



# Congleton Town Council

Historic market town

Chief Officer: David McGifford

11<sup>th</sup> January 2018

Dear Councillor,

## **Town Council Meeting – Thursday 18<sup>th</sup> January 2018**

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 18<sup>th</sup> January 2018 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,

D McGifford  
Chief Officer

## **AGENDA**

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

2. **Minutes** (enclosed)

To approve the Minutes of the meeting held on 7<sup>th</sup> December 2017.

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.

Congleton  
**beartown**  
where friends are made

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Email: [info@congletontowncouncil.co.uk](mailto:info@congletontowncouncil.co.uk) [www.congleton-tc.gov.uk](http://www.congleton-tc.gov.uk)

4. **Outstanding Actions**

None

5. **Questions from Members of the Public**

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

6. **Mayor's Announcements** (enclosed)

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

7. **Planning Committee** (enclosed)

To receive the minutes of the meetings held on 16th November 2017.

8. **Finance & Policy Committee** (enclosed)

To receive the minutes of the meeting held on 23<sup>rd</sup> November 2017.

9. **Urgent Items**

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

10. **Cheshire East Councillors' Reports**

To suspend Standing Orders to allow Councillors from the principal authority to report on relevant issues and to receive questions from members.

11 **Youth Committee** (enclosed)

- a) To receive the minutes of the Youth Committee meeting held on 7<sup>th</sup> December 2017.
- b) To deal with Questions from Members of the Youth Committee present at the meeting.

To: All Members of the Town Council,

CC: Press 2, Burgesses (5), Mayor's Chaplain,  
Members of the Youth Committee  
MP, Cheshire East Councillors (1), Library, Congleton Tourist Information Centre.

## Congleton Town Council

Minutes of the Meeting of the Council held on Thursday 7<sup>th</sup> December 2017  
at Town Hall Congleton.

Please note – These are draft minutes and will not be ratified until the next meeting of the Council on 18<sup>th</sup> January 2018.

PRESENT: Councillors

Mrs D S Allen  
Mrs A L Armit  
J G Baggott  
L D Barker  
P Bates  
C H Booth (Town Mayor)  
P Broom  
G R Edwards  
G P Hayes  
Mrs S A Holland  
Mrs A M Martin  
Mrs J D Parry  
M Walker  
Mrs E Wardlaw  
G S Williams

### 1. APOLOGIES

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

Apologies were received from Cllrs Mrs S Akers Smith, R Boston, D T Brown, Mrs A E Morrison and H Richards.

### 2. MINUTES

To approve the Minutes of the Council meeting held on 26<sup>th</sup> October 2017.

**CTC/31/1718 RESOLVED** that the Minutes of the meeting held on 26<sup>th</sup> October 2017 be approved and signed by the Mayor.

### 3. DECLARATIONS OF DISCLOSIBLE PECUNIARY INTERESTS

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

Cllrs J G Baggott, P Bates, G P Hayes, Mrs E Wardlaw and GS Williams declared a non-pecuniary interest in any matters relating to Cheshire East Council

### 4. OUTSTANDING ACTIONS

None

5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Question from Mr. Richard Walton -

'Dear Mayor,

Do you believe that the attendance pattern of some of our Town Councillors, including one Cllr who has missed 16 consecutive full Town Council meetings, is acceptable and, if not, what can the people of Congleton expect from their Councillors in terms of this between now and the next election in 2019?'

Response from the Mayor

Dear Mr Walton

Thank you for your question, in response

In line with national guidance our constitution is quite explicit in what it regards as unacceptable attendance, and that is 6 months non-attendance; anything short of that can only be handled by discussion, local election at the end of the 4 year term, or by a councillor resigning of their own free will."

As much as I don't condone meeting absence, it has been pointed out to me that many councillors do more than just attend the meetings, and all members of the council are available to members of the public who wish to raise concerns, a lot of councillors do contribute their time to other activities in Congleton, therefore I cannot accuse anyone of wrongdoing by not attending,

Following election there could be circumstances that may impact upon a councillor's ability to contribute towards the council as they themselves initially hoped but I would rather continue to discuss this issue with the councillors directly to support them in upholding the commitments they made until their term is complete.

