



Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CILCA

14th February 2020

Dear Councillor,

Town Council Meeting – Thursday 20th February 2020

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 20th February 2020** 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 23rd January 2020.

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
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where friends are made



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

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

1. Question from Mr Maurice Walker - Cutbacks by Cheshire East Council
See Appendix A for full question.

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. **Finance & Policy Committee** (Enclosed)

To receive the minutes of the meeting held on 16th January 2020.

9. **Planning Committee** (Enclosed)

To receive the minutes of the meetings held on 9th January 2020.

10. **Council and Committee Meeting Dates 2020/21** (Enclosed)

To approve the proposed calendar of Council and Committee meeting dates for 2020/21.

11. **Plastic Free Congleton** (Enclosed)

To give formal support to Plastic Free Congleton.

12. **Constitutional Change – Standing Orders 7 and 8 Voting** (Enclosed)

To approve a proposal to change Standing Orders 7 and 8 – Voting.

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.

To: All Members of the Council

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

Appendix 1

Questions from Members of the Public

1. Question from Mr Maurice Walker - Cutbacks by Cheshire East Council

What is the Council's intention to the action being taken by Cheshire East council to withdraw gritting operations to certain roads in the Congleton area? I am sure it is not in the best interests of residents of our town to be subjected to untreated roads, children being put at risk and cycling and pedestrians left wanting. Why should the residents of Congleton be subjected to these cuts in areas that have significant vehicle usage at peak times and not treated, will result in major incidents occurring?

Congleton Town Council

Minutes of the Meeting of the Council held on Thursday 23rd January 2020 Town Hall Congleton

PRESENT:

Sally Ann Holland (Town Mayor)
Suzanne Akers Smith
Duncan Amies
Martin Amies
David Brown
Russell Chadwick
Robert Douglas
Paul Duffy
Suzy Firkin
Margaret Gartside
Robert Hemsley
Amanda Martin
Rob Moreton
Denis Murphy
Jean Parry
Mark Rogan
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, Dawn Allen, George Hayes and James Smith.

2. **Minutes**

To approve the Minutes of the Council Meeting held on 5th December 2019.

CTC/54/1920 RESOLVED that the minutes of the Council Meeting held on 5th December 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 Suzanne Akers Smith, David Brown, Sally Ann Holland, Rob Moreton and Denis Murphy declared a non- pecuniary interest in any matters relating to Cheshire East Council.

4. **Outstanding Actions**

None.

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

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

A statement from R Walton was read out to the committee relating to the Minor Injuries unit Appendix 1.

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.

There were no questions or updates from the Youth Committee

8. **Finance & Policy Committee**

CTC/55/1920 RESOLVED that the minutes of the meeting held on 21st November be received and the recommendations therein be adopted.

9. **Planning Committee**

CTC/56/1920 RESOLVED that the minutes of the meeting held on 28th November 2019 be received, and the recommendations therein be adopted.

It was requested that both S106 and the Bridge at Astbury Place remain on each agenda

10. **War Memorial Hospital – Update and Actions**

To consider an update on the War Memorial Hospital and agree a way forward.

CTC/57/1920 RESOLVED that the Chief Officer writes to the East Cheshire NHS Trust requesting a Future Action Plan and monthly updates relating the War memorial Hospital Minor Injuries Unit.

11. **Council and Committee Meeting Frequency**

To approve the proposed Council and Committee meeting frequency for 2020-2021.

CTC/58/1920 RESOLVED to approve the proposed frequency of meetings with the exception of Planning which would remain as 12 meetings per annum rather than the proposed 11 and that Personnel and Strategy Group meetings could be arranged when necessary.

Action Working Groups minutes would be ratified electronically within a week of the meeting rather than waiting for the next meeting.

12. Urgent Items

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

13. Cheshire East Councillors' Reports

To suspend Standing Orders to allow Councillors from the principal authority to report on relevant issues and to receive questions from members.

