



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



26th February 2014

Dear Councillor,

Town Council Meeting – Thursday 6th March, 2014

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 6th March, 2014** commencing 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,

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 (enclosed)

To approve the Minutes of the meeting held on 16th January 2014.

3. Declarations of Disclosable Pecuniary Interest

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

4. Outstanding Actions

None.



Congleton
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where friends are made

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



5. Questions from Members of the Public

To receive any questions from Members of the Public at the meeting and, notified in advance in writing.

6. Mayor's Announcements (enclosed)

To receive any announcements by the Town Mayor and to receive a list of the Mayor's Engagements.

7. Planning Committee (enclosed)

To receive the minutes of the meeting held on 23rd January 2014.

8. Finance and Policy Committee (enclosed)

To receive the minutes of the meeting held on 9th January 2014.

9. Community Environment and Services Committee (enclosed)

To receive the minutes of the meeting held on 21st November 2013

10. Accounts (enclosed)

(a) To approve payment of the accounts listed (enclosed).

(b) To approve payment of any expenditure agreed at this meeting.

11. Urgent Items

Members may raise urgent items but no discussion or decisions may be taken at the meeting.

12. Youth Committee (enclosed)

a. To receive the minutes of the Youth Committee Meetings held on 14th January and 10th February 2014.

b. To deal with Questions from Members of the Youth Committee present at the meeting.

To: Members of the Town Council, Press 3, Burgesses (5), Mayor's Chaplain,
Members of the Youth Committee
MP, Cheshire East Councillors (4), Library, Congleton TIC.

Congleton Town Council

Minutes of the Meeting of the Council held on Thursday,
16th January 2014 in the Town Hall, Congleton.

PRESENT: Councillors L D Barker
 P. Bates
 G Baxendale
 Ms. L Bours
 R I Brightwell
 D T Brown
 G R Edwards
 G.P Hayes (Town Mayor)
 Mrs S A Holland
 Mrs A M Martin
 D Murphy
 D A Parker
 J. D Parry
 N T Price
 Mrs E Wardlaw
 G S Williams

1. **APOLOGIES**

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).

Apologies for absence were received from Councillors Mrs D S Allen, G Brittain, J S Crowther and Miss R K Williams.

2. **MINUTES**

CTC/47/1314 RESOLVED- That the Minutes of the meeting held on the 5th December 2013 be approved and signed by the Mayor.

3. **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST**

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

Cllrs G Baxendale and D T Brown declared a non-pecuniary interest in any matters related to Cheshire East Council.

4. **OUTSTANDING ACTIONS**

None.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

Mr Graham Goodwin submitted the following questions.

When I first became aware that a meeting of the Strategy Working Group had been called for 4th December 2013, I had an email conversation with the Town Clerk where I established that this meeting excluded the public and press. I asked if the meeting would be discussing the budget /precept, and the possibility of refurbishing Timbersbrook Toilets, but no answer was forthcoming.

At the full council meeting the following evening it was agreed to accept a precept of £656,714 and to defer the decision on the budget until January 2014

My questions relating to these matters are:-

1. How can the council agree an increase in the precept without having first agreed a budget for the forthcoming year?
2. Since the possibility of spending money on Timbersbrook Toilets has never appeared as an item on any published council agenda is it right and proper that it should have been debated at all at the meeting on 28th November since the public and press were unaware of its inclusion?
3. The budget was on the agenda for the F and P meeting on 28th November but this meeting ran late and concluded without all matters being resolved. A follow up meeting was convened for 4th December but why was this convened as a meeting of the SWG, which is not a council meeting and only has authority to advise the council or sub committee, when a reconvened F and P meeting would have been more logical, would not have excluded press and public and could have reported directly to full council?
4. The council Standing Orders clearly require that a SWG should have clearly defined Terms of Reference and should normally operate on a "task and finish basis" What were the defined Terms of Reference which led to the SWG discussing the budget, where are those Terms of Reference recorded, and is this not a prima facie case of undemocratic use of the Working Group facility for the sole purpose of excluding the press and public from debate on the subject of most concern to the residents, the budget/ precept?

RESPONSE BY THE TOWN MAYOR

First of all thank you for your question Mr Goodwin. I will respond to the points you made in the order in which you have raised them.