If anyone politely asked me why I wasn't attending, or even challenged my contribution to the council in general, I would be forthcoming; I expect that others would be too.

6. **MAYORS ANNOUNCEMENTS**

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

7. **PLANNING COMMITTEE**

**CTC/32/1718 RESOLVED** that the minutes of the meetings held on 12<sup>th</sup> October and 2<sup>nd</sup> November 2017 be received and the recommendations therein be adopted.

8. **COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**CTC/33/1718 RESOLVED** that the minutes of the meeting held on 5<sup>th</sup> October 2017 be received and the recommendations therein be adopted.

9. **DONATION OF DEMNETIA FREE BANNERS TO CONGLETON TOWN COUNCIL FROM CLLR MRS S A HOLLAND**

Thanks were given to Councillor Holland for her donation

10. **FINANCE & POLICY COMMITTEE**

**CTC/34/1718 RESOLVED** that the minutes of the meeting held on 19<sup>th</sup> October 2017 be received and the recommendations therein be adopted.

11. **URGENT ITEMS**

- Cllr Mrs D Allen advised that there was an appeal for the donation of toys for children at Christmas
- A local resident had knitted a Mayor Bear which was passed over to the council

12. **CHESHIRE EAST COUNCILLOR'S REPORTS**

Updates were received from CEC members, P Bates, G Williams G Hayes and Mrs E Wardlaw

13. **YOUTH COMMITTEE**

- a) **CTC/35/1718 RESOLVED** that the minutes of the Youth Committee meeting held on 30<sup>th</sup> October 2017 and Junior Council on 22<sup>nd</sup> November 2017 be received.
- b) To deal with Questions from Members of the Youth Committee present at the meeting.

There were no questions from members of the Youth Committee.

14. **BUDGET AND PRECEPT FOR 2018/19**

To consider the recommendation from the Finance and Policy Committee held on 23<sup>th</sup> November 2017 to approve the precept and budget for 2018/19.

