



# Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CiLCA

29<sup>th</sup> November 2019

Dear Councillor,

## **Town Council Meeting – Thursday 5<sup>th</sup> December 2019**

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 5<sup>th</sup> December 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 of the Council on 17<sup>th</sup> October 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**

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

None received.

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

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

7. **Youth Committee**

To receive Questions from Members of the Youth Committee present at the meeting.

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

To receive the minutes of the meeting held on 26<sup>th</sup> September 2019.

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

To receive the minutes of the meeting held on 10<sup>th</sup> October 2019.

10. **Planning Committee** (enclosed)

To receive the minutes of the meetings held on 3<sup>rd</sup> and 24<sup>th</sup> October 2019.

11. **Town Hall & Assets Committee Committee** (enclosed)

To receive the minutes of the meeting held on 25th July 2019.

12. **To approve a recommendation from Town Hall & Assets Committee re: Streetscape Reporting to Town Hall and Assets** (enclosed)

To approve the reporting of the Streetscape Service.

13. **To approve a recommendation from Town Hall & Assets Committee re: Committee Name and Terms of Reference** (enclosed)

To approve the revised Town Hall and Assets Committee Name and Terms of reference.

14. **To approve a recommendation from Community, Environment and Services Committee re: Committee Name and Terms of Reference** (enclosed)

To approve the revised Community, Environment and Services Name and Terms of Reference.

15. **Business Plan 2020-23** (enclosed)

To approve the 2020-23 Business Plan.

**16. Budget and Precept for 2020-21(enclosed)**

To approve the Budget and Precept for 2020 – 2021.

**17. Urgent Items**

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

**18. 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.

**To: All Members of the Council**

CC: Press 2, Burgesses 3, Congleton TIC, Congleton Library, MP

# Congleton Town Council

## Minutes of the Meeting of the Council held on Thursday 17<sup>th</sup> October 2019 Town Hall Congleton

**PRESENT:** Sally Ann Holland (Town Mayor)  
Dawn Allen  
Duncan Amies  
Russell Chadwick  
Robert Douglas  
Suzy Firkin  
Robert Hemsley  
Amanda Martin  
Jean Parry  
Mark Rogan  
James Smith  
Kay Wesley

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, Suzanne Akers Smith, Martin Amies, David Brown, Paul Duffy, Margaret Gartside, George Hayes, Rob Moreton and Denis Murphy.

2. **Minutes**

To approve the Minutes of the Council Meeting held on 19<sup>th</sup> September 2019 and the Emergency meeting of the Council 3<sup>rd</sup> October 2019.

**CTC/39/1920 RESOLVED** that the minutes of the Council Meeting held on 19<sup>th</sup> September 2019 and the Emergency meeting of the Council 3<sup>rd</sup> October 2019 be approved and signed by the Town 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 Sally Ann Holland declared a non- pecuniary interest in any matters relating to Cheshire East Council.

4. **Outstanding Actions**

None.

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

There were no questions from members of the Public.



**6. Mayor's Announcements**

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

**7. Youth Committee**

To receive questions and updates from members of the Youth Committee present at the meeting.

The Youth Committee representatives informed Council that it was developing a new plan and a review of their Constitution and will be holding some informal meetings with its members to discuss this.

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

**CTC/40/1920 RESOLVED** that the minutes of the meeting held on 1<sup>st</sup> August 2019 be received and the recommendations therein be adopted.

**9. Finance & Policy Committee**

**CTC/41/1920 RESOLVED** that the minutes of the meeting held on 12<sup>th</sup> September 2019 be received and the recommendations therein be adopted.

**10. Planning Committee**

**CTC/42/1920 RESOLVED** that the minutes of the meeting held on 5<sup>th</sup> September 2019 be received and the recommendations therein be adopted.

**11. Standing Order 31 amendment / removal**

To agree the amendment or removal of Standing Order 31.

**CTC/43/1920 RESOLVED** to amend Standing Order 31 from "A member or officer shall stand when speaking unless permitted by the Chairman to sit on account of infirmity"

To - Traditionally Councillors and Officers have stood when speaking in Council meetings, however they may remain seated, unchallenged, if they choose to do so"

**12. Congleton Park Play Area Upgrade**

To receive a proposal for investment into the Congleton park play area.

Item withdrawn

**13. Urgent Items**

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

**14. 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.

**Cllr Mrs Sally Ann Holland  
(Town Mayor)**

## **TOWN MAYOR'S ENGAGEMENTS**

### **2019**

17 <sup>th</sup> October	Visit to Mossley School
18 <sup>th</sup> October	Congleton Lions Defibrillator Launch
19 <sup>th</sup> October	Congleton in Bloom - Children's Winter Plant Up
19 <sup>th</sup> October	Congleton Rugby Club Fun Day
21 <sup>st</sup> October	Daneside Theatre – The King & I – Photo shoot
24 <sup>th</sup> October	Visit to Smallwood Primary Academy
25 <sup>th</sup> October	Visit to Buglawton Primary School
25 <sup>th</sup> October	Nantwich Mayor's Fundraiser – 60s Night
26 <sup>th</sup> October	Congleton Green Fayre
27 <sup>th</sup> October	Congleton Scout & Guide Gang Show – Cheque presentation
28 <sup>th</sup> October	Visyon – Fellowship House, Congleton - 25 Year Celebration
28 <sup>th</sup> October	St Michael & All Angels Church, Macclesfield – High Sherriff of Cheshire Evening of Celebration
29 <sup>th</sup> October	Daneside Theatre – The King & I Show
1 <sup>st</sup> November	Northwest in Bloom Awards
2 <sup>nd</sup> November	Congleton Rotary Bonfire
4 <sup>th</sup> November	Cheshire Community Action – Best Kept Village Awards
7 <sup>th</sup> November	Cheshire's Silk FM – Local Hero Awards
9 <sup>th</sup> November	St Mary's Catholic Church, Congleton – Ex-Services Association Mass
10 <sup>th</sup> November	Congleton Remembrance Sunday Parade, Service & Reception
10 <sup>th</sup> November	Congleton Park – Tree Planting in remembrance of Marie Johnson
10 <sup>th</sup> November	Princess Irene Brigade – Dinner for guests from Holland
11 <sup>th</sup> November	Congleton Cenotaph – Actual Remembrance Day
13 <sup>th</sup> November	Congleton in Bloom – Celebration Evening
15 <sup>th</sup> November	Congleton Amateur Youth Theatre – The Wizard of Oz
17 <sup>th</sup> November	The Bulls Head Hotel, Congleton - Mental Health Wellbeing Group
19 <sup>th</sup> November	Congleton Cycling Club – Cheque Presentation and Photo Call
19 <sup>th</sup> November	Bradwell Court Elderly Peoples Home, Congleton – Tree Planting
20 <sup>th</sup> November	Congleton Citizens Advice Bureau – 80 <sup>th</sup> Anniversary Afternoon Tea

## **TOWN MAYOR'S ENGAGEMENTS**

### **2019**

22 <sup>nd</sup> November	Visyon – Fellowship House, Congleton – Visyon Open Day
22 <sup>nd</sup> November	Mayor of Macclesfield's Charity Dinner
23 <sup>rd</sup> November	Astbury Garden Centre – Opening of Congleton Lions Grotto
23 <sup>rd</sup> November	Congleton Christmas Lights Switch on Event
24 <sup>th</sup> November	Uttoxeter Races – Staffordshire Moorlands District Council Fundraiser
24 <sup>th</sup> November	Cross Street Church, Congleton – Refurbished Church Re-opening Service
28 <sup>th</sup> November	Daneside Theatre - Congleton Scout & Guide Gang Show
30 <sup>th</sup> November	Congleton Youth Orchestra – 25 <sup>th</sup> Anniversary Concert
1 <sup>st</sup> December	Astbury Mere Care Home – National Care Home Open Day, 3 x 100 <sup>th</sup> Birthdays and Christmas Lights Switch On
2 <sup>nd</sup> December	St John Ambulance Cadet Unit – Annual Awards & presentation Evening
3 <sup>rd</sup> December	Congleton Best Christmas Shop Window Judging

## **DEPUTY MAYOR**

1 <sup>st</sup> November	Congleton Bazaar & Emporium – Shop Opening
16 <sup>th</sup> November	Congleton Choral Society – Autumn Concert

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE HELD ON THURSDAY 26<sup>th</sup> September 2019

#### **PRESENT:**

Committee members:

Dawn Allen (Vice Chair)  
Martin Amies  
Paul Duffy  
Margaret Gartside  
Amanda Martin  
Denis Murphy (Deputy Mayor)  
Jean Parry  
Mark Rogan  
Kay Wesley (Chair)

Non-Committee members

Suzie Akers Smith, Russell Chadwick, Sally Ann Holland (Town Mayor)  
Robert Hemsley and James Smith.

#### **1. Apologies for absence**

Apologies for absence were received from Committee member Councillor Suzy Firkin and Non-committee members Cllrs Robert Douglas and Rob Moreton.

#### **2. Minutes of Last Meeting**

To confirm the minutes of the meeting held on 1<sup>st</sup> August 2019 as a correct record.

**CES/20/1920** Resolved to receive the minutes from the meeting held on 1<sup>st</sup> August 2019 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.

Cheshire East Councillors Denis Murphy and Sally Ann Holland declared an interest via CEC.

#### **4. Outstanding Actions**

Note that these actions are covered in Agenda Item 8 - Updates paper.

#### **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.

A letter was read out on behalf of Mrs Chadwick to praise the work that Streetscape had carried out on a public pathway in Mereside Avenue.

#### **6. Cheshire Police**

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

PC Helen Hood from Cheshire Police provided updates on:

- a) Meadow Mill Court – ongoing work with Sanctuary Housing to solve the ASB/damage issues.
- b) Covert Operations are on-going
- c) Dementia Friendly Congleton – Increasing the use of Herbert Protocol for persons Missing From Home (MFHs) through Social Media/literature/re-training in force
- d) Operation Spectre – knife crime awareness, PCSOs in schools
- e) Street-a-Week planned mid Oct – Congleton East (Buglawton)

#### **7. Cheshire Without Abuse**

To receive a presentation from Saskia Lightburn-Richie, Chief Executive from Cheshire Without Abuse (CWA), on the work that the organisation carries out, the support it gives in Congleton and potential closer working.

**CES/21/1920 Resolved to** support CWA in its aim to open a centre for one evening and one afternoon a week in Congleton and to set up a group to review how CTC can help.

#### **8. Updates Paper from 1st August 2019**

To receive an updates paper highlighting issues raised at the previous Community, Environment & Services Committee meeting. Note, at the meeting CES/07/1920 was added about resolution to link with Living Streets and agreed that this will be done when Congleton Town Council has further developed its vision on sustainable and integrated transport.

**CES/22/1920 Resolved to** accept the updates paper report.

#### **9. To Consider Changes to the terms of Reference for the CES Committee**

To consider changes to this committee's terms of reference. There was much discussion around the changes. It was agreed that staff would recirculate version three of the Terms of Reference. The acceptance of the new terms of reference would be subject to Town Hall and Assets committee agreeing to include the items related to the Streetscape Services that are being recommended for that committee. These changes would need to be approved at Council.

**CES/23/1920 Resolved to** accept the changes outlined in version three of the terms of reference for the CES committee for referral to Council.

#### **10. Anti-Social Behaviour Working Group**

**CES/24/1920 Resolved to** receive the minutes of the Anti-Social Behaviour Working Group held on 13<sup>th</sup> June 2019.

#### **11. Tree Planting in Congleton**

To receive a report to increase Tree planting in Congleton.

**CES/25/1920 Resolved to:**

- a) Agree in principle to more tree planting as a priority in Congleton
- b) To support Congleton Green by working in partnership and seeking approval for planting
- c) To assist Congleton Green in seeking funds for additional planting
- d) To monitor new developments to ensure that agreed tree planting takes place
- e) Discuss with Cheshire East a maintenance programme for existing trees

#### **12. Congleton Market Working Group**

A verbal update was given by the Congleton Market Working Group. It was noted that a meeting was planned with representatives of the market traders on Tuesday 1<sup>st</sup> October to further explore the potential of managing the market through partnership working.

**CES/26/1920 Resolved to** receive the verbal update.

### **13. Integrated Transport Strategy Working Group**

To receive a verbal update following the Integrated Transport Strategy Working Group meeting on the 19<sup>th</sup> September 2019.

Cllr Suzie Akers Smith updated the committee on the discussion at the Integrated Transport Strategy Working Group, where it had been agreed that further research would be carried out into specific areas of transport need in Congleton: -

- Cllr Suzie Akers Smith - Cycling and Walking
- Cllr Sally Ann Holland and CEO David McGifford - Rail
- Cllr Amanda Martin and Cllr Kay Wesley – Bus travel
- Cllr Suzy Firkin – Car

Initial thoughts on the emerging Cheshire East Local Transport Plan to be sent to Cllr Suzie Akers Smith by the 3<sup>rd</sup> October 2019.

Treatment of Padgbury Lane and other potential routes that could take traffic from the Link Road to the A34 Newcastle Road were raised as a concern and agreed that a meeting would be requested with CEC Highways.

**CES/27/1920 Resolved to** note the report.

### **14. Working Towards a Dementia Friendly Congleton**

To consider a report from Congleton Dementia Friendly Steering Group with proposals for more Town Council involvement.

**CES/28/1920 Resolved to**

- a) Ensure Congleton Town Council pays due regard to the needs of people living with dementia when designing schemes or improving CTC assets.
- b) Arrange a Dementia Friends Awareness Session/refresher for staff and Councillors
- c) Cllr Sally Ann Holland would join the Dementia Friends Steering Group.

