

Market Drayton Town Council

Minutes of a Services and Facilities Committee Meeting held at The Town Hall, Frogmore Road on Thursday 21 March 2024 at 7.30pm.

PRESENT: Councillors: T. Beckett, B. Chapman, P. Glover, G. Groves, R. Hughes (Chairman), and W. Love.

ABSENT: Councillors: R. Aldcroft, Mrs. J. Beckett, M. Erwin, T. Manton, I. Nellins and A. Sanderson.

1 member of the public was present and 1 member of the public listening Teams.

In Attendance: Sue Thomas, Town Clerk and Kate Harvey, Assistant Clerk.

1.SF APOLOGIES

Members **NOTED** the following apologies:

Councillor R. Aldcroft	-	Illness
Councillor Mrs. J. Beckett	-	Prior Arrangement
Councillor T. Manton	-	Work Commitments
Councillor I. Nellins	-	Work Commitments
Councillor A. Sanderson	-	Prior Appointment

2.SF DISCLOSABLE INTERESTS

- i. No disclosable interests were declared.
- ii. No dispensations were received for consideration.

3.SF PUBLIC SESSION

No members of the public had requested to speak at the meeting.

4.SF MINUTES

Councillor Glover proposed, Councillor Chapman seconded, and it was **RESOLVED:**

To agree and confirm the minutes of a Service and Facilities Committee meeting held on 30 November 2023.

Councillor Hughes proposed, Councillor Glover seconded, and it was **RESOLVED:**

To agree and confirm the minutes of a Service and Facilities Committee meeting held on 8 February 2024.

5.SF FESTIVAL OF LIGHTS

Information was circulated prior to the meeting.

- i. Members considered three quotes received to supply market stalls at the event.

Councillor Chapman proposed, Councillor Groves seconded and it was **RESOLVED:**

To accept quote A at a cost of £3,734, (£74.74 per stall) to supply 50 stalls, 3m x 3m with sides, backs, tables, and lighting at the Festival Of Lights Event.

- ii. £1,500 has been included in the 2024/25 budget to cover the increase in costs to hire in market stalls. Unfortunately, due to the large increase this year this amount will not cover the shortfall between hiring in the stalls and hiring them out to stallholders. The current stall hire charges are £30 for a general stall and £35 for a catering stall at the event; members discussed if these charges should be increased.

After a brief discussion:

Councillor Chapman proposed, Councillor Groves seconded, and it was **RESOLVED:**

To increase the charge to stallholders to hire a stall at the Festival Of Lights Event to:

**£35 General stalls
£40 Catering stalls**

- iii. Members discussed covering the budget shortfall for stalls.

Councillor Chapman proposed, Councillor Groves seconded, and it was **RESOLVED:**

Any budget shortfall to cover the cost of hiring in the stalls to be taken from General Reserves.

- iv. Members discussed a date to hold the Festival Of Lights.

Councillor Hughes proposed, Councillor T. Beckett seconded, and it was **RESOLVED:**

To hold the Festival Of Lights Event on Saturday 16 November 2024.

6.SF CEMETERY

Information was circulated prior to the meeting.

Members discussed increasing the Cemetery Fees for the financial year 2024/25. It was agreed that the fees should be raised in line with inflation.

Councillor Chapman proposed, Councillor Glover seconded, and it was **RESOLVED:**

To increase the Cemetery Fees by 4% for the financial year 2024/25.

7.SF TREE SURVEY

Information was circulated prior to the meeting.

There was only one actionable work recorded in the report which will be monitored.

The Tree Safety Report was **NOTED**.

8.SF UPDATES/INFORMATION

- Work has started to install the new piece of play equipment on Buntingsdale Play Area.
- The order has been placed for the installation of a new fence on Croft Way Play Area.
- The Chair and the Clerk have met with two companies regarding upgrading Towers Lawn Toilets. Information to be presented to the next meeting.

9.SF EXCLUSION OF PUBLIC PRESS

Councillor Groves proposed, Councillor Chapman seconded, and it was **RESOLVED**:

that in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of exempt information relating to establishment and contractual matters as defined in Part 1 of Schedule 12A, Local Government Act 1972, and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be temporarily excluded from the meeting and they are instructed to withdraw.

A member of the public left the meeting.

10.SF THE ZONE

Documentation was circulated prior to the meeting.

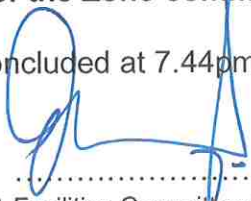
The Zone Community Building is currently being managed by 4All Foundation. They have requested a formal 10 year Service Level Agreement be agreed and signed for the day to day management of the building.

The Chair said he and the Mayor recently visited the Zone and they were impressed with the work going on and the activities provided.

Councillor Chapman proposed, Councillor Love seconded, and it was **RESOLVED**:

To sign a 10 year Service Level Agreement with 4All Foundations for the day to day management of the Zone community Building.

The meeting concluded at 7.44pm.

Chairman:  Date: 23rd May 2024
 Minutes of a Services & Facilities Committee Meeting on 21 March 2024 Initial: TM