



Meeting (No) **RESOURCES COMMITTEE (8)**
 Time & Date **6pm 12 February 2019**
 Place **Town Hall**
 Document **Draft Minutes**

Present: Cllrs Warner (Chair), Carter, Kynaston, Marlow and Pilley.

In attendance: Miss A Duncan (Governance & Operations Manager) and Cllr Bennoch.

PART 1: Items considered in the presence of the press and public	
98	Questions and comments from residents: none.
99	Apologies for absence
	There were no apologies for absence. The absence of Cllr Lloyd was noted.
100	Declarations of Interest
	There were no declarations of interest.
101	Minutes of the last meeting
	RESOLVED to approve minutes of the meetings held on 08.01.19. The Chair signed the minutes.
102	Governance & Operations Manager's report
	The Committee considered the Governance & Operations Manager's report and noted in particular: <u>Emergency Town Hall repairs</u> (minute 58, 16 October 2018) – it was clarified that the repairs would be coded to Town Hall & Market EMR 9327. <u>Allotment rates</u> (minute 81b, 13/02/18) – annual tenancy agreements for 2019/20 including 10% increase due to be issued in March.
103	Markets, Asset and Admin Co-ordinator's report
	The Committee considered the update on current activities and noted expenditure of £309.42 authorised by the MAA Co-ordinator under delegated authority since the previous Resources meeting.
104	Finance
a	The Committee considered revenue from Town Hall room hire, Market Square hire and market rent to 31.01.19.
b	RESOLVED to approve expenditure of £46,623.70 net from the Council's current account as authorised by the RFO from 01.11.18 to 31.12.18, and FAirFX card payments of £445.12 net from 01.11.18 to 31.12.18. The Chair signed the expenditure records.
c	The Committee noted the current account income of £9,807.35 net from 01.11.18 to 31.12.18. The Chair signed the income record.
d	RESOLVED to agree the reconciliation of the Council's three bank accounts to December 2018. The Chair signed the reconciliation records.
f	RESOLVED to retrospectively approve the cost of £77.40 for a digital image of the Neston Market Charter from the National Archives. Members requested that the image be displayed in the main Hall.
Chairman's initials and date:	

105	Committee budgets
	The Committee considered the budget for 2018/19. No changes were made.
106	Strategic Objectives
a	The agreed Committee objectives were considered.
b	The progress ratings were updated: <ul style="list-style-type: none"> • Management agreement with CWaC – green • Develop the market/enhanced markets – amber • Develop Town Hall facilities – red • Directional signage to the town centre from the Wirral Way – green • Knowledge of CWaC’s plans for the town centre – red • Funding to enhance town centre aesthetics/Clayhill signage – red.
c	The objectives report was considered. No further action was taken.
107	Allotment rates
	RESOLVED to increase allotment rates by 10% for 2020/21. Existing tenants to be informed in writing before the end of March 2019 and letters to include amount as well as percentage. New tenants to be informed when signing their tenancy agreement.
108	Market stall pitch rates
a	A special motion was received and signed by six Members of the Council to rescind a previous resolution that had been agreed by Resources Committee 16.10.18 (67b). This was voted upon by Committee. RESOLVED to rescind the resolution “to standardise market pitch rates from 01/01/19 by implementing the currently agreed rates consistently to all traders”
b	RESOLVED To agree to standardise market stall pitch hire with effect from 01.04.19. The Committee members wished to acknowledge the efforts of the Council Manager and Markets, Asset and Admin Co-ordinator in rationalising pitch rates and to thank them for their achievements.
109	Market & Town Centre Working Group
a	RESOLVED to appoint Cllr Jones and Cllr Scott to the Market & Town Centre Working Group.
b	The Committee considered the notes of the meetings held on 09.01.19 & 23.01.19.
110	Staging
	RESOLVED to purchase six additional staging travel boxes at a cost of £70.50 + VAT and delivery from budget line 4431. Purchase to be made in financial year 19/20.
111	Signage
	RESOLVED to approve licences for boundary and finger post signage – Chester Road Car Park & Station Road.
112	S106 funds
	The Committee discussed the remaining S106 marketing funds. It was agreed that the Chair, G&O Manager and interested community representatives should meet and, having taken advice from CWaC, make project recommendations for consideration at a future Resources meeting.
Chairman’s initials and date:	

113	Use of Council property
a	The Committee considered report R8/113 which contained a proposed policy and provision of delegated authority for use of specified Neston Town Council assets. Section c ii of the draft policy was amended to read "Double gazebos only, to a maximum of 5 at any one time (no singles). The market requires a minimum of 5 each week." RESOLVED to approve the Policy for Use of Specified NTC Assets as set out in report R8/113, subject to the above amendment.
b	RESOLVED that the use of assets must be within the Town Council area and by Neston businesses and community organisations.
114	Gazebos
	Agenda item 114 (to consider purchasing five additional gazebos at a maximum cost of £1,000 + VAT and delivery) was deferred to the next meeting.
115	Town Hall security
a	The Committee considered an update on measures to improve Town Hall security and noted that the issue would be revisited during the next financial year.
b	RESOLVED to provide delegated authority to the Council Manager to arrange purchase and installation of a security mirror for the foyer at a maximum cost of £90+VAT from budget line 4431.
116	Other items: none.
117	Date of next scheduled meeting
	This was noted as Tuesday 19 March 2019 at 6pm.
118	Exclusion of the Press and Public
	RESOLVED To exclude members of the public and press for the remaining items because of likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
PART 2: Items considered in the absence of the press and public	
119	Asset Transfer
	The Committee received an oral update on the meeting held on 04.01.19.

Meeting closed at 7.15pm.

Signed _____ Date _____