1. As you will be aware as you will have read the papers, the Finance and Policy Committee had been presented with and considered a comprehensive and detailed budget at their meeting which took place on the 28th November 2013 and sensibly took the view that whilst the precept had to be increased because of the increased expenditure arising from factors relating to the reduction in the Council Tax Support Grant, transfer of toilets and CCTV emanating from Cheshire East, no other items which members might consider, should be allowed to increase the precept further, hence the decision to cap the precept and recommend it for approval.
2. Timbersbrook toilets were not debated at the meeting of the Strategy Working Group in the way that you suggest as the only comment made related to the fact that the item was being withdrawn, there was no further discussion and no need to include the item on any other agenda.

RESPONSE BY THE TOWN MAYOR continued.....

3&4. You are misquoting Standing Order 55a in respect of the Strategy Working Group as this clause relates to any new working party the Council may wish to set up on an ad hoc basis.

The Strategy Working Group is a permanent feature within the Constitution and as such has its own constitution and as a consequence is not covered by clause 55a. One of the functions of the Strategy Working Group is to develop policies and strategies on behalf of the Council and Committees and to advise, which it duly did.

You may wish to think that the Strategy Working Group was called as a device to exclude the press and public, but this simply wasn't the case, it was simply the most convenient process available to call a meeting at short notice, calling another committee meeting in the same time scale would not have met the statutory notice period.

Mr Graham Goodwin submitted the following questions.

Does the Town Council consider that expending circa £45,000 on the refurbishment and re-opening of the Timbersbrook Toilets demonstrates prudent financial management at this time particularly since this would increase the precept by over 3%.

If any monies are available it would, in the view of many residents, be far more logical to re-open the West Heath toilets where the public need is likely to be immeasurably higher than at Timbersbrook

RESPONSE BY THE TOWN MAYOR

First of all thank you for your question Mr Goodwin. I will respond to the second part of your question as I understand that is where you are now seeking a clarification.

As has already been mentioned the suggestion to open the Timbersbrook toilets has been withdrawn and there is nothing further to debate.

Insofar as the West Heath toilets are concerned this has nothing to do with either the Town Council or Cheshire East Borough Council as the decision to close the toilets was taken by the management company which own West Heath Shopping Centre who own the toilet facility.

6. **MAYOR'S ANNOUNCEMENTS**

The Town Mayor drew attention to the various engagements that he and the Deputy Mayor had fulfilled since the last Council meeting.

7. **PLANNING COMMITTEE**

CTC/48/1314 RESOLVED- That the minutes of the meeting held on 28th November 2013 be received and the recommendations therein be adopted.

8. **FINANCE AND POLICY COMMITTEE**

CTC/49/1314 RESOLVED- That the minutes of the meeting held on 28th November 2013 be received and the recommendations therein be adopted.

9. **ACCOUNTS**

CTC/50/1314 RESOLVED:-

- a) To approve the payment of the accounts listed.
- b) To approve the payment of any expenditure agreed at this meeting.

10. **URGENT ITEMS**

There were no urgent items raised.

11. **YOUTH COMMITTEE**

CTC/51/1314 RESOLVED- That the minutes of the meeting held on 4th December 2013 and Junior Council on 9th December 2013 be received.

The Youth Council provided an overview of the British Youth Council Scheme involving shadowing a local Councillor.

Cllrs P Bates, G R Edwards, D T Brown, Mrs S A Holland and G Williams volunteered to participate.

Cllr D T Brown agreed to raise the matter with Cheshire East Council with a view to the Borough participating in the scheme.

CTC/52/1314 RESOLVED - that the Town Council would fund the entry fees to the scheme for Youth Council members.

12. **FUNDING FOR LOCAL AUTHORITIES**

A ministerial statement by Brandon Lewis MP, Parliamentary under Secretary for Committee and Local Government was considered.

CTC/53/1314 RESOLVED that the statement be received.

13. **BUDGET 2014-15**

The budget report for 2014-15 was presented to the Council. The Town Clerk drew attention to the changes in the budget arising from some discrepancies in the labour costs for streetscape which resulted in an additional £33,000 expenditure matched by a corresponding increase in income from Cheshire East Council.

CTC/54/1314 RESOLVED that:-

1. To agree the revenue and capital budget for 2014-15.
2. To approve the budget expenditure powers.

Budget Expenditure Powers 2014-15

Expenditure	Power	£
Police Community Support Officers	S31	47,200
Other grants and donations	S137	19,350
Citizens Advice Bureau	S142	15,000
Christmas Lights	S144	9,000
Carnival Committee	S144	3,750
Congleton Community Projects	S145	16,000
Museum grant	S144	4,500

As the Town Council adopted the Power of Competence, Localism Act 2011, ss 1-8, any agreed expenditure in the budget identified above can also be approved via this power.

