Time & Date*    **6pm, Tuesday 27 June 2023**  
*Place*            **Neston Town Hall**  
*Document*       **Agenda**

The following members of Neston Town Council's Market & Town Hall Committee are hereby summoned to attend the above meeting which will be held on **Tuesday 27<sup>th</sup> June 2023** at Neston Town Hall, commencing at **6pm** for the purpose of transacting the business as listed below.

**Cllrs: S. Davies, T. Hardcastle, S. Hudspeth, S. Jones, P. Kynaston, B. Marple**

The meeting is held in public and members of the public and the press are encouraged to attend. Confidential items pertaining to contractual or staffing matters have to be discussed in "Part 2" where only Councillors and reporting officers can be present.

Date of Notice: 21<sup>st</sup> June 2023

Zoë Dean  
Locum Chief Officer  
Neston Town Council

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<b>AGENDA</b>		
<b>PART 1: Items to be considered in the presence of the press and public</b>		
<b>1</b>	<b>Election of Chair</b>	
	To elect the Chair of the Market & Town Hall Committee for the ensuing year.	
<b>2</b>	<b>Election of Vice-Chair</b>	
	To elect the Vice-Chair of the Market & Town Hall Committee for the ensuing year.	
<b>3</b>	<b>Public Participation</b> (maximum of three minutes per person)	
	Members of the public are invited to make representations, ask questions and give evidence in respect of any business being transacted at the meeting and about any other matter for which the Town Council has responsibility.	
<b>4</b>	<b>Apologies for Absence</b>	
	To receive and consider acceptance of reasons for absence and to note other absence.	
		<b>Papers</b>
<b>5</b>	<b>Declarations of Interest</b>	
	To receive declarations of pecuniary and/or non-pecuniary interests and the nature of those interests in relation to any agenda item.	
<b>6</b>	<b>Minutes of the Last Meeting</b>	
	To accept and sign the minutes from the Market & Town Hall Committee meeting held on 4.4.23.	MTH1/6
<b>7</b>	<b>Committee budgets 2023/24</b>	
	To receive the month one Committee budget and the current earmarked reserves.	MTH1/7
<b>8</b>	<b>Finance</b>	
a	To consider revenue from Town Hall room hire, Market Square hire and market rent to 31.05.22.	MTH1/8a
b	To note the market Square fees from 01.04.22 to 31.05.22.	MTH1/8b
c	To approve expenditure of £289.11 gross authorised under delegated authority from 01.04.22 to 31.05.22.	MTH1/8c
d	To approve a breakdown of HRGO costs from 01.04.22 to 31.05.22.	MTH1/8d
<b>9</b>	<b>Corporate Support and Facilities Officer's Report (including Exceptions and Officer Delegated Decisions)</b>	
	To receive the Corporate Support and Facilities Officer's report.	MTH1/9
<b>10</b>	<b>Delegated Authority</b>	
a	To consider giving delegated authority to the Corporate Support & Facilities Officer to occasionally offer free, or reduced, pitch fees to community or charitable organisations where there is community benefit. Any reductions in fees will be reported back to committee via the Clerk's report.	
b	To consider giving delegated authority to the Corporate Support & Facilities Officer to offer free, or reduced, room hire rates for special or charitable events which are held in exceptional circumstances, and in consultation with the committee Chair.	
<b>11</b>	<b>Pest Control</b>	

	To agree to renew the annual pest control contract for the Town Hall & Market Square at an annual cost of £208.00.	
<b>12</b>	<b>Summer Market</b>	
	To approve a budget of £450 for the Summer Market on 11th August from budget 4140 marketing & promotion.	
<b>13</b>	<b>Winter maintenance Policy</b>	
	To approve the winter maintenance policy.	MTH1/13
<b>14</b>	<b>Report from Cllr Jones</b>	
	To receive an oral report from Cllr Jones regarding the market operation.	
<b>15</b>	<b>Charity Coffee Mornings</b>	
	To consider a motion from Cllr Hardcastle that the Town Council opens the Main Hall once a month for a charity coffee morning to coincide with the Friday Market.	
<b>16</b>	<b>Date of Next Meeting</b>	
	To note that the next scheduled meeting will held be on 26/9/23 at 6pm.	