



# Congleton Town Council

Historic market town

Chief Officer: **David McGifford**

11th January 2019

Dear Councillor,

## **Town Council Meeting – Thursday 17<sup>th</sup> January 2019**

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 17<sup>th</sup> January 2019** 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 on 6<sup>th</sup> December 2018.
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.
4. **Outstanding Actions**  
  
None

Congleton  
**beartown**  
*where friends are made*

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

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

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

To receive the minutes of the meeting held on 29<sup>th</sup> November 2018.

**8. Planning Committee (enclosed)**

To receive the minutes of the meetings held on 22<sup>nd</sup> November 2018

**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 6<sup>th</sup> December 2018.
- b) To deal with Questions from Members of the Youth Committee present at the meeting.

**12. Resolution to exclude the Public and Press**

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters Set out below on the grounds that it could involve the likely disclosure of private and Confidential information or staff matters.

**13. Bradshaw House**

To receive an update from the Chief Officer on the potential procurement of Bradshaw House.

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 6<sup>th</sup> December 2018 Town Hall Congleton

### **PRESENT:** Councillors

Mrs S Akers Smith (Town Mayor)  
Mrs D S Allen  
Mrs A L Armit  
C H Booth  
P Broom  
D T Brown  
G R Edwards  
G P Hayes  
Mrs S A Holland (Deputy Town Mayor)  
Mrs A Martin  
Mrs A E Morrison  
Mrs J D Parry  
M A Walker  
G S Williams

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).

**Apologies were received from** Cllrs J G Baggott, P Bates, R Boston and Mrs E Wardlaw.

2. **Minutes**

To approve the Minutes of the meeting held on 18<sup>th</sup> October 2018.

**CTC/33/1819 RESOLVED** that the minutes of the meeting held on 18<sup>th</sup> October 2018 be approved and signed by the Mayor.

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.

Councillors, G P Hayes and G S 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**

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

There were no questions from members of the public.

**6. Mayor's Announcements**

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

**7. Finance & Policy Committee**

To receive the minutes of the meeting held on 11<sup>th</sup> October 2018.

**CTC/34/1819 RESOLVED** that the minutes of the meeting held on 11<sup>th</sup> October 2018 be received and the recommendations therein be adopted.

**8. Planning Committee**

To receive the minutes of the meeting held on 4<sup>th</sup> October and 25<sup>th</sup> October 2018.

**CTC/35/1819 RESOLVED** that the minutes of the meeting held on 4<sup>th</sup> October and 25<sup>th</sup> October 2018 be received and the recommendations therein be adopted.

**9. Community, Environment & Services Committee**

To receive the minutes of the meetings held on 27<sup>th</sup> September 2018.

**CTC/36/1819 RESOLVED** that the minutes of the meeting held on 27<sup>th</sup> September 2018 be received and the recommendations therein be adopted.

**10. Internal Audit Report**

**CTC/37/1819 RESOLVED** to receive and approve the first interim internal audit report 2018/19

**11. Budget and Precept for 2019/20**

**CTC/38/1819 RESOLVED** to approve the recommendation from the Finance and Policy Committee held on 29<sup>th</sup> November 2018 to approve the precept and budget for 2019/20 Which is £884,152 which will be £86.21 per year per Band D property (18/19 was £836,153 and £84.09 per band D property not £81.93 as per the accompanying report.)

**12. Christmas Office Hours**

**CTC/39/1819 RESOLVED** to approve the office opening and closing times for the Christmas period.

**13. Resignation of Councillor H Richards**

**CTC/40/1819 RESOLVED** to approve the recommendation of the Chief Officer to not fill the vacancy for a Councillor following the resignation of Cllr H Richards.

**14. Cheshire East Council Consultation on Car Parking Charges**

**CTC/41/1819 RESOLVED** to agree to the proposed Town Council response to the Cheshire East Council (CEC) Car Parking Charges Consultation.

**15. Urgent Items**

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

There were no urgent items raised

**16. 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.

Advising that the CEC budget consultation was in progress and the release of the Air Quality Strategy

**17. Youth Committee**

- a) To receive the minutes of the Youth Committee meeting held on 31<sup>st</sup> October 2018.
- 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.

**Cllr Mrs S Akers Smith  
(Town Mayor)**

## **TOWN MAYOR'S ENGAGEMENTS**

**2018**

7 <sup>th</sup> December	Middlewich Cheese & Wine Evening
8 <sup>th</sup> December	Congleton Cycling Club Awards
12 <sup>th</sup> December	Tesco Toy Appeal
14 <sup>th</sup> December	Forget Me Not Christmas Party – New Life Church
14 <sup>th</sup> December	Winsford Town Carol Service
15 <sup>th</sup> December	New Life Carol Singing – Town Centre
15 <sup>th</sup> December	Rotary Christmas Concert – Daneside Theatre
16 <sup>th</sup> December	Nursery Nativity Service – New Life Church
20 <sup>th</sup> December	Town Carol Service – St. Peter's Church
22 <sup>nd</sup> December	Congleton Choral Society – Town Hall

## CONGLETON TOWN COUNCIL

### Minutes of the Meeting of the Finance & Policy Committee Held on Thursday 29<sup>th</sup> November 2018

#### PRESENT - Councillors

#### Committee Members

Mrs D S Allen  
J G Baggott  
P Bates  
R Boston  
G R Edwards (**Chairman**)  
Mrs. S A Holland (Deputy Town Mayor)  
Mrs J D Parry  
M A Walker  
E Wardlaw

#### 1. Apologies

Apologies for absence were received from Mrs S Akers Smith (Town Mayor) and non-Committee member Cllr G Williams.

