

	<i>Meeting (No)</i>	<b>Community &amp; Environment (7)</b>
	<i>Date</i>	<b>4 February 2025</b>
	<i>Document</i>	<i>Ref No</i>
	<b>C&amp;E Manager's Report</b>	<b>CE7/82</b>

### **Equals Card Payments** (C&E Minute 130, 09.04.24)

Since the last scheduled meeting, the C&E Manager's Equals card has been used to purchase items relating to the Christmas lights switch-on event (cable ties, Santa's grotto gifts, batteries and refreshments for volunteers/entertainers) at a total cost of £87.04. It has also been used to purchase a VE Day 80<sup>th</sup> anniversary flag - £77.11 (including £12.85 VAT).

### **Donations** (C&E Minute 13, 11.06.24)

A donation was provided to run support sessions for Ukrainian refugees in Neston, including improving language skills. The organiser has reported that one of the learners has recently secured permanent employment.

### **Allotments**

A padlock has been purchased to secure the standpipe at the Marshlands Road site at a cost of £17.41 (net) and £2.95 postage.

United Utilities completed the mains water installation at the Marshlands site on 16.01.25. There have been some problems with the meter box and United Utilities will be revisiting to rectify. Once resolved, Officers will register with a supply company as per minute 69a.

Parkgate water leak update: as a result of further discussions between officers and United Utilities, United Utilities visited the site for a second time and confirmed the entry point for the mains supply. It is hoped that the contractor will now be able to complete all works within the boundary which will reduce the overall cost, although we cannot know this for sure until the contractor digs at the identified entry point. A date has been agreed with the contractor and steps have been taken to minimise the impact on individual plots.

### **Greening Contract** (C&E Minute 77, 26.11.24)

A contract addendum has been produced to confirm the contract extension and fees. Arrangements are being made for both parties to sign.

### **Christmas Decorations**

The Christmas tree suffered damage during the storms before Christmas. Officers are arranging to meet with the contractor to assess the damage and possible options for a more wind-resistant alternative. Parkgate Society will be consulted as part of the process. When meeting with the contractor, officers will also take the opportunity to have an initial conversation about options for improvements to the Christmas lights in the town centre in line with any directions provided by committee (see agenda item 84b).

### **Traffic Management Schemes - Event Road Closures** (C&E Minute 72a, 26.11.24)

Due to issues with the Christmas event road closure, officers will request quotations from three alternative traffic management companies for consideration at a future meeting. The quotations will be both for the 2025 Christmas lights switch-on and for Remembrance Sunday.

### **Remembrance** (C&E Minute 72c)

Officers have obtained permission from CWaC to fly approved flags on the flagpole outside the Town Hall on the 80<sup>th</sup> anniversary of both VE Day and VJ Day. The VE Day commemorative flag has been ordered (£64.26+VAT). The VJ Day flag will be of the same design and will be purchased as soon as it becomes available to order.



### **IT Hardware**

Due to the unreliability of the Community Engagement Officer's desktop computer, it was becoming increasingly difficult for her to fulfil the social media, website and creative tasks associated with her role. In order to address the issue as cost-effectively as possible, it was decided to utilise her existing laptop with a docking station and purchase replacement monitors. The upgrade cost, including purchase of additional cables, was £168.83+VAT and the expenditure was coded to budget 301 publicity (4306 website).

Audrey Duncan  
Community & Environment Manager