



Congleton Town Council

Historic market town

Town Clerk: BRIAN HOGAN



3rd July 2014

Dear Councillor,

Town Council Meeting – Thursday 10th July, 2014

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 10th July, 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 29th May 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
beartown
where friends are made

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5. Questions from Members of the Public (enclosed)

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 3rd April and 22nd May 2014.

8. Town Hall Committee (enclosed)

To receive the minutes of the meeting held on 13th March 2014.

9. Community Environment and Services Committee (enclosed)

To receive the minutes of the meeting held on 20th March 2013.

10. Urgent Items

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

11. Youth Committee (enclosed)

a. To receive the minutes of the Junior Council meeting held on 10th June and the Youth Committee Meeting held on and 17th June 2014.

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

12. Internal Audit Report 2013-14 (enclosed)

To receive and consider the Internal Auditor's report and recommendations and to consider Reappointing Auditing Solutions Ltd as Internal Auditors

13. Leisure Facilities (enclosed)

To consider correspondence from Congleton Partnership concerning Cheshire East Borough Council's plans to rebuild the Leisure Centre

14. Cheshire East Council Representation (enclosed)

To consider correspondence from a resident proposing that the number of Cheshire East Councillors be reduced.

15. Neighbourhood Plan (enclosed)

To consider correspondence from Cllr Michael Jones, Leader of Cheshire East Council, concerning Neighbourhood Plans.

16. Neighbourhood Plan

To consider a recommendation to produce a Neighbourhood Plan.

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 Special Meeting of the Council held on Thursday,
29th May 2014 in the Town Hall, Congleton.

PRESENT: Councillors

P. Bates
G Baxendale
G R Edwards
Mrs S A Holland
D Murphy (Town Mayor)
D A Parker
J. D Parry
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, Ms L Bours, R.I Brightwell, D.T Brown, J S Crowther, G.P Hayes, N.T Price, Mrs E Wardlaw and Miss R.K Williams.

2. **MINUTES**

CTC/09/1415 RESOLVED- That the Minutes of the meeting held on the 17th April and Annual Meeting held on the 15th May 2014 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 declared a non-pecuniary interest in any matters related to Cheshire East Borough Council.

4. **CONGLETON ANNUAL TOWN MEETING MINUTES**

CTC/10/1415 RESOLVED- That the Minutes of the Annual Town Meeting held on 8th May 2014 be received.

5. **ASSET REGISTER**

CTC/11/1415 RESOLVED that the Asset Register be approved.

6. ANNUAL REPORT 2013-14

CTC/12/1415 RESOLVED that the Annual Report for 2013-14 be approved.

7. ANNUAL RETURN, ANNUAL GOVERNANCE STATEMENT AND ANNUAL ACCOUNTS 2013-14

The Annual Return, Annual Governance Statement and Annual Accounts for 2013-14 were considered by the Council.

CTC/13/1415 RESOLVED that:

1. The Annual Governance Statement for 2013-14 be approved.
2. The Annual Accounts for the year ended 31st March 2014 be approved.

D Murphy

TOWN MAYOR

Question from Member of the Public – Mr G Goodwin

Question to the Town Mayor, Mr D Murphy

At the onset of the debate on my complaint on 17th April 2014 the Mayor asked if any Councillor had spoken to me prior to the complaint being heard and debated at the meeting of 17 April since any such contact could require the Councillor to be excluded from the debate and vote. Three Councillors correctly confirmed that they had been in email contact with me because, as three of my ward Councillors, I had made them aware that I was making an official complaint and advising them of my reasons for making the complaint. Since I had not met with any of the Councillors, there was no reason for any of the Councillors to be excluded from the debate

I would, firstly ask why no Councillor was asked if they had met with the Town Clerk to discuss the complaint prior to the meeting since I have now established that one of my ward Councillors met with the Town Clerk to seek clarification on aspects of the complaint and that the Town Clerk spoke to the Council Leader on the subject whilst in the presence of my ward Councillor and, in fact, the council leader then appeared at the Town Hall and continued to discuss the matter, again in the presence of my ward Councillor.

Secondly I would ask the Council Leader for his comments on the propriety of the discussion he had with the Town Clerk and why he did not advise the Councillors at the meeting that such a discussion had taken place particularly since I had already asked the Mayor if any such meetings had taken place and had received assurances in writing that this had not been the case.

Finally, a meeting took place at the Town Hall on the morning of 14th March 2014, the participants being the Town Clerk and Councillors Hayes, Edwards, Murphy and Brown where, I believe. My complaint was also discussed.. Would the Council Leader confirm or deny that any aspect of my complaint was discussed at that meeting

Response by the Town Mayor

Thank you for your question which I will respond to on behalf of the Town Council.

First of all Councillors are well aware of the rules surrounding declarations of interest and do not need any further prompting on this issue from the Mayor.

Insofar as the issue you raise relating to your ward councillor speaking to the Town Clerk and the Leader of the Council is concerned, this related to advice about process and had nothing to do with the substance of the complaint whatsoever.

The Councillor concerned mentioned that he had been in discussion with you about the complaint you made against the Town Clerk and asked advice on whether he should declare this matter at the Town Council meeting; he was advised that he should and that was the end of the discussion. Advice on process and procedure does not have to be declared as an interest, because it is not.

The meeting that you refer to on the 14th March 2014 is a regular private meeting that takes place monthly between the Town Clerk, Mayor, Deputy Mayor, Leader and Deputy Leader of the Council. The meeting was not called to discuss the complaint against the Town Clerk, but, during the meeting which covered a range of subjects, the then Mayor mentioned that a complaint had been received and that it was his intention to refer the matter to the Town Council as set out in the Complaints Procedure.

This information once again merely confirmed the Council would be following the process as set out in the Constitution.

Mr Goodwin your complaint has had a fair and proper hearing at the Town Council meeting of the 17th April 2014 and it was determined to be unfounded. Insofar as the Town Council is concerned the matter must now end.