**Cllr Kay Wesley  
(Chair)**



CONGLETON TOWN COUNCIL

**Minutes of the Finance and Policy Committee Meeting  
held on Thursday 10<sup>th</sup> October 2019**

PRESENT     Committee members,

Duncan Amies  
Russel Chadwick (Vice Chair)  
Robert Douglas (Chair)  
Paul Duffy  
Rob Moreton  
Jean Parry  
Mark Rogan  
James Smith

Non Committee members

Suzanne Akers Smith  
Robert Hemsley  
Kay Wesley

1. Apologies

Apologies for absence were received from Committee members David Brown and George Hayes and non-Committee member Sally Ann Holland (Town Mayor).

2. Minutes

**FAP/20/1920 RESOLVED** that the Minutes of the Meeting of the Committee held on 12<sup>th</sup> September 2019 be approved and signed by the Chair.

3. Declarations of Interest

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

Cllr R Moreton declared a non-pecuniary interest in all matters relating to Cheshire East Council; Cllrs J Smith and P Duffy declared a non-pecuniary interest in Agenda item 7 Grant Ref.13/1920 Congleton Musical Theatre.

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. Grant Approvals and Commitments 2019/20

To receive a statement showing the current position to 30<sup>th</sup> September 2019.

**FAP/21/1920 RESOLVED that** the grant statement be received.

#### 7. New Applications for Financial Assistance

**FAP/22/1920 RESOLVED that**

- **Grant ref GR12/1920 – Girlguiding 2020 Eurojam Trip (H Todd)**  
Award of £150
- **Grant ref GR13/1920 – Congleton Musical Theatre**  
Award of £600
- **Grant ref GR14/1920 – Girlguiding 2020 Eurojam Trip (L Downing)**  
Award of £150

#### 8. New Grant Activities Monitoring Forms

There were no new Grant Activities Monitoring Forms.

#### 9. Letter of thanks

A letter of thanks was received from Congleton Bowling Club.

#### 10. Management Accounts

**FAP/23/1920 RESOLVED to** receive the Management Accounts to 31<sup>st</sup> August 2019.

#### 11. Bank Reconciliation

**FAP/24/1920 RESOLVED to** receive the bank reconciliation as at 31<sup>st</sup> August 2019.

#### 12. Savings Account Balances

**FAP/25/1920 RESOLVED to** receive the Savings Account balances as at 31<sup>st</sup> August 2019.

#### 13. List of Payments

**FAP/26/1920 RESOLVED to** receive the List of Payments between 1<sup>st</sup> – 1<sup>st</sup> August 2019.

**Robert Douglas  
Chair**

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 3<sup>rd</sup> OCTOBER 2019

#### **PRESENT**

Councillor P Duffy – Chair  
S Akers Smith  
D Allen  
D Amies  
M Amies  
D T Brown  
R Chadwick  
R Douglas  
S Firkin  
M Gartside  
G P Hayes  
S A Holland  
A Martin  
R Moreton  
D Murphy  
J D Parry  
M Rogan  
J Smith  
K Wesley

#### 1. **APOLOGIES**

Apologies for absence were submitted from Councillor R Hemsley

#### 2. **MINUTES**

PLN/14/1920 RESOLVED: That the Minutes of the Meeting of the Committee held on 5<sup>th</sup> September 2019 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 Akers Smith, Brown, Hayes, Holland, Moreton and Murphy declared a “non pecuniary” interest due to their membership of Cheshire East Council.

Councillor Duffy declared a “non pecuniary” interest in any discussions relating to Galloway Green.

#### 4. **OUTSTANDING ITEMS**

An initial meeting took place to discuss S106 and enforcement issues – see item 9.

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

None received

6. **PLANNING APPLICATIONS**

PLN/15/1920 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Planning Reference	Location	Declaration of Interest	Comments
<b>1 *</b> 19/4221D	Eaton Bank Academy, JACKSON ROAD, CONGLETON, CW12 1NT	NP – G Hayes	No Objection
<b>2 *</b> 19/4211C	Westlow Heath, MANCHESTER ROAD, CONGLETON		No Objection
<b>3</b> 19/4152C	Threeways, PEDLEY LANE, CONGLETON, CW12 3QD		No Objection
<b>4</b> 19/3886D	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT		No Objection
<b>5</b> 19/4104D	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT		No Objection
<b>6</b> 19/4105D	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT		No Objection
<b>7</b> 19/4196C	11, BERKSHIRE DRIVE, CONGLETON, CHESHIRE, CW12 1SB	NP – R Chadwick	<b>REJECT</b> – as solution has not been found for the drainage issues
<b>8</b> 19/4153T	16 , Valley View, Congleton, CW12 4EN		<b>REFER</b> to the Tree Preservation Officer at Cheshire East Council for a decision
<b>9 *</b> 19/3742C	14, BOUNDARY LANE, CONGLETON, CW12 3HZ		No Objection
<b>10 *</b> 19/3915D	13, BURSLAM STREET, CONGLETON, CW12 3AF		No Objection

<b>11</b> 19/4119T	HOLY TRINITY CHURCH, BIDDULPH ROAD, CONGLETON, CHESHIRE, CW12 3LZ		Tree References 1,4,5,6,7 are unacceptable There are no objections to the other trees
<b>12 *</b> 19/4330D	Land off Padgbury Lane, Congleton, Cheshire, CW12 4LR		It was noted that this application has been withdrawn
<b>13 *</b> 19/4322C	16, MACCLESFIELD ROADCONGLETON, CW12 1NR		No Objection
<b>14 *</b> 19/4223D	Chapel Brook House, 9, MOODY STREET, CONGLETON, CW12 4AN		No Objection
<b>15 *</b> 19/4225D	Chapel Brook House, 9, MOODY STREET, CONGLETON, CW12 4AN		No Objection
<b>16</b> 19/4239T	56, SANDBACH ROAD, CONGLETON, CW12 4LW		<b>REJECT -</b>
<b>17 *</b> 19/4346C	The Bungalow, HERBERT STREET, CONGLETON, CW12 1RE		No Objection
<b>18 *</b> 19/4330D	Land off Padgbury Lane, Congleton, Cheshire, CW12 4LR		It was noted that this application has been withdrawn
<b>19 *</b> 19/4315C	31, LONGDOWN ROAD, CONGLETON, CW12 4QH		No Objection
<b>20 *</b> 19/3828C	9, SWAN BANK, CONGLETON, CHESHIRE, CW12 1AN		No Objection
<b>21 *</b> 19/4469C	Weathercock Lane Farm WEATHERCOCK LANE, CONGLETON		No Objection

<b>22 *</b> 19/4470C	Hineswood Farm, Reades Lane, CONGLETON, CW12 3PJ		No Objection
<b>23</b> 19/4432T	12, Ryedale Way, CONGLETON, Congleton, Cheshire East, CW12 3SX		<b>REFER</b> to Cheshire East Tree Protection Officer to request a site visit for an assessment
<b>24 *</b> 19/4430C	37, HOWEY HILL, CONGLETON, CHESHIRE, CW12 4AF		No Objection

## 7. **PLANNING APPEALS**

The following appeal was noted –

18/5299C – Acres Farm, Weathercock Lane, Congleton – An appeal has been registered against the decision to refuse this application.

## 8. **LICENSING APPLICATIONS**

The following application was noted –

Shell Congleton, Clayton By Pass, Congleton – No objections

PLN/16/1920 RESOLVED: To support the comments of the Deputy Chief Officer in her e-mail dated 30<sup>th</sup> September 2019 in respect of Neo's Kitchen, Alexandria Way, Congleton, CW12 1LB – as follows -

- Alexandria Way is usually a really busy road that has parking on both sides of the road as there is not enough parking for all the businesses in the location. There is no layby and a food wagon would cause greater traffic issues in this congested area.
- The land the other side of Gladmans building at the far end of Alexandria way is going to be up for development and while the building is taking place this is likely to create even more issues on this road.
- The link road will have a spur road coming off to the Town Centre via Barn Road, it is not yet clear what the implications will be for the area – although some traffic modelling may have been carried out, but as this area is going through transformational change it is not the best time to approve a van being located in the road.
- There are other food venues in a short distance (Marks and Spencers, Boots, B&M - all of which pay considerable business rates to operate in the area – will they have an opportunity to comment on the granting of a licence for competition?

## 9. **PLANNING ENFORCEMENT ISSUES**

A report dated 3<sup>rd</sup> October 2019 from the Chief Officer was received which stated that an initial meeting was held on 26<sup>th</sup> September which identified 3 important areas –

1. Influencing the Section 106 contributions at the application stage.
2. Delivery of agreements once made.
3. Enforcement if required.

Further meetings would be arranged.

10. **RESPONSE TO THE CHESHIRE EAST COUNCIL CONSULATION ON THE DRAFT SITE ALLOCATIONS POLICIES DOCUMENT (SAPDP)**

PLN/17/1920 RESOLVED: Response approved with delegated authority to the Chief Officer to provide additional focus on the employment and leisure land allocation and to review comments in relation to fracking.

Councillor P Duffy - Chair

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 24<sup>th</sup> October 2019

#### **PRESENT**

Councillor P Duffy – Chair  
Suzanne Akers Smith  
Dawn Allen  
Duncan Amies  
Martin Amies  
David Brown  
Russell Chadwick  
Robert Douglas  
Suzy Firkin  
Margaret Gartside  
George Hayes  
Sally Ann Holland  
Amanda Martin  
Rob Moreton  
Denis Murphy  
Jean Parry  
Mark Rogan  
James Smith  
Kay Wesley

#### 1. **APOLOGIES**

Apologies for absence were submitted from Councillor Robert Hemsley.

#### 2. **MINUTES**

PLN/18/1920 RESOLVED: That the Minutes of the Meeting of the Committee held on 3<sup>rd</sup> October 2019 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

G Hayes Non Pecuniary on items relating to CEC and Non Pecuniary on items 4, 13,14 and 24

S A Holland Non Pecuniary on items relating to CEC and Non Pecuniary on item 24

S A Smith Non Pecuniary on items relating to CEC

D Murphy Non Pecuniary on items relating to CEC and Non Pecuniary on item 24

R Moreton Non Pecuniary on items relating to CEC and Non Pecuniary on item 24

P Duffy Non Pecuniary on item 15

#### 4. **OUTSTANDING ITEMS**

Section 106 agreement, update paper distributed



5. QUESTIONS FROM MEMBERS OF THE PUBLIC

None received

6. PLANNING APPLICATIONS

Removal of Stars

PLN/19/1920 RESOLVED: That the following comments be made to Cheshire East Borough Council:

<p>1 19/4488D</p>	<p>Discharge of conditions 7, 10-11, 13-25 on application 16/0514C - Outline application for demolition of some existing buildings and the development of a residential scheme composing up to 140 dwellings, open space, landscape, access and associated infrastructure</p>	<p>Land At, BACK LANE, CONGLETON</p>	<p><b>Reject condition 18</b> due to the following – Objections to the proposal due to the inadequacy of the Travel Plan. We recognise that the Travel Plan was well-written and comprehensive, but in some areas it falls short of the standard we require in terms of walking/cycling provision and public transport. We would like to see the following:-</p> <ol style="list-style-type: none"> <li>1. The travel Plan Co-ordinator should provide printed bus timetables and maps to residents, not just a web link, and actively encourage bus use.</li> <li>2. Developer should work with bus companies to get at least one bus per hour re-routed via Back Lane, much closer to the development.</li> <li>3. Developer should work with bus companies (and perhaps other developers in the area) to provide a NEW direct bus service to Congleton Station to sync with trains to Manchester and Stoke-on-Trent</li> <li>4. Developer should commit to providing an improved, segregated cycleway and footpath along Back Lane to Congleton Town Centre</li> <li>6 We would like the TPC to report against targets to Congleton Town Council as well as Cheshire East Council, please.</li> </ol> <p><b>Reject Condition 20</b> There should be a “like for like” replacement of trees and hedges which needs to be shown within a planting schedule.</p>
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<b>2</b> 19/4517C	deed of variation	LAND NORTH OF, Radnor Park Industrial Estate, BACK LANE, CONGLETON	Refer to Cheshire East Council
<b>3</b> 19/4487D	Discharge of conditions 2 6-8, 11-13 of existing permission 18/4888C; Reserved matters application for appearance, landscaping, layout & scale following outline approval application 16/0514C for demolition of some existing buildings and the development of up to 140 dwellings	Land At, BACK LANE, CONGLETON	As 19/4488D – item 1
<b>4 *</b> 19/4660D	Discharge of conditions 4, 7, 9 & 15 of 18/6319C - Refurbishment and extension of existing leisure centre to include demolition of existing swimming pool and auxiliary buildings, new build pool including reception and changing areas, plus refurbishment of existing sports hall and gym areas.	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT	No Objection
<b>5</b> 19/4567C	Prior Approval for a Change of Use from Retail (Class A1) to Assembly and Leisure (Class D2)	19A, HIGH STREET, CONGLETON, CW12 1BN	No Objection
<b>6</b> 19/4623T	Felling of sycamore to front boundary	THE QUINTA, 53A, SANDBACH ROAD, CONGLETON, CW12 4LH	Objection to removal of tree as deemed that it could be preserved
<b>7 *</b> 19/4612C	Lawful Development Certificate for proposed single storey rear extension	28, BOROUGH ROAD, CONGLETON, CW12 3HN	No objection
<b>8</b> 19/4553C	Demolition of existing workshop and construction of new apartment block.	Land adj 39A, ROYLE STREET, CONGLETON, CW12 1HR	Objection due to over development of the site, loss of privacy to adjacent properties, inadequacy of parking and negative impact on the area

