

# Congleton Town Council

Historic market town Chief Officer: David McGifford

22<sup>nd</sup> June 2018

Dear Councillor,

# Community, Environment and Services Committee - Thursday 28th June 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 28th June 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 15<sup>th</sup> March 2018 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. Questions from Members of the Public

To receive any questions from Members of the Public including those received in writing 7 days prior to the meeting.



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#### 6. Cheshire Police (Verbal Update)

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

#### 7. Police Community Support Officers (PCSOs) (Enclosed)

To discuss a report from the Chief Officer on Congleton Town Council's future support of PCSOs

#### 8. Anti Social Behaviour Working Group (Enclosed)

To receive the minutes from the Anti-Social Behaviour working group held on 28<sup>th</sup> March 2018.

#### 9. Floral Arrangement Working Group (Enclosed)

To receive the minutes of the Floral Arrangement Working Group held on 21<sup>st</sup> March, 30<sup>th</sup> April and 30<sup>th</sup> May 2018.

#### 10. Congleton in Bloom Update (Enclosed)

To receive an update on the Congleton in Bloom progress 2018.

#### 11. Congleton Market Working Group (Verbal Update)

To receive an update from the Congleton Market Working Group.

#### 12. Update from the CCTV Working Group (Update to follow)

To receive an update from the CCTV Working Group.

#### 13. Update from the Street Sweeping Working Group (Report Enclosed)

To receive an update from the Street Sweeping Working Group.

#### 14. Town Centre Events (Enclosed)

To receive a report on events in the Town Centre 2018.

#### 15. Street Naming Proposals (Enclosed)

To discuss a request from Cheshire East Council to submit recommendations for new street names in Congleton.

To: Members of the Community, Environment and Services Committee

Clirs: Mrs S A Holland (Chairman), C H Booth (Vice Chairman)

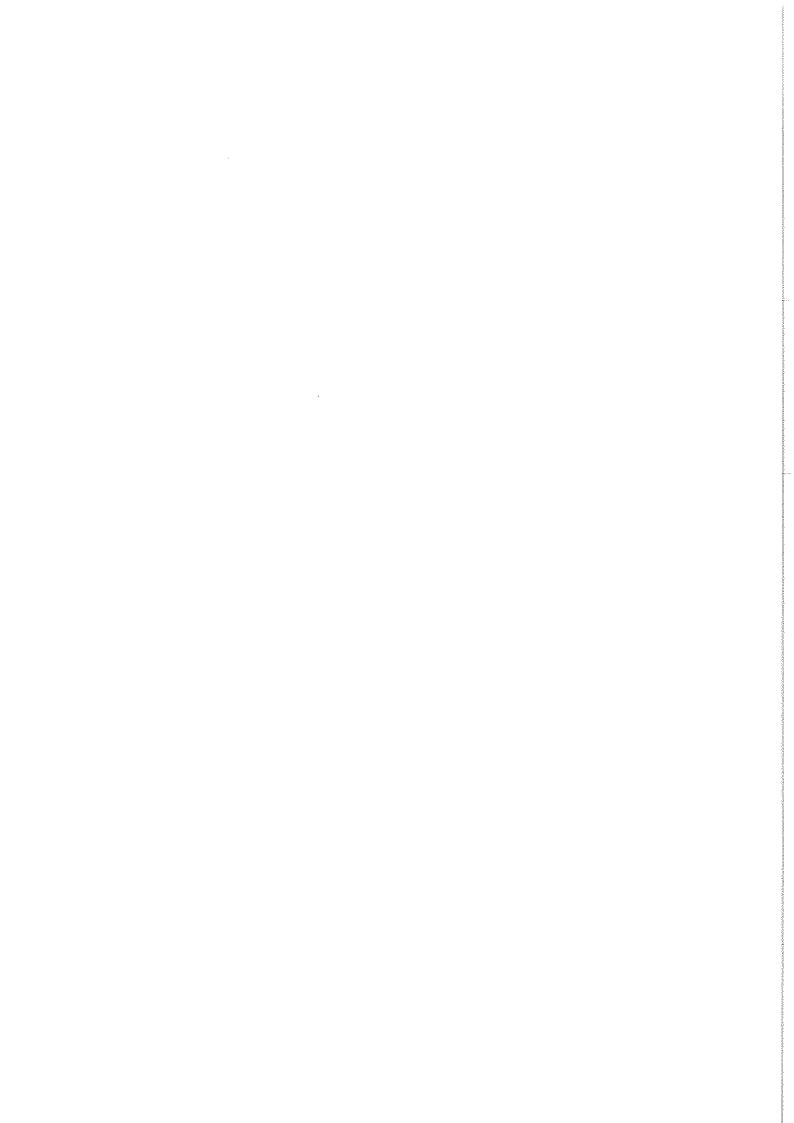
Mrs A L Armitt, Mrs D S Allen R Boston, P Broom, G P Hayes, Mrs A M Martin,

Mrs J Parry, G S Williams

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.



# MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 15th MARCH 2018

#### PRESENT:

Committee members

Mrs S A Holland (Chairman)

Mrs D S Allen
Mrs A L Armitt
G R Edwards
G Hayes
Mrs J D Parry
G S Williams
Mrs A Martin

Non- Committee members

M A Walker, D T Brown and Mrs S A Smith Mrs A E Morrison

#### 1. Apologies for absence.

Apologies were received from Cllrs L D Barker, R Boston and C H Booth.

#### 2. Minutes of Last Meeting

To confirm the minutes of the meeting held on 1st February 2018 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.

Declarations of interest were received from Cllrs G Hays and G Williams – Cheshire East Council.

#### 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.

See appendix 1

#### 6. Floral Arrangement Working Group

To receive the minutes of the Floral Arrangement Working Group held on 15<sup>th</sup> February 2018.

**CES/41/1718 Resolved** to receive the minutes of the Floral Arrangement Working Group held on 15th February 2018.

#### 7. Anti-Social Behaviour Working Group

To receive the minutes from the Anti-Social Behaviour working group held on 15<sup>th</sup> November 2017 and the draft minutes from the 14 February 2018

**CES/42/1718** Resolved to receive the minutes from the Anti-Social Behaviour working group held on 15th November 2017 and the draft minutes from the 14 February 2018

#### 8. Working Groups

To receive a proposal to create Councillor led working Groups to;-

- 1. Investigate the Town Councils role with regards to Congleton Market.DM
- Review the CCTV provision for Congleton based on increased Anti-Social Behaviour in the Park and the Community Gardens RB
- 3. Review the impact of the removal of the Street Sweeping service at weekends currently provided by Ansa RB\_

**CES/43/1718 resolved** to approve the proposal to develop the following working groups with members.

- Congleton Market Chairman P Broom, Cllrs Martin, Brown & Walker Officer D McGifford
- 2. CCTV Chairman S A Holland, Cllrs Mrs S A Smith, Mrs D Allen Officer J MacArthur
- 3. Street Sweeping Chairman B Edwards, Cllrs J Parry, G Williams, Officer R Burgess

#### 9. Public Realm

To receive an update from the Town Centre and Marketing Manager.

CES/43/1718 resolved to receive the update from the Town Centre and Marketing Manager, with reference to the "snagging" element the following comments were received.

#### 10. Makers Market

To receive a proposal from the Town Centre and Marketing Manager with regards to the introduction of the Makers Market to Congleton.

**CES/44/1718** resolved to receive the update from the Town Centre and Marketing Manager with regards to the introduction of the Makers market to Congleton.

