

	Meeting (No)	Full Council (3)
	Time & Date	22nd October 2024 at 6.00pm
	Location	Neston Town Hall
AGENDA		

TO: ALL MEMBERS OF THE COUNCIL

Dear Members,

You are hereby summoned to attend a meeting of the Council to be held at **Neston Town Hall** on **Tuesday 22nd October at 6pm** for the purpose of transacting the business of the Council as set out below.

Date of notice: 17th October 2024

Zoë Dean
Locum Chief Officer
Neston Town Council

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

AGENDA

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

		Document reference
38	Apologies for Absence To receive and consider acceptance, and to note other absences.	
39	Declarations of Interest To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any items on the agenda for this meeting.	
40	Minutes of the Meeting To accept and sign the minutes of the Full Council meeting held on 09/07/2024.	FC3/40
41	Presentation from Neston Civic Hall Trustees <i>To suspending Standing Orders for the purpose of Public Participation.</i> To receive a presentation from the Trustees of Neston Civic Hall regarding their fund-raising suggestions for repairs to the Civic Hall roof.	
42	Questions and Comments from Residents To receive representation of a maximum of 3 minutes per person and an overall limit of 30 minutes on any item of business included on the agenda.	

	<i>To reinstate Standing Orders following the closure the public session.</i>	
43	Committee Minutes	
	To approve minutes from the following committee meetings:	
a)	HR Committee held on 09/07/24	FC3/43a
b)	Community & Environment Committee held on 06/08/2024 and 11/09/2024 and C&E 08/10/2024.	FC3/43b
c)	Finance & Administration Committee held on 24/09/2024.	FC3/43c
d)	Market & Town Hall Committee held on 10/09/2024.	FC3/43d
44	Co-Option	
a)	To receive and consider Mr G. Swaffer and Mr. S. Adderley for Co-Option for the vacancies within the Little Neston Ward.	FC3/44a
b)	To receive and consider Mr D. Ruscoe and Mrs N. Ruscoe for Co-Option for the vacancies within the Neston Ward.	FC3/44b
c)	To receive and consider any candidates for Co-Option for the vacancy within the Parkgate Ward.	
45	Committee Structure	
	To appoint the newly elected councillors to current committees vacancies. <i>(2 x vacancies C&E, 2 x vacancies F&A, 1 x vacancy M&TH)</i>	FC3/45
46	Budget Setting	
	To note that it is a requirement of the External Auditor that all committees will be expected to complete a proforma document in the November meeting cycle to note any budget changes in order for the information to be formally is recorded.	
47	2023/2024 Full Council Year-End Financial Report	
	To receive Neston Town Council's Year End Financial Report 2023/24 and supporting financial breakdown.	FC3/47(i) FC/47(ii)
48	Full Council Budget & EMR Report	
a)	To receive the year-to-date Budget Reports for 2024/25.	FC3/48a
b)	To receive a report on the EMRs for Full Council 2024/25.	FC3/48b
49	Recommendation from Community & Environment Committee	
	Ranger Post To recommend the draft job description/person specification as detailed in paper CE4/38c for consideration by Council. <i>Note from committee: The draft job description was for a full post and demonstrated how the role might develop as funds permit. Members suggested, however, that the post be 15 hours per week and temporary for 12-months in the first instance, with a requirement for applicants to have access to their own transport. The Committee felt that this would be the most realistic and affordable way to introduce the service whilst also providing time to assess the impact of the role before committing a larger budget. Members agreed that they would welcome the opportunity to revisit the job description once Council had made its decisions in order to refine the job description to reflect what could realistically be achieved within the hours assigned to the role.</i>	FC3/49
50	Christmas Closedown	

	To note that the Town Council offices will be closed for the Christmas break on 24/12/2025 to 02/01/2024.	
51	Locum Chief Officer's Report	
	To receive a report.	FC3/51
52	Exclusion of the Press and Public	
	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.	
PART 2: Items to be considered in the absence of the press and public		
53	Recommendation (2) from Community & Environment Committee	
a)	Telephone Boxes To appointment Remember When UK to restore two telephone boxes located opposite The Royal Oak and on the corner of Landseer Avenue/Raeburn Avenue at a cost of £13,410 (including haulage).	
b)	To approve funding this project using budget 4360, EMR 333 (provisional), EMR 337 (provisional) and EMR 329.	

Neston Town Council Mission:

We are helping to create an environmentally sustainable and thriving market town for Neston's residents, businesses and visitors by fostering a strong community spirit and improving and increasing the range of locally run services.