



Meeting (No)	<b>Market &amp; Town Hall Committee (5)</b>
Time & Date	<b>01 April 2025 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 1<sup>st</sup> April 2025** 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, N Ruscoe & 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: 26<sup>th</sup> March 2025

Zoë Dean  
Locum Chief Officer  
Neston Town Council

AGENDA		
PART 1: Items to be considered in the presence of the press and public		
<b>58</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>59</b>	<b>Apologies for Absence</b>	
	To receive and consider acceptance of reasons for absence and to note other absence.	
		<b>Papers</b>
<b>60</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>61</b>	<b>Minutes of the Last Meeting</b>	
	To accept and sign the minutes from the Market & Town Hall Committee meeting held on 11.2.25.	MTH5/61
<b>62</b>	<b>Committee Budgets</b>	
a	To receive the current 2024/2025 Committee budget and earmarked reserves reports.	MTH5/62
<b>63</b>	<b>Finance</b>	
a	To receive the report detailing the revenue from Town Hall room hire, Market Square hire and market rent to 28.2.25.	MTH5/63a

b	To receive the report detailing the market 'Square payment terminal' fees to 28.2.25.	MTH5/63b
c	To approve a breakdown of HRGO costs to 28.2.25.	MTH5/63c
<b>64</b>	<b>Market &amp; Town Hall Manager's Report</b>	
	To receive the Market & Town Hall Manager's report.	MTH5/64
<b>65</b>	<b>Traders pitch fee reduction</b>	
A	To retrospectively approve a 25% reduction in pitch fee, for 3 months from 14.3.25, for a new trader using a partially hidden pitch, off the side of the market square, to allow them to becoming established. The reduction has been discussed and agreed in principal with the chair.	
B	To give the Market Manager delegated authority to review the situation, in consultation with the Chair, in 3 months' time, and report back to committee.	
<b>66</b>	<b>Market Traders Policy Terms &amp; Conditions</b>	
	To Approve an amendment to the Market Traders Policy Terms & Conditions - 4.1 to add: 'Any casual trader who has booked a pitch in advance must pay back fees for the pitch if they fail to trade, without giving a valid reason to the Market Officer by 7.00am on the trading day.'	
<b>67</b>	<b>Easter Market</b>	
	To approve a budget of a maximum of £550 for the Easter Market. This is over the M&TH Managers delegated authority.	
<b>68</b>	<b>Town Hall Business Plan</b>	
	To receive a verbal update from Cllr Jones on the progress of the Town Hall Business Plan.	
<b>69</b>	<b>Date of next meeting</b>	
	To note that the next scheduled meeting will held be in the new council year. Date TBC at the Annual meeting of the council on 20.5.25.	
<b>70</b>	<b>HRGO Staff Job Description</b>	
	To approve the updated HRGO staff job description.	MTH5/70
<b>71</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	