#### 11. Sprint Triathlon Update

To receive a verbal update on the progress of the Sprint Triathlon.

**CES/45/1718** resolved to receive the update from Cllr Mrs S A Smith who advised that plans were progressing well for the Sprint Triathlon on the 22<sup>nd</sup> April 2018.

#### 12. Bill and Ben Skips

To receive an update on environmental concerns at Bill and Ben Skips.

CES/46/1718 resolved to receive an update on environmental concerns at Bill and Ben Skips.

#### 13. 700 Years of Mayoralty

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

CES/47/1718 resolved to receive an update on plans for the 700 Years of Mayoralty from the Town Centre and Marketing Manager.

#### 14. Paddling Pool

To receive an update on the Paddling Pool and dates of operation.

CES/48/1718 resolved to receive an update on the Paddling Pool and dates of operation.

Mrs S A Holland Chairman

#### Appendix 1 Cheshire Police report

#### **BURGLARIES/VEHICLE CRIME**

6 x TFMV

Several burglaries, however 3 arrested who we believe are linked to these burglaries. 2 charged with burglary offences

#### DRUGS

Op Tyke - On 1/2/18 drug warrants executed in both Liverpool and Congleton – several arrested.

Op Roadrunner – On 20/2/18 several other addresses identified – 7 Warning notices issues, 4 been evicted or left of own accord. Other 3 being closely monitored.

Closure orders being reviewed

#### Anti-Social Behaviour (ASB)

Town centre started up again – conducting more patrols and working hard to ID those involved and responsible

#### **TRAFFIC**

All PCSOs now fully trained on Tru-Cam and out daily

Over next few weeks will be trying to train more Community speedwatch residents

#### **OPERATIONS**

Apart from the drugs operations undertaken and ongoing, Op Muddled – to ID persons responsible for vehicle crime/burglaries conducted

Op Sentry to target rural crime

#### **VIOLENT CRIME**

Rafs assault 25/2/18 - ongoing investigation - suspects now identified and in process of being interviewed

# COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environmer	nt and Services Me	eting	
MEETING DATE		OCATION	Congleton town Hall	
AND TIME				
REPORT FROM	Chief Officer			
AGENDA ITEM REPORT TITLE	7. Police Community Support Officers (PCSOs)			
Background	A meeting was arranged on the 24 <sup>th</sup> April 2018 to discuss the provision and funding of PCSOs across Cheshire East and specifically Congleton. The focus was to understand the changes in allocations and funding requirements and how this could impact on Congleton In simplistic terms historically we were allocated 6 PCSO's, 2 of which were part funded via ourselves utilising our budget of £47,000 (circa £23,500 each). We were advised that from 2018/19 we would need to fully fund our PCSOs at a cost of £33,000 each, £66,000 per annum. This was discussed at a meeting on the 24 <sup>th</sup> April 2018			
Meeting notes key points	B Edwards Leader S A Holland Chairman CE&S Committee D McGifford Chief Officer P Crowcroft Local Policing Superintendent  Peter Crowcroft was advised that the budget allocation is already set for the Town Council at £47,000 The provision of police funded PCSOs is based upon communities which is aligned in general to the council wards. CEC are not directly funding PCSOs, the Safer Cheshire East Partnership (SCEP) have been informed they can decide how the £147,550 is allocated whilst linking it to SCEPs priorities. They have also been advised that their allocation of £147,000 is to be used against an agreed action plan			
	<ul> <li>There are 47 PC</li> <li>Advised that Conbeat officers base</li> <li>Felt that Congland the beat officers are no open</li> <li>Concerns about advised that a longide and outside and outside</li> </ul>	CSOs that "float" an its sed and focused on leton was sufficie ficers to fund a part the visibility of be of the Congleton that it	d will go where the priorities are. sown superintendent (Penny Jones) and 4 Congleton Intily covered with the 2 funded PCSOs time PCSO or ask for a reduction that officers was raised – Peter Crowcroft the beat officers is in targeting groups both impact on the town. If visibility is a concern element into the PCSOs Service Level	
Options	<ol> <li>Do we accept that Congleton is sufficiently covered with the current allocation of 2 PCSO's and 4 beat officers</li> <li>Do we utilise the current budget to pay for 1 additional PCSO £33,000 and utilise the remainder of the budget £14,000 to enhance crime prevention initiatives for example CCTV</li> </ol>			

3. Do we investigate the use of Community Wardens instead potentially 2 could be funded through the current budget?

General information on Community Wardens-

The Community Warden Service was established to address public concerns in relation to Crime and Disorder and tackle issues in relation to Anti-Social Behaviour. This is achieved by working in partnership with the local community and its partners to provide a safer environment in which to live, work and visit. The provision of a uniformed community patrol offers and promotes community reassurance leading to a reduction in crime and, most importantly, the community's perception of crime.

#### Objectives

- Provide a highly visible uniformed presence to reduce the fear of crime and promote public reassurance.
- Addressing issues relating to Anti-Social Behaviour through pro-active and re-active enforcement and education.
- Encourage and enforce the safe and proper use of outdoor recreational areas and public open space.
- Adopt a pro-active role in encouraging all sections of the community to use public open spaces for sporting activities and environmental appreciation.
- Enforcement of Hackney Carriage and Private Hire license conditions.

#### **Environmental Enforcement**

- Enforcement and removal of Abandoned Vehicles.
- Vehicles for sale on the highway.
- Enforcement of Litter and Dog Fouling.
- Issue of Fixed Penalty Notices.

#### **Partnership Work**

- Liaison with local residents and businesses on issues of crime and disorder, vandalism, nuisance and anti-social behaviour.
- Work closely with the Police Community Action Teams (CAT) on crime and disorder issues and jointly operate the mobile CCTV vehicle.
- Support the CCTV network.
- Support Officers who are on the councils 24 hour call out scheme.
- Promotion of Business and Pubwatch schemes.
- Working in partnership with the DVLA to tackle unlicensed vehicles.

# Anti-Social Behaviour Working Group- 28<sup>th</sup> March 2018 Spencer Suite 9.30am Minutes of the Meeting

Present:

Cllr Sally Holland- Chairman- SH

Inspector Penny Jones PCSO Jessica Shore Cllr Glen Williams- GW Cllr Jean Parry – JP

Richard Christopherson – RC Jackie MacArthur JMAC

Ruth Burgess RB

Apologies: Julia Pestell Hassell - Cheshire East Council, , Cllr Harvey Richards HR, Cllr Paul Bates PB Cllr Amanda Martin AM

1. Minutes of the meeting held on 14th February 2018 were signed off

#### 2. Public Space Protection Order

RC updated the group. Cllr Janet Clowes had now approved the order. CEC would take the lead in promoting the order via media releases. The PSPO signs were on order – looking at 1 for the wall of the market plus 4 smaller lamp post signs. Group suggested 2 big signs would be better in addition to the smaller signs. Police would also promote scheme and JM to add to Bear Necessities – bigger article for July.

PJ needed to check police had Fixed Penalty Notice (FPN) books. Order would apply from 1<sup>st</sup> April but will need a little time to get the signs up and to promote the scheme. Target date of the 1<sup>st</sup> May.

