



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



5th March 2014

Dear Councillor,

Town Hall Committee – Thursday 13th March, 2014

You are requested to attend a meeting of the Town Hall Committee, to be held in the Town Hall, High Street, Congleton on **Thursday 13th March 2014 at 7.45pm.**

Members of this committee who are unable to attend are reminded of the need to give apologies in advance with the reason for non-attendance.

Please note that there is a meeting of the Planning Committee taking place on the same evening commencing at 7pm

Yours sincerely,

TOWN CLERK

AGENDA

1. Apologies for absence.

2. Minutes (enclosed)

To confirm the minutes of the Meeting held on 23rd January, 2014 as a correct record.

3. Declarations of Interest

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

4. Outstanding Actions

There are no outstanding actions.

Congleton
beartown
where friends are made

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

Tel: 01260 270350 Fax: 01260 280357

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



5. Land at the Rear of the Town Hall.

To receive a verbal update on granting of the proposed access licence for the restricted right of way at the rear of the Town Hall.

6. Town Hall Roof

To receive and consider a verbal report on the current status of the roofs and detail of further work required and tender for the Grand Hall.

7. Acoustic Report (enclosed)

To consider a response from Cllr Domleo on the acoustic problems within the Grand Hall.

8. Land outside the Museum (enclosed)

To receive response from Land Registry to a request from the Town Council to register the land used for car parking.

9. Bradshaw House (enclosed)

To provide an update on the Museum's expression of interest for Bradshaw House.

10. Town Hall Trading Account (enclosed)

To consider a report by the Support Manager.

To Members of the Town Hall Committee
ccs. Other members of the Council
Honorary Burgesses (5) for information
Press (3)

CONGLETON TOWN COUNCIL

**MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON
THURSDAY, 23RD JANUARY 2014**

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

a. APOLOGIES

Apologies for absence were received from Councillor J S Crowther , D Murphy and N T Price.

Apologies were also received from Councillor G S Williams who is not a member of this particular committee.

b. MINUTES

THC/22/1314/RESOLVED- That the minutes of the Meeting held on 14th November 2013 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 G Baxendale and D T Brown declared a non-pecuniary interest in any matters related to Cheshire East Council.

c. OUTSTANDING ACTIONS

THC/19/1314 The Town Clerk in conjunction with Cllr L D Barker to contact the previous Town Hall roofing contractor to seek recompense for the inferior quality of the work carried out.

5. **LAND AT THE REAR OF THE TOWN HALL**

The Town Clerk provided a verbal report on the status of discussions with the landlord of 3 High Street, Congleton in respect of agreeing a licence to cross over Town Council land.

THC/23/1314 RESOLVED that the Town Clerk arrange a meeting as soon as possible with the landlord of 3 High Street to conclude matters.

6. **TOWN HALL ROOF**

The members considered a report on further problems with the various roofs which make up the Town Hall complex.

THC/24/1314 RESOLVED that the following work be xx to the lowest tender provided by A D Booth:

- a. Bridestones roof - £16,020 + VAT
- b. Roof over the main staircase £2,450 + VAT
- c. Repairs to the Museum, guttering and fascia boards £11,700 + VAT

7. **AGREEMENT WITH POSH NOSH PARTIES LTD**

A report on the amendments to an ongoing agreement with Posh Nosh Parties Ltd was considered.

THC/50/1314 RESOLVED that: -

- 1. The new terms of the agreement recommended by the working group be approved.
- 2. The Town Clerk to arrange to have to have a new agreement drawn up by our own solicitors.

8. **ACOUSTIC REPORT**

The committee considered the comments made by Cheshire East Council concerning problems with the acoustics in the Town Hall.

THC/26/1314 RESOLVED that:-

- 1. The Town Clerk to contact Cllr Roland Domleo to seek his advice on the acoustic problems.
- 2. The Town Clerk to contact Cheshire East to advise them that we are working on the problem.

9. TOWN HALL TRADING ACCOUNT

The Town Hall Trading Account was presented to members for consideration.

