



*Meeting (No)* **PEOPLE COMMITTEE (8)**  
*Time & Date* **6pm 5 December 2017**  
*Place* **Town Hall**  
*Document* **Minutes**

**Present:** Cllrs Lloyd (Chair), Clayton, Fleetwood, Griffiths and Kynaston (substitute for Cllr Barker).

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

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

**78 Questions and comments from residents:**

There were no questions or comments from residents.

**79 Apologies for absence**

**RESOLVED** to accept apologies for absence from Cllrs Barker (business), Howe (business) and Yarker (business).

**80 Declarations of Interest**

There were no declarations of interest.

**81 Minutes of the last meeting**

**RESOLVED** to approve minutes of the meetings held on 31.10.17 and 3.11.17. The Chair signed the minutes.

**82 Governance & Operations Manager's report**

The Committee received the report and noted in particular that:

Strategic objectives (minute 58a, 31/10/17) – contact had been made with the majority of groups supporting vulnerable people as identified by the task and finish group. An invitation had been extended for these groups to contact the Governance and Operations Manager for advice and guidance on the grant eligibility criteria and application process.

Neston Music Festival (minute 64, 31/10/17) – contact had been made with the festival organisers and contact details had been shared with the Assets and Events Manager and also the councillor representative for the festival.

Ladies Day entertainment (Society & Culture Committee minute 143d, 18/04/17) – the Female Society had emailed to explain that the Society was fully supportive of entertainment for Ladies Day but could not undertake to make grant applications for such entertainment or take responsibility for purchasing services.

The Committee's Female Society representative agreed to discuss the matter further and produce a report for consideration at the next People Committee meeting.

**83 Strategic objectives**

The Committee considered the People Committee's objectives for 2017/18 and agreed :

- "Formulate priority list and develop an engagement plan" – all identified groups had been contacted but no applications had yet been received. Change to amber.

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- "Establish a Junior Council" – Cllrs Kynaston and Fleetwood agreed to establish a Task and Finish Group to investigate options and report back to the next People meeting.
- "By working in partnership to provide CCTV". Change to amber.
- "Engage in dialogue with local Police via PRM" – councillor representative had attended a PRM meeting in November. In addition, Committee agreed to invite Police Officer/PCSO for discussion at a pre-meeting on 06.03.17. Change to green.

#### 84 Grants

- a **RESOLVED** to approve end of grant accounts from Train to Change, Lift Up 2 Work II Project (£4,974).

The Committee noted from the end of grant report that eight Neston residents had gained permanent employment as a result of this grant award.

- b **RESOLVED** to approve an application from Little Actors Theatre Company for a small grant award of £300 towards the cost of purchasing chairs.

The Committee was pleased to note that an empty building within the town was being utilised and asked for congratulations to be passed to Little Actors.

- c **RESOLVED** to increase the maximum small grant award from £300 to £500.

The Committee accepted that an increase in levels of grant funding resulted in a corresponding increase in the level of risk. The Committee therefore asked the Governance and Operations Manager to review and update the small grant award application form as appropriate.

#### 85 Licensing applications

**RESOLVED** to implement a procedure for the submission of comments on licensing applications.

Upon notification of any licensing applications that fall within the Neston Town Council area:

- A notice of new applications will be circulated to all councillors and displayed on Town Council noticeboards and website.
- Residents will be given five days to contact their local Neston Town Council ward councillor should they wish to raise any concerns.
- Councillors will be given one week from the date of issue of the notice to request that any applications on the list be considered by the appropriate committee.

Neston Town Council will only submit comments on licensing applications following discussion by committee.

#### 86 VC Commemorative paving stone

- a The Committee considered the outcome and implications of a meeting with CWaC regarding the VC commemorative paving stone installation and noted that the maximum total cost of the project would be £2,600. The Committee also noted from the report that provisional costings for the project had been estimated as road closure £600, installation of commemorative stone £1,000, regimental band £200, refreshments £400, travel expenses £200 and contingency £200.

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- b **RESOLVED** that the Town Council should take the lead on this project subject to the Council Manager agreeing that there were sufficient staff resources to undertake the work and that, subject to this agreement, officers were authorised to make all necessary payments not exceeding £2,600 in order to facilitate the implementation of the project in a timely manner.

**RESOLVED** to create a new budget line for the project and vire across £2,000 from 4371 (youth engagement) and £600 from 4360 (grants and donations).

#### **87 Parkgate Carnival 2018**

**RESOLVED** to:

- have a Neston Town Council table at the event, and
- produce a banner for display at the event at a cost not exceeding £50 from budget line 4303 (display materials).

#### **88 Cheshire Fire Authority Draft Integrated Risk Management Plan 2018/19 Consultation**

**RESOLVED** to submit a response as per the draft detailed in paper PE8/88 with the following amendment:

Sprinklers – delete the response contained PE8/88 and replace with “The Town Council welcomes the Fire Authority’s efforts to encourage the fitting of sprinklers by local housing providers”.

The Committee thanked Cllr Kynaston for preparing the draft response.

#### **89 Project Rural Matters**

Oral feedback was provided on the Project Rural Matters meeting held on 29.11.17. It was noted that decisions over the siting of the second mobile CCTV camera would be decided in liaison with the Project Rural Matters group as local police are represented on this group.

#### **90 Neston Music Festival 2018**

The Committee noted that Cllr Pilley had been appointed as councillor representative to act as a focal point for the 2018 Neston Music Festival event co-ordination.

The Committee stressed the importance of safeguarding the Council’s financial investment in the festival and agreed that the Council’s representative should act as a link with the organisers and liaise with the Assets and Events Manager regarding promotion of the festival.

#### **91 Other items:**

There were no other items.

#### **92 Next meeting**

The next scheduled meeting was noted as 6pm on 6 February 2018.

The meeting closed at 7.15pm.

Signed  Date 6/2/18