

Congleton Town Council meeting

Thursday 19th April 2012

Town Strategy – Northern By Pass

For many years Congleton has long desired a By Pass to relieve the congestion of heavy traffic moving through the outskirts of the Town.

Recently the Congleton Neighbourhood Planning Process identified that there is a desire to grow the business and housing stock to the North West of the Town which was illustrated in the Draft Town Strategy. Growth though in this area has been historically restricted due to the highway infrastructure; if such difficulties are to be overcome the notion of a northern By Pass needs to become less of a pipe dream and more of a reality.

There is evidence that there is strong business support in the Town for improvements to the infrastructure to deliver retention and growth of existing businesses, to attract new high growth business and to deliver new employment opportunities and future prosperity.

There are a number of opportunities to lobby for the Congleton Northern By Pass to become a high priority infrastructure project within Cheshire East Borough Council which arise as a consequence of the following:-

1. Congleton has produced a Draft Town Strategy
2. Cheshire East Core Strategy is due for completion in 2013
3. Local Plan is due for completion in late 2014

The Core Strategy and Local Plan will determine the housing and site allocations for Congleton and any infrastructure projects, therefore, now is the time to lobby Cheshire East for the inclusion of a Northern By Pass.

Recommendation

1. That the Town Council lobby Cheshire East to include a Northern By Pass as a high priority scheme in the Core Strategy and Local Plan
2. The Town Council work with other key groups in the Town, including businesses, the Partnership and other key organisations and groups to support the notion of a Northern By Pass.

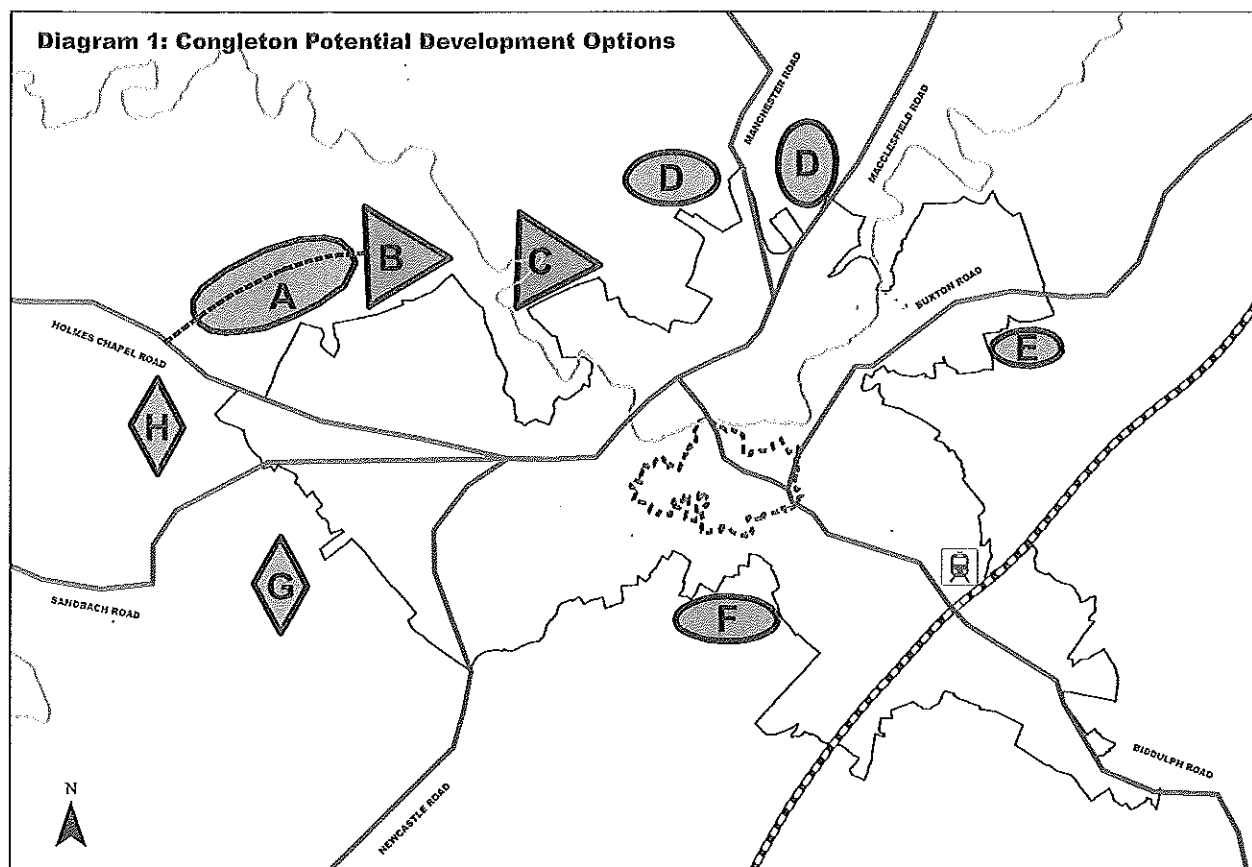
Brian Hogan

12.04.12



6 Development Options

6.1 Diagram 1 identifies a number of potential areas adjacent to Congleton that may offer opportunities for growth in the future.



This Diagram is for Indicative Purposes Only

Legend

	Railway Station		Potential Employment Development Option
	A Road		Potential Housing Development Option
	Railway Line		Potential Mixed Use Development Option
	Major Rivers		Area outside Borough Boundary
	Green Belt		Town Centre Area
	New Road		Built Up Area

6.2 Congleton will deliver in the order of 3,500 new homes by 2030.

6.3 As at January 2012, there are commitments (that is sites with planning permission) for 553 dwellings in the town (122 awaiting Section 106 Legal Agreement, 92 with full planning permission, 11 with outline planning permission and 328 under construction). Other brownfield sites within the town could have a capacity for about an additional 780 dwellings over the Local Plan period.

Members' conduct and the registration and disclosure of their interests (England)

Introduction

1. The Localism Act 2011 ('the 2011 Act') received royal assent on 15 November 2011. It contains new provisions to replace the standards framework previously established by the Local Government Act 2000 ('the 2000 Act') and subsequent secondary legislation, which, in the future, will regulate parish councillors' conduct, disclosure of interests and how complaints about their conduct will be handled. The 2011 Act also introduces a range of new criminal offences in respect of the registration and disclosure of certain interests and related participation in discussions and voting at meetings. Not all of the relevant provisions in the 2011 Act are in force yet and relevant secondary legislation has not yet been made.
2. This Note summarises the legislative changes introduced by the 2011 Act and explains how parish councillors' conduct and interests will be monitored and enforced. It is anticipated that these changes will take effect on 1 July 2012.
3. The relevant new provisions in the 2011 Act are contained in sections 26 - 37 and Schedule 4 to the 2011 Act. Schedule 4 amends many provisions contained in the 2000 Act and consequential regulations which govern the present framework in respect of conduct and the disclosure of interests.
4. The new provisions in the 2011 Act apply to both members and "co-opted members" of "relevant authorities". A "co-opted member" is defined in s. 27 (4) of the 2011 Act as a person who is not a member of the relevant authority but who is either a member of any committee or sub-committee of the authority, or a member of, and represents the authority on, any joint committee or joint sub-committee of the authority, **and** who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee. "Relevant authorities" which are defined in s. 27(6) of the 2011 Act include district, county, London Borough and parish councils, fire and rescue authorities, economic prosperity boards, National Park authorities, the Broads Authority

and Police Authorities in England and Wales (until their abolition and replacement by Police and Crime Commissioners).

Background

5. The present legislative framework in relation to conduct was established by the 2000 Act and subsequent regulations. Pursuant to ss.49 and 50 of the 2000 Act, the Secretary of State issued regulations to prescribe the Ten General Principles of Conduct and a Model Code of Conduct for members and co-opted members of local authorities including parish councils. Parish councils have, at present, a duty to adopt the mandatory provisions of the prescribed model code of conduct. The Secretary of State's powers to specify the principles which govern the conduct of members and co-opted members and to prescribe the mandatory provisions in a code of conduct will be repealed by para 8(2) of schedule 4 to the 2011 Act.
6. At present pursuant to ss. 53, 54 and 55 of the 2000 Act, district and unitary authorities must have a standards committee whose functions include promoting and maintaining high standards of conduct by the members of parish councils in the authority's area, determining code of conduct complaints and imposing sanctions which include suspension from office. In future, pursuant to paras 8(1) and 15 of schedule 4 to the 2011 Act, a district and unitary authority will no longer have a duty to establish a standards committee with the above functions. These changes are due to take effect on 1 July 2012.
7. Pursuant to s.57 and Schedule 4 of the 2000 Act, the Standards Board for England (also known as Standards for England (or SfE)) is a statutory body whose functions include the provision of guidance about councillor conduct and the investigation and determination of code of conduct complaints referred to it by principal authorities. The SfE is due to be abolished (para 17, schedule 4 to the 2011 Act) on 31 March 2012. The SfE's functions of issuing guidance and handling complaints ceased on 31 January 2012.