TOWN MAYOR'S ENGAGEMENTS

2014

16 th May	Vale Junior's Presentation Evening
19 th May	Middlewich Mayor Making
20 th May	Crewe Mayor Making
23 rd May	Street Pastor Launch
24 th May	Beartown Bikers Event
28 th May	Costa Coffe Tesco Event
31 st May	Commonweath Baton Event
1 st June	Sandbach Civic Service
1 st June	Town Mayor's Civic Parade and Service
3 rd June	Macclesfield Charter Trustees Mayor Making Ceremony
4 th June	Rotary Young Chef/Designer
8 th June	Winsford Civic Service
9 th June	SSAFA Cheshire Branch A.G.M.
10 th June	South Cheshire Floral Society
14 th June	Ultimate Care Open Day
15 th June	Food and Drink Festival
15 th June	Biddulph Civic Service
17 th June	High Street Study Group
19 th June	Neuromuscular Centre Open Day
20 th June	Greengables Care Home Open Day
20 th June	Astbury Mere Care Home Open Day
20 th June	Bradwell Court Open Day
20 th June	Congleton High School – 50 Year Celebration
21 st June	Delicious Sauce Co – Shop Opening

22 nd June	Lions Club – Youth Brass Band
23 rd June	Congleton District Youth In Action A.G.M.
24 th June	Cross Street Church
26 th June	Cross Street Church
27 th June	Astbury School – Presentation of Baton Certificates
27 th June	Daven School – Presentation of Baton Certificates
29 th June	Lions Club Fun Day
29 th June	Sandbach Annual Forces Day Parade
29 th June	Alsager Civic Service
30 th June	Quinta School – Presentation of Baton Certificates
30 th June	Marlfields School – Presentation of Baton Certificates
2 nd July	Respect Graduation – Fire Station
2 nd July	RBS Team Meeting
2 nd July	Scholar Green School – Presentation of Baton Certificates
3 rd July	Eaton Bank School – Presentation of Baton Certificates
4 th July	Mossley School – Presentation of Baton Certificates
4 th July	St. Mary's School – Presentation of Baton Certificates
4 th July	Buglawton School Open Day
5 th July	Congleton Youth Orchestra

DEPUTY TOWN MAYOR

16 th May	CAYT – Daneside Theatre
17 th May	Astbury May Day
17 th May	Vale Junior's Presentation Evening
8 th June	Brass on the Grass – Congleton Park
19 th June	Teddy Bears Picnic
29 th June	Knutsford Civic Service

MAYOR'S CADET

20 th May	Crewe Mayor Making
24 th May	Beartown Bikers Event
31 st May	Commonweath Baton Event
1 st June	Town Mayor's Civic Parade and Service
3 rd June	Macclesfield Charter Trustees Mayor Making Ceremony
10 th June	South Cheshire Floral Society
15 th June	Food and Drink Festival
20 th June	Congleton High School – 50 Year Celebration
22 nd June	Lions Club – Youth Brass Band
29 th June	Lions Club Fun Day
29 th June	Sandbach Annual Forces Day Parade
29 th June	Alsager Civic Service
2 nd July	Respect Graduation – Fire Station
4 th July	Buglawton School Open Day
5 th July	Congleton Youth Orchestra

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 3rd APRIL 2014

PRESENT Councillor L Barker (Chairman)
Mrs D Allen
G. Baxendale
P. Bates
R. I. Brightwell
D. T. Brown – arrived at 7.35 p.m.
J. S. Crowther
G R. Edwards
G. P. Hayes
Mrs A Martin
D. Murphy
D. A. Parker
Mrs. J. D. Parry
Mrs. E. Wardlaw

1. **APOLOGIES**

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

2. **MINUTES**

PLN/33/1314 RESOLVED: That the Minutes of the Meeting of the Committee held on 13th March 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/34/1314 RECOMMENDED: That the following comments be made to Cheshire East Borough Council:

Week ended 14th March 2014

14/0991C	Dane Court, Mill Green, Congleton,	NO OBJECTION
14/1038C	20 Chestnut Drive, Congleton, CW12 4UD	NO OBJECTION
14/1174C	Sunnyview, Canal Street, Congleton, CW12 3AE	NO OBJECTION

Week ended 20th March 2014

14/0464C	17 Sandbach Road, Congleton, CW12 4LB	NO OBJECTION
14/1154C	4 Hillesden Rise, Congleton, CW12 3DR	NO OBJECTION
14/1192C	Wharf House, Silk Street, Congleton, CW12 4DH	REFUSE- due to

loss of amenity for Booth Street residents

Councillor Baxendale declared a "non pecuniary" interest in application 14/1192C

14/1248C	33 Boundary Lane, Congleton, CW12 3JA	NO OBJECTION
14/1275C	87 Newcastle Road, Congleton, CW12 4HL	NO OBJECTION
14/1284C	19 Beatty Drive, Congleton, CW12 2ER	NO OBJECTION

Councillors agreed that applications 14/0999T and 14/1268T would not be discussed as the decision has already been made by Cheshire East.

Week ended 28th March 2014

14/1094C	4 Lower Heath, Congleton	NO OBJECTION
Councillors Barker and Martin declared "non pecuniary" interests in application 14/1094C		
14/1104C	Boundary Villa Farm, 4 Boundary Lane, Congleton	REFUSE – due

to being green belt land

Councillor Edwards declared a "non pecuniary" interest in application 14/1104C

14/1361C	34 Dale Crescent, Congleton	LEAVE
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DECISION TO CHESHIRE EAST PLANNING OFFICERS – With note regarding whether UPVC Cladding is an appropriate material to use in this neighbourhood

15/1307T	36 Park Lane, Congleton	NO OBJECTION Subject to usual conditions
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Additional Items

14/1237C	Unit 13 – 14 West Heath Shopping Centre, Congleton	NO OBJECTION
14/1076C	11 Mill Street, Congleton	NO OBJECTION
Councillors Bates, Hayes, Murphy and Parker declared "non pecuniary" interests in application 14/1076C		

14/1465C	Key Green Chapel, Pedley Lane, Congleton	LEAVE
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DECISION TO CHESHIRE EAST PLANNING OFFICERS – whether land is within the green belt

Councillors Barker and Parker declared "non pecuniary" interests in application 14/1465C

14/1442C	46 A West Street, Congleton	REFUSE DUE
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TO LIGHT POLLUTION

14/1373C	14 Isis Close, Congleton	NO OBJECTION
14/1558C	183 Longdown Road, Congleton	NO OBJECTION

14/1296C 111A Canal Road, Congleton – The Town Clerk was requested to contact the Cheshire East enforcement officer to check whether everything has been carried out satisfactory in respect of a previous application.

6. **PLANNING APPEALS**

The following appeal was noted -

APP/R0660/A/14/2214018 – Application 13/3764C –

Land Off Waggs Road, Congleton – Bellway Homes – 104 Dwellings

To note that Councillors deplore the appeal and the Town Clerk was requested to contact the Inspector with the Town Council's decision on the application.

