



Congleton Town Council

Historic market town

Chief Officer: David McGifford

28th March 2019

Dear Councillor,

Town Council Meeting – Thursday 4th April 2019

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 4th April 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.

****Please note – There will be a meeting of the Town Hall & Assets Committee commencing at 7.45pm, following the meeting of the Council.**

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 emergency meeting of the Council on 21st February 2019.

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

5. **Questions from Members of the Public** (enclosed)

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

Mrs S Firkin Re Mountview – *See attached*

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

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

7. **Community, Environment & Services Committee** (enclosed)

To receive the minutes of the meeting held on 31st January 2019.

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

To receive the minutes of the meeting held on 14th February 2019.

9. **Personnel Committee** (enclosed)

To receive the minutes of the meetings held on 15th March 2018.

10. **Planning Committee** (enclosed)

To receive the minutes of the meetings held on 7th February and 7th March 2019.

11. **Calendar of meeting dates for 2019/20** (enclosed)

To approve the proposed calendar of meeting dates for 2019/20.

12. **Business Plan** (enclosed)

To approve the 2019/20 Business Plan

13. **Neighbourhood Plan** (to follow)

To receive an update from the Chief Officer on the progress of the Neighbourhood Plan.

14. **Urgent Items**

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

15 **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.

16 Youth Committee

- a) To deal with Questions from Members of the Youth Committee present at the meeting.

To: All Members of the Council, Press 2, Burgesses 4
Congleton TIC, Congleton Library

Congleton Town Council

Minutes of the Meeting of the Council held on Thursday 21st February 2019 Town Hall Congleton

PRESENT: Councillors

Mrs S Akers Smith (Town Mayor)
Mrs D S Allen
R Boston
P Broom
D T Brown
G R Edwards
G P Hayes
Mrs S A Holland (Deputy Town Mayor)
Mrs A M Martin
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, Mrs A E Morrison and Mrs E Wardlaw.

2. **Minutes**

To approve the Minutes of the meeting held on 6th December 2018.

CTC/49/1819 RESOLVED that the minutes of the emergency meeting of the Council held on 29th January 2019 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 D T Brown, 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. Community, Environment & Services Committee

CTC/50/1819 RESOLVED that the minutes of the meeting held on 8th November 2018 be received and the recommendations therein be adopted.

8. Finance & Policy Committee

CTC/51/1819 RESOLVED that the minutes of the meeting held on 10th January 2019 be received and the recommendations therein be adopted.

9. Planning Committee

CTC/52/1819 RESOLVED that the minutes of the meeting held on 3rd and 24th January 2019 be received and the recommendations therein be adopted.

10. Congleton Cenotaph

CTC/53/1819 RESOLVED to underwrite a further £90,000 for the regeneration of the Cenotaph from the Councils reserves – Capital Contingency Fund £27,233, devolved Services £56,767, Play areas £6,000

11. Annual Town Meeting

CTC/54/1819 RESOLVED to approve the proposal to move the Annual Town Meeting from 11th April to 16th May 2019.

12. Urgent Items

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

There were no urgent items raised.

13. 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.

There were no updates from Cheshire East Councillors.

14. Youth Committee

- a) To receive the minutes of the Youth Committee meeting held on 17th January and 7th February 2019.
- 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)**

Item 5 – Question from members of the Public

I wish to raise the following question in the public speaking section of the forthcoming Town Council Meeting on April 4th.

It is now 18 months since Cheshire East Council announced that it would cease providing adult day care services at Mountview.

Under pressure from the loyal body of carers whose relatives attend Mountview, Cheshire East Council agreed it would not end the day care service until it had found a new facility that could both host the service and meet the complex and varying needs of its users. 18 months on and CEC have still not succeeded in coming up with a suitable plan. I suspect they now know what we have known all along, that staying at Mountview was always the best option.

Whilst all of us who are involved are grateful for the fact that day care at Mountview continues, we call on the councillors of Congleton to join us in calling upon Cheshire East to remove the stress and uncertainty hanging over the users, their carers and staff by reversing their decision to close the building and instead choose to invest in the facilities and services that are so valued by Congleton residents.

It would seem that CEC wanted us to leave but had no plan of how to do it! I wish to ask Councillors present here tonight if they will use their influence to ask Cheshire East to put aside this futile quest for an alternative to Mountview and instead find a way to invest in the asset that they own for the future benefit of the people of Congleton.

Kind Regards,
Suzy

Suzy Firkin

TOWN MAYOR'S ENGAGEMENTS

2019

23 rd February	Macclesfield Mayor's Charity Ball
24 th February	Youth Committee Film – Daneside Theatre
24 th February	Town Mayor's KEMS Concert
27 th February	Town Mayor's Fashion Show
1 st March	World Day of Prayer
3 rd March	Congleton Harriers Cloud Race
3 rd March	Staffordshire Moorlands Tour of Biddulph Old Hall
8 th March	Town Mayor's Purple Charity Ball
9 th March	Spiritualist Church
16 th March	Trinity Operatic – Daneside Theatre
23 rd March	Knutsford Mayor's Charity Ball
24 th March	Centre Stage Youth Theatre – Daneside Theatre
30 th March	Congleton Youth Orchestra

DEPUTY TOWN MAYOR

10 th March	Cheshire East Sunday Lunch
24 th March	St. Peter's Service

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 31st January 2019

PRESENT:

Committee members

Mrs D S Allen
Cllr Mrs A L Armit
C H Booth (Vice Chair)
R Boston
G P Hayes
Mrs A M Martin
Mrs J D Parry
G S Williams

Non-Committee members Mrs S Akers Smith (Town Mayor), G.R Edwards,
Mrs A E Morrison, M A Walker

1. Apologies for absence.

Apologies were received from Committee Members, P Broom and Mrs S A Holland

2. Minutes of Last Meeting

CES/36/1819 Resolved to receive the minutes from 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.