Transitional arrangements

8. After 31 January 2012, code of conduct complaints that were being investigated by the SfE were transferred back to the relevant principal authority for completion.

9. The remaining elements of the current standards framework, including the powers of standards committees to suspend members from office and the power of the First Tier Tribunal to suspend and disqualify members from office are due to be abolished.

New statutory standards framework (expected to take effect on 1 July 2012)

New code of conduct

10. S. 27 of the 2011 Act provides that every relevant authority in England (defined in paragraph 4 above) including a parish council is under a duty to promote and maintain high standards of conduct by its members and co-opted members (defined in paragraph 4 above) and that in doing so it must adopt a code of conduct that is expected of them when they are acting in that capacity. This code of conduct will not apply to members and co - opted members in their private life.
11. In accordance with s.28 of the 2011 Act, every relevant authority must adopt a code of conduct which:-
 - i. is consistent with the Nolan principles of conduct in public life which are selflessness, integrity, objectivity; accountability; openness; honesty; and leadership and
 - ii. includes provisions which the authority considers appropriate in respect of the registration and disclosure of 'pecuniary interests' and 'interests other than pecuniary interests'.

The 2011 Act provides no definition of pecuniary or non-pecuniary interests and this may result in local variations.

12. The impending revocation of the current prescribed model code of conduct with mandatory provisions means that a relevant authority including a parish council is free to adopt any code of conduct that its wants subject to such code satisfying the requirements of s.28 of the 2011 Act.
13. S.27 (3) of the 2011 Act provides that a parish council may if it chooses adopt the code of conduct that has been adopted by its principal authority. Pursuant to s.29 (9), a principal authority for a parish council is the district council for its area or otherwise it will be the county or London Borough council. It is anticipated that principal authorities will, quite sensibly, encourage the parish councils in their areas to adopt the code of conduct adopted by them. This is because they will be responsible for handling and determining code of conduct complaints which relate to members and co-opted

members of parish councils in their area (see also paragraph 14 below) and they will not want to deal with different codes adopted by parish councils. NALC and other bodies representing various interest groups in local government are in discussion with the Local Government Association (LGA) which represents the interests of principal authorities to produce a template code of conduct. If any such template code of conduct endorsed by NALC (and or by LGA) is produced, this could be adopted by principal authorities and parish councils and, if necessary, varied to suit local needs. Further information about the availability of a NALC/LGA template code will be provided when this is available.

Handling of code of conduct complaints.

14. S. 28 of the 2011 Act requires a relevant authority except a parish council to have in place arrangements to investigate and determine allegations that its members and co-opted member have failed to comply with its code of conduct. The principal authority is responsible for investigating and deciding code of conduct complaints which relate to parish councillors in their area. S.28(4) confirms that a failure to comply with the code of conduct must be dealt with in this way. Parish councils cannot investigate and determine code complaints. If the principal authority decides that a member or co-opted member of a parish council has breached its code of conduct, the parish council cannot take any action itself. See also paragraphs 20 and 21 below.

15. With the exception of the requirement as to the appointment and role of at least one independent person, (see paragraph 17 below) the 2011 Act does not prescribe the arrangements for principal authorities to have in place for the investigation and determination of code of conduct complaints. It is likely that most principal authorities will delegate these responsibilities to a committee or officers pursuant to s.101(1) of the Local Government Act 1972 ('the 1972 Act'). A committee with responsibility for code of conduct matters appointed after 1 July 2012 would be appointed pursuant to ss. 101 and 102 of the 1972 Act. As with any committee of a principal authority, it will be subject to the rules for proportional representation of different political groups set out in ss.15 – 17 of the Local Government and Housing Act 1989. It will also not be required to include in its membership the members of any of the parish councils for which the principal authority is responsible. A principal authority may co-opt parish council members onto this committee but they will have no voting rights unless they are also a member of the principal authority appointed to the committee as a principal authority representative. Principal authorities may also arrange for their Monitoring Officers to decide whether a code of conduct complaint that it receives merits

investigation. This may enable the more minor or 'tit-for-tat' complaints to be taken out of the system.

16. The 2011 Act does not give principal authorities express powers to undertake investigations or to conduct hearings (any such action required would be implied as appropriate). Similarly they have no express powers to require access to documents and information or to require members or officers to attend interviews, or to require the member to attend a hearing. For many authorities, the extent of any such arrangements may be limited by resources.
17. Pursuant to s.28 (7) of the 2011 Act, a principal authority must appoint at least one independent person. The independent person must be consulted and his/her views taken into account before a principal authority takes a decision on a complaint it has decided to investigate. The independent person may be consulted by the principal authority in other circumstances. A member of the principal authority or a parish council who is the subject of an allegation for failure to comply with his/her authority's code of conduct may also consult the independent person.
18. Independent persons are appointed by advertisement and subsequent application. Pursuant to s.28(8), an independent person cannot be a member or officer of the principal authority or of any parish council within the principal authority's area or a close friend or relative of such person. They can be paid an allowance or expenses connected to their appointment. S.28 (8) (d) provides that a person does not cease to be independent merely because such payments are made.
19. A person cannot be appointed as an independent person if he/she has within the past 5 years been a co-opted voting member of a committee of the authority. This means that all existing independent co-opted members of standards committees, mandatory before 1 July 2012, are ineligible to be appointed as an independent person. The Government has received representations from principal authorities that want to appoint an independent member of their presently mandatory standards committee as their independent person under s.28 (7) of the 2011 Act because of their experience and because the recruitment of an independent person who satisfies the criteria of s.28 may be difficult. The Government is therefore considering making a transitional provision which permits a principal authority to appoint a person as an independent person who, although not a member or chairman of an existing standards committee at the time of appointment (or thereafter), has held such a post within the last five years. This transitional provision would apply for the first year of the new arrangements (i.e.

until 30 June 2013), and any person appointed under the transitional provisions would be able to continue to hold office after the transitional period, for whatever term the principal authority saw fit.

Breach of code

20. If a member or co-opted member is found to have failed to comply with his/her authority's code of conduct, the 2011 Act does not specify what sanctions can be imposed in respect of the breach. A member cannot be suspended or disqualified from office and the 2011 Act confers no express powers to impose alternative sanctions, such as requiring a member to apologise or attend training. The imposition of a sanction is a matter for the principal authority rather than the parish council. Accordingly, other than censuring or naming and shaming, a principal authority cannot enforce sanctions in respect of members of parish councils in their area.
21. S.28 (4) of the 2011 Act makes clear that a council decision is not invalidated because 'something that occurred in the process of making the decision involved a failure to comply with the code.'

Register of Interests

22. Pursuant to s.29 of the 2011 Act, a Monitoring Officer of the principal authority must establish and maintain a register of interests of the members and co-opted members of the parish councils in its area. The 2011 Act does not define 'interests'. With reference to paragraph 11 of this Note a parish council's code of conduct must include provisions which it considers appropriate in respect of the registration of pecuniary interests and non-pecuniary interests. The leaves scope for considerable local variation. The type and scope of pecuniary and non-pecuniary interests is currently being considered by NALC, LGA and others in their development of a template code of conduct (see paragraph 13 above).
23. The Monitoring Officer must ensure that every parish council's register of interests of its members and co-opted members is available for inspection at all reasonable hours at a place in the principal authority's area. The principal authority must also publish the register of interests of the members and co-opted members of the parish councils on its website (s.29 (6) of the 2011 Act). A parish council with a website must publish the register of interests of its members and co-opted members and the Monitoring Officer must provide the parish council with this information (s.29 (7)).

Disclosure of interests upon taking office

24. Pursuant to s.30 of the 2011 Act, a member and a co-opted member of a parish council must within 28 days of becoming a member or co-opted member notify the Monitoring Officer of any "disclosable pecuniary interests". Upon re-election or re-appointment, the member or co-opted member must also within 28 days notify the Monitoring Officer of "disclosable pecuniary interests" not already included in his or her register of interests. The Secretary of State will prescribe by regulation what constitutes a "disclosable pecuniary interest". S.30 (3) confirms that these will relate to a member and a co-opted member's interests and his/her spouse or civil partner or the person with whom he/she lives as if they were a spouse or civil partner. When notification of a disclosable pecuniary interest is received by the Monitoring Officer, it will be entered into that person's register of interests. Failure to register a "disclosable pecuniary interest" will be a criminal offence. See also paragraph 31 below.
25. Pursuant to s. 32(1), of the 2011 Act, a member or co-opted member of a parish council may ask the Monitoring Officer to exclude from his/her register of interests sensitive interests which may include disclosable pecuniary interests the details of which, if disclosed, might lead to a threat of violence or intimidation to him/her or to a person 'connected' with him/her.

