



Meeting (No)	<b>Market &amp; Town Hall Committee (2)</b>
Time & Date	<b>10 September 2024 at 6.00pm</b>
Location	<b>Town Hall, High Street, Neston</b>
<b>AGENDA</b>	

The following members of Neston Town Council’s Market & Town Hall Committee are hereby summoned to attend the above meeting which will be held on **Tuesday 10<sup>th</sup> September 2024** at Neston Town Hall, commencing at **6pm** for the purpose of transacting the business as listed below.

**Cllrs: S Davies, S Hudspeth, S Jones, P Kynaston, B Marple & C Warner**

The meeting is held in public and members of the public and the press are encouraged to attend. Confidential items pertaining to contractual or staffing matters have to be discussed in “Part 2” where only Councillors and reporting officers can be present.

Date of Notice: 5<sup>th</sup> September 2024

Zoë Dean  
Locum Chief Officer  
Neston Town Council

AGENDA		
PART 1: Items to be considered in the presence of the press and public		
<b>15</b>	<b>Public Participation (maximum of three minutes per person)</b>	
	Members of the public are invited to make representations, ask questions and give evidence in respect of any business being transacted at the meeting and about any other matter for which the Town Council has responsibility.	
<b>16</b>	<b>Apologies for Absence</b>	
	To receive and consider acceptance of reasons for absence and to note other absence.	
		<b>Papers</b>
<b>17</b>	<b>Declarations of Interest</b>	
	To receive declarations of pecuniary and/or non-pecuniary interests and the nature of those interests in relation to any agenda item.	
<b>18</b>	<b>Minutes of the Last Meeting</b>	
	To accept and sign the minutes from the Market & Town Hall Committee meeting held on 25.6.24.	MTH2/18

<b>19</b>	<b>Committee Budgets 2024/25</b>	
a	To receive the current Committee budget and the current earmarked reserves reports.	MTH2/19a
b	To receive the detailed EMR report from the Finance Manager.	MTH2/19b
<b>20</b>	<b>Finance</b>	
a	To consider revenue from Town Hall room hire, Market Square hire and market rent to 31.8.24.	MTH2/20a
b	To note the market 'Square payment terminal' fees from 1.6.24 to 31.8.24	MTH2/20b
c	To approve a breakdown of HRGO costs from 1.6.24 to 31.8.24	MTH2/20c
<b>21</b>	<b>Committee Objectives</b>	
	To review the current status of the M&TH Committee's agreed objectives.	MTH2/21
<b>22</b>	<b>Market &amp; Town Hall Manager's Report</b>	
	To receive the Market & Town Hall Manager's report.	MTH2/22
<b>23</b>	<b>Halloween Market</b>	
	To approve a budget of a maximum of £500 for a Halloween market on 1.11.24, from budget Marketing & Promotion 4140	
<b>24</b>	<b>Town Hall Hire Rates</b>	
	To consider the proposed increases to the Town Hall hire rates with effect from 1 <sup>st</sup> April 2025.	MTH2/24
<b>25</b>	<b>Trader of the Year Trophy</b>	
a	To approve purchase of a trader of the year trophy at a maximum cost of £50 + VAT and delivery from budget 4140 (marketing & promotion).	
b	To provide delegated authority to the Market & Town Hall Manager, in liaison with the Committee Chair and market team, to decide the 2024 trader of the year.	
<b>26</b>	<b>Town Hall Storage</b>	
	To reaffirm the temporary storage arrangements for external groups at the Town Hall.	MTH2/26
<b>27</b>	<b>Additional December Market</b>	
	To approve holding an additional December market on Monday 23 <sup>rd</sup> or Tuesday 24 <sup>th</sup> December, should traders wish to trade.	
<b>28</b>	<b>Market Square Handrails</b>	
a	To receive the report detailing the options for the fitting of the Market Square handrails and to agree on the preferred option.	MTH2/28

b	To approve the virement of a maximum of £1300 from marketing and promotion budget 4140 to Responsive Maintenance budget 4417 to facilitate the required option.	
<b>29</b>	<b>Date of next meeting</b>	
	To note that the next scheduled meeting will held be on 19.11.24 at 6pm.	
<b>30</b>	<b>Exclusion of the Press and Public</b>	
	To consider 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 item of business on the grounds that it involves 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.	
<b>PART 2: Items to be considered in the absence of the press and public</b>		
	There is no confidential business	