Declarations of interest were received from Cllr Glen Williams – (Cheshire East Council) and especially for items 10, 13 and 15 and Cllr George Hayes (Cheshire East Council) especially for items 13 and 15.

4. Outstanding Actions

Noted three outstanding items:

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,

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/37/1819 Resolved to receive the minutes from the Anti-Social Behaviour Working Group held 24th October 2018.

8. Floral Arrangement Working Group

CES/38/1819 Resolved to receive the minutes from the Floral Arrangement Working Group held on 30th November 2018.

9. White Ribbon Campaign

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

CES/39/1819 Resolved to make Congleton Town Council a White Ribbon Campaign Member and to appoint at least one member of staff and one councillor to meet with R Walton to review how this can be integrated into the Town Council

10. Speed Indication Devices (SIDs) (note this item was discussed ahead of item 6)

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

CES/40/1819 Resolved to agree in principle to the purchasing of Speed Indication Device(s) and for a detailed report on most appropriate type and costs to go to Finance and Policy Committee.

CES/41/1819 Resolved to suspend Standing Orders in order to accept a presentation by Tyler Cartwright from Congleton Youth Committee on 'The Need for a BMX Track for Congleton.

CES/42/1819 Resolved to instate Standing Orders and continue with the meeting

11. Congleton In Bloom Update

To receive an update on activities for 2019

CES/43/1819 Resolved to note the report.

12. Post Office

To advise on requests to get have a Post Office reinstated in Congleton Town Centre.

CES/44/1819 Resolved to write to the Post Office Counters in the strongest terms setting need for a Post Office in the Town Centre and for details of their plans if a franchise isn't forthcoming.

CES/45/1819 Resolved to promote the activities of the three other post offices in Congleton in Bear Necessities and the website.

13. Congleton Market Working Group

The Chief Officer advised that he had sent correspondence on behalf of the working group to CEC in December requesting further information about the devolvment of services and in particular the market .

The specific information requested was:

1. What is the process of devolving a service, in particular Congleton market
2. What would be the liabilities associated to a devolved market?

We are still awaiting a response and a date for the meeting.

The committee was reminded that the working group had no decision making powers and would report back to the committee with its findings.

CES/46/1819 Resolved to receive an update from the Congleton Market Working Group.

14. Congleton Railway Station

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

CES/47/1819 Resolved to receive the report.

15. Congleton Pedestrian Area

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

CES/48/1819 Resolved to receive the report and approved in principle to replace the lamppost tops in Victoria Street to match those in the rest of the pedestrian area at a cost of £3,500. A report should go to Finance and Policy Committee.

16. Reclaim our Pavements

To consider actions to reduce obstructions on Congleton's pavements, presentation from Cllr Mrs S Akers Smith.

CES/49/1819 Resolved to receive the presentation and requested that more details about the responsibilities and duties surrounding obstructions on pavements is presented at the next meeting.

**C H Booth
(Vice Chairman)**

Appendix 1: CONGLETON BEAT MANAGEMENT REPORT

DRUGS –

Three warrants executed since 1/1/19 relating to drug dealing activity in the Congleton area. 1 female arrested and a large amount of drugs recovered.

On-going overt and covert operations still being undertaken in area to tackle county lines teams operating in Congleton area.

Attendance at County Lines and Child Exploitation meeting in February to cascade for awareness in Congleton youth community.

BURGLARIES/VEH CRIME

No major increases or crime patterns identified.

Theft from motor vehicle - emerging trend across the County/Macc LPU theft from transit vans of tools.

ASB

Crewe youths

Only one further report since the initial incidents in Nov 2018, which resulted in a Congleton youth being assaulted. Unfortunately no persons arrested due to reluctance of victim and witnesses to provide evidence to Police.

Regarding previous incidents in November 2018 –

Following investigations X three arrests.

One youth charged with assault, pleaded guilty at court. Has a CBO with conditions NOT TO ENTER CONGLETON

One youth charged with assault and criminal damage – pleaded guilty to Criminal Damage, awaiting court trial date for assault only. Has bail conditions NOT TO ENTER CONGLETON

One youth RUI – investigation still on-going re assault

Five of the Crewe youths now have CBOs, three with conditions not to enter Congleton

Congleton Beat team are fully aware of these youths and are working closely with Crewe/Sandbach Beat to prevent incidents of disorder and enforce the CBO conditions

PSPO – still none issued. No reports of issues in the Market area.

RURAL CRIME

Op Sentry cross border operation with Staffs & Derbyshire Police tackling crime in the rural/farming communities. Included members of the farming community who acted as spotters – successful operation, lots of intelligence and four arrests (drink drive/drug drive)

Numerous initiatives ongoing in the community run by the PCSOs

- Youth Police Cadets
- Princes Trust
- Working within schools – variety of subjects

At the meeting the Police were invited to a Youth Council meeting which was accepted.

CONGLETON TOWN COUNCIL

Minutes of the Meeting of the Finance & Policy Committee Held on Thursday 14th February 2019

PRESENT - Councillors

Committee Members

J G Baggott
P Bates
R Boston
D T Brown
G R Edwards (Chairman)
Mrs. S A Holland (Deputy Town Mayor)
Mrs A M Martin
Mrs J D Parry (Vice Chairman)
M A Walker

Non-Committee Members G S Williams

1. Apologies

Apologies for absence were received from Committee Member Cllr Mrs E Wardlaw and non-Committee member Cllr C H Booth.

