



Congleton Town Council

Historic market town

Chief Officer: David McGifford



21st September 2018

Dear Councillor,

Community, Environment and Services Committee – Thursday 27th September 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 27th September 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 2nd August 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.



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

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

7. **Anti-Social Behaviour Working Group** (Enclosed)

To receive the minutes from the Anti-Social Behaviour Working Group held on 27th June 2018.

8. **Proposed Statue of Elizabeth Wolstenholme Elmy** (Enclosed)

To receive a short presentation seeking support for an Elizabeth Wostenholme Elmy statue in Congleton.

9. **Congleton Market Working Group** (Verbal Update)

To receive a verbal update from the Congleton Market Working Group.

10. **Update from the CCTV Working Group** (Enclosed)

To receive an update from the CCTV Working Group.

11. **Update from the Street Sweeping Working Group** (Verbal Update)

To receive a verbal update from the Street Sweeping Working Group.

12. **Christmas Lights** (Enclosed)

To receive a report on plans for Christmas 2018.

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

To receive a verbal update from the Town Centre Manager on outstanding work.

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

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 2nd August 2018

PRESENT:

Committee members

Mrs A L Armitt
C H Booth (Vice Chairman)
Mrs A M Martin
Mrs J D Parry
G S Williams

Non- Committee members D T Brown, G R Edwards and M A Walker

1. **Apologies for absence.**

Apologies were received from Committee Members Cllrs D S Allen, R Boston, G P Hayes and Mrs S A Holland.

2. **Minutes of Last Meeting**

CES/10/1819 Resolved to receive the amended minutes from the meeting held on 28th June 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 Cllr Glen Williams (Cheshire East Council).

4. **Outstanding Actions**

The Street Naming Group has still to meet.

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

There were no questions from members of the public.

6. **Cheshire Police**

A report was given by PC Helen Hood – summary attached as Appendix 1.

7. Anti-Social Behaviour Working Group

CES/11/1819 Resolved to receive the minutes from the Anti-Social Behaviour Working Group held 16th May 2018.

8. Licensing Hours

To discuss the extension of licensing hours and any impact on the Town.

CES/12/1819 Resolved to write to the Police to seek clarification on the approach and wording that the Police use when responding to requests for later licences.

CES/13/1819 Resolved to include licensing requests on the Planning Agenda so that members have an opportunity to consider consultations. The Chief Officer to advise on whether the Planning committee terms of reference allows for this addition or whether changes would need to be made.

9. Floral Arrangement Working Group

To receive the minutes of the Floral Arrangement Working Group held on 5th July 2018.

CES/14/1819 Resolved to receive the minutes of the Floral Arrangement Working Group held on 5th July 2018.

10. Congleton in Bloom Update

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

CES/15/1819 resolved to thank all the community groups, neighbourhoods, businesses, organisations, individuals, councillors and members of the Town Council staff, especially the Streetscape and marketing teams for the continued efforts that they have made throughout the year to make the In Bloom efforts such a success.

11. Implications of the United Utilities Hose Pipe Ban on Council Services

To provide an update relating to the impact of the hose pipe ban on:-

- The Paddling Pool
- Floral Arrangements
- Street Cleaning

CES/16/1819 resolved that no action was necessary as Congleton Town Council had received notification from United Utilities that the proposed hosepipe ban had been lifted.

**C H Booth
Vice Chairman**

Appendix 1 Cheshire Police Report

Report from Congleton Police to CES Committee, 2nd August 2018

1. **DRUGS** – No warrants executed this month but plain clothed operations still ongoing in various areas around Congleton.
2. **BURGULARIES /VEHICLE CRIME** – No notable increase in reports and no crime patterns noticed since the previous meeting.
3. **Anti-Social Behaviour** – Aware youths have been gathering in market area, visible patrolling continues and PSPO (Public Space Protection Orders) will be applied as/when persons caught.
4. **TRAFFIC** – Operation Connected ran on 23rd and 24th July covering all areas of Congleton – numerous tickets issued for speeding, no seat belts, mobile phones. Some vehicles seized.
Overall a very successful operation which was welcomed with positive reports from the general public, one the Police would look to repeat in the future. A more detailed breakdown of the operation was circulated to Councillors on 31st July 2018.
5. **STAFFING** –

PCSO Georgia Creed has joined full time as the Congleton Town Council funded officer and will be placed in the Buglawton and Park areas.

