



Congleton Town Council

Historic market town

Chief Officer: David McGifford



23rd June 2016

Dear Councillor,

Community, Environment and Services Committee – Thursday 30th June 2016

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 30th June 2016 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 17th March 2016 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

6. Anti-Social Behaviour Working Group (Enclosed)

To receive the minutes of the Anti-Social Behaviour Working Group held on the 23rd March 2016 and 18th May 2016.

7. Floral Arrangement Working Group (Enclosed)

To receive the minutes of the Floral Arrangement Working Group held on 18th April, 5th May, 27th May and 13th June 2016.

8. Welcome to Congleton Maps Project (Verbal update)

To receive an update from the Town Centre and Marketing Manager on the "Welcome to Congleton Maps Project".

9. 150 Year Town Hall Celebrations (Enclosed)

To receive an update on the 150 Year Town Hall celebrations.

10. Market Street Public Toilets (Verbal update)

To receive an update with regards to the refurbishment of the Public Toilets.

11. Public Realm Scheme (Verbal update)

To receive an update from the Chief Officer on the progress of the £1million public realm scheme.

12. Congleton Sports Development (Enclosed)

To receive an update regarding the progress of the Congleton Community Sports Development Group.

13. Tour of Britain Cycling Race 2016 (Verbal update)

To receive an update on hosting the start of the Tour of Britain Cycle Race scheduled for September 6th 2016.

14. Bossons Mill Update (Enclosed)

To receive an update from Cheshire East Council on the demolition of Bossons Mill.

15. Resolution to exclude the Public and Press

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters Set out below on the grounds that it could involve the likely disclosure of private and Confidential information or staff matters.

16. River Dane Boat (Enclosed)

To receive an update with regards to the status of the River Dane Boat.

To: Members of the Community, Environment and Services Committee

Cllrs:

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

Ex-Officio Members: Cllrs D T Brown (Town Mayor) and G R Edwards

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 17TH MARCH 2016

PRESENT: Councillors

Mrs S A Smith
Mr P Broom
G R Edwards
Mrs A M Martin
Mrs S A Holland (Chair)
Mrs J D Parry
Mrs E Wardlaw (Mayor)
G S Williams

1. APOLOGIES.

Apologies for absence were received from Cllrs N Adams and Mrs A L Armitt. C Booth, D T Brown, G P Hayes, Mrs A E Morrison and Burgess D Murphy

2. MINUTES OF LAST MEETING

CES/44/1516 RESOLVED that the minutes of the meeting held on the 4th February 2016, subject to an amendment on item 12 page 3 which would change the wording "from Syrian refugees" to "for Syrian refugees" 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.

Cllrs, G S Williams and Mrs E Wardlaw declared a non-pecuniary interest in any matters related to Cheshire East Council.

4. OUTSTANDING ACTIONS

There were no outstanding actions.

5. CHESHIRE POLICE

Was attended by Inspector C Mitchell who advised that-

- The Beat Team would have Ross Hamilton as its Sgt
- Helen Hood has returned from maternity leave
- Helen Weeks
- Matt Chapman
- Emma Burns

Inspector Mitchell also reported

- Anti-Social Behaviour activity which would be discussed in more detail at the ASB meeting on 23.3.2016.
- Burglaries are currently at a low level.

6. ANTI SOCIAL BEHAVIOUR WORKING GROUP

CES/45/1516 RESOLVED that the minutes of the meetings held on 16th November 2015 and 19th January 2016 be received.

7. FLORAL ARRANGEMENT WORKING GROUP

CES/ 46/1516 RESOLVED that the minutes of the Floral Arrangement Working Group held on 15th February 2016 and 7th March 2016 be received.

8. .DISC (Database and Intranet for Safer Communities) – Pilot Project

The Town Centre and Marketing Manager advised that since the last meeting of Communities, Environment and Services meeting a number of actions have been taken.

- Successfully applied for funding from the Police Commissioner
- Met with the PubWatch group – they are keen to be part of the Pilot however in order to share information between groups an umbrella Crime Reduction Partnership needs to be set up. This is what I am now working on.
- Attended a Cheshire East wide group looking at the various shopwatch ways of working – the group was interested in seeing how the pilot works for Congleton and with possibility of it being a system that could work for other towns.
- Had a meeting with Cheshire Police to start work on a Crime Information Sharing protocol – this is not essential for the success of DISC but it would strengthen the partnership if the Police are able to put pictures of those convicted anti-social behaviour or crimes connected to the shops, pubs and takeaways. Cheshire Police also agreed to send letters to the businesses in town urging them to sign up.
- NEXT STEP – form a steering group for the Crime Reduction Partnership and get the legal niceties in place so that DISC can be launched.

CES/ 47/1516 RESOLVED that the update from the Town Centre and Marketing Manager on piloting the “DISC” system be received.

