

	Meeting (No)	Market & Town Hall Committee (1)	
	Date	25th June 2024	
	Document		
	Market & Town Hall Managers Report	MTH1/10	

Summer Market

Plans for the Summer Pirate Market, on 26th July, are progressing well and the market will be delivered under budget. The budget spend at the moment is only £583.03 of the £1000 approved. I will confirm the final spend at the next meeting.

Little Actors

Little Actors Theatre Group moved out of the 'old post office' space, at the front of the Town Hall, on Saturday 8th June. Samatha has informed us that she will be using a home office going forward. Some boxed items are being stored in the Town Hall plus staging, chairs etc.. which are available for community use and will be used in their sessions. The group will still be hiring the Town Hall for their theatre groups and some performances and will still be involved in events, where applicable. Neston Town Council wishes to continue building on the good relationship with Little Actors, and we wish them every success in their upcoming 'Neston Theatre Arts Festival' which is being held in the Town Hall in July.

Lower Community Office

Our caretaker is in the process of re-painting the lower community office in preparation for any new tenants, he hopes to finish the work by 20th June. He has also made repairs to kitchen drawers etc. and carried out a clean of the premises after the departure of the previous tenants.

Town Hall Works

We have been informed by CWaC that the small platform lift on the steps in the entrance hall is being replaced with a new updated lift in late August/early September, the work is likely to take around 3 days.

CWaC have also informed us that they have had the go ahead for the roof works to the Town Hall building and are now in the process of making the arrangements. We have been advised that this is likely to cause some disruption to staff, the police and to the operation of the market. Works are currently planned to start early July; however, I have asked if this could be delayed until after the Summer Market on 26th July due to the disruption the scaffolding will cause, work is likely to last for approximately 20 weeks. I will keep the committee updated with the progress of this work and may be able to give a further verbal update on the evening of the meeting.

Free room hire (Minute 10b M&TH 27.6.23)

As agreed, and in consultation with the Committee Chair and/or Deputy Chair, free room hire has been provided to;

- Karate on 22nd May for their Chairty Evening to celebrate their 15-year anniversary of the club which has been run from the Town Hall from opening. A brilliant £455.69 was raised on the night and has been donated to the North West Air Ambulance.
- The Neston Flower Society on Thursday 30th May, in order to set up for the Flower exhibition which started the following day.

Reduced Pitch Fees (Minute 10a M&TH 27.6.23)

No reduced pitch fees have been given since the last meeting.

Therefore, the maximum agreed figure of £200 per quarter for fee pitch fees, to community or charitable organisations where there is community benefit, has not been exceeded.

Environmental Health Inspection

An unannounced inspection by environmental health officers was carried out on the market on Friday 17th May. Indications of the day were that there were no issues for us to be aware of and no issues have been raised with NTC following the inspection. Feedback from traders was also all positive, indicating that no issues were found.

Equals card expenditure

The total expenditure for the Equals card from 1.4.24 to 31.5.24 was £395.12. which included the purchase of a pressure washer which has already proved to be very useful. For example, it was used to clean a spilt white liquid that had been spilt/splattered on an area of the market square, and it has also been used to clear some of the gulleys/gutters on the market square to prevent flooding from the recent heavy rainfall.

Exceptions – Town Hall Lift Maintenance (Minute 67 M&TH 13.2.24)

The GSM and SIMS were fitted on 7th May, however as the lift only has an alarm, we are now told that they have no Safe Line (auto dialler) fitted, so they couldn't connect the GSM and SIMS. We have now been told that as they are platforms, they need to fit Safe Lines and additional trailing cables. The lift manufacturers are providing an additional quote to the Qwest/CWaC helpdesk for this extra work. We have not been informed of the cost or who will be responsible for the payment. Our Chief Officer has raised this issue with CWaC property services. It should also be noted there were issues with fitting of the GSM and SIMS which caused an issue with the lift operation, in that a cable in the lift mechanism snapped causing an entrapment. This has also been reported to property services by myself and the Chief Officer, we await a response to both issues.

Delegated Authority - There are no delegated authority actions to report.

Market & Town Hall Manager