PC Ian Bell will be joining the beat team in September 2018 full time and will be used to target the town and park areas.

Anti-Social Behaviour Working Group- 27 June 2018

Campbell Suite 9.30am

Minutes of the Meeting

Present:

ClIr Sally Holland- Chairman- SH
Sgt Keith Graham - KG
PC Helen Hood -HH
ClIr Glen Williams- GW
ClIr Jean Parry – JP

ClIr Amanda Martin (AM)
Richard Christopherson – RC
David McGifford (DM)
Jackie MacArthur JMAC

Apologies: Julia Pestell Hassell – Cheshire East Council (JPH), Ruth Burgess RB, Insp Penny Jones (PJ), ClIr Paul Bates (PB)

1. **Minutes** of the meeting held on 16th May 2018 were noted and approved
2. **Outstanding Actions from last meeting**
 - a) **Barn Road** – letter has been sent to the Police Crime Commissioner and copied to ClIr Janet Clowes.
 - b) **Youth Groups** - The Youth Council is actively planning a film night through the summer holiday SH will keep update
 - c) **101 Numbers - Report to Crime Commissioner** – a letter has been sent to Police Crime Commissioner about the length of time it takes to answer 101 calls and the negative effect the group believes this is having on reporting crime. A copy has been sent to ClIr Janet Clowes.
 - d) **HH to contact Paramedics** about giving a drug talk to young people – this is still ongoing
 - e) **Postcards for Shops** with Key Contacts – this is still ongoing
3. **Public Space Protection Order**

RC updated the group. The PSPO scheme in the market area is active. Four tickets were issued on the first weekend and none have been issued since. Letters went out to the parents of the 16 and 17 year olds involved. Police reported that since the fines were issued the market area has gone quiet in terms of ASB, and there have not been problems in this area. Watching brief – but so far this order is having the desired effect.
4. **Drug and Alcohol Abuse**
 - a) Aware of a potential issue of dealing along the footpath on the route between Aldi and the Park – Police to step up visibility
 - b) Congleton Park – ongoing patrols
 - c) Congleton Streetscape not picking up drug or alcohol related issues through litter and street cleansing operation.

Police thanked for their efforts with recent raids and general consensus that it has made things better and less aware of drug taking in high profile areas.

Noted that Congleton has a pool PCSO for the next six weeks (Georgia) so this will help with keeping high profile presence in potential problem areas.

- d) Street Pastors – reporting incidents of very intoxicated people in the Town Centre.
- e) Question of licensing – concern about the accumulative effect of more licensed places increasing hours. During the later hours there is less police presence as the late shift response officers should only work later than 3am by exception. If they work beyond 3am this is classed as a night shift. There are less officers on the night shift and the area includes Macclesfield, Wilmslow, Knutsford and Congleton. Community team book on in Congleton, but the response officers book in at Macclesfield. Licensed premises are pretty responsible. Item for the next CES agenda for CTC to formulate an opinion on the licensing. Also a letter to the Police Crime Commissioner expressing concerns.

5. Anti-Social Behaviour Hot Spots


- a) One or two reports about Astbury Mere – water and fire to put messages out on the website/social media – speak to local fire service. RC to speak to the Fire Service about pushing out messages.
- b) Park – still a gathering point but not been further reports of damage or nuisance.
- c) Back Lane – again groups of people gathering, but not causing a problem
- d) Area at the back of the Bridge Street shops (Greggs, British Heart Foundation etc) British Heart Foundation clear of rubbish and not aware of any issues.
- e) **AOB**
 - a) Rough Sleepers – not aware of issues
 - b) World Cup Football Planning – important that CEC are aware of outdoor screens...and any fanzones being set up.