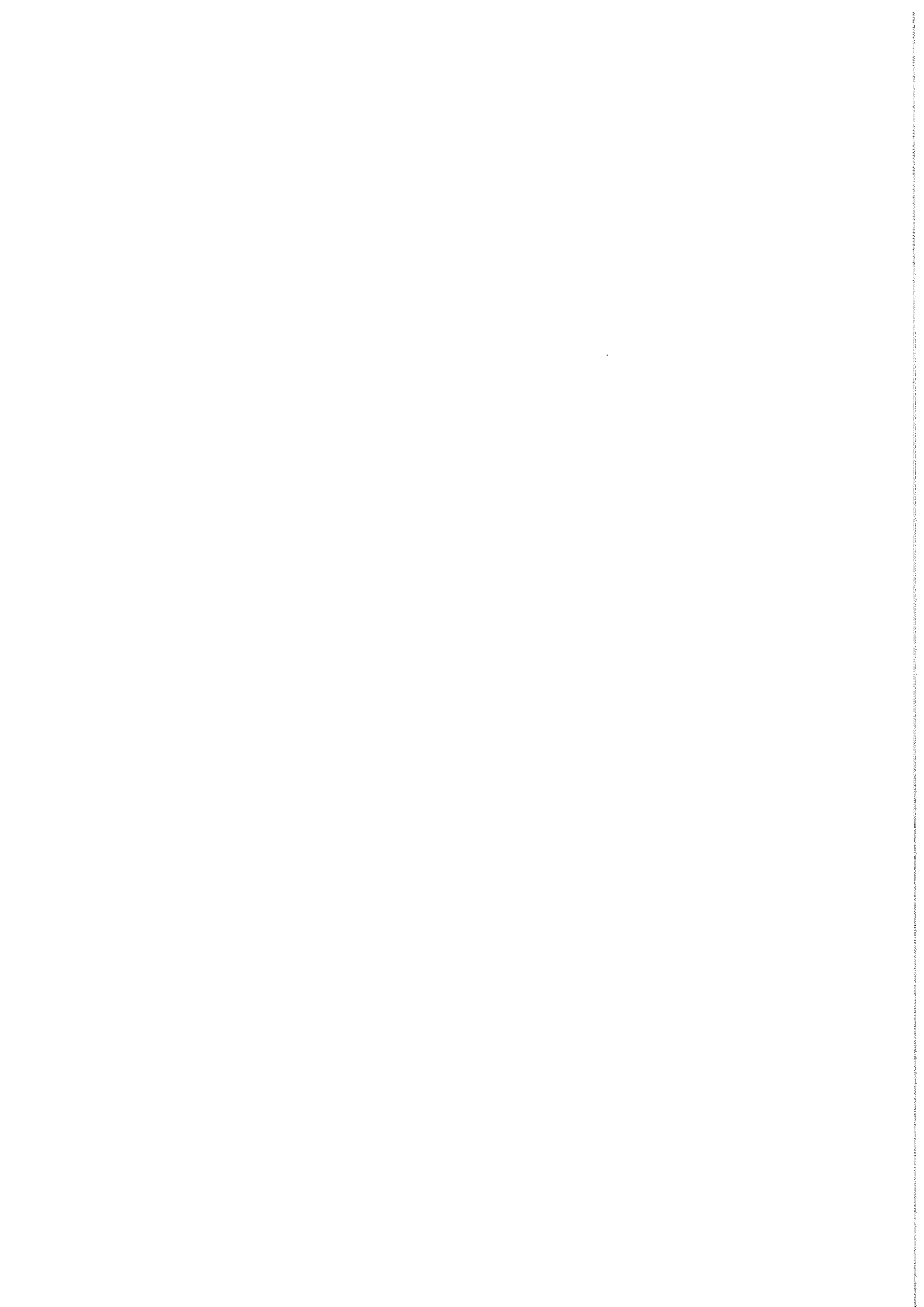
**CTC/36/1718 RESOLVED** to approve the 2018/2019 Budget and Precept as proposed – £836,152 = £84.09p per annum band D

15. **CHRISTMAS OFFICE HOURS**

To receive and consider a report on the office opening and closing times for the Christmas period.

**CTC/37/1718 RESOLVED** to accept the proposed closure of the Town Hall offices over the Christmas period

**C H Booth  
Town Mayor**



## **TOWN MAYOR'S ENGAGEMENTS**

### **2017**

- |                           |   |
|---------------------------|---|
| 8 <sup>th</sup> December  | Charity Bake Sale – New Life Church               |
| 9 <sup>th</sup> December  | Rotary Young Artist Competition - New Life Church |
| 9 <sup>th</sup> December  | Rotary Christmas Show – Daneside Theatre          |
| 12 <sup>th</sup> December | Student Council – Congleton High                  |
| 16 <sup>th</sup> December | Carol Singing – Town Centre                       |
| 17 <sup>th</sup> December | New Life Nursery Nativity Service                 |
| 21 <sup>st</sup> December | Town Carol Service – St Stephen's Church          |
| 22 <sup>nd</sup> December | Congleton High Service – Astbury Church           |
| 22 <sup>nd</sup> December | Charity Draw – New Life Church                    |
| 23 <sup>rd</sup> December | Choral Society Concert – Town Hall                |