G P Hayes

TOWN MAYOR

TOWN MAYOR'S ENGAGEMENTS

2014

17 th January	Pantomime – Daneside Theatre
18 th January	ATC Cadets Dinner
2 nd February	Charity Sunday Lunch
6 th February	Re-Opening of Cancer Research Shop
8 th February	Wellspring Church
12 th February	Siemens Roller Coaster Challenge
19 th February	Astbury Mere Care Home
20 th February	Book Launch – New Life Church
22 nd February	Slate Signing – St. Peter's Church
28 th February	Swimmathon

DEPUTY TOWN MAYOR

2013

15 th February	Crewe Civic Ball
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CONGLETON TOWN COUNCIL

**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE
HELD ON 23rd JANUARY 2014**

PRESENT Councillor Mrs. A. M. Martin (Chairman)
Mrs D Allen
P. Bates
G. Baxendale
R. I. Brightwell
D. T. Brown
G R. Edwards
G. P. Hayes
D. Murphy
D. A. Parker
Mrs. J. D. Parry
Mrs. E. Wardlaw

1. APOLOGIES

Apologies for absence were submitted from Councillors Ms. L. Bours, J.S. Crowther, N.T. Price, G. S. Williams and Miss R. K. Williams.

2. MINUTES

PLN/27/1314 RESOLVED: That the Minutes of the Meeting of the Committee held on 9th January 2014 be approved and signed by the Chairman as a correct record.

3. DECLARATIONS OF INTEREST

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

Councillor G. Baxendale declared a "non pecuniary" interest due to his membership of Cheshire East Council.

Councillor D. T. Brown declared a "non pecuniary" interest due to his membership of Cheshire East Council and also due to his membership of the Strategic Planning Committee. Councillor Brown did not vote on any items.

4. OUTSTANDING ITEMS

There were none.

5. PLANNING APPLICATIONS

PLN/28/1314 RECOMMENDED: That the following comments be made to Cheshire East Borough Council:

Week ended 10th January 2014

13/5191C	1-7 Colehill Bank, Congleton, CW12 3AD	NO OBJECTION
Concern though at lack of parking		
13/5215C	Congleton High School, Congleton, CW12 4NS	NO OBJECTION
14/0023C	3 Edge View Road, Congleton, CW12 3JQ	NO OBJECTION
14/0036C	53 Rood Hill, Congleton, CW12 1NA	NO OBJECTION
14/0074C	Moss Inn, Canal Road, Congleton, CW12 3AT	NO COMMENT
14/0107C	Springbank, Dial Lane, Congleton, CW12 3QJ	NO COMMENT
14/0068T	The Rambles, Biddulph Road, Congleton	NO OBJECTION
		Subject to usual conditions
13/5117C	Pulse Fitness, Radnor Park, Congleton CW12 4TR	NO OBJECTION

Week ended 17th January 2014

14/0088C	Astbury Mere Care Home, Newcastle Road, CW12 4HP	NO OBJECTION
13/5177C	Lower Park Street Mill, Lower Park St, CW12 1EH	NO OBJECTION
14/0226C	70-72 Lawton Street, Congleton, CW12 1rs	NO OBJECTION
Councillors Bates and Hayes declared a "non pecuniary" interest in application 14/0226C		
14/0193C	18 Chestnut Drive, Congleton, CW12 4UD	NO OBJECTION
14/0201C	Wharf Inn, 121 Canal Road, Congleton, CW12 3AP	NO OBJECTION
14/0203C	Silver Springs, Under Rainow Rd, Congleton, CW12 3PN	NO OBJECTION
14/0278C	56 Leek Road, Congleton, CW12 3HU	NO OBJECTION

6. PLANNING APPEALS

12/3536C – Land East of Meadow Avenue Congleton – It was noted the Planning Inspector had been informed that the appeal had been withdrawn and no further action would be taken on the matter

13/2954C Noted that the application to demolish Hawthorne Cottage and erect 49 dwellings at Canal Side Farm considered at the Strategic Planning Board on the 23rd January was refused.

7. HIGHWAYS ISSUES

None to report.

