



Congleton Town Council

Historic market town

Chief Officer: David McGifford

24th January 2019

Dear Councillor,

Community, Environment and Services Committee – Thursday 31st January 2019

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 31st January 2019 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.

Note: There will be a **presentation by Everybody Leisure** on the Congleton Leisure Centre planned redevelopment/renovations before the committee meeting, **starting at 6pm** in the Bridestones Suite. All invited to attend.

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 8th November 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**

CES/19/1819 - Application was submitted to the Police Crime Commissioner re:funding for a CCTV camera on Barn Road - awaiting a response.

CES/34/1819 – Single Use Plastic Audit and Reduction Plan for the Town Council.

CES/35/1819 – Town-wide campaign to reduce plastic use – ongoing, large undertaking,

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Email: info@congletontowncouncil.co.uk www.congleton-tc.gov.uk

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 24th October 2018.

8. Floral Arrangement Working Group (Enclosed)

To receive the minutes of the Floral Arrangement Working Group held on 30th November 2018.

9. White Ribbon Campaign (Presentation at the meeting)

To receive a presentation from Richard Walton on the White Ribbon Campaign and agree the level of support required from the Town Council.

10. Speed Indication Devices (SIDs) (Enclosed and a presentation at the meeting)

To receive an update and consider a request for more equipment from Congleton Police and Congleton Speedwatch volunteers.

11. Congleton In Bloom Update (Enclosed)

To receive an update on activities for 2019.

12. Requests for a Town Centre Post Office (Enclosed)

To advise on requests to reinstate a Post Office in Congleton Town Centre.

13. Congleton Market Working Group (Verbal Update)

To receive an update from the Congleton Market Working Group.

14. Congleton Railway Station Update (To follow)

To receive an update from the Chief Officer following a recent meeting with Arriva North Rail.

15. Congleton Pedestrian Area (Enclosed)

To receive an update from the Town Centre and Marketing Manager on outstanding works on the Pedestrian area.

16. Reclaim our Pavements (To follow)

To consider actions required to reduce obstructions on Congleton's pavements.

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 (1) 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 8th November 2018

PRESENT:

Committee members

Mrs D S Allen
C H Booth
R Boston
P Broom
Mrs S A Holland (Chairman and Deputy Town Mayor)
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 Cllr Mrs A L Armitt.

Apologies were also received from Non-Committee members Cllrs Mrs S Akers Smith and P Bates.

2. Minutes of Last Meeting

CES/25/1819 Resolved to receive the minutes from the meeting held on 27th September 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

None

5. Questions from members of the Public

There were no questions from members of the public.

6. Cheshire Police

An update report was given by Inspector Penny Jones – summary as Appendix 1.

7. Anti-Social Behaviour Working Group

CES/26/1819 Resolved to receive the minutes from the Anti-Social Behaviour Working Group held 5th September 2018.

8. Floral Arrangement Working Group

CES/27/1819 Resolved to receive the minutes from the Floral Arrangement Working Group held on 27th September and 25th October 2018.

9. Congleton In Bloom Update

CES/28/1819 Resolved to note the success of the In Bloom team and pass on thanks to all involved.

10. Congleton Public Realm

Rob Welch, Design Team Leader for Cheshire East Highways, gave an update report on improvement works still in progress following the public realm works.

These included:

- Investigating replacing the telescopic bollards
- Installing traffic management solutions on newly paved part of Mill Street/Swan Bank
- Finding a solution to stop vehicles using the pedestrian area as a cut through or parking area during times allocated for loading/unloading only, or a means to enforce penalties on drivers breaking the traffic laws.
- Gaining advice on ways to reduce and remove the staining on the granite slabs

CES/29/1819 Resolved to thank Rob Welch for his presentation and to seek further progress reports on these areas of work.

11. Congleton Market Working Group

CES/30/1819 resolved to support the aspirations of the market traders by helping to set up a formal group or consortium made up of traders with allocated responsibilities. They would have a constitution, separate bank account and receive all the income and be responsible for all the associated expenditure. As a Town Council we could provide support in developing the consortium and help with any negotiations with Cheshire East Council. This was option two on the paper.