9. Welcome to Congleton Maps Project (Verbal update)

CES/48/1516 RESOLVED that that the update from the Town Centre and Marketing Manager on the "Welcome to Congleton Maps Project" be received.

10. Decorating The Town

CES/49/1516 RESOLVED to receive the written proposal from the Town Centre and Marketing Manager for the Decoration of the Town for the events in 2016.

11. Market Street Public Toilets

CES/50/1516 RESOLVED to support the officer recommendation to move forward with option 3, the part refurbishment of the toilets with the following objectives:

- Gain full clarity of the Clowes position with regards to the lease.
- If possible request a 5 year lease agreement.
- Aim to obtain quotes for the work by mid-April 2016.
- Potential completion of works by the end of June 2016.

12. Dog Fouling

CES/51/1516 RESOLVED to approve the proposal that Streetscape develop a small working group of staff, councillors and relative stakeholders to investigate what more can be done to resolve this issue and to provide an update at the next meeting of the Community, Environment and Services Committee. Cllrs Williams, Holland and martin offered their services to the working group.

13. Public Realm Scheme –update

The Chief Officer advised that –

- £1m scheme formally approved by Cheshire East Council.
- Project Board has met 8th March to discuss delivery of the scheme.
- Following the recent Holmes report CEC advised that the scheme will not have the originally proposed shared space principles, it will retain kerbs and be fully accessible.
- A steering Group will meet on 21st March to agree pallets of materials for public consultation which is due to start on the 25th April and last for 6 weeks.

CES/52/1516 RESOLVED that to receive the update from the Chief Officer.

14. Congleton Sports Development

The Chief Officer gave a brief presentation about the benefits and rationale for the development of a Congleton Community Sports Trust and advised that this was being progressed with the support of the Congleton Partnership.

CES/53/1516 RESOLVED that to receive the presentation and update from the Chief Officer

15. Tour of Britain Cycling Race 2016

Cllr S A Smith provided a brief update stating –

- Stage 3 starts from Congleton 6th September 2016.
- Already had early meetings with CEC to discuss promotion opportunities and early ideas.
- Meeting with race start organisers will help shape what is happening in Congleton
- Establish the start and route through Congleton.
- What the race organisers' requirements are such as coach parks for the teams and their entourage.
- We need to look at the opportunities for Congleton from a business and tourism perspective.
- We need to move quickly and organise following the meeting once we know what the scope is.
- Draw together a working group to develop and deliver as we would a major event
- Logistics will be a big challenge.

CES/54/1516 RESOLVED that to receive the update from Cllr Mrs S A Smith

Mrs S A Holland
Chairman (In the Chair)

Anti-Social Behaviour Working Group 23rd March 2016

Minutes of the Meeting

Present

Mrs S A Holland Congleton Town Council (Chairman)
D McGifford (DM)
P Bates Cheshire East Council / Congleton town Council (PB)
G Williams Cheshire East Council/ Congleton Town Council (GW)
Sgt Ross Hamilton (RH)
Inspector C Mitchell (CM)

Apologies

J Parry

1. Drug and alcohol abuse

Noted that there are drugs are still present in the Town and warrants have been issued where possible.,

Hotspot Areas

- COOP St John's Road
- Bromley Farm – nothing really communicated to the police from this area
- Tommys Lane

2. Anti-Social Behaviour

- Princess Street is the main area of concern with children accessing roofs of buildings and base jumping over alleyways, concerns raised at high risk of injury.
- CM reported that contact is being made with the parents of known children, ongoing issue in this area due to the design making it an ideal haven for children to congregate
- Action -Meeting required with Scarborough Developments with regards to plans for redevelopment of the area to design out areas that will encourage activity
- Quad bikes being used in Congleton Park
- Reported that people with illegal dogs have had them taken off them – ongoing action in this area.

Ongoing issue with dog fouling within the town – task group being set up by CTC and supported by CEC with additional resource.

Priorities and Hotspot Areas

- Princess Street
- Dog fouling
- Fly tipping

3. Other Issues /comment

- Promote the Crimestoppers forum as much as possible to encourage intelligence on main issues
- Car thefts such as land rovers are on the increase
- Encourage residents to forward any CCTV images they have for suspicious activity even if no crime has been committed on individuals land / premises
- Maybe look to promote Operation Shield in appropriate areas at risk of or experiencing burglaries.
- Travellers are expected to be arriving for the Easter period.

4. Liaison with other agencies

Apart from CEC there were no other agencies in attendance

5. Date of next meeting

To be confirmed as either the 25th or 27th April 2016 at 12.30pm

Anti-Social Behaviour Working Group 18th May 2016

Minutes of the Meeting

Present

Mrs S A Holland Congleton Town Council (Chairman)
D McGifford (DM)
Cllr J Parry
Sgt Ross Hamilton (RH)
Inspector C Mitchell (CM)

Apologies

P Bates Cheshire East Council / Congleton town Council
G Williams Cheshire East Council/ Congleton Town Council – did not receive the invitation

1. Drug and alcohol abuse

Noted that there are drugs are still present in the Town and action is being taken, however it is currently not seen as a major issue.