APP/R0660/D/14/2215791 - Application 13/4974C – 1 Wards Lane, Congleton
Appeal was noted

7. **REPORT – MEETING WITH SEDDON HOMES**

A report from the Town Clerk regarding a meeting with Seddon Homes was received.

8. **HIGHWAYS ISSUES**

Councillor Brightwell stated his concerns regarding the recent damage to the bridge over the railway line on Moss Road. Safety issues had previously been raised by this Committee and the Town Clerk was requested to contact Cheshire East to ensure that the highway improvements are carried out urgently.

Concerns were made regarding the position of the 40 mph speed limit on the A534 into Congleton now that the development has started at Loachbrook Farm. The Town Clerk was requested to contact Cheshire East to check whether there are conditions on the development in this respect and to ascertain when the speed limit position will be changed.

9. **CHESHIRE EAST COUNCIL LOCAL PLAN STRATEGY**

Councillors agreed that the Strategy had undergone a great deal of consultation and from our perspective is legally sound.

10. **ANY OTHER BUSINESS**

It was noted that correspondence had been received from Staffordshire Moorlands regarding the adoption of the Staffordshire Moorlands Core Strategy.

Correspondence was noted from Cheshire East in respect of the Steamboat and it was agreed that Councillors Brown and Martin would attend the Enforcement Hearing

Street Trading Applications – The following applications were noted –

Trailer on A534 layby near Brereton – no objections were raised.

Victoria Potatoes, Victoria Street, Congleton – No objection to this application subject to the arrangements being made to ensure the trader complies with regulations regarding no traffic movement in the pedestrian area during the times 10 a.m. to 4 p.m.

L Barker (Chairman)

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 22nd MAY 2014

PRESENT Councillor L. Barker (Chairman)
G. Baxendale
P. Bates
R. I. Brightwell
J. S. Crowther
Mrs. S. A. Holland – left the meeting at 7.30 p.m.
Mrs A Martin
D. Murphy
D. A. Parker
Mrs. E. Wardlaw

1. **APOLOGIES**

Apologies for absence were submitted from Councillors Mrs. D. S. Allen, Ms. L. Bours, D. T. Brown, G. R. Edwards, G. P. Hayes, J. D. Parry, N. T. Price, G. S. Williams and Miss R .K. Williams.

2. **MINUTES**

PLN/1/1415 RESOLVED: That the Minutes of the Meeting of the Committee held on 3rd April 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.

4. **OUTSTANDING ITEMS**

There were none.

5. **PLANNING APPLICATIONS**

PLN/2/1415 RECOMMENDED: That the following comments be made to Cheshire East Borough Council:

Week ended 11th April 2014

12/2516C	The Hot Spot, 26 High Street, Congleton	NO OBJECTION
14/1656C	12A/B West Street, Congleton, CW12 1JR	NO OBJECTION
Councillor Martin declared a "non pecuniary" interest in application 14/1656C and did not vote		
14/1664C	Mount Pleasant, Crouch Lane, Congleton, CW12 3PT	NO OBJECTION
14/1728C	29 Grosvenor Road, Congleton, CW12 4PG	NO OBJECTION
14/1784C	Quinta Primary School, Ullswater Road, Congleton	NO OBJECTION
Councillor Baxendale declared a "non pecuniary" interest in application 14/1784C		
14/1740D	Loachbrook Farm, Sandbach Road, Congleton	NO OBJECTION
14/1749D	Dane Court, Mill Green, Congleton	NO OBJECTION

Week ended 18th April 2014

14/1786C	66 A Rood Hill, Congleton, CW12 1LQ	NO OBJECTION
subject to Cheshire East Officers checking the air pollution at the property and the impact of traffic noise		
14/1864C	1 – 7 Colehill Bank, Congleton, CW12 3AD	NO COMMENT
Councillor Murphy declared a "non pecuniary" interest in application 14/1864C		
14/1268T	65 A Park Lane, Congleton, CW12 3DD	NO OBJECTION
14/1379T	18 Lamberts Lane, Congleton, CW12 3AU	NO OBJECTION
14/1618T	Mossley House, Biddulph Road, Congleton	NO OBJECTION
14/1817T	37 Park Lane, Congleton, CW12 3DG	NO OBJECTION
Subject to usual conditions		

Week ended 25th April 2014

14/1055C	16 Padgbury Lane, Congleton, CW12 4LP	NO OBJECTION
14/1074C	Throstles Nest House, 29 Buxton Road, Congleton	NO COMMENT
All Councillors declared a "non pecuniary" interest in application 14/1074C as the application is a Town Councillor		
14/1435C	Plot 14 Land of Tudor Way, Congleton, CW12 4AS	REFUSE – due
to there being no apparent reason for the change of access		
14/1885C	7 Vale Walk, Priestly Fields, Congleton, CW12 4AL	NO OBJECTION
14/1942C	37 Somerset Close, Congleton, CW12 1SE	NO OBJECTION
14/1986C	3 Kendal Court, Congleton, CW12 4JN	NO OBJECTION

Week ended 2nd May 2014

14/1962C	Eaton Bank, Congleton, CW12 1PF	NO OBJECTION
14/2052C	Land rear of 116 Biddulph Road, Congleton, CW12 3LY	NO OBJECTION

Week ended 9th May 2014

14/1848C	14 A Severn Cloe, Congleton, CW12 3RD	NO OBJECTION
14/2027C	1A Crayford Avenue, Congleton, CW12 2BW	NO OBJECTION
14/2049C	Siemens House, Varey Road, Congleton, CW12 1PH	REFUSE for the
following reasons -		
Contrary to the interests of highway safety as the development would result in additional traffic using the egress of Jackson Road and Macclesfield Road, which is already used to unacceptable levels.		

Week ended 16th May 2014

14/1556C	The Coach House, 23A Lawton Street, Congleton, CW12 1RU	NO OBJECTION
142130C	20 Jubilee Road, Congleton, CW12 3AJ	NO OBJECTION
14/2253C	73 West Street, Congleton, CW12 1JY	NO OBJECTION
Councillors Bates and Murphy declared a "non pecuniary" interest in application 14/2253C		
14/2267C	Langdon Gardens, Bromley Road, Congleton, CW12 1PX	NO OBJECTION
14/2241D	Brunswick Wharf, Brook Street, Congleton, CW12 1RG	NO OBJECTION

Additional Item

14/2115C 84 Ennerdale Drive, Congleton, CW12 4FL

6. PLANNING APPEALS

None to report.

7. HIGHWAYS ISSUES

Councillor Wardlaw reported problems with parking and congestion at the Tesco Express Store at West Heath. The Town Clerk was requested to contact the Store Manager to discuss the problems.