<b>9 *</b> 19/4583C	Proposed single storey rear extension.	12, FOL HOLLOW, ASTBURY, CW12 4HT	No objection
<b>10 *</b> 19/4575C	Single-storey rear extension.	7, STIRLING CLOSE, CONGLETON, CHESHIRE,	No objection
<b>11</b> 19/4668C	Variation of condition 1 on approved application 17/2755C - Reserved Matters application for all matters other than access following outline approval 13/4781C - Outline application with access for erection of up to 14 no. dwelling houses with ancillary facilities and associated infrastructure).	Land East Of, MEADOW AVENUE, CONGLETON	Approve on the condition that there is archaeological supervision on site with metal detection
<b>12</b> 19/4704C	Reserved matters approval for construction of one pair of semi-detached two-storey dwellings	50, PARSON STREET, CONGLETON, CW12 4ED	Approved
<b>13 *</b> 19/4761C	Proposed two storey side extension and single storey rear extension.	28, CAMPBELL CLOSE, CONGLETON, CW12 2BQ	Approve subject to any proposed windows on the first floor side of the extension are frosted
<b>14</b> 19/4762T	Works to Sweet Chestnut, Hazel and Oak Trees	1, HILLES DEN RISE, CONGLETON, CW12 3DR	No objection subject to an assessment being undertaken with regards to the dead wood cut back
<b>15</b> 19/3275C	Variation of conditions 1, 5, 10 & 32 to planning application 16/4558C - Proposal for the construction of 201 dwellings off Macclesfield Road Congleton	Land off, Macclesfield Road, Congleton	Objection to the variation in conditions as they do not address the original issue relating to the height and the positioning of the properties built. Proposed that they are demolished and re built in line with the original planning consent.
<b>16 *</b> 19/4710D	Discharge of conditions on application 18/0200C - New 3 bed detached dwelling.	LAND ADJACENT 11 BRADWELL GROVE, CONGLETON, CW12 3HD	No objection

<b>17</b> 19/4448C	An application for the retrospective development consisting of concrete walls 3m in height, concrete bays within the site and a picking line.	BILL AND BEN SKIP HIRE FORMER COAL YARD, Brunswick Wharf, BROOK STREET, CONGLETON	Objection, however council could be minded to support a further application on the basis of <ol style="list-style-type: none"> <li>1. All concrete walls were no higher than 3 metres and less intrusive and stark</li> <li>2. Above walls to be screened with ivy or similar or painted dark green</li> <li>3. No changes to current operating hours</li> <li>4. No increase in the amount of waste accepted</li> <li>5. The whole site floor to be concreted</li> <li>6. The whole floor to be regularly mechanically swept</li> <li>7. An effective wheel wash system installed and used for every vehicle movement off site</li> </ol>
<b>18</b> 19/4770C	Two story side and single story rear extensions to provide storage and utility spaces on ground floor with bedroom and en-suite shower room above.	11, GRASMERE AVENUE, CONGLETON, CW12 4LZ	No objection
<b>19*</b> 19/4790C	Proposed rear extension, proposed entrance porch and external alterations	27 , Birch Road, Congleton, CW12 4NN	No objection
<b>20</b> 19/4739T	Tree works to beech tree to reduce crown by 1-1.5m	28, PARK LANE, CONGLETON, CW12 3DG	Defer to CEC Tree Officer
<b>21</b> 19/4801C	First floor extension over garage and two storey and single storey rear extension	2, NEWQUAY COURT, CONGLETON, CW12 3BQ	No objection
<b>22</b> 19/4163C	Proposed erection of a temporary sales suite and associated parking	Land off Manchester Road and Biggs Way, Congleton	No Objection
<b>23*</b> 19/4851D (Gawsworth)	Discharge of conditions 9 & 11 on approved application 19/0966C - Variation of condition 2 (approved plans) on 14/4451C - Erection of up to 137 dwellings with associated infrastructure (Phase 1)	Westlow Heath, Manchester Road, Congleton	No Objection
<b>24</b> 19/4379C	Variation of conditions 1 and 9 to planning application 17/6012C - Demolition of existing buildings and construction of a new dwelling	Overlands, CHERRY LANE, CONGLETON, CW12 3QU	Approve the variations to the conditions on the basis that the size of the proposed footprint is no greater than the footprint in the original application

7. **PLANNING APPEALS**

PLN/20/1920 RESOLVED: To defer agenda items 7, 8, 9 and 10 to next Planning meeting

8. **LICENSING APPLICATIONS**

9. **PLANNING ENFORCEMENT ISSUES**

10. **FORGE MILL DEVELOPMENT SECTION 106 AGREEMENT**

11. **5G PLANNING REFORMS**

**PLN/22/1920 RESOLVED** to Propose through the consultation that the introduction of 5G masts should be determined through by the Local Planning Authority

Councillor Paul Duffy - Chair

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON THURSDAY 25<sup>th</sup> July 2019

In attendance

Committee members

Suzie Akers Smith  
David Brown  
Suzy Firkin  
George Hayes (Chairman)  
Robert Hemsley  
Rob Moreton  
Denis Murphy

Non Committee members

Paul Duffy  
Amanda Martin  
Jean Parry  
Mark Rogan  
James Smith

#### Minutes

1. **Apologies for absence.**

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 Councillors Duncan Amies and Robert.

Apologies were also received from non-Committee members Councillors Martin Amies, Russell Chadwick and Sally Ann Holland (Town Mayor).

2. **Minutes**

To confirm the minutes of the Meeting held on 4<sup>th</sup> April 2019 as a correct record.

**TH/01/1920 resolved** to approve the minutes of the meeting held on 4<sup>th</sup> April 2019.

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 Councillors Hayes, Akers Smith, Brown and Murphy all Cheshire East Council

4. **Outstanding actions**

Grand Hall stage back drop and sound damping options – still to be reviewed.

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. **Town Hall Trading Account**

To accept the Town Hall Trading account to 30<sup>th</sup> June 2019 and to note the content of the summary report.

**TH/02/1920 resolved** to accept the Town Hall Trading account to 30<sup>th</sup> June 2019 and the summary report.

7. **Cenotaph Project**

To receive a verbal update from the Cenotaph meeting on 25<sup>th</sup> July 2019.

**TH/03/1920 resolved** to receive the update from the Chief Officer who advised that the Cenotaph working group were currently developing an alternative location for the Remembrance Day Service, should the planned development of the Cenotaph not be completed on time. The alternative would need to be agreed by the British Legion. An emergency meeting of the Council will take place on 1<sup>st</sup> August 2019 to discuss the situation.

8. **Grand Hall Toilet Refurbishment**

To receive an updated report on the refurbishment of the Grand Hall toilets.

**TH/04/1920 resolved to** go to tender for the refurbishment of the toilets

9. **Spencer Suite Refurbishment**

To receive an updated report on the refurbishment of the Spencer Suite.

**TH/05/1920 resolved to** progress with the refurbishment of the Spencer Suite as proposed within the report.

10. **Streetscape Reporting**

To consider receiving reports relating to Streetscape Development.

**TH/06/1920 resolved to** agree to receive the future reporting of the Streetscape Service subject to the proposal being approved by Council.

11. **General Update on other Operational Assets**

To receive a report on other Operational Assets.

**TH/07/1920 resolved to** receive the report from the Town Hall and Assets Manager.

**George Hayes  
(Chairman)**



# COUNCIL AGENDA ITEM. 12

## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	Town Hall and Assets meeting		
<b>MEETING DATE AND TIME</b>	7.00 pm 14 <sup>th</sup> November 2019	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Chief Officer David McGifford		
<b>AGENDA ITEM REPORT TITLE</b>	8. Streetscape reporting		
<b>Background</b>	<p>Historically the Streetscape Service has been reporting to the Community Environment and Services Committee predominantly about its activity and initiatives.</p> <p>Whilst this information is of value to the CE&amp;S Committee it is recognised that this particular committee receives the most reports and updates of all of our committees and is likely to increase even more with the councils focus on environmental, health and sustainable transport issues as well as our continued engagement with the community.</p> <p>The Streetscape Service is the largest cost centre within the Town Council and additional focus is required to review how this service can be developed to support the future needs of Congleton in the most efficient way.</p>		
<b>Change in reporting</b>	<p>As part of wider changes to the committee it is proposed that the Streetscape Service would report through to the Town Hall and Assets Committee which will help to re align committee capacity and afford more time to review and develop this service. A lot of this work will be done through working groups as there will be commercially sensitive items being discussed, such as –</p> <ul style="list-style-type: none"> <li>• Reviewing the current method of delivering the current CEC contract</li> <li>• Shaping the new Streetscape contract with CEC</li> <li>• Other commercial opportunities</li> <li>• Investment into equipment</li> </ul>		
<b>Requested</b>	That the committee approve the proposal to receive the reporting of the Streetscape Service		

# COUNCIL AGENDA ITEM. 13

## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	Town Hall and Assets meeting		
<b>MEETING DATE AND TIME</b>	7.00 pm 14 <sup>th</sup> November 2019	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Chief Officer David McGifford		
<b>AGENDA ITEM REPORT TITLE</b>	9. Change of Committee Name and Terms of Reference		
<b>Background</b>	<p>Historically the Streetscape Service has been reporting to the Community Environment and Services Committee predominantly about its activity and initiatives. Agenda item 8 on the 14.11.19 approval was sought for the Streetscape Service to report to this committee for the reasons stated within the report.</p> <p>On the assumption that the committee approve agenda item 8 there would need to be an updated Terms of Reference and a change in the name of the committee to provide clarity for councillors and residents as to the core function of the committee</p>		
<b>Changes</b>	<p>It is proposed to change the name of the Committee to -</p> <p><b>The Town Hall, Assets and Services Committee</b> with the development of the following working groups reporting to the committee -</p> <ul style="list-style-type: none"> <li>• Town Hall Development Working Group</li> <li>• Streetscape Development Working Group</li> <li>• Congleton Regeneration Working Group</li> </ul> <p>Each of these groups will need to have their own terms of reference agreed beforehand</p> <p><b>Appendix 1</b> (attached) is the proposed terms of reference for the Town Hall, Assets and Services Committee</p> <p><b>Appendix 2</b> (attached and for reference) is the current terms of reference for the Town Hall and Assets Committee</p>		
<b>Proposals</b>	<p>That the committee support the proposal to –</p> <ol style="list-style-type: none"> <li>1. Change the name of this committee to <b>The Town Hall, Assets and Services Committee</b></li> <li>2. The approval of the Terms of Reference for the committee (Appendix 1)</li> </ol> <p>Ultimately any resolutions relating to these proposals will need to be approved by Council.</p>		

## Appendix 1

TOWN HALL ASSETS AND SERVICES COMMITTEE	
10 Committee members	Quorum = 4
<b>Legal Powers</b>	
Power to provide and encourage the use of conference facilities - General Power of Competence ( Localism Act 2011 Sections 1-8)	
Power to Provide Public Buildings and Halls General Power of Competence	
Function of the Town Hall Assets and Services Committee	Delegation of Function <b>Strategic Management</b> of the Town Hall within Policy and Budget to Town Hall Assets and Services Committee <b>Operational Management</b> of the Town Hall within Policy and Budget to Chief Officer
<b>Town Hall</b>	
Agree Town Hall Pricing Structure	Committee within Budget
Room Hire Letting Policy	Committee to recommend to Finance and Policy
Letting of Office Space within the Town Hall	Chief Officer within letting Policy
Future Development of the Town Hall	Committee to recommend to Council
Agreeing structural repairs , improvement works and maintenance as agreed by the committee	Report to Committee within Budget and Policy and aligned to Financial Regulations
Town Hall development works	Council via Committee within Budget and Policy aligned to Financial Regulations and Health and Safety Laws
Monitoring overall Town Hall Budget –income and expenditure	Committee within Budget and Policy – prepared by RFO
Appointment of Town Hall Commercial Partners	Council Working group of Chief Officer, Town Hall Manager, Chair and 1 member of the committee to recommend
Management of Town Hall Commercial Partners	Chief Officer/ Town Hall Manager within terms of contract
Letting Concessions	Town Hall Manager / admin staff in accordance with letting policy Chief Officer / Chairman for concession requests outside of letting policy
Acceptance of Bookings	Town Hall Administration Staff
Rejections of Bookings	Chief Officer/ Town Hall Manager
Cancellation of Bookings	Town Hall Administration Staff within policy
Residents Discount Bookings	Town Hall Administration Staff within policy
Cleaning schedules	Town Hall Manager
Personal Licence Holder (alcohol)	Commercial Partner
Stocking Bar/ Bar Staff/ Cashing up Bar	Commercial Partner
Cellar Management	Commercial Partner
Checking and Handling of cash for bar and catering	Commercial Partner
Running and managing the Cotton club area	Commercial Partner
Sourcing and checking suitable security cover for events	Commercial partner
Planning and Managing evening and weekend functions	Commercial Partner/ Town Hall Manager
Planning and Managing mid-week non-bar functions	Town Hall Manager
Licence holder and Administration	Town Hall Office Staff
PRS and PPL Licence	Town Hall Manager / Office staff
Cleaning supplies and CTC stock re-ordering	Town Hall Manager
Stock control of Town hall assets	RFO / Town Hall Manager