Disclosure of interests at meetings

26. Pursuant to s. 31(4) of the 2011 Act, if a member or co-opted member of a parish council is aware that he/she has a disclosable pecuniary interest in a matter, he/she is barred from participating in any discussion or voting on the matter at the meeting. Participation in the discussion or voting on that matter is a criminal offence under s.34. (see also paragraph 31 below). Members of the public attending meetings might not be aware of a member's interest in a matter under debate unless he/she had also previously inspected the authority's register.
27. Pursuant to s.31(2) and (3) of the 2011 Act, if a member or co-opted member is aware of a "disclosable pecuniary interest" (see paragraph 24 above) in a matter under consideration at a meeting but such interest is not already on the authority's register of interests or in the process of entry onto the register having been notified to the Monitoring Officer, the member or co-opted member must disclose the disclosable pecuniary interest to the meeting and register it within 28 days of the meeting at which

relevant business is considered. Pursuant to s.32 (3) a member or co-opted member with a sensitive interest (see paragraph 25 of this Note), must confirm at the meeting that he /she has a disclosable pecuniary interest, rather than giving details of that interest.

28. S.31 (10) of the 2011 Act provides that a relevant authority's standing orders may require members who have a disclosable pecuniary interest in a matter to withdraw from the meeting room while any discussion or vote on it takes place. If a relevant authority has not adopted such standing orders this means members may remain present and arguably, through their presence, be able to influence other members during the discussion and voting. A member with a disclosable pecuniary interest who fails to withdraw from a meeting as required by his/her council's standing orders does not commit a criminal offence. If a council wanted to sanction a member with a disclosable pecuniary interest for not leaving the meeting room as required by its standing orders, it could rely on its other standing orders to vote to exclude such a member from the meeting.
29. As explained in paragraph 11 above, the code of conduct that is adopted by a relevant authority including a parish council may include an obligation on members and co – opted members to disclose pecuniary and non-pecuniary interests at meetings. There is no criminal sanction for failing to disclose such interests even if disclosure is required by the authority's code of conduct.

Dispensations

30. S.33 of the 2011 Act permits a member or co-opted member of a parish council with a disclosable pecuniary interest to submit a written request to the proper officer at the parish council for the parish council to grant a dispensation to relieve him/her of the restrictions in s. 31(4), namely to participate in a discussion or vote on a matter in which he/she has a disclosable pecuniary interest. A parish council may grant a dispensation if having had regard to all relevant circumstances, it considers that;
 - a) without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business;
 - b) granting the dispensation is in the interests of persons living in the authority's area.
 - c) it is otherwise appropriate to grant a dispensation.

Criminal offences

31. Under 34 of the 2011 Act, failure to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or the provision of false or misleading information on registration, and participation in discussion and voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest will be criminal offences, potentially carrying a Scale 5 fine of £5000 and/or disqualification for up to five years. Prosecution is at the instigation of the Director of Public Prosecutions.

Other Legal Topic Notes (LTNs) relevant to this subject:

LTN	Title	Relevance
1	Councils' powers to discharge their functions	Refers to the current prescribed model code of conduct and standards regime applicable to parish councils.
5	Parish Town and Community Council meetings	Refers to the current prescribed model code of conduct and standards regime applicable to parish councils.
7	Non-councillor members of committees	Refers to the current prescribed model code of conduct applicable to parish councils.
8	Elections	Refers to the current prescribed model code of conduct applicable to parish councils.
9	Handling complaints	Refers to current standards regime in England.
21	Local Council help for village halls	Refers to obligations under current prescribed code of conduct applicable to parish councils.
22	Employment matters	Confirms that the current prescribed code of conduct applicable to parish councils prohibits bullying.
28	Basic Charity Law	Relates to the current prescribed model code of conduct applicable to parish councils.

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Congleton Town Council ("the Town Council")

Youth Committee Constitution (March 2012)

1. Constitution

- 1.1. The Congleton Town Council Youth Committee ("the Youth Committee") shall consist of a maximum 12 youth councillors ("the Youth Councillors").
- 1.2. The Youth Committee is not a formal committee of the Town Council, but is designed to mirror as closely as possible the workings of the Town Council's formal committees.
- 1.3. All elected Youth Councillors shall be given a copy of the Town Council's Constitution to help them understand the roles, responsibilities, vision and decision making processes of the Town Council.
- 1.4. The Youth Committee is committed to full inclusion of and full representation of and by its Youth Councillors. Every young person who stands for election but is not elected shall be encouraged to attend meetings in an advisory capacity.

2. Purpose

- 2.1. The purpose of the Youth Committee is;
- 2.2. To provide access for young people to the Town Council's decision makers and where practicable processes.
- 2.3. To represent the views, issues and opinions of young people living in or around Congleton Town.

3. Membership

- 3.1. Youth Councillors are not official members of the Town Council but shall be included as much as is practicable in the Town Council's decision making and processes.
- 3.2. Eligibility for election to the Youth Council shall be open to:
 - 3.2.1. Any young person residing in or around Congleton Town and/or who is a pupil of Congleton High School (CHS) or Eaton Bank High School (EBHS);
Or
 - 3.2.2. Any young person residing in or around Congleton Town and/or who is a pupil or member or employee of Approved Organisation at the date of election.

and who has reached their 11th but not yet reached their 18th birthday.

- 3.3. Nomination of candidates deemed suitable for election to the Youth Committee and who are:
 - 3.3.1. Attending CHS and EBHS shall be at the discretion of the respective school;

- 3.3.2. Those from an Approved Organisation shall be subject to approval at the sole discretion of the Town Council.
- 3.4. A candidate shall achieve full membership of the Youth Committee by democratic election.
- 3.5. Where practicable elected membership of the Youth Committee shall consist of but not be limited to:
- 3.5.1. Four (4) Youth Councillors to be elected from pupils attending Congleton High School (**CHS**); and
 - 3.5.2. Four (4) Youth Councillors to be elected from pupils attending Eaton Bank High School (**EBHS**); and
 - 3.5.3. Two (2) Youth Councillors to be elected from pupils attending other schools or members of other organisations or employees of businesses approved by the Town Council acting reasonably from time to time (**Approved Organisation**).

4. Elections

- 4.1. In all cases the term of office shall run to 31st October in each year ("the year").
- 4.2. Election to the Youth Council (**Elections**) shall be held in October or at other times as may be determined from time to time at the sole discretion of the Youth Committee.
- 4.3. Election, except in circumstances referred to in 4.6, shall be by public vote on a date (**Election Date**) to be determined by the Youth Committee.
- 4.4. The Election Date shall be advertised at the school or Approved Organisation and published in the Congleton Chronicle not less than 28 days before the Election Date.
- 4.5. Elections at CHS, EBHS and an Approved Organisation, where deemed appropriate by the Youth Council, shall be organised and scrutinised by the respective school or organisation.
- 4.6. Where a candidate stands un-opposed, such as where the candidate attends a small Approved Organisation, membership of the Youth Council shall be by the number of votes cast by members of the Youth Council attending the first suitable meeting of the Youth Council following the date of nomination of such candidate.

5. Term of office

- 5.1. Elected Youth Councillors serve a maximum of four years before standing for re-election.

6. Re-election

- 6.1. Provided they are under 18 years old at the date of election Youth Councillors are eligible to stand for re-election at the end of their term of office but in all cases they must retire on their 20th birthday, if this is before the end of a 4 year term.

7. Vacancies

- 7.1. If a seat becomes vacant during the year such vacancy may, at the sole discretion of the Youth Committee, be offered to those candidates who previously but unsuccessfully stood for election for the year in the order of the number of votes polled at the time of election.
- 7.2. If a vacancy cannot be filled as set out above then the Youth Committee shall take all reasonable steps to procure suitable candidates.

8. Chairmanship

- 8.1. The Chairperson and the Vice Chairperson of the Youth Committee shall be serving Youth Councillors and shall be elected to office at the first meeting of the year.
- 8.2. As with Town Council committees, the nominees for Chairperson and the Vice Chairperson of the Youth Committee shall be subject to verification by the Town Council sitting at the next full Council meeting following the date of nomination.
- 8.3. In the absence of both the Chairperson and the Vice Chairperson, a temporary chairperson shall be elected by those Youth Councillors who are present at such meeting, this being the first item of business.

9. Non-Members

- 9.1. The Youth Committee may from time to time co-opt young people to act in an advisory capacity so as to enable the Youth Councillors to make informed judgements relating to issues to unrepresented and/or individualist groups.
- 9.2. Co-opted members have no voting rights.