12. Congleton Neighbourhood Plan

CES/31/1819 Resolved to receive the report on the Neighbourhood Plan, noting that the consultation exercise runs until the 23 November 2018.

13. Congleton Partnership Update

CES/32/1819 resolved to receive the update report from the Congleton Partnership and thank them for all their support for Congleton.

14. Congleton Museum

CES/33/1819 resolved to form a small working group (three councillors and the Chief Officer) to look into all the issues. Chief Officer to develop and send out a remit for the group to all councillors.

15. Single Use plastic

CES/34/1819 resolved that the Town Council carry out an audit of its current plastic use and makes every reasonable effort to reduce its use of plastics, especially single use plastics, as long as the alternative is not more damaging.

CES/35/1819 resolved that Congleton Town Council signs up to the Cheshire East Council campaign Life with Less Plastic and through promotional campaigns makes every effort to encourage residents and local businesses to reduce their use of plastics, especially single use plastics.

**Mrs S A Holland
Chairman**

Appendix 1: CONGLETON BEAT MANAGEMENT REPORT

Burglaries Residential

- No crime patterns identified. Remains considerably lower than recorded rates of 2017

Vehicle Crime

- No crime patterns identified. Remains in a downward trend with recorded rates at some of the lowest since 2015

Drugs

- A number of drugs warrants have been executed with positive results. Further investigations are currently taking place. A number of other warrants are in the planning and implementation process.

Anti-Social Behaviour

- PSPO – Still only 1 ticket has been issued, although with darker nights and inclement weather due we are anticipating there may be some slight issues to come.
- Crewe Youths have been travelling to Congleton and causing a number of ASB and criminal issues – a number of plans are in place in order to deal with their disorder, including a dispersal order in place and high visibility patrols. Crewe Beat Management Team, British Transport Police and the Congleton Beat Team are working in partnership to prosecute offenders to reduce the behaviour. A number of Criminal Behaviour Orders are in place.

Events & Operations

- Remembrance Day Parades – resources supplied to assist
- Congleton Christmas Lights 24/11/18 – resources supplied to assist
- Christmas Licensing operations – in progress
- Christmas drink/drug campaign in Congleton to support National Campaign
- Rural Crime Operation 28/11/18

Anti-Social Behaviour Working Group- 24th October 2018
Spence Suite 9.30am
Minutes of the Meeting

Present:

Cllr Sally Holland- Chairman- SH
Sgt Keith Graham - KG
Cllr Glen Williams- GW
Cllr Jean Parry – JP
Cllr Amanda Martin AM

Cllr Paul Bates PB
Richard Christopherson – RC
Jackie MacArthur JMAC
Julia Pestell Hassell JPH
David Bell PCSO DB

1. **Apologies** - David McGifford DM Ruth Burgess- RB
2. **Minutes** of the meeting held on 5th September 2018 were noted and approved
3. **Outstanding Actions from last meeting**
 - a) **Youth Groups – film night/ event** – difficult to get together and start organising something – young team and had GCSEs. They had worked on a band night in the summer but it fell through. Working with CTC to sort an event. Note independent group of young people organising a DJ night in the Town Hall for the 7th December.
 - b) **Vegetation Cut Back** – this has been actioned – Community Pay Back Manager – came down about three weeks ago and cut back the vegetation. RB to report if further issues.
 - c) **Postcards for Shops** with Key Contacts – this is still ongoing – but need to get someone to set up a what's app and include these details on the card. Action JMacA and PCSOs
 - d) **Foundry Bank** – Age UK Building is being used by CAPS – Cheshire Alternative Provision School. Complaint from local businesses and residents – ASB team at CEC keeping a watch, police will pop in and check, streetscape checking for mess and keeping it clear. Keep it monitored.
4. **Update on Public Space Protection Order**

RC reported that it seems to be working well – just coming into darker nights so the PSPO more likely to be needed. Police stepping up number of patrols, but not aware of any real issues at the moment. There are less young people hanging around currently than pre PSPO. CEC happy with both PSPOs in existence. Street Pastors reported in finding packets of prescription drugs – information passed to the Police.

