



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CiLCA**

11th August 2021

Dear Councillor,

You are summoned to attend a meeting of the Council on **Thursday 19th August 2021** to be held at Congleton Town Hall commencing at **7.00pm**.

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to 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 in accordance with Section 100 (B) (2) of the Local Government Act 1972.

Yours sincerely,

D McGifford
Chief Officer



Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: **01260 270350**

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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 of Previous Meetings (Enclosed)

To approve and sign the [Minutes of the Council meetings held on 24th June 2021](#).

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. Questions from Members of the Public

There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally at the meeting including those which have been received in writing 7 days prior to the meeting.

5. Urgent Items

Members may raise urgent items related to Council Business, but no discussion or decisions may be taken at the meeting.

6. Town Mayor’s Announcements (Enclosed)

To receive any announcements by the Town Mayor and to receive a list of the Mayor’s engagements.

7. Outstanding Actions

To review any outstanding actions from previous meetings and to provide an update on any work in progress.

8. Youth Committee

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

9. Community and Environment Committee (Enclosed)

To receive the [minutes of the Community and Environment Committee meeting held on 3rd June 2021](#).

10. Finance and Policy Committee (Enclosed)

To receive the [minutes of the Finance and Policy Committee meeting held on 10th June 2021 and the Emergency meeting held on 1st July 2021.](#)

11. Personnel Committee (Enclosed)

To receive the [minutes of the Personnel Committee meeting held on 27th May and 24th June 2021.](#)

12. Planning Committee (Enclosed)

To receive the [Minutes of the Planning Committee meeting held on 17th June 2021.](#)

13. Town Hall Assets and Services Committee (Enclosed)

To receive the [minutes of the Town Hall Assets and Services Committee meeting held on 29th April 2021.](#)

14. Cheshire East Councillors' Reports

To Suspend Standing Orders to allow Councillors from the principal authority to report on matters relating to or impacting on Congleton.

15. Platinum Jubilee Civic Honours Competition (Enclosed)

To consider whether the Council wishes to enter this competition.

To: All Members of the Council

CC: Press 3, Burgesses 3, Congleton Information Centre, Congleton Library, MP

Congleton Town Council

Minutes of the Council meeting held at Congleton Town Hall on Thursday 24th June 2021

Please Note – These are draft minutes and will not be ratified until the next meeting of the Council

For the papers discussed at the meeting, please see the [Meeting Agenda of the Council 24th June 2021](#)

Present: Councillors

Denis Murphy (Town Mayor)
Margaret Gartside (Deputy Mayor)
David Brown
Duncan Amies
Martin Amies
Robert Douglas
Suzy Firkin
George Hayes
Robert Hemsley
Sally Ann Holland
Amanda Martin
Rob Moreton
James Smith
Kay Wesley

Also Present: Congleton Town Council Officers: D McGifford, J Potts and J Macarthur
1 member of the press

Minutes

1. Apologies for absence

Apologies were received from Cllrs Akers Smith, Allen, Chadwick, Duffy and Parry.

2. Minutes of Previous Meetings

CTC/10/2122 RESOLVED to approve and sign the [Minutes of the Council meetings held on the 22nd April, 29th April and 6th May 2021](#).

3. Declarations of Disclosable Pecuniary Interest

Councillors Murphy, Brown, Hayes, Holland and Moreton declared a non-pecuniary interest in any matters relating to Cheshire East Council.

4. Questions from Members of the Public

There were no questions from members of the public.

5. Urgent Items

There were no urgent items raised at the meeting.

6. Town Mayor's Announcements

The Town Mayor drew attention to the various engagements that he had fulfilled.

7. Outstanding Actions

There were no outstanding actions from previous meetings.

8. Youth Committee

There were no members of the Youth Committee present at the meeting.

9. Community and Environment Committee

CTC/11/2122 RESOLVED that the [minutes of the Community and Environment Committee meeting held on 11th March 2021](#) be received, and the recommendations therein be adopted.

10. Planning Committee

CTC/12/2122 RESOLVED that the [minutes of the Planning Committee meetings held on 15th April and 20th May 2021](#) be received, and the recommendations therein be adopted.

11. Finance and Policy Committee (Enclosed)

CTC/13/2122 RESOLVED that the [minutes of the Finance and Policy Committee meeting held on 25th March 2021](#) be received, and the recommendations therein be adopted.

12. Annual Governance and Accountability Return 20/21

CTC/14/2122 RESOLVED to:

- (i) To receive and approve the Annual Governance Statement 2020/21.
- (ii) To receive and approve the Accounting Statements 2020/21.