10. Town Council Officers (Council Officers) and Town Councillor (Town Councillors)

- 10.1. Council Officers and Town Councillors have a number of roles and responsibilities towards the Youth Committee these include but are not limited to:-
 - 10.1.1. Providing all reasonable and necessary support to enable the Youth Committee to operate effectively.
 - 10.1.2. Supporting Youth Councillors and co-optees to ensure their full participation in the Youth Committee particularly where they have special needs or issues which may otherwise limit or inhibit their participation in the Youth Committee.
 - 10.1.3. Supporting and encouraging the development of the Youth Committee.
 - 10.1.4. Ensuring that the Youth Committee operates in an inclusive and democratic way,
 - 10.1.5. Ensuring that the Youth Committee encourages diversity and challenges prejudice.
- 10.2. No Council Officer or Town Councillor shall express their views or opinions unless invited to do so by the Chairperson or Vice Chairperson.

10.3. A Council Officer may only intervene uninvited in debates and discussions where there has been:

- 10.3.1. A violation of Human Rights; or
- 10.3.2. A breach of The Equal Opportunities Policy; or
- 10.3.3. A breach of the Town Council's Code of Conduct; or
- 10.3.4. A breach of the Laws of England and Wales

and a member of the Youth Committee has not challenged this breach. Such intervention must go through the Chair.

10.4. Council Officers and Town Councillors have no voting rights and may not override a decision of the Youth Committee, except where such decision contravenes:

- 10.4.1. Human Rights; or
- 10.4.2. The Equal Opportunities Policy; or
- 10.4.3. The Town Council's Code of Conduct; or
- 10.4.4. The Laws of England and Wales

in which case a Council Officer or Town Councillor may advise the Youth Committee of the breach and/or where known the consequences of its decision.

11. Meetings

11.1. The Youth Committee shall sit in formal session nine (9) times during the year in the Congleton Town Hall to coincide with each Town Council meeting. There shall be at least one training day in the year.

11.2. Youth Committee meetings shall normally be held in public. The press may also attend. The Youth Committee may resolve to exclude the press and public if a confidential matter is to be discussed.

11.3. Where the Youth Committee considers at its sole discretion that adult presence might inhibit debate the Chairperson or Vice Chairperson may request that adults, excluding Council Officers and Town Councillors leave the meeting for short periods. On their return such adults may be fully advised of the decisions and/or actions which the Youth Committee has made in their absence.

11.4. From time to time sub and other ad-hoc groups may be established the Youth Committee to address specific issues and tasks.

11.5. Otherwise than in exceptional circumstances, determined at the sole discretion of the Town Clerk, Youth Councillors are expected to attend a minimum of six (6) meetings throughout the year unless the Town Clerk has been given notice of absence.

11.6. Youth Councillors shall be expected to send apologies and reason for non-attendance prior to all meetings which they are unable to attend.

11.7. At the sole discretion of the Chairperson and Vice Chairperson acting in cooperation a Youth Councillor who fails to attend three successive Youth Council meetings without good reason may be evicted from the Youth Committee and informed of their eviction without prior notice and their seat offered to another candidate selected as set out herein.

11.8. A Youth Councillor shall be asked to leave a meeting if that Youth Councillor continually ignores requests from the Chairperson or Vice Chairperson to allow others to contribute to a debate or discussion.

11.9. The procedures, rules of debate and order of business shall follow the principles of the Town Council's Standing Orders.

12. Quorum

12.1. The quorum required for decision making purposes shall at all times be 4 people.

13. Plan of Action

13.1. At the beginning of the year the Youth Committee shall create a Plan of Action for the year based on the current issues expressed by their electorate.

14. Political Views

14.1. The Youth Committee is non-party political and issue based. It shall work on behalf of young people of Congleton Town and in partnership with Council Officers and Town Councillors.

14.2. A Member of the Youth Councillors may hold allegiance or membership of a political party but shall not express party political views when acting in the capacity of Youth Councillor or representing the Congleton Town Council.

15. Voting

15.1. The Youth Committee shall make decisions by simple majority voting, being either a show of hands or secret ballot, where deemed appropriate by the majority of its members present.

15.2. In the event of an equal vote, the Chairperson or, if appropriate, Vice Chairperson has casting vote.

15.3. Except where proposed by the Chairperson or Vice Chairperson all motions and proposals must be "seconded" by another Youth Committee member.

16. Equal Opportunity

16.1. Members of the Youth Committee are equal in status regardless of sexuality, race, culture, age, gender, religion, academic ability, disability or any other issue, which might affect a person's life such as parental separation or financial status.

16.2. Members of the Youth Committee are expected to respect themselves and each other equally and to uphold the Equal Opportunities Policy and follow the principles of the Councillors' Code of Conduct.

17. Principal Council-Area Forums

17.1. Congleton Town Council is committed to establishing effective communication channels with the principal council(s) and shall seek ways to work in partnership with them in order to promote local issues at all levels and to support each other in promoting active youth participation.

18. Delegated Authority

- 18.1. The Youth Committee shall have delegated authority given to it by the Town Council. All decisions not delegated to it shall be submitted to the full Town Council for approval.
- 18.2. All requests for funding shall be submitted to the Town Council or its Finance and Policy Committee for consideration.

19. Attendance at Full Council

- 19.1. All Youth Councillors shall be invited to attend full Town Council meetings but will have to leave such meetings for any confidential items following resolution by the Town Council to exclude press and public.

20. Honorary Burgess

- 20.1 The Youth Committee may award a title "Honorary Burgess" in recognition of service to the Youth Committee. There is no legal significance to this title nor does it confer any rights or privileges. Burgesses are however, invited to Youth Committee meetings and events.

March 2012

Congleton Town Council

Minutes of the meeting of the Youth Committee held on Tuesday, 27th March 2012 in the Town Hall, Congleton

PRESENT Youth Councillor Jon Foster (Chairman)

Hannah Booth
Gabrielle Booth
Beth Evans
Matthew Procter
Emma Satchwell
Eleanor Roberts

Councillors Mrs Sally-Ann Holland
George Hayes
Larry Barker

Mrs. Linda Minshull

Nathan Davies
Catherine Hassall

1. APOLOGIES

Apologies were received from Councillor Liz Wardlaw, Alex Rushton, Maddy Summerfield and Jack Schofield.

The Chairman welcomed Nathan and Catherine to the meeting. They attended as observers with a view to joining the Committee.

2. MINUTES OF LAST MEETING

RESOLVED – That the Minutes of the Meeting of the Committee held on 29th February 2012 were signed by the Chairman as a correct record.

Emma Satchwell informed the meeting that she intends to resign her membership at the Annual Council Meeting scheduled for 10th May 2012.

3. YOUTH SERVICES

George gave an update regarding the Cheshire East Youth Strategy and will be attending another meeting next week with Cheshire East Officers.

4. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that no transactions had taken place since the last meeting and that the balance remains at £443.02 as at 27th March 2012.

The next fundraising event will be the coffee morning scheduled for 21st April 2012. Matthew is leading on this item and will discuss details with members directly.

5. **QUESTIONNAIRE AND QUESTIONTIME**

It was reported that over 400 completed questionnaires had been returned to date. Members are working on analysing the replies and producing a report. The report will be discussed with Fiona Bruce M.P. when implementation strategies can be agreed. It is hoped the Question Time event could take place in the second half of the year.

6. **VISIT TO LONDON**

A discussion took place regarding the visit to London scheduled for 23rd April 2012. Consent forms need to be returned to Linda. George has agreed to book the train tickets.

7. **IT'S A KNOCKOUT**

At the previous meeting it was agreed that the Youth Committee enter a team and Ellen offered to complete the application form. No update was available as Ellen was not at the meeting but members discussed participation in the event.

8. **CONGLETON PARK SHELTER**

This item had been referred to the Youth Committee from the Town Council Community and Environment Committee. A discussion took place regarding a shelter in the Park but no agreement was reached. It was decided to defer any comments until the results of the survey were known. George agreed to report back the next Community and Environment Committee.

9. **YOUTH COMMITTEE MEMBERS ITEMS**

Youth Committee Constitution

The Committee

RESOLVED – To adopt the new version of the Youth Committee Constitution dated March 2012. This will be placed on the Town Council agenda for the meeting on 19th April 2012 for consideration.

Charity Auction

Jon informed the meeting that a Charity Auction is to be held on 9th June at Trinity Church in aid of Children of Romania. If anyone is able to help, please contact Jon.

Jeanne Whitehurst Fellowship

Members were requested to promote this scheme and the application date has been extended to 19th April. The recipient of the 2011 Award will need to return the trophy and Emma agreed to contact Eleanor in this regard.

Mayor's Cadet

It was agreed that Jon and Emma be the Youth Committee representatives on the selection panel for the Mayor's Cadet.

Chronicle Column

Eleanor has produced a report for the Chronicle and informed members of details. Members discussed additional items and thanked Eleanor for the report.