NOTE SCHEME WILL BE VALID FOR 3 YEARS — THEN WILL NEED TO BE REAPPLIED FOR IF REQUIRED

Question about what happens if the problem moves to a new location such as the park. Initially the wider ASB group wanted to apply for PSPOS for the two areas. Prioritised the market area first as more of a proven needed due to the number of complaints. Need a strong evidence base for a PSPO. With problem areas very important to keep reporting and monitoring problems to build up a case.

#### 3. Drug and Alcohol Abuse

Police advised that can expect some big impacts to happen soon. Some tenancy notices have been handed out leading to some tenants handing back their tenancy and moving on rather than facing eviction. PJ – action against drugs in Congleton is having an impact and is getting results – but as with towns and cities across the country it is a constant battle.

CEC - need information to work with families affected. Multi Agency Task Group agreed to work with the Town Council Youth Council. Looking to target year 8 and year 9 in an

activity before the end of the school year. Police and Cheshire East to be invited to next Youth Council meeting in April.

#### 4. Anti-Social Behaviour Hot Spots

Congleton Park – Group of young people causing issues. Again important to keep reporting incidents. One group has yellow cards issues and coming back to the park to help with replanting on  $12^{\rm th}$  April.

Operations on-going to deal with drugs and alcohol issues in the park. Working with the schools on one-on-one fights in the park

#### 5. CCTV

- Request to look at potential mobile CCTV cameras which could be used in the Mill Green area.
- Police would like to see a camera on Tesco Roundabout.
- Create a postcard for shops and other interested parties with CCTV contacts, when to call 101, when to call 999. Note a new system is coming in with 101 – currently complaints of long waits.
- CCTV working group to look into a range of issues

#### 6. Motorbike Noise

 PJ agreed to look into issue with Police Traffic as note sure what the law is with regard to noise levels on bikes. Occurring in the Mossley area.

#### 7. AOB Rewarding people who go above and beyond to help

 PJ wanted to thank Paul Newall for his support and help – wondered if there was a Mayor's Award for the community. Not something that Congleton currently does but Police writing to Morrisons and to Paul to thank him.

#### 8. Date of Next Meeting

Wednesday 16<sup>th</sup> May 9.30am Campbell Suite, Congleton Town Hall

# FLORAL ARRANGEMENT WORKING GROUP

# Wednesday 21<sup>st</sup> March 2018 Spencer Suite, 9.00am Minutes

- 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.
  - Jackie MacArthur- JMac.
- 2. Minutes of the Last Meeting: To approve the Notes of the meeting held on the 15<sup>th</sup> February as a correct record.
  - Agreed.
- 3. **Declarations of Interest:** Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.
  - None.

#### 4. Action from last meeting

- Action Plan update— RB Ongoing Attached with minutes.
  - a.) Write a letter to the Chronicle for the questionnaire- possibly with promotional picture of team with BiB banner.
  - b.) Children's Plant Up-5<sup>th</sup> May-RB check on plants to be ready
  - c.) B2B Gardens- PP has 10 confirmed, will sort funding nearer to the time.
  - d.) Stickers in shops as soon as we have the dates.
  - e.) Waggon & Horses RB- getting a company in to treat the roundabout with very strong weed killer so that the RB will be complete in time for the summer.
  - f.) Note from Chairman to Cllr Don Stockton, copied in Chris Shields at CE Highways to ask about the replacement of the hedge at Clayton Bypass.
  - g.) AMartin- reported on benches and poles that need to be looked at along the River Dane Walkway.
- Enter Community Pride Awards- ACTION JMac.
- **DB will speak to the gardener at the Queens Head-** in February to ask if they will be entering in Bloom again.
- Congleton Park Bandstand- to make this more floral- troughs to the railings and potentially hanging baskets- RB to look into- PP to send RB a picture of Belpur Bandstand- 21.03.18- looked at pictures that Patti has put together of different areas and ideas that Belpur In Bloom have- Belpur have a Bandstand on each pole of the bandstand, to brighten it up- RB to look into height of the bandstand and possible baskets to use.
- Hanging Basket letters to go out w/c: 19th February.
- JMac/ RB/ MH- to design and print roundabout stickers- look into having new stickers made and remove the In Bloom logo as this is already on the board above.
- JMac/ RB/ MH- to get some stickers made for the shop windows.
- Order Town Centre, New Pole a planters and troughs from Wall RB
- Big Planters- decisions on the type of planting: proposal 1- sustainable planting, proposal 2- summer bedding (will be changed twice a year) or proposal 3- mixture of both- ACTION RB- get in touch with Four Oakes to get some suggestions on this. ACTION RB- to put together some comparison pictures for the next meeting and make a decision.
  - PP received email from Mel Kirby (judge) to say Manchester don't use bedding plants anymore and have moved to sustainable bedding.
  - PP showed the group the suggestion for the sustainable planting bedding and what could be used to still gain colour.
  - After the last meeting RB sent out pictures of both sustainable planters and bedding planters and asked the group for the to vote on which they prefer- the vote came back at bedding plants to fill the planters.
  - X2 planters with herbs- in the middle section by Crema- PP to speak to the Bath House to see if they
    could look after these two planters as they work with herbs and these types of plants already.
- Old Saw Mill- potential to be an IYN 2018- PP to speak to Peter Aston about putting together a volunteer group to work on the area- there is a team of gardeners working here- for this to be added to the judges

route, the car park opposite would need to be sorted and cleaned, as well as the routes into this. If work happens in this area, coordinate with Streetscape to clear away the waste- ACTION RB, BE, DB- to walk down Antrobus Street to create an action plan for the area.

- 5. **Sub Groups** The idea is to set up little sub- groups of the In-Bloom teams with a lead, who can report back each at each meeting.
  - a. Congleton Carnival Float Lead Person: Amanda Martin
  - b. The Route Lead Person: Patti Pinto
  - c. IYN and Business Checking all ok and on schedule Lead Person: Margaret Gartside
  - d. Sponsorship Lead Person: Ruth Burgess
  - e. Media Coverage, Facebook, Twitter, Website, update Lead Person: Martha/ Jackie/ Patti
  - f. Clean up / Volunteers events- to email dates, arrange equipment, pass on info to media lead person to send info out etc. Agree a site and a plan of what is to be done. Lead Person: Glen Williams
- 6. IYN & Business Meeting and Support- Date for the support meetings are 12<sup>th</sup> and 13 April.

  Forms have been sent to all IYN Groups the following have told us they have sent the forms back to NWiB:

Bath & Physic Garden	Heath View	Bromley Farm	Buglawton
Hilary Ave Allotments	Jubilee Club		