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

Appendix 1

Dear Cllrs,

I note that under agenda point 10 of tonight's Council Meeting you will be receiving an update on the current unsatisfactory state of affairs that currently exist at the Congleton War Memorial Hospital & it's Minor Injuries Unit.

These issues have been often discussed in this chamber, in various Cheshire East committees and at a Congleton Town Council working group. However, the harsh reality is that whatever we have all done in the two years in which I have been involved in the War Memorial campaign, our actions have failed to deliver any real change-**indeed the matter has actually got worse with the MIU currently closed.**

I would therefore like to thank those Councillors who have raised this issue again this evening and I sincerely hope that the recommendations contained in their report are unanimously accepted.

However, before you vote on the recommendations contained therein, could I please ask that you bear the following two key points in mind and even consider amending the proposals presented to reflect them;

1) Firstly, and critically, please insist that the members of the East Cheshire NHS Trust do not simply state and explain the causes of both current and ongoing closures, without offering a proposed solution. I have already raised these issues in writing with the Chief Exec of the Trust, lodged a formal complaint & met with and requested intervention by our MP. I have received replies to all these written enquiries, but East Cheshire NHS Trust only seek to explain recent events & without offering a plan to address them. What the people of Congleton must hear is an actual game plan as to what steps are being actively taken to secure the staffing levels and infrastructure required to return the MIU to full and consistent use.

2) As part of a National review of the provision of Emergency Medicine conducted by NHS England, the East Cheshire NHS Trust CCG recently advised that they would be unwilling to spend a reported £4m to bring the MIU up to the new required standard. However, what they have steadfastly refused to comment on, is if this means that all current funding will be withdrawn as a result of this review. This matter is of equal if not more importance to the long-term future of the MIU than the staffing issues it faces. I have pressed both the CCG & East Cheshire NHS Trust for an answer for over twelve months now, yet no comment has been made? I therefore ask if the proposal being put forward this evening could be amended to include provision for the answering of this vital question.

I do sincerely hope you choose to act on the proposal before you this evening and will provide any information you require.

Kind regards,
Richard Walton

TOWN MAYOR'S ENGAGEMENTS

2020

30 th January	Tree of Light Promotion
4 th February	Congleton Business Breakfast
4 th February	Congleton Park Playground Re-Opening
4 th February	Congleton Players – Daneside Theatre
6 th February	Knutsford Charity Event
7 th February	Swimathon
11 th February	Siemens Roller Coaster Challenge
14 th February	North West Air Ambulance – Opening of Charity Shop

DEPUTY TOWN MAYOR

24 th January	Macclesfield Mayor's Charity Quiz
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The Mayor also attends various other events including meetings, photo requests and grant presentation promotions.

CONGLETON TOWN COUNCIL

**Minutes of the Finance and Policy Committee Meeting
held on Thursday 16th January 2020**

PRESENT Committee members,

Duncan Amies
David Brown
Russell Chadwick (Vice Chair)
Robert Douglas (Chair)
Paul Duffy
Rob Moreton
Jean Parry
James Smith

Non Committee members

Amanda Martin
Sally Ann Holland (Town Mayor)
Kay Wesley

1. Apologies

Apologies for absence were received from Committee member Cllr Mark Rogan and from Non-Committee members Cllrs Suzanne Akers Smith, Margaret Gartside and Denis Murphy.

2. Minutes

FAP/38/1920 RESOLVED that the Minutes of the Meeting of the Committee held on 21st November 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.

Cllrs D Brown, S A Holland, & R Moreton declared a non-pecuniary interest in matter relating to Cheshire East Council

S A Holland declared a non-pecuniary interest grant application GR22/1920 – ACT IT OUT
CIC

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 31st December 2019.

FAP/39/1920 RESOLVED that the grant statement be received.