8. LIAISON WITH SOMERFORD PARISH COUNCIL

The committee considered the notion of setting up a working group to meet quarterly with members of nearby parish councils to discuss arrange of issues

PLN/28/1314 RESOLVED:-That a Working Group be set up consisting of two councillors to be invited from each Parish and the Town Council

9. ANY OTHER BUSINESS

Correspondence was noted from Cheshire West and Chester Council giving information on the submission of their Local Plan to the Secretary of State for communities and Local government on the 23rd December 2013, was noted.

Mrs A.M. Martin (Chairman)

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY 9th January 2014

PRESENT

Councillors

P Bates
G Baxendale
R I Brightwell
G P Hayes (Town Mayor)
Mrs. S A Holland
D Murphy
Mrs J D Parry (Vice Chairman)
D A Parker
N T Price

1. APOLOGIES

Apologies for absence were received from Cllrs D T Brown and G R Edwards.
Apologies were also received from Councillor G S Williams who is not a member of this particular Committee.

2. MINUTES

FAP/23/1314 RESOLVED

- i. That a named vote to be taken to approve the minutes.
- ii. That the Minutes of the Meeting of the Committee held on 28th November 2013 be approved and signed by the Chairman.

For - Cllrs P Bates, G Baxendale, R I Brightwell, G P Hayes, Mrs. S A Holland, D Murphy, Mrs. J D Parry, and D A Parker.

Against – Cllr N T Price

3. DECLARATIONS OF INTEREST

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

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

Cllrs G Hayes, Mrs S Holland and D Parker declared a non-pecuniary interest in item 6 (i).

4. OUTSTANDING ACTIONS

There are no outstanding actions.

5. GRANT APPROVALS AND COMMITMENTS 2013-2014

A summary of grant approvals and commitments was considered by the Committee and it was noted that £17,636 is available for grants in 2013-14.

6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE

FAP/24/1314 RESOLVED that:-

1. GR.15/1314 Danielle Wright-Humphreys

A grant of £100 be approved using the Power of Competence.

7. NEW GRANT ACTIVITIES MONITORING FORMS

No forms have been submitted.

8. MANAGEMENT ACCOUNTS FOR APRIL 2013 – NOV 2013

FAP/25/1314 RESOLVED that the Management Accounts for November 2013 be received.

9. ROTARY CLUB OF CONGLETON

It was noted that the Rotary Club of Congleton provided a grant of £100 towards the cost of the Christmas tree.

FAP/26/1314 RESOLVED that the Town Clerk write a letter of thanks to Congleton Rotary Club.

10. BUSINESS PLAN 2013-14

A review of progress of the actions required to deliver the 2013-14 Business Plan was considered by Members.

FAP/27/1314 RESOLVED that:-

1. The Business Plan update be received and noted.
2. Thanks to be passed onto the Town Hall staff for their hard work in progressing the plan,

Mrs J D Parry
Vice Chairman

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 21ST NOVEMBER 2013

PRESENT: Councillors G S Williams (Chairman in the Chair)
 Mrs D S Allen
 P Bates (Vice Chairman)
 G Baxendale
 D T Brown
 G R Edwards
 G P Hayes (Town Mayor)
 Mrs A M Martin
 D Murphy
 D A Parker
 Mrs J D Parry
 N T Price

 Mr E Clarke (Appointed Member)

1. APOLOGIES.

Apologies for absence were received from Cllrs Miss R K Williams, Ms L Bours and J S Crowther.

Apologies were also received from Cllr L Barker who is not a member of this particular Committee.

2. MINUTES OF LAST MEETING

CES/38/1314 RESOLVED that the minutes of the meeting held on the 3rd October 2013 to be confirmed as a correct record and signed by the Chairman.

3. DECLARATIONS OF INTEREST

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

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

4. OUTSTANDING ACTIONS

CES/34/1213

The Committee support the "Responsible Dog Scheme" pilot being introduced at Bromley Farm and will evaluate its success at the next meeting with a view to rolling out the scheme throughout the town.

CES/05/1314

That the proposed arrangement on CCTV provision be reviewed at the next meeting.

5. CONNECTING CHESHIRE

The project update on rolling out broadband in Cheshire was considered. It was noted that 96% coverage has been achieved so far and the aim is to improve to 98%.

CES/39/1314 RESOLVED that:-

1. The project update from Connecting Cheshire be received.
2. Cheshire East to be thanked for providing fibre broadband.