	Optional audit Chair / Vice Chair F&P
Daily security	Town Hall Manager
Costings of hall hire, functions and catering	Commercial Partner, in conjunction with Town Hall Manager / admin staff (Town Hall Hire in line with pricing Structure)
Promotion of the Town Hall as a venue	Town Hall Manager /Deputy CO with Commercial Partners (within budget)
Equipment purchase and maintenance	Town Hall Manager within budget and aligned to Financial Regulations
Application for Premise Licence	Town Hall Manager with Commercial Partner
Licence Designated Premise Supervisor	Commercial Partner
Approval of Licence variation application	Committee
Nomination of personal licence holders	Committee
Health and Safety matters related to the Town Hall	Town Hall Manager
<b>Streetscape</b>	
	<b>Strategic Management</b> of the Streetscape Service within Policy and Budget to Town Hall, Assets and Services Committee <b>Operational Management</b> of the Town Hall within Policy and Budget to Chief Officer
Delivery of Contract with Local Authority	Chief Officer / Streetscape Manager reporting to Committee
Works contract negotiations with Local Authority	Chief Officer / RFO to recommend to Committee
Private works contract negotiations under £10K	Chief Officer delegated to Streetscape Manager
Staff management / allocation	Streetscape Manager
Staff Training	Streetscape Manager
Risk assessments / Health & Safety	Streetscape Manager
Monitoring of financial performance	RFO/ Streetscape Manager report to Committee
Stock control and assets list	RFO/ Streetscape Manager Optional audit Chair / Vice Chair F&P
Marketing of Services	Streetscape Manager / Marketing Officer
Issues relating to maintenance of other assets statues, community poly tunnel ,Street furniture,	Streetscape Manager
<b>Paddling Pool</b>	
	<b>Strategic Management</b> of the Paddling Pool within Policy and Budget to Town Hall, Assets and Services Committee <b>Operational Management</b> of the Paddling Pool within Policy and Budget to Town Hall Manager
Health and Safety management	Town Hall Manager
Maintenance of site and equipment	Town Hall Manager within agreed budget report to Committee – align to Financial Regulations
Overall budget management	RFO / Town Hall Manager reporting to committee
Development of facility	Town Hall Manager / Chief Officer report to committee
Stock control and assets list	RFO/Town Hall Manager Optional audit Chair / Vice Chair F&P
<b>Cenotaph</b>	
Maintenance / inspection of site	Streetscape Manager
Development project (2020)	Congleton Partnership / Chief Officer reporting to committee aligned to Financial Regulations

**CONGLETON TOWN COUNCIL**  
**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	Community, Environment and Services Committee		
<b>MEETING DATE AND TIME</b>	26 <sup>th</sup> September 2019	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Chief Officer and the Town Marketing and Events Manager/Deputy Chief Officer		
<b>AGENDA ITEM REPORT TITLE</b>	14 Changes to Terms of Reference for CES		
<b>Background</b>	<p><b>NOTE:</b> <i>This report was taken to CES in September. It did not come to the October Council meeting as the changes to the name and terms of reference need to dovetail with the changes proposed for Town Hall and Assets Committee. In anticipation of the report going to Town Hall and Assets committee in November the main changes in the Terms of Reference and Name Change for this Committee are:</i></p> <ol style="list-style-type: none"> <li>1. <i>To Change the name from Community, Environment and Services Committee to Community and Environment Committee (with the Services moving to Town Hall and Assets)</i></li> <li>2. <i>Changes to reflect the powers under which the Town Council operates under (General Power of Competence GPC as opposed to Local government acts for authorities)</i></li> <li>3. <i>Recognition of greater environmental focus</i></li> </ol> <p><i>The new Terms of reference are included as an appendix. The items highlighted blue show where there has been a word change. Items highlighted green are new additions. The development of the terms of reference can seen on the papers to CES on the 26<sup>th</sup> September.</i></p> <p><u>Original paper</u></p> <p>The CES Terms of reference have not been reviewed for some years since the Committee and Environment Committee was merged with the Services and Amenities Committee. When the merger happened, the Town Council was a smaller organisation and it made sense to combine the two committees as both were light on reports. With a renewed emphasis on both environmental concerns and the Town Council assets, it is now proposed that the Community Environment and Services Committee becomes the Community and Environment Committee, and the services that the Town Council manages to be included in the Town Hall and Assets Committee.</p> <p>In addition, the Town Council has the General Power of Competence (GPC) which gives local authorities, including town councils, wider powers to deliver more in their communities. With the GPC the Town Council can provide anything that an individual can provide, as long as the action is not prohibited by other legislation or restrictions. GPC is a power of first resort and as such is the power that the Town Council will use for expenditure rather than the previous acts listed in the original terms of reference items 11- 18.</p> <p>APPENDIX 1 (CAN BE SEEN WITH CES PAPERS ON THE 26<sup>th</sup> SEPTEMBER) is the current Terms of Reference. Anything highlighted yellow (R) is proposed for removal. Anything highlighted blue (C) is subject to word changes. Anything highlighted green (A) is where there is a planned addition to the terms of reference.</p> <p>APPENDIX 2- is a clean copy of the new proposed terms of reference – again showing where there is a proposed Changed blue (C) or Addition green (A)</p>		

The table below uses the numbering from the new proposed terms and reference (Appendix 2) but also highlights why some of the previous terms of reference have been removed. (Yellow in Appendix 1)

There is further confusion as the terms of reference for environment and environmental and public health have been combined into one area (3) and subsequent areas re-numbered.

**Proposed amendments**

Ref		Reason
Title	C	Change the name of the Committee from Community Environment and Services Committee to Community and Environment Committee
1.2	C	These two plans are no longer the main ones - suggest change the wording to Activity engage in commenting on emerging plans which has an impact on the Congleton Community
1.4	R	Remove -funding no longer available
1.6	C	Change promote social inclusion within communities to promote diversity and inclusion
1.7	R	Fair Trade Status has elapsed
1.8	R	Market Town Initiative has elapsed so removing this
1.8	A	Adding a new 1.8 Promote Social Mobility and opportunities for all
1.10	R	Responsibility for strategic operations of Streetscape to Town Hall and Assets
1.11	A	Actively encourage events that generate better social cohesion and bring the community together
1.12	A	Communicate activities, policies, events and promotions to the local community via all available communication channels.
2.1	C	Remove ref to act change to say: Support and where possible work with the principle authority to enhance CCTV operations in Congleton.
2.2	C	Crime Safety Partnership no longer in existence so reword
2.6	R	Health and Safety Policy of Streetscape move to Town Hall and Assets Committee
2.6	A	To support initiatives to help families affected by domestic violence or abuse
2.8	A	To actively support the White Ribbon Campaign
2.9	A	Add a line about initiatives to reduce Anti-Social Behaviour
3.2	A	Add to seek to make Congleton Town Council Carbon Neutral by 2025
3.3 New	A	Ensure that the climate impact is considered in all activities and decisions

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3.3 Old	C	Remove as this power not being used
3.8	C	To promote environmental awareness and good practice to promote action on climate change and environmental responsibilities
		SUGGEST MERGE Environment and Environmental and Public Health as one group

4.1	R	Power not used
4.2	R	Power not used
4.3	A	Make 3.9
4.4	C	Make 3.10
3.11	A	Activity encourage reduce, reuse and recycle in order to reduce waste and promote responsible management of waste.
3.12	A	To promote clean air policies
		MAKE Section 5 Section 4 etc for rest of ToR
4.2	C	To improve access to local services which can contribute to health including mental health
4.3	C	Add a new term - Encourage more people to become more active more often.
5.2	C	Change to involve young people in decision making
5.3	C	Support young people in their communities
5.4	A	Support families to ensure that all the people of Congleton have equal chance to thrive.
6.1	C	Add Social Housing as a term
7.8	A	Encourage a wide and diverse range of events in the town
9	C	Change borough and county council to principal authority
10-19		<p>These items are largely about the powers that Town and Parish Councils may have been able to use before General Power of Competence. Would suggest that there is no need to list all these now antiquated powers, but acknowledge that issues relating to these various items that are part of the built or social fabric of the town can be discussed at Environment and Community Committee.</p> <p>References to activities to do with the Paddling Pool,</p>

PROPOSAL			Propagation Unit and Park to move to Town Hall and Assets (10.3-10.6 of Appendix 1)
	10.3		Remove reference to the Town Tapestry. Add To promote and protect Congleton's historic buildings, traditions and artefacts .
	That the committee accepts the proposed changes / recommendations as laid out in this report.		



**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

10 Members of the Authority

Quorum= 4

Function of Committee Column 1	Delegation of Function Column 2
<b>1. Community Engagement</b> 1.1 To promote the social wellbeing of the Town. 1.2 To respond to strategic plans which will have an impact on the well-being of community of Congleton 1.3 To facilitate and support local community and voluntary organisations 1.4 To support a CAB for the Town. 1.5 To promote diversity and inclusion 1.6 Promote social mobility and opportunities for all 1.7 To agree project funding submissions 1.8 Actively encourage events that generate better social cohesion and bring the community together 1.9 Actively communicate activities, policies, events and promotions to the local community via all communication channels. 1.10 To support gaining accreditation for Congleton with organisations that align with CTC's strategy and values 1.11 To Create Working Groups as required to implement or develop the decisions of the Committee and invite members of the wider community to join these and contribute their time and expertise	<ul style="list-style-type: none"> <li>• Committee under the direction of Council</li> <li>• Committee under the direction of Council</li> <li>• Grants to Finance &amp; Policy Committee</li> <li>• Promotion &amp; other support to Committee/ Chief Officer * in accordance with Policy</li> <li>• Committee under the direction of Council</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Grants to Finance &amp; Policy Committee</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>
<b>2. Community Safety</b> 2.1 To work with the principal authority to enhance CCTV and other community safety initiatives 2.2 To lobby for highway safety improvement schemes for all road users with specific priority for active travel modes such as walking, cycling and horse riding 2.3 To liaise with the Police Authority & Constabulary 2.4 To manage the Police Support Officers Service Level Agreement 2.5 To support initiatives to reduce crime and support victims of crime	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>

<p><b>3. Environment</b></p> <p>3.1 To promote the environmental wellbeing of the Town</p> <p>3.2 To encourage Conservation of the built &amp; natural environment</p> <p>3.3 To seek to make Congleton Town Council Carbon Neutral by 2025</p> <p>3.4 Ensure that Climate Change impact is considered in all activities and decisions</p> <p>3.5 Consider Issues involving ancient monuments &amp; areas of archaeological interest Seek to protect and enhance</p> <p>3.6 To promote and support floral and planting initiatives</p> <p>3.7 To protect and preserve local heritage</p> <p>3.8 To approve &amp; action Environmental Audits</p> <p>3.9 To promote environmental awareness and good practices to promote action on climate change and environmental responsibility</p> <p>3.10 To liaise with the relevant authorities in cases of public health/ environmental nuisance, drainage matter, pollution, animal welfare issue,</p> <p>3.11 To make observations on any public health/ environmental licence or registration application ( other than under the Licensing Act)</p> <p>3.12 Encourage activities which reduce, reuse and recycle in order to reduce waste and promote responsible management of waste.</p> <p>3.13 Promote Clean Air Policies</p> <p>3.14 To promote sustainable integrated transport</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Strategic overview to Committee Operational management to Chief Officer *</li> <li>• Strategic overview to Committee Operational management to Chief Officer</li> <li>• Strategic overview to Committee Operational management to Chief Officer*</li> <li>• Strategic overview to Committee Operational management to Chief Officer*</li> <li>• Strategic overview to Committee Operational management to Chief Officer*</li> <li>• Committee under the direction of Council</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Strategic overview to Committee Operational management to Chief Officer</li> <li>• Petitions to Committee Chief Officer * in other cases</li> <li>• Strategic overview to Committee Operational management to Chief Office</li> <li>• Strategic overview to Committee Operational management to Chief Officer</li> <li>• Strategic overview to Committee Operational management to Chief Officer</li> </ul>
<p><b>4 Personal Health</b></p> <p>4.1 To work with partner organisations to improve the health of people in the Town</p> <p>4.2 To improve access to local services which can contribute to physical and mental health</p> <p>4.3 To promote healthy living</p> <p>4.4 Encourage more people to get more active more often</p> <p>4.5 Contribute to the development of and co-ordination of NHS services</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>



<p><b>5 Young People</b></p> <p>5.1 Support public and community services and facilities for the young.</p> <p>5.2 Involve young people in decision making</p> <p>5.3 Support to young people in their communities</p> <p>5.4 Support families to ensure that all the people of Congleton have equal opportunity to thrive</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>
<p><b>6 Housing</b></p> <p>6.1 To lobby for sufficient affordable housing and social housing .</p> <p>6.2 To support home safety initiatives for Congleton</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>
<p><b>7 Economic Wellbeing &amp; Tourism</b></p> <p>7.1 To promote the economic wellbeing of the Town through partnership with the business and community sectors</p> <p>7.2 To promote tourism within the town</p> <p>7.3 Power to encourage visitors and provide conference &amp; other facilities</p> <p>7.4 To promote regeneration in the Town</p> <p>7.5 To lobby for sufficient high quality employment sites in the Town &amp; support initiatives promoting inward investment</p> <p>7.6 To support skills &amp; training for local businesses</p> <p>7.7 Provision, directly or indirectly of Christmas lights</p> <p>7.8 Encourage a wide and diverse range of events in the town</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee in conjunction with Planning Committee</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>• Committee for strategic overview Chief Officer * for operational management</li> </ul>
<p><b>8 Emergency Planning</b></p> <p>8.1 To assist in preparing &amp; implementing the Emergency Plans of the Principal authority</p>	<ul style="list-style-type: none"> <li>• Committee for strategic overview Chief Officer * for operational management</li> <li>•</li> </ul>
<p><b>9 Quality of Place</b></p> <p>9.1 Use the powers afforded to the Town Council through the General Power of Competence to carry out a wide range of activities that support quality of life in the town. This may include</p> <ul style="list-style-type: none"> <li>• Leisure and Recreational activities</li> <li>• Sustainable Transport Initiatives</li> <li>• Allotments</li> <li>• Upkeep of public spaces</li> <li>• Entertainment and the Arts</li> <li>• Heritage initiatives</li> <li>• Social inclusion</li> </ul>	<ul style="list-style-type: none"> <li>• Grants to Finance &amp; Policy Committee Strategic Management &amp; development to Committee Chief Officer * for Operational management</li> </ul>

## Revised Terms of Reference for Community & Environment Committee V3

<p><b>10 HERITAGE</b></p> <p>10.1 To manage, preserve &amp; promote the use of the Town's ancient records</p> <p>10.2 To promote and protect Congleton's historic buildings, traditions and artefacts</p> <p>.</p>	<ul style="list-style-type: none"> <li>• Strategic overview to Committee within budget &amp; policy Operational Management to Chief Officer *</li> <li>• Strategic overview to Committee within budget &amp; policy Operational Management to Chief Officer *</li> </ul>
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**NB.** Any action delegated to the Chief Officer may in his/her absence be undertaken by Support Manager after seeking relevant consultancy advice, if the matter cannot wait until the Chief Officer returns, except items denoted by \*, when the nominated deputy is the Town Centre & Marketing Manager/ Deputy Chief Officer.