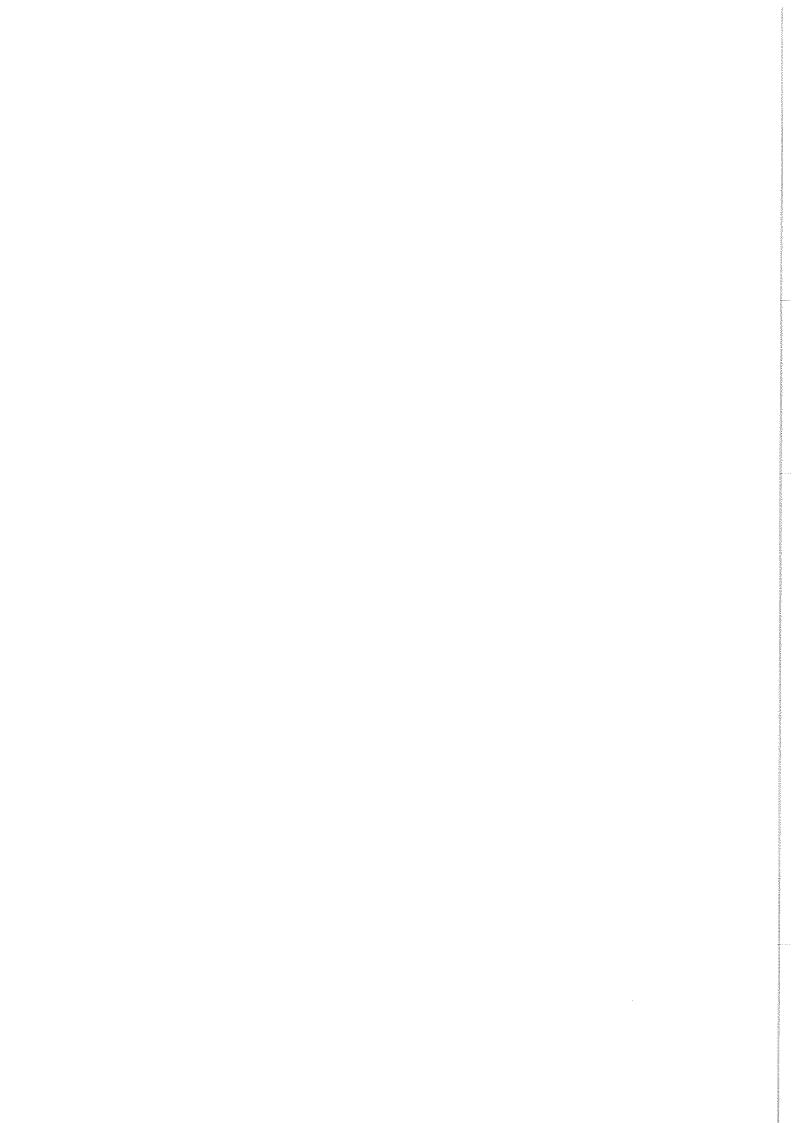
After these individual meetings, then we can have a large group follow up for all the IYNs to catch upand swap ideas etc.

- 7. Sponsorship / Budget- £12K plus any sponsorship.
  - JMac -Seddon's about potential sponsorship- spoken to the PR agency that deals with Seddons, they are happy to sponsor the X5 planters at the bus station at £75 each. JMac has also asked if they could sponsor the remaining X13 baskets on the library so that the Library has the max. amount of basket brackets filled. Liaised with the library, they are happy with this and suggested to have Seddons signs in the windows to say that Seddons have sponsored their flowers- Seddons PR agency are meeting and will agree the above with JMac.
  - JMac has spoken to gas company Cadent- they have promised £500 for X2 Town Centre planters- JMac to chase and confirm.
  - JMac is chasing £150 for West Road from Envidia (Forge Lane Homes)- if no success, JMac will contact the Co-op funeral care as they are keen to get involved with town events.
  - RB- has spoken to Dawn at Victoria Beds who would like to sponsor one of the Town Centre planterscurrently liaising with RB on dimensions for signage and advertising on the planter.
  - Tesco Grant- the re-sheeting of the poly tunnel will be done in April- Nationwide Polytunnels.
  - New Sponsorship Leaflet- will start to be sent out to businesses- ACTION RB.
  - Design for the TC Planters- black background agreed, ACTION RB & AMorrison to design.

#### 8. AOB

- **Booth Street** the area where the tree came down has been tided up but could the In Bloom group adopt this as a project- BE & DB to look into.
- **Park Plaque Design for 2018** AMorrison showed her designs to the group- a very bright plaque of large flowers made up of flowers- approved by Simon who will be planting this.
- Buglawton in Bloom Update- PP- had meetings and planned out a schedule of dates and events- first was in March for a clean and plant up on the rockeries (9 adults attended). Bedding for Buglawton will be coming the first week in June- Scouts will help to plant this out.
   Buglawton in Bloom is also celebrating their 15<sup>th</sup> Anniversary.
- Funding- Next year if groups would like funding, they have to apply to the group or to the Town Council for funding as the In Bloom budget is tight.
- **NWIB Seminar Update-** PP- steady number of entries. Southport has been discussed, this is due to cost and being able to fit the number of people in the centre. NWiB will be creating and sending out a booklet so that the information for the competition is well explained and easy to access.

- NWIB Event at the Town Hall- They have been emailed to be informed of the Town Hall- they have no upcoming event but will keep us in mind.
- Tesco Community Orchard & School Plots Update- PP- X7 fruit trees and cow slips have been planted in the bark area of the Tesco entrance.
- West Road Pocket Garden at Playground Entrance Update- PP- Jeff Cutts spoken to Patti about any potential In Bloom projects to get involved in. Jeff has sent a leaflet out to residents to see what they want and how they can get involved. Try to get a sponsor for this, if not New Life Church will sponsor.
- Short Report on Rotary Club, Purple for Polio Campaign in Congleton-PP
- Belper in Bloom, including their Bandstand and Sponsor Signs-PP- in previous point.
- Flower Festival at St Peters Church-PP- applying to William Dean Trust for a grant for this. This should be here for both sets of judging.
- Britain In Bloom Judging will be 2<sup>nd</sup> / 3<sup>rd</sup> August-TBA.
- Open Gardens by U3A-PP-X6 gardens will be opened by the U3A members-PP will go along to take pictures etc.
  - Also U3A 20th Anniversary.
- Two Bears Roundabout- PP will be visiting Addullum Homes- will update the group on the designs and sculptures.
- Big Tesco Roundabout- Adding more grasses.
- Vale Allotments—PP- The wall will hopefully be fixed this Spring- Marlfields School will be gardening this.
- Hilary AA New Orchard- PP- HAA applied to WDT to buy fruit trees, X9 have been planted on the slope in this area.
- Dementia Flower in the Park- The bed will be in the shape of a forget-me-not and planted with blue flowers. Ask Congleton Partnership for sponsorship of this.
- Royal Wedding- Perhaps use the red, white and blue planted bed to represent both the 100<sup>th</sup> end of WW1 and the Royal Wedding, which will be commemorated at the Cenotaph Garden, just need a sign to explain-PP.
- MAD for Congleton on Saturday 7th April- Meeting at the Band Stand in the Park at 10:00a.m. Young people who wish to be involved need to bring a signed parental consent form available from NLC, meet back at the Band Stand at about 4:00p.m. for a BBQ.
  - We could incorporate a spring clean into this and let Charles Booth know of areas that need looking at and these could be tackled at the event.
  - At the MAD Event, not a Congleton In Bloom initiative, although it works on the same areas this is a separate event.
- Update on Hanging Baskets- MH- currently on 63 hanging baskets- MH will chase on this, the closing time is
- Easter Treats Day, 3<sup>rd</sup> April- MH- PP, AMorrison, AMartin all confirmed for the stall.
- 9. Tour with Judges- PP will confirm at the start at April- a route will be agreed on the best places to visit and get advice on.
- 10. Date of Next Meeting: TBC- RB to inform the group.



#### FLORAL ARRANGEMENT WORKING GROUP

#### Monday 30<sup>th</sup> April 2018 Spencer Suite, 9.00am Minutes

Attendees: David Brown- DB, Bob Edwards- BE, Glen Williams- GW, Amanda Martin- AMartin, Patti Pinto- PP, Margaret Gartside- MG, Ruth Burgess- RB, Jackie Macarthur- JMac, Martha Hayes- MH.