13. Personnel Committee

CTC/15/2122 RESOLVED that the [minutes of the Personnel Committee meeting held on 17th December 2020](#) be received, and the recommendations therein be adopted.

14. Town Hall Assets and Services Committee

CTC/16/2122 RESOLVED that the [minutes of the Town Hall, Assets and Services Committee meeting held on 25th February 2021](#) be received, and the recommendations therein be adopted.

15. Cheshire East Councillors' Reports

To Suspend Standing Orders to allow Councillors from the principal authority to report on matters relating to or impacting on Congleton.

- Members were advised that Cheshire East Council (CEC) will shortly be entering into the consultation phase for the Governance Review – **Action** Cllr G Hayes to forward details to the Chief Officer for circulation.

16. Tour of Britain 2021

CTC/17/2122 RESOLVED to confirm that the Town Council would not be able to host the start of the 2021 Tour of Britain cycle race due to the financial risk caused by the uncertainty over Covid restrictions and a potential reduced capacity.

17. 750 Charter Year Celebration Budget

CTC/18/2122 RESOLVED to approve a budget allocation for the 750 Charter Year Celebrations as recommended within the report.

**Denis Murphy
(Town Mayor)**

TOWN MAYOR'S ENGAGEMENTS

2021

- | | |
|------------------------|--|
| 26 th June | Rotary Bikeathon |
| 27 th June | Crewe Civic Service |
| 25 th July | Congleton Town FC and Congleton Rovers FC merger launch event |
| 27 th July | Defibrillator unveiling – Library & Park – Congleton Town Council, Congleton Partnership and Congleton Lions event |
| 3 rd August | Britain in Bloom Judging |

DEPUTY TOWN MAYOR

- | | |
|-----------------------|--|
| 27 th June | Service – Induction of Rector – Astbury Church |
| 7 th July | Visit to New Life Church |

The Mayor attends various other events including meetings, photo requests and grant presentation promotions.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE HELD ON 3rd June 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Community & Environment Committee 3rd June 2021](#)

PRESENT:

Committee members:

Cllr Kay Wesley (Chair)

Cllr Dawn Allen

Cllr Suzy Firkin

Cllr Sally Ann Holland (Vice Chair)

Cllr Robert Hemsley

Cllr Amanda Martin

Cllr Robert Moreton

Cllr Jean Parry

Cllr Denis Murphy (Deputy Mayor)

Cllr Margaret Gartside (Deputy Mayor)

Non-Committee Members: Cllrs Suzie Akers Smith, Cllr David Brown

Also present: CTC Officers Jackie MacArthur, Ruth Burgess and Martha Hayes
1 Members of the Press, 1 Cheshire Police Officer, 5 members of the public

1. Apologies for absence

Apologies for absence were received from committee members Cllrs Paul Duffy and Mark Rogan.

2. Minutes of Previous Meetings

CE/01/2122 Resolved to approve the minutes of the Community & Environment Committee held on 11th March 2021 as a correct record with the addition of noting that Dawn Allen had given apologies.

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known. Councillors David Brown, Sally Ann Holland and Rob Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

4. Outstanding Actions

See Item 9 for updates from the Community and Environment Committee held 11th March 2021.

5. Questions from Members of the Public

Four questions were received – for responses see Appendix 1

- Questions from Val Scaresbrook re Pedestrian bollard near B&M.
- Question from Val Scaresbrook re Sunken area near the Betting Shop, Mill Street.
- Question from Neave Stanway re speed limits on Canal Road and Canal Street.
- Question from public about the speed limit on Giantswood Lane

6. Urgency Items

No Urgent Items were raised at the meeting.

7. Cheshire Police

PC Iain Bell from Cheshire Police gave a verbal on Policing matters affecting Congleton. See Appendix 2

8. River Dane Crossing – Havannah Lane to Jackson Road

To receive a report from Cheshire East Council Walking and Cycling Champion Councillor Suzie Akers Smith and a short presentation from local artist Becca Smith re artwork and improving the River Dane Bridge between Jackson Road and Havannah Lane in Buglawton.

CE/02/2122 Resolved to approve Congleton Town Council organising an initial clean-up of the area.

CE/03/2122 Resolved to consult with Cheshire East Council on the bridge safety reports and review Cheshire East's proposals for the long-term future of the bridge.

CE/04/2122 Resolved to delegate responsibility to the Integrated Transport Working Group to consider the investment needed to carry out all the proposals in the paper including the artwork.

9. Updates Paper from previous Community and Environment Committee

To receive an updates paper from 11th March 2021 highlighting any issues.