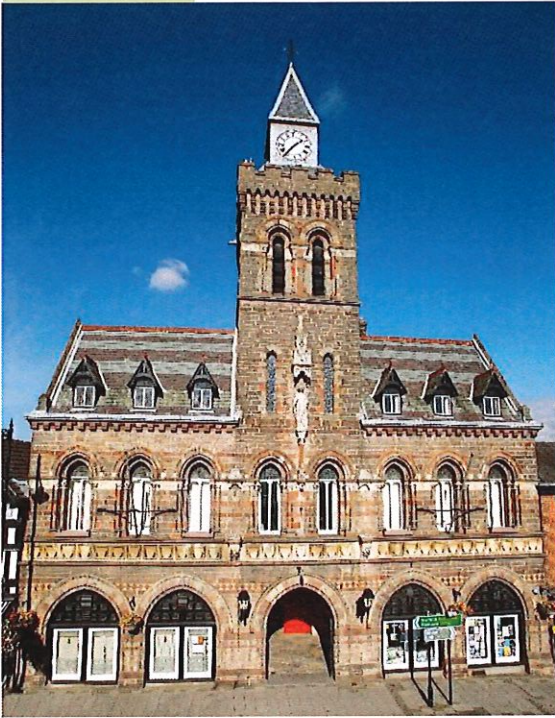
## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	Council		
<b>MEETING DATE AND TIME</b>	5 <sup>th</sup> December 2019	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	The Chief Officer		
<b>AGENDA ITEM REPORT TITLE</b>	15. Business Plan 2020 - 23		
	<p>The 2020-23 Business Plan has been developed with officers and councillors over a three month period which included two externally facilitated meetings and two strategy group meetings. Whilst the Business Plan concentrates on the civic years 2020 -2023 many of the actions stretch beyond this period. It is a living document, which will be reviewed and modified annually to take account of developments and challenges as situations arise, this may include major funding opportunities or significant issues within the town.</p> <p>The Business Plan recognises the current priorities of the Town Council and the community it serves and key actions and activities included within the emerging Congleton Neighbourhood Plan. The plan illustrates the Town Council's commitment to working with Cheshire East Council and to working in partnership with other public bodies as well as the local voluntary and community organisations for the good of Congleton.</p> <p>Some of the key areas the Town Council are looking to address are -</p> <ul style="list-style-type: none"><li>➤ Growth of the town and implications for services and infrastructure</li><li>➤ Lack of integrated and sustainable transport infrastructure</li><li>➤ Economic, social and health inequalities in our community</li><li>➤ Changing role of the town centre in the 21st century</li><li>➤ Wider promotion of Congleton</li><li>➤ Sustainability and Climate Emergency</li><li>➤ Lack of engagement with some parts of our community</li><li>➤ A high standard of operational quality and asset management</li></ul> <p>The proposed Business Plan has been internally reviewed and a budget (item 15) has been prepared to support its delivery.</p>		
<b>Proposal</b>	To approve the 2020-23 Business Plan		



# Congleton Town Council



Congleton Town Council



**Business Plan 2020 – 2023**



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## 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 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 Congleton Urban District Council's powers transferred to the new District (Borough) of Congleton, formed in April 1974 by the merger of five former urban and rural authorities.

Congleton Borough Council and Cheshire County Council, along with Macclesfield Borough Council and Crewe and Nantwich Borough Council merged to form the new unitary principal authority, known as Cheshire East Borough Council. This authority has existed since 1st April 2009.

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, 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 examines plans due for consideration by Cheshire East Council as the planning authority.

The Town Council is made up of 20 Councillors, representing two town wards, Congleton East and Congleton West. Council elections take place every four years when a new Council is elected, the last elections in 2019 saw a change in the political balance of the Council from 18 Conservatives, 1 Labour and 1 Independent to 7 Liberal Democrats, 6 Conservatives, 6 Independents and 1 Womens Equality Party

This business plan concentrates on the civic years 2020 -2023, 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 the town.

The plan recognises the current priorities of the Town Council and the community it serves and key actions and activities included within the emerging Congleton Neighbourhood Plan. The plan illustrates the Town Council's commitment to working with Cheshire East Council and 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 Congleton 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 33<sup>rd</sup> 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).
- ◆ Based on the **Acorn data** 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%)

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-profiles/congleton-east-ward-profile-2016.pdf>

# 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 12<sup>th</sup> 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 37th 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).
- 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%)
Population Density (per hectare)	23.2

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>



## WARD MAP

This map gives an idea of how the Parish of Congleton is divided into two wards. Far greater detailed map can be seen by clicking onto the links below.

[Congleton East Ward Map](#)

[Congleton West Ward Map](#)



## OUR VISION

Our vision is for Congleton to be a vibrant, inclusive, enterprising, active and sustainable town, which remains as an attractive place to live, visit, invest and work.

## OUR CORE VALUES

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

1. Addressing the needs of our community
2. Equality, diversity and inclusion
3. Collaboration
4. Honesty and integrity
5. Ensure value for money
6. Reducing our Carbon Footprint

## STRATEGIC OBJECTIVES

**Our high level Strategic Objectives are :-**

- SO 1 Ensure growth of the town is matched by adequate services and infrastructure
- SO 2 Ensure transport infrastructure is integrated and sustainable
- SO 3 Reduce economic, social and health inequalities within our community
- SO 4 Ensure that the town centre is fit for 21st century
- SO 5 Greater promotion of Congleton as a place to work, live, visit and do business
- SO 6 Reduce the Town Council's Carbon Footprint
- SO 7 Ensure we effectively communicate with all sections of our community
- SO 8 Ensure a high standard of operational quality and asset management



## KEY ISSUES FACING CONGLETON

- Provision of public services impact (doctors/dentists/schools/childcare/social care/mental healthcare)
- Insufficient and poor-quality sports and recreation facilities
- Traffic congestion/air quality/car parking challenges
- Walking/cycling/buses/trains/electric vehicles/mobility scooters infrastructure
- The challenges of ageing and disability
- Lack of support for families and young people
- Lack of affordable childcare
- Lack of local jobs
- The gender pay gap
- Inequality in health outcomes
- Shortage of social housing
- Drug and alcohol abuse
- Crime and Antisocial behavior
- Gambling and irresponsible lending/borrowing
- Declining retail market
- Insufficient employment land
- Key employment sites requiring/awaiting development
- Congleton is an undiscovered gem
- Protection of built heritage
- Celebration of town's history
- Development of cultural heritage
- Preservation of quality green spaces
- Sustainability and Climate Emergency
- Lack of engagement with some parts of our community



# STRATEGIC OBJECTIVES DETAIL

<b>SO 1</b>	<b>Growth of the town and implications for services and infrastructure through to 2030</b>
	<b>Congleton to have the necessary infrastructure and services to support the Cheshire East Council Local Plan's new housing and employment allocations by 2030</b>
1.1	Complete the Congleton Neighbourhood Plan by 2020
1.2	Engage with CEC and surrounding parishes on the CEC Boundary Review consultation
1.3	Through the Planning process lobby CEC for S106 and CIL Contributions to support planned infrastructure improvements
1.4	Establish with CEC the current and future requirements and locations for both Physical, Mental Health and Education provision
1.5	Ensure adequate provision of outdoor sports facilities and associated infrastructure.
1.6	Work in partnership to secure adequate employment land and to protect and enhance current sites where appropriate
1.7	Work with Partners to develop and deliver effective marketing campaigns promoting Congleton as a place to do business and invest in
1.8	Support and lobby for continuation of the services provided by the Congleton War Memorial Hospital
<b>SO 2</b>	<b>Lack of integrated and sustainable transport infrastructure</b>
	<b>A sustainable, flexible transport system that meets the needs of all residents and creates a cleaner, better connected Congleton by 2030.</b>
2.1	Development of a Sustainable Transport Masterplan for Congleton and surrounding Parishes
2.2	Promote existing infrastructure for sustainable modes of transport
2.3	Review current bus and train provision and develop proposals with CEC for integration
2.4	Review provision for car drivers including electric charging points and Car Parking strategy
2.5	Safety campaign and educational programme for motorists, walkers , cyclists and wheelchair users
2.6	Reinforcing the need for high quality transport plans from developers of new housing
<b>SO 3</b>	<b>Economic, social and health inequalities in our community</b>
	<b>By 2025, Congleton will have measurably 'narrowed the outcomes gap' for members of our community so that Congleton has some of the best social, economic and health mobility indicators of any Cheshire East town.</b>
3.1	To establish a benchmark for social, economic and health inequalities
3.2	To strive for first rate mental health services for our town and surrounding areas
3.3	Promote existing services and support the development of additional support for families and young people
3.4	Improve provision and enable access to affordable childcare for people in Congleton
3.5	Support the requirements of an ageing population
3.6	Support the requirements of people with disabilities or complex needs
3.7	Promote the benefits of a diverse and inclusive workforce
3.8	Support and promote initiatives to close the Gender Pay Gap in Congleton
3.9	Work to increase the provision of social housing in Congleton
3.10	Empower and promote agencies supporting those living with addiction and abuse e.g. of drugs, alcohol, gambling
3.11	Promote initiatives to improve the health and wellbeing of people in Congleton



<b>SO 4</b>	<b>Changing role of the town in the 21st century</b>
	<b>A fit- for -purpose town that meets the needs of a 21st century Congleton by 2030</b>
4.1	Engage with land owners and CEC planning to promote the regeneration of key sites within the town eg Bridestones /market area, Bossons Mill, Bradshaw House, former council offices site Market Square - provision of an additional hotel
4.2	Support the relocation and development of the museum
4.3	Actively protect the conservation area
4.4	Awareness and protection of listed buildings and local listed buildings
4.5	Make representations on regeneration projects and new developments to ensure it reflects the heritage and traditional architecture of the Town
4.6	Maintain a vibrant town that services the current and future needs of residents and visitors
4.7	Work with and support the Local Policing Unit to ensure we have adequate police coverage
4.8	Work with partners to develop initiatives focused on reducing anti-social behaviour
4.9	Continue reviewing the CCTV provision and other forms of security and monitoring
4.10	Enhance the built heritage in the town should grants become available
4.11	Lobby for Business development and start up grants
<b>SO 5</b>	<b>Congleton is an undiscovered gem -</b>
	<b>Congleton to be recognised as a friendly town with a vibrant cultural scene and an interesting heritage surrounded by beautiful countryside.</b>
5.1	Development of a Tourism and Marketing Strategy by 2020
5.2	Create and promote Town trails
5.3	Develop and promote a regular events programme (incl cultural)
5.4	Review the opportunities for twinning with another country (s) with a focus on youth
<b>SO 6</b>	<b>Sustainability and Climate Emergency</b>
	<b>Congleton will be sustainable and carbon neutral before the government's target</b>
6.1	Reduce the carbon footprint for the Town Council's assets and Streetscape service
6.2	Through partnership working and engagement with the adjoining parishes plant and maintain 30,000 new by 2024
6.3	Review existing facilities for recycling and develop new where necessary
6.4	Develop and deliver a campaign (s) promoting the need and facilities for recycling
6.5	Create awareness of training opportunities
6.6	Maximise opportunities for the retention and enhancement of Green Open Spaces
6.7	Support the development and delivery of the Congleton Sustainability Group's initiatives
6.8	To work with partners on recycling initiatives
6.9	To improve the air quality in Congleton
<b>SO 7</b>	<b>Aspire to engage with all members of our community</b>
	<b>Congleton is an engaged and caring community that looks after the needs of all residents and businesses</b>
7.1	Develop a communications strategy inclusive of all forms of media.
7.2	Through Partnership working support and promote activities that deliver the needs of residents
7.3	Inform local residents about the provision of local services
<b>SO 8</b>	<b>A high standard operational quality and asset management</b>
	<b>The Town Council is recognised as being well managed ambitious council that supports the needs of its residents</b>
8.1	To achieve and maintain the National Association of Local Councils (NALC) 'Council Gold Standard of Operation'
8.2	Through a capital investment plan maintain and develop the current Town Council's built assets inclusive of the Town Hall, Cenotaph, Paddling Pool and Allotments



8.3	Explore opportunities to acquire additional assets and services that will benefit the community
8.4	Ensure that health and safety is at the forefront of Town Council's services
8.5	To develop and enhance the Streetscape grounds maintenance and street cleansing service
8.6	Work to reduce the operational deficit of the Town Hall

## COMMITTEE STRUCTURE

The Town Council has well defined terms of reference for each of its committees, which all have 10 voting members. Non-voting councillors regularly attend other committees to enable them to have a wider understanding of Town Council business. All councillors are entitled to attend and speak on agenda matters if they so wish, however only members appointed that that committee may vote. The only exceptions to this is the Planning Committee and Full Council 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 job descriptions pay and working conditions and the overall operating structure

**Town Hall, Assets and Services:** Reviews the overall performance and development of the Town Hall and the Streetscape Service as well as the management of the Councils other assets and Services

**Planning:** The Town Council is not the planning authority, the committee forwards its observations and local knowledge on planning and license applications within the town boundary to Cheshire East Council who determine the applications

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

**Council:** Meetings are open to all 20 Councillors and its role is to ratifies the minutes of the committee meetings and consider strategic matters this includes but is not limited to:

- Adoption and amendment of the corporate strategy and business plans
- Approval and amendment of policies
- Approval of the Neighbourhood Plan
- Approval of the annual budget and precept
- Election of Mayor and appointment of committees and chairs
- All powers in case of a civil emergency or urgency item



## 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 generally 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, examples of some of the working groups are below – with the working group listed under the appropriate committee .