Hotspot Areas

- Brunswick Street was discussed at a recent Multi Agency meeting
- Reports from the police regarding individual households
- Reports regarding the derelict boat being used – police will investigate

2. Anti-Social Behaviour

- Princess Street is still an area of concerns both evenings and daytime – not a major issue but consideration is being given over a dispersal order being issued.
- CM reported that contact is being made with the parents of known children involved in ASB, yellow cards are being issued and there appears to be a considerable reduction in repeat offences (75%)

Priorities and Hotspot Areas

- Princess Street
- Congleton Park

Note the above areas are not currently considered to be a major problem.

3. Other Issues /comment

- SAH reported outside groups are coming into towns on busy days – distraction methods are being adopted – encourage residents to be vigilant and take necessary precautions.
- Continue to promote Crime stoppers forum as much as possible to encourage intelligence on main issues
- Encourage residents to phone 101 and forward any CCTV images they have for suspicious activity - even if no crime has been committed. Testing car doors is a criminal offence
- PCSO's are being asked to think of "diversionary" projects to support vulnerable youths in the town (eg fishing)
- Continue to report issues and advice in CTC Bear Necessities
- Police attendance at Community, Environment and Services Committee - DM to forward dates to CM & RH

4. Liaison with other agencies

Apart from CEC there were no other agencies in attendance however the Police do attend Multi Agency Meetings

5. Date of next meeting

To be confirmed

In Bloom Minutes

Monday 18th April 2016- 9.30am- Spencer Suite

Present: Bob Edwards, Ruth Burgess, Jackie MacArthur, Glen Williams, Patti Pinto, Margaret Gartside, Martha Hayes

Apologies: David Brown

Minutes of the last meeting: No issues and signed off.

Declarations of Interest: Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become know.
There were no declarations of interest.

4. Outstanding Items:

- a) **Hanging Baskets-** X265 total baskets sold- x15 up on last year’s numbers. Add three for the Saw Mill (requested by Patti)- just the basket, will maintain themselves.
X18 have been guaranteed for the Library, X6 spare baskets have been ordered for the empty brackets, but these can be sold if necessary.
- b) **Further feedback from David Bielawski-** able to come again at the end of May to act as a practice judging day, where he will pick up on any issues or areas for improvement before the actual judging day. Already suggested more interpretation boards and plant signage, especially in the gardens where there is a variety of plants. Also essential that gulleys and edge of pavements are weed and litter free and to go round the planters to get rid of any moss etc.- ACTION PATTI to organise another date.
When DB comes again, look into having a presentation ready to show him, as we could do both route and presentation to see if we could improve that- can be similar to last years as they are different judges to last year.
ACTION JMac- to send a letter to David Bielawski from David Brown to thank him for all his help.
- c) **150 Years of the Town Hall-** X4 baskets at the front of the Town Hall suggested to have a different colour scheme compared to the baskets in town- looking into Victorian plants with a red, white and blue theme. The 150 year working group will also be looking into decorating the front of the Town Hall with swags of natural planting instead of material- this will probably be seen by the judges for the North West in Bloom judging but possibly not Britain in Bloom, it will depend on how long they will last for and what they look like at the time. Suggested to speak to D Bielawski about this to get his thoughts from a judge’s perspective.
- d) **Volunteers-** More volunteers signed up at the second Clean for the Queen event including the “Friendly Faces” Nursery Group- more volunteers gained again at the In Bloom and SAS Daniels Plant up in the Town Centre- Saturday 16th April. The Fire Cadets will also be helping with St. Mary’s School.
- e) **Roundabouts-** RB has sent out Sponsorship packages to businesses around Congleton to give them the opportunity to sponsor In Bloom in different ways- roundabouts being one of them. So far Morrisons are interested in the roundabout by Aldi and Victoria Beds are interested in the Park Lane roundabout.
ACTION JMac- to speak to Stephen Kelly at Cheshire East about the bikes to use for decoration for Tour of Britain. Look into a bike theme for roundabouts and making structures out of them- suggested to ask Mick at the Electric Picture House for ideas/ making the structure. Ask the Cycling Clubs if they would be interested in sponsoring/ buying bikes

to be decorated for the Tour of Britain/ roundabout structures. Save the idea of the gardening bear structure for another year.

- f) **Antrobus Street Garden**- to be renamed as the Margaret Williamson Garden.
- g) **Moody Street Garden (19th April- Julie developed plans)**- Section 106 money- look into work schedules.
- h) **Community Orchards**- Signing now approved- Rob Minshull advised to just order it. Meeting on 7th May about the chainsaw sculpture- part of Congleton Partnership.