CE/05/2122 Resolved to accept the report which updated on Moody Hall, Elizabeth's Statue, Volunteer Co-ordination Point, Air Quality Strategy and Civic Awards.

10. Anti-Social Behaviour Working Group Notes

CE/06/2122 Resolved to receive the [notes of the Anti-Social Behaviour Working Group held on 11th May 2021.](#)

11. Congleton In Bloom Working Group Notes

CE/07/2122 Resolved to receive the [notes of the Congleton In Bloom Working Group from 8th March, 30th March and 20th April 2021.](#) Thanks was given to Cllr Amanda Martin who has now stepped down from the In Bloom team after many years.

12. Integrated Transport Working Group Meetings

CE/08/2122 Resolved to receive the [notes of the Integrated Transport Working Group meeting 21st April 2021.](#)

13. White Ribbon Working Group Update

CE/09/2122 Resolved to receive the [notes of the White Ribbon Working Group on 25th March 2021](#).

14. Congleton Green Group

A verbal update was given by the Chair of Congleton Green Working Group covering the e-learning project, Town Hall energy audit, Green Fayre and Tree Planting.

15. 750 Celebrations Working Group

CE/10/2122 Resolved to receive the notes of the working group held on 1st April and 20th May 2021.
CE/11/2122 Resolved to receive a report and approve in principle the 10 proposals for Congleton Town Council led events as part of the Congleton 2022 celebrations and to delegate responsibility to the working group to work on these initiatives within the budgets to be agreed at Council.

16. Christmas 2021

CE/12/2122 Resolved to approve the change of day for the 2021 proposed Christmas switch on event to Friday 26th November and approved the outline plans for the event.

**Cllr Kay Wesley
(Chair)**

APPENDIX ONE: PUBLIC QUESTIONS AT CE – ITEM 6

1. **Val Scaresbrook - resident. Not in attendance.** For some months, the bollard at the Bridge St end of the restricted traffic area has not been used. Instead, a traffic cone is used, which drivers can easily remove (but don't replace), resulting in cars, vans and taxis using this street during restricted hours for loading/unloading or as a rat run, exiting on Little St because Duke St does still have a bollard in use. When will the Bridge St bollard be back in use?

Response: Officers have been liaising with Cheshire East Highways on this matter as the bollard is part of the Highway scheme. The Town Council's Streetscape team are responsible for the daily installation and removal of the bollard, but all the street furniture, including the bollards are owned by Cheshire East Council. From previous experience it has taken a while to get street furniture replaced and in the meantime a cone is being used. We will continue to chase.

2. **Val Scaresbrook - Resident – Not in Attendance:** For what seems a long time, a traffic cone has been placed on a sunken services access cover on the newly surface pavement in Mill St (by the betting shop that is opposite the Bulls Head). The cone is moved about so often not on top of the sunken area, so people risk tripping or turning their ankle if they don't notice, have poor sight, or poor mobility. When will this surface be restored?

Response: This area has been reported to Cheshire East Highways a number of times as it is a sunken cover. We understood that the work was going to be carried out when recent repairs were carried out in the Mill Street area, and it is unclear why this was missed. The issue has been raised again with Cheshire East Highways and we are waiting to hear a date for the repair but agree this is something that needs to be repaired.

3. **Neave 13 Stanway RESIDENT – In Person** Neave gave a statement and the results of a local survey that she had conducted into residents opinions on the speed of traffic on Canal Street and Canal Road. She asked the Town Council's to support a campaign to make Canal Road and Canal Street a 20mph zone to make it safer for people to walk and cycle.

Response: The answer to this question was given with the answer to Q4.

4. **Morgan Chappell, resident not present.** Giantswood Lane is the only safe walking and cycling route north out of Congleton. The residents are concerned about the speed of the traffic that currently travels along Giantswood Lane and the impact on road safety for non-motorised. The traffic signs adjacent to the last house do not give enough notice to vehicle users to reduce their speed limit. The traffic is speeding up along that section of road, and still doing 60mph which is too fast for the road. Drivers trying to come out of their driveway are impinged and this speed limit does all but encourage people to walk. Many residents feel this is the case and we would like to ask for the current 60mph reduced to 30mph along this road to Hulme Walfield.

Response: The chair thanked Neave for her detailed observations and comments and for taking the time to speak to Committee. In response to the questions 3 and 4, I have spoken to the Chair of the Integrated Transport Working Group and would suggest that rather than individual roads being considered in isolation, that the Integrated Transport Working Group consider the area as a whole and come back with workable recommendations that could feed into the Cheshire East Speed Management Strategy due out in November 2021.