Committees				Partnership groups
Council / Civic	Town Hall, Assets and Services	Community and Environment	Planning	
Chairs group	Streetscape Development	Anti- Social Behaviour	S106 Review group	Health and wellbeing
Strategy working	Market Development	Congleton Green		Dementia
Youth Council		Integrated Transport		Sustainability
		MIU War memorial		Youth Forum
		Christmas		Senior Forum
		In Bloom		5 Town partnerships
		Pub-watch – non reporting		Connected Communities
		Health and Wellbeing – mental health		Cenotaph

The Town Council also holds 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 committee and council agendas, minutes and reports can be viewed at [www.congelton-tc.gov.uk](http://www.congelton-tc.gov.uk)

## 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 2020/21 is £1.72 per week for an average band D property. This enables the Town Council to spend £923,674 per annum. This is enhanced by a grant from Cheshire East Council where we have a Service Level Agreement for the delivery of the Streetscape Services, which provides a high quality environment for our town through the floral displays, grass cutting, grounds maintenance and street cleansing. Additional income is raised through the hire of the Town Hall and via grants and sponsorship raised for specific projects and activities.

Overall our Income and expenditure is expected to be circa £1.4million for 2020/21



# SUMMARY

This Business Plan identifies the core values and the strategic objectives for Congleton Town Council for the year 2020-23 and beyond. This document only give the headline titles and the areas of work. Operationally there are many action and working plans designed to deliver the Business Plan through employees of the council, councillors and partner organisations.

In 2020 -23 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 adequacy of services and infrastructure to support the growth of the town
3. The impacts of the Congleton Link Road during construction and once completed
4. Changes that may or may not impact on Congleton depending on the country's future relationship with the European Union.
5. Changes that may or may not impact on Congleton depending on political changes within national government and Cheshire East.
6. Any changes in Cheshire East Council's policies that affect town and parish councils.
7. The review into the Local Government Boundaries and ward sizes and any impact that is has on Congleton and its structures
8. Whether a number of key developments in Congleton come to fruition.

For further Information contact:

Congleton Town Council  
Congleton Town Hall  
High Street  
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[www.congleton-tc.gov.uk](http://www.congleton-tc.gov.uk)

## GLOSSARY

**ACORN DATA** provides consumer classification using 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 an amount that is paid by developers to help towards the cost of infrastructure needed in an area to accommodate the demands of the new development.

**NALC**—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 are 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.

**SUSTAINABLE MODES OF TRANSPORT** – refers to walking, cycling, bus routes, bridleways and including disability access / provision

## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	Finance and Policy Committee		
<b>MEETING DATE AND TIME</b>	05.12.2019	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Chief Officer and RFO		
<b>AGENDA ITEM REPORT TITLE</b>	<b>16 Draft Budget and Precept 2020-21</b>		
<b>Introduction</b>	<p>The Council's budget is quite complex, so it is important for members to be able to understand the format and details to enable them to make informed decisions. This is the covering report that has been produced along with the draft budget, to bring in the main factors influencing its form.</p> <p>Following numerous Business Planning meetings the Town Council's new Business Plan has been finalised for 2020/21.</p> <p>The 2020-21 budget is structured to fit alongside this business plan to help deliver the desired outcomes.</p>		
<b>Considerations and process</b>	<p>The first stage in developing the draft budget was to review the current income and expenditure levels for the first 6 months of this financial year on each of the 188 cost codes entries (<b>appendix.2</b>)</p> <p>This initial work was undertaken by the Chief Officer and the Responsible Financial Officer following discussions with senior members of staff and provides a forecasted end of year expenditure which will show an indicative overspend or underspend.</p> <p>The next stage was to take into account the considerations listed below to create a draft budget prepared by officers. This was then presented to the Chair, Vice Chair and previous vice Chair of Finance Committee to discuss and analyse the information and propose amendments where applicable. This budget now needs approval by Council before being submitted to Cheshire East Council as the precept, to be collected by them as part of the Council tax. (<b>appendix 1</b>)</p> <p><b>Considerations</b></p> <ul style="list-style-type: none"> <li>➤ Current expenditure levels</li> <li>➤ National guidelines on salaries and pensions</li> <li>➤ Inflation 3%</li> <li>➤ Town Hall development and management plans</li> <li>➤ Town hall maintenance requirements following Health and Safety Reviews</li> <li>➤ Streetscape Development review</li> <li>➤ Increase in officer workload following on from Business Planning objectives</li> <li>➤ Capital Investment</li> <li>➤ Current reserves (<b>appendix 3</b>)</li> </ul> <p>➤ <b>Staff Salary increases</b> - Congleton Town Council staff, in line with other town and parish councils nationally, are paid according to pay scales negotiated by the National Joint Council for Local Government Services (NJC) which incorporates NALC (National Association of Local Councils) and the SLCC (Society of Local Council Clerks). The rates for 2020/21 have not yet been agreed – discussions are on-going, so the assumption has been made of 3% for higher paid staff and 5% for lower grades. This is also in line with increases in the National Minimum Wage.</p>		

<b>Significant variations of 20/21 budget from 19/20 budget</b>	<ul style="list-style-type: none"> <li>➤ Increase in Corporate Management (Professional fees for drug and alcohol testing in accordance with Health and Safety guidelines.</li> <li>➤ Increase in expenditure on the public toilets – an external company has been appointed to clean.</li> <li>➤ Budget for an extra full-time member of staff to enable the aspirations of the business plan to be implemented.</li> <li>➤ Small decrease in the provision for luncheon club support – but still allowing for growth on the current usage.</li> <li>➤ Decrease in loan repayments as the Cheshire East Loan has been repaid.</li> <li>➤ Decrease in Capital replenishment from revenue as the current level of reserves are strong.</li> </ul>
<b>Budget and Precept</b>	<p><b>The total precept for 2019-20 was £884,152</b> which was based on a precept of <b>£86.21 per</b> Band D property, this is calculated by the number of properties which is provided by Cheshire East Council</p> <p><b>The proposed budget for 2020-21 is £923,674</b> It equates to a charge of <b>£89.61</b> per Band D property which is an increase of <b>£3.40 or 3.94%</b> per household</p>
<b>Decision requested</b>	<p>To approve the <b>budget and precept of £923,674 for 2020-21.</b></p>

# AGENDA ITEM 16 APPENDIX 3

Earmarked Reserves				31/03/2019	30/03/2020 (projected)	30/03/2021 (available)
Capital Contingency - General				267,057	240,000	254,000
Capital Equipment fund				31,616	29,000	29,000
Others:	Elections			20,000	20,000	20,000
	Crime Prevention/Traffic Calming			8,779	6,779	3,000
	Committed Grants			5,577	0	0
	Congleton Partnership Projects			68,316	30,000	30,000
	Civic Treasures			3,000	3,000	3,000
	Website			2,651	3,651	4,651
	Training			10,000	7,000	5,000
	Loan Repayments			2,655	0	0
	Public Toilets			24,012	24,012	24,012
	Public Realm			9,189	9,189	9,189
	Legal Fees			5,292	5,292	5,292
	Christmas Lights			7,573	12,573	17,573
	Tourism			10,768	9,169	8,000
	Marketing			5,000	5,000	0
	Neighbourhood plan			19,690	15,000	0
	Cenotaph			100,000	100,000	100,000
	Rotary Bonfire			5,000	5,000	5,000
				606,175	524,665	517,717



<b>Congleton Town Council</b>							
<b>Budget Summary</b>		<b>Year Ended 31st March 2021</b>					
		<b>2019 20</b>	<b>2020 21</b>	<b>Budget</b>			
		<b>Projected *1</b>	<b>Budgeted*2</b>	<b>Proposed*3</b>	<b>Incr/Decr *4</b>	<b>Notes</b>	
<b>Finance and Policy</b>							
Corporate Management		144288	145512	155842	10330	7.10% drug/alcohol testing	
Democratic Rep'n & Mgmt		53837	54087	55450	1363	2.52%	
Grants (incl S137)		61525	61583	61583	0	0.00%	
		259650	261182	272875	11693	4.48%	
<b>Community, Amenities and Services</b>							
Congleton Pool		26370	27968	27003	-965	-3.45%	
Propagation Unit		1000	1000	1000	0	0.00%	
Floral Displays		12000	12000	12250	250	2.08%	
Allotments		1250	1250	1250	0	0.00%	
Public Toilets		12427	8600	16050	7450	88.63%	
Congleton Partnership		34578	34578	35172	594	1.72%	
Community Development		76186	96186	136827	40641	42.25%	
Crime Reduction		37700	51700	53650	1950	3.77%	
Christmas Fayre & Lights		21000	21000	16000	-5000	-23.81%	
Neighbourhood Plan		0	0	0	0		
Tourism		5000	5000	5000	0	0.00%	
Youth & Young People		2000	2000	2000	0	0.00%	
Luncheon Club		11000	11000	9000	-2000	-18.18%	
		240511	272282	315202	42920	15.76%	
<b>Town Hall</b>							
Congleton Town Hall - Expenditure		198400	200566	202379	1813	0.90%	
Congleton Town Hall - Income		114910	125800	126300	500	0.40%	
		83490	74766	0	76079	1313	
						1.78%	
<b>Streetscape</b>							
Streetscape - Expenditure		573546	578721	595350	16629	2.87%	
Streetscape - CEBC Income		366702	366702	366702	0	0.00%	
Streetscape - Other Income		9664	15900	15900	0	0.00%	
		197180	196119	212748	0	16829	
						8.48%	
<b>TOTAL REVENUE EXPENDITURE</b>		<b>780831</b>	<b>804349</b>	<b>876904</b>	<b>0</b>	<b>72555</b>	
						9.02%	
<b>CAPITAL &amp; PROJECT EXPENDITURE</b>							
Capital Expenditure (General)		5000	5000	5000	0		
Town Hall- Office IT		5000	5000	5000	0		
Streetscape Equipment		5000	5000	5000	0		
From Capital Reserve		-10000	-10000	-10000	0		
From Earmarked Reserves		-5000	-5000	-5000	0		
Town Hall Loan Repayments & Interest		39803	39803	21770	-18033		
Replenish Streetscape Equipment Reserve		5000	5000	5000	0		
Replenish Capital Reserve		35000	35000	20000	-15000		
					0		
Capital and Project spend		79803	79803	46770	-33033		
<b>TOTAL NET EXPENDITURE (Precept)</b>		<b>860834</b>	<b>884152</b>	<b>0</b>	<b>923674</b>	<b>39522</b>	
						4.47%	
<b>Projected underspend 19/20</b>			<b>23510</b>	<b>*5</b>			
<b>ADJUSTED BASIS</b>							
Band D Equivalents			<b>10256</b>	<b>*6</b>	<b>10308</b>		
Precept per Band D Equivalent (£/annum)		<b>£ 86.21</b>	<b>*7</b>	<b>89.61</b>	<b>£3.40</b>	<b>3.94%</b>	
Precept per Band D Equivalent (£/week)		<b>1.65</b>		<b>1.72</b>			
<b>Notes</b>							
1) Projected - this is the estimated underspend at 31/03/20							
2) Budgeted - the 2019/20 budget							
3) Proposed - this is the suggested budget for 2020/21							
4) Budget Incr/Decr is the difference between this year's budget and next year's proposals							
5) Projected underspend - this is the projected underspend at 31/03/2020							
6) This is the tax base figure given from Cheshire East Council and is the number of households that the Precept is divided by to give the annual amount per household							
7) £86.21 is the current annual cost to a Band D council tax payer to the Town Council £89.61 is the proposed amount for 2020/21 so an increase of £ 3.40per year (7p per week)							



# APPENDIX 2 AGENDA ITEM 16

28/11/2019

12:02

## Congleton Town Council

### Annual Budget - By Committee

Note: Preliminary Budgets 20/21

Page 1

	2018/19		2019/20			Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
<b>Finance and Policy</b>								
<b>101 Corporate Management</b>								
1176 Precept	836,152	836,152	884,152	884,152	884,152	0	923,674	0
1190 Interest Receivable	2,000	3,773	3,000	2,988	4,000	0	3,000	0
<b>Total Income</b>	<b>838,152</b>	<b>839,925</b>	<b>887,152</b>	<b>887,140</b>	<b>888,152</b>	<b>0</b>	<b>926,674</b>	<b>0</b>
4000 Staff Costs (re-allocated)	144,164	126,014	136,059	79,221	136,059	0	141,048	0
4007 Travel and Subsistence	900	157	900	0	900	0	900	0
4008 Training	2,550	261	3,000	1,583	3,000	0	3,000	0
4013 Rent Payable	13,950	13,950	13,950	9,300	13,950	0	13,950	0
4019 Reception - TIC	3,124	3,276	3,186	3,375	3,375	0	3,450	0
4020 Miscellaneous Office Costs	400	829	450	834	1,300	0	1,660	0
4021 Telephone/Fax/Internet	1,300	709	1,260	360	600	0	1,020	0
4022 Postage	2,900	2,354	2,900	1,203	2,400	0	2,900	0
4023 Stationery & Printing	3,000	1,966	3,000	1,536	3,000	0	3,000	0
4024 Subscriptions & Publications	3,130	3,216	3,230	3,317	3,230	0	3,500	0
4025 Insurance	9,000	8,182	9,180	8,654	8,500	0	9,180	0
4026 Computer/IT Costs	10,600	10,398	10,812	8,098	12,000	0	11,600	0
4027 Photocopy Charges	3,000	2,531	2,600	894	2,600	0	2,600	0
4030 Recruitment Advertising	500	0	500	0	500	0	500	0
4031 Other Advertising	300	130	300	84	300	0	300	0
4051 Bank Charges	1,000	903	1,020	527	1,000	0	1,000	0
4061 Audit Fees - External	2,000	2,000	2,000	2,000	2,000	0	2,000	0
4062 Audit Fees - Internal	1,260	1,290	1,290	445	1,290	0	1,290	0

