



Congleton Town Council

Historic market town

Chief Officer: **David McGifford**

28th September 2017

Dear Councillor,

Community, Environment and Services Committee – Thursday 5th October 2017

You are requested to attend a meeting of the Community, Environment & Services Committee, to be held in the Town Hall, High Street, Congleton **on Thursday 5th October 2017 at 7.00pm.**

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

David McGifford
CHIEF OFFICER

AGENDA

1. Apologies for absence.

(Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence).

2. Minutes of Last Meeting (Enclosed)

To confirm the minutes of the meeting held on 7th September 2017 as a correct record.

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non pecuniary” interests as early in the meeting as they become known.

4. Outstanding Actions

None.

5. Cheshire Police (Verbal Update)

To receive and consider a verbal report from a representative of Cheshire Police on Policing matters affecting Congleton.



Congleton
beartown
where friends are made

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6. Neighbourhood Plan – Regulation 14 (Enclosed)

To note the report advising on the progress of the Congleton Neighbourhood Plan.

7. 700th Year of Mayoralty, Go Congleton, Closed Cycling and Triathlon Events (verbal Update)

To receive an update from the Town Centre and Marketing Manager on the feasibility of delivering the above events.

8. Public Realm update (verbal / presentation)

To receive an update /presentation from Cheshire East Council (CEC) on the Progress of the Public Realm Scheme.

9. Consultation feedback on proposed car parking charges (Enclosed)

To review and comment on proposals from Cheshire East Council to increase car parking charges.

10. Christmas Lights Switch on event (Enclosed)

To receive a progress report from the Town Centre and Marketing Manager on the Christmas lights switch on event.

11. Defibrillator (Enclosed) JM

To receive a proposal from the Town Centre and Marketing Manager for a review of the provision, condition and accessibility of defibrillators in the town centre.

12. Treo statue (Enclosed)

To receive an update from the Town Centre and Marketing Manager with regards to the planned installation of the Treo memorial in the Community Gardens.

To: Members of the Community, Environment and Services Committee

Cllrs: Mrs S A Holland (Chairman), C H Booth (Vice Chairman)
Mrs D S Allen, Mrs A L Armitt, R Boston, P Broom, G P Hayes, Mrs A M Martin,
Mrs J Parry, G S Williams

Ccs: Appointed Members - Mr G Baxendale (Honorary Burgess)
Mr E Clarke (Honorary Burgess)
Mr D Murphy (Honorary Burgess)

Other members of the Council and Honorary Burgesses (2) for Information; Press (2)
Congleton Library, Congleton Tourist Information Centre.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES
COMMITTEE HELD ON THURSDAY 7th September 2017

PRESENT:

Councillors

Mrs S Akers Smith (Deputy Town Mayor)
Mrs A L Armitt
C H Booth (Town Mayor and Vice Chair)
R Boston
D T Brown
G R Edwards
Mrs S A Holland (Chairman)
Mrs A E Morrison
Mrs J D Parry
G S Williams

1. **Apologies for absence.**

Apologies for absence were received from Committee members Cllrs P Broom, G P Hayes and Mrs A M Martin.

2. **Minutes of Last Meeting**

CES/09/1718 Resolved that the minutes of the meeting held on 6th July 2017 be confirmed as a correct record and signed by the Chairman.

3. **Declarations of Interest**

Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.

Cllr G Williams declared a non-pecuniary interest in any matters related to Cheshire East Council.

4. **Outstanding Actions**

There were no outstanding actions.

5. **Cheshire Police**

To receive and consider a verbal report from a representative of Cheshire Police.

Report attached below

6. Floral Arrangement Working Group

To receive the minutes of the Floral Arrangement Working Group held on 19th June 2017 and In Your Neighbourhood & Business Meeting minutes held on 16th August 2017.

CES/10/1718 Resolved to receive the minutes of the Floral Arrangement Working Group held on 19th June 2017 and In Your Neighbourhood & Business Meeting minutes held on 16th August 2017.