Councillor Brightwell highlighted serious traffic problems in the Town. It was agreed that the Town Clerk would contact Cheshire East to request a Highways Officer to attend a future meeting.

8. CESHIRE WEST AND CHESTER LOCAL PLAN

It was noted that information had been received from Cheshire West and Chester in respect of their Local Plan.

9. ANY OTHER BUSINESS

Councillor Brightwell reported concerns regarding infrastructure development and the future provision of school and health service capacity.

L. Barker (Chairman)

CONGLETON TOWN COUNCIL

**MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON
THURSDAY, 13TH MARCH 2014**

PRESENT: Councillors D A Parker (Chairman in the Chair)
 Mrs D S Allen
 P Bates
 G Baxendale
 J S Crowther
 G R Edwards
 Mrs S A Holland
 Mrs A M Martin
 Mrs J D Parry
 Mrs E Wardlaw

a. APOLOGIES

Apologies were received from Cllr G P Hayes and D Murphy who are ex-officio members of this committee.

Apologies were also received from Councillors D T Brown, and G S Willaims who are not members of this particular committee.

b. MINUTES

THC/28/1314/RESOLVED- That the minutes of the Meeting held on 23rd January 2014 be approved and signed by the Chairman as a correct record.

3. DECLARATIONS OF INTEREST

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

Cllrs Mrs D S Allen declared a non-pecuniary interest in items 8 and 9.

c. OUTSTANDING ACTIONS

There are no outstanding actions.

5. LAND AT THE REAR OF THE TOWN HALL

The Town Clerk provided a verbal report on attempts to meet up with the owner of 3 High Street in order to conclude a license agreement for land at the rear of the Town Hall.

6. TOWN HALL ROOF

The report provided by the Facilities Manager by e-mail on the Town Hall roof was noted

7. ACCOUSTIC REPORT

It was noted that arrangements will be made to get some advice from Cllr Roland Domleo on the acoustics in the Grand Hall.

8. LAND OUTSIDE THE MUSEUM

A report from Land registry concerning land immediately in front of the Museum was considered.

THC/29/1314/RESOLVED to receive the correspondence from the Land Registry and to request the Town Clerk to pursue the notion of parking in front of the Museum with Cheshire East Council.

9. BRADSHAW HOUSE

The advert produced by Cheshire East Council relating to requests for Expressions of Interest for Bradshaw House was considered, in particular it was noted that the Museum had an interest in acquiring the building.

THC/30/1314/RESOLVED that the Committee fully supports the Museum's desire to acquire Bradshaw House.

10. TOWN HALL TRADING ACCOUNT

THC/31/1314/RESOLVED that the Town Hall Trading Account dated 31st January 2014 be received.

D A PARKER
(CHAIRMAN IN THE CHAIR)

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 20TH MARCH 2014

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

1. APOLOGIES.

Apologies for absence were received from Cllrs G P Hayes, Miss R K Williams and Ms L Bours.

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

2. MINUTES OF LAST MEETING

CES/63/1314 RESOLVED that the minutes of the meeting held on the 6th February 2014 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.

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

Cllr D Brown also abstained from voting on items 7 & 12.

4. OUTSTANDING ACTIONS

MECHANICAL SWEEPING

CES/58/1314 RESOLVED that:-

1. The Town Clerk and Council Leader to raise the matter with the Chief Executive of Cheshire East Borough Council.
2. Cllr D Brown to raise the matter formally on behalf of the Town Council with Cheshire East Borough Council.

DISPOSAL OF PUBLIC OPEN SPACE AND LEISURE SITES

CES/60/1314 RESOLVED that:-

1. Cllr D Brown to request Cheshire east Borough council to justify why Hankinson's Field needs to be included in the disposal of Leisure Centre Assets.

Cllr Brown commented that the lease cannot be disposed of without public consultation.

5. CHESHIRE POLICE

There was no Police representative present, but concern was expressed at the lack of Police presence at the meeting.

CES/64/1314 RESOLVED that Cheshire Police be requested to ensure that a Senior Police representative attends all meetings of the Community, Environment and Services Committee.

6. ANTI SOCIAL BEHAVIOUR

A letter sent by a resident to Cllr G Baxendale concerning anti-social behaviour was considered, it was noted that this had been passed to the Police who have dealt with it.

CES/65/1314 RESOLVED that:-

1. The report be received.
2. The matter to be raised at the next meeting of the Anti-Social Behaviour Working Group.

7. COMMUNITY GARDEN

The notion of making a formal request to transfer ownership of the Community Garden from Cheshire East Borough Council to the Town Council was discussed.

CES/66/1314 RESOLVED that a formal request be made to Cheshire East Borough Council to transfer the Community Garden to the Town Council

8. PUBLIC FOOTPATHS IN CONGLETON

Concern was expressed at the state of some of the footpaths around Congleton.

CES/67/1314 RESOLVED that:-

1. Streetscape will monitor and report on any problems identified with footpaths.
2. Cllr Williams will circulate information to all Councillors on Public Rights of Way and the Schedule of Inspection.
3. Cllr J S Crowther will coordinate data on the 3 monthly inspections and monitoring.

9. PARKING OUTSIDE BARGAIN BOOZE

A letter was considered from a resident concerning inconsiderate parking on the A527 outside Bargain Booze.

CES/68/1314 RESOLVED that the matter be referred to the Highways Department.

10. FOOD SAFETY ACT – LUNCHEON CLUB

It was noted that a Food Hygiene Inspection undertaken at the Luncheon Club in Fellowship House awarded an excellent Hygiene Rating of 5.

11. MECHANICAL SWEEPING

The Town Clerk provided a verbal report on the status of discussions with Cheshire East Borough Council concerning the requested transfer of the mini sweeper and personnel to the Town Council. It was noted that this was not going to happen, but, concern was expressed at the possible deterioration in service that may occur if it is transferred to Ansa Environmental Services Ltd.

CES/69/1314 RESOLVED that:-

1. The service level to be carefully monitored.
2. A contingency plan to be prepared if service levels fall.

12. PROPAGATION UNIT LICENCE

A licence to rent the Propagation Unit for a period of 2 years was considered.

CES/70/1314 RESOLVED that:-

1. The Town Clerk to conclude the outstanding anomalies identified with the license agreement which can then be signed, if satisfactory.
2. To ensure all relevant organisations can be involved with the Unit.
3. Proposed Growzone Association Agreement to be presented to the next Committee meeting.