5. To Agree:

- a) **Route (PP)**- Patti to work on the content and timing of the route. For Britain in Bloom, not all of the "It's Your Neighbourhood" will fit into the schedule, so it has been decided to have display boards for all the neighbourhoods in the Pavilion and a representative from each can talk about these in the lunch and community reception section. ACTION JMac- to book the Pavilion.
Once the date and times are known for North West in Bloom the rest of the Neighbourhoods can be added in. ACTION JMac- to contact Wendy Townley at Heath View to see if the care home are happy to be included again.
Alexandra Court- the route can be adapted to include this, although it would have to make a significant change so that it looks as good as it did last year. ACTION PP & MG to talk to Alexandra Court to see what needs to be done and make them aware of the In Bloom dates.
- b) **Signs (JMac)**- Congleton Laser are unable to produce the signs. Look into Belmont Fabrications are able to at £118 per sign. Decided to order x12 signs- RB & JMac have locations for all 12. It was decided that if the main sign was to have a generic message then supplementary plates can always be added on underneath each year depending on the achievements. Final design sent to the group via email- then sent to Belmont for printing. Once printed passed to Ruth and Streetscape to put up.
- c) **Budgets (RB)**- In 2015 the budget was £1200 plus £3500 from income from the shops hanging baskets throughout the town- this went over by £600 last year. In 2016 we need to keep a tighter budget. ACTION RB- to bring an updated version of the budget to each meeting so everyone knows where we are up to; what sponsorship has come in and what we have left to spend.
- d) **Sponsorship (RB)**- The new In Bloom Sponsorship leaflets with accompanying letter and form have been sent to businesses around Congleton to make them aware of the sponsorship opportunities. So far Morrisons have come back and interested in the Mountbatten Way roundabout by Aldi. This sponsorship covers both summer and winter planting and maintenance then a form of advertising on the roundabout to show that they have sponsored it. ACTION RB- update on any new sponsorship for the next meeting.
Sponsorship has also gone out to all the shops in town when they ordered a hanging basket- they were asked if they wanted to add an extra £10 to sponsor In Bloom- of those that said yes, their name will go up on a Sponsorship Board in the Town Centre to show their support. ACTION JMac/ MH to arrange this and where it will go.

6. Dates:

Britain In Bloom- 8th August- no more than four people needed for the tour with the judges- then more people to join at the lunch and community reception in the Pavilion and where appropriate on route.

North West In Bloom- TBC

7. AOB:

- **Kids Summer Plant Up**- 14th May in the park poly tunnels- 10am- 11.30am

- **Tub Stickers-** new stickers with the schools and groups names will be ordered from JAF Graphics to replace last year's stickers which have now started to peel.
- **Keep Britain Tidy Theme-** Greening Great Britain and Health and Happiness- try to combine this with the presentation and judging this year.
- **Visyon-** have had a grant from the town council for £500 to work on the sensory garden in the park/ River Dane Walkways (Scouts planted this us last year) they are also looking into having a poly tunnel at the top of the Town Wood- Hilfields Close.
- **Clean for the Queen-** We have received a certificate from the Big Tidy up- ACTION MH to copy and to go into the noticeboards.
GW will take a lead on a weekend set up- looking at Saturday 4th June- all equipment will be made available in the Town Hall on Friday 3rd to take straight across to the Community Garden on the Saturday.
Another clean-up will definitely need to take place on Sunday 7th August in time for the 8th August Britain in Bloom judging.
- **Improvement List-** RB is working on a list to send over to Cheshire East with all the improvements needed for Congleton- mainly signs and old posts etc. Send to Ruth any eyesores that you see in detail with location if it is something that needs reporting to CE to deal with.
E.g.- the bollard that came out by B&M- the hole in the ground that it left has just been replaced with cement- this has been reported to CE to make sure that the bricks get replaced like it normally was and fits in with the rest of the pavement.
- **New Plants-** stripping the old plants in the last 2 weeks of May for the arrival of the new plants on the week commencing: 6th June. Town Centre beds will be planted for Food & Drink Festival- 12th June.
- **Air Cadets-** 75th Anniversary Bed- to be created on the Ambulance Station grass- made up of red white and blue with the Air Cadets anniversary logo.
- **Litter Posters-** GW will take this to his Bromley Farm group to design posters for the litter bins as they made a great job of the dog fouling posters. Also send to Alex Thompson to send out to schools- specifically for eco-coordinators to get designing.