THC/27/1314 RESOLVED that the Town Hall Trading Account be received.

D A PARKER
(CHAIRMAN IN THE CHAIR)

Brian Hogan

From: Roland Domleo <domleor@btinternet.com>
Sent: 06 February 2014 13:15
To: Brian Hogan
Subject: RE: Acoustics

06 February 2014

Brian,

I am very sorry to have taken so long to respond.

Before I closed my industrial noise control business I use to work with a company that installed acoustic absorption panels primarily in sports halls but "posher" venues as well. That company used to hire my two fitters for some of the installation work and after I retired they continued to contract direct doing installations. I wanted to contact my former lead fitter to ask him how things were going with that company, but he had moved house and I did not track him down until yesterday. Unfortunately he fell out with them over payment problems and so I will not be suggesting them. That is what has delayed me.

I read your acoustic consultant's report with interest and some surprise. You merely want to improve the "acoustic atmosphere" for speech without damaging the "acoustic atmosphere" for music. I take it that you are not wanting to have a world class concert hall and a world class lecture theatre. I am quite sure that enough absorption can be put into that hall to improve speech without affecting music. I would not recommend drapes and I would not recommend absorptive panels that were hinged. I think that that would be "over the top".

I would respectfully suggest that you call in one or more companies who carry out these type of installations, explain what you are trying to do and ask them for a quotation. You can also ask them for a visit to a similar job that they have done for someone else. There would be no charge for this. Congleton Town Council are far from being the first with this problem and there will be a lot of experience around of this type of work.

The report mentions other approaches which probably means hanging absorbers in the top of the hall from tensioned wires. I once carried out such an installation at a big ICI workshop and the results were terrific but I do not think that that is an approach for you in that hall. My approach would be fabric covered wall panels and in particular panels mounted on the underside of the balcony particularly those narrow parts that run right up to the "minstrels' gallery" end of the hall

I will be in the Town Hall later this afternoon to look at a planning consultation for a proposed development in Giantswood Lane. If you want to talk I will have the time.

Best Regards

Roland

From: Brian Hogan [mailto:bh@congletoncouncil.co.uk]
Sent: 29 January 2014 15:41

To: Roland Domleo
Subject: RE: Acoustics

Roland,

I would appreciate any advice that you can offer. The Town Council did undertake an acoustic survey in 2010, (enclosed), but, didn't want to install drapes all over the place and curtains, but, perhaps this can be achieved in a less obtrusive manner

Kind regards

Brian

From: Roland Domleo [<mailto:domleor@btinternet.com>]
Sent: 29 January 2014 15:16
To: Brian Hogan
Subject: RE: Acoustics

29 January 2014

Brian,

I spent most of my working life in industrial noise control and though I did very little with room acoustics I do know more than most people what can be done.

A reverberation test of the hall is required in order to measure the problem. This usually involves firing a starting pistol and measuring how long it takes for the noise level to fall by half or by a specified amount. This is really an echo test. Calculations can then be carried out to determine how much sound absorption needs to be put into the room. This amount will be determined by the intended usage of the room.

If it was to be personal offices a high amount of absorption would be needed to achieve a very low reverberation time. If the room is to be mainly used for music then a higher reverberation time will be required and so less absorption will be needed. Usually a room is used for more than one purposes so compromises have to be made. Often there is not enough wall space to get all the required absorption into the room.

I did latterly work with one company who carried out this type of work, mainly in school sports halls and the results were quite amazing. In those halls there is plenty of spare wall on which to fit sound absorbing panels, though a strong facing is needed to resist damage by sports balls. For offices and "smart" places there are plenty of textile faced absorbent panels, but often few clear areas on which to fit the panels. Had I not been approaching retirement when I got involved in this type of work, I would have gone into this business in a very big way as the potential market is vast. There are very few places to eat where one can talk to a person on the opposite side of the table as the reverberation level is too high.

I can give you the name and contact details for this company and possibly others, depending on what literature that I have left a couple of years after retiring.

