



Congleton Town Council

Historic market town

Chief Officer: David McGifford

26th January 2018

Dear Councillor,

Community, Environment and Services Committee – Thursday 1st February 2018

You are requested to attend a meeting of the Community, Environment & Services Committee, to be held in the Town Hall, High Street, Congleton on **Thursday 1st February 2018 at 7.00pm.**

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

David McGifford
CHIEF OFFICER

AGENDA

1. **Apologies for absence.** (Members are reminded of the necessity to give apologies in Advance of the meeting and to give reasons for absence).

2. **Minutes of Last Meeting** (Enclosed)

To confirm the minutes of the meeting held on 9th November 2017 as a correct record.

3. **Declarations of Interest**

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

4. **Outstanding Actions**

None

5. **Cheshire Police** (Verbal Update)

To receive and consider a verbal report from a representative of Cheshire Police on Policing matters affecting Congleton.



Congleton
beartown
where friends are made

6. **Mrs S Munroe - Fenton Close** (Enclosed)

To review correspondence relating to parking and access issues on Fenton Close

7. **Floral Arrangement Working Group** (Enclosed)

To receive the minutes of the Floral Arrangement Working Group held on 20th December 2017

8. **Public Realm Update** (Verbal)

To receive an update from the Town Centre and Marketing Manager on the progress of the Public Realm Improvements.

9. **Royal Visit Review** (Verbal)

To receive a review of the Royal Visit

10. **Congleton Park Incident** (Enclosed)

To receive a report from the Chief Officer with regards to an incident in the park on the 19th / 20th January 2018 .

11. **Public Space Protection Order** (Enclosed)

To receive an update on the Public Space Protection Order progress.

12. **Shop Front Improvement Grants** (Enclosed)

To note the progress of the Shop Front Improvement Grant Scheme from the Town Centre and Marketing Manager

13. **700 Years of Mayoralty** (Enclosed)

To receive an update on plans for the 700 Years of Mayoralty from the Town Centre and Marketing Manager

14. **Sprint Triathlon Update** (Enclosed)

To receive an update on the 2018 sprint Triathlon from the Town Centre and Marketing Manager

To: Members of the Community, Environment and Services Committee

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

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

Ccs: Appointed Members - Mr G Baxendale (Honorary Burgess)
Mr E Clarke (Honorary Burgess)

Mr D Murphy (Honorary Burgess)

Other members of the Council and Honorary Burgesses (2) for Information; Press (2)
Congleton Library, Congleton Tourist Information Centre.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 9th November 2017

**Please note These are draft minutes and will not be ratified until the next meeting of
the C, E & S Committee**

PRESENT:

Councillors

Mrs D S Allen
Mrs S Akers Smith (Deputy Town Mayor)
L D Barker
C H Booth (Town Mayor and Vice Chair)
R Boston
D T Brown
G R Edwards
G P Hayes
Mrs S A Holland (Chairman)
Mrs A Martin
Mrs J D Parry
G S Williams

1. Apologies for absence.

Apologies for absence were received from committee members Mrs A L Armitt and non-Committee members P Bates and H Richards.

2. Minutes of Last Meeting

CES/25/1718 Resolved that the minutes of the meeting held on 5th October 2017 be confirmed as a correct record and signed by the Chairman.

3. Declarations of Interest

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

Cllrs G S Williams and GP Hayes declared a non-pecuniary interest in any matters related to Cheshire East Council.

4. Outstanding Actions

None

5. Cheshire Police

To receive and consider a verbal report from a representative of Cheshire Police.

Main points raised as follows

- Main incidents are around vehicle crime and burglaries
- With regards to drug issues there have been 2 warrants served and there is proactive patrolling of known areas
- Traffic matters – police will be targeting motorists in the lead up to Christmas

6. Proposed Public Space Protection Order (PSPO) Consultation

To receive a report from the Town Centre and Marketing Manager on the current consultation on a proposed PSPO for Congleton and to agree a response.

CES/26/1718 Resolved that Congleton Town Council should respond to the Public Consultation via a letter rather than the survey monkey. The response should include: In broad agreement with the order and the items suggested in the order but believe that ball games and skateboarding are only a problem if reckless or ruthless and causes a threat to others. Scooters and Bikes should also be included. That the part of the pedestrian area should be removed as it is a thoroughfare linking the two main areas of the evening economy - Lawton Street and Swan Bank - and many people under the influence of intoxicating substances pass through this area. That fines should be used as a last resort would prefer to see behaviour courses or community work offered first and fines if the offender does not turn up. The Town Council also wanted to make sure the Scarborough Development, the likely future landlord of the area, had been consulted.