8. Date of next meeting: Thursday 5th May- 9.30am- Spencer Suite

In Bloom Minutes

Thursday 5th May 2016 9.30am, Spencer Suite

Present: Ruth Burgess- RB
Jackie MacArthur- JMac
Patti Pinto- PP
David Brown- DB
Bob Edwards- BE
Glen Williams- GW
Martha Hayes- MH

1. **Apologies:** Peter Aston- PA
Margaret Gartside- MG
2. **Minutes of the Last Meeting:** Approved minutes from the 18th April 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.
 - Nothing declared.
4. **Outstanding/ Update Items:**
 - a) **150 Years Town Hall Celebration-** JMac spoke to David Bielawski who gave advice and said it was a positive thing. **ACTION RB/ JMac-** to create the baskets for the town hall with a red, white and blue theme.
Able to create a story around it for the judges and look into Victorian flowers.
ACTION JMac- speak to Suzie and Jenny from 150 Year group to see if information could be put together and if Suzie would dress up and talk to the judges/ give a flower at the front of the Town Hall on judging day.
 - b) **Park Lane Roundabout-** Bike Sculpture- bikes to be painted gold- black and gold theme. Bikes to have baskets on them with flowers- **ACTION-** need to find someone to look into welding/ create a sculpture for the roundabout- Belmont suggested- Electric Picture House Artist suggested.
 - c) **Moody Street Garden (2017)- ACTION RB-** Check on planting and pass to GW.
ACTION JMac- update portfolio including MS Garden.
 - d) **Signs-** X12 3ft x 2ft signs on poles ordered from Belmont- £118 each. Design discussed at previous meeting. Scope for 3ft x 8 inch additional signs for sponsor names to be added. Signs have cleared the height restrictions.
 - e) **Sponsorship-** X265 Hanging Baskets sold to shops and businesses throughout the town. Additional sponsors: **ACTION RB**
 - Victoria Beds- Park Lane Roundabout- £500 + VAT
 - Morrisons- Aldi Roundabout- £1500 +VAT
 - Seddon Homes- Fire Station Roundabout- £1500 + VAT
 - **ACTION JMac-** check with Tesco if they are interested in sponsorship of the roundabout directly opposite them.**ACTION MH/JMac-** to get a sponsorship board for Town Centre to have a list of shop names that additionally sponsored In Bloom 2016.
 - f) **Greening Mountbatten Way-** Initial meetings and spoke to Simon Davies, Simon Baker and Gary Mellin at Cheshire East- about improvements to Mountbatten Way e.g.- taking the railings from down the middle changing to grassed area with planters. The next meeting will be to discuss the costings of this. **ACTION RB-** forward all emails regarding this to DB.

If not completed in time for the judging days, this will go into the portfolio for future improvements to the Town- **ACTION JMac**.

- g) **Flower Beds for around the Town Entry Signs**- Planted area at the base of each sign where possible- bedding arriving in June- **ACTION RB/Streetscape Team**.
- h) **Kids Plant Up- 14th May**- Sent out to all schools and Councillors- Chronicle have been arranged to come and take a picture at the Poly Tunnel at 11.15am.
- i) **Visyon Garden**- Maintaining the patch on the River Dane Walkway- previously Scouts, Visyon have now taken his on, they are also going to set up a poly tunnel at the top of Hillfield Steps. **ACTION JMac**- include in the portfolio.
- j) **Improvements List**- Bench by the public toilets needs painting, broken post at Brookhouse Green, direction signs on Aldi Roundabout need changing, remove the old bus stop sign from Bromley road- **ACTION RB**- to copy in DB to all improvement emails sent to Cheshire East. **ACTION RB**- Update/ review meeting- to be arranged for some time in the 3rd week of June.
- k) **Litter Bin Posters**- no new ones came in, so use of the old ones will be fine.

5. **To Agree:**

- a) **Route**- Patti has created route- **ACTION everyone**- to read through and point out any changes that could be made and amend where needed. Route will be timed when David Bielawski visits and amended to see if it's too long and areas need to be taken out or if there is time for extras to be added in. **ACTION PP**- to book Astbury Mere Visitors Centre for the Monday mornings and check on confirmation of IYN Heathview.
ACTION- Need someone to pick up the judges on Sunday 7th August from Congleton Train Station and to drop them at Alexandra Court.
- b) **Budgets**- **ACTION RB**- to bring updated spreadsheet to every meeting.
- c) **Activities**- Seed Swap at Astbury Mere, Sunday 8th May – Children's Plant Up, Saturday 14th May – Sunday 22nd May, Friends of Congleton Park, Congleton Park Clean Up - Saturday 4th June, Third Clean for the Queen event- led by Glen.
- d) **Timings (baskets, troughs, roundabouts, park)**- everything to be planted up in the second week of June- Town Centre plants will definitely be in place for the Food and Drink festival- Sunday 12th June.
- e) **Outline of Portfolio**- **ACTION JMac**- areas to look into using: Transformation Projects: Bathhouse, Antrobus Street Gardens, St. Peter's Graveyard, Visyon Garden, Park Lane Sculpture, Moody Street, Community Orchard, Town Entry Signs, Hightown, Canal and Railway Working Group- show off the canal, Extra Sponsorship and Businesses.
8 years of green flags for Congleton Park.