13. POLICE AND CRIME COMMISSIONER YOUTH AMBASSADOR

A letter from Martin Eaton, Governance Officer, Office of Police and Crime Commissioner, concerning the visit of the Crime Commissioner's Youth Ambassador to Congleton Youth Council on 10th February 2014 was noted.

14. MANCHESTER ROAD TRAFFIC CALMING

It was noted that work to introduce traffic calming measures on Manchester Road have not started yet. Highways have a budget of £4,000 allocated for this task and it is due to be completed before the end of April 2014.

G Williams
Chairman (In the Chair)

Congleton Town Council

Minutes of the meeting of The Junior Council held on Tuesday, 10th June 2014 in the Town Hall, Congleton

PRESENT Town Councillors D. Murphy (Town Mayor)
Mrs. S. A. Holland (Past Mayor)
R. I. Brightwell

Mrs. A. Brightwell
Mrs. L. D. Minshull (Congleton Town Council)

	School
Young Councillors Joshua Vaughan	Marlfields
Isabelle Gayle	Marlfields
Sebastian Lynch	Havannah
Archie Tideswell	Havannah
Olivia Wain	Marton
Evie Wilson	Woodcocks Well
Elle-Mae Hambley	Astbury
Olivia Cheetham	Astbury
Summer Pass	Astbury
Katie Rutherford	Blackfirs
Keziah Khan	Blackfirs
Matthew Langley	Blackfirs
Sam Hardy	Blackfirs
Holly McNicholas	Marton
George Percival	Marton
Tom Wayman	Marton
Sam Clark	Marlfields
Caitlin Babbs	Havannah
Mackenzie Jackson	Havannah
Chloe Chadwick	Woodcocks Well
Harry Gittins	Mossley
Lewis Johnston	Mossley
Madison McCarthy	Mossley
Eliose Williams	Mossley

1. APOLOGIES

No apologies were received.

2. INTRODUCTION AND WELCOME

Town Mayor Councillor Denis Murphy welcomed everyone to the meeting and outlined the plans for the morning.

3. CIVIC INFORMATION

The Mayor gave a presentation, providing civic information including details on the history of the Town, the Mace and the Mayoral Chain of Office.

4. ELECTION OF JUNIOR TOWN MAYOR

Eight young councillors put themselves forward for the position of Mayor and the Council voted. It was

RESOLVED: That Mackenzie Jackson be elected as Junior Town Mayor for the day.

5. ELECTION OF JUNIOR DEPUTY TOWN MAYOR

RESOLVED: That Isabelle Gayle be elected as Junior Deputy Town Mayor for the day.

6. PRESENTATION AND WORKSHOP – BRITAIN'S GIFT TO THE WORLD

Councillor Robbie Brightwell gave a presentation entitled Britain's Gift to the World. This was in the form of a Powerpoint presentation followed by a video of the London 2012 Olympics.

The pupils were then split into six groups – each group discussed one of the following questions. The groups then gave feedback on their ideas.

1. Why is sport important to you and what are it's benefits?
2. Why is sport important as an International competition like the Olympics or Commonwealth Games?
3. What sports and sports people do you remember from the London Olympics or other major sporting events and what qualities do you admire in them?
4. What was the effect of Industrialisation on the people of Britain?
5. What improvements and benefits did the Industrial Revolution bring to the Nation's lifestyle?
6. Coalbrookdale and Much Wenlock featured highly in Robbie's presentation. Why was this and who were the men behind the Revolution?

7. CONCLUSION

The Town Mayor, Councillor Denis Murphy thanked the young people for their attendance and participation. Mrs. Ann Brightwell also gave thanks to the pupils and said she hoped that they would be inspired to enjoy sport in their own lives.

Councillor D. Murphy (Town Mayor)

Congleton Town Council

Minutes of the meeting of the Youth Committee held on Tuesday 17th June 2014 in the Town Hall, Congleton

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

Linda Minshull

Also in attendance past member Nathan Davies and Jeanne Whitehurst and Middlewich Councillor Rachel Pendleton

1. APOLOGIES

Apologies were received from Jordan Goodwin, Thomas Minshull, Kirby Jennings and Councillors Larry Barker, George Hayes, Sally Holland and Liz Wardlaw.

2. MINUTES OF LAST MEETING

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

3. QUESTIONNAIRE

Joe and Jamie gave an update on the questionnaire response. There are some paper copies still to be input and these were shared between members to input by the end of the week. It was agreed that the survey would be closed for input on 20th June. It is anticipated that there will be over 750 responses.

Joe confirmed he will attend the Youth Forum meeting on 24th June to update them on progress.

4. YOUTH COMMITTEE VOLUNTEERING WEBSITE

Nathan gave a demonstration of the site which is now ready to for use. The next stage is for the site to be populated with data. It was agreed for the site to go live on 30th June.

The site will be launched at the Other Stuff To Do event at Eaton Bank on 16th July. Nathan agreed to make the arrangements for our booking at the event.

Promotion of the site was discussed and the following agreed.

Joe to update the Youth Forum.

Nathan and Cathy to research and design business cards. The cost could be provided from the bank account if the Town Council are not able to fund.

Cathy will design posters.

Matthew will promote via Beartown and Silk Radio.

Nathan will update the Facebook links.

Members to promote in school assemblies from September.

Nathan will give technical support and produce FAQ's and instruction information.

5. **YOUTH COMMITTEE MEMBERSHIP**

A brief discussion took place regarding membership and it was agreed to target pupils in years 8, 9 and 10 in the schools in the next academic year.

6. **HUSTINGS EVENT**

Linda provided information on the previous Youth Committee Hustings Event which took place on 4th March 2010. In addition there is information from the British Youth Council on the League of Young Voters. These resources can be used to organise a future event, details will be discussed at a later meeting.

7. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that the balance is £673.92.

8. **YOUTH COMMITTEE MEMBERS ITEMS**

Police Information

Linda provided information received from the Police Commissioner.

Lions – Young Leaders Scheme

Linda gave information on the Lions Young Leaders Scheme.

Grant Request

Linda updated the Committee on correspondence in respect of a grant request and confirmed that the Town Council had approved a grant of £250.

9. ANY OTHER BUSINESS

Patient Group

Jamie updated on the Patient Group meeting he had attended and it was agreed to use the information from the survey on health issues to feedback to the Group.

Eaton Bank

Nathan outlined some problems at Eaton Bank regarding responses to the survey. He asked to record that Eaton Bank are keen to engage with the Youth Committee and would like to work together on future projects.