- 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.
  - Anna Morrison
- 2. Minutes of the Last Meeting: To approve the Notes of the meeting held on the 21<sup>st</sup> March as a correct record.
  - Agreed.
- 3. Declarations of Interest: Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.
  - Nothing declared.

#### 4. Action from last meeting:

- Enter Community Pride Awards- ACTION JMac- Completed- already had their first visit and will be back in July. \*\* CAR
- **DB** will speak to the gardener at the Queens Head- In February to ask if they will be entering In Bloom again- Not entering this year.
- Congleton Park Bandstand- To make this more floral- troughs to the railings and potentially hanging baskets- RB to look into- PP to send RB a picture of Belpur Bandstand- 21.03.18- looked at pictures that Patti has put together of different areas and ideas that Belpur In Bloom have- Belpur have a Bandstand on each pole of the bandstand, to brighten it up- RB to look into height of the bandstand and possible baskets to use.
  - Look at decorating closer to the time, to see if there are any spare hanging baskets to decorate or look at how these are dressed for wedding and try to replicate.
- Old Saw Mill- Potential to be an IYN 2018- PP to speak to Peter Aston about putting together a volunteer group to work on the area- there is a team of gardeners working here- for this to be added to the judge's route, the car park opposite would need to be sorted and cleaned, as well as the routes into this. If work happens in this area, coordinate with Streetscape to clear away the waste- ACTION RB, BE, DB- to walk down Antrobus Street to create an action plan for the area.
  - Its Your Neighbourhood has been submitted, three sessions have happened here with lots cut back and cleaned up. Peter Aston has agreed to play for a planter, also need x3 compost.
- Design for the TC Planters- Black background agreed, ACTION RB & AMorrison to design- RB sent
   AMorrison dimensions for her to have ago at a first draft design.
- Booth Street- The area where the tree came down has been tidied up but could the In-Bloom group
  adopt this as a project- BE & DB to look into- RB to look into who the land owner of this area is, and
  possibly use it as a grot spot to improve for next year and get plans in place- write to highways to say
  that we would like to improve and enhance the site.
- West Road Pocket Garden at Playground Entrance Update- RB to email Cheshire East for permissions, PP to carry out the work with the help of Jeff Cutts and New Life Church. RB commented that we have had permission from Cheshire East for the planting this area. Possible to get the Fire cadets to help plant with this area. GW suggested to ask the Princes Trust if they would like to help with this and then they can have a more permanent role of helping plant in the New Life gardens- GW said that they would be available at the end of June/ July- PP commented that this would be too late and possibly better that the Fire Cadets to help.

#### 5. Sub Groups- Any Updates:

- a. Congleton Carnival Float- Lead Person: Amanda Martin- AMartin will download the form and fill out, agreed that In Bloom will use a CTC Streetscape van.
- b. **The Route- Lead Person: Patti Pinto-** Judges coming on 2<sup>nd</sup> August, PP, MG & DB will be meeting a judge 1<sup>st</sup> May at Astbury Mere, 10.30am for advice on the route etc, and point our other areas that we are doing and get feedback on this.

PP to organise meeting the In-Bloom representatives from Newcastle Under Lyme to see what their plans are and any ideas we can pick up on.

Weed Killer- GW asked about how bad the problem is around the town currently and if we should have an early spray.

RB- send an email to John Tickle and Caroline Griffies and see if the area on Rood Hill could be looked at whilst the works are going on.

- c. IYN and Business Checking all ok and on schedule-Lead Person: Margaret Gartside/ Patti Pinto-New Life has gathered more people to help with the area and the feature in the Chronicle showed the works of the IYN- should all be on track since the small group meetings.
- d. **Sponsorship-Lead Person: Ruth Burgess-** Currently at £1075.00- Seddons are sponsoring the Bus Station area and the remaining hanging baskets at the Library. Victoria Beds and U3A are on for Town Centre planters and JMac has been promised £500 from the people who did the gas works in the town.
  - PP stated that the Food4Free garden by the library will be making interpretation signs for their garden x2.
  - GW asked about the small CIB and partnership signs to see if the neighbourhoods could have some made for them so that we all link- **ACTION RB** send GW the quote from JAF Graphics for this.
- e. Media Coverage, Facebook, Twitter, Website, update-Lead Person: Martha/ Jackie/ Patti- Website page and stories are up to date and Facebook is active but could step up more on Twitter.
- f. Clean-Up /Volunteers events- to email dates, arrange equipment, pass on info to media lead person to send info out etc. Agree a site and a plan of what is to be done. Lead Person: Glen Williams- 11<sup>th</sup>-13<sup>th</sup> May- is plastic clear up week- GW suggested to have a clean-up on Saturday 12<sup>th</sup> May, 10am-12noon and focus on the Community Garden/ Bradshaw House/ Daven School area- also coincides with an opening day at the Bath House.

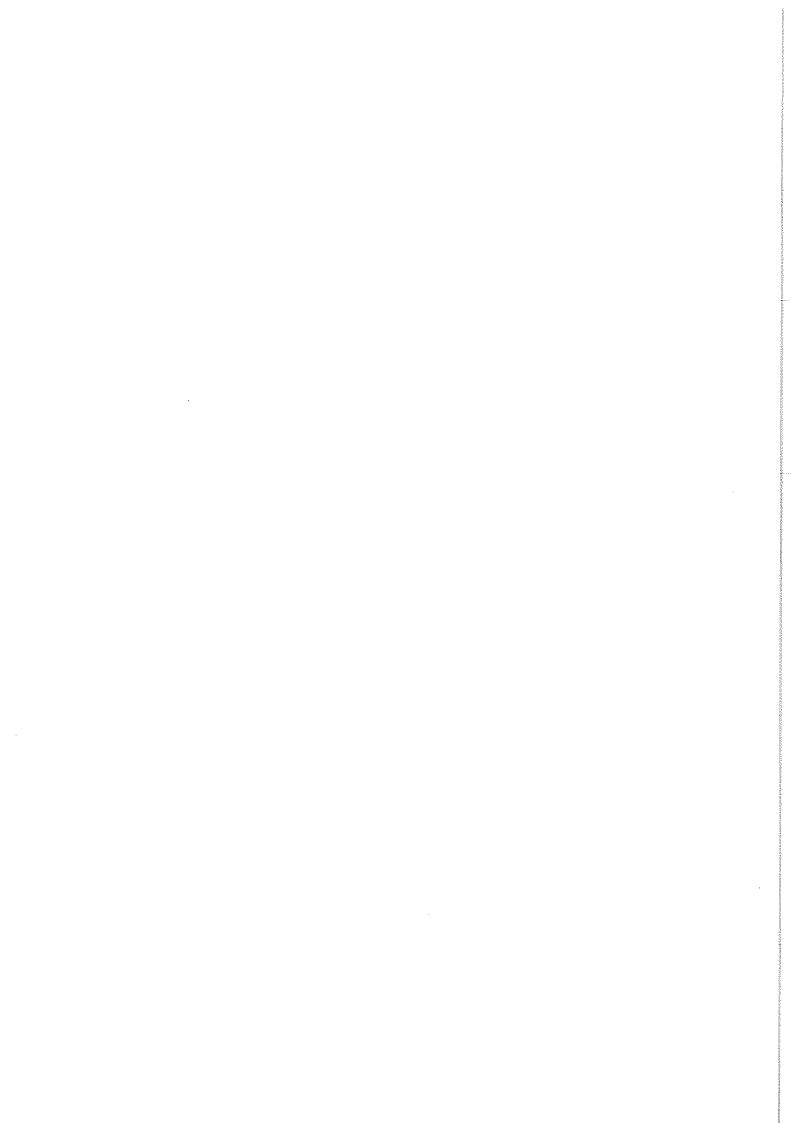
The next clean up to organise with Friends of Congleton Park and to have in the Park, and then suggested for another one to be both Antrobus Street and Old Saw Mill.