Park Walkway

It was reported that new lights and resurfacing of the path linking the Park to Eaton Bank has taken place.

10. ANY OTHER BUSINESS

Nathan and Catherine informed that they would like to become members and Linda agreed to forward the relevant forms for completion.

11. DATE OF NEXT MEETING

The next Youth Committee Meeting –

Tuesday 1st May 2012 – 7 p.m.

Jon Foster (Chairman)

Congleton Town Council

RBS Current/I Access Acct

List of Payments made between 01/02/2012 and 31/03/2012

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
02/02/2012	Shell UK Ltd	bacsshell	£96	S03574768/2969/Shell UK Ltd
07/02/2012	Allied Catering Equipment	005308	£508	14264/2984/Allied Catering Equ
07/02/2012	D & M Nurseries	005309	£42	002/2986/winter tubs balance
07/02/2012	P&V Newton & Sons Ltd	005310	£19	005616/2987/P&V Newton & Sons
07/02/2012	North Rode Timber Co. Ltd	005311	£23	131957/2990/North Rode Timber
07/02/2012	Posh Nosh Parties Ltd	005312	£583	182/1112/2992/Catering
07/02/2012	Pear Technology Services Ltd	005313	£2,850	105919/2998/Mapping Software/Asset Man
07/02/2012	Scottish Power	005314	£0	102011827/2999/Final
07/02/2012	Smith of Derby Ltd	005315	£212	12825/3000/Smith of Derby Ltd
07/02/2012	Telecom Advance	005316	£324	122627/3001/Telecom Advance
07/02/2012	HAAA	005306	£30	Disabled Allotment rental
07/02/2012	Bromley Farm Community Trust	005307	£1,500	Grant Bromley Farm Community Trust
10/02/2012	Pitney Bowes Finance PLC	DD	£265	franking machine lease
14/02/2012	Broken Cross Paint & Wallpaper	005317	£21	16865/3002/Broken Cross Paint
14/02/2012	D&B Electrics	005318	£285	9216/3003/lost radio
14/02/2012	T & S Electrical Limited	005319	£38	7248/3005/T & S Electrical Lim
20/02/2012	Wirehouse Employer Services	DD	£154	HR Support
22/02/2012	Accounting Solutions from DCK	005321	£1,615	TPC4539/3006/Install Asset register
22/02/2012	N Calvert	005322	£29	965/3007/Sweatshirt x 2
22/02/2012	Cavern Protective Clothing	005323	£16	17052/3008/leather gloves x 2
22/02/2012	Cheshire West and Chester Coun	005324	£64	71050853/3009/Cheshire West an
22/02/2012	Heads (Congleton) Limited	005325	£83	69442/3010/Heads (Congleton) L
22/02/2012	Davenport Upholstery	005326	£520	4399/3011/Reupholster chairs
22/02/2012	Kantara Ltd	005327	£107	3917/3012/Kantara Ltd
22/02/2012	Maximeyes Security Ltd	005328	£42	17855/3013/Maximeyes Security
22/02/2012	Posh Nosh Parties Ltd	005330	£1,276	422/1112/3015/Catering rechargeable
22/02/2012	The Stationery Cupboard	005331	£124	0078/3026/The Stationery Cupbo
22/02/2012	Talke Chemical Company Limited	005332	£42	61588/3027/Talke Chemical Comp
22/02/2012	salaries February 2012	AUTOPAY	£20,689	salaries February 2012
22/02/2012	Shell UK Ltd	dd	£100	S03591507/3024/Shell UK Ltd
27/02/2012	Creative Marketing	005333	£212	366/3028/wedding fair banners
27/02/2012	Prism Bus Developments	DD	£259	IT Support February 2012
28/02/2012	Plus Dane	DD	£34	Plus Dane - allotment garage
02/03/2012	Shell UK Ltd	dd	£96	S03610406/3025/Shell UK Ltd
05/03/2012	Associated Calibration & Train	005336	£66	24997/3029/Associated Calibrat
05/03/2012	Amberol Ltd	005337	£816	0000009440/3030/items for floral displays
05/03/2012	Auditing Solutions Ltd	005338	£468	A2718/3031/Internal audit fees
05/03/2012	British Telecom	005339	£286	BT Bill
05/03/2012	Cheshire Association of Local	005340	£30	002016/3034/Cheshire Associati
05/03/2012	D & M Nurseries	005341	£135	0008/3035/D & M Nurseries
05/03/2012	Global Hygiene LLP	005342	£756	1341097/3036/Cleaning materials
05/03/2012	Hollins & Hollinshead	005343	£20	010/3038/Hollins & Hollinshead
05/03/2012	Maxigiene Enviromental Service	005344	£45	14191C/3039/Maxigiene Envirome
05/03/2012	Silk 106.9	005345	£420	P261111/3041/Silk 106.9
05/03/2012	Talke Chemical Company Limited	005346	£11	61622/3042/Talke Chemical Comp
05/03/2012	Threadfast Engineers Ltd	005347	£34	SIN067035/3043/Threadfast Engi
05/03/2012	United Utilities	005348	£609	270212/3046/UU Water bill
05/03/2012	Congleton Community Trust	005334	£182	Streets of Pattern grant
05/03/2012	Glasdon Manufacturing	005335	£512	Grant - Bench for Bromley Farm
12/03/2012	Purchase Power	dd	£213	AE987581/3040/Purchase Power
13/03/2012	AbleOwl XL Ltd	005349	£149	1330640611187/3048/IT material
13/03/2012	Angel Springs	005350	£55	1382103/3050/water environ cha
13/03/2012	Cheshire East Council	005351	£1,576	41033504/3051/Radnor Park work
13/03/2012	Cheshire Vehicle Rental Ltd	005352	£251	C408233/3052/van for handymen
13/03/2012	Heads (Congleton) Limited	005353	£312	70085/3053/Team Cong Advert
13/03/2012	E Cheshire Chamber of Comm & E	005354	£156	3793/3054/membership of chambe
13/03/2012	Longton Lock Supplies	005355	£534	1911/3055/cut & code keys
13/03/2012	Posh Nosh Parties Ltd	005356	£328	4481112/3058/B Hogan meeting
13/03/2012	The Stationery Cupboard	005357	£96	0079/3063/The Stationery Cupbo
13/03/2012	United Utilities	005358	£96	010312/3064/Paddling Pool
13/03/2012	British Telecom	DD	£46	MR74673199Q047LL/3032/British

16/03/2012	CEast Council	005359	£18,175	Loan Repayment
19/03/2012	Imprest reimbursement	005360	£189	Imprest reimbursement
19/03/2012	Wirehouse Employer Services	DD	£154	HR & H&S support
22/03/2012	Shell UK Ltd	dd	£47	S03626906/3061/Shell UK Ltd
22/03/2012	RBS Autopay	AUTOPAY	£20,991	Payroll March 2012
23/03/2012	Cheshire Electrical Supplies L	005362	£7	C1641036/3065/Light Bulb
23/03/2012	Heads (Congleton) Limited	005363	£72	70178/3066/Luncheon Club cook
26/03/2012	Cheshire Community Action	005361	£60	200312/3074/Chesh Pride awards
26/03/2012	Prism Bus Developments	DD	£265	IT Support March012
27/03/2012	Posh Nosh Parties Ltd	005365	£828	TC9771/3068/Unison meeting
27/03/2012	Prism Business Developments Li	005366	£670	3207/3079/Adobe Photoshop
27/03/2012	Maximeyes Security Ltd	005367	£42	18115/3080/Alarm callout
27/03/2012	CEast	005368	£255	CEast Building Regs bar
28/03/2012	Cong Partnership	005369	£60	Chamber Business Awards
28/03/2012	Plus Dane	DD	£34	Garage rental allotment
29/03/2012	West Mercia Supplies	dd	£18	2367679/3044/West Mercia Suppl
29/03/2012	West Mercia Supplies	DD	£749	2367681/3045/West Mercia Suppl
30/03/2012	Chubb Fire	005372	£216	3289796/3082/Chubb Fire
30/03/2012	Mitten Clarke	005373	£358	10226/3083/PAYE
30/03/2012	Evengreener Straight plc	005374	£64	5626864/3084/water butts
30/03/2012	Green Horizons	005370	£1,200	Grant St Peter's Churchyard
30/03/2012	Disability Info Bureau	005371	£250	Grant - Disability Info Bureau
Total Payments			£85,162	

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON THURSDAY, 15TH MARCH, 2012

PRESENT: Councillors Mrs E Wardlaw (Vice-Chairman in the Chair)
 Mrs D S Allen
 L D Barker
 G R Edwards
 G P Hayes

1. **APOLOGIES**

Apologies for absence were received from Councillors D Fletcher, Mrs S A Holland, M J Hutton, Mrs A M Martin, D A Parker, G S Williams and Miss R K Williams.