6. **Dates- who is available:**

- Visit/ Walk around with David Bielawski- Wednesday 25th May- make sure to take extra notes for actions to be made in time for judging days.
- North West in Bloom- Monday 25th July
- Britain in Bloom- Monday 8th August

7. **AOB:**

- **Roundabout Sponsorship**- Cheshire East policy will be written for the roundabouts to be sponsored. RB has already sent out sponsorship opportunities to businesses before these plans were put in place. **ACTION RB/DB**- look into making sure that the future Cheshire East policy excludes Congleton- so that the In Bloom group can carry on with the same work as this year. Speak to Richard Bramhall (CE).
Bears- to have Gold rosettes for when the judges come on both days- Aldi roundabout.

- **Weed Spraying-** Get the dates from Cheshire East and make sure that this includes spraying in the Community Garden- **ACTION RB.**
- **Tesco-** Look into the fencing on Rood Hill that effectively sections off Tesco Car Park- check to see if the responsibility is Tesco or Cheshire East- **ACTION JMac.**
- **Council Offices-** Should be grassed and fenced by the end of May- possible to go into the portfolio?
- **Dates-** more dates need to be set for days specifically for litter picking, weeding, and washing of street furniture- to be arranged in the next meeting.
- **Publicity-** the Facebook In Bloom page has gained more likes.
- **St. Peter's Graveyard-** Looking good at the minute- possible picture and portfolio, or look into the heritage side and put into the route?
- **Boards-** sponsorship board needed for town centre – more story and information boards are needed; Park, Community Garden, Community Orchard, Antrobus Street Garden, Visyon Area and labels for the Food 4 Free area.
- **CHS-** Congleton High School have created nine 2ft x 2ft mosaics to be displayed somewhere- suggested down the side wall of B&M or Morrisons- Town Centre.

8. **Date of Next Meeting:** Friday 27th May, Spencer Suite, 9.30am

In Bloom Minutes

Friday 27th May 2016 9.30am, Spencer Suite

Present: Cllr Anna Morrison
Cllr Amanda Martin
Cllr Bob Edwards- BE
Cllr Glen Williams- GW (Chaired meeting)
Patti Pinto- PP
Jackie MacArthur- JMac (minutes)
Ruth Burgess- RB

1. **Apologies:** David Brown- DB
Peter Aston- PA
Martha Hayes- MH
Margaret Gartside- MG
2. **Minutes of the Last Meeting:** Approved minutes from the 5th April 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.
 - Nothing declared.
4. **Outstanding/ Update Items:**

See attached sheet for update on the completed and outstanding projects

a) Feedback from David Bielawski visit 25th May

The route was just about right. David was very positive about all the areas visited. Make sure we introduce the judges to people involved in the project and give them time to talk. Make sure the full story is told - before and after pictures– new judges won’t necessarily see what a big improvements have happened.

There shouldn’t be any weeds, litter or graffiti on route. If something is vandalised in the run up to the judging explain what’s happened.

Formal beds and formal planting – such as roundabouts – should be properly edged – makes a big difference to the impression it gives.

PEOPLE ON ROUTE COMMENTS: - Still very tight – 10 minutes in the park is too short. Need to allow for driving time – so of the 10 minute slot 3 minutes could be getting in and out of the car! Could do with someone being ahead of the judging party making sure everything is ready at the next stop.

Heath View was impressive – so we will enter them as a neighbourhood and include on the route.

b) What to tree purchase for Mountbatten Way

Need three big planters and trees. Going for the black traditional style. RB getting prices. Trees discussed either Rowan or Cherry – again RB to check. We will need the tree containers added at the same time as the road is closed for the removal of the barriers.

ACTION RB

c) Sponsorship

Clearance has been given by CEC for CTC to seek sponsorship for Congleton Roundabouts for this year. The team congratulated Ruth on getting three lots of sponsorship for the Roundabouts so far. BE to talk to Tesco about the roundabout on Clayton Bypass.

d) Competitions

Entries are trickling in. Group encouraged to put competition packs through doors of people who have attractive front gardens. Jackie to encourage more shops to enter. Also need bigger IN BLOOM SUPPORTER window stickers for 2016

e) Clean for the Queen 3

Taking place Saturday 4th June 10-12 meeting in the Community Garden. Concentrate on weeding. Ruth to arrange for Gazebo, litter pickers, hoops etc to be available. Jackie to sort press article, advert, poster for noticeboards, tweets, risk assessment and public liability insurance.

5. Standard Items

Budget – see sheet attached.