5. Drug and Alcohol Abuse Priorities

- a) St Peters Church area – Police carrying out regular patrols.
- b) Aldi Path to the park – cutting back vegetation may help – watching brief
- c) Park Wood area – regular patrols
- d) Edinburgh Road/Bromley Park – evidence of drug paraphernalia.

6. Anti-Social Behaviour Hot Spots

- a) Foundry Bank
- b) No new additional areas mentioned.

7. Other Issues

Traffic in the pedestrian area and parking in Swan Bank – following actions being taken/considered:

- a) Reinstallation of missing Yellow lines on Swan Bank (Going with the thin 50mm primrose lines) – Action for Cheshire East Highways
- b) An investigation in to the possibility of civil enforcement of the prohibition of vehicles via ANPR – Action for Cheshire East Parking services
- c) Some of the enforcement signs are missing the required lighting and need to be updated – Action for Cheshire East Highways

Due to the fact that a PCSO has not got the power to stop a vehicle on a road (Cycles are classed as vehicles) any enforcement at this stage will have to be by a Police Officer in Uniform.

- d) Letter to be sent from the Anti-Social Behaviour Group to the Baked Potato man warning him the CEC will be stepping up enforcement. GW to follow this up with licensing.
- e) Need for the Bollard to be reinstated
- f) Littering from McDonalds – concern about people throwing litter from cars – difficult one for the Police as need to be caught in the act.
- g) Breaking bottles in the road – again need to be caught in the act.
- h) Considered the annual crime statistics for Congleton which point to Violence and Domestic Abuse being the most reported crimes. There are a number of agencies working on this, however group to be aware that the way Police record crimes has changed, meaning far more will be recorded.
- i) No issue while the Fair was in Town
- j) Invite Rev Lindley to the next meeting

8. Date of Next Meeting

Wednesday 12th December 9.30am Spencer Suite, Congleton Town Hall

FLORAL ARRANGEMENT WORKING GROUP

Friday 30th November, Spencer Suite, Minutes

Attendees: Ruth Burgess- RB, Amanda Martin- AMartin, Anna Morrison- AMorrison, David Brown- DB, Patti Pinto- PP, Bob Edwards- BE, Glen Williams- GW, 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 nonattendance.
 - Jackie MacArthur- JMac, Margaret Gartside- MG
2. **2018 Plant Discussions and Decisions:**
 - **Hanging Baskets-** general consensus was on the red, orange and deep blue colours. Decided to go for Begonias Illumination, multi-species combos (Ayers Rock) and trailing.
 - **Large Planters- Bus Station-** Strawberry & Cream and Hybridus Raven Penstemon for the height- 4 in the middle, 2 of each kind- with grasses in the middle; RB need to decide, needs height to stand out. If the firework red is high enough to stand out, then fine to go with, if not, get a more stand out colour. With Calibrachoa for trailing around the edges- RB to choose once decided on the grasses.
Town Centre Planters w/ trees- Geranium Pink, Penstemon Strawberry & Cream with Calibrachoa hot pink. Then for the alternative planters- Geranium Pink, Penstemon Hybridus Raven & Strawberry Star Calibrachoa
Mountbatten Way with trees- Huchera Hybrid Electra
Mountbatten Way planters- selection of what is in the troughs, plus a grass that will stand out about the trough colours, plus hucheras.
 - **Kids Tubs-** x3 penstemon in the middle for height- RB & PP to discuss.
ACTION RB- send GW the price of the plants for the tubs in case he does the same for Bromley.
 - **Mountbatten Way Troughs-** keep all same (no alternative), the yellow and black flowers, with the lime green huchera- same as previous years.
 - **Morrison Wall Mangers-** same combo as in the hanging basket to trail, with Geraniums at the back for height.
 - **Tiers- Town Centre-** Ipomea; Raven Black tone, light green & sweet Caroline purple.
Traffic Lights- Petunia Pegasus- Banoffee Pie, Burgundy, dark blue- mixed. With lemon Nemesis.
 - **Cenotaph-** Red, White and Blue with Mrs Pollock.
 - **Roundabouts-** Simon will match the colour scheme we have chosen and compliment the roundabouts.
3. **AOB:**
 - **Sustainable beds in the park-** some of these plants have overgrown, would it be possible to take-out and re-plant to spread the bed out more, will make it look better/ fill the gaps.
 - **New Life Church-** PP agreed to let them have x2 planters- only have 1 planter left- idea was to have a planter on either side of the gate to create a more floral entrance.