7. Public Realm and Highway Improvements Update

To receive a verbal update/presentation on the progress of the Public Realm Scheme.

CES/27/1718 Resolved to receive the verbal update from the Town Centre and Marketing Manager

8. Congleton In Bloom

To receive an update from the Town Centre and Marketing Manager on the 2017 campaign and an update for 2018.

CES/28/1718 Resolved to receive the update from the Town Centre and Marketing Manager

9. Update on Congleton Triathlon, Closed Cycling Event and the Cycling Legacy

To receive a report and updates on the above cycle related activities.

CES/29/1718 Resolved to receive the update on Congleton Triathlon, Closed Cycling Event and the Cycling Legacy

10. Active Cheshire – A Blueprint to tackle physical inactivity in Cheshire and Warrington

To receive a report and discuss a potential response.

CES/30/1718 Resolved to Welcome the report and organise a Strategy Working Group to look in more detail about how Congleton could turn some of the great principles in the strategy into an action plan for the town.

11. Christmas Lights Switch On

To receive a progress report from the Town Centre and Marketing Manager on the Christmas lights switch on event.

CES/31/1718 Resolved to receive the progress report from the Town Centre and Marketing Manager on the Christmas lights switch on event.

12. Treo Statue

To receive a report from the Town Centre and Marketing Manager now that the statue is in situ.

CES/32/1718 Resolved to note the report

**Cllr Mrs S A Holland
(Chairman)**

AGENDA ITEM: 6.

SUSAN MUNRO



10th January 2018

David McGifford - Chief Officer
Congleton Town Council
Town Hall
Congleton

Dear Sir

Motion for Community, Environment and Services Committee Meeting 1st February 2018

I wish to draw the Town Council's attention to the parking issues in front of my property in Fenton Close. Myself and several of my neighbours have written to councillors over many years requesting that a no parking sign is erected at the end of our side cut-off of Fenton Close. We have never had a reasonable response. In the last 18 months things have escalated to an intolerable level because of the yellow lines in Cross Lane, the parking restrictions at the shops at Hightown, and the parking charges at the station.

Local residents in Ayrshire Way and Fenton Close are mightily inconvenienced by parking on our estates, but my own particular problem is that I live in the part of Fenton Close that faces Biddulph Road, it has no pavements and has a grass verge on one side. The road is narrow and it is difficult to get on and off our property when people park and then go and get on a train for the day or go across to their businesses at High Town returning after closing in the early evening. Emergency vehicles would not be able to access the bungalows at the bottom of our cul-de-sac and as they are occupied by older people this is not a good situation.

I have written to Councillor Brown on 3 occasions, 2 by email which he ignored and then in hard copy and email. At this time fly 2016, Councillor Brown passed on my hard copy letter to an individual in Cheshire East who replied on a totally different parking issue, that of parking in the main Fenton Close area which is wide and has pavements. He had obviously not bothered to look at a map or the photos I had sent. I replied to both the individual and Councillor Brown in August 2016 stating that this didn't answer my complaint but yet again I have been ignored by both the individual and Councillor Brown.

At the time of writing the grass verge is like a ploughed field, it is difficult getting on and off our drive and when we ask people not to park there we are abused in the ripest of language. In the last year our lives have been made a misery by thoughtless parkers who are not willing to pay to park at the station and business owners who are aggressive and totally indifferent to the rights of the people living here.

It is hard to describe the situation in a letter and the photographs don't really show the problem, what it needs is someone to drive to Fenton Close and have a look at the situation and perhaps even have a conversation? We need a "No Parking Private Road" sign at the top of our cul-de-sac.