7. New Applications for Financial Assistance

FAP/40/1920 RESOLVED that the following grants be approved:

- **Grant ref GR19/1920 – Congleton Unplugged - £500**
- **Grant ref GR20/1920 – Congleton Harriers - £375**
- **Grant ref GR21/1920 – Astbury Mere Trust - £1,500**
- **Grant ref GR22/1920 – ACT IT OUT CIC - £296 as free use of the Town Hall for 2 V.E. day performances.**

8. New Grant Activities Monitoring Forms

- **Congleton U3A Road Cycling Group - Original Grant ref GR13/1819**
- **Congleton Harriers – Half Marathon – Original Grant ref GR02/1920**

FAP/41/1920 RESOLVED to receive the Grant Activities Monitoring Forms.

9. Letter of thanks from Congleton Girlguiding

FAP/42/1920 RESOLVED to receive a letter of thanks from Congleton Girlguiding for the Town Council's support.

10. Management Accounts

FAP/43/1920 RESOLVED to receive the Management Accounts to 30th November 2019.

11. Bank Reconciliation

FAP/44/1920 RESOLVED to receive the bank reconciliation as at 30th November 2019.

12. Savings Account Balances

FAP/45/1920 RESOLVED to receive the Savings Account balances as at 30th November 2019.

13. List of Payments

FAP/46/1920 RESOLVED to receive the List of Payments between 1st November and 30th November 2019.

14. Appointment of Internal Auditor

FAP/47/1920 RESOLVED to approve the appointment of Auditing Solutions as the Internal Auditor for 2020/21.

15. Annual review of the Investment Policy and Strategy

FAP/48/1920 RESOLVED to approve the Investment Policy and Investment Strategy.

16. Bad Debt

FAP/49/1920 RESOLVED to approve writing off a bad debt for Town Hall Bathrooms.

**Cllr Robert Douglas
Chair**

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 9th JANUARY 2020

PRESENT

Councillor P Duffy – Chair
D Amies
M Amies
D T Brown
R Chadwick
R Douglas
M Gartside
R Hemsley
S A Holland
A Martin
R Moreton
D Murphy
J D Parry
J Smith
K Wesley

1. APOLOGIES

Apologies for absence were submitted from Councillors S Akers Smith, S Firkin, G P Hayes and M Rogan.

2. MINUTES

PLN/24/1920 RESOLVED: That the Minutes of the Meeting of the Committee held on 29th November 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 Brown, 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

None to report.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

None received

6. **PLANNING APPLICATIONS**

PLN/25/1920 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Planning Reference	Location	Declaration of Interest	Comments
1 * 19/5504D	Land West of Padgbury Lane, Padgbury Lane, Congleton, CW124LR		No Objection
2 * 19/5506C	Wood Farm, WOOD LANE, CONGLETON, CW12 3PX		No Objection
3 * 19/5510C	MCDONALDS RESTAURANTS LTD, CLAYTON BYPASS, CONGLETON, CHESHIRE, CW12 1LR		No Objection
4 * 19/5526D	VALE MILL, PRIESTY FIELDS, CONGLETON, CHESHIRE, CW12 4AD	Non pecuniary – A Martin	No Objection
* 19/5202C	The Old Vicarage, 6, BROOK STREET, CONGLETON, CW12 1RJ		No Objection
6 * 19/5686C	MOSSLANDS, 2, BIDA LANE, CONGLETON, CW12 3LJ		No Objection
7 19/5552C	56, HIGH STREET, CONGLETON, CONGLETON, CHESHIRE, CW12 1BB		No Objection
8 * 19/5571D	Land At, BACK LANE, CONGLETON		No Objection

9 * 19/5568D	Land At, BACK LANE, CONGLETON		No Objection
10 * 19/5727C	10, QUARRY CLOSE, CONGLETON, CW12 3GS		No Objection
11 * 19/5712C	29, CHAPEL STREET, CONGLETON, CW12 4AB		No Objection
12 * 19/5713C	29, CHAPEL STREET, CONGLETON, CW12 4AB		No Objection
13 * 19/5841D	Land North Of Back Lane, BACK LANE, CONGLETON		No Objection
14 * 19/5811C	10, THE PARKLANDS, CONGLETON, CW12 3DS		No Objection
15 19/5685C	THE RECTORY, 14, CHAPEL STREET, CONGLETON, CW12 4AB		No Objection
16 * 19/5950D	Tall Ash Farm, 112, BUXTON ROAD, CONGLETON, CHESHIRE, CW12 2DY		No Objection
17 * 19/5917C	ROBIN HOOD, BUXTON ROAD, CONGLETON, CHESHIRE, CW12 3PE		No Objection
18 * 19/5873C	ST JAMES COURT, PARSON STREET, CONGLETON, CW12 4EB		No Objection
19 * 20/0020D	SIEMENS HOUSE, VAREY ROAD, CONGLETON, CHESHIRE, CW12 1PH		No Objection

