



*Meeting (No)*    **Market & Town Hall Committee (4)**  
*Time & Date*    **6pm, Tuesday 11 February 2025**  
*Place*            **Neston Town Hall**  
*Document*        **Minutes**

<b>Present:</b> Cllrs Davies, Hudspeth, Marple, and Kynaston.	
<b>Late Arrivals:</b> Cllr Jones and N Ruscoe.	
<b>In attendance:</b> N McMahon (Market & Town Hall Manager)	
PART 1: Items to be considered in the presence of the press and public	
As Cllr Jones was absent the Deputy Chair, Cllr Kynaston, chaired the meeting.	
<b>43</b>	<b>Public Participation (maximum of three minutes per person)</b>
	No members of the public were present.
<b>44</b>	<b>Apologies for Absence</b>
	Cllr Warner sent apologies. <b>RESOLVED</b> to approve apologies from Cllr Warner. The absence of Cllrs Jones and N Ruscoe was noted.
<b>45</b>	<b>Declarations of Interest</b>
	No declarations of interest were received.
<b>46</b>	<b>Minutes of the Last Meeting</b>
	<b>RESOLVED</b> to accept as a correct record the minutes of the Market & Town Hall Committee meeting held on 19.11.24. The Deputy Chair signed the minutes.
<b>47</b>	<b>Committee Budgets</b>
	<b>RESOLVED</b> to receive the current budget and earmarked reserves reports. Clarification was requested from the RFO on the projected figure of £20,020 for 4425 Business Rates & Service Charges.
<b>48</b>	<b>Market &amp; Town Hall Financial Report 2023/2024</b>
a	<b>RESOLVED</b> to receive the Market & Town Hall financial report.
b	No recommendations were received.
<b>49</b>	<b>Finance</b>
a	<b>RESOLVED</b> to receive the report detailing the revenue from Town Hall room hire, Market Square hire and market rent to 31.1.25.
Cllr Jones joined the meeting at 6.15pm. It was agreed that Cllr Kynaston would continue to chair the remainder of the meeting.	
Cllr N Ruscoe joined the meeting at 6.18pm	
b	<b>RESOLVED</b> to receive the market 'Square payment terminal' fees to 31.1.25.
c	<b>RESOLVED</b> to approve a breakdown of HRGO costs to 31.1.25.
<b>50</b>	<b>Committee Objectives</b>
a	The current status of the M&TH Committee's agreed objectives as detailed in the report were discussed.

	<p>It was noted that a report on the progress of the Town Hall Business Plan would be included on the agenda for the next scheduled meeting, an update on any progress regarding the licencing provision was also requested for the next meeting.</p> <p><b>RESOLVED</b> to approve the objectives as detailed in the report.</p> <p>It was agreed that a report detailing any exceptions would be included on the agenda for every alternate meeting.</p>
<b>51</b>	<b>Market &amp; Town Hall Manager's Report</b>
	<b>RESOLVED</b> to receive the Market & Town Hall Manager's report.
<b>52</b>	<b>General Risk Assessment &amp; Fire Risk Assessment</b>
a	<p><b>RESOLVED</b> to receive the annual GRA &amp; FRA carried out by Terrain on 14.11.24.</p> <p>The committee noted that for item A1.7.6 'All doors are in a good condition and suitable' that plans were in place to fit hold open devices to some internal doors over the next few years. They requested that a way of keeping the back door open when required, for disabled access, was also investigated.</p> <p>The committee wished to note thanks to staff concerned for ensuring the building is as safe and accessible as possible.</p>
<b>53</b>	<b>300<sup>th</sup> Anniversary of Neston Market</b>
	<p><b>RESOLVED</b> to set up a task and finish group to begin discussing ideas and costings for a special market to celebrate the 300<sup>th</sup> anniversary of the Friday Market in 2028. Cllrs Marple, Kynaston and N Ruscoe indicated that they would like to be part of the group, the Market &amp; Town Hall Manager will also be involved in the plans.</p> <p>It was agreed that plans would be reported back to committee once finalised and costed.</p>
<b>54</b>	<b>HRGO Rates</b>
	<p><b>RESOLVED</b> to approve the increase in the Market Assistant HRGO pay rate as detailed in the report.</p> <p>The committee discussed the Market Supervisor rate and agreed that it should be set as £12.71 per hour, paid to the agency staff member. The committee were informed that this increase in rate would result in an increase to the charge to NTC also.</p> <p><b>RESOLVED</b> to approve the corresponding hourly charge for the Market Supervisor rate, with the above pay rate, up to a maximum of £20 per hour.</p>
<b>55</b>	<b>Market Pitch Fees</b>
	<b>RESOLVED</b> to approve the increase in market pitch fees from 1.4.25 as detailed in the report.
<b>56</b>	<b>Date of next meeting</b>
	It was noted that the next scheduled meeting will held be on 1 <sup>st</sup> April 2025 at 6pm.
<b>57</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 was no confidential business

The meeting closed at 6.47pm