#### 6. IYN & Business Meeting and Support- Update and comments

#### AOB

- a. **Bradwell Court Update** AMorrison & GW visited a couple of weeks ago, they are going to be part of the Bromley neighbourhood group- they have a list of what they want to do to improve the areacarers and residents to do some of these works and get involved- focus for them is at the back of the area, PP & AMorrison are trying to get free plants to plant up the front of the area.
- b. Bath House and Physic Garden- AMorrison update of the map- next meeting.
- c. **Tatton** The garden that AMorrison and PP submitted has been accepted- 3m x3m raised bed to celebrate 20 years of Congleton In Bloom. The display can get built from any time of the 9<sup>th</sup> July onwards- bear needed at Tatton for the opening 18<sup>th</sup>-22<sup>nd</sup> July. 17<sup>th</sup> is press day and judging.
- d. **Tesco Garden- PP-** Orchard planting- Marlfields and St. Mary's will be working on this area- Wendy Townley would like to have a dementia flower in this area- blue and yellow seeds will be planted in the shape of the logo.
- e. Roundabouts; Bears, Tesco Express, Park Lane-PP- Bears not until flowers come in June, wheelbarrow is at the polytunnel. Tesco Express another option is to plant perennial bedding or plant it our completely with bulbs. Park Lane roundabout will remain as it is- GW suggested to have the cat and mouse willow structure on this roundabout.
- f. Flower Festival at St. Peter's- PP- The time between judging, if two weeks, the flowers won't last, if we want to take the judges in, which judging day do we base it around? Mel Kirby said that this festival would be better for Britain in Bloom judging- PP will report to the next meeting with more details of the event.
- g. **Back to Back Gardens- PP-** Currently on 10, may move up to 11. **NB:** when the polytunnel is being re-sheeted everything out of the tunnel needs to be cleared-re-sheeted: 16<sup>th</sup> May.
- h. **Corex Lamp Post Signs- RB-** to get mock ups done by JAF Graphics for the signs to go on lampposts, but the group decided on having the logo on a flower shape with rounded edges.
- i. **BBC Programme-** JMac to chase on this, they have not yet decided where they are going. BE suggested to watch these programmes and see what we can get out of this.

- 5<sup>th</sup> May- Children's Tub Plant-Up at the Polytunnel 12<sup>th</sup> May- Bath House & Physic Garden Open Day
- 2<sup>nd</sup>-3<sup>rd</sup> June- U3A Gardens
- 16<sup>th</sup>-17<sup>th</sup> June- Congleton Choral Society Open Gardens
- 9. Date of Next Meeting: TBC- RB to inform the group- need a meeting soon after the meeting with judge Mel Kirby so that from his points we can create an action plan- DB away 12<sup>th</sup> May.



# FLORAL ARRANGEMENT WORKING GROUP

# 30<sup>th</sup> May 2018 Spencer Suite, 9.00am

#### **Minutes**

- 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.
  - David Brown, Margaret Gartside, Jackie MacArthur
- 2. Minutes of the Last Meeting: To approve the Notes of the meeting held on the 30<sup>th</sup> April 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.
  - Nothing Declared
- 4. GDPR: Confirmation from the whole committee
  - Group agreed to be sent to: or cc: agreed not to blind copy.
- 5. Action from last meeting:
  - a. West Road Pocket Garden at Playground Entrance Update PP- seen the Fire Cadets to work on the area- starts 6<sup>th</sup> June- another community group and more young people joining in.
    - Potential to stop at the bus stop to look at the pocket garden if looking good on judging date.
  - b. **Bradwell Court Update** AM- another plant up soon- AMorrison to advise. Planted up the two front beds and lots of donations of plants which is great. Looking really good at the moment.
    - Need some attention at the front and some of the hedging- these will be classed as future plans.
  - c. **Tatton update PP-** all plants sorted and growing well- taking everything up on 12<sup>th</sup> July. 22<sup>nd</sup> & 23<sup>rd</sup> July the equipment will need to be brought back from Tatton.
  - GW & BE agreed to take the Town Centre tubs out after the park clean up on Sat 2<sup>nd</sup> June.
- 6. Sub Groups: Any Updates
  - a. Congleton Carnival Float-Lead Person: Amanda Martin- suggested to have Poison Ivy as the main superhero- RB/ AMorrison suggested to create the superheroes out of the volunteers and have a push at recruiting new volunteers.

    Also have fliers/ stickers to hand out to promote In Bloom.
  - b. **The Route-Lead Person: Patti Pinto-** BIB is 9.30am 1.00pm including press and presentation.
  - GW suggested that he thinks the tour at present will be very tight, although everything on it is good and should be included.
  - Booked in for Friday 8<sup>th</sup> June to check the proposed timings of the route, in the minibus- using DMcG as a mock judge.
  - Leave out Alexandra Court Hotel in BiB
  - New café at Astbury Mere will be up and running by the time for judging- PP is getting the guides to plant herbs etc in the next couple of weeks. ACTION PP- check on breakfast from the café, if they are capable.
  - Dress code for the day- check with judges whether we should wear the group polo shirts, or smarter clothes to match the judges?

- ACTION PP- sort the signs for the trees at the Community Orchard- designed by Friendly Faces or Hilltop Nursery etc.
- Updated route attached.
  - c. IYN and Business checking all ok and on schedule- Lead Person: Margaret Gartside-Buglawton in Bloom on target, FoCP sorting out clean-ups, x2 bins have been removed, bird boxes and hedgehog houses to be installed. Heath View the plant order has gone in. JMac is chasing Alexandra Court on entering for NWiB.

14<sup>th</sup> July- 10<sup>th</sup> anniversary event @ Hilary Avenue Allotments- GW to give more details closer to- they've completed work by the fencing and had tree work done, on top of a lot of work and changes.

Bromley Farm- making x2 bug hotels, with the youth club and Friendly Faces and then kept in the grounds. Having at least 2 more planters around the estate. Paths in the woods will be sorted. New feature if permission granted for a new seating and planting area.

Bath House- very good turn out to the open day and waiting to hear about what plants their using.

Old Saw Mill- before they get a planter, the ground needs to be sorted first- the tree stump needs to be as flat as possible.

Astbury Mere CH- has the boat dropped off and the wood for the flags to be made and planted. Streetscape has now got the contract for the works.