7. Anti-Social Behaviour Working Group

To receive the minutes of the Anti-Social Behaviour Working Group held on 29th March 2017 and minutes from 26th July 2017.

CES/11/1718 Resolved to receive the minutes of the Anti-Social Behaviour Working Group held on 29th March 2017 and draft minutes from 26th July 2017.

8. The Makers Market

To receive an update from the Town Centre and Marketing Manager on the proposed monthly Makers Market.

CES/12/1718 Resolved to receive the verbal update from the Town Centre and Marketing Manager which included proposed consultation with businesses starting in September and advising that the Makers Market will be supporting the Christmas lights switch on which is on Saturday 25th November.

9. Dementia Awareness

To receive a brief report from the Town Centre and Marketing Manager, outlining initial actions required to help move Congleton towards being a Dementia Friendly Town.

CES/13/1718 Resolved to support the proposals in making Congleton a Dementia Friendly Town.

10. 700th Year of Mayoralty

To receive a proposal from the Town Centre and Marketing Manager, to develop a working group with a view to creating a celebration of 700 years of Mayoralty in 2018.

CES/14/1718 Resolved to agree with the proposal to develop a working group to look at the feasibility of celebrating 700 years of Mayoralty in 2018

Action – All councillors to be e-mailed to establish willingness to be part of a working group.

11. Go Congleton

To receive a proposal from Cllr Mrs A E Morrison to look at the feasibility of a sporting / health and wellbeing event for 2018.

CES/15/1718 Resolved to form a working group to look at the feasibility of a sporting / health and wellbeing event in 2018. Councillors Parry, Armitt, Akers Smith, Williams, Booth and Holland expressed an interest in being involved in the working group.

12. Closed Cycling and Triathlon Event 2018

To receive a proposal from Cllrs Mrs S Akers Smith to look at the feasibility of a closed cycling event and triathlon for 2018.

CES/16/1718 Resolved to form a working group to look at the feasibility of a closed cycling event and triathlon for 2018.

Action – All councillors to be e-mailed to establish willingness to be part of a working group.

13. Correspondence relating to CEC proposed changes to park Road/Park View Permit Holders Only Zone

To receive correspondence from Mr T R D Brough with regards to the proposed changes to Park Road/ Park View Permit Holders Only Zone.

CES/17/1718 Resolved to receive the correspondence from Mr T R D Brough.

**Cllr Mrs S A Holland
(Chairman)**

Cheshire Police Report

DRUGS:

Lots of pro-active work been going on behind the scenes.

Since beginning of July Possession Warrants executed at Lowe Ave, Daven Rd, Fern Cres, Arclid Ct, St Johns Rd

Arrest of Sam Close and James Harding – Possession With Intention to Supply

Numerous persons arrested for possession and positive drug swipe offences

Social media

BURGLARIES/TFMV:

Arrest of Michael Smart – 9 offences linked and admitted to – reduction in offences since.(12 month sentence)

Arrest of Ben Kelly and Phil Dukes for offences linked to theft from motor vehicles – (2 months prison sentence each)

ASB:

Market area has been very quiet recently and throughout summer period.

Park area quiet for ASB but several reports of drug dealing activity which is being monitored and will be actioned

TRAFFIC:

More PCSOs trained on the mobile tru-cam unit who have been out regularly around the town and surrounding areas.

RURAL CRIME/ISSUES:

Nothing to report

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services		
MEETING DATE AND TIME	5.10.2017	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer		
AGENDA ITEM REPORT TITLE	6 Congleton Neighbourhood Plan update – Regulation 14		
Update	<p>The Congleton Neighbourhood Plan is now entering the final phase of its development. Over many, many months the volunteers involved in various groups have been generating policies that will influence future development of the town.</p> <p>These are about to be consulted on at a stage called Regulation 14 which lasts for a six week period. The standard consultation involves the circulation of our plan to a pre-determined list of consultees provided by Cheshire East Council. As a Steering Group it was agreed to widen the consultation to invite more comments from interested residents</p> <p>This is being done via –</p> <ul style="list-style-type: none">• Promotion in the press• Website and social media• Banners around the Town• Article in the next edition of Bear Necessities (due out 9th October) <p>Once this consultation is completed any comments received will be reviewed by the Steering Group and necessary amendments made.</p> <p>The next stage is Regulation 15 which is a further consultation on the amended document, once again this is a 6 week consultation which will be widely promoted- it is anticipated that we could be ready to proceed to this stage during December but will most likely launch the consultation in January 2018 avoiding Christmas.</p> <p>By the Spring of 2018 the Plan will be ready to go to a Referendum where residents will vote to, hopefully, adopt the plan that has been generated through the various Neighbourhood Plan working groups.</p>		
Decision Requested	To note the report advising on the progress of the Congleton Neighbourhood Plan		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	5 th October 2017 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	9 Car Parking Charges		
Background	<p>On Tuesday 19th September Cheshire East Council's Environment and Regeneration Overview and Scrutiny Committee considered a paper 'Cheshire East Council Parking Charges and Off-Street Parking Orders'. http://modern.gov.cheshireeast.gov.uk/ecminutes/documents/g6703/Public%20reports%20pack%2019th-Sep-2017%2013.00%20Environment%20and%20Regeneration%20Overview%20and%20Scrutiny%20Committ.pdf?T=10</p> <p>This paper recommended dropping the free after three car parking offers and increasing prices by 10p or 20p across Cheshire East. For Congleton this means our 30p, 50p, £1 and £1.50 would be increased to 40p, 60p £1.10 and £1.60 respectively.</p> <p>CEC Scrutiny Committee asked for the paper to be reconsidered before going to cabinet. At time of writing this report the cabinet papers had not been released, but it is anticipated that the paper will be considered on the 10th October. An update on changes will need to be given verbally at the Committee meeting.</p>		
Next Steps	<p>If the core proposals of dropping the free after three scheme and increasing price of parking in Congleton are still part of the paper that goes to Cabinet on 10th October the Town Council may wish to make representations to Cheshire East based on the following observations.</p> <ol style="list-style-type: none">1. Consider this to be completely the wrong time to propose an increase parking charges in Congleton. Congleton has coped/ is coping with three months of gas works, six months of public realm and four weeks of Mountbatten Way traffic lights. The roads around Congleton are often heavily congested making coming into town a more difficult experience. To then suggest that residents and visitors should pay more to park will discourage even more people from coming into Congleton at a time when we need to encourage people back in town. The Town Council is aware of more shops planning to close in the next three months. We need incentives to make people more likely not less likely to come into the centre. To summarise what message does this send out to our local businesses.2. Note that locally Congleton town centre is competing with two out of town shopping areas with free car parking in Congleton – Barn Road and West Heath Shopping Centre – both of which are flourishing and attracting new businesses. Within a 20 minute drive residents can also visit Lyme Green Retail Park, Sandbach Town Centre and Talke Retail Park – all of which have free parking. Congleton's shoppers are more likely to come from the Staffordshire Moorlands area which gives frequent parking incentives, than from the more affluent areas to the north of Cheshire East.		