It is a really worthwhile thing for you to consider and the Bridestone Suite could also be considered as that would be much easier to do and the need is great.

I would be happy to pop in and have a chat with you.

Best Regards

Roland

From: Brian Hogan [mailto:bh@congletontowncouncil.co.uk]
Sent: 28 January 2014 07:59
To: DOMLEO, Roland (Councillor) (Roland.Domleo@cheshireeast.gov.uk)
Subject: Acoustics

Roland,

Apparently Cheshire East are unhappy with the acoustics in Congleton Town Hall. During a discussion about this issue which took place at the Town Hall Committee meeting last week, Cllr David Brown suggested that if I contacted you, then you might be able to provide some advice on acoustics, is this a possibility?

Kind regards

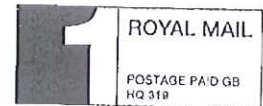
Brian Hogan

Land Registry
Fylde Office



Sas Daniels LLP
30 Greek Street
Stockport
Cheshire
SK3 8AD

Delivered by



Date
23 January 2014

Your ref
JRC.72237.16

Our ref
CH625229/F/186/MW/BR CT8

Proprietor/Applicant **Congleton Town Council**

Title number **CH625229**

Property **Land Lying To The North Of High Street
(Congleton)**

Dear Sirs

Your client's application has been referred for my attention and I have had the opportunity of considering the supporting statement of truth and replies to the Registry's letter of the 20th December.

I must apologise in that the Registry's letter is slightly misleading as to adverse possession of highway land and the reference only to highway maintainable at public expense. The old maxim of "once a highway always a highway" still holds true and this was reaffirmed in the case of *Smith v Peterborough Land Registry* referred to in our earlier letter. In that case the High Court and Court of Appeal made clear that it does matter whether the highway is adopted or not and the acquisition of legal title to highway land by adverse possession is not possible.

Having considered old editions of Ordnance Survey detail it would appear to be quite clear that the land your client seeks to register has always formed part of the highway. I regret that I am therefore unable to consider your client's application and enclose the statement of truth by way of return.

Land Registry
Fylde Office
Wrea Brook Court
Lytham Road
Warton
Lancs PR4 1TE

DX 721560 Lytham 6

Tel 0300 006 0015
Fax 0300 006 0035
fylde.office
@landregistry.gsi.gov.uk

www.landregistry.gov.uk

Yours faithfully

MH Withnell
Direct line 0300 006 2078

For Sale

Expressions of Interest Invited

Bradshaw House
21 Lawton Street
Congleton, CW12 1RU

- Former Children's Family Centre and associated Offices
- Total Site Area - approx 0.465 acres (0.18Ha)
- Suitable for residential D1 non-residential or office type use (subject to the necessary planning consents)
- Expressions of Interest invited for whole / part of the site



Location

Bradshaw House is located in Congleton which is a small market town situated to the south east corner of Cheshire. It is approximately 6 miles to the east of the M6 and 20 miles south of Manchester city centre.