In May 2020, the Town Council wrote to Cheshire East Council listing 18 town centre roads that it would like to see made 20mph. This included Canal Street – but only as far as New Street.

APPENDIX 2 - UPDATE FROM THE POLICE - ITEM 7

Drugs and Alcohol

- Work extended under Op Piloted to tackle drug dealing in East Congleton - Total 4 Arrests to date.
- Continued with visits with youth workers & enforcement teams to Dane In Shaw Pastures where large groups congregate.
- Dedicated Night-time economy patrols in post lockdown period for town centre.
- Additional patrols for year 11 school leavers – no issues.

Anti-Social Behaviour (ASB)

Current ASB Repeat locations:

- Dane-in-Shaw pastures (3 Incidents)
- Intermittent Homelessness at Argos

Domestic Abuse (DA)

Total of 39 incidents a reduction of 10 on last period and reduction of 9 year on year.
Total Sexual Offences: 3, 2 down on last period and 1 up year on year.

COVID Related

- Repeat location (2) Astbury Mere – 1 incident closed, 1 incident 4 fines given.
- Op Paw and Op Delivering continue.

Congleton Beat Priorities

- TEAM: COVID and Licensing and green space patrol plan, joint visits conducted at each easing step.
- PERSON: Problem Solving Package DA/ASB/Crime Congleton East.
- PLACE: Op Piloted – Congleton East.

AOB

- Week of Action on Speeding: Gawsworth/Chelford/Odd Rode – Increased TruCam.
- New Inspector: Jim Adams, looking forward to working with.
- Congleton and Sandbach are forming a new Local Police Unit with its own command team, largely based in Congleton.

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 10th June 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 10th June 2021](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)
Cllr Russell Chadwick (Vice Chair)
Cllr Duncan Amies
Cllr Jean Parry
Cllr David Brown
Cllr George Hayes
Cllr Rob Moreton
Cllr James Smith

Non-committee member: Cllr Amanda Martin

Also present: CTC Officers David McGifford (Chief Officer) and Jackie Potts (RFO)
1 member of the press, 3 members of the public.

1. Apologies

Members of each committee 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 Committee members Councillors Akers Smith and Duffy and non-Committee member Cllr Wesley.

2. Minutes of Previous Meetings

FAP/01/2122 RESOLVED to approve the [minutes of the meeting held on 25th March 2021](#).

3. Declarations of Interest

Cllrs Brown, Hayes, and Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

Cllr Hayes declared a non-pecuniary interest in item 7 as a director of East Cheshire Chamber of Commerce.

Cllr Brown declared a non-pecuniary interest in item 9 (i) Congleton Bath House and Physic Garden.

Cllr Martin declared a non-pecuniary interest in item 9(iii) as a member of New Life Church

4. Outstanding Actions

There were no outstanding actions from previous meetings.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

It was requested that a review of the grants policy be added to the agenda of the next meeting for the committee to discuss.

7. Regeneration Working Group

FAP/02/2122 RESOLVED to receive a verbal update from the Regeneration Working Group.

8. Grant Approvals and Commitments 2021/22

FAP/03/2122 RESOLVED to receive a statement showing the current position as at 1st April 2021. It was noted that although not shown on the statement, the Daneside Theatre had received their grant in April 2021.

9. New Applications for Financial Assistance

FAP/04/2122 RESOLVED to award the following grants:

- **Grant ref GR01/2122 – Congleton Bath House & Physic Garden £150**
- **Grant ref GR02/2122 – Congleton Harriers - £705**
- **Grant ref GR03/2122 – New Life Church - £200**
- **Grant ref GR04/2122 – Congleton Pub Watch – to support the purchase of anti-drug equipment up to the value of £399.75**

10. New Grant Activities Monitoring Forms

FAP/05/2122 RESOLVED to receive the following:

1. Grant Activities Monitoring form from Clonter Farm Music Trust.
2. Correspondence from Congleton Guides regarding grant money awarded to attend a jamboree in Poland in 2020 cancelled due to Covid 19. It was requested that they keep the grant towards another jamboree within the next 12 months and update the committee on progress throughout the year.

11. Management Accounts and Unaudited Financial Statements

FAP/06/2122 RESOLVED to receive and recommend that Council approve the Management Accounts and Unaudited Financial Statements for the Financial year to 31st March 2021.

12. Bank Reconciliation

FAP/07/2122 RESOLVED to receive the bank reconciliation as of 30th April 2021.