6. Date of Next Meeting

Wednesday 5th September 9.30am Spencer Suite, Congleton Town Hall

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services Committee		
MEETING DATE AND TIME	27 September 2018	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	8 Proposed Elizabeth Wolstenholme Elmy Statue for Congleton		
Background	<p>There will be a short presentation by Susan Munro, who is leading 'The Elizabeth Group.' The group has started fund raising to get a statue in Congleton to celebrate the work of a Congleton resident, Elizabeth Wolstenholme-Elmy, figure of national importance and nicknames the 'brains of the suffragist movement.'</p> <p>The Congleton Partnership agreed to support the group and make it a member of the Partnership for the duration of the project.</p> <p>The group is seeking the backing of Congleton Town Council for the project, and long-term for the statue to be placed on the Town Council asset list, in the same way as the Treo Statue was adopted.</p> <p>Fund-raising has already begun. A potential site in the Town Centre has been chosen, but permissions have not yet been applied for from Cheshire East Council as more details on the site and specifications of the statue will be needed before planning applications can be submitted.</p> <div style="text-align: center;"></div>		
Decision Requested	To support in principle the desire for a statue in Congleton Town Centre to commemorate the life of Congleton resident Elizabeth Wolstenholme Elmy. Once unveiled to adopt the statue for the town and add to the Town Council's asset register after it has been unveiled.		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services Committee		
MEETING DATE AND TIME	27 September 2018	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	10 CCTV Working Group update		
Background	<p>The CCTV Working Group – consisting of Cllr Suzie Akers Smith, Cllr Dawn Allen, Cllr Sally Holland and Jackie MacArthur had a second meeting with Cheshire East CCTV Manger Stuart Hobson on 21st August 2018 to firm up the options for moving forward with improving CCTV coverage in Congleton.</p> <p>As discussed at a previous CES Committee the advice we have received from the CCTV centre is that Congleton has good coverage, but there is a gap around the Barn Road/Clayton Bypass area, where there can be anti-social behaviour from the eateries and is also an escape route from crime being committed in Barn Road or from vehicles leaving the town centre. Other areas mentioned for CCTV tend to be on more of an adhoc nature.</p> <p>The purpose of the meeting with the CCTV manager was to ascertain more information on the options of the two different cameras – and to assess the difference in quality between the fibre optic and the cheaper Wifi camera.</p> <p>At the meeting we had an opportunity to see both the fibre optic cameras, which are in fixed locations (at least can't easily be moved) and the 3G/4G camera that can work anywhere as long as connected to an electricity supply and there is a signal.</p> <p>The fibre optic camera costs in the region of £10,000 to purchase and fit and the operating costs are £1750 per year payable to CEC for the 24 hours a day 7 days a week monitoring. Congleton currently has seven fibre optic cameras, which Cheshire East Council has recently upgraded. The Fibre Optic cameras have night vision and do not distort whilst being zoomed or moved to follow a vehicle or person.</p> <p>The 4G cameras are considerable cheaper at £5,450 to purchase and install and the running costs are £588 for the data. CEC is prepared to support up to two such portable cameras per town without additional operating costs.</p> <p>The 4G camera isn't as good quality, although it is still adequate and is used in many of the London Boroughs. In Cheshire East it has been trialled in Crewe and two have been purchased by Middlewich Borough Council, Knutsford is planning to purchase soon. The 4G camera can be located in around a week (4 days for legal work and half a day to install. The main concern with the 3G camera for Mountbatten Way is that it is a fast moving road the images pixelate badly when zooming or moving the camera.</p>		