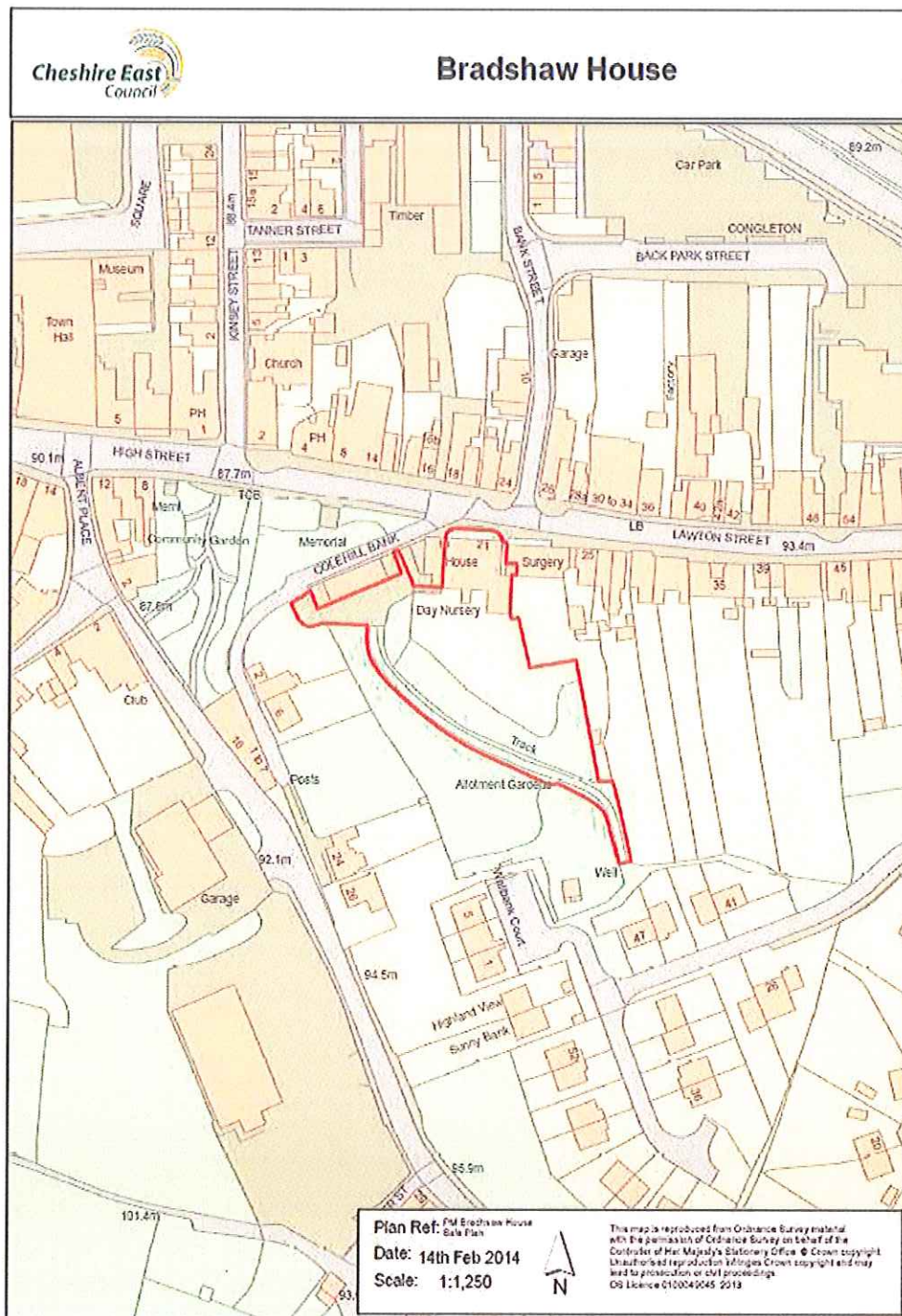
The property is located on Lawton Street which is one of the main high streets through the centre of Congleton.

General Description

The site comprises of a former children's family centre and associated offices on a site of approximately 0.465 acres (0.18Ha).

The property is a Grade II listed Georgian merchants town house built in 1820. The present accommodation is situated over two floors with car parking to the rear of the property via Colehill Bank. The existing building provides an approximate gross internal floor area of 480 m².

Location



Tenure

The Council are seeking expressions of interest to acquire the freehold of either the whole site or the building in isolation.

Terms

The property is available by way of a freehold sale.

Services

All services are believed to be connected although no testing has been undertaken.

Planning

Planning have indicated that the site would be suitable for office, D1 non-residential institution type uses or residential use however expressions from all users are invited for consideration.

Rating

Please note that prospective purchasers should satisfy themselves that the Rateable value and Rates Payable are correct (0300 123 5500 – Non-Domestic Rates)

Expression of Interest

Interested parties are invited to submit expressions of interest confirming:-

- The proposed use.
- The area required i.e. the whole site or the building in isolation.
- How the new use will help to secure the promotion or improvement of the economic, social and/or environmental well being of the whole or any part of Congleton or wider parts of Cheshire East or all or any persons resident or present in this area / these areas.
- Any other relevant information.