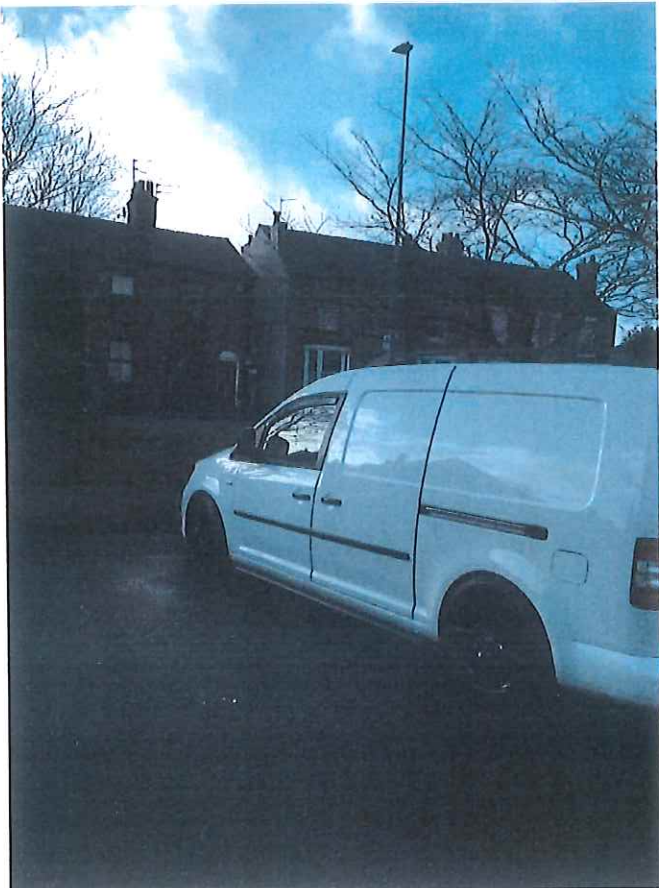
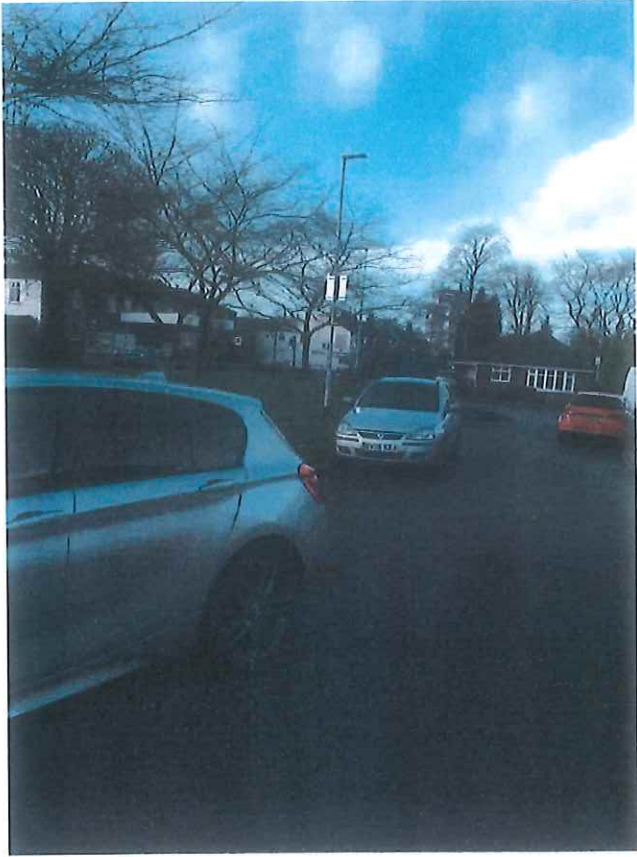
Yours faithfully



Susan Munro

For and on behalf of the residents of Fenton close (facing Biddulph Rd)





AGENDA ITEM: 7.

FLORAL ARRANGEMENT WORKING GROUP

Wednesday 20th December 2017, Spencer Suite, 9.00am
Minutes

Attendees: Bob Edwards- BE, Ruth Burgess- RB, Amanda Martin- AMartin, Martha Hayes- MH, Glen Williams- GW, Patti Pinto- PP, David Brown- DB, Anna Morrison- AMorrison

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 nonattendance.
 - Jackie MacArthur- JMac, Margaret Gartside- MG
2. **Minutes of the Last Meeting:** To approve the Notes of the meeting held on the 15th November as a correct record.
 - Approved.
3. **Declarations of Interest:** Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.
 - Non.
4. **Matters Arising:**
 - School Projects? DB meeting with both high schools in February to get more youth involvement.
 - Waggon & Horses Roundabout- ACTION RB & BE- to remove marestail, and redesign- cost this out first- January.
5. **Sponsorship Signs:** No sponsorship of different companies, but stickers on the plaques to promote In Bloom, 20 years, BiB etc. JMac has gone through to Phil at CHS to design a new logo to incorporate the 20 years- JMac/ MH will report back with new logo designs. Group agreed to keep this simple, include: RHS & In Bloom Logo, Celebrating 20 Years- 2018 Possible to see if Phil at CHS can design something or this.