20 19/3711C	LAND BETWEEN 20 GIANTSWOOD LANE AND 27 LOWER HEATH AVENUE, CONGLETON, CW12 2HQ		No Objection subject to 1 Cheshire East Officers to contact the previous objectors to ensure that they are aware of the amended plans 2 To request Cheshire East officers to remove the permitted developments rights as a condition
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7. **PLANNING APPEALS**

None to Report

8. **LICENSING APPLICATIONS**

None to Report

9. **PLANNING ENFORCEMENT ISSUES**

The Chief Officer will arrange a separate meeting to discuss Planning Enforcement issues with the Chairman of the Committee.

The Chief Officer reminded members that a meeting has been arranged on 30th January 2020 with an Officer from Cheshire East to discuss planning issues including

- Discharge of conditions
- Cheshire East procedures for processing the Town Council comments.

Councillors are requested to send other items for discussion through to the Chief Officer by 24th January 2020.

Councillor P Duffy - Chair

Meeting Calendar 2020/21

*2020 Annual Town meeting to be changed from 14th May 2020 (as advertised) to 30th April 2020

May 20	June	July	August	September	October	November	December	January 21	February	March	April
1	1	1	1	1	30 Council	1	1	1 xmas	1	1	1 Reserved
2	2	2 Reserved	2	2	2	2	2	2	2	2	2
3	3	3	3	3 Reserved	3	3	3 T Hall	3	3	3	3
4	4 Finance	4	4	4	4	4	4	4	4 Reserved	4 Reserved	4
5	5	5	5	5	5	5 Comm E	5	5	5	5	5
6	6	6	6 Planning	6	6	6	6	6	6	6	6
7 Informal C	7	7	7	7	7	7	7	7 Reserved	7	7	7
8 Bank Hols	8	8	8	8	8 T Hall	8	8	8	8	8	8 Reserved
9	9	9 Comm E	9	9	9	9	9	9	9	9	9 B Hols
10	10	10	10	10 Comm E	10	10	10 Planning	10	10	10	10
11	11 Council / Personnel	11	11	11	11	11	11	11	11 Council	11 Comm E	11
12	12	12	12	12	12	12 Finance	12	12	12	12	12 B Hols
13	13	13	13 T Hall	13	13	13	13	13	13	13	13
14 Planning	14	14	14	14	14	14	14	14 Planning	14	14	14
15	15	15	15	15	15 Reserved	15	15	15	15	15	15 Planning
16	16	16 Planning	16	16	16	16	16	16	16	16	16
17	17	17	17	17 Planning	17	17	17 Reserved	17	17	17	17
18	18 Planning	18	18	18	18	18	18	18	18 Planning	18 Planning	18
19	19	19	19	19	19	19 Planning	19	19	19	19	19
20	20	20	20 Reserved	20	20	20	20	20	20	20	20
21 Mayor m	21	21	21	21	21	21	21	21 Comm E	21	21	21
22	22	22	22	22	22 Planning	22	22	22	22	22	22 Council
23	23	23 Finance	23	23	23	23	23	23	23	23	23
24	24	24	24	24 Finance	24	24	24	24	24	24	24
25 B Hols	25 T Hall	25	25	25	25	25	25 xmas	25	25 T Hall	25 Finance	25
26	26	26	26	26	26	26 Council / Personnel	26 xmas	26	26	26	26
27	27	27	27 Reserved	27	27	27	27 xmas	27 Finance	27	27	27
28 Comm E	28	28	28	28	28	28	28 xmas	28	28	28	28
29	29	29	29	29	29 Half Term	29	29 xmas	29	29	29	29 T Hall
30	30 Council	30	30	30	30	30	30 xmas	30	30	30	30
31	31	31	31 B Hols	31	31	31	31 xmas	31	31	31	31