2. Minutes

FAP/59/1819 RESOLVED that the Minutes of the Meeting held on 10th January 2019 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 and P Bates 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/60/1819 RESOLVED that the grant summary be received.

7. New Applications for Financial Assistance

FAP/61/1819 RESOLVED that:

- **Grant ref GR14/1819 – Friends for Leisure** – Deferred to the next meeting to enable checks to be made to ensure that the equipment to be purchased is sited in Congleton.

8. New Grant Activities Monitoring Forms

FAP/62/1819 RESOLVED to receive the following Grant Activities Monitoring Form:

- **Bromley Farm Community Development Trust – Original Grant Ref GR16/1718**

9. Management Accounts

FAP/63/1819 RESOLVED to receive and consider the Management Accounts to December 2018.

10. Bank Reconciliation

FAP/64/1819 RESOLVED to receive and consider the Bank Reconciliation as at 31st December 2018.

11. Savings Account Balances

FAP/65/1819 RESOLVED to receive and consider the Savings Account Balances as at 31st December 2018.

12. List of Payments

FAP/66/1819 RESOLVED to receive and consider the Payments List between 1st December and 31st December 2018.

13. Investments Policy

To receive and approve the Investment Policy for 2019/20.

FAP/67/1819 RESOLVED to approve the Investments Policy for 2019/20

14. Investments Strategy

To receive and approve the Investments Strategy for 2019/20

FAP/68/1819 RESOLVED to approve the Investment Strategy for 2019/20.

15. Appointment of Internal Auditor

To receive a report for the appointment of the Internal Auditor for 2019/20.

FAP/69/1819 RESOLVED to re-appoint Auditing Solutions as the Council's Internal Auditor for 2019/20.

16. Cenotaph

To receive a report requesting approval for an Ear Marked Reserve of up to £100,000 for the redevelopment of Congleton's Cenotaph.

FAP/70/1819 RESOLVED to approve up to an additional £90,000 for an Ear Marked Reserve for the redevelopment of the Cenotaph. It was noted that the Cenotaph working group was to continue to search for additional funding support where possible

17. Business Risk Assessment

To receive and approve the Business Risk Assessment for 2019/20.

FAP/71/1819 RESOLVED to approve the Business Risk Assessment for 2019/20

18. Speed Indicator Devices

To consider a request to spend EMR funding on a Speed Indicator Device(s).

FAP/72/1819 RESOLVED to request that funding is sought from the Police and Crime Commissioner.

19. Public Realm – Purchasing New Lantern Tops for Victoria Street

To consider a request to spend £2,500 from EMR in the pedestrian area.

FAP/73/1819 RESOLVED to approve the use of £2,500 from the Public Realm EMR to replace the lantern tops in Victoria Street to create a consistent look to the lighting throughout the pedestrian area.

20. Volunteers Policy

To receive and approve a revised Volunteer Policy.

FAP/74/1819 RESOLVED to approve the revised Volunteer Policy.

21. Communications and Marketing Policy

To receive and approve a revised Communications and Marketing Policy.

FAP/75/1819 RESOLVED to approve the revised Communications and Marketing Policy.

22. Prohibiting Weapons in the Workplace

To receive and approve a new policy to prohibit weapons in the workplace.

FAP/76/1819 RESOLVED to approve the Prohibiting Weapons in the Workplace policy

**Cllr G R Edwards
(Chairman)**

Congleton Town Council

Minutes of the Personnel Committee meeting held on 15th March 2018

PRESENT: Councillors:

Mrs S Akers Smith
J G Baggott
P Bates (Vice Chairman)
D T Brown (Mayor and Chairman)
G R Edwards
Mrs A M Martin
G S Williams

Non Committee members:

M Walker
Mrs S A Holland
A Morrison

1. APOLOGIES

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).

Apologies were received from Committee members Councillor L Barker H Richards Mr C Booth (mayor)

2. MINUTES OF PREVIOUS MEETING

PERS/21/1819 RESOLVED that the minutes of the meeting held on the 1st March 2018 be approved and signed by the Chairman.

3. DECLARATIONS OF INTEREST

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

Cllrs DT Brown, J G Baggott, P Bates and GS Williams declared a non-pecuniary interest in any matters related to Cheshire East Council.

4. OUTSTANDING ACTIONS

There were no outstanding actions.

5. **RESOLUTION TO EXCLUDE THE PUBLIC AND THE 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

PERS/22/1819 Resolved to exclude members of the public and press from the meeting.

6. **UPDATE ON BUSINESS PLANNING AND STRUCTURAL REVIEW**

To receive an update from the chief Officer on the Business Planning and Structural Review

PERS/23/1819 Resolved to receive the update and proposal from the Chief Officer

D T Brown
(Chairman)

CONGLETON TOWN COUNCIL
MINUTES OF THE MEETING OF THE PLANNING COMMITTEE
HELD ON 7th FEBRUARY 2019

PRESENT

Councillor L D Barker – Chairman
Mrs D S Allen
J G Baggott
P Bates
R Boston
C H Booth
D T Brown – arrived at 7.45 p.m.
G R Edwards
Mrs S A Holland
A M Martin
Mrs A E Morrison
Mrs J D Parry
M A Walker

1. APOLOGIES

Apologies for absence were submitted from Councillors Mrs S Akers Smith, Mrs A L Armitt, Mrs E Wardlaw and G Williams

2. MINUTES

PLN/20/1819 RESOLVED: That the Minutes of the Meeting of the Committee held on 24th January 2019 be approved and signed by the Chairman as a correct record however it was noted that the minutes may contain a factual error and an addendum be added in respect of applications 18/6250C and 18/6255C as the original quantity of houses in the application relates to the Local Plan figures. The current applications exceed the Local Plan figures for the location.