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**Congleton Town Council**  
**Annual Budget - By Committee**  
**Note: Preliminary Budgets 20/21**

28/11/2019

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	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4063	Accountancy & Payroll support	4,200	4,496	4,500	2,066	4,500	0	4,570	0
4064	Legal & Professional fees	3,000	1,256	2,000	536	2,000	0	5,000	0
4066	HR & H&S Support	4,500	3,369	4,590	1,732	4,000	0	4,590	0
4920	Tfr to Cap Contingency Fund	0	5,000	0	0	0	0	0	0
4924	Tfr to EMR Crime Prev/Tr Calm	0	5,000	0	0	0	0	0	0
4933	Tfr to EMR Training	0	8,253	0	0	0	0	0	0
5999	Dep'n charged to services	0	3,525	0	0	0	0	0	0
6000	Central Overheads Reallocated	-56,688	-49,190	-58,216	-36,606	-58,216	0	-58,216	0
	<b>Overhead Expenditure</b>	158,090	159,876	148,511	89,158	148,288	0	158,842	0
	<b>Movement to/(from) Gen Reserve</b>	680,062	680,048	738,641	797,982	739,864		767,832	
<u>102</u>	<u>Civic</u>								
1180	Donations Received	0	0	0	107	0	0	0	0
1199	Miscellaneous Income	0	2,189	0	250	250	0	0	0
	<b>Total Income</b>	0	2,189	0	357	250	0	0	0
4000	Staff Costs (re-allocated)	26,066	25,896	26,746	15,568	26,746	0	27,664	0
4008	Training	1,000	376	2,000	1,134	2,000	0	2,000	0
4023	Stationery & Printing	500	318	500	431	500	0	500	0
4033	Marketing/Promotions	918	396	1,000	256	1,000	0	1,000	0
4034	Council Newsletter	5,335	5,094	5,388	3,432	5,388	0	5,388	0
4035	Council Website	1,500	815	1,500	700	1,500	0	1,500	0
4201	Mayor's Allowance	3,000	3,000	3,000	3,000	3,000	0	3,000	0
4203	Members' Expenses	200	0	200	0	200	0	200	0

Continued on next page

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

2018/19			2019/20				Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4211	2,500	3,833	0	0	0	0	0	0	0
4213	5,000	4,688	5,000	2,460	5,000	0	5,000	0	0
4221	250	1	250	0	250	0	250	0	0
4222	5,500	6,045	5,555	4,818	5,555	0	6,000	0	0
4225	1,500	1,414	500	50	500	0	500	0	0
6000	2,518	2,185	2,448	1,539	2,448	0	2,448	0	0
	55,787	54,062	54,087	33,387	54,087	0	55,450	0	0
	(55,787)	(51,873)	(54,087)	(33,030)	(53,837)		(55,450)		
107									
4701	15,000	8,180	15,000	6,506	24,327	0	18,750	0	0
4703	3,500	4,769	4,500	3,801	4,500	0	4,500	0	0
4708	4,500	4,500	4,500	3,000	4,500	0	4,500	0	0
4709	16,000	16,000	16,000	16,000	16,000	0	16,000	0	0
4710	1,533	1,533	1,533	1,022	1,533	0	1,533	0	0
4711	15,000	15,000	15,000	15,000	15,000	0	15,000	0	0
4713	0	7,500	3,750	0	0	0	0	0	0
4722	1,000	1,026	1,000	73	1,000	0	1,000	0	0
4732	300	235	300	242	242	0	300	0	0
4921	0	5,000	0	0	0	0	0	0	0
4925	0	5,577	0	0	0	0	0	0	0
4973	0	-6,210	0	0	0	0	0	0	0
4975	0	-8,918	0	-5,577	-5,577	0	0	0	0
	56,833	54,191	61,583	40,067	61,525	0	61,583	0	0
									</

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**Congleton Town Council**  
**Annual Budget - By Committee**  
**Note: Preliminary Budgets 20/21**

28/11/2019  
12:02

	2018/19		2019/20				Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>108</b>									
<b><u>Movement to/(from) Gen Reserve</u></b>									
	(56,833)	(54,191)	(61,583)	(40,067)	(61,525)		(61,583)		
<b><u>Mayor's Fundraising Activities</u></b>									
1299 Mayor's Fundraising-Income	0	18,169	0	5,424	0	0	0	0	0
<b>Total Income</b>	0	18,169	0	5,424	0	0	0	0	0
4297 Mayor's Fundraising Unspent	0	-3,877	0	-7,575	0	0	0	0	0
4298 Mayor's Fundraising-Donations	0	11,457	0	9,300	0	0	0	0	0
4299 Mayor's Fundraising-Expenses	0	10,588	0	1,946	0	0	0	0	0
<b>Overhead Expenditure</b>	0	18,169	0	3,672	0	0	0	0	0
<b><u>Movement to/(from) Gen Reserve</u></b>	0	0	0	1,752	0	0	0		
<b>109</b>									
<b><u>Capital and Projects</u></b>									
1175 Sale of Assets	0	2,875	0	0	0	0	0	0	0
<b>Total Income</b>	0	2,875	0	0	0	0	0	0	0
4053 Loan Interest Payable	16,826	16,826	16,590	8,325	16,590	0	16,334	0	0
4054 Loan Capital Repaid CBC	36,350	36,350	18,175	18,150	18,175	0	0	0	0
4055 Loan Capital Repaid - PWLB	4,952	4,838	5,188	5,069	7,693	0	5,436	0	0
4802 CAP - Padding Pool	0	0	0	341	341	0	0	0	0
4804 CAP - Streetscape Equipment	5,000	2,013	5,000	3,369	1,674	0	5,000	0	0
4805 CAP Town Hall Office	0	1,431	0	0	0	0	0	0	0
4806 CAP Office Equipment/computers	5,000	390	5,000	3,218	2,910	0	5,000	0	0
4809 CAP - Town Hall Equipment	5,000	552	5,000	2,582	1,462	0	5,000	0	0
4811 CAP - Public Realm	0	767	0	0	0	0	0	0	0

Continued on next page

## Congleton Town Council

## Annual Budget - By Committee

## Note: Preliminary Budgets 20/21

	2018/19		2019/20				Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4850	CAP - Town Hall Maintenance	0	0	2,677	0	0	0	0	0
4899	Assets Capitalised	0	12,716	0	0	0	0	0	0
4918	Tfr to Capital Equipment Fund	5,000	5,000	5,000	5,000	0	5,000	0	0
4920	Tfr to Cap Contingency Fund	10,000	10,000	35,000	35,000	0	20,000	0	0
4936	Tfr to EMR Loan Rep't not made	0	2,505	0	0	0	0	0	0
4968	Tfr from Cap Equipment Fund	-5,000	-8,624	-2,272	-577	0	-5,000	0	0
4970	Tfr from Cap Contingency Fund	-10,000	-9,245	-7,238	-5,810	0	-10,000	0	0
4986	Tfr from EMR Loan Repay'ts	-350	-2,741	-2,655	-2,655	0	0	0	0
5175	NBV of Asset Disposals	0	2,268	0	0	0	0	0	0
5176	NBV Asset of Disposals to CFR	0	-2,268	0	0	0	0	0	0
	Overhead Expenditure	72,778	72,778	71,566	79,803	0	46,770	0	0
	Movement to/(from) Gen Reserve	(72,778)	(69,903)	(71,566)	(79,803)		(46,770)		
	Finance and Policy - Income	838,152	863,158	892,921	888,402	0	926,674	0	0
	Expenditure	343,488	359,076	237,850	343,703	0	322,645	0	0
	Movement to/(from) Gen Reserve	494,664	504,082	655,071	544,699		604,029		

Continued on next page

## Congleton Town Council

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>			<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
<u>Community, Environment &amp; Serv</u>								
<u>201 Paddling Pool</u>								
4000 Staff Costs (re-allocated)	10,685	9,950	12,086	14,441	12,086	0	12,097	0
4009 Protective Clothing/H & Safety	357	125	300	324	324	0	300	0
4012 Water	3,500	5,027	5,000	2,305	3,750	0	4,000	0
4014 Electricity	2,346	2,496	2,800	2,174	2,500	0	2,800	0
4039 Pool Chemicals	2,550	2,390	2,576	2,504	2,504	0	2,600	0
4041 Property Maintenance	3,500	5,365	4,000	3,540	14,000	0	4,000	0
4042 Grounds Maintenance	100	0	100	0	100	0	100	0
4970 Trn from Cap Contingency Fund	0	0	0	0	-10,000	0	0	0
5999 Dep'n charged to services	0	4,449	0	0	0	0	0	0
6000 Central Overheads Reallocated	1,032	896	1,106	696	1,106	0	1,106	0
Overhead Expenditure	24,071	30,698	27,968	25,985	26,370	0	27,003	0
Movement to/(from) Gen Reserve	(24,071)	(30,698)	(27,968)	(25,985)	(26,370)		(27,003)	
<u>212 Propagation Unit</u>								
4162 General Expenditure	1,000	0	1,000	0	1,000	0	1,000	0
Overhead Expenditure	1,000	0	1,000	0	1,000	0	1,000	0
Movement to/(from) Gen Reserve	(1,000)	0	(1,000)	0	(1,000)		(1,000)	
<u>215 Floral Displays</u>								
1172 In Bloom Calendar sales	0	586	0	0	0	0	0	0
1179 Grants Receivable - Other	0	300	0	1,050	1,050	0	0	0

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## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1180 Donations Received	0	222	0	210	0	0	0	0	0
1195 Sponsorship income	0	1,696	0	0	0	0	0	0	0
1199 Miscellaneous Income	0	4,546	2,500	4,492	4,492	0	4,000	0	0
<b>Total Income</b>	0	7,350	2,500	5,752	5,542	0	4,000	0	0
4011 Rates	0	268	0	221	221	0	250	0	0
4162 General Expenditure	12,000	21,937	14,500	9,307	17,321	0	16,000	0	0
4977 Tfr from EMR In Bloom	0	-3,000	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	12,000	19,205	14,500	9,528	17,542	0	16,250	0	0
<b>Movement to/(from) Gen Reserve</b>	(12,000)	(11,855)	(12,000)	(3,776)	(12,000)		(12,250)		
<b>241 Allotments</b>									
1010 Rent Received - 3rd Party	190	190	190	0	190	0	190	0	0
<b>Total Income</b>	190	190	190	0	190	0	190	0	0
4012 Water	0	1	0	57	0	0	0	0	0
4038 Garage Rent payable	430	435	440	254	440	0	440	0	0
4041 Property Maintenance	1,000	735	1,000	849	1,000	0	1,000	0	0
5999 Dep'n charged to services	0	668	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	1,430	1,840	1,440	1,160	1,440	0	1,440	0	0
<b>Movement to/(from) Gen Reserve</b>	(1,240)	(1,650)	(1,250)	(1,160)	(1,250)		(1,250)		
<b>262 Street Furniture</b>									
5999 Dep'n charged to services	0	300	0	0	0	0	0	0	0

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## Congleton Town Council

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	2018/19		2019/20			Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
<b>Overhead Expenditure</b>								
<b>Movement to/(from) Gen Reserve</b>								
	0	300	0	0	0	0	0	0
	0	(300)	0	0	0	0	0	0
<b>Public Toilets</b>								
263								
4010	0	0	0	1,606	3,200	0	5,850	0
4011	2,500	2,496	2,600	1,488	2,127	0	2,200	0
4012	3,000	3,073	3,000	1,158	3,000	0	3,500	0
4014	1,000	388	500	284	500	0	500	0
4016	1,000	1,235	1,000	1,082	1,500	0	1,500	0
4040	1,000	300	600	188	600	0	1,000	0
4041	800	897	800	1,423	1,500	0	1,500	0
4162	100	0	100	0	0	0	0	0
5999	0	284	0	0	0	0	0	0
<b>Overhead Expenditure</b>								
	9,400	8,673	8,600	7,229	12,427	0	16,050	0
	(9,400)	(8,673)	(8,600)	(7,229)	(12,427)		(16,050)	
<b>Movement to/(from) Gen Reserve</b>								
<b>CTC Streetscape</b>								
280								
1040	0	240	0	425	614	0	0	0
1041	0	692	0	0	0	0	0	0
1165	366,702	366,702	366,702	275,026	366,702	0	366,702	0
1167	15,000	17,846	15,000	5,678	8,000	0	15,000	0
1183	0	0	0	150	150	0	0	0
1199	900	900	900	450	900	0	900	0
<b>Total Income</b>								
	382,602	386,381	382,602	281,729	376,366	0	382,602	0

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## Congleton Town Council

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3030	0	1,752	0	863	614	0	0	0	0
	0	1,752	0	863	614	0	0	0	0

