



Meeting (No) **Market & Town Hall Committee (3)**
Time & Date **6pm, Tuesday 19 November 2024**
Place **Neston Town Hall**
Document **Minutes**

Present: Cllrs Jones (Chair), Davies, Hudspeth, Marple, Kynaston, N Ruscoe and Warner	
In attendance: N McMahon (Market & Town Hall Manager)	
PART 1: Items to be considered in the presence of the press and public	
The chair welcomed Cllr Ruscoe to the committee.	
31	Public Participation (maximum of three minutes per person)
	No members of the public were present.
32	Apologies for Absence
	All members of the committee were present.
33	Declarations of Interest
	No declarations of interest were received.
34	Minutes of the Last Meeting
	RESOLVED to accept as a correct record the minutes of the Market & Town Hall Committee meeting held on 10.9.24. The Chair signed the minutes.
35	Committee Budgets
a	RESOLVED to receive the month 7 budget and earmarked reserves reports. A query was raised regarding the purpose of the Asset & Events Management budget.
b	RESOLVED to approve the budget forecast for 2025/26 included in the above report.
c	RESOLVED to receive a report detailing the items that have been taken into consideration for the draft budget request for the next financial year. It was agreed that no amendments were required. The committee requested that an agenda item is added to the next scheduled meeting agenda to begin to discuss the 300 th anniversary of the Friday market.
36	Finance
a	RESOLVED to receive the report detailing the revenue from Town Hall room hire, Market Square hire and market rent to 31.10.24.
b	RESOLVED to receive the report detailing the market 'Square payment terminal' fees from 1.9.24 to 31.10.24.
c	RESOLVED to approve a breakdown of HRGO costs from 1.9.24 to 31.10.24.
37	Committee Objectives
a	The current status of the M&TH Committee's agreed objectives was reviewed.

b	<p>RESOLVED to carry forward into 2025 any uncompleted objectives.</p> <p>RESOLVED to add an additional objective to develop a Town Hall 5-year business plan. Cllrs Jones, Ruscoe and Kynaston agreed to meet to formulate the business plan, to be taken to the next Full Council meeting before budgets are finalised.</p> <p>The committee requested that a report detailing all of the objectives, for the M&TH committee, and their current status was taken to the next scheduled meeting.</p>
38	Market & Town Hall Manager's Report
	RESOLVED to receive the Market & Town Hall Manager's report.
39	Risk Assessments
a	RESOLVED to approve the Town Hall & Market Square Risk Assessment, with the amendment to any risks shown as completed to state 'for the current year' or be changed to 'ongoing' as appropriate.
b	RESOLVED to approve the Warm Welcome Space risk assessment.
40	Warm Welcome Space
	<p>RESOLVED to receive a report on the development of the warm welcome space/reception area from Cllrs Kynaston & Marple.</p> <p>The committee noted that the last sentence of the report should have read 'the conclusion would be that Neston Town Council is unable to make MORE use of the space for this purpose at the present time.'</p> <p>RESOLVED to continue to offer the space in its current form and to investigate additional options in the future.</p>
41	Date of next meeting
	It was noted that the next scheduled meeting will held be on 11 th February 2025 at 6pm.
42	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	
	There is no confidential business