10. DATE OF NEXT MEETING

Tuesday 15th July 2014

Joseph Hearson (Chairman)

Congleton Town Council

Internal Audit Report 2013-14 (Final update)

Prepared by Adrian Shepherd-Roberts

Stuart J Pollard

*Director
Auditing Solutions Ltd*

Background and Scope

The Accounts and Audit Arrangements introduced from 1st April 2001 require all Town and Parish Councils to implement an independent internal audit examination of their Accounts and accounting processes annually. The Council complied with the requirements in terms of independence from the Council decision making process by appointing Auditing Solutions Ltd to provide the function to the Council at the outset: this report sets out those areas examined during the course of our visits to the Council for 2013-14, which took place on 10th September 2013, 20th February and 2nd June 2014.

Internal Audit Approach

In completing our review for 2013-14, we have again had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts and Annual Return. At our first visit, we updated our analysis of income and expenditure, considering any significant variances that may exist compared with prior year detail feeding such into the planning of this year's work programme. Consequently, we have completed our review of the Council's financial control systems and procedures, undertaking appropriate testing as deemed necessary, to afford suitable assurance as to the soundness of those systems for their intended purpose and to ensure reasonable accuracy in the disclosure of information in the Council's detailed year-end Statement of Accounts, as summarised in the Annual Return that now forms the statutory accounts.

As the Council's Internal Auditor and under the revised audit arrangements, we have a duty to complete the internal audit certificate in the Council's Annual Return, which covers the basic financial systems and requires assurances in ten separate areas: this will be undertaken at our final visit for the year.

Overall Conclusion

We are pleased to conclude that, in the areas examined this year, the Council continues to have effective systems in place to help ensure that transactions are free from material misstatement and will be reported accurately in the Annual Return and detailed Statement of Accounts for the financial year.

We are also pleased to acknowledge that members and officers continue to operate a sound, pro-active approach to risk management and corporate governance issues, together with the development and management of effective internal controls and procedural documentation.

On the basis of work undertaken during the year, we have duly signed off the Internal Audit certificate at Section 4 of the Annual Return, assigning positive assurances in each relevant area

Detailed Report

Review of Accounting Arrangements & Bank Reconciliations

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. To that end, we have: -

- Verified the opening trial balance for 2013-14 to the Statement of Accounts and Annual Return for 2012-13 to ensure that the closing balances have been brought forward accurately and completely;
- Ensured that the ledger remains in balance at the financial year-end;
- Checked and agreed transactions in the Council's main bank account cashbooks to the relevant RBS Bank statements for April, July, November and December 2013 and March 2014;
- Additionally, checked and agreed for the same months all inter account "sweep" transfers between the current and high interest bank accounts;
- Examined and verified the accuracy of transactions in the Council's two mayoral charity bank account cashbooks for the full financial year;
- Verified the accuracy of the bank reconciliations for the combined current and deposit accounts and Mayoral Charity accounts as at 30th April, 31st July, 30th November, 31st December 2013 and 31st March 2014 to ensure that no long-standing uncleared cheques or other anomalous entries exist; and
- Verified the accurate disclosure of the year-end balances in the detailed Statement of Accounts prepared on behalf of the Council by DCK Beavers, together with the Annual Return.

Conclusions

We are pleased to report that no issues have been identified in this area warranting further comment.

Review of Corporate Governance

Our objective is to ensure that the Council has robust corporate governance documentation in place; that Council and Committee meetings are conducted in accordance with the adopted Standing Orders and that, as far as we are able to ascertain, no actions of a potentially unlawful nature have been or are being considered for implementation. We noted previously that an updated Corporate Business Plan had been prepared and have examined the content accordingly.

We previously reviewed Standing Orders, Financial Regulations and the Council's Code of Conduct during 2011-12 and note that the documents were re-adopted in May 2013.

We have completed our review of the minutes of the Full Council and Standing Committees, excluding Planning, to ensure that no actions of an ultra vires nature are

being either considered or have been actioned, whilst also ensuring that the Council's finances remain at a healthy level to provide appropriate funds for future planned development and current revenue spending plans.

We note that Council approved the adoption of the General Power of Competence at its meeting in May 2013; and

We would also draw members' attention to the recent repeal of Section 150(5) of the LG Act 1972 that previously required all payable orders to be signed by two members: also to approval of the use of electronic banking facilities. We would draw attention to the recent JPAG (Joint Practitioners Accounting Committee) release of an update to the "Governance and Accountability for Local Councils – A Practitioner's Guide" (copy attached) which provides further guidance on the safeguards that need to be implemented should councils change their approach to banking arrangements. NALC has also recently re-issued updated Financial Regulations that take account of these changes in legislation.

Conclusions

No matters arise warranting comment or recommendation in this area: we shall continue to monitor the Council's approach to governance at future visits, also assessing the impact of any changes in working practice following the above referenced change in legislation affecting banking arrangements.

Review of Expenditure

Our aim here is to ensure that: -

- Council resources are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- An official order has been raised in each and every case where one would be expected;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We have completed our work in this area now examining a total sample of 66 payments individually in excess of £2,000 plus every 25th payment processed in the year to March 2014 and the annual Non-domestic Rates totalling £453,331 and equating to 65% of all non-pay related expenditure.

We have also ensured the accuracy of the year's quarterly VAT reclaims and accurate disclosure of the final quarter's VAT balance in the Accounts and Annual Return.

Conclusions

We are pleased to report that no issues have been identified in this area this year.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage any such risks identified in order to minimise the opportunity for their coming to fruition.

- We have noted previously that risk assessment registers were in place using the LCRS software, which are subjected to routine annual review and update, detail being incorporated subsequently into the Council's Corporate Plan. An external agent (Wirehouse Limited) has now been contracted to undertake assessments in relation to HR and Health / safety issues; and
- Zurich Municipal continues to provide the Council's insurance cover: we have examined the current year's schedule and consider it meets the current needs of the Council appropriately with both Employer's and Public Liability cover set at £10 million and Fidelity Guarantee cover at £1 million.

Conclusions

We are pleased to report that no issues have been identified in this area warranting further comment. We also note that a Corporate Business Plan for 2014-15 was presented formally to the Finance & Policy Committee in March 2014 for consideration, which also includes a risk assessment review.

Precept Determination and Budgetary Control

We aim in this area of our work to ensure that the Council has appropriate procedures in place to determine its future financial requirements leading to the adoption of an approved budget and formal determination of the amount of the precept to be submitted to the District Council and that effective arrangements are in place to monitor budgetary performance throughout the financial year and that the Council has identified and retains appropriate reserve funds to meet future spending plans.