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services Committee		
MEETING DATE AND TIME	31 January 2019	LOCATION	Congleton Town Hall
REPORT FROM	PCSO Jessica Shore		
AGENDA ITEM REPORT TITLE	10 Speed Indication Devices for Speedwatch Locations		
Background	<p>Congleton Community Speedwatch comprises of three speedwatch groups who volunteer at set locations across Congleton town to record speeding motorists. The motorists are then sent letters by the Local Community Policing team. These speedwatch volunteers are separated into locations:</p> <ol style="list-style-type: none">1. West Heath who operate mainly from A34 Newcastle Road where they perceive the main speeding issue.2. Lower Heath who operate mainly from A34 Manchester Road3. Mossley who operate mainly from Moss Road, Reade's Lane, Leek Road, Canal Road and Biddulph Road. <p>Speedwatch volunteers have collated enough data for these sites to be approved for a handheld enforceable camera, which local PCSOs can enforce speed restrictions with. This camera generates fines and speed awareness courses issued by Cheshire Police.</p>		
Current Situation	<p>Recent Speedwatch data (to be given via a verbal update with graph handouts on the evening) has shown that there is still a speeding issue in the hotspots and that a permanent speeding deterrent is needed on these roads. Due to the lack of KSIs (Killed or Seriously Injured) reports that are required by highways to authorise a permanent speed camera, a fixed camera is not an option, therefore a static speed indication device is the most viable solution at this time to alleviate speeding in hotspots throughout Congleton.</p> <p>Speedwatch groups, with the backing of the local PCSO, are requesting that Congleton Town Council purchases Three speed indication devices to be placed in the following locations: Newcastle Road Manchester Road Moss Road</p> <p>So that drivers are permanently reminded of the 30mph limit they are travelling through.</p>		
Decision Requested	To agree in principle to the idea of purchasing three speed cameras, with full details to go to Finance and Policy Committee		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	31 st January 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur – Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	11 Congleton In Bloom Update		
Background	This paper has been written to update Members on the Plans for Congleton in Bloom 2019		
Updates	<p>The successful Congleton in Bloom team is busy planning for this spring and summer. Minutes of the January meeting will be circulated once approved at the Feb In Bloom meeting.</p> <p>The team noted that in 2018 it received just one mark lower in detailed North West in Bloom marking than it did in 2017 when Congleton was the overall winner. The team is looking to regain the North West in Bloom title for 2019 and win a place in the National finals for 2020 – when Congleton Park will celebrate 150 years.</p> <p>In 2019 the group is looking to introduce regular Town Tidy events on the first Saturday of the month from 10am – 12 noon. These will start from the 2nd March , which is in the National Big Spring Clean)</p> <p>The Children’s Plant-up is being planned for Saturday 11th May 2019</p> <p>The team are putting together a number of sponsorship and pledges opportunities to increase the funds to enable even more projects to take place.</p> <p>The Back-to-Back Gardens will take place in the community poly tunnels during July, August and September. This year’s theme will be birds, celebrating 130 years of RSPB.</p> <p>The colour theme is bright and bold – with reds, oranges and pinks mixed with greenery.</p> <p>The group is keen to work with as many people as possible from all ages and areas of the community to continue the success of Congleton in Bloom. People wishing to get involved can ring the Town Council on 01260 270350 or email info@congletontowncouncil.co.uk</p>		
Decision Requested	The report is received		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community, Environment and Services Committee		
MEETING DATE AND TIME	31 January 2019	LOCATION	Congleton Town Hall
REPORT FROM	Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	12 Requests for a Town Centre Post Office		
Background	<p>This paper has been written to inform councillors of the growing number of complaints that the office receives berating the lack of Post Office Services in the Town Centre. The complaints are from people working in shops, local businesses and residents of all ages. There is no clear solution as running a Post Office is a business opportunity.</p> <p>Congleton Town Centre Post Office was based in the former Bargain Booze shop on Mill Street. The Post Office closed when Bargain Booze ceased trading on 7th September 2018. Currently anyone wishing to use post office services needs to travel to a post office in High Town, West Heath or Buglawton.</p> <p>Post Office Counters advertised the opportunity for someone to run a Post Office in Congleton Town Centre. Congleton is no-longer showing on the list of current vacancies. The Town Council officers are not aware of anyone taking up the business offer at this stage and Post Office Ltd is not giving any details.</p>		
Current Situation	<p>At the time of writing the report it is unclear what the situation is. It is hoped that a response will be forthcoming from the Post Office ahead of the meeting in which case it will be given verbally. Previous correspondence with Post Office Counters has said:</p> <p><i>"I can confirm that this branch has been closed on a temporary basis due to circumstances outside of Post Office Ltd.'s control. We can't disclose any further details about the closure as this information is private and confidential, and I'm unable to confirm when the branch will re-open.</i></p> <p><i>We are fully aware of the importance the Post Office has for the customers who depend on us, and I want to assure you that we remain committed to ensuring essential services remain accessible for customers in your community.</i></p> <p><i>Our Area Management Team are aware of the situation at this branch, and are working hard to identify a solution for the short-term and long-term future of Post Office services in this area.</i></p> <p><i>I can appreciate the inconvenience and frustration this closure may have caused yourself and the local community, and in the meantime I'd advise that you use Post Office services at an alternative branch."</i></p> <p>As a Town Council we have received a number of complaints from residents and local businesses about the inconvenience they are suffering from not having a post office within the Town Centre. They have asked for the Town Council to put pressure on the Post Office to re-open a Town Centre Post Office.</p>		