<p>Recommendation</p>	<p>The Working Group was impressed with both cameras. We believe that adding a permanent camera to the Barn Road roundabout area would be a good addition for helping to deter and help solve crime in this part of town and that this should be the first priority.</p> <p>The group also recommends purchasing one of the more portable cameras which would be located in an areas where there is a known or perceived problem, and this one could be relocated in relation to requests to deal with any medium term anti-social behaviour issues. In the past year we have had requests to cover the Community Garden, Congleton Market area, Moody Street, the walkway between Aldi and the Park, Mill Green and Foundry Bank.</p> <p>The Working group suggests that in the first instance CTC should apply to the Police Crime Commissioner Safer Communities for help with the initial outlay funding for the fixed camera. Note the maximum that can be applied for at one time is £5000, so the Town Council will need to match fund the permanent camera. The portable camera could be applied for in the second round of funding.</p> <p>If funding is not forthcoming from the Police Crime Commissioner then a request will go to Finance and Policy Committee for Town Council to fund the cameras through Capital reserves. The on-going monitoring and data fees would need to be met from the CCTV budget, which would require £2,000 to be moved from the surplus in the PCSO budget.</p>
<p>Decision Requested</p>	<p>Recommend that the Town Council approaches the Police Crime Commissioner to help with funding initially one permanent CCTV camera for the Congleton which can be monitored 24/7 through the CCTV operations room in Macclesfield.</p> <p>Once the permanent camera is funded, seek funding for a portable cctv camera for hotspot areas.</p> <p>To move funds from the PCSO budget to the CCV budget to cover the annual running costs.</p>

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	27 th September 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	12 Christmas Lights Switch On Event 2018		
Background	This paper updates members of the actions and activities surrounding the Christmas 2018 Festivities. The Christmas activities are organised by the Christmas Crackers team. This is made up of officers and members from Congleton Town Council, Congleton Community Projects, Congleton Marshals and other interested volunteers.		
Updates	<p>Main Tree – Ansa is supplying main trees for Cheshire East Towns again this year. After looking around at other options last year the Ansa option was the most reasonable. The trees are cut from Macclesfield forest and we are awaiting prices. An approach has been made to see if the Christmas team can have any involvement in choosing the tree. We are planning to add additional lights to the tree this year and introduce some red and green colours and there is interest in sponsoring the tree.</p> <p>Small Trees –We are planning to supply and install small Christmas trees for shops and town centre businesses. These will go up after the Remembrance Sunday parade. Shops will provide their own lights and electricity supply. Letters to shops will go out by mid October so that trees can be cut first week in November.</p> <p>Main Town Lights - the main town lights will be installed from the 12th November.</p> <p>Town Hall - The two lots of entrance doors and the minstrels gallery and gable ends around the Grand Hall will be dressed There will be an artificial tree in the entrance lobby and a large artificial tree in the main hall. The Town Hall will be dressed ahead of the lights switch on which takes place on Saturday 24th November. The Town Hall will be used as part of the switch on event this year (last year there was a Youth Orchestra practice and concert taking place).</p> <p>Christmas Market and Lights Switch on Festival – Saturday 24th November The Makers Market will be providing a Christmas Market with more than 50 high quality local producers from 10 – 6pm. There will also be a local charities fair and Santa’s Grotto in the Town Hall, childrens rides, street entertainment, a full programme of stage entertainment from 12 noon – 6pm, lantern parade led by a pipe band and a firework finale. The lights will be switched on at 5.30pm. Additional helpers for the day will be needed and very welcome!</p> <p>Congleton Market is establishing the role it wishes to play in this year’s event.</p>		

	<p>Lantern Making Workshops will be held in the Electric Picture House on the 3rd, 10th and 17th from 10.30 -3.30pm as well as some bespoke sessions organised with local organisations.</p> <p>Christmas Window Dressing Competition - will be launched in November and will be judged during the first week in December</p> <p>A Christmas Fayre leaflet and a Shopping in Congleton leaflet are in the process of being prepared with the aim of distributing at the end of October</p> <p>Other Saturdays in December:</p> <p>Saturday 1st December - Salvation Army – tbc Saturday 8th December - Brass Band – tbc Saturday 15th December - Classic Cars in Town with Santa Saturday 22nd December - December’s Makers Market</p>
<p>Decision Requested</p>	<p>That the Committee note this report</p>