Continued on next page

**Annual Budget - By Committee**  
**Note: Preliminary Budgets 20/21**

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b><u>300 Public Realm</u></b>									
4162 General Expenditure	0	583	0	0	0	0	0	0	0
4164 CCTV	10,500	9,500	0	0	0	0	0	0	0
5998 Def'd Gts credit to services	0	-225	0	0	0	0	0	0	0
5999 Dep'n charged to services	0	450	0	0	0	0	0	0	0
Overhead Expenditure	10,500	10,308	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(10,500)	(10,308)	0	0	0	0	0		
<b><u>301 Congleton Partnership</u></b>									
1177 Grants Receivable - CEC	0	8,000	0	8,000	8,000	0	0	0	0
1179 Grants Receivable - Other	0	3,000	0	19,377	19,377	0	0	0	0
1180 Donations Received	0	1,524	0	22	579	0	0	0	0
1189 Centotaph Donations	0	0	0	1,317	750	0	0	0	0
1199 Miscellaneous Income	0	810	0	150	150	0	0	0	0
Total Income	0	13,334	0	28,866	28,856	0	0	0	0
4000 Staff Costs (re-allocated)	17,302	16,040	17,936	9,654	17,936	0	18,530	0	0
4301 Congleton Partnership	1,000	1,373	1,000	1,214	1,000	0	1,000	0	0
4305 Centotaph Expenditure	0	0	0	49,408	675	0	0	0	0
4306 P/Ship - Regeneration Projects	14,000	8,780	14,000	5,081	52,833	0	14,000	0	0
4926 Tfr to EMR Cong Partnership	0	68,316	0	0	57,664	0	0	0	0
4976 Tfr from EMR Cong Partnership	0	-50,135	0	-68,316	-68,316	0	0	0	0
6000 Central Overheads Reallocated	1,671	1,450	1,642	1,032	1,642	0	1,642	0	0
Overhead Expenditure	33,973	45,825	34,578	-1,927	63,434	0	35,172	0	0

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## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

2018/19			2019/20			Preliminary Budget 20/21			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>									
	<u>(33,973)</u>	<u>(32,491)</u>	<u>(34,578)</u>	<u>30,793</u>	<u>(34,578)</u>		<u>(35,172)</u>		
<b>302 Community Development</b>									
1179	0	868	0	0	0	0	0	0	0
1199	0	63	0	0	0	0	0	0	0
<b>Total Income</b>									
	0	931	0	0	0	0	0	0	0
4000	56,639	58,673	85,147	39,382	65,147	0	125,788	0	0
4033	3,213	3,124	3,245	2,800	3,245	0	3,245	0	0
6000	5,471	4,748	7,794	4,901	7,794	0	7,794	0	0
<b>Overhead Expenditure</b>									
	65,323	66,545	96,186	47,083	76,186	0	136,827	0	0
<b>Movement to/(from) Gen Reserve</b>									
	<u>(65,323)</u>	<u>(65,615)</u>	<u>(96,186)</u>	<u>(47,083)</u>	<u>(76,186)</u>		<u>(136,827)</u>		
<b>303 Crime Reduction</b>									
4162	47,672	16,640	40,000	16,640	26,000	0	40,000	0	0
4164	0	0	11,700	0	11,700	0	13,650	0	0
4945	0	27,233	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>									
	47,672	43,873	51,700	16,640	37,700	0	53,650	0	0
<b>Movement to/(from) Gen Reserve</b>									
	<u>(47,672)</u>	<u>(43,873)</u>	<u>(51,700)</u>	<u>(16,640)</u>	<u>(37,700)</u>		<u>(53,650)</u>		
<b>305 Christmas Fayre -Light Switch</b>									
1170	0	163	0	413	0	0	0	0	0
1171	0	2,021	0	1,799	0	0	0	0	0
1179	0	3,500	0	0	0	0	0	0	0

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## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1195 Sponsorship income	0	0	0	1,820	0	0	0	0	0
1199 Miscellaneous Income	0	0	0	25	0	0	0	0	0
<b>Total Income</b>	0	5,684	0	4,057	0	0	0	0	0
4171 Christmas Fayre	5,000	7,943	6,000	7,042	6,000	0	6,000	0	0
4172 Christmas Lights	15,000	7,516	15,000	1,043	15,000	0	10,000	0	0
4920 Trf to Cap Contingency Fund	0	4,000	0	0	0	0	0	0	0
4943 Trf to EMR Marketing	0	5,000	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	20,000	24,459	21,000	8,085	21,000	0	16,000	0	0
<b>Movement to/(from) Gen Reserve</b>	(20,000)	(18,775)	(21,000)	(4,029)	(21,000)		(16,000)		
<b>310 Neighbourhood Plan</b>									
4162 General Expenditure	0	4,402	0	5,412	2,721	0	0	0	0
4994 Trf from EMR Neighbourhood plan	0	-4,402	0	-2,721	-2,721	0	0	0	0
<b>Overhead Expenditure</b>	0	0	0	2,691	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	0	0	0	(2,691)	0		0		
<b>321 Tourism</b>									
1179 Grants Receivable - Other	0	3,371	0	0	0	0	0	0	0
<b>Total Income</b>	0	3,371	0	0	0	0	0	0	0
4162 General Expenditure	5,000	7,428	5,000	2,532	6,599	0	5,000	0	0
4942 Trf to EMR Tourism	0	1,599	0	0	0	0	0	0	0
4992 Trf from EMR Tourism	0	0	0	-1,599	-1,599	0	0	0	0

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## Congleton Town Council

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	2018/19		2019/20				Preliminary Budget 20/21		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	5,000	9,027	5,000	932	5,000	0	5,000	0	0
Movement to/(from) Gen Reserve	(5,000)	(5,656)	(5,000)	(932)	(5,000)		(5,000)		
<b>341 Youth and Young People</b>									
4162 General Expenditure	2,000	674	2,000	128	2,000	0	2,000	0	0
Overhead Expenditure	2,000	674	2,000	128	2,000	0	2,000	0	0
Movement to/(from) Gen Reserve	(2,000)	(674)	(2,000)	(128)	(2,000)		(2,000)		
<b>351 Luncheon Club</b>									
4705 grant - Luncheon Club	11,000	7,112	11,000	3,948	11,000	0	9,000	0	0
4920 Tfr to Cap Contingency Fund	0	3,000	0	0	0	0	0	0	0
Overhead Expenditure	11,000	10,112	11,000	3,948	11,000	0	9,000	0	0
Movement to/(from) Gen Reserve	(11,000)	(10,112)	(11,000)	(3,948)	(11,000)		(9,000)		
Community, Environment & Serv - Income	382,792	417,240	385,292	320,403	410,954	0	386,792	0	0
Expenditure	806,718	843,527	853,694	461,679	848,645	0	914,742	0	0
Movement to/(from) Gen Reserve	(423,926)	(426,287)	(468,402)	(141,276)	(437,691)		(527,950)		

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**Congleton Town Council**  
**Annual Budget - By Committee**  
**Note: Preliminary Budgets 20/21**

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<u>2018/19</u>			<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Personnel</u>									
<u>401 Staffing &amp; Staff Costs</u>									
4000 Staff Costs (re-allocated)	-730,991	-699,970	-772,034	-417,299	-747,659	0	-829,960	0	0
4001 Salaries & Wages	577,374	550,398	598,927	326,255	574,552	0	640,149	0	0
4005 Employers NIC	46,731	43,880	50,951	25,523	50,951	0	55,948	0	0
4006 Employers S/Ann	106,886	105,693	122,156	65,521	122,156	0	133,863	0	0
Overhead Expenditure	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0	0	0	0	0
Personnel - Income	0	0	0	0	0	0	0	0	0
Expenditure	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0	0	0	0	0

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## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

		2018/19		2019/20				Preliminary Budget 20/21			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
Town Hall and Assets											
221 Congleton Town Hall											
1009	Rent Rec'd - Museum Notional	4,500	4,500	4,500	3,000	4,500	0	4,500	0	0	
1010	Rent Received - 3rd Party	11,033	11,033	11,033	5,939	11,033	0	11,033	0	0	
1011	Rent Received - Internal CTC	17,017	17,017	17,017	11,345	17,017	0	17,017	0	0	
1013	Letting Income - Grand Hall	30,400	26,227	30,400	16,610	28,000	0	30,400	0	0	
1014	Letting Income - Bridestones	13,200	7,004	13,200	4,629	10,000	0	13,200	0	0	
1015	Letting Income -Spencer Suite	4,950	1,658	4,950	2,232	3,500	0	4,950	0	0	
1016	Letting Income - Brasserie	15,000	15,000	15,000	8,750	15,000	0	15,000	0	0	
1018	Letting Income - Cambell Suite	0	150	0	160	160	0	0	0	0	
1021	Letting Income - Internal	8,000	9,931	8,000	5,902	8,000	0	9,000	0	0	
1022	Letting Income - F&F	5,000	1,206	5,000	1,000	1,500	0	5,000	0	0	
1030	TIC Service charges	1,600	1,732	1,700	783	1,700	0	1,700	0	0	
1035	Service Charges - Brasserie	4,000	4,230	5,000	2,029	4,500	0	4,500	0	0	
1051	Catering Sales	8,000	11,141	10,000	4,024	10,000	0	10,000	0	0	
1199	Miscellaneous Income	0	452	0	417	0	0	0	0	0	
Total Income		122,700	111,279	125,800	66,819	114,910	0	126,300	0	0	
3020	Catering Supplies	8,000	11,078	10,000	3,749	10,000	0	10,000	0	0	
Direct Expenditure		8,000	11,078	10,000	3,749	10,000	0	10,000	0	0	
4000	Staff Costs (re-allocated)	71,701	70,679	72,705	32,742	68,330	0	66,019	0	0	
4008	Training	1,000	0	1,000	320	1,000	0	1,000	0	0	
4009	Protective Clothing\H & Safety	500	333	500	0	500	0	500	0	0	

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**Congleton Town Council**  
**Annual Budget - By Committee**  
**Note: Preliminary Budgets 20/21**

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4010 Cleaners	0	0	0	2,438	4,375	0	8,000	0	0
4011 Rates	26,700	26,376	27,431	18,876	26,964	0	27,530	0	0
4012 Water	8,000	4,400	7,000	2,879	5,000	0	6,000	0	0
4014 Electricity	17,342	17,466	20,125	5,142	20,125	0	20,125	0	0
4015 Gas	12,000	10,593	13,750	3,958	13,750	0	13,750	0	0
4016 Cleaning materials	1,700	1,612	2,000	1,239	2,000	0	2,000	0	0
4017 Refuse Disposal	2,900	2,946	3,000	1,733	3,000	0	3,000	0	0
4020 Miscellaneous Office Costs	1,300	1,049	1,100	692	1,100	0	1,200	0	0
4025 Insurance	8,569	7,790	8,000	7,542	7,542	0	8,000	0	0
4033 Marketing/Promotions	3,500	3,569	3,500	51	3,500	0	3,500	0	0
4040 Maintenance Contracts	6,200	6,326	6,700	4,901	6,700	0	6,500	0	0
4041 Property Maintenance	15,000	13,883	15,000	9,214	15,000	0	15,000	0	0
4064 Legal & Professional fees	100	0	100	0	100	0	100	0	0
4068 Licences (incl PRS)	2,000	1,885	2,000	2,759	2,759	0	3,500	0	0
4920 Tfr to Cap Contingency Fund	0	10,000	0	0	0	0	0	0	0
5998 Def'd Grts credit to services	0	-31,072	0	0	0	0	0	0	0
5999 Dep'n charged to services	0	55,434	0	0	0	0	0	0	0
6000 Central Overheads Reallocated	6,926	6,010	6,655	4,185	6,655	0	6,655	0	0
<b>Overhead Expenditure</b>	<b>185,438</b>	<b>209,277</b>	<b>190,566</b>	<b>98,670</b>	<b>188,400</b>	<b>0</b>	<b>192,379</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(70,738)</b>	<b>(109,076)</b>	<b>(74,766)</b>	<b>(35,600)</b>	<b>(83,490)</b>		<b>(76,079)</b>		

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## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Town Hall and Assets - Income	122,700	111,279	125,800	66,819	114,910	0	126,300	0	0
Expenditure	193,438	220,355	200,566	102,419	198,400	0	202,379	0	0
Movement to/(from) Gen Reserve	<u>(70,738)</u>	<u>(109,076)</u>	<u>(74,766)</u>	<u>(35,600)</u>	<u>(83,490)</u>		<u>(76,079)</u>		

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## Congleton Town Council

## Annual Budget - By Committee

Note: Preliminary Budgets 20/21

	<u>2018/19</u>		<u>2019/20</u>				<u>Preliminary Budget 20/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Activities not allocated</u>									
<u>Capital Accounting Management</u>									
801	0	43,472	0	0	0	0	0	0	0
811	0	1,900	0	0	0	0	0	0	0
821	0	23,554	0	0	0	0	0	0	0
841	0	3,185	0	0	0	0	0	0	0
861	0	584	0	0	0	0	0	0	0
898	0	31,297	0	0	0	0	0	0	0
899	0	-72,695	0	0	0	0	0	0	0
5900	0	-72,695	0	0	0	0	0	0	0
Overhead Expenditure	0	-41,398	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	41,398	0	0	0	0	0	0	0
<u>Activities not allocated - Income</u>									
Expenditure	0	-41,398	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	41,398	0	0	0	0	0	0	0
<u>Total Budget Income</u>									
Expenditure	1,343,644	1,391,678	1,398,244	1,280,143	1,414,266	0	1,439,766	0	0
Movement to/(from) Gen Reserve	1,343,644	1,381,561	1,398,244	801,948	1,390,748	0	1,439,766	0	0
	0	10,117	0	478,195	23,518		0		