2. **MINUTES**

THC/14/1112/RESOLVED- That the minutes of the Meeting held on 29th September, 2011 be approved and signed by the Chairman as a correct record.

3. **DECLARATIONS OF INTEREST**

Members are requested to declare both "personal" and "personal and preducial" interests as early in the meeting as they become known.

There were no declarations of interest.

4. **OUTSTANDING ACTIONS**

There were no outstanding actions.

5. **TOWN HALL OCCUPANCY**

A report produced by Alexander Coenen the Danish placement student on Town Hall Occupancy was considered. The notion of using professional magazines and possibly using an agent were considered.

THC/15/1112 RESOLVED-

That the report be received and consideration given to promotion and use of an agent for bookings.

6. **TOWN HALL HIRE**

The Town Hall hire charges were reviewed and considered for 2012-13.

THC/16/1112 RESOLVED – That the hire charges for rooms in the Town Hall be increased by approximately 5%, effective from 1st April, 2012.

7. TOWN HALL WEDDING AND BRIDAL FAYRE

A report on the first Wedding Fayre held in the Town Hall on the 4th March, 2012 was considered by the committee.

It was noted that the event was very successful and will be held again in October of this year.

THC/17/1112 RESOLVED – That the report be received.

8. CARBON FOOTPRINT

The Town Clerk presented the carbon footprint calculation for the Town Hall for 2011. It was noted that there is an increase in fossil fuel usage on site, but, this is entirely down to the use of the kitchens by Posh Nosh which came on stream in 2011.

THC/18/1112/RESOLVED- That the report be received.

9. FAMILIARISATION TOUR

It has been suggested that De Lacey's and the Town Council should hold a familiarisation Town Hall awareness day whereby local businesses and organisations are invited in to view the facilities and catering options.

THC/19/1112 RESOLVED – That the Town Council in partnership with De Lacey's hold a Familiarisation Day in early July 2012.

10. FOOD STANDARDS INSPECTION REPORT/CHECK

It was noted that the Food Standards Agency had carried out an inspection of the Tapas Bar in February and the Inspector had found that all standards were good.

THC/20/1112 RESOLVED – That the report be received and noted.

11. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS (IF NECESSARY)

THC/21/1112 RESOLVED – That in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the 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.

12. TOWN HALL TRADING ACCOUNT

The Town Clerk presented the Town Hall trading account for the period April – January 2012.

THC/22/RESOLVED – That the report be received.

13. A.O.B.

- i) Councillor R Edwards asked for clarification of the programme for refurbishing the kitchen and bar and the impact this might have on the Food and Drink Festival.
- ii) Councillor Allen reported that English Heritage were prepared to pay for the replacement of the two worn statues that were located outside the Town Hall.

THC/23/1112 RECOMMENDED – That the Town Clerk identify some old photographs of the statues from the Museum or Chronicle to facilitate the process of applying for a grant from English Heritage.

MRS E WARDLAW
(VICE CHAIRMAN IN THE CHAIR)

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY, 29TH MARCH, 2012

<u>PRESENT</u>	Councillors	G R Edwards (Chairman) Mrs J D Parry G Baxendale R I Brightwell D T Brown J S Crowther D Fletcher G P Hayes Mrs S A Holland M J Hutton D A Parker N T Price
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1. APOLOGIES

Apologies for absence were received from Councillors L D Barker, D Murphy and Miss R K Williams who are non members of this particular committee.

2. MINUTES

FAP/55/1112 RESOLVED: That the Minutes of the Meeting of the Committee held on 23rd February, 2012 be agreed and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members are requested to declare both "personal" and "personal and prejudicial" interests as early in the meeting as they become known.

Cllrs D A Parker and D T Brown declared a personal interest in item 6 i.

Cllrs D Brown and G Edwards declared a personal interest in item 6 ii.

Councillor Mrs S A Holland declared a personal interest in item 6 iv.

It was noted that Councillor D T Brown abstained from voting on items where an interest was declared.

4. OUTSTANDING ACTIONS

There are no outstanding actions.

5. GRANT APPROVALS AND COMMITMENTS 2011/12

A summary of grant approvals and commitments was considered by the committee and it was noted that £7027 is available for grants.

FAP/56/1112 RESOLVED: That the grant summary be received.

6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE

FAP/57/1112 RESOLVED:

That all recipients of grants be requested to provide P.R. to the Town Council in recognition of the grant. The Town Clerk to revise the application form to make this a condition of the grant.

- i. That a grant of £250 be awarded to Trinity Methodist Church.
- ii. Recommended that requests for grants from the Sustainability Group should be considered first by the Partnership from their allocation of funds.
- iii. That a grant of £500 be awarded to the Sol Theatre Group.
- iv. That a grant of £250 be awarded to the Dane Valley Amateur Swimming Club and they be recommended to approach CEBC for a grant for the hire of the Leisure Centre.
- v. That a grant of £250 be awarded to Congleton Marshalls.

7. MANAGEMENT ACCOUNTS FOR APRIL-FEBRUARY 2012

FAP/58/1112 RESOLVED: That the Management Accounts for February 2012 be received.

8. INTERNAL AUDIT REPORT

The Internal Audit Report was considered by members.

FAP/59/1112 RESOLVED That:

1. The Internal Audit be approved.
2. Recommendation R2 be amended to hirers being charged prior to the hire date at the discretion of the Support Manager and Town Clerk.

9. LOCAL AUDIT CONTRACT WINNERS

Correspondence identifying the Local Audit Contract winners who will replace the Audit Commission in 2012-13. It was noted that Grant Thornton would be responsible for the North West.

FAP/60/1112 RESOLVED: That the correspondence be received.

10. DEFIBRILLATOR SPARES

Correspondence from Mossley Pharmacy was considered by the committee.

FAP/61/1112 RESOLVED That:

1. The correspondence be received.
2. The Town Council will continue to fund the provision of spares for the defibrillators up to a value of £1,000 per annum.

11. SPECIAL EXPENSES CEBC

Correspondence from Vivienne Quayle, Head of Performance at Cheshire East Borough Council was considered, it was also noted that the Town Council had received £18,751 as a non specific grant arising out of an alternative to charging special expenses on the unparished areas of Crewe and Macclesfield.

FAP/62/1112 RESOLVED: That the correspondence and grant be received.

12. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

There was no resolution to exclude the press or the public.

13. A.O.B.

- i. The notion of purchasing a new bench in the Town Centre and dedicating it to the late Councillor David Martin was considered.

FAP/63/1112 RECOMMENDED: That the bench and a plaque be purchased in memory of the late Councillor David Martin.

- ii. A second item to purchase a commemorative torch from the Olympic Torch Relay was deferred.

G R Edwards
Chairman

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE HELD ON THURSDAY, 22ND MARCH, 2012

PRESENT: Councillors D Fletcher (Chairman)
 G Baxendale
 D T Brown
 J S Crowther
 G R Edwards
 G P Hayes
 Mrs A M Martin
 D A Parker
 Mrs J D Parry
 G S Williams
 Co-opted member Mrs M M Williamson

1. APOLOGIES

Apologies for absence were received from Councillor N T Price. Also, received from Councillor L D Barker and Councillor Mrs E Wardlaw who are not members of this particular committee.

2. MINUTES

CAE/35/1112 RESOLVED: That the minutes of the meeting held on the 9th February, 2012 be confirmed and signed as a correct record by the Chairman.

3. DECLARATIONS OF INTEREST

Members were requested to declare both "personal" and "personal & prejudicial" interests as early in the meeting as they become known.

Councillor G Baxendale and D Brown declared a personal interest in any matters related to Cheshire East Borough Council.

4. OUTSTANDING ACTIONS

CAE/41/1011

A feasibility report on a possible project be developed for a shelter in Congleton Park. The Youth Committee to be consulted on this project. Noted this is now being dealt with at the next Youth Council meeting.

5. UNAUTHORISED ENCAMPMENT BARN ROAD

The committee considered the disruption that the traveller's encampment caused to businesses on the Barn Road Estate. It was noted that Cheshire East Borough Council have installed double yellow lines on the road and this ought to give police the power to remove traveller's who are illegally parking.

CAE/36/1112 RESOLVED: That the situation at Barn Road be continued to be monitored.

6. CHESHIRE EAST FLOOD DEFENCES

Correspondence from Diane Bramhall of Cheshire East Borough Council relating to the siting of CCTV cameras on the flood defences in the area was considered.

CAE/37/1112 RESOLVED: That the correspondence be received and noted.

7. FELLOWSHIP HOUSE LUNCHEON CLUB

A list of duties and responsibilities for the Fellowship House Luncheon Club Sub-Committee was presented to members.

CAE/38/1112 RESOLVED: That the list of duties and responsibilities for the Fellowship House Luncheon Club Sub-Committee be approved.