	<ol style="list-style-type: none"> 3. Pleased to note that the proposed charges will be subject to Public Consultation - but in Congleton there is very little faith in public consultations with regards to car parking charges as the town was overwhelmingly against car parking charges in 2011 – and it was implemented regardless. 4. The draft Cabinet paper says that Parking Charges have not changed for the past 10 years – not true for Congleton – in 2007 the car parks were free. Car Parking Charges were introduced in 2011 – and much of the town feels that footfall has never recovered. At the time Congleton was going to be the first of the former Congleton Borough towns to be brought into a Cheshire East borough wide charging policy – but then nothing happened for the 14 Cheshire East Car Parks in Alsager, Holmes Chapel, Middlewich or Sandbach. 5. In the report it states that less than 4 cars on average used the free after three scheme. My understanding is that the free after three is well used in Back Park Street Congleton (although some users have been unsure about the signs and so may pay anyway). This area serves many food and drink and service businesses, it also helps many of our part-time afternoon workers who use this car park for their afternoon shift. Knowing that there is somewhere where people can park that is short walk to the town centre is a good incentive for the town and to attract employment/ shop workers to work in town. I think losing this will have an impact on Congleton and would question why Cheshire East wants to drop a scheme that offers good PR and clearly hardly costs anything to run if picked up by so few users?. 6. Makes sense to change the orders to 8 hours rather than 10 hours – assuming that it is fine for local residents to park over night outside of paying times. 7. Congleton car parks currently have plenty of space. If demand was outstripping supply it may make sense to increase charges– but in Congleton there is always plenty of spaces – and have been since charges were introduced. 8. To suggest that putting up car parking charges will reduce congestion because more people will be deterred from coming in to the town centre by car is detrimental to Town Centres. Bus services are reducing and there is plenty of evidence to say that people carrying out a shopping trip are not going to walk or cycle. 9. A recent business confidence survey of shops in Congleton showed that turnover had decreased for 33% of businesses and stayed about the same for 40% while profitability had decreased for 36% of businesses and stayed about the same for 38%. When asked about what are the negative impacts of having a business located in Congleton the most frequent responses (they could tick more than one) were car parking charges – 53% , toilets 40%, Internet competition 47% and poor mix of retail shops 32%. As shops move out they are being replaced with hairdressers, coffee shops, charity shops and services (such as solicitors, finance or estate agents). These types of business do not act as a main draw for people to choose to come to Congleton to shop.
<p>Decision Requested</p>	<p>That Congleton Town Council writes to Cheshire East Council, before the Cabinet Meeting on the 10th October, expressing its strong objection to the principle of raising car parking charges in Congleton.</p>

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE :	Community Environment and Services		
MEETING DATE AND TIME	5 th October 2017 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	10 Update on Christmas Activities 2017		
Background	<p>This paper has been written to update members on the activities taking place in the build up to Christmas 2017 and to seek more volunteers to help on the day of the Christmas Lights Festival. The Christmas activities are organised by the Christmas Crackers team. This is made up of officers and members from the Town Council, Congleton Community Projects, Congleton Marshals and other interested volunteers.</p>		
Updates	<p>Main Tree – this will be located by the Royal Bank of Scotland and will be installed by ANSA. We are still seeking sponsorship for the main tree, the bill for which the Town Council has picked up for the past four years since Cheshire East stopped funding trees for towns. The Public Realm team are aware that the site needs to be prepared and suitable for the tree to be installed from the 20th November.</p> <p>Small Trees – thanks to a generous grant from Congleton Partnership we are able to offer shops in town who have purchased a tree in 2015 or 2016 and shops which have opened in town in 2017 which already have a bracket or which are not in a listed building a free Christmas tree this year. It is acknowledged that the gas works, public realm works and other road works have made a difficult trading year even more challenging so we are delighted that the partnership has made this offer possible. The trees will go up on November 21 and 22nd. Shops will provide their own lights and electricity supply. Businesses who want additional trees or who have not previously joined in can purchase a tree for £12.50 plus vat providing brackets are available.</p> <p>Fire Station Roundabout – using the funds won in a Thrive and Revive competition and some additional sponsorship funds kindly offered by Prism we should be able to light the tree on the fire station roundabout.</p> <p>Main Town Lights - the LED lights that were purchased by the Town Council in 2013 are still in good working order and will used for the 5th year. 10 of the moving droppers in the cross street banners and 6 of the snowflake droppers in the lamp post motifs have needed to be replaced at a cost of £532. We have also needed to replace many of the timers for the cross street banners and festoon lighting many of which were over ten years old and three of the timers in the lamp posts columns that had stopped functioning.</p>		

