



Meeting (No) **RESOURCES COMMITTEE (4)**
Time & Date **6pm 10 September 2020**
Place **Remote meeting via Zoom**
Document **Minutes**

Present: Cllrs Jones (Chair), Bolderson, Hudspeth, Kynaston and Roberts (from agenda item 49).

In attendance: Miss A Duncan (Governance & Operations Manager) and Mrs M McMahon (Senior Markets & Support Officer) and Cllrs Jackson and Wastell.

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

41 Questions and comments from residents

There were no questions or comments.

42 Apologies for absence

There were no apologies for absence. The absence of Cllr Hutt was noted.

43 Declarations of interest

There were no declarations of interest.

44 Market & Town Centre Working Group

a Working group meeting notes

The Committee considered the notes of the working group meeting held on 01.09.20 which included a schedule of confirmed and potential market events:

- A Halloween market confirmed for 30.10.20 with a maximum spend of £200 to purchase pumpkins etc (expenditure falls within the SM&S Co-ordinator's delegated authority).
- Details of possible enhanced Christmas markets on 4 December and 22 December to be discussed at the next Resources Committee meeting.

b Working group recommendation – additional clauses for single gazebo sale contract

To Committee considered the working group's recommendation to include two additional clauses as detailed in paper R4/44b. The Committee decided to delete the first five words of the first additional clause with the resulting amended clauses reading:

- i. The property must not be disposed of for a period of 5 years, or transferred to another party.
- ii. In the event that the purchaser ceases to trade at Neston Market within that period, the property must first be offered to the seller at the price originally paid for it.

RESOLVED to approve the single gazebo sale contract as detailed in paper R4/44b including two additional clauses as amended.

c Working group recommendation – allocation of single gazebos

RESOLVED to provide delegated authority for the SM&S Co-ordinator to allocate single gazebos based on current patterns of regular usage (criteria for allocation agreed by Resources Committee on 17/03/20).

Chair's initials and date:

 8/2/20

d Working group recommendation – market trader terms & conditions

The Committee considered the market trader terms and conditions which contained recommended amendments to take account of the fact that the Town Council no longer hires gazebos to or collects rubbish from market traders but can provide gazebos to community organisations attending the market.

RESOLVED to amend market trader terms & conditions as per the additions and deletions detailed in paper R4/44d.

45 Market cleaning and refuse collection

The Committee received an update (paper R4/45) on the current cleaning and refuse collection schedules and the potential future requirements.

46 Date of next meeting

To be agreed at the Council meeting on 22 September 2020.

The SM&S Co-ordinator left the meeting.

47 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 on the grounds that they involve 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

48 Waste collection contract

The committee considered details of a revised waste collection contract (controlled waste description, transfer note and agreement and terms and conditions) with the current contractor. It was noted that the contractor had been appointed on 19.03.19 following consideration of four quotations but that a recent reduction in refuse collection requirements necessitated a new contract in order to achieve cost savings.

RESOLVED to approve a one-year waste collection contract for the Town Hall and market with Biffa Waste Services Ltd for weekly collection of one mixed recycling bin at a cost of £10.14 per week and one general waste bin at a cost of £15.41 per week.

Cllr Roberts joined the meeting.

49 Cleaning contracts

- a **RESOLVED** to approve a cleaning contract with QWest to 18 June 2021 for weekly cleaning of the lower community office and traders' kitchen at a cost of £123.24 per month.

It was noted that quotations for this work had been sought from several companies and that two quotations had been received and considered in June 2020 when QWest was appointed on a three-month trial basis.

- b The Committee considered a weekly cleaning contract for the Town Hall basement and decided not to approve the contract.

RESOLVED to end the current cleaning contract for weekly cleaning of the Town Hall basement and pay three months' notice at a cost of £218.99 per month.

The meeting closed at 6.30pm.

Signed _____



Date _____

8/6/20