AOB

Anna to talk to Belmont Engineering about bike sculpture for Park Lane Roundabout. Use upto 8 bikes. Designs will need to be cleared via Highways as they will be concerned about sight lines. Also need to make sure it is 'safe' as piece of public art and that our insurers will cover it with our public liability insurance

Date of Next Meeting: Not set at meeting – suggest Friday 17th June, Spencer Suite, 9.30am CHANGED TO MONDAY 13th JUNE

In Bloom Minutes

Monday 13th June 2016 9.00am, Spencer Suite

- Present:** Amanda Martin- AMartin
Anna Morrison- AMorrison
Bob Edwards- BE
Jackie MacArthur- JMac
Margaret Gartside- MG
Martha Hayes- MH
Patti Pinto- PP
Ruth Burgess- RB
1. **Apologies:** David Brown- DB
Glen Williams- GW
Peter Aston- PA
2. **Minutes of the Last Meeting:** To approve the minutes of the last meeting held on 27th May 2016 as a correct record.
- Change the spelling of "David Bielawski" - item corrected on minutes.
3. **Declarations of Interest:** Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.
- Nothing declared.
4. **Outstanding/ Update Items- See sheet for all actions:**
- a) **Mountbatten Way Purchases-** x3 trees to replace the railing section of MBW- trees will be ordered from Four Oakes- recommended that we stay away from cherry blossom- although it looks very nice, when it starts to fall off it will make a mess in the road. Decided to look into Rowan Trees with yellow berries if possible. Square, wooden containers to be used to hold the trees. Patti suggested to plant around the edges of the containers- maybe not suitable for this year to let the trees establish, but in future years, this can be done. Total cost, approx. £500- look into partnership for any sponsorship/ help with this money as potentially one of their projects. UPDATE: Now x5 trees- partnership putting 50% towards this.
- b) **Route and Timing for NW in Bloom (BiB Route discussed at last meeting)-**
Practice Route has been arranged for Monday 20th July, meeting at Astbury Mere at 9.00am- people involved; BE, PP, MG and AMorrison. This is to spot areas that need weeding and to test timings of the route as it is expected to be about 30 minutes over on the time restrictions for the judges. Although this may not be a problem as both judges have never been to Congleton before and don't mind if the timings go over as they are interested in the town.
X3 new IYN's; Alexandra Court, Astbury Care Home and the Bath House- ACTION MH- to print Bath House leaflets- speak to Nino Mancini.

- c) **Bike Sculpture for Park Lane Roundabout- AMorrison-** x3/4 separate structures made out of x10 bikes with a Victoriana theme- the structures will be free standing, then held into the ground with metal stakes. AMorrison will have these structures welded at Belmont Fabrications (see pictures in previous emails) maximum height of 2 metres. Once on place the structures will be decorated with hanging baskets.
ACTION RB- speak to Victoria Beds about the design and the signs they will be having on there for their sponsorship.
- d) **Big Town Tidy-Ups Pre-Judging-** Sunday evenings, 6-7pm starting on Sunday 3rd July up until the last judging day of Monday 8th August for Britain in Bloom. Each Sunday evening will have a different theme on what it focuses on; weeding, litter picking etc. the meeting point for each session will also be decided nearer the time.
The first session- Sunday 3rd July will be meeting at Antrobus Street Gardens.

5. **Standard Items:**

- a) **Budgets-** Ruth- Budgets sheet updated and attached.
- b) **Action List Sheet-** Updated and attached.

6. **AOB:**

- **Britain in Bloom Banner-** to be attached from the Fire Station railings.
- **Tatton-** x4/6 bears needed, 3 bikes and troughs to decorate these- PP can only find x7/8 troughs at the poly tunnels- need about x12.
- ACTION RB- send PP a list of plants that are being used for the Roundabouts and Moody Street Garden- can be used for signs/ posters.
- **Antrobus Street Car Park-** needs weeding round the edges and look at having gravel put down in the middle sections. Noted that Bargain Booze Car Park also needs weeding at the edges.

7. **Date of Next Meeting:** Monday 27th June – Spencer Suite – 9.00am-11.00am

Community, Environment and Services Committee
Thursday 30 June 2016

Town Hall 150 Year Celebration Update

Agenda Item 9

Purpose of this paper

To note updates from the Town Hall 150 year celebrations committee.

1. **Flower Plaque for the Park** -This has been designed by the Town Council's Streetscape section and will be planted out by the first week in July.
2. **Guinness World Record Human Card Stunt** - This was due to take place on Wednesday 15th June but was postponed due to the poor weather forecast. The event will involve 800 children from at least 14 schools. A new date has been set for Wednesday 6th July in Congleton Park from 1pm – 2.30pm
3. **Victorian Civic Reception** – Sunday 10th July 6 – 8pm. 80 guests have been invited, we are still waiting for quite a few responses and have a reserve list of people who have requested places for partners. Lord and Lady Congleton, The Lord Lieutenant of Cheshire and many past mayors are amongst those who have already accepted the invitation.
4. **Schools – Living History Exhibition** – Monday 11th – Wednesday 13th July – we will be holding three 90 minute sessions per day for up to 60 children at a time. All nine sessions have been booked and confirmed with local primary schools. The exhibition will showcase what life was like in Congleton in 1866 – concentrating on mill work, sanitation, homes, clothes, schools, toys and play and also some of the roles and treasures in the town. All helpers at the exhibition, waiting staff at the reception and the Tourist Information staff for the three days will be in Victorian dress thanks to Jenny Unsworth.
5. **Evening Talk** – Following expressions of interest from local groups and individuals who are keen to view the exhibition the 150 celebrations committee is putting on an evening talk and opportunity to view the exhibition on Monday 11th July from 7pm – 9pm. Tickets priced £3.50.