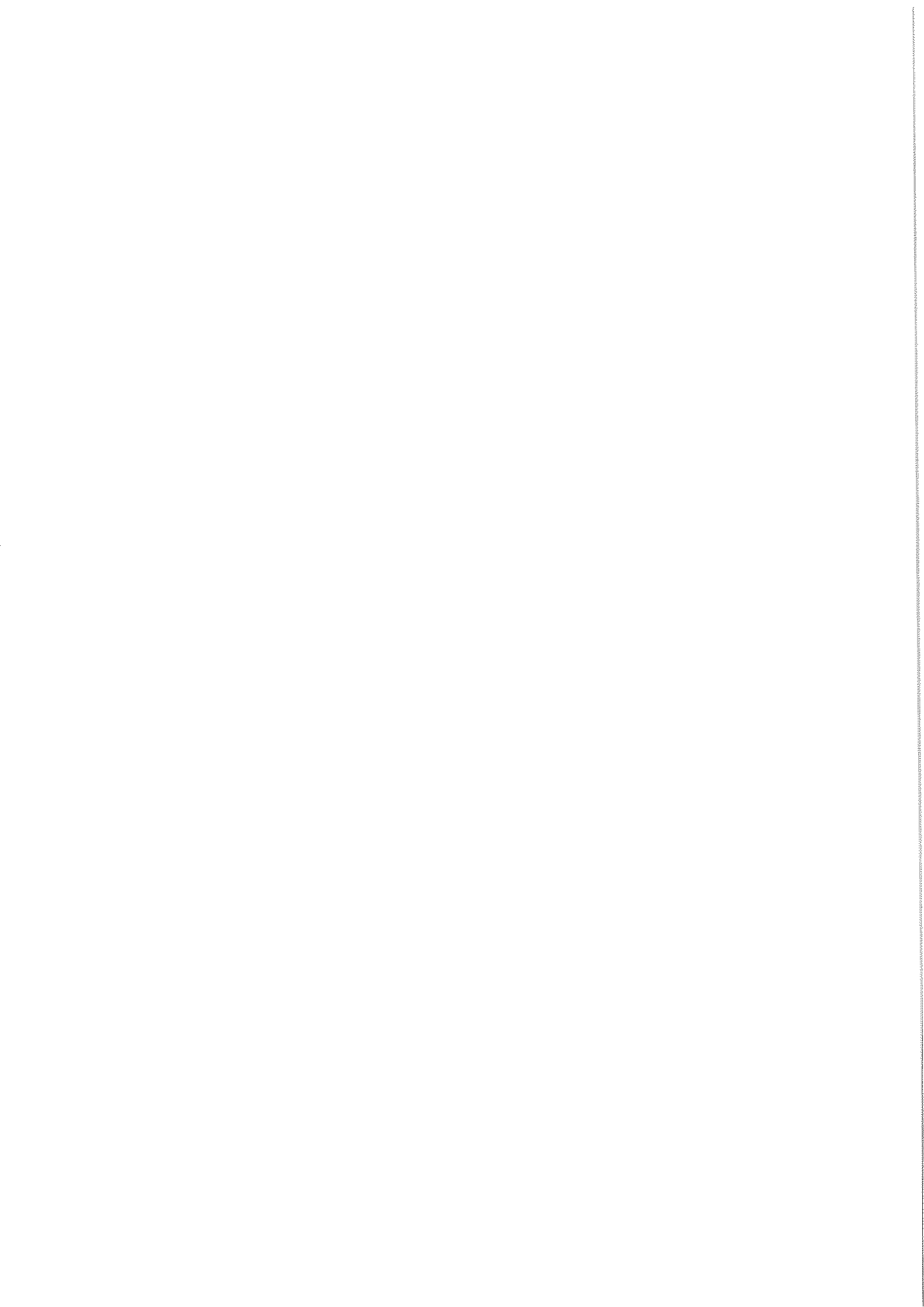
### **2018**

- |                          |                              |
|--------------------------|------------------------------|
| 17 <sup>th</sup> January | Pantomime – Daneside Theatre |
|--------------------------|------------------------------|

## **DEPUTY MAYOR**

### **2017**

- |                           |                        |
|---------------------------|------------------------|
| 13 <sup>th</sup> December | Cheshire Souling Event |
|---------------------------|------------------------|





**CONGLETON TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE  
HELD ON 16<sup>th</sup> NOVEMBER 2017**

**PRESENT**

Councillor Mrs A M Martin – Vice Chairman in the Chair  
Mrs S Akers Smith  
Mrs A L Armitt  
J G Baggott  
P Bates  
R Boston  
G R Edwards  
Mrs S A Holland  
Mrs J D Parry  
M Walker

1. **APOLOGIES**

Apologies for absence were submitted from Councillors L D Barker, C Booth, D T Brown, G P Hayes, Mrs A E Morrison, H Richards and G S Williams.