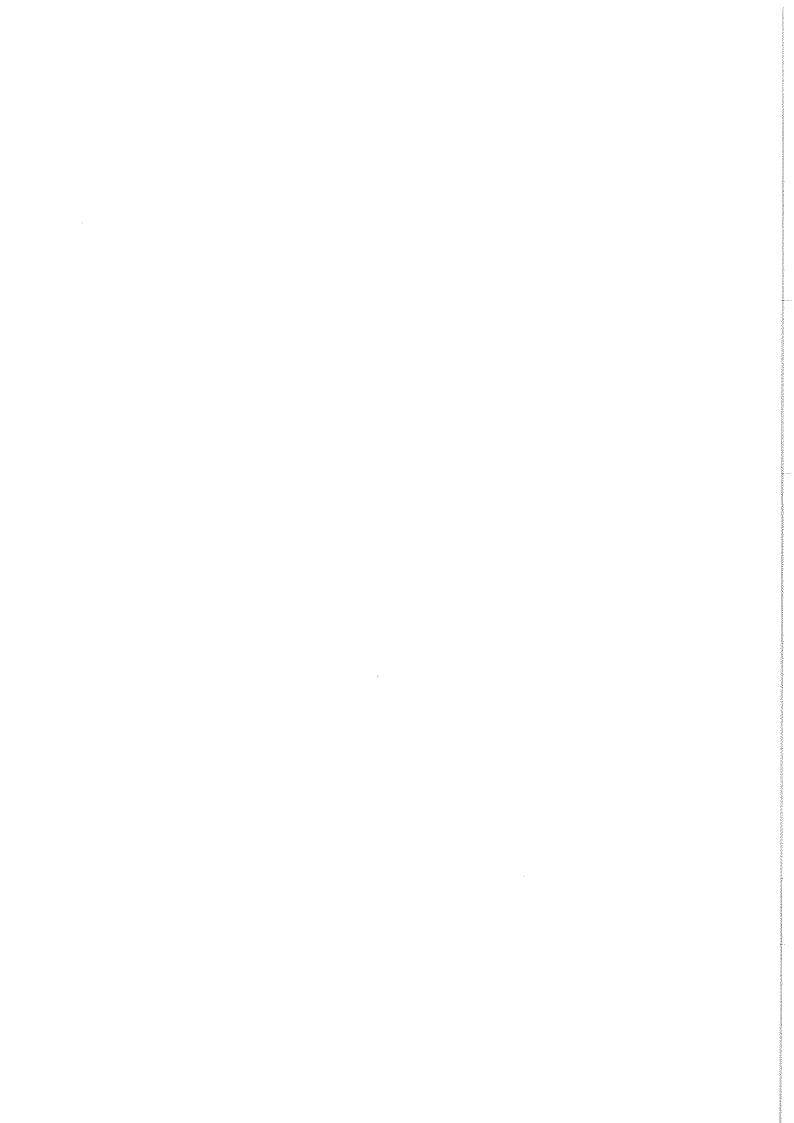
- d. Sponsorship-Lead Person: Ruth Burgess- Redrow- Woolies wall flower towers
- e. Media Coverage, Facebook, Twitter, Website, update- Lead Person: MH/ JMac/ PP-Ongoing
- f. Clean-Up/ Volunteers Events- to email dates, arrange equipment, pass on info to media lead person to send info out etc. Agree a site and a plan of what is to be done. Lead Person: Glen Williams- Congleton Park Saturday 2<sup>nd</sup> June 10am-12pm and Saturday 9<sup>th</sup> June 10am-12pm- the benches have been sanded down by Streetscape ready to be painted by volunteers at the clean-up event- this event has been widely promoted, for hopefully a good turnout.

#### 7. AOB:

- Invitation to Britain in Bloom Awards 2018 Friday 19<sup>th</sup> October in Belfast- Confirmed would like to go: BE, DB, PP, GW potentially MG & PP.
- b. Garden Trails- U3A 2<sup>nd</sup> & 3<sup>rd</sup> June & Choral Society 16<sup>th</sup> & 17<sup>th</sup> June
- c. By 29<sup>th</sup> June- need to send BIB 5 photographs so that they can use for media purposes-suggested: park, bears roundabout, volunteer celebration, Bath House, pedestrian area, plaque, Astbury Mere, residents at a care home, children plant up, hilary avenue allotments. ACTION ALL- send in to MH some of the best pictures and we will choose at the next meeting which 5 to send.
- 8. Date of Next Meeting: Friday 15<sup>th</sup> June- 12.00pm 2.00pm Mock BIB Tour: Friday 8<sup>th</sup> June- Meeting at Astbury Mere Country Park at 9.30am

# COMMITTEE REPORTS AND UP\DATES

COMMITTEE:	Community Environment and Services			
MEETING DATE	15 <sup>th</sup> March 2018 LOCATION Congleton Town Hall			
AND TIME	7.00pm			
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager			
AGENDA ITEM REPORT TITLE	10. Congleton in Bloom Update			
Background	Councillors have had the opportunity to read the minutes of the recent Congleton In Bloom meetings. This report is to give a quick update on key issues surrounding this year's campaign.			
Activities	North West in Bloom judging takes place on Tuesday 24 <sup>th</sup> July and involves full day of judging starting at 9am and finishing at 5.30pm.In addition to the town entry it will include two businesses and 8 It's Your Neighbourhoods.  The Britain in Bloom judging will take place on Thursday 2 <sup>nd</sup> August and this will last for three hours.  The results of the North West in Bloom entry will be announced in Southport late in October  The results of the Britain in Bloom judging will be announced in Belfas on the 19 <sup>th</sup> October.  There will be town-wide community clean ups and checking ahead on the twe evenings before the judging. This is on top of an on-going campaign that started weeks ago.			
	Congleton has received gold for the past seven years. This is a massive achievement and a great deal of effort is put into maintaining what we already have, in addition continually improving. The judges are always impressed with Congleton Park, Astbury Mere, the Community Garden, Margaret's Place, Moody Street Gardens, Congleton Bath House, Congleton Allotments, the Community Orchard, Back to Back Gardens, the children's tubs and the community involvement and environmental responsibility within projects.			
	Additional improvements this year include:  Lamp post planters throughout the pedestrian area Increased number of trees in the pedestrian area and Mountbatten Way  New troughs in the pedestrian area as well as Mountbatten Way New Barrow for the bears roundabout (made by Addulm Homes) More planting on Morrisons Wall New entrance area at West Street Massive efforts by Buglawton in Bloom to improve their area Greater involvement with more care homes and working will all ages			
Decision Requested	To note this report			



#### **COMMITTEE REPORTS AND UPDATES**

COMMITTEE:	Community and Environment		
MEETING DATE AND TIME	28 June 2018	LOCATION	Congleton Town Hall
REPORT FROM	Chief Office	7	
AGENDA ITEM REPORT		ical Sweeping Wo	rking Group
TITLE			
Background	Update on mechanical sweeping within Congleton		
	Mini Sweeper		
<ol> <li>Previous report information from 15.3.2018</li> </ol>	We have recently had a meeting with ANSA Environmental Services regarding a decrease in sweeping in Congleton, from this we have learnt the following  - ANSA are going to be changing the driver, there will be a new driver taking over the Congleton Route who should be then arriving in Congleton for a 6:30pm start.		
- Table	- Weekend sweeping has ceased in all Towns and Parishes in Cheshire East, due to a movement clause with the new depot at Cledford, ANS, have advised that they could with prior notice and cost carry out a sweep before an event at the weekend, but they would have to park the sweeper at their Macclesfield Depot (West Park) as they are able to move in and out of the depot in Macclesfield at a weekend.		
	for me team, longe counc staff v	ore than a week it is on the control on the control on the control of the devolution of the control of the cont	When the current driver has annual leave covered by another member of the Ansaver for any time off not just a week or cion of the Streetscape service to the town as on annual leave, one of the streetscape CTC covered his position so the sweeping staff being based with the current driver.
	The Large Sw	eeper	
:-	noticed him a learnt the foll - Ansa swee have	It all over the last coulowing from ANSA: are currently working pers, which we have	uesday to Congleton, but we have not ple of months. From this question we have gon a re-routing exercise regarding the largoffered CTC services on this project as weing and knowledge to where the arge sweepers.
		leton: Estates	veepers which use to carry out sweeping ir
5.	Area split in hand estates a the split is th	nalf and one member and the other operative rough Congleton so v	th have had the former Congleton Borougl of staff covers all one half both main road we carries out the remaining half. However we have two different drivers carrying out t probably different speeds and consistend

 Over the next few weeks both operatives will be coming of Leaf fall routes and back on to normal routes so we should notice more of a difference regarding large sweepers.