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council		
MEETING DATE AND TIME	7.00 pm 20 th February 2020	LOCATION	Congleton Town Hall
REPORT FROM	Jackie MacArthur Town Events and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM REPORT TITLE	Formal support for Plastic Free Congleton		
Background	<p>In September 2019 Plastic Free Congleton was launched. It is a group which aims to raise the awareness of single-use plastic usage, and to encourage its reduction in the town.</p> <p>The ultimate aim of the group is for Congleton to achieve Plastic Free Community status. Across the UK, there are now 660 Plastic Free Communities which have attained this status.</p> <p>In order to obtain Plastic Free Status the group needs the formal support of the Town Council. The group presented to the Community and Environment Committee on the 30th January, and this group recommended that the Council gives its support to the group in its aim to gain Plastic Free Community Status for Congleton.</p>		
What is required from the Town Council	<p>One of the prerequisites for Plastic Free Congleton progress with the application for Plastic Free Community status is that the group needs the Town Council to pass a motion agreeing that:</p> <ol style="list-style-type: none">1. Congleton Town Council will lead by example and remove single-use plastic items from its premises and operations2. Congleton Town Council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events3. Name a representative of the council to sit on the Plastic Free Community Steering Group <p>Other conditions are around involvement of a set number of businesses, organisations and schools plus pro-active campaigns.</p> <p>At Community and Environment Committee it was recommended that Cllr Margaret Gartside would be the named representative of the Council.</p>		
Proposal	<p>Congleton Town Council resolves to</p> <ol style="list-style-type: none">1. lead by example and remove single-use plastic items from its premises and operations2. encourage plastic-free initiatives in the area, promoting the campaign and supporting events3. Cllr Margaret Gartside will sit on the Plastic Free Community Steering Group as the formal representative of the Town Council.		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Council		
MEETING DATE AND TIME	20 th February March 2020	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer / Cllr Suzy Firkin		
AGENDA ITEM REPORT TITLE	12 Proposed Constitutional Change to Standing Orders 7 and 8 Voting		
Current wording within the Constitution	7. Members shall vote by show of hands or, if at least two members so request, by signed ballot. 8. If a member so requires, the Clerk shall record the names of the members who voted on any question so as to show whether they voted for or against it. Such a request may be made before or after the vote but in any event before moving on to the next business.		
Concern raised	8. The current practice of recording the votes of councillors by name is done by going anti clockwise round the room asking each councillor in turn what their position is, i.e. for, against or abstention. It is thought that this method may influence councillors in their vote especially those who are at the latter end of the recording process. Requesting the recording of a vote before the vote takes place is not an issue from a clerking perspective as hands will be raised and counted at each stage. To request a recorded named vote after the voting has been done makes it more difficult for the clerk to be sure that councillors views have not changed when going through this stage of the process.		
Proposal	To amend 7 to read as follows 7. Members shall vote by show of hands or, if at least two members so request, by a signed non disclosed ballot . The ballot papers shall be provided and collected by the Chief Officer who will announce the outcome of the vote and record the quantity of votes in favour, against, and abstentions within the minutes without disclosing names. 7a) Members shall vote by show of hands or, if at least two members so request, by a signed disclosed ballot . The ballot papers shall be provided and collected by the Chief Officer who will announce the outcome of the vote by reading out the individual ballot papers. To amend 8 to read as follows 8. If a member so requests, the Chief Officer shall record the names of the members who voted on the specific agenda item so as to show whether they voted for, against or abstained. Such a request must be made before the vote and the names will be recorded following a show of hands in the sequence of those in favour, against and any abstentions. The recorded named vote will be included within the published minutes.		