2. **MINUTES**

PLN/49/1617 RESOLVED: That the Minutes of the Meeting of the Committee held on 12<sup>th</sup> October 2017 be approved and signed by the Chairman as a correct record.

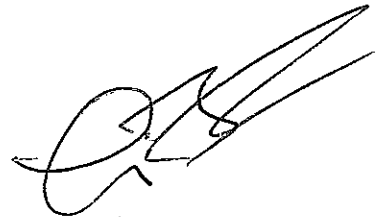
3. **DECLARATIONS OF INTEREST**

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

Councillors Bates and Baggott declared a “non pecuniary” interest due to their membership of Cheshire East Council.

4. **OUTSTANDING ITEMS**

No outstanding actions

A handwritten signature in black ink, appearing to be 'G. S. Williams', is located in the bottom right corner of the page.

5. PLANNING APPLICATIONS

PLN/50/1617 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Weekly List 23<sup>rd</sup> & 30<sup>th</sup> October 2017

17/5526T	35 Daisybank Drive, Congleton, CW12 1LX	NO OBJECTION Subject to usual conditions
17/5428T	2 Bridge Street, Congleton, CW12 1AY	NO OBJECTION Subject to usual conditions
17/5445D	Tall Ash Cottage, 93 Buxton Road, Congleton, CW12 2DY	NO OBJECTION
17/5401C	Portland, Newcastle Road, Congleton, CW12 4HR	NO OBJECTION
17/5560C	7 Delamere Road, Congleton, CW12 4PA	NO OBJECTION
17/5567D	Bakers Villas, Wagg Street, Congleton, CW12	NO OBJECTION
17/5535T	15 Isis Close, Congleton, CW12 3RT	NO OBJECTION Subject to usual conditions

Weekly List 30<sup>th</sup> October & 6<sup>th</sup> November 2017

17/5182C	Unit 1 A West Heath Shopping Centre, Congleton	NO OBJECTION
17/5754C	19 Crayford Avenue, Congleton, CW12 2BW	NO OBJECTION
17/5403C	Land Off Manchester Road, Congleton	NO OBJECTION
<b>Subject to Officers taking due account of the amenity of the altered plots and of the neighbouring plots</b>		
17/5545D	Dane Valley Road, Congleton, CW12 1PH	NO OBJECTION
17/5679C	14 Derwent Drive, Congleton, CW12 3RN	NO OBJECTION

Weekly List 6<sup>th</sup> November 2017

17/5804C	Congleton Edge Methodist Chapel, Congleton	NO OBJECTION
<b>Subject to a condition to ensure the protection of bats being included</b>		
Councillor Mrs Holland declared a "non pecuniary" interest in application 17/5804C		
17/5758C	Land Off Manchester Road, Congleton	NO OBJECTION
17/5773C	The Old Coach House, 11A West Street, Congleton	NO OBJECTION
17/5573C	Land Between Manchester Road & Giantswood Lane, Congleton	NO OBJECTION subject to
<b>at least 5% of the dwellings being single-storey</b>		
17/5549D	Dane Valley Road, Congleton, CW12 1PH	NO OBJECTION

6. PLANNING APPEALS

None to report

Mrs A. M. Martin – Vice Chairman



## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE HELD ON THURSDAY 23<sup>rd</sup> November 2017

#### PRESENT - Councillors

Mrs D Allen  
G Baggott  
R Boston  
D Brown  
G R Edwards (Chairman)  
Mrs. S A Holland  
Mrs A Martin  
Mrs J D Parry  
M Walker  
Mrs E Wardlaw  
G S Williams

#### 1. Apologies

Apologies for absence were received from committee members Cllrs P Bates and A Morrison

Apologies were also received from non-committee Cllrs L Barker, H Richards.