3. DECLARATIONS OF INTEREST

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

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

4. OUTSTANDING ITEMS

No outstanding actions

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

None received

6. **PLANNING APPLICATIONS**

PLN/21/1819 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Planning Ref	Location	Declaration of Interest	Comments
1 * 19/0412C	81, PADGBURY LANE, CONGLETON, CW12 4HU		No Objection
2 * 19/0422C	21, HOLMESVILLE AVENUE, CONGLETON, CW12 4HA		No Objection
3 19/0419C	Proposed, CONGLETON LINK ROAD, CONGLETON	NP – P Bates J G Baggott	No Objection
4 * 19/0335D	Land Off, BIGGS WAY, CONGLETON		No Objection
5 * 19/0332D	LAND OFF, MANCHESTER ROAD, CONGLETON		No Objection
6 19/0294C	27, BOSLEY VIEW, CONGLETON, CW12 3TU		No Comment other than to highlight the concerns raised by the Canal and River Trust in respect of a Risk Assessment
7 * 19/0296C	34, FALMOUTH ROAD, CONGLETON, CHESHIRE, CW12 3BH		No Objection
8 * 19/0244D	Land at Forge Mill, FORGE LANE, CONGLETON		No Objection
9 * 19/0422C	21, HOLMESVILLE AVENUE, CONGLETON, CW12 4HA		No Objection
10 * 19/0400C	Chapel Brook House, 9, MOODY STREET, CONGLETON, CW12 4AN		No Objection
11 * 19/0401C	Chapel Brook House, 9, MOODY STREET, CONGLETON, CW12 4AN		No Objection

12 19/0293C	Wood Farm, WOOD LANE, CONGLETON, CW12 3PX		Information in respect of the Ecological and Bat Reports appear to be far too out of date to enable the Committee to make a decision
13 * 19/0543C	86, LEEK ROAD, CONGLETON, CW12 3HX		No Objection
14 * 18/6403C	Land to the North of Sprink Lane, Key Green, Congleton, CW12 3PF	Pecuniary Interest declared by the Chairman who left the room. The Vice Chairman took the Chair for this item NP – All Councillors	Defer until the next Planning Committee and await feedback from the Cheshire East Planning Officer in respect of queries raised by a Town Councillor
15 * 19/0244D	Land at Forge Mill, FORGE LANE, CONGLETON		No Objection

7. **PLANNING APPEALS**

The following appeal was noted –

APP/R0660/W/19/3220120 -18/5167C – Former Paul Sheard Autos, Newcastle Road, Congleton

8. **LICENSING APPLICATIONS**

Information in respect of the following was received –

Street Trading Consent for Wildfire Pizza Company to trade every Thursday at the Unicorn between 5 p.m. and 9 p.m.

9. **PLANNING ENFORCEMENT ISSUES**

The Chief Officer reported that further meetings will be arranged in respect of this item.

Councillor L. D. Barker - Chairman

CONGLETON TOWN COUNCIL
MINUTES OF THE MEETING OF THE PLANNING COMMITTEE
HELD ON 7th MARCH 2019

PRESENT

Councillor L D Barker – Chairman
J G Baggott
D T Brown
G R Edwards
Mrs A M Martin
Mrs J D Parry
M A Walker
G S Williams

1. APOLOGIES

Apologies for absence were submitted from Councillors Mrs S Akers Smith, Mrs D S Allen, Mrs A L Armitt, P Bates, R Boston and Mrs S A Holland.

2. MINUTES

PLN/22/1819 RESOLVED: That the Minutes of the Meeting of the Committee held on 7th February 2019 be approved and signed by the Chairman as a correct record.
Councillor Brown stated that he arrived late at the meeting on 7th February due to being at a Cheshire East meeting

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 Baggott, Brown 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

None received

6. PLANNING APPLICATIONS

PLN/23/1819 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Planning Ref	Location	Declaration of Interest	Comments
1 19/0611C	Land at Meadow Avenue, CONGLETON, Congleton, Cheshire, CW12 4BX		Ensure development is adhering to the required planning permissions and why they are seeking release from the Section 106 mid development
2 19/0555C	Land Off, BIGGS WAY, CONGLETON		Would like to draw Cheshire East Council attention that this may be in breach of the Disability Discrimination Act. Request that the route be accessible for cyclists and wheelchairs
3 19/0396C	Land Adjacent to 36, HEATH ROAD, CONGLETON, CW12 4LF		No Objection
4 19/0273C	Field Bank, 138, CANAL ROAD, CONGLETON, CW12 3AT		No Objection
5 * 19/0483D	56, HIGH STREET, CONGLETON, CW12 1BB		No Objection
Deferred from previous meeting 6 18/6403C	Land to the North of Sprink Lane, Key Green, Congleton, CW12 3PF	Pecuniary Interest declared by the Chairman who left the room. The Vice Chairman took the Chair for this item NP – All Councillors	Refer back to Cheshire East for decision
7 19/0722D	War Memorial, LAWTON STREET, CONGLETON	NP – All Town Councillors	No Comment
8 * 19/0659C	Church View, 2, BAILEY CRESCENT, CONGLETON, CW12 2EW		No Objection
9 * 19/0648D	Land off Manchester Road, Congleton		No Objection