8. NATIONAL GRID

Correspondence from National Grid detailing the work being carried out in the areas on overhead power cables was considered.

CAE/39/1112 RESOLVED: That the correspondence be received.

9. BOAT ON THE RIVER DANE

A report on the Boat on the River Dane produced by Councillor Mrs A Martin was presented to members. It was also noted that a group of local businessmen had offered to remove the boat at no cost. Some concern was also expressed at the state of repair of Weavers Cottages.

CAE/40/1112 RESOLVED That:-

1. The report be received.
2. Councillor G Baxendale to contact the planners at CEBC to ascertain what can be done about the Weavers Cottage's.
3. Councillor Mrs A Martin to contact the local businessman to identify the status of the offer to have the boat removed.
4. Mrs Williamson to discuss the notion of a "Smartest Shop Project" with the Partnership and LAP.

10. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

There was no resolution to exclude the press and public.

11. CHESHIRE POLICE

There were no members of the police present.

12. A.O.B.

Mrs Williamson reported on the status of the Jubilee Celebrations planned in the Town.

1. All 16 schools in Congleton have planted Jubilee trees.
2. A Jubilee Art competition has been arranged with 5 categories.
3. 2 x wrought iron gateways commemorating the Jubilee are being produced for the Community Garden.
4. On the 4th June there is a Love-i-lee Jub-i-lee event in the Park.
5. A floral plaque is being planted in the Park.
6. There will be a floodlit beacon placed in a prominent position in Congleton which will be lit at 10.15pm on the 4th June.
7. A Jubilee avenue of trees will be planted alongside the A34 at West Heath in November.

D Fletcher
Chairman

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 5th APRIL 2012

PRESENT Councillor L. D. Barker (Chairman)
Mrs. D. S. Allen
J. S. Crowther
D Fletcher
G. P. Hayes
Mrs A M Martin
D Murphy
D A Parker
Mrs. J. D. Parry
N. T. Price

1. **APOLOGIES**

Apologies for absence were submitted from Councillors G Baxendale, R.I. Brightwell, G.R. Edwards, Mrs. S. A. Holland, M.J. Hutton, Mrs E Wardlaw, G.S. Williams and Miss R.K. Williams

2. **MINUTES**

PLN/34/1112 RESOLVED: That the Minutes of the Meeting of the Committee held on 15th March 2012 be approved and signed by the Chairman as a correct record.

3. **DECLARATIONS OF INTEREST**

Members were reminded to declare both "personal" and "personal and prejudicial" interests as early in the meeting as they become known.

Councillor Mrs A Martin declared a personal interest in planning application 12/1062C

4. **OUTSTANDING ITEMS**

There were none

5. **PLANNING APPLICATIONS**

PLN/35/1112 RECOMMENDED: That the following comments be made to East Cheshire Borough Council:

Week ended 16th March 2012

12/0920C	21 Priory Close, Congleton, CW12 3JL	NO OBJECTION
12/0826T	Land adj to 4 Copthorne Close, Congleton, CW12 3DJ	NO OBJECTION
		Subject to usual conditions

Week ended 23rd March 2012

12/0647C	7 Jubilee Road, Congleton, CW12 3AJ	NO OBJECTION
12/9079C	Helms Deep, 17 Linksway, Congleton, CW12 3BS	NO OBJECTION
12/0947T	Wellspring Methodist Church, Canal Road, Congleton	NO OBJECTION
		Subject to usual conditions

Week ended 30th March 2012

12/1007C	26 Rood Hill, Congleton, CW12 1LQ	NO OBJECTION
	Concerned at the lack of parking provision	
12/0997C	40 Chestnut Drive, Congleton, CW12 4UB	NO OBJECTION
12/0999C	Bob-O-Phool Restaurant, Antrobus Street, CW12 1HG	NO OBJECTION
12/1004C	Congleton High School, Box Lane, Congleton, CW12 4NS	NO OBJECTION
12/0773C	26 Heath Road, Congleton, CW12 4LF	NO OBJECTION
12/1062C	32 Hertford Close, Congleton, CW12 1TB	NO OBJECTION
12/1046C	56 High Street, Congleton, CW12 1BB	NO OBJECTION
12/1002T	6 Randles View, Congleton, CW12 3JN	NO OBJECTION
		Subject to usual conditions
12/1069C	62 Ennerdale Drive, Congleton, CW12 4FL	NO OBJECTION
12/1070C	2 Johnson Close, Congleton, CW12 3TQ	NO OBJECTION

6. PLANNING APPEALS

None to report.

7. LICENSING APPLICATIONS

None to report.

8. HIGHWAYS ISSUES

None to report.

9. ANY OTHER BUSINESS

It was noted that planning application 11/4434C, 16 dwellings at land to the South of Tudor Way will be considered at the Strategic Planning Board on the 11th April 2012.

A pre application consultation for a proposed telecommunications installation at Brook Street was considered

PLN/36/1112 RECOMMENDED That the Town clerk write to Daly International to inform them that the Committee has no objections in principle to the siting of the phone mast, but, is concerned at the close proximity of Park View House.

L. D. Barker (Chairman)

CONGLETON TOWN COUNCIL

**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE
HELD ON 15th MARCH 2012**

PRESENT Councillor L. D. Barker (Chairman)
Mrs. D. S. Allen
G. Baxendale
R. I. Brightwell
J. S. Crowther
G. R. Edwards
G. P. Hayes
Mrs. S. A. Holland
Mrs. J. D. Parry
N. T. Price
Mrs. E. Wardlaw

Approximately 30 Members of the Public attended the meeting

1. APOLOGIES

Apologies for absence were submitted from Councillors D. T. Brown, D. Fletcher, M. J. Hutton, Mrs. A. M. Martin, D. A. Parker, G. S. Williams, Miss R. K. Williams.

2. MINUTES

PLN/32/1112 RESOLVED: That the Minutes of the Meeting of the Committee held on 23rd February 2012 be approved and signed by the Chairman as a correct record.

3. DECLARATIONS OF INTEREST

Members were reminded to declare both "personal" and "personal and prejudicial" interests as early in the meeting as they become known.

Councillor G. Baxendale declared a personal interest due to being a member of Cheshire East Council.

4. OUTSTANDING ITEMS

There were none

5. **PLANNING APPLICATIONS**

PLN/33/1112 RECOMMENDED: That the following comments be made to East Cheshire Borough Council:

Week ended 24th February 2012

12/0569C	16 Birch Road, Congleton, CW12 4NR	NO OBJECTION
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Week ended 2nd March 2012

12/0534C	8 Mallory Court, Congleton, CW12 4NW	NO OBJECTION
12/0629C	Land Adj to Brookside, 208 Padgbury Lane, Congleton	NO OBJECTION
Councillor G. R. Edwards declared a personal interest in application 12/0629C		
12/0668C	Land Adj. to Highview, Canal Road, Congleton	NO OBJECTION
12/0714C	Little Moss Farm, Priory Close, Congleton, CW12 3JL	REFUSE - on the grounds that the application is in the green belt and is inappropriate in size, style and location – PPG8 – Telecommunications refers.

A member of the public, Mr. J. Willerton, spoke on behalf of local residents in objection to this application

Councillor N. T. Price declared a personal interest in application 12/0714C

Week ended 9th March 2012 and Additional List

11/0712C	Hillside Croft, Congleton Edge Road, Congleton, CW12	NO OBJECTION
12/0735C	2 Grosvenor Road, Congleton, CW12 4PG	NO OBJECTION
12/0565C	Havannah County Primary School, Malhamdale Road, Congleton, CW12	NO OBJECTION

6. **PLANNING APPEALS**

None to report.

7. **LICENSING APPLICATIONS**

None to report.

8. **HIGHWAYS ISSUES**

It was noted that correspondence had been received from Cheshire East Council dated 8th March 2012 giving notice of confirmation of public path diversion order for footpath number 46 in the parish of Congleton.

9. **ANY OTHER BUSINESS**

It was reported that highways work on the A34 between Siddington and the Monks Heath traffic lights is scheduled to commence next week, which is likely to cause traffic congestion around Congleton. It was also reported that work on the gas mains on the A34 at West Road is due to commence in the late spring, which will also cause traffic problems.

L. D. Barker (Chairman)

REPORT TO COUNCIL MEETING – 19TH APRIL 2012

JUBILEE BADGE FOR MAYORAL CHAIN

At the Town Council Meeting on 8th March 2012 it was resolved that:

THOMAS FATTORINI JUBILEE LINK

A proposal to purchase a Jubilee Link for the Mayoral Chain was discussed by the members.

CTC/68/1112 RESOLVED:-

1. Not to proceed with purchasing the link with Council funds.
2. To identify a suitable sponsor to purchase the Jubilee Link for the Town Council.
3. Town Clerk to provide a report from the Jewellers on the suitability of the proposed link.