With suggested new "20 Years" logo- have these on lamp posts, much like the correx poppies.

BE suggested: Sponsorship for Town Entry Signs? Possible to look into this.

Need to get a list together of areas around the town that are possible to sponsor, produce a leaflet on this and then send out to potential sponsors and businesses- ACTION PP- look into example signage. ACTION MH/ RB- sort a new sponsorship leaflet.

6. **Working with IYN Groups – The way forward...**

Buglawton In Bloom: Very keen to compete in 2018 but need more volunteers to help. PP- minutes of this meeting with Buglawton In Bloom- attached in the email.

RB- on confirmation with Peter Houldsworth, RB has ordered the plants with the same theme of the town.

Heath View: MG visits weekly to help improve the garden

HAAA: Received a grant from the William Dean Trust to start work on the new Orchard. Group is fine.

NLC Jubilee Club: Fine

Ast. Mere: PP has spoken with Matt & Jeanie- all fine

Bromley Farm: Only a few points off the next level, Streetscape are cleaning up the woods- help to show the history of the area in 2018 judging. Also to see if Friendly Faces could work on a project/ be there on the day.

POTENTIAL- Old Saw Mill: consider to enter for 2018- raised profile, very community orientated. Would need help on surrounding area, on route to OSM- but the actual place and garden at the back are worth a visit. **Discuss at February Meeting.**

Ast. Mere Care Home: Fine

7. Volunteering Campaign:

National Schemes? E.g- Clean for the Queens/ Big Spring Clean.

Instead of litter picks, work on projects? Actually cleaning up areas- cleaning planters and weeding etc.

ACTION RB- section off project areas and the jobs required at these sections, promote these for the "clean ups"

8. Tesco Grant Application – Next Steps- Winning £2000 Grant

RB & MH- working on the confirmation form in the new year, projects:

- Re-sheeting the poly tunnel
- Extra recycling bins
- Grot Spot Improvement- Booth Street- work this into the 2018 action plan
- Grot Spot Improvement- Antrobus Street- work this into the 2018 action plan

Possible to go to the Town Trust/ William Dean Trust to match fund?

9. Public Realm: RB has shown pictures of possible mangers to have on the railings in the new area by RBS.

Flowers for the lamp posts? Look into the half moon mangers that can be pushed together and high up the post- group decided. Pictures attached.

Morrisons Wall- x10 new mangers have been ordered.

10. AOB:

- **In Bloom Calendar:** Plan to do a 2019 In Bloom Calendar to sell and bring in funds for In Bloom- have a competition of pictures for each month and winners for the prizes- also to get the schools involved.
- **Calendar of Events:** RB has put a list together of all events in the town for In Bloom to get involved and promote the group and works.
ACTION ALL- take away and look at the events and how we can help, also to look at the national events and how Congleton can adapt.
Look at promotional materials to maximise the profile of In Bloom, put material alongside the community events material.

Look into planting little tubs in the Town Centre- have a couple of days with a gazebo in town- same as 2017- planting with SAS Daniels.

- **Old Large Planters- GW:** Sell at £50.00 each. Bromley Farm will order x2- preferably the greens ones. Hightown area are sorted with planters. BiB are after x2. Possible to ask the Old Saw Mill.

ACTION RB- to compose a letter and send to contacts and groups about buying the planters. Also add to Bear Necessities.

- **20 Years Celebration Post Card- AMorrison:** costed up prices for postcards, will circulate at the next meeting. This will be a set of x4 postcards that people are able to buy and to promote and celebrate 20 years of In Bloom.

Ideas for bookmarks, beer mats?

- **Community Garden Update- PP:** Roses need to be trimmed- PP needs to speak to Tim to get an action plan for that area.

- **Britain In Bloom- Birmingham- Patti** to go and then a decision between Anna and Margret- would it be possible to have 3 attendees.

- **Back to Back Gardens 2018:** Large polytunnel cannot be guaranteed- RB is chasing on this information.

Theme: No.5- as five years of the gardens and also No. 20 to celebrate the anniversary.