10 19/0628C	4, ARDEN COURT, CONGLETON, CHESHIRE, CW12 3JH		Concerns raised regarding privacy of neighbours with the proposed balcony
11 * 19/0584D	54, LEEK ROAD, CONGLETON, CW12 3HU		No Objection
12 19/0820C	Land adjl, LEAMINGTON ROAD, CONGLETON, CW12 4PF		No Objection
13 * 19/0835T	23, LINKSWAY, CONGLETON, CW12 3BS		No Objection
14 19/0749C	18, MOSS ROAD, CONGLETON, CW12 3BN		Refer to Cheshire East over concerns on parking, vehicular access and egress
15 * 19/0780C	Land West of Mogaden House, BARN ROAD, CONGLETON, CW12 1LJ		No Objection
16 19/0966C	Westlow heath, MANCHESTER ROAD, CONGLETON		Objection to siting of all social housing in one area which is against Cheshire East Policy. The social housing should use pepperpotting
17 * 19/0575C	20, BRIDGEWATER CLOSE, CONGLETON, CW12 3TS		No Objection
18 19/0915C	Tall Ash Farm, 112, BUXTON ROAD, CONGLETON, CHESHIRE, CW12 2DY		Defer back to Cheshire East Legal Department
19 * 19/0724T	1, MALLORY COURT, CONGLETON, CHESHIRE, CW12 4NW		No Objection
20 * 19/0881C	WESTLOW HEATH, MANCHESTER ROAD, CONGLETON		No Objection
21	Land to the west of		Support Eaton Parish Council objection to

19/0562M	Macclesfield Road, Congleton		this application. The development is outside the proposed settlement boundary re FD27
22 * 19/1054T	10, GORDALE CLOSE, CONGLETON, CW12 2BZ		No Objection
23 * 19/1014C	THE SPINNEY, MIDDLE LANE, CONGLETON, CHESHIRE, CW12 3PU		No Objection
24 * 19/1026C	3, Cloud View, WEATHERCOCK LANE, CONGLETON, CW12 3PS		No Objection
25 * 19/0826C	DOVE HOUSE, 48, WEST STREET, CONGLETON, CW12 1JR		No Objection
26 19/0907C	Land Adjacent to 36, WALFIELD AVENUE, CONGLETON, CHESHIRE, CW12 2HP		No Objection

7. **PLANNING APPEALS**

None to report.

8. **LICENSING APPLICATIONS**

The following applications were noted -

- Beartown Tap, 18 Willow Street
- 1 A Cross Lane – Councillor Walker declared a “non-pecuniary” interest in 1A Cross Lane
- The Edge Gin Ltd, Unit 1, Daneside Business Park

9. **PLANNING ENFORCEMENT ISSUES**

Councillor Brown requested the Chief Officer to write to Cheshire East to seek clarification regarding the progress of the enforcement of the condition regarding the bridge from the Morris Homes development into the Park.

Councillor L. D. Barker - Chairman

MEETING DATES 2019-20

May 2019

- 23 Annual Council Meeting/Mayor Making (7.00pm)
- 30 Planning (7.00pm)

June 2019

- 6 Finance & Policy (7.00pm)
- 13 Council (7.00pm)
- 20 Planning (7.00pm)
- 27 Community, Environment & Services (7.00pm)

July 2019

- 4 Finance & Policy (7.00pm)
- 11 Council (7.00pm)
- 18 Planning (7.00pm)
- 25 Town Hall & Assets (7.00pm)

August 2019

- 1 Community, Environment & Services (7.00pm)
- 8 Planning (6.30 pm)
- 8 Council (7.30pm) **if required**

September 2019

- 5 Planning (7.00pm)
- 12 Finance & Policy (7.00pm)
- 19 Council (7.00pm)
- 26 Community, Environment & Services (7.00pm)

October 2019

- 3 Planning (7.00pm)
- 10 Finance & Policy (7.00pm)
- 17 Council (7.00pm)
- 24 Planning (7.00pm)

November 2019

- 7 Community, Environment & Services (7.00pm)
- 14 Town Hall & Assets (7.00pm)
- 21 Finance & Policy (7.00pm)
- 28 Planning (7.00pm)

December 2019

- 5 Council (7.00pm)

January 2020

- 9 Planning (7.00pm)
- 16 Finance & Policy (7.00pm)
- 23 Council (7.00pm)
- 30 Community, Environment & Services (7.00pm)

February 2020

- 6 Planning (7.00pm)
- 13 Finance & Policy (7.00pm)
- 20 Council (7.00pm)

March 2020

- 5 Planning (7.00pm)
- 12 Community Environment and Services (7.00pm)
- 19 Finance and Policy (7.00pm)
- 26 Planning (7.00pm)

April 2020

- 2 Council (7.00pm)
- 23 Town Hall & Assets 7.00pm)

May 2020

- 7 Informal Meeting (7.00 pm)
- Press and public not in attendance
- 14 Annual Town Meeting (7.00pm)
- This is not a meeting of the Council, but one convened for the Town's electorate
- 21 Annual Council Meeting (Mayor Making) (7.00pm)

****Meetings of the Personnel Committee and Strategy Working Group will be convened as business dictates. Additional meetings for the Town Hall & Assets Committee will be convened as and when required.**

All meetings start at 7.00pm unless stated otherwise and will be held at the Town Hall.

Papers will be either emailed or sent out to Councillors at least three clear working days before committee – not including the date of the committee or weekends.