Mr. P. S. Hollinshead, Jeweller, has inspected the Chain and his comments are set out below.

- If the link was inserted into the body of the chain, either at the back or front, this would result in the chain becoming unbalanced. This approach would not be recommended.
- A new Jubilee link could go as an additional link to be attached to the end of the Mayoral badge. This could be achieved by fitting a ring to the top of the new link and could be hooked on as an additional link when required. Mr. Hollinshead suggested it would also be possible to attach the link to the Mayoress chain, as an addition, if required.

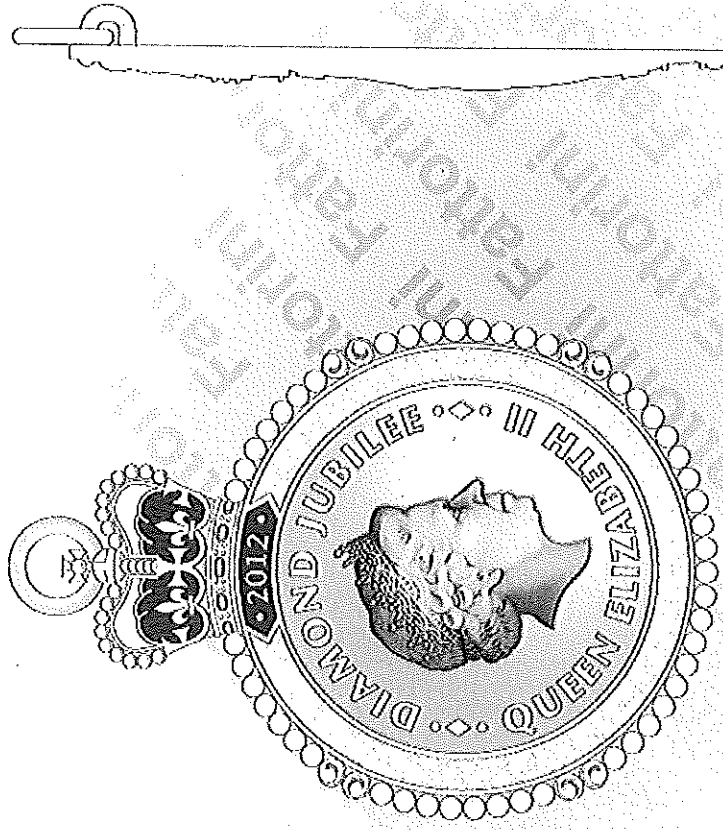
Fattorini have supplied artwork showing the item with the ring at the top (copy enclosed). They confirm that the cost would be £375 nett in sterling silver gilt. A quotation for the item in 18ct gold is £2755 net – the weight would be 48g.

Sponsorship – This could be investigated and sought from local business or possibly past Town Mayors. It would be possible to engrave the names of two or three sponsors, depending on size, on to the back of the Jubilee Link.

Linda Minshull
Civic Administration Officer
22nd March 2012

Fattorini

Artist-craftsmen
since 1827



Side Section

Customer Approval.....Date.....

Dimensions: 50mm (width) x 56mm (height)

M- T.F. Samples-Jubilee Badge

B120321-28

© 21.03.12 R.C./D.F.

COLOURS SHOWN HERE MAY BE INACCURATE - ACTUAL COLOURS WILL BE MATCHED TO PANTONE REFERENCES INDICATED

TOWN MAYOR'S ENGAGEMENTS

2012

10 th March	Fairtrade Coffee Morning
16 th March	Mayor's Celebration Evening – Congleton Town Hall
17 th March	Centre Stage Youth Theatre – Summer Holiday – Daneside Theatre
28 th March	Trinity Amateur Operatic Society – Daneside Theatre
30 th March	Nursery Easter Service - New Life Church
30 th March	East Cheshire Chamber of Commerce Business Awards
31 st March	Congleton Youth Orchestra Concert – Town Hall
6 th April	Good Friday Easter Service in the Town Centre

Congleton Town Council

Minutes of the Meeting of the Council held on Thursday,
15th March, 2012 in the Town Hall, Congleton.

PRESENT: Councillors Mrs D S Allen
 L D Barker
 G Baxendale
 R I Brightwell
 J S Crowther
 G R Edwards
 G P Hayes
 Mrs S A Holland
 Mrs J D Parry
 N T Price
 Mrs E Wardlaw

1. APOLOGIES

Apologies for absence were received from Councillors D T Brown, D Fletcher, M J Hutton, Mrs A M Martin, D A Parker, G S Williams and Miss R K Williams.

2. MINUTES

CTC/82/1112 RESOLVED – That the Minutes of the meeting held on 8th March, 2012, be approved and signed by the Deputy Mayor.

3. DECLARATIONS OF INTEREST

Members are requested to declare both "personal" and "personal and prejudicial" interests as early in the meeting as they become aware of it.

Councillor G Baxendale and D Brown declared a personal interest in any matters related to Cheshire East Borough Council.

4. CASUAL VACANCY

A report was presented for members consideration which outlined the selection process for the co-option of a new Councillor for West Ward.

CTC/83/1112 RESOLVED – That Mr D Murphy be appointed to fill the Casual Vacancy of Councillor for West Ward.

5. RESIGNATION OF COUNCILLOR M CAREY

A letter of resignation from Councillor M Carey was presented to the Council. It was noted that Mr Carey was resigning to take up an opportunity with his current employer in Switzerland.

A discussion then took place on how to fill a casual vacancy if the Council was presented with an opportunity after due process to co-opt a Councillor.

CTC/84/1112 RESOLVED That:-

1. The letter of resignation from Councillor M Carey be accepted.
2. The Council consider the process of co-option at a Strategy Working Group meeting.

6. OUTSTANDING ACTIONS

None.

7. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS (IF NECESSARY)

There was no resolution to exclude the press and public.



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



13th April, 2012

Dear Councillor,

Town Council Meeting – Thursday 19th April, 2012

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 19th April, 2012** commencing at **7.15pm**.

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,

B. Hogan
TOWN CLERK

AGENDA

1. Apologies for absence. (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non attendance).

2. Minutes

To approve the Minutes of the meeting held on 15th March, 2012. (enclosed)

3. Declarations of Interest

Members are requested to declare both "personal" and "personal and prejudicial" interests as early in the meeting as they become aware of it.

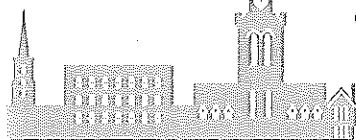


Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: 01260 270350 Fax: 01260 280357

Email: info@congletontowncouncil.co.uk www.congleton-tc.gov.uk



4. Mayor's Announcements
To receive any announcements by the Town Mayor and to receive a list of the Mayor's Engagements. (enclosed)
5. Thomas Fattorini Jubilee Link
To consider the report dated 22nd March, 2012 regarding a proposal to purchase a Jubilee Link for the Mayoral Chain. (enclosed)
6. Outstanding Actions
None.
7. Questions from Members of the Public
To receive any questions from Members of the Public, notified in advance in writing. (enclosed)
8. Cheshire East Councillors' Reports
To suspend Standing Orders to allow Councillors from the principal authority to report on relevant issues and to receive questions from members.
9. Planning Committee
To receive the minutes of the meetings held on 15th March and 5th April 2012. (enclosed)
11. Community and Environment Committee
To receive the minutes of the meeting held on the 22nd March, 2012. (enclosed)
12. Finance and Policy Committee
To receive the minutes of the meeting held on the 23rd February and 29th March, 2012. (enclosed)
13. Personnel Committee
To receive the minutes of the meeting held on the 29th March, 2012. (enclosed)
14. Town Hall Committee
To receive the minutes of the meeting held on the 15th March, 2012. (enclosed)
15. Accounts
(a) To approve payment of the accounts listed. (enclosed)
(b) To approve payment of any expenditure agreed at this meeting.
16. Urgent Items
Members may raise urgent items but no discussion or decisions may be taken at the meeting.

17. Youth Committee/Junior Council

- a) To receive the minutes of the Youth Committee meeting held on 27th March, 2012. (enclosed)
- b) To deal with Questions from Members of the Youth Committee present at the meeting.

18. Youth Committee Constitution

To consider adopting the updated Youth Committee Constitution (March 2012) as recommended at the Youth Committee meeting held on 27th March, 2012. (enclosed)

19. NALC – Legal Topic Note

To receive correspondence from NALC regarding Members' conduct and the registration and disclosure of their interests (England). (enclosed)

20. Northern By Pass

To consider supporting the notion of a Northern By Pass for Congleton (enclosed)

21. Resolution to exclude the Public and Press (if necessary)

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.

To: Members of the Town Council, Press 3, Burgesses (4), Mayor's Chaplain,
Members of the Youth Committee
MP, Cheshire East Councillors (4), Library, Congleton TIC.