- **New Project- PP:** to look at a group of home-schooled children, working on a project at the fire station.

- **RHS Judges to Congleton for advice:** Mel Henley- happy to come and won't charge anything. Possibly David Belowski. Aim for mid-February.

Need to get a list together of questions to ask the judges. Example: how long should the day be? IYN's etc.

Everyone to have a copy of 2016, 2017 results and judging criteria.

- **Letter to NWIB re: timing of awards presentation event (before BIB, not after):** Raise with the judges when they come in February, instead of writing a formal letter.

- **New Member:** Sue Hollis, came to the litter picks and the celebration event- would like to get more involved and join the committee. Group has agreed to let her join the committee.

- PP has advised Alsager of a new Orchard.

- AMorrison- has planned some new designs or the park plaques.

- **Congleton Railway Station:** Beds outside the station- to stay the same. Need to re-focus on the station. GW- to have a wooden train and carriage to be planted and placed on the platform. See if any groups will adopt this area to weed and keep up the planters.




Also need an outside tap for this area.

- **Business Marking-** see if we can get a copy of these, or contact the businesses for their individual marks.

11. Date of Next Meeting: IYN Meeting- aim for 12th January 2018

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services		
MEETING DATE AND TIME	1 st February 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Ruth Burgess- Streetscape Development Manager		
AGENDA ITEM REPORT TITLE	10 Damage to Congleton Park		
Background	<p>Damage to Congleton Park early hours of Saturday Morning 20th January 2018, Due to the bollard being left out with the Park by an external user, a vehicle was able to enter the park, drive across the flower beds and drive into the water fountain – The fountain was added into the park in 1886. And was made with a base of Biddulph Moor Stone, so is a very important historic feature to Congleton.</p> <p>Damage –</p> <ul style="list-style-type: none">- Kerb Stones broken on the fountain- Flowers damaged- Grass area ripped up- Small bollard by the fountain pulled out.		
Updates	<p>Ruth Burgess has given a formal statement to the police, which including costings and that we would want to pursue a criminal damage charge.</p> <p>Cheshire East will be arranging the repairs to the fountain, and the Town Council has repaired the flower beds and the grass.</p> <p>The post will not be replaced, we have the made the hole safe.</p> <div data-bbox="371 1124 925 1632"></div> <div data-bbox="963 1124 1455 1632"></div> <div data-bbox="651 1655 1107 2087"></div>		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	1 st February 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	11 Public Space Protection Order - Update		
Background	<p>At the previous CES Committee meeting on the 9th November members were made aware that a Cheshire East public consultation was in progress on a Public Space Protection Order for the area around the current market, as well as Victoria Street and part of the pedestrian area. The discussion around the proposed new order led to a number of points being raised by the Town Council which were subsequently submitted to Cheshire East Council as part of the consultation. The consultation ended on the 20th November. This paper is to update Councillors on the progress of the order.</p>		
Current Position	<p>Cheshire East received 40 comments about the public consultation exercise, the majority of which were in full agreement with the order. Having considered all the comments a slightly revised order is being put forward for the Cheshire East Portfolio Holder to consider and sign off. When writing this paper a date for the new order to be considered by the Cheshire East Portfolio Holder had not been set but is expected shortly. If approved, it is expected that the Public Space Protection Order will be in place for the 1st March 2018. Cheshire East will order all the signage and will arrange publicity surrounding the scheme.</p>		
Decision Requested	To receive this report		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	1 st February 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	12 Shop Front Improvement Grants		
Background	<p>At the Town Council's Finance and Policy Committee on the 14th September 2017 the council agreed to make upto £5000 available for Shop Front Improvement Grant Scheme. Delegated powers were given to the Town Centre Manager and Chairman of Finance and Policy Committee to implement the scheme as laid out at committee.</p> <p>As this scheme has an impact for the community it was suggested that this committee should also be kept informed of progress.</p>		