Congleton Town Council

Town Hall, High Street, Congleton,
CW12 1BN

Information for Members 2019-20

KEY EVENT DATES 2019/2020

Easter Treats **9 April** 10.30 am – 1.30
Triathlon - **28 April** 1.30
Election Day - **2 May**
Paddling Pool opens **25 May** – 10
Civic Parade – **2 June**, 2.30
Food and Drink Festival **9 June**
Brass on the Grass **16 June** 1.30 – 5.30
Congleton Pride **20 July** 10 – 4
Jazz and Blues Festival **23-25 August**
Paddling Pool closes **8 September** 6
Rotary Bonfire – **2 November**
Christmas Lights – **23 November**

Congleton Town Council



Business Plan 2019-2020

CONTENTS

1. Background	Page 3
2. Congleton Town Profile	Page 4
3. Map - of East and West Ward	Page 6
4. Vision	Page 7
5. Our Core Values	Page 7
6. Strategic Objectives & Goals	Page 8
7. Key Issues	Page 8
8. Committee Structures	Page 9
9. Working Groups	Page 10
10. Financial Information	Page 10
11. Strategic Goals	Page 11
12. Summary	Page 12
11. Glossary	Page 13

BACKGROUND

Congleton received its first charter in 1272, with civic government developing gradually until the ancient Borough was dissolved under the Municipal Corporations Act 1835. The reformed Congleton Urban District Council was a non-county borough, responsible for a range of local government functions within the geographical area of Congleton Town. It served as a principal authority within a two tier local government system, sharing duties with Cheshire County Council. This system continued until March 1974, when its powers transferred to the new District (Borough) of Congleton, formed in April 1974 by the merger of 5 former urban and rural authorities including Congleton BC.

Both Congleton Borough Council and Cheshire County Council ceased to exist from 1st April 2009, being replaced by the new Cheshire East Borough Council which serves as a unitary principal authority.

Congleton Town Council is one of the largest of 108 town and parish councils within Cheshire East. It was inaugurated in 1980 to provide the local council tier of local government for the town of Congleton. It became fully operational in April 1981 and exists to serve as a vehicle of local opinion and to provide an effective link between the local residents/council tax payers and Cheshire East Council, to express local feelings and interests and to comment on all developments within the Town. Congleton Town Council also has examines plans due for consideration by Cheshire East Council as the planning authority.

The Council is composed of 20 Councillors, representing two Town Wards, Congleton East and Congleton West. Council elections take place every 4 years when a new Council is elected, the next full elections will be held in May 2019.

This plan concentrates on the current year but some actions stretch beyond this period, it is a living document which will be reviewed and modified to take account of developments and challenges as situations arise, this may include major funding opportunities or significant issues within in the town.

The plan recognises the current priorities of the Council and the community it serves encompassed within the emerging Congleton Neighbourhood Plan. The plan illustrates the Council's commitment to work with Cheshire East Council and will remain committed to working in partnership with other public bodies as well as the local voluntary and community organisations for the good of Congleton.

Working with Cheshire East Council on local governance and future service devolution will continue to be a key priority. Cheshire East Council's strategies and policies will inevitably have an impact on the Town and it will be important that the Town Council is able to influence the developments and their direction.

Congleton Town Profile: East Ward

Data provided by Cheshire East Council

Congleton East Ward Summary

- ◆ With 13,674 residents, Congleton East Ward is the third largest in Cheshire East, in terms of number of residents, but the 33rd in terms of population density.
- ◆ The ward has a similar proportion of residents by age band to the Cheshire East average, 59% are of working age.
- ◆ Household income is average, the ward is ranked 36th out of 52 (where 52 is the lowest) and based on **Acorn data** 49% of the population are in the 'Affluent Achievers' group (based on their postcode).
- ◆ Overall deprivation and five of the seven index of multiple deprivation domains are in the third national quintile.
- ◆ Based on the Acorn wellbeing index 50% of the population are in the 'Healthy' group
- ◆ At Key Stage 4, 58% of pupils achieved an A* - C in English and Maths, slightly lower than the Cheshire East average of 67%. At Key Stage 5 average points per pupil were 80 in comparison to the Cheshire East average of 110.3.
- ◆ The Crime Rate is 41.2 reported incidents per 1,000 population, in line with the Cheshire East average of 44.

Congleton East Ward Profile

◆ Population area (hectares)	1,688
◆ Households	6,070
◆ Population	13,674
◆ Children 0-15	2,556 (18.7%)
◆ Working age 16-65	8,120 (59.4%)
◆ Pensionable age 65+	2,998 (21.9%)

Challenges

15.7% of properties are 'social rented properties', higher in comparison to the Cheshire East average of 11.1%, position 11 out of 52 wards.

The proportion of all crime recorded as vehicle crime is 14.2%, which is almost twice the Cheshire East average of 7.8%

<https://www.cheshireeast.gov.uk/pdf/council-and-democracy/council-information/ward->

Congleton Town Profile: West Ward

Data provided by Cheshire East Council

Congleton West Ward Summary

- ◆ With 13,157 residents, the ward is in 5th largest in Cheshire East, in terms of number of residents, and the 12th in terms of population density.
- ◆ The ward has similar proportion of residents by age band to the Cheshire East average, 58% are working age.
- ◆ 10.3% of properties are 'social rented properties', in comparison to the Cheshire East average of 11.1%, position 20 out of 52 wards
- ◆ Household income is average, the ward is ranked 37h out of 52 (where 52 is the lowest) and based on Acorn data 39.7% of the population are in the 'Affluent Achievers' group (based on postcode).
- ◆ Overall deprivation and four of the seven index of multiple deprivation domains are in the fourth national quintile.
- ◆ At Key Stage 4, 59% of pupils achieved an A* - C in English and Maths, slightly lower than the Cheshire East average of 69%. At Key Stage 5 average points per pupil were 84.5 in comparison to the Cheshire East average of 110.3.