	There is more information at https://runapostoffice.co.uk about the criteria and opportunities involved in running a Post Office.
Decision Requested	To note this report and agree any actions approved at the Committee

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community Environment and Services		
MEETING DATE AND TIME	31 st January 2018 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur – Town Centre and Marketing Manager		
AGENDA ITEM REPORT TITLE	15 Pedestrian Area Update		
Background	This paper has been written to update Members on the on-going issues surrounding the pedestrian area		
Updates	<p>Bollards: CEC Highways is in the process of resolving this. We understand that new bollards will be installed and will be locked in place from 10am – 4pm Monday to Saturday inclusive. Outside of this time the pedestrian area can be used for loading and unloading only and the Police will look to step up enforcement action against anyone using the route as a cut-through.</p> <p>Bench Lighting and tree uplighters These were all working before Christmas</p> <p>Inappropriate Parking on Swan Bank/top of pedestrian area: - Cheshire East Council is liaising with a contractor regarding an appropriate solution that will last on the granite paving. This is nearing a conclusion.</p> <p>Gaps between pedestrian ‘road’ and kerb stones : this was completed</p> <p>Assets - The Cheshire East Council borough-wide review of street furniture and responsibilities has not taken place so all street furniture is remains the responsibility of Cheshire East.</p> <p>Lamp-post heads in Victoria Street –waiting for a realistic price to come forward so that Councillors can make a decision on whether or not to replace these lamp post heads.</p>		
Decision Requested	The report is received		