6. BOAT ON THE RIVER DANE

Correspondence from Fiona Bruce MP who took advice from the House of Commons to contact the Canal River Trust, was considered.

It was noted however, that the Canal River trust has no control over this particular area of the River Dane.

CES/40/1314 RESOLVED that: -

1. The letter from Fiona Bruce MP be received.
2. The Town Clerk to thank Fiona Bruce MP for her efforts in trying to resolve this matter.

7. MANCHESTER ROAD SIGNAGE

Correspondence from Cheshire East Highways concerning the Speed Signage on Manchester Road confirmed that this work was scheduled for completion at the end of March 2014.

CES/41/1314 RESOLVED that the correspondence and verbal update from Cllr G Baxendale be received and noted.

8. PEEL BRIDGE

Cllr David Topping confirmed that Cheshire East Highways would be picking up this matter. It was further noted that the issue had been discussed at the Highways Committee and a scheme was being discussed with Railtrack. It was noted however, that there was already an objection from a nearby resident to any proposed scheme.

CES/42/1314 RESOLVED that: -

1. The Town Clerk confirm the Councils' support for the scheme with Cheshire East Highways.
2. The Town Clerk to contact Astbury Parish council seeking their support.

9. CARBON REDUCTION SCHEME

A letter from Cheshire East Council regarding the Street lighting Carbon Reduction scheme was considered.

CES/43/1314 RESOLVED that the correspondence be received.

10. MAKING CHESHIRE SAFER

A report on Making Cheshire Safer produced by Cheshire Fire Authority was discussed by members.

CES/44/1314 RESOLVED that a working group consisting of Cllrs G. P Hayes and G.S Williams complete the questionnaire provided with the report on behalf of the committee.

11. COMMUNITY RIGHTS

A guide produced by the Department for Communities & Local Government on Community Rights was discussed.

CES/45/1314 RESOLVED that:-

1. The Guide be received and noted.
2. The Guide to be placed on the Town Council website.

12. TOWN TWINNING

A letter from the Belgian Town of Quievrain proposing a Town Twinning project was discussed by members.

CES/46/1314 RESOLVED that :-

1. The letter be received.
2. Cllr G. P Hayes to set up a small working group to consider this issue and to make appropriate recommendations.

13. PARKING OUTSIDE SCHOOLS

A letter from Cllr David Topping confirming that Cheshire East Council are undertaking an assessment to determine the resources required to implement Traffic Regulation Orders outside all schools was considered.

CES/47/1314 RESOLVED that the letter be received and noted.

14. NO PARKING AT MERESIDE

The issue of replacing a car parking sign on Mereside was discussed by members of the committee.

CES/48/1314 RESOLVED that:-

1. The Town Clerk to raise the matter with Alan Lawson to request the issue is raised at the Highways Meeting of the LAP.
2. New Life Church, via Cllr Mrs A M Martin to be requested to ask churchgoers to not use Mereside for parking.

15. FELLOWSHIP HOUSE CONDITIONS OF HIRE

The Fellowship House Conditions of Hire were considered.

CES/49/1314 RESOLVED that the Conditions of Hire be approved for the Town Clerk to sign.

16. RURAL FAIR SHARE PETITION

A letter from Fiona Bruce MP concerning the presentation of the Rural Fair Share Petition in Parliament was discussed.

CES/50/1314 RESOLVED that:-

1. The correspondence be received.
2. Fiona Bruce MP to be thanked on behalf of the Council for her efforts in making Parliament aware of this matter.

17. CEBC GREEN WASTE COLLECTION

Concern was expressed by members at Cheshire East Council's decision to cease collection of green waste during the winter. It was noted though that the Borough had amended this decision and residents can place green waste in the in the next two collections of black bins.

CES/51/1314 RESOLVED that the verbal report be received.

18. VEHICLE ALLOCATION SCHEME

The Committee discussed the Vehicle Allocation Scheme and Transport and Accessibility Grants Scheme proposed by Cheshire East Council to support community led initiatives to improve access to key areas.

CES/52/1314 RESOLVED that Cllr G.S Williams set up a Task and Finish Group to consider this issue and produce a report for the Full Council to consider on 5th December 2013.

19. CHESHIRE POLICE

There were no representatives of Cheshire police present.