Viewing details

Expressions of interest shall be forwarded in writing by the 7th March 2014 to :

Helen Thomas
Disposals Team
Assets
Cheshire East Council
Delamere House
Delamere Street
Crewe CW1 2JZ

helen.thomas@cheshireeast.gov.uk
Telephone: 01270 686130

www.cheshireeast.gov.uk/property

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All prices and rentals quoted are exclusive of VAT (if applicable) Misrepresentation Act 1967. Cheshire East Borough Council for itself and for the vendors or lessors of this property whose agents it is given notice that: (I) the particulars set out as a general outline only for the guidance of intending purchasers or lessees and do not constitute part of an offer or contract. (II) all descriptions, dimensions, references to condition and necessary permissions for use and occupation and other details are given in good faith

Report to Town Hall Committee

Town Hall Trading Account January 2014

Please see accompanying spreadsheet. This trading account is for 10 months – so 83% of the budget would be expected to have been used.

Income

- Generally on budget – the **Bridestones Suite** is slightly down but the **Grand Hall** was slightly over budget and the **Spencer Suite** is a popular venue for small meetings and is also slightly over budget.
- **Miscellaneous Income** is the licence fee for access over the Town Hall carpark at the rear of the building.

Expenditure

Generally on budget

- **Gas and electricity** should come in underbudget at the year end. The mild winter and energy saving measures have contributed to this.
- **Marketing/Promotions** – This budget has been spent.

Recommendation:

To accept the Town Hall Trading account to January 2014.

Congleton Town Council

Detailed Income & Expenditure by Budget Heading 31/01/2014

		Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget
		£	£	£	
Town Hall					
4000	Staff Costs (re-allocated)	44,629	51,289	6,660	87%
4009	Protective Clothing/H & Safety	0	400	400	0%
4011	Rates	18,055	22,120	4,065	82%
4012	Water	2,901	3,500	599	83%
4014	Electricity	14,176	19,000	4,824	75%
4015	Gas	9,763	15,250	5,487	64%
4016	Janitorial	2,622	2,500	122	105%
4017	Refuse Disposal	1,488	2,100	612	71%
4020	Miscellaneous Office Costs	1,228	1,200	28	102%
4025	Insurance	9,391	11,300	1,909	83%
4033	Marketing/Promotions	3,544	3,500	44	101%
4040	Maintenance Contracts	3,510	4,250	740	83%
4041	Property Maintenance	4,723	5,000	277	94%
4064	Legal & Professional fees	0	100	100	0%
4068	Licences (incl PRS)	1,163	1,550	387	75%
6000	Central Overheads Reallocated	6,184	9,501	3,317	65%
Congleton Town Hall:-Expenditure		123,377	152,560	29,183	81%
1009	Rent Rec'd - Museum Notional	3,750	4,500	750	83%
1010	Rent Received - 3rd Party (TIC, Partnership & rear office)	7,528	14,033	6,506	54%
1011	Rent Received - Internal CTC	11,881	13,950	2,069	85%
1013	Letting Income - Grand Hall	22,073	25,000	2,927	88%
1014	Letting Income - Bridestones	4,962	6,600	1,638	75%
1015	Letting Income -Spencer Suite	2,459	2,000	459	123%
1018	Letting Income - Campbell Suite	253	0	253	0%
1016	Letting Income - De Lacey's, Kitchen and Bar	15,000	18,000	3,000	83%
1021	Letting Income - Internal	8,101	8,000	101	101%
1030	TIC Service Charge	1,763	1,500	263	118%
1199	Miscellaneous Income	500	0	500	0%
Congleton Town Hall :- Income		78,270	93,583	15,314	84%
Net Expenditure over Income		£45,108	£58,977	£13,870	76%