A working group is required, so we can look into the future of sweeping in Congleton and how we can get it increased and not decreased as the months go on and budgets get tighter. This will be a group put together of staff, councillors and a member from ANSA.

#### Update

Ruth Burgess Streetscape Development Manager, David Brown Chief Officer and Cllr Bob Edwards, met with the Director and Deputy Managing Director from Ansa Environmental Services which is a wholly owned company of Cheshire East Council, to discuss the future of the mechanical sweepers in Congleton and the impact the change of depot location has had.

The main point from our discussions were:

- Start time and length of time now carrying out sweeping on Congleton.

ANSA are going to be changing the driver, there will be a new driver taking over the Congleton Route who should be then arriving in Congleton for a 6:30pm start

Holiday and sickness cover
 Looking into the insurance side of how this could work with Congleton
 TC using the machine to help when there is holiday or sickness cover required

Weekend sweeping had ceased

We have informed ANSA of key events through out the year and where we would like to have a sweeper working and covering a weekend before and event start for example, Christmas Light Switch On, Food and Drink Festival and Carnival.

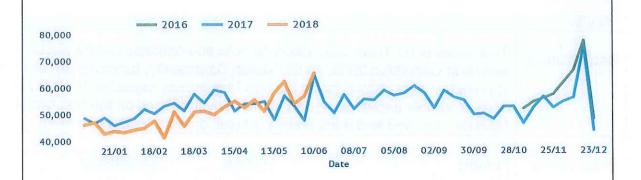
Ruth Burgess will be liaising going forward with ANSA regarding the next stages and to ensure the sweep still commences and at the right standard for Congleton.

# COMMITTEE REPORTS AND UPDATES

	45th 1 0040 1 005T	ION	Congleton Town Hell	
MEETING DATE AND TIME	15 <sup>th</sup> March 2018 LOCAT 7.00pm	ION	Congleton Town Hall	
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager			
AGENDA ITEM REPORT TITLE	14. Town Centre Events			
Background	This paper is for Town Council events in Congleton 2018. At to Committee it was noted that a in April, so this paper also give Markets, the food and drink fee	he March Comm Makers Market w s some early fee	unity, Environment and Service was expected to start in Congle odback on the first two Makers	es
Programme	Event	Date	Organiser	1
Programme	Makers Market	28 <sup>th</sup> April	The Makers Market	
	Makers Market	26 <sup>th</sup> May	The Makers Market	
	Food and Drink Festival	10 <sup>th</sup> June	Congleton Community Projects	
	Makers Market	30 <sup>th</sup> June	The Makers Market	
	Congleton Carnival	7 <sup>th</sup> July	Congleton Carnival	
	Makers Market	28 <sup>th</sup> July	The Makers Market	
	National Play Day	14 <sup>th</sup> Augus	t Congleton Community Projects/Partnership	
	Jazz and Blues Festival	25-16 August	Congleton JAB	
	Makers Market	25 <sup>th</sup> Augus		1
	Heritage and Antiques Festive Planned launch activity		New Heritage Group	
	Heritage and Antiques Festiv Classic Car Display		New Heritage Group	
	Makers Market	29 <sup>th</sup> Sept	The Makers Market	1
	Makers Market	27 <sup>th</sup> Oct	The Makers Market	-
	Christmas Lights and Makers		CTC/Community Projects and The Makers Market	
	Christmas activity	8 <sup>th</sup> Dec	CTC	1
	Classic Cars and music	15 <sup>th</sup> Dec	CTC/ Donna Louise	4
	Makers Market	22 <sup>nd</sup> Dec	The Makers Market	
	Other events booked in include stalls from Congleton Lions, Congleton Rotary and the Royal British Legion connected with the Duck Race, Bonfire night and Poppy appeal.  The Public Finance Regulation Authority continues to organise for a maximum of			

a weekday. This has worked well and since the procedure has been put in place the Town Council has received fewer complaints about street collectors.

The first two Makers Markets both led to 40% increase in footfall. (Figures for 28<sup>th</sup> April – 14,238 - up 22% on previous week) Figures for 26<sup>th</sup> May 14,531 up 38.6% on previous week). The organisers have been receptive to making alterations to improve the makers market and are keen that the market is able to complement the offer that we have in town and work with the regular market and traders. It is also pleasing to see that our overall footfall figures have been improving – these figures are taken from the hourly footfall camera installed free of charge in the pedestrian area as part of the Big Data Small User Project. This camera will remain until at least the end of the year.



The Jazz and Blues Festival is the same weekend as the Makers Market, which should lead to a fantastic weekend in Congleton. It does mean that the umbrella parade, which signifies the start of the Jazz and Blues Festival will re-route as getting through the Town Centre at 1pm will prove extremely difficult.

The Heritage and Antiques Festival is a new event starting this September and is a combination of more than 40 events in various venues across the town with a heritage link. This will be combined with a launch event in the Town Centre on the 8<sup>th</sup> and another planned event on the 22<sup>nd</sup>.

The Makers Market falls on the same weekend as the Christmas Lights, so the two events will be brought together to create another really strong day in Congleton. Through the Christmas group we are also looking to put on entertainment in town on the 1<sup>st</sup>, 8<sup>th</sup> and 15<sup>th</sup> December. The Makers Market that would take place on the 29<sup>th</sup> December will be brought forward to the 22<sup>nd</sup> December.

#### Decision Requested

For Councillors to note this report...

# COMMITTEE REPORTS AND UP\DATES

COMMITTEE:	Community Environment and Services			
MEETING DATE	15 <sup>th</sup> March 2018	LOCATION	Congleton Town Hall	
AND TIME	7.00pm			
REPORT FROM	Jackie MacArthur - Town Centre and Marketing Manager			
AGENDA ITEM REPORT TITLE	15. New Street Name Proposals for Congleton			
Background	With so much new house building taking place around Congleton, there is a need to create a number of new roads and streets. The street naming and numbering statutory powers are vested with Cheshire East Council, and CEC are required to gather views of ward councillors and town/parish councils.  Cheshire East currently has an application for three more streets off Padgbury Lane and the developer has not put forward any suggestions. They asked for suggestions and three suggestions that have come forward are:  Willamson Way (after Margaret Williamson) Daniels Drive ( from Daniels Solicitors that have played a big role in the town) Johnson Road/Street – in memory of Marie Johnson			
Considerations	Does the Town Council agree that these are:  1. Good names for new streets in Congleton 2. Appropriate for the development off Padgbury Lane  Are there other names that Congleton Town Council would like to see used for street names in Congleton that are meaningful to the town or the area – this could be related to people, landmarks, industry, nature etc			
Decision Requested	To agree to put for Padgbury Lane .  1. Williamson V. 2. Daniels Driv. 3. Johnson Ro	Way <i>y</i> e	names for the development off	