13. Savings Account Balances

FAP/08/2122 RESOLVED to receive the Savings Account balances as of 30th April 2021.

14. List of Payments

FAP/09/2122 RESOLVED to receive and approve the Payments lists between 1st March to 31st March and 1st April to 30th April 2021.

15. Fixed Asset Register and Inventory as at 31st March 2021

FAP/10/2122 RESOLVED to receive the Fixed Asset Register and Inventory as of 31st March 2021.

16. Annual Governance and Accountability Return (AGAR) 2020/21

FAP/11/2122 RESOLVED to receive and recommend that Council approve the AGAR for 2020/21.

17. Internal Audit

FAP/12/2122 RESOLVED to appoint Auditing Solutions to carry out an extra internal audit check so there will be 4 visits in the financial year 2021/22.

**Cllr Robert Douglas
Chair**

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 1st July 2021

PRESENT Committee members:

Cllr Russell Chadwick (Vice Chair)
Cllr Duncan Amies
Cllr David Brown
Cllr George Hayes
Cllr Rob Moreton
Cllr Jean Parry

Non-committee members: Cllr Suzy Firkin

Also present: Congleton Town Council Officers David McGifford (Chief Officer)

1. Apologies

Apologies were received from:

Committee members: Cllrs Robert Douglas, Suzie Akers Smith, Paul Duffy and James Smith

Ex-Officio members: Cllrs Denis Murphy and Margaret Gartside

2. Declarations of Interest

Cllrs Brown, Hayes, and Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

3. Outstanding Actions

There were no outstanding actions from previous meetings.

4. Questions from Members of the Public

There were no questions from members of the public.

5. Urgent Items

There were no urgent items raised at the meeting.

6. Resolution to Exclude the Public and Press from item 7

FAP/13/2122 RESOLVED to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for Item 8 due to financial sensitivities.

7. Paddling Pool Operations

FAP/14/2122 RESOLVED to agree emergency expenditure to enable the Paddling Pool to become operational for the remainder of the 2021 season (subject to COVID restrictions).

**Clr Russell Chadwick
(Vice Chair)**

Congleton Town Council Personnel Committee

Minutes 27th May 2021

PRESENT: Councillors: David Brown (Chair)
James Smith (Vice Chair)
Martin Amies
Russell Chadwick
Robert Douglas
Amanda Martin
Kay Wesley

Ex-Officio: Denis Murphy (Mayor) Margaret Gartside (Deputy Mayor)

1 Apologies for absence.

Apologies were received from Cllrs R Helmsley and Sally Ann Holland

2. Minutes

PERS/01/2122 resolved to approve the minutes of the meeting held on 11th February 2021.

3. Declarations of interest

Cllr D Brown – Non-pecuniary on matters relating to Cheshire East Council

4. Outstanding Actions

There were no outstanding actions.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised.

7. Resolution to Exclude the Public and Press from Item 8

PERS/02/2122 resolved to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting due to private staffing matters.

8. Recruitment of Responsible Financial Officer (RFO)

PERS0/3/2122 resolved to receive an update on the recruitment of the RFO role from the Chief Officer.

**David Brown
(Chair)**

Congleton Town Council

Personnel Committee Minutes 24th June 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Personnel Committee 24th June 2021](#)

PRESENT: Councillors: David Brown (Chair)
Martin Amies
Robert Douglas
Sally Ann Holland
Amanda Martin
Kay Wesley

Ex-Officio: Denis Murphy (Town Mayor) and Margaret Gartside (Deputy Mayor)

Also Present: Congleton Town Council Officer: D McGifford

1 Apologies for absence.

Apologies were received from:
Committee Members: Cllrs Allen, Chadwick, and Smith.
Non-Committee Members: Akers Smith and Duffy.

2. Minutes of the Previous meeting

PERS/04/2122 resolved to approve the [minutes of Personnel Committee meeting held on 27th May 2021](#).

3. Declarations of interest

Councillors Brown, Holland and Murphy declared a non-pecuniary interest in any matters relating to Cheshire East Council.

4. Outstanding Actions

There were no outstanding actions from previous meetings.

5. Questions from Members of the Public

There were no questions from members of the public.

6. **Urgent Items**

There were no urgent items raised at the meeting.

7. **Staff Handbook**

PERS/05/2122 RESOLVED to approve the updated staff handbook as a draft and for suggested amendments to be forwarded to Officer Ruth Burgess.

8. **Resolution to Exclude the Public and Press from Items 9 and 10**

PERS/06/2122 RESOLVED to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting due to private staffing matters.

9. **Staff Appraisals**

PERS