#### 2. Minutes

**FAP/42/1819 RESOLVED** that the Minutes of the Meeting held on 11<sup>th</sup> October 2018 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 J G Baggott, P Bates and E Wardlaw declared a non-pecuniary interest in any matters relating to Cheshire East Council.

#### 4. Outstanding Actions

There were no outstanding actions.

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

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

There were no questions from members of the public.

6. Grant Approvals and Commitments 2018-19

To receive a statement showing the current position.

**FAP/43/1819 RESOLVED** that the grant summary be received.

7. New Applications for Financial Assistance

**FAP/44/1819 RESOLVED** that:

- St Peter's Church be awarded £235 for servicing the clock.

8. New Grant Activities Monitoring Forms

**FAP/45/1819 RESOLVED** to receive the following Grant Activities Monitoring Forms:

- Congleton Pantomime

9. Letter of thanks from Congleton Rotary Club

**FAP/46/1819 RESOLVED** to receive a letter of thanks from Congleton Rotary Club for underwriting the bonfire event.

10. Management Accounts

**FAP/47/1819 RESOLVED** to receive and consider the Management Accounts to 31<sup>st</sup> October 2018.

11. Bank Reconciliation

**FAP/48/1819 RESOLVED** to receive and consider the Bank Reconciliation as at 31<sup>st</sup> October 2018.

12. Savings Account Balances

**FAP/49/1819 RESOLVED** to receive and consider the Savings Account Balances as at 31<sup>st</sup> October 2018.

13. List of Payments

**FAP/50/1819 RESOLVED** to receive and consider the Payments List between 1<sup>st</sup> to 31<sup>st</sup> October 2018.

14. Draft Budget and Precept 2019/20

**FAP/51/1819 RESOLVED** to recommend the Draft Budget and Precept 2019/20 be approved at the next meeting of the full council on 6<sup>th</sup> December 2018. The precept recommended is £884,152 which will be £86.21 per year per Band D property (18/19 was £836,153 and £84.09 per band D property not £81.93 as per the accompanying report.)

**Cllr G R Edwards  
(Chairman)**



**CONGLETON TOWN COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE**  
**HELD ON 22<sup>nd</sup> NOVEMBER 2018**

**PRESENT**

Councillor L D Barker – Chairman  
Mrs D S Allen  
Mrs S Akers Smith  
Mrs A L Armitt  
J G Baggott  
P Bates  
G R Edwards  
G P Hayes  
Mrs S A Holland  
A M Martin  
A E Morrison  
Mrs J D Parry  
M A Walker  
Mrs E Wardlaw  
G S Williams

1. **APOLOGIES**

Apologies for absence were submitted from Councillor R Boston

2. **MINUTES**

PLN/13/1819 RESOLVED: That the Minutes of the Meeting of the Committee held on 4<sup>th</sup> October 2018 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, Baggott, Hayes, Wardlaw and Williams declared a “non pecuniary” interest due to their membership of Cheshire East Council.

4. **OUTSTANDING ITEMS**

No outstanding actions

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

There were no questions from members of the public.

