



Meeting (No) **PEOPLE COMMITTEE (8)**  
Time & Date **6pm 11 February 2020**  
Place **Town Hall**  
Document **Minutes**

**Present:** Cllrs Griffiths (Chair to agenda item 113), Bennoch (Chair from agenda item 114), Davies (from agenda item 105b), Jones (from agenda item 103), Kynaston and Roe.

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

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

### **99 Questions and comments from residents**

There were no questions or comments.

### **100 Apologies for absence**

There were no apologies for absence.

### **101 Declarations of Interest**

There were no declarations of interest.

### **102 Minutes of the last meeting**

**RESOLVED** to approve minutes of the meeting held on 14.01.20. The Chair signed the minutes.

Cllr Jones joined the meeting.

### **103 Governance & Operations Manager's report**

Report PE8/103 was considered. There were no questions.

### **104 Chair's report**

It was noted that there had been no meetings of the Policy Committee since the last People Committee meeting.

### **105 Committee budget**

- a The Committee considered the current budget and EMRs.

Cllr Davies joined the meeting.

- b **RESOLVED** that the 20/21 budget should split the current budget line 4360 into two separate budget lines entitled "community grants" and "community events donations" with £17,000 being assigned to community grants and £18,000 to community events donations.
- c **RESOLVED** to earmark any money remaining in budget 4330 (Christmas Lights) at the end of the current financial year to be used as a contribution towards the anticipated additional Christmas lighting expenditure during financial year 20/21.

### **106 Committee objectives**

- a The Committee considered the current objectives, noted that PRM had been disbanded and agreed that the status of 6.3 should be updated to green.

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- b The Committee discussed options for new objectives and agreed to align committee objectives with the financial year. It was agreed that objectives should focus on the two broad areas of committee responsibility:
- cultural and community development, and
  - health and wellbeing of the community.

It was agreed that the Committee would set objectives based on current commitments and ongoing work and that the new committee membership in May would then be able to revisit and expand the committee objectives for the remainder of the financial year.

**RESOLVED** to create three initial committee objectives for financial year 20/21 in the areas of supporting community events, provision of Christmas lights and the new community grants procedures. The Committee agreed objectives, outcomes and timed action steps for these three areas.

It was agreed to consider adding an additional objective in relation to the Village Fair following the meeting of the Village Fair Task and Finish Group.

#### **107 Grant funding**

Report PE8/107 was considered.

**RESOLVED** to approve a request from Friends of Park Fields for project alteration in relation to the wildlife hedge conservation grant awarded on 08.10.19.

#### **108 Grant application forms and assessment process**

- a **RESOLVED** to adopt new application forms for the main and small grants programmes as detailed in paper PE8/108.
- b **RESOLVED** to agree the grant assessment criteria as detailed in paper PE8/108.

#### **109 Community events – 2020/21**

- a i. It was agreed to offer the opportunity for six community groups to submit costed project plans for consideration and approval as per the Community Events Donations Policy:
- Neston Village Fair 2020 (Neston Village Fair Committee) £1,700
  - Ladies Day 2020 entertainment (Hip & Harmony) £3,600
  - Christmas Lights 2020 switch-on event £7,600
  - West Vale Family Fun Day 2021 (Friends of West Vale Park) £1,600
  - ParkgateFest 2020 (ParkgateFest CIC) £2,000.
- ii. **RESOLVED** to earmark £1,000 from 20/21 community events donations budget to be used for publicity materials for the 2021 Neston Music Festival.

It was agreed that Cllr Kynaston would discuss apportionment of the poppy wreath donation with the Neston branch of the British Legion and report back to Council.

#### **110 Bunting**

**RESOLVED** that the existing contractor would be requested to install/remove bunting in the town centre during June/July 2020 at a cost not exceeding £1,700+VAT, £40+VAT per weekly inspection and £100+VAT per call-out.

#### **111 Dee Coastliners Project**

The Committee received a report of the meeting 30.01.20.

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## **112 Council's Statement of Community Engagement**

It was agreed that this document and its associated action plan required comprehensive review and revision to ensure they remained relevant. It was agreed that the format, process and timescale for review would be agreed at the next People meeting and would form a committee objective.

## **113 Christmas Lights**

An oral update was provided following the working group meeting held on 22 January. It was noted that work towards creation of a contract specification was ongoing.

Cllr Griffiths left the meeting and the People Committee's Vice Chair, Cllr Bennoch, chaired the remainder of the meeting.

## **114 Project Rural Matters**

It was noted that the PRM group had disbanded and that the sum of £4,668 had been returned to the Council by PRM. This New Homes Bonus money had originally been provided by Neston Town Council for the provision of station CCTV but it had not been possible to progress the project.

## **115 Neston flag**

It was reported that the Neston Flag Task and Finish Group established on 19.10.19 (minute 49) had yet to meet.

## **116 Village Fair**

It was reported that the Village Fair task & finish group established on 19.10.19 (minute 50) had yet to meet but that an initial meeting would be convened in March.

## **117 Other items the Chairman determines are urgent for discussion, or noting for the next agenda.**

There were no other items.

## **118 Next meeting.**

It was noted that the next scheduled Committee meeting would be held on 7 April 2020 at 6pm.

## **119 Exclusion of the Press and Public**

**RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business (120 and 121) on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

## **PART 2: Items considered in the absence of the press and public**

### **120 Junior Mayor pendant**

The Committee noted that three companies had been approached but that only two quotations were provided.

**RESOLVED** to appoint Fattorini Ltd to produce a junior mayor pendant (as per quote Q0073362:3 - design no B200113-01) at a cost of £345.35+VAT and delivery from budget line 4371 (youth engagement).

It was agreed to request that the colour of the ribbon be purple rather than blue as detailed on the quotation.

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**121 Protocol on marking the death of a senior national figure**

The Committee noted that matters were being progressed and that the Task & Finish Group's recommendations would be considered at the next meeting.

The meeting closed at 7.35pm.

Signed Brenda M. Marple Date 1/6/21