West Ward Profile

◆ Population area (hectares)	568
◆ Households	6,465
◆ Population	13,157
◆ Children 0 – 15	2,121 (16.1%)
◆ Working Age 16—65	7,672 (58.3%)
◆ Pensionable Age 65+	3,364 (25.6%)

Challenges

The Crime Rate is 61.6 recorded incidents per 1,000 population, higher than the Cheshire East average of 44.1

Based on the Acorn wellbeing index combined 59% of the population are in the groups 'Health Challenges', 'At Risk' and 'Caution'

<https://www.cheshireeast.gov.uk/pdf/council-and-democracy/council-information/ward-profiles/congleton-west-ward-profile-2016.pdf>

Map Showing East and West Wards



Vision, Core Values and Strategic Objectives

3. VISION

Our vision is for Congleton to be a flagship town that is vibrant, enterprising, active and sustainable, which remains as attractive to visitors, investors and workers, as it is to live in.

4. OUR CORE VALUES

The core values by which we operate as a Council are:

CV1 BEING RESPONSIVE TO PUBLIC NEEDS

CV2 PROMOTING EQUALITY AND DIVERSITY

CV3 WORKING IN PARTNERSHIP

CV4 DEMONSTRATING DEMOCRACY AND TRANSPARENCY

CV5 REPRESENTING VALUE FOR MONEY

5. STRATEGIC OBJECTIVES – Pages 10-11

GOAL 1 AN ENGAGED COMMUNITY

GOAL 2 A SUSTAINABLE ENVIRONMENT

GOAL 3 A CELEBRATED AND PROTECTED HERITAGE

GOAL 4 A STRONG AND DIVERSE ECONOMY

*GOAL 5 HIGH STANDARD OF OPERATIONAL QUALITY AND ASSET
MANAGEMENT*

GOAL 6 ENHANCING THE HEALTH AND WELLBEING OF RESIDENTS

GOAL 7 CREATING AND SUSTAINING A SAFE ENVIRONMENT

GOAL 8 EFFECTIVE MARKETING PROMOTION AND COMMUNICATION

Key Issues Currently Facing Congleton

- ◆ Addressing the needs of and maximising the opportunities relating to an ageing population
- ◆ Minimising the impact of the reduction in public services and funding
- ◆ Insufficient employment land
- ◆ Low job density resulting in Congleton becoming a commuter town
- ◆ Insufficient and poor quality sports and recreation facilities
- ◆ Inadequate sustainable transport links and infrastructure (walking and cycling)
- ◆ Mitigating the impact of online shopping on the high street
- ◆ The need for continued development of the Town Centre
- ◆ Traffic congestion creating air quality issues
- ◆ Protection of the towns physical heritage

Committee Structure

The Council has well defined terms of reference for each of its committees which all have 10 voting members, however other members regularly attend these meetings to enable them to have a wider understanding of Council business. All councillors are entitled to attend and speak on agenda matters if they so wish, however only committee members may vote. The only exception to this is the Planning Committee where all 20 Councillors are members

Finance & Policy: Reviews the financial performance of the council against the approved budget, approves proposals for expenditure and reviews where necessary policies of the Council

Personnel: Reviews and makes decisions about staff related matters such as pay and working conditions and the overall operating structure

Town Hall & Assets: Reviews the overall performance of the Town Hall and the development and management of the Councils assets

Planning: Reviews planning applications and passes comments to Cheshire East Planning on applications within the town boundary

Community, Environment & Services: Reviews a wide and extensive range of activity that can have both a positive and negative impact on the community.

Council Meeting: Attended by all 20 Councillors and ratifies the minutes of the other meetings and makes decisions on key Council business.

Working Groups

Working Groups are generally proposed by a Committee when there is a specific subject that would benefit from councillor and officer investigation, sometimes with the involvement of external bodies. The working groups will have a term of reference but cannot make any decisions on behalf of the council and will return its findings to the committee it originated from.

Working Groups are not open to the press or public unless specifically invited.

Current working groups in operation are:

Anti-Social Behaviour

Floral Arrangement (In Bloom)

Health and Wellbeing

Congleton Market

Street Sweeper

CCTV

The Town Council also has Strategy Working Group meetings which tend to discuss specific items that may have some elements of commercial sensitivity, members of the press or public are not in attendance at these meetings.

Copies of the Agendas, Minutes and Reports to Committees and Council can be viewed at www.congelton-tc.gov.uk or paper copies are available in the library and at the Tourist Information Centre.

Financial Information

Most of the Town Council income is via a Precept, which is collected with the Community Tax made payable to Cheshire East Council. The Precept for 2019/20 is £1.65 per week for an average band D property. This enables the Town Council to generate £884,152 of income per annum which is enhanced by a grant from Cheshire East Council where we have a Service Level Agreement to deliver Streetscape services which provides a high quality environment for our town through floral displays, grass cutting and litter picking. Additional income is generated through Town Hall lettings sponsorships Services. Further income is gained through room hire of the Town Hall and via grants and sponsorship raised for specific projects and activity. Overall our income and expenditure is expected to be circa £1.3 million for 2019/20