6. **PLANNING APPLICATIONS**

PLN/14/1819 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Planning Ref	Location	Declaration of interest	Comment
<b>1*</b> 18/4920C	KINSEY STREET CHURCH, KINSEY STREET, CONGLETON, CHESHIRE		No Objection
<b>2*</b> 18/5363C	3, BEATTY DRIVE, CONGLETON, CHESHIRE, CW12 2ER		No Objection
<b>3*</b> 18/5365C	5, BURNS ROAD, CONGLETON, CW12 3EE		No Objection
<b>4</b> 18/5351C	2, DANE BANK AVENUE, CONGLETON, CHESHIRE, CW12 1NL	NP – G R Edwards S A Holland	Concerns were raised due to the following – Layout and density of building Loss of daylight or sunlight Overshadowing/loss of outlook Overlooking/ loss of privacy
<b>5</b> 18/5352C	76, EDINBURGH ROAD, CONGLETON, CW12 3EN	NP – G Williams	No Objection
<b>6*</b> 18/5348T	2, WOBURN DRIVE, CONGLETON, CW12 3SS		No Objection
<b>7*</b> 18/5218C	Land west of GOLDFINCH CLOSE, CONGLETON		No Objection
<b>8*</b> 18/5346C	63, Thames Close, Congleton, CW12 3RL		No Objection
<b>9*</b> 18/5242D	Yew Tree Farm, BUXTON ROAD, CONGLETON, CW12 3PG		No Objection
<b>10</b> 18/5299C	Acres Farm, WEATHERCOCK LANE, CONGLETON, CW12 3PS	NP – S A Holland G P Hayes	Refer back to Cheshire East to be determined in accordance with the greenbelt policy
<b>11*</b> 18/5292C	DANE BROOK COTTAGE, CASTLE INN ROAD, CONGLETON, CW12 3LP		No Objection
<b>12*</b> 18/5302T	4, ROSEVILLE DRIVE, CONGLETON, CHESHIRE, CW12 3LU		No Objection
<b>13*</b> 18/5492C	1, BELGRAVE AVENUE, CONGLETON, CW12 1HS		No Objection
<b>14</b> 18/5418C	LAND AT FORGE LANE, CONGLETON, CHESHIRE		Refer back to Cheshire East to be determined when they have all the sufficient information
<b>15</b> 18/5433C	54, LEEK ROAD, CONGLETON, CW12 3HU	NP – G R Edwards S A Holland	Concerns were raised due to the following – Highway recommendations and

			Height of building
<b>16</b> 18/5440C	Land at Forge Lane, Congleton, Cheshire East		No Objection providing tree management is to Cheshire East standard
<b>17*</b> 18/5519C	1-25 Meadow Mill Court, Park Road, Congleton, CW12 1DA		No Objection
<b>18</b> 18/5574C	Horticultural Systems, SPRINK LANE, CONGLETON, CW12 3PF	NP – L D Barker	Refer back to Cheshire East to be determined in accordance with the greenbelt policy
<b>19*</b> 18/5593T	6, RANDES VIEW, CONGLETON, CHESHIRE, CW12 3JN		No Objection
<b>20 *</b> 18/5728C	3, ARDEN COURT, CONGLETON, CHESHIRE, CW12 3JH		No Objection
<b>21</b> 18/5678C	SPRING BANK FARM, UNDER RAINOW ROAD, CONGLETON, CHESHIRE, CW12 3PN	NP – G P Hayes	Refer back to Cheshire East to be determined in accordance with the greenbelt policy
<b>22 *</b> 18/5685C	29, Grosvenor Road, Congleton, Cheshire, CW12 4PG		No Objection
<b>23 *</b> 18/5689T	4 Higginson Close, Congleton, CW12 3SU		No Objection
<b>24</b> 18/5570C	Congleton Bath House and Physic Garden, COLEHILL BANK, CONGLETON, CW12 3AD	NP – Many Councillors are aware of the organisation as it is a well know community group	No Objection as long as due consideration given to existing trees

7. **PLANNING APPEALS**

None received from Cheshire East.

8. **LICENSING APPLICATIONS**

None to report

Councillor L. D. Barker - Chairman

## **Congleton Town Council**

Minutes of the meeting of the Youth Committee held on Wednesday 6<sup>th</sup> December 2018 in the Town Hall, Congleton

PRESENT Youth Councillor Arabella Holland - Chairman  
Michael Howell  
Tyler Cartwright  
Diyana Nikolova

Hannah Pemberton  
Jemima Hollins  
Sophie Reed

Councillor Sally Holland  
Councillor Charles Booth

Linda Minshull

### **1. APOLOGIES**

Apologies were received from Laetitia Eichinger.

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

RESOLVED – That the Minutes of the Meeting of the Committee held on the 31<sup>st</sup> October 2018 were signed by the Chairman as a correct record.

### **3. MEMBERSHIP**

RESOLVED – That Arabella Holland be elected as the Chairman of the Committee

RESOLVED – That Tyler Cartwright be elected as the Vice Chairman of the Committee

Members welcomed Hannah, Jemima and Sophie to the meeting as visitors and hoped they would decide to join the Committee. Linda gave them forms to join.

### **4. YOUTH COMMITTEE PROJECTS**

RESOLVED – To organise a cinema event on 24<sup>th</sup> February 2018 at Daneside Theatre at 2 p.m.

Discussions took place regarding the event. Linda will contact the theatre and film distributor to make the booking.

5. **YOUTH COMMITTEE BANK ACCOUNT**

It was reported that the balance is £548.92.

6. **YOUTH COMMITTEE MEMBERS ITEMS**

Tyler agreed to write an article for Bear Necessities – Linda will provide him with Jackie's contact details.

Sally invited Tyler to do a presentation at the Community and Environment meeting on 31<sup>st</sup> January regarding a 'Pump Track'.

Michael reported that the sports pitches at Congleton High School are available to book after March.

Members wished to thank Diyana for laying the wreath on Remembrance Sunday.

7. **DATE OF NEXT MEETING**

Linda will arrange a date in the New Year.

Arabella Holland – Chairman