



*Meeting (No)*     **Market & Town Hall Committee (6)**  
*Time & Date*     **6pm, Tuesday 23 April 2024**  
*Place*                **Neston Town Hall**  
*Document*          **Draft Minutes**

**Present:** Cllrs Jones (Chair), Davies, Hudspeth, Kynaston and Marple.

**In attendance:** N McMahon (Market & Town Hall Manager), Samantha Giblin (Little Actors)

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

**69 Public Participation** (maximum of three minutes per person)

No members of the public were present.

**70 Apologies for Absence**

Cllr Hardcastle sent apologies for personal reasons.

**RESOLVED** to approve apologies from Cllr Hardcastle.

**71 Declarations of Interest**

No declarations of interest were received.

**72 Minutes of the Last Meeting**

**RESOLVED** to accept as a correct record the minutes of the Market & Town Hall Committee meeting held on 13.2.23. The Chair signed the minutes.

**73 Little Actors**

a **RESOLVED** To receive report MTH6/73 detailing a proposal from Little Actors.

The Chair read an update from the Chief Officer following a conversation with CWaC Property Services on 23.4.24. Which also stated that the Town Council cannot show favouritism one group in the town over another.

The Chair suspended standing orders to allow Samantha Giblin, from Little Actors, to speak.

Samantha gave an update on the situation detailed in the report and members of the committee asked questions with regards to funding applications. Samantha explained that she would be applying for further core funding in June, but if successful in these bids, funds would not be received until September. Due to the timescale, she is not able to sign to renew her lease with CWaC for the use of the 'previous post office' space when the current lease expires in June. However, if successful in the core funding bids, she would be in a position to resign in September. The committee suggested that Samantha seeks funding from community sources for the 3 months, June to September, and that NTC contacts CWaC to request an extension to the current lease until September 2024.

Samantha also mentioned that the chairs and staging stored and used in the Town Hall were purchased with funds from an NTC grant and were available for both council and community use. Furthermore, all Little Actors equipment is covered under their own insurance regardless of storage location.

	<p>The committee thanked Samantha for attending the meeting to explain the situation and wished to note that NTC are supportive of Little Actors remaining in a location within the Town Hall and acknowledge that this would be a positive outcome for the community. However, at present NTC are not in a position to make any agreement until further details are discussed with CWaC.</p> <p>The Chair reinstated standing orders.</p>
b	<p>The Committee requested that the Chief Officer and the Chair have further conversations with CWaC Property Services, as overall landlords of the Town Hall, to request an extension to Little Actors current lease until September 2024, this is providing Little Actors are able to secure funding for the additional 3 months from community sources.</p>
	<p>Samantha Giblin left the meeting.</p>
<b>74</b>	<b>Committee Budgets 2023/24</b>
	<p><b>RESOLVED</b> to receive the budget and the current earmarked reserves reports.</p> <p>The committee requested that the Finance Manager provides a report for the next meeting to give the background and a breakdown of the M&amp;TH EMR's</p>
<b>75</b>	<b>Finance</b>
a	<p><b>RESOLVED</b> to receive the report detailing revenue from Town Hall room hire, Market Square hire and market rent to 31.03.24.</p>
b	<p><b>RESOLVED</b> to receive the report detailing the market square fees from 01.02.24 to 31.03.24.</p>
c	<p><b>RESOLVED</b> to approve breakdown of HRGO costs from 01.02.24 to 31.03.24.</p>
<b>76</b>	<b>Council Delivery Plan</b>
a	<p>The Committee considered the current status of the agreed delivery plan objectives within the remit of the M&amp;TH Committee.</p> <p>The Market and Town Hall Manager gave an update on the progress with the goals set for the M&amp;TH Delivery Plan Objectives.</p>
b	<p>The charges agreed, at M&amp;TH committee on 27.9.22, for any health-related sessions/clinics held in the Town Hall for community benefit were noted and it was agreed that no further conditions of hire need to be added.</p>
<b>77</b>	<b>Market &amp; Town Hall Manager's Report (including Exceptions and Officer delegated Decisions)</b>
	<p><b>RESOLVED</b> to receive the Market &amp; Town Hall Manager's Report.</p>
<b>78</b>	<b>D-Day Flag Flying</b>
	<p>The committee noted that the Neston Branch of the RBL had previously expressed an opinion that the Union Flag should be flown on this occasion.</p> <p><b>RESOLVED</b> to fly the Union flag, unless CWaC request otherwise, as the Town Hall is a CWaC owned building and we must follow their flag flying protocol.</p> <p>If CWaC request for an official D-Day 80 Flag of Peace commemorative flag to be flown; <b>RESOLVED</b> to give delegated authority to the Market &amp; Town Hall Manager to purchase an official D-Day 80 Flag of Peace commemorative flag, as suggested by ChALC, to be flown on the D-Day Anniversary (6.6.24) and for the following week at a cost of £36.60 + VAT and delivery from budget 4410 TH Flags.</p>
<b>79</b>	<b>Youth Market</b>

a	<b>RESOLVED</b> to obtain further information from NMTF regarding this initiative and to report back to the next scheduled meeting.
b	<b>RESOLVED</b> to defer this item until further information has been obtained from NMTF.
<b>80</b>	<b>Gazebo Loan Report</b>
	<p><b>RESOLVED</b> to receive a report clarifying the reasons why NTC gazebos are not loaned to community groups.</p> <p>It was also noted that Parkgatefest CIC had previously stated that they 'would be prepared to 'loan out their gazebos to other local community groups including transported delivery and collection at no charge'</p>
<b>81</b>	<b>Summer market</b>
	<p><b>RESOLVED</b> to approve a budget of a maximum of £1000 for a summer market during the school holidays, date TBC, from budget Marketing &amp; Promotion 4140.</p> <p>To note that if the professional entertainment, in keeping with the proposed theme, cannot be secured, then the budget will be significantly reduced.</p>
<b>82</b>	<b>Date of Next Meeting</b>
	To note that the date of the next scheduled meeting will be agreed at the Annual Meeting of the Council on 21.05.24.

**The meeting closed at 7.00pm**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_