Current Position	<p>Following the meeting of the 14th September coverage was given in the Chronicle and information sent out to shops letting know that the Town Council has approved a new scheme and that information packs would be ready in October for anyone interested.</p> <p>22 shops expressed an interest and were sent out a pack. Two of the shops were in shopping centres outside of Congleton Town Centre.</p> <p>After sending out the more detailed packs seven shops have asked for a grant and six of these have been given approval in principle and funds from the grant ring-fenced towards their works. The works must be carried out within a year of the approval and payment is after the works have been completed and proofs of payment received.</p> <p>The Barber Shop – 9 Duke Street - £500 A and A Music – High Street - £500 Sweet Pea – Bridge Street - £500 Hollins and Hollinshead, Duke Street £275 Three Way Travel - Swan Bank - £500 Malbon Townsend - Swan Bank - £500</p> <p>The request from Broome Chiropody was awaiting advertising consents before approval.</p> <p>Currently there is still £2,225 left in the pot...</p>		
Decision Requested	To note this report		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	2 nd February 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	13 700 Years of Mayoralty - Update		
Background	This year Congleton is celebrating 700 years of Mayoralty. The year has started with a huge boost having been one of the hooks that attracted senior Royalty to the town. This paper has been written to inform members of other plans which are taking shape as part of the 700 year celebrations.		
Current Position	<p>Other Planned Activities for the 700 Year Celebrations</p> <p>700 word short story writing competition – this was launched on the 24th January and runs through to the 9th April. There are three age groups, Primary Schools, Secondary Schools and over 16s with prizes for the 1st, 2nd and 3rd places in each category. Stories to be judged by a panel including local children's author Steven Lenton. Prizes will be presented at the Triathlon on the 22nd April.</p> <p>A Medieval Theme added to the Sprint Triathlon on 22nd April - to encourage people coming to the event to dress up and to theme some games in the centre around the 700 years.</p> <p>Medieval Banquet – in Congleton Town Hall on Saturday 16th June – the evening before the Town Mayor's Parade. – meeting with the caterers on Friday 2nd February to sort costings – this will need to be self- financing with any profits going to the Town Mayor's Charity.</p> <p>Congleton's Heritage and Antiques Festival – this is a new two week festival being held in Congleton from September 8th – 23rd . Congleton Town Council is looking to support the festival by holding a two or three day exhibition – depending on interest from schools – with information about town treasures and town mayors – Sunday 16th, Monday 17th and possibly Tuesday 18th September.</p> <p>Web information about Mayors - adding information and photos to the website. Also exploring the possibility of working with the museum on a booklet about the Congleton Mayoralty.</p> <p>Linking 700 years of Mayoralty to other projects : - looking to link with other events such as In Bloom and Carnival to see if the 700 years can be woven into wider projects.</p>		
Decision Requested	To note this report		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	1 st February 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	14 700 Mayors Charity Sprint Triathlon- Update		
Background	<p>At the CES Committee meeting on the 9th November members noted the there was an intention to hold a second Sprint Triathlon and that this was likely to be in April 2018. Since the 9th November meeting considerable work has gone on behind the scenes on the formula for the next Triathlon. This paper is to update members on that work.</p>		
Current Position	<p>The plan is to hold the 700 Mayors Charity Sprint Triathlon on Sunday 22nd April.</p> <p>Similar to last year, adults and those over 16 will be involved in a 500m swim, 10km cycle and 5km run/jog/stroll. Numbers of adults taking place will be limited to 48 either individuals or teams. Entry will be £20 per person to cover costs and entrants will be asked to try and raise around £50 as an individual or £100 as a team towards the Town Mayor's Charities. All funds will go through the Town Mayor's Charities.</p> <p>New for 2018 will be the Young People's Go-Tri. This will involve a 150m swim, 6km cycle ride and 3km run/jog. This will take place ahead of the adult event. Time will allow for 5 'waves' of 12 entrants – so a total of 60 teams or individuals will be able to take part. It is anticipated that one wave will be made up of senior school pupils and cadets, three waves will consist of primary schools pupils and co-ordinated through the schools and one wave filled from interested young people. There will be no cost for entry, although some sponsorship will be encouraged.</p> <p>After considerable research into a closed road area for the cycle element of the event, it was decided to use the paths around the park the same as in 2017.</p> <p>The aims of the event are to:</p> <ul style="list-style-type: none">• Raise funds for the Town Mayor's nominated charities• To improve personal fitness levels and feel good factor for more than 100 local people.• To inspire people of all ages to become more active• To promote swimming, cycling and running. <p>In addition to the main triathlon the organisers are looking to work with other sporting groups to promote a range of activities that take place in Congleton plus will be introducing a medieval theme to link with the 700 years of Mayoralty.</p>		
Decision Requested	To note this report		