Jackie MacArthur – Town Centre & Marketing Manager

6. **Grand Anniversary Concert** - Congleton Choral Society will be performing a Victorian Evening of Song on Saturday 23 July as part of the celebrations of the Town Hall starting at 7.30pm. At 6.30pm there will be a 'Light-Hearted Curtain Raiser' by the Congleton Choral Academy. Tickets to the 'Curtain Raiser' are £5 or free to those attending the Grand Anniversary concert.
7. **Decorating the front of the Town Hall** - The front will decorated with floral garlands, red, white and blue hanging baskets and clearly showing that the building is celebrating 150 years.
8. **Town Hall History information** - the booklet about the Town Hall has been updated for the 150 year celebration and will be available to purchase in the Tourist Information Centre and Museum.
9. **Funding** – the 150 Celebrations Committee has received funding from both the Inclosure Trust and Town Trust to support this event.
10. **150 Celebrations Committee** – the committee behind this project is made up of Cllr Suzie Akers-Smith (Chair) Jenny Unsworth, Douglas Parker, Peter Aston (Chair of the History Society) Lyndon Murgatroyd, Cllr George Hayes, Ian Doughty (Congleton Museum) Rachel Brown (TIC), Jackie MacArthur (CTC) and Martha Hayes (CTC).

Community Environment and Services Committee

Thursday 26th June 2016

Congleton Sports Trust Development

Agenda item 12

Progress to date

Sporting clubs have agreed to set up a Trust with initial membership being made up from a representative of each of the football and rugby clubs which represent over 1200 playing members.

The initial objective is to work on a collective vision for

- Improving existing facilities
- Developing new improved facilities
- Potential assets management
- Potential asset transfer

Based on the initial objectives the proposed areas for development are based on existing grounds which are generally in such a poor condition that games are unable to take place. Training facilities are also in short supply resulting in many clubs having to travel outside of the area for their training sessions.

The development areas are currently the most recognised playing fields in Congleton and also the most utilised despite their condition, it is important that the school playing fields are taken into account as they are used by school children and clubs

- Back Lane Playing Fields
- Eaton Bank School
- High School
- Congleton Town FC
- Hankinsons Fields, Congleton park
- St Johns Road
- New land for a sports hub
- Equipment for local grounds maintenance

All of the grounds have had little or no grounds maintenance work over the last 10-15 years apart from having the grass cut every 2-3 weeks. This results in very uneven playing surfaces and poor drainage. Discussions took place with Campey Turf Care Maintenance from Marton who agreed to completely renovate a pitch ready for the start of next season free of charge, the normal cost for this work is £6,000, this has now been completed.

Two weeks ago there was a meeting with the Cheshire FA who were impressed with the principles and objectives of the Trust, they encouraged the Trust to bid into the National Pitch Improvement Programme which includes an analysis of the current grounds and provides proposals for a programme of works.

There is 50% funding towards the delivery of the programme and also financial support for the acquisition of machinery geared toward pitch maintenance.

Note

Whilst the initial focus is as stated above, the vision will need to incorporate wider sporting activity to create a true sporting legacy for Congleton. The aspiration is for sporting clubs and organisations to retain their autonomy and accountability but work collectively to improve facilities for the town.



The Council has commissioned DSR Demolition to begin dismantling Bossons Mill/Big Mill in order to make safe the site, utilising powers under Section 78 of the Building Act 1984.

At present scaffolding has been constructed across the entire western elevation of the Mill, bridging over Little Mill to provide access and prevent any debris falling.

A mobile crane is now on site from which, operatives are removing the roof slates by hand and returning them to ground level. This is to alleviate the loading on the roof structure and to gain better access to it. When complete, the contractor will commence dismantling the building, brick by brick, with the first stage of works concentrating on the side of the building next to Little Mill. Further scaffolding is to be constructed to the eastern elevation and over the premises of Garside funeral services.

The contractor has been in touch with residents and businesses surrounding the site and has provided contact details in case of any queries.

The process of dismantling the building has to be done carefully, due to the proximity to nearby buildings and businesses, and therefore the full programme of works is estimated to take 12-14 weeks.

The contractor is initially working a seven day week in order to address the priority areas of the structure.

23 June 2016