We note that the Council, at its December 2013 meeting, approved a precept of £656,714 for 2014-15, also noting that the Council would receive £63,825 by way of Council Tax Support Grant. We are also pleased to note that members continue to receive regular budget monitoring reports with over/under-spends and the level of earmarked reserves the subject of regular review.

We have final budget performance report for the year in the accounting software with no significant variances apparent. We have also noted the amendments to the budget

figures due to the additional devolved services from Cheshire East Borough Council in January 2014.

We have also reviewed the level of year-end reserves totalling £281,000 and equating to four months' expenditure and consider the balance appropriate to meet the Council's ongoing revenue commitments and development aspirations.

Conclusions

There are no matters requiring formal comment or recommendation in this area of our review process this year.

Review of Income

In considering the Council's income streams, we aim to ensure that robust systems are in place to ensure that all income due to the Council is identified and invoiced in a timely manner and that effective procedures are in place to pursue recovery of any outstanding monies.

We have, examined the controls in place over the identification and recovery of income due to the Council from Town Hall hire, discussing detail of the operative procedures with the Finance Officer, also documenting the processes in place. We identified detail of a week's hirings in November 2013 from the booking diaries, ensuring that hirers have signed the Council's Agreement Terms and Conditions of Hire, that an appropriate invoice has been raised for the correct fees and that income due has been received within a reasonable time frame. We are pleased to report that no issues arise in this area.

We have also examined the current Sales Ledger "Outstanding debt schedule" reviewing the action being taken to pursue any long-standing debts and are pleased to note that no significant debts exist at present. We have also reviewed the detailed income nominal ledger transaction reports for the year to March 2014 to ensure that no obvious coding errors or other anomalous entries are apparent and are pleased to record that none are in evidence.

Finally in this area, we have updated our year-on-year analysis of income across the various nominal account headings, detail of which will be used in planning our 2014-15 programme of cover.

Conclusions

We are pleased to record that there are no significant issues in this area.

Salaries and Wages

In examining the Council's payroll function, we aim to ensure that extant legislation is being appropriately observed as regards adherence to the Employee Rights Act 1998 and the requirements of HM Revenue and Customs (HMRC) as regards the deduction and payment over of income tax and NI contributions, together with meeting the requirements of the local government pension scheme, as regards employee contribution

bandings as further amended with effect from 1st April 2013. To meet this objective, we have:

- Ensured that the Council has approved staff pay rates for the financial year, based upon the approved NJC rates: we also note the recent completion of a full review of staff grades and pay rates by an external contractor, the results being adopted by Council and being implemented with effect from 1st April 2013;
- Checked and agreed the computation of staff gross and net pay and salary deductions for August 2013, noting the continued use of a local, third party bureau service provider who utilises bespoke software for this purpose;
- Checked to ensure that appropriate tax codes and national insurance tables are being applied in the year and that the correct deductions / contributions have been deducted and paid over to HMRC in a timely manner;
- Ensured that the new year superannuation contribution rates have been applied, also ensuring that the deductions have been paid over to the County Council in a timely manner; and
- Examined time sheets and travel expenses supporting payments made through the August 2013 payroll to ensure that they have been approved for payment and processed appropriately.

Conclusions

We are pleased to record that no issues have been identified in this area.

Fixed Asset Registers

The 1996 Accounts and Audit Regulations required all councils to maintain a record of all assets owned. We are pleased to note compliance with this requirement, the Clerk maintaining an appropriate register with values uplifted annually to reflect movements in the insured values as assigned by the insurer. We have checked and agreed the principles used in the detail, as recorded in the Asset Register, noting that it has been prepared using current values.

We notified the officers and the Council's to a change in the Annual Return reporting arrangements in respect of asset values as included in the 2009-10 edition of the "Practitioner's Guide", although no formal announcement or information regarding the change appears to have been issued to councils. The guidance requires that asset values in the Annual Return are reported at purchase cost or, where that value is unknown at the previous year's Return level uplifted or decreased to reflect the acquisition of any new assets or disposals.

We also note that a comprehensive inventory of smaller stock items has been produced indicating the appropriate values and adding new assets and providing detail of disposals. We also note that the insurance company have been provided with a full list of the Council's assets and that a photographic register is also in place for many of the assets held.

Conclusions

There are no matters arising in this area warranting formal comment or recommendation.

Investments & Loans

Our objectives here are to ensure that the Council is “investing” surplus funds, be they held temporarily or on a longer term basis, in appropriate banking and investment institutions; that an appropriate investment policy is in place; that the Council is obtaining the best rate of return on any such investments made; that interest earned is brought to account correctly and appropriately in the accounting records and that any loan repayments due to or payable by the Council are transacted in accordance with the appropriate loan agreements.

The Council holds no specific investments and, as previously noted, has replaced the use of Treasury term deposits with a straightforward reserve account at RBS given the current low rates of interest returns.

We have verified the half-yearly loan repayments to PWLB and the interest free loan from Cheshire East BC by reference to their “invoice” advices as part of the aforementioned expenditure testing and also verified the accurate disclosure of the residual year-end liability to both parties, as disclosed at Section 1, Box 10 of the Annual Return.

Conclusions

We are pleased to report that no issues have been identified in this area that warrant any further attention by officers or formal recommendation.

Statement of Account and Annual Return

The 1996 Accounts and Audit Regulations required all Councils to prepare annually a detailed Statement of Accounts, together with supporting statements identifying other aspects of the Council’s financial affairs.

We have examined the Council’s procedures in relation to the preparation of the year-end detailed Accounts and Annual Return data, with the Council employing, as previously, the services of externally contracted accountants (DCK Beavers) for that purpose. We have also reviewed the arrangements for the identification of year-end debtors and creditors with no issues arising.

Conclusions

No issues have arisen in this review area and, on the basis of work undertaken during the year, we have duly signed off the Internal Audit certificate at Section 4 of the Annual Return, assigning positive assurances in each relevant area.

**Congleton Town Council
Strategic Working Group**

27 May, 2014

Dear Councillors,

Re: New Leisure Facilities

You will be aware of CEBC's plans to rebuild the Leisure Centre on the existing footprint. There is no doubt that a new leisure centre would be of great benefit to the residents of the town and its visitors. However, the Congleton Partnership wishes to raise with you the matter as to whether rebuilding the leisure centre on the existing footprint is the best way forward. Discussion of this matter at a recent Congleton Partnership Projects and Finance Committee meeting raised the issue of the poor infrastructure servicing the current leisure centre and highlighted the advantages of relocating the leisure centre closer to the town centre in the area currently occupied by the Police Station and North Road Timber yard. The main advantage of a more central location is the positive effect that this would have on the town's retail sector through increased footfall and bring vibrancy to the town centre.