	<p>Town Hall - The two doors and the minstrels gallery will be dressed. There will be an artificial tree in the entrance lobby and investigating a larger real tree for the Grand Hall – but ensuring that it will fit in with all the bookings that we have for December as it won't be possible to move it out of the way for events.</p> <p>Christmas Market and Lights Switch on Festival – this is has moved from the Friday evening to the Saturday daytime to enable more people to come into the town centre and enjoy being part of the Christmas celebrations. The Makers Market will be providing a Christmas market on the High Street and pedestrian area, local groups and organisations will be in the Bridestones area, Congleton Market is staying open late and is offering an enhanced market with additional stalls. We have also confirmed reindeer, sponsorship funding from Congleton Rotary for a firework display. The main stage will be in use from 11am – 6pm with a variety of acts. The traditional lantern parade will leave the top of Lawton Street just after 5pm ready for the lights switch on at 5.30pm. More volunteers are required to help with marshalling, stage management and helping to look after Santa. It promises to be a really exciting day for Congleton. The date has been built into the public realm works and they are aware of the plans.</p> <p>Christmas Window Dressing Competition - this will be discussed with traders on Tuesday 3rd October and a verbal update given</p>
<p>Decision Requested</p>	<p>That the Committee note this report</p>

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	5 th October 2017 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	11 Defibrillators in Congleton		
Background	<p>There was an incident in town recently when a member of public needed a defibrillator and the device in the near-by property was out of date. This has led to a question about the accuracy of the defibrillator information published on the Town Council website and in other mediums.</p>		
Next Steps	<p>The Town Council currently has 25 defibrillators listed on its website. These all need to be checked to ensure that</p> <ol style="list-style-type: none">1. The manager and staff are aware of the location of the device2. That the defibrillators are in good working order <p>This piece of work needs to be repeated on an annual basis. Until recently this role was carried out by a volunteer, but they are no-longer able to continue the role.</p> <p>In addition, following a conversation with North West Ambulance Service, it is clear that many other businesses in and around Congleton have invested in a defibrillator. Permission should be sought from these businesses to publicise the location of their device and update lists accordingly.</p> <p>Advice from the North West Ambulance Service is that in an ideal world people would only be 2 minutes away from a defibrillator, so with this in mind a mapping exercise to locate the defibrillations and identify the gaps should be undertaken.</p> <p>The Town Council is in the process of buying a new defibrillator as the current one is now obsolete and it is not possible to purchase new parts.</p>		
Decision Requested	<ol style="list-style-type: none">1. That as an urgent action Congleton Town Council should work with North West Ambulance Service to obtain an up to date list of all current working defibrillators.2. An on-going programme created to alert owners of defibrillators not managed though the North West Ambulance Service of when batteries and pads need replacing.3. A mapping exercise carried out to identify if there are areas of Congleton without a working defibrillator and then seek solutions.		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE :	Community Environment and Services		
MEETING DATE AND TIME	5 th October 2017 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	12 Update on Treo Statue		
Background	<p>This paper has been written to update members on the instalment of the Treo Statue in the Community Garden, Lawton Street.</p> <p>At CES Committee on 2 February the committee resolved that: CES/43/1617 Resolved to inform Steve Ashton that Congleton Town Council would be delighted to accept the gift of the statute on behalf of Congleton with the aim of locating the statue to the cenotaph side of the Community Garden.</p> <p>At CES Committee on the 16th March 2017 the Town Council agreed CES/51/1617 Resolved to approve the proposed siting of the Treo memorial in the Community Garden.</p>		
Updates	<p>Since the Town Council agreed to the siting of the statute Mr Steve Ashton has managed to raise the full £15,000 cost for the creation and setting of the unique Treo Statue in the entrance area to the Community Garden in Lawton Street Congleton.</p> <p>In order to use this site the bin currently located at this site will be relocated within the red brick front area of the Community Garden. The railings have also been relocated so that they can be in front and to the right hand side of the statue.</p> <p>The £15,000 raised did not include the cost of the footings. A local company, Leo Property Development Company of Royale Street in Congleton agreed to lay the footings free of charge. This was due to be carried out on Saturday 30th September and Sunday 1st October.</p> <p>The Statue will be fitted on Wednesday 25th October and unveiled on Thursday 26th October at 11am. This will be followed by a short reception in the Town Hall for invited guests.</p> <p>The Statue will be included on the Town Council Asset list.</p>		
Decision Requested	That the Committee note this report		