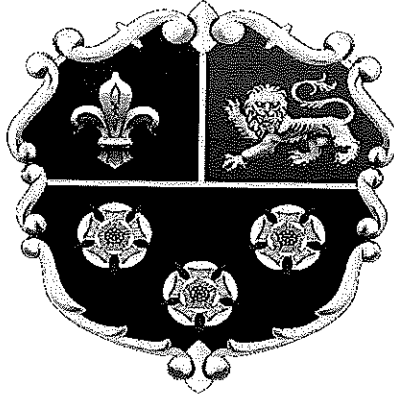


PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside. L34 5QX

Tele: 0151 - 426 - 3933

Email: enquiries@prescot-tc.gov.uk

Dated this 8th day of November 2023

To the Members of the Events Committee

Councillors J. Burke, M. Burke, P. Cook, J. Edgar, J. Madine, T. Murray and
M. Sommerfield.

YOU ARE HEREBY SUMMONED TO ATTEND

**a meeting of the Events Committee for the Town of Prescot to be held at
Prescot Town Hall on Tuesday 14th November 2023 at 6.00pm.**

A handwritten signature in black ink, appearing to read 'Alex Spencer', written in a cursive style.

Alex Spencer
TOWN CLERK

AGENDA

1. **TO RECEIVE APOLOGIES** Verbal
To receive apologies of absence from committee members.

2. **DECLARATIONS OF INTEREST** Verbal
In accordance with Standing Order 4 G ii. members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

3. **MINUTES OF PREVIOUS COMMITTEE MEETING** (Pages 3-5)
To **APPROVE AND SIGN** the Minutes of the Events Committee Meeting held on 12th October 2023.

4. **PRESCOT CHRISTMAS CRACKER 2023** Verbal
The Deputy Town Clerk will provide members with an update on the task list and members are asked to provide any relevant feedback.
This will be provided on the day.

5. **SENIOR CITIZEN CHRISTMAS DROP IN 2023** Verbal
The Deputy Town Clerk will provide members with an update on the task list and members are asked to provide any relevant feedback.
This will be provided on the day.

6. **COMMUNITY CLEAN UP EVENT** (Pages 6-8)
Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.

7. **PRESCOT CARNIVAL 2024** Verbal
The Deputy Town Clerk will provide members with an update on the task list and members are asked to provide any relevant feedback.
This will be provided on the day.

PRESCOT TOWN COUNCIL
EVENTS COMMITTEE MEETING
14th NOVEMBER 2023

REPORT TITLE:

Minutes of Previous Committee Meeting

BACKGROUND TO THE REPORT:

As members are aware they are required to agree the minutes of the previous meeting as a true and accurate record of the business transacted at that meeting.

PURPOSE OF REPORT:

To **AGREE** the minutes of the previous committee meeting as true and accurate.

REPORTS PREPARED BY:

Louise Sephton – Deputy Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **EVENTS COMMITTEE** for the **TOWN OF PRESCOT** was held on **THURSDAY, 12TH OCTOBER 2023** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

Councillors J. Burke, M. Burke, P. Cook, T. Murray and M. Sommerfield.

ALSO IN ATTENDANCE

L. Sephton (Deputy Town Clerk)

15. TO RECEIVE APOLOGIES

Apologies were received from Cllrs. J. Edgar and J. Madine.

16. DECLARATIONS OF INTEREST

There were no declarations of interest received.

17. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Events Committee meeting held on 14th September 2023 be agreed as a correct record and signed by the Vice Chair.

18. ARMISTICE DAY SERVICE

The Deputy Town Clerk updated members on this years Armistice Day Service arrangements and confirmed that refreshments will be held following the service in Our Lady Immaculate & St Joseph Catholic Church.

19. PRESCOT CHRISTMAS CRACKER 2023

The Deputy Town Clerk updated members on this years Christmas Cracker and it was **UNANIMOUSLY RESOLVED** to hire Mickey & Minnie Mouse mascots from Wonderland Theme Rooms at a cost of £300.

20. SENIOR CITIZEN CHRISTMAS DROP IN 2023

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 4.1 being: -

Using the power granted under section 145 of the Local Government Act 1972 –
Members resolve to: -

- Agree the dates for both events from those listed in section 2.1.

Members agreed to hold one event at Prescot Town Hall on Wednesday 6th December 2023 from 1pm – 3pm.

- Consider and agree to the proposals listed in section 2.2 and 2.3.

and

- Agree the associated approximate costs in section 3.

The meeting closed at 6:41 p.m.

Dated: 14th November 2023

**Signed:.....
(Cllr M, Sommerfield, Chair of Events
Committee)**

PRESCOT TOWN COUNCIL

EVENTS COMMITTEE

14TH NOVEMBER 2023

REPORT TITLE

Community Clean Up Event

BACKGROUND TO THE REPORT

In July 2020 a motion was put forward to carry out a pilot Community Clean Up event in the south ward of the Town. Following the success of the pilot another two events were held in March 2023 which included the South and North wards of the Town.

PURPOSE OF THE REPORT

To provide members with a proposed format for the Community Clean-up Event for the year 2023/24 and seek approval of that format.

REPORT PREPARED BY

Louise Sephton – Deputy Town Clerk

PRESCOT TOWN COUNCIL

Community Clean Up Event

1. INTRODUCTION

- 1.1 In July 2020 a motion was put forward to carry out a pilot Community Clean Up event in the south ward of the Town. Following the success of the pilot another two events were held in March 2023 which included the South and North wards of the Town.

2. EVENT FORMAT

- 2.1 The last community clean up event was held between 9am – 12pm on two Saturdays in March 2023 and took place in two locations. In the South ward St Pauls Church Hall car park was used and in the North ward Prescott Town Hall car park was used.
- 2.2 Residents were asked to bring along items of household waste, garden waste and unwanted household items to dispose of in the skips provided. A list of items that were accepted and excluded were on the advertising flyer which were distributed by elected members to Prescott residents in both wards.
- 2.3 The last event also included a kerbside collection service for residents over the age of 55, or with a physical impairment and this involved hiring a box tail lift van and collecting items from those residents that had pre-booked the service. This service was costly, time consuming and required additional volunteers to support.
- 2.4 As with many Town Council Events this event relies on the support of Elected Members to volunteer on the day along with Town Council staff where necessary.
- 2.5 If the events were to be held again in March the possible dates for 2024 will be Saturday 2nd, 9th, 16th and 23rd March 2024.

3. FINANCIAL IMPLICATIONS

- 3.1 The budget for this years Community Clean Up Events is £3,400.

The costs for last year are shown below: -

Item	Cost £
Skips 19 @ £200.00	3,800.00
Hire of van	373.05
PPE	42.51
Total	4,215.56

- 3.2 The budget for this year's event would allow for the hire of 17 skips without the hire of the van. If van hire was to be included this would reduce the number of skips that could be hired to approx. 14.

4. RECOMMENDATIONS

- 4.1 In accordance with the powers granted under section 137 of the Local Government Act 1972 members are asked to: -

- Agree the format of the event including the locations of the event and if a kerbside collection is to be offered.
- Agree dates to hold the event.
- Agree volunteers available to support the event.
- Agree the number of skips to be hired.