The Partnership is concerned that the Leisure centre may be developed in a way that residents may not be fully happy with and that CTC should persuade CEBC to go out to consultation on their plans/ideas.

Looking at the bigger picture and the skepticism reflected by residents with respect to the Bridestones II development, we believe it timely to consider Plan B for the redevelopment of Congleton Town Centre. Relocation of the leisure centre is only one component of regenerating our town centre and, to this end, we urge you to consider the generation of a Neighbourhood Plan which we believe will have greater impact on CEBC planning and development than would a Masterplan for Congleton as recently suggested to us by Michael Jones.

The Partnership is keen and willing to work with you on bringing forward a Neighbourhood Plan to help the regenerating our town.

Kindest regards,

Steve Foster,
Chair Congleton Partnership.

15th April 2014

Dear MR. B. HOEHL,

RE: CHESHIRE EAST LOCAL AUTHORITY

An ever increasing number of people are questioning how eighty two councillors can be justified while essential urgent services are being cut back.

I wrote to Mrs Fiona Bruce MP on this subject, the MP took my comments very seriously and on reflection decided to forward them to David Cameron for his consideration.

A copy of the Prime Minister's response is enclosed for you councillors reference.

To restructure Cheshire East Councils' warding arrangements to single member wards would not only reduce the number of councillors to fifty two but also improve the authority's performance, increase their efficiency and dramatically reduce costs.

The main reason for introducing single member wards are as follows:-

1. As the government and Cheshire East pass ever increasing powers and responsibilities to local councils so the workload for Cheshire East Council is diminished.
2. The constituents will have a single point of contact, the elected councillor will be responsible for, and have detailed knowledge of all matters being considered both by council and cabinet affecting the ward represented.
3. The opportunity for town councils and councillors to be treated with contempt will be reduced.
4. The reduced number of members will open up debate and discourage the cabinet members from acting independently of full council.
5. The revised council structure would save 1 ½ million pounds plus over three years. Savings to be invested to provide essential urgent services to the benefit of the community, not saved and used on none essentials.

The purpose of this letter is to establish if your council will support a joint application to the Local Government Boundary Commission for England to restructure Cheshire East Council to single member wards.

This letter has been issued to all ten Town Councils within Cheshire East.

I await your reply.

Yours Sincerely

A handwritten signature in cursive script, appearing to read 'G.F. Waller'.

G.F. Waller



10 DOWNING STREET
LONDON SW1A 2AA

THE PRIME MINISTER

28 March 2014

Dear Fiona,

Thank you for your letter of 4 March enclosing a letter from your constituent, Mr G F Waller, who suggests a reduction in the number of councillors for Cheshire East local authority.

The Government agrees that in many instances it would be desirable to reduce the number of councillors. However, this is an issue that is outside our control, central Government has no role in the determination of local government electoral arrangements (including councillor numbers). This is decided by the Local Government Boundary Commission for England, a body entirely independent of Government and directly responsible to Parliament.

The Boundary Commission have a statutory duty to keep electoral arrangements in local government under review and it decides how and when any review will take place. As part of such reviews the Boundary Commission determines the appropriate size of the council (i.e. the overall number of councillors) and the number of councillors for each ward, having gauged local views.

This is also very much a matter that is in the hands of local authorities, as the Government passes more powers to local councils for more local decision making. For example, local authorities can seek a review by the Boundary Commission at any time. Indeed, those that hold whole council elections – as Cheshire East does, may ask the Boundary Commission to review existing warding arrangements with the view to moving to single member wards and thereby perhaps reducing overall councillor numbers.

I do hope that this provides clarification. Thank you, once again, for getting in touch.

*Yours,
David*

Mrs Fiona Bruce MP

Our ref: MJ/cs/763
Date: 6 June 2014

Letter to Town and Parish Councils

Leader's Office
Westfields
Middlewich Road
SANDBACH
CW11 1HZ
Tel: 01270 686011
Fax: 01270 529890
michael.e.jones@cheshireeast.gov.uk
www.cheshireeast.gov.uk

Dear Clerk

"RESIDENT FIRST" PLANNING IN CHESHIRE EAST

Cheshire East is officially the best place to live in the North West and we intend to keep it that way!

Our Local Plan Strategy has now been submitted, within good time and is one of the most highly consulted Local Plans in the country.

Our Plan, alongside all our other ambitions represents a forward-thinking Council with a strong vision and a bold desire to get things done for the people of Cheshire East.

We are confident that the Secretary of State will ratify the Local Plan Strategy in the autumn and are now embarking on the next steps in our plans to put residents first.

Following our presentation to the Town and Parish Council Conference on the 1st May we have had a strong response from you embracing our 'go local' approach, and today I am pleased to announce the following;

Firstly, we will work with local communities to prepare 'Resident First' Plans to inform our Site Allocations plan for the Borough. This will focus on Local Service Centres and our rural villages and allow residents to have their say on development in these areas, within the framework set out in the Local Plan Strategy. This builds on our presentation at the Town and Parish Council Conference in May with the Council's clear commitment to locally led planning. Look out for further details on this in the next few weeks.

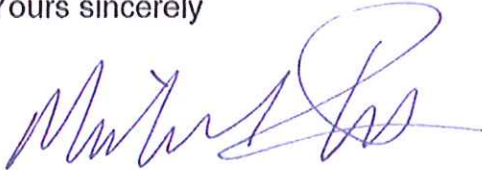
Secondly, we are to bolster our existing commitment to Neighbourhood Planning with a clear signal that we will support local communities through providing enhanced support **where there are clear identified planning benefits** to producing a 'Resident First' Neighbourhood Plan efficiently and with purpose by the end of this year alongside our Site Allocations Plan. This Plan must be within the framework of the Local Plan and National Planning policy.

I therefore call on all interested Town and Parish Councils who wish to prepare a 'Resident First' Neighbourhood Plan to express an interest (including details of any discussions that had already taken place and / or any established working group meetings) by e-mailing the Neighbourhood Planning team at neighbourhoods@cheshireeast.gov.uk by **Friday 20th June 2014**.

Further guidance on Neighbourhood Planning is available on the Council's website

http://www.cheshireeast.gov.uk/planning/spatial_planning/neighbourhood_planning.asp
X

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Michael E Jones', written in a cursive style.

Councillor Michael E Jones
Leader of the Council