G Williams
Chairman (In the Chair)

Congleton Town Council

RBS Current/I Access Acct

List of Payments made between 01/01/2014 and 31/01/2014

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
02/01/2014	United Utilities	DD	353.64	United Utilities - Water rates
02/01/2014	Cheshire East	DD	2167.00	CEast Business rates Town Hall
06/01/2014	Shell UK Ltd	DD	2.40	0313342/4349/fuel card
07/01/2014	Maximeyes Security Ltd	006336	36.00	3586/4362/Alarm activation
07/01/2014	P&V Newton & Sons Ltd	006337	11.30	05919/4363/Bridestones keys
07/01/2014	Posh Nosh Parties Ltd	006338	105.60	176/4364/TC10346 Recharge
07/01/2014	T B E Motor Services Ltd	006339	186.01	43545/4367/Van tyres
07/01/2014	T & S Electrical Limited	006340	278.23	8911/4369/Repairs Market St Toilets
07/01/2014	Zurich Municiple	006341	3065.45	13834963/4370/Vehicle insurance re Streetscape
08/01/2014	T Mobile	D D	21.98	V00949630887/4366/jm phone
14/01/2014	AWC Electrical Ltd	006343	1826.40	2268A/4371/remove xmas lights
14/01/2014	N Calvert	006344	974.58	1526/4372/work wear Streetscape
14/01/2014	Cheshire Electrical Supplies L	006345	94.29	C1668640/4373/park toilet bulb
14/01/2014	Congleton Garden Machinery Ltd	006346	40.01	0258/4374/trimmer parts
14/01/2014	Northwest In Bloom	006347	120.00	210314/4375/Northwest In Bloom entry
14/01/2014	Otis Ltd	006348	478.83	01103381/4376/Lift service
14/01/2014	Prism Business Developments Li	006349	1792.15	21728/4377/MS Access licences re Streetscape
14/01/2014	The Stationery Cupboard	006350	57.41	115/4378/The Stationery Cupboard
14/01/2014	Vibrant Graphics Ltd	006351	1095.00	026126/4379/Bear Necessities Printing
14/01/2014	Visyon Ltd	006352	200.00	13086/4380/Electric contribution re Fellowship house
14/01/2014	Bomford Office Products Ltd	006353	43.92	58189/4381/printer cartridge
14/01/2014	West Wallasey Contract Hire	006354	4858.80	WALM138360/4382/greedy boards & signwriting
14/01/2014	Zurich Municiple	006355	597.63	13879204/4384/Insurance streetscape van
14/01/2014	West Mercia Energy	DD	3580.50	1105425/4354/T Hall electric £2032.27; Gas £1548.23
14/01/2014	Wirehouse Employer Services	DD	102.00	Health & Safety Consultancy
14/01/2014	Bromley Farm Friendship group	006342	250.00	Grant -Bromley Farm friendship
17/01/2014	Canda Copying Ltd	006357	909.48	324923/4386/Qtr photocopying
17/01/2014	RBS Autopay	RBS AUTOPA	39649.15	Salaries January 2014
17/01/2014	Society of Local Council Clerk	006356	450.00	310114/4469/CiLCA registration JM;GH;LB
20/01/2014	Shell UK Ltd	DD	85.88	0328814/4365/Fuel for van
20/01/2014	Wirehouse Employer Services	DD	153.60	HR consultancy
21/01/2014	Angel Springs	006358	135.89	2090911/4387/Drinking Water
21/01/2014	Bomford Office Products Ltd	006359	59.76	58343/4388/Copier paper
21/01/2014	Cavern Protective Clothing	006360	19.80	17646/4389/safety wellies
21/01/2014	Cheshire Electrical Supplies L	006361	14.28	C1668949/4390/Bulbs
21/01/2014	Congleton Community Ice Rink	006362	50.00	41/4391/Sponsorship banner
21/01/2014	Congleton Garden Machinery Ltd	006363	58.51	0346/4392/Bow Saw and spares
21/01/2014	Congleton Street Pastors	006364	1000.00	160114/4393/Partnership grant training st pastor
21/01/2014	E Cheshire Chamber of Comm & E	006365	144.00	210114/4394/tickets chamber business awards
21/01/2014	The Energy Savers Ltd	006366	1377.72	10234/4396/draught proofing town hall
21/01/2014	Jewson Limited	006367	76.68	0767/0186895/4397/van seat covers
21/01/2014	Mitten Clarke	006368	237.30	12920/4398/payroll charges
21/01/2014	Posh Nosh Parties Ltd	006369	144.12	177/4402/recharges £32.64; P/ship £22.44 Youth committee £17.04; staff briefing £72.00
21/01/2014	Prism Business Developments Li	006370	82.90	21862/4404/external backup
21/01/2014	West Wallasey Contract Hire	006371	3093.54	WAL206658/4406/vehicle lease monthly
27/01/2014	Prism Bus Developments	DD	588.20	IT Support monthly
28/01/2014	Broadstock Office Furniture Lt	006375	595.20	OP/1091301/4418/office furniture
28/01/2014	Cheshire East Council	006376	540.00	41051975/4419/xmas light brackets
28/01/2014	Heads (Congleton) Limited	006377	90.24	84343/4420/In Bloom advert
28/01/2014	Congleton Garden Machinery Ltd	006378	811.20	0359/4421/ 2 Hedge cutters
28/01/2014	Congleton Glass Co. Ltd	006379	66.00	74521/4422/Glass pane
28/01/2014	Cheshire Association of Local	006380	30.00	002794/4423/L Barker training
28/01/2014	N Calvert	006381	649.26	1532/4425/Work clothes streetscape
28/01/2014	LAC Autoparts	006382	12.95	4979671/4427/van mats
28/01/2014	Jewson Limited	006383	286.06	0767/0187235/4429/fencing repairs
28/01/2014	Nevada	006384	189.02	258575/4431/ rechargeable batteries/charger
28/01/2014	SAS Daniels LLP	006385	717.00	96640/4433/Land searches
28/01/2014	Royal Mail Group Ltd	006386	930.00	1801547950/4434/Renewal post collection
28/01/2014	Threadfast Engineers Ltd	006387	35.81	SIN075949/4436/locks
28/01/2014	Travis Perkins Trading Company	006388	108.46	3640ACR965/4437/shelving
28/01/2014	Posh Nosh Parties Ltd	006389	1141.81	182/4445/Recharges £1089.19; P/ship £22.44 Civic £52.62
28/01/2014	Allpay - Plus Dane	DD	36.08	Allotment Garage rental
31/01/2014	Sita UK Ltd	DD	250.08	Waste collection