Strategic Objectives - Goals

	GOAL 1: AN ENGAGED COMMUNITY
1.1	Maintaining an effective partnership structure
1.2	Support, develop or lead on community initiatives to ensure all ages groups feel involved in their community
1.3	Support, develop or lead on initiatives that are within Congleton Town Council Goals 2-8
	GOAL 2: A SUSTAINABLE ENVIRONMENT
2.1	Maximise opportunities for the acquisition retention and enhancement of open green spaces
2.2	Support the development and maintenance of public footpaths, bridleways & cycle-ways (Goal 6.3)
2.3	Support the development and delivery of the Congleton Sustainability Groups key initiatives
2.4	To work with partners on recycling initiatives
	GOAL 3: A CELEBRATED AND PROTECTED HERITAGE
3.1	Actively support the conservation area and management plan
3.2	Awareness and protection of listed buildings and local listed buildings
3.3	Support the Museum's development plans
3.5	Support the development and review the management of Congleton Park
3.6	Make representations on regeneration projects and new development to ensure it reflects the heritage and traditional architecture of the Town.
	GOAL 4: A STRONG AND DIVERSE ECONOMY
4.1	Work with partners to deliver the priorities from the Neighbourhood Plan and the Public Realm Strategy inclusive of the use of Section 106 & CIL money
4.2	To engage, promote and work in partnership with individual businesses and business group representatives to secure additional employment land and to protect and enhance current sites where appropriate.
4.3	Actively support good quality, sympathetic and innovative redevelopment
4.4	Develop or support the development of major events and activities for the town centre
4.5	Communicate to business any business support initiatives being promoted locally, regionally or nationally.

Strategic Objectives - Goals

GOAL 5: HIGH STANDARD OF OPERATIONAL QUALITY AND ASSET MANAGEMENT	
5.1	To achieve and maintain the National Association of Local Councils (NALC) 'Council Gold Standard of Operation'
5.2	Through a capital investment plan maintain and develop the current Town Councils built assets inclusive of the Town Hall, Cenotaph, Paddling Pool and Allotments
5.3	Explore opportunities to acquire additional assets and services that will benefit the community
5.4	Ensure that health and safety is at the forefront of Council services
5.5	To develop and enhance the Streetscape grounds maintenance and street cleansing service
5.6	Work to reduce the operational deficit of the Town Hall.
GOAL 6: ENHANCING THE HEALTH AND WELLBEING OF RESIDENTS	
6.1	To lobby for adequate Primary Health Care facilities that relate to the growth of the town
6.2	Support the development of high quality indoor and outdoor recreational facilities
6.3	Support improvements to both the existing and planned infrastructure for sustainable modes of transport
6.4	Develop and promote initiatives or events related to improving physical and mental health
GOAL 7: SUSTAINING A SAFE ENVIRONMENT	
7.1	Review the PCSO and general police provision for Congleton
7.2	Give direction to Cheshire Police about the local priorities for PCSOs
7.3	Work with partners to develop initiatives focused on reducing anti-social behaviour
7.4	Continual review of the CCTV provision and other forms of security and monitoring
GOAL 8: EFFECTIVE MARKETING, PROMOTION AND COMMUNICATION	
8.1	To develop and maintain a Tourism Strategy for Congleton
8.2	To develop and deliver effective marketing campaigns promoting Congleton as a place to do business and invest in.
8.3	To develop and deliver effective marketing campaigns to enhance awareness of the Town Council, its assets, services and partnership activities
8.4	To develop and deliver effective marketing campaigns promoting Congleton, its attractions, events and services to new and existing residents and to attract day visitors, shoppers and tourists to the town.
8.5	To develop and deliver effective marketing campaigns promoting Congleton as a great place to live.

Summary

This document highlights the core values and the strategic objectives for the Congleton Town Council for the year 2019-2020 and beyond. This document only give the headline titles and working areas. Underneath the Strategic Objectives are a number of actions and working plans designed to deliver the Business Plan.

In 2019– 2020 there are a number of activities, decisions, policies, opportunities and threats which may impact on the Town Council and the Business Plan delivery these include:

1. The development of the Congleton Neighbourhood Plan, its action plan and what the public chooses to do at a Neighbourhood Plan Referendum.
2. The outcome of the Local Election where all 20 council seats are up for election. This may result in a different make-up of the elected members and a need for training and induction of new members.
3. The progress of the Congleton Link Road and the impact that the construction has on the town during the works.
4. Changes that may or may not impact on Congleton depending on the country's future relationship with the European Union in the future.
5. The outcome of the elections within Cheshire East and any resulting changes in policies that affect Town and Parish Councils
6. The review into the Local Government Boundaries and ward sizes and any impact that is has on Congleton
7. Whether a number of key developments in Congleton come to fruition.

For further Information contact:
Congleton Town Council
Congleton Town Hall
High Street
Congleton CW12 1BN

info@congletontowncouncil.co.uk

www.congleton-tc.gov.uk

Glossary

ACORN DATA provides consumer classification uses demographic data, social factors, population and consumer behaviour to segment the UK population. It provides precise information and an understanding of different types of people.

CCTV - Close Circuit Television. Congleton pays Cheshire East Council to monitor CCTV cameras in the town centre. Cameras are monitored 24 hours a day, 7 days a week. The Town Council is looking at ways to improve coverage of the town and surrounding areas as part of creating a safer community.

CIL - A Community Infrastructure Levy is funds that are paid by developers to help towards the cost of infrastructure needed in an area to accommodate the demands of the new development.

NALC—is the National Association of Local Councils. As a Town Council, Congleton is automatically a member of this group. NALC oversees an accreditation scheme for Local Councils which Congleton Town Council intends to gain in 2019/2020.

PCSO - Police Community Support Officer. Congleton Town Council pays for one additional PCSO to work in the Congleton area. Cheshire East Council pays for one PCSO for each ward.

SECTION 106 — This is similar to CILs and is funds negotiated between the Principal Authority (in Congleton this is Cheshire East Council) and a developer to pay for infrastructure requirements close to a new development. In the Planning Agreement the terms and conditions of the section 106 usage will be set.