#### 2. Minutes

**FAP/33/1718 RESOLVED** that the Minutes of the Meeting of the Committee held on 19<sup>th</sup> October 2017 be approved 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 Baggott, Mrs E Wardlaw and G Williams declared a non-pecuniary interest in any matters relating to Cheshire East Council.

#### 4. Outstanding Actions

There were no outstanding actions.

#### 5. Grant Approvals and Commitments 2017-18

A summary of grant approvals and commitments was considered by the committee and it was noted that £13,539.10 was remaining for grants for 2017/18.

**FAP/34/1718 RESOLVED** that the grant summary be received and it was noted that grant application **GR07/1718** from Congleton PCSO's for DNA kits was still to be resolved.

#### 6. New Applications for Financial Assistance

**FAP/35/1718 RESOLVED** that the following grants be awarded:-

**GR08/1718 – Congleton Community Credit Union** £500 towards the annual FCA audit.

**GR09/1718 – Congleton Harriers** £250 towards the 31<sup>st</sup> Annual Cloud 9 Race.

**7. New Grant Activities Monitoring Forms**

**FAP/36/1718 RESOLVED** that grant activities monitoring form be received from Congleton Town Football Club (GR21/1617) and Congleton Pentecostal Church (GR30/1617)

**8. Management Accounts to September 2017**

**FAP/37/1718 RESOLVED** to receive the management accounts to September 2017.

**9. Bank Reconciliation**

**FAP/38/1718 RESOLVED** to receive and consider the bank reconciliation as at 31<sup>st</sup> October 2017.

**10. List of Payments**

**FAP/39/1718 RESOLVED** to receive and consider the Payments List between 1<sup>st</sup> September 2017 – 31<sup>st</sup> October 2017.

**11. Draft Budget and Precept 2018/19**

**FAP/40/1718 RESOLVED** that the budget for 2018/19 be recommended for approval at the Town Council meeting which will take place on Thursday 7th December 2017.

**12. First Interim Internal Audit Report 2017/18**

**FAP/41/1718 RESOLVED** that the first of three internal audit reports from Auditing Solutions Ltd be received and the overall conclusion that the Council has maintained adequate and effective internal controls be noted.

**Cllr G R Edwards  
(Chairman)**

## **Congleton Town Council**

Minutes of the meeting of the Youth Committee held on Thursday 7<sup>th</sup> December 2017 in the Town Hall, Congleton

PRESENT Youth Councillor Michael Howell – Joint Chairman  
Laetitia Eichinger  
Diyana Nikolova

Councillor Charles Booth  
Councillor Sally Holland

Linda Minshull

### **1. APOLOGIES**

Apologies were received from Aaron Barrett, Thomas Minshull, Zak Roberts, Councillor Larry Barker

### **2. MINUTES OF LAST MEETING**

**RESOLVED** – That the Minutes of the Meeting of the Committee held on the 30<sup>th</sup> October 2017 were signed by the Chairman as a correct record.

### **3. MEMBERSHIP**

Linda, Charles Booth and Dave Brown are scheduled to visit Congleton High on 12<sup>th</sup> December to speak to the School Council regarding recruitment.

Linda has had contact with Eaton Bank and arranged with them to meet with their Senate. A convenient date will be arranged in the New Year.

### **4. M.A.D. FOR CONGLETON**

Charles outlined details of a project he is leading – Young People Making a Difference in Congleton. This event will take place over the weekend of 6<sup>th</sup> – 8<sup>th</sup> April 2018.

### **5. YOUTH CINEMA PROJECT**

Members would like to focus on the cinema project in 2018.

### **6. PROJECTS**

In addition to the cinema project the Committee would like to support Substance Awareness days in the High Schools and the In Bloom projects.

7. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that the balance is £548.92.

8. **YOUTH COMMITTEE MEMBERS ITEMS**

Fiona Bruce M.P.

Linda reported that Fiona would be happy to meet with the Committee. Linda will arrange in the new year.

Town Councillor Information

Linda provided members with Town Council contact information and support Councillor specialisms.

9. **DATE OF NEXT MEETING**

A date will be arranged in late January/early Feb – Linda will advise

Michael Howell (Joint Chairman)