Total Payments 77159.11

Congleton Town Council

Minutes of the meeting of the Youth Committee held on Tuesday 14th January 2014 in the Town Hall, Congleton

PRESENT Youth Councillor Joseph Hearson (Chairman)
Catherine Hassell
Thomas Minshull
Jamie Bernardi
Tom Heyes
Matthew Jones
Kirby Jennings
Arabella Holland

Councillor Liz Wardlaw
Councillor George Hayes

Linda Minshull

Also in attendance Town Councillor Paul Bates and prospective new member Bella Statham

1. APOLOGIES

Apologies were received from Jordan Goodwin and Councillor Sally Holland.

2. MINUTES OF LAST MEETING

RESOLVED – That the Minutes of the Meeting of the Committee held on 9th December 2014 were signed by the Chairman as a correct record.

3. YOUNG PEOPLES VIEWS

Michael Gilsenan MA, Senior Lecturer in Youth and Community Work at Newman University in Birmingham gave a presentation on a research project he is undertaking to explore with young people in Congleton their thoughts and feelings regarding a sense of place and belonging in the Town.

He would like to work with the Youth Committee, and other groups of young people in Congleton, to conduct an appraisal of their inclusion in local decision making processes with particular reference to the proposed developments under the National Planning Policy Framework. It was agreed that should the Youth Committee resolve to be included in his study they would be credited in the report with their contribution and also be provided with a copy of the report.

RESOLVED: That the Youth Committee work with Michael Gilsenan on his research project and for Linda to contact him thanking him for his presentation and organising a workshop.

4. YOUTH COMMITTEE CONSTITUTION AND MEMBERSHIP

A meeting was arranged with Larry to discuss the Constitution on 16th January 2014.

5. **BRITISH YOUTH COUNCILLOR SHADOWING ADWARDS SCHEME**

This item will be presented to the Town Council on 16th January 2014 asking for Councillors to volunteer to participate.

6. **PAST AND FUTURE PROJECTS**

Questionnaire

A discussion took place regarding the final changes to the questionnaire and the additional questions from the Youth Forum. Joe will make the amendments.

Jamie gave information on Survey Monkey and the necessary costs. It was agreed that Linda would discuss with the Town Council regarding which budget would be used to pay for the survey.

7. **YOUTH COMMITTEE VOLUNTEERING WEBSITE**

Cathie gave an update on discussions with Nathan and agreed to contact him for the required passwords.

8. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that the balance is £673.92.

9. **YOUTH COMMITTEE MEMBERS ITEMS**

Town Council Meeting

Linda reminded members that there is a Town Council Meeting on Thursday 16th January and encouraged members to attend.

Jeanne Whitehurst Award

A discussion took place regarding the promotion of the Award and members will be discussing the initiative in assemblies in their schools.

10. **ANY OTHER BUSINESS**

None

11. **DATE OF NEXT MEETING**

Monday 10th February 2014 – 7 p.m.

Joseph Hearson (Chairman)

Congleton Town Council

Minutes of the meeting of the Youth Committee held on Monday 10th February 2014 in the Town Hall, Congleton

PRESENT Youth Councillor Joseph Hearson (Chairman)
Catherine Hassell
Thomas Minshull
Jamie Bernardi
Kirby Jennings

Councillor Liz Wardlaw
Councillor Denis Murphy

Linda Minshull

Dominic Rogers, Youth Ambassador to the Police and Crime Commissioner also attended the meeting.

1. **APOLOGIES**

Apologies were received from Jordan Goodwin, Tom Heyes and Matthew Jones and Councillor Larry Barker.

2. **MINUTES OF LAST MEETING**

RESOLVED – That the Minutes of the Meeting of the Committee held on 14th January 2014 were signed by the Chairman as a correct record with the addition of the attendance of Councillor Liz Wardlaw being added to the minutes.

3. **YOUTH AMBASSADOR**

Dominic Rogers, Youth Ambassador to the Police and Crime Commissioner gave an update on his role. He explained that he represents the views of young people under the age of 25. He works with young people whether they are perpetrators or victims of crime. Dominic gave information on the types of projects he is involved with and hopes to work with the Youth Committee on a range of issues.

4. **YOUTH COMMITTEE CONSTITUTION AND MEMBERSHIP**

Joe gave an update on a meeting he and Linda had with Larry to discuss various changes to the Constitution. Larry had drafted the changes and members were given a copy to review and bring their comments to next meeting.

5. **QUESTIONNAIRE**

Joe and Jamie gave an update on the questionnaire. Linda confirmed that the payment had been sent to Survey Monkey and it should take about a week for them to set up the account.

6. **BRITISH YOUTH COUNCILLOR SHADOWING ADWARDS SCHEME**

Linda confirmed that the scheme had been approved at the previous Town Council Meeting and she was very pleased that so many Councillors offered to participate in the scheme. Linda asked Youth Committee members to confirm to her if they wished to be involved and if they had a preference of a Councillor to Shadow and she would make the necessary arrangements.

7. **PAST AND FUTURE PROJECTS**

The questionnaire is the main current project. Once the results have been collated a report will be produced. It is envisaged that this will be presented to Fiona Bruce M.P. with a view to focusing the work of the Committee.

It is anticipated that the Drugs Intervention Project will continue in the schools. It is also hoped that another hustling style event will be organised towards the end of the year with the focus on the 2015 elections.

8. **YOUTH COMMITTEE VOLUNTEERING WEBSITE**

Cathie gave an update on discussions with Nathan and confirmed that she now has the passwords.

9. **JEANNE WHITEHURST AWARD**

Joe and Cathie confirmed that promotion of the award had taken place in both schools and they were confident that nominations would be received. Linda confirmed that the scheme had also been promoted to Youth Forum members.

10. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that the balance is £673.92.

11. **YOUTH COMMITTEE MEMBERS ITEMS**

Patient Panel – Readesmoor Medical Group Practice

Joe introduced this item and asked Councillor Denis Murphy to give an update on the Patient Panel. Denis gave an overview and explained that the Panel is looking for a young person who is a patient at the practice to attend their meetings. Jamie expressed an interest and Linda asked him to give it some thought and then confirm to her if he was able to help and she would make the arrangements.

Mayor's Ball

Linda confirmed that the Mayor's Ball takes place on 14th March and requested replies from members.

12. ANY OTHER BUSINESS

Jamie expressed concerns regarding the possibility of the new Leisure Trust taking control of Hankinson's Field. Denis gave information on plans for the disposal of open space by Cheshire East and said he would keep the Youth Committee updated on any information he has and forward Youth Committee concerns in meetings he attends.

13. DATE OF NEXT MEETING

Tuesday 18th March 2014 – 7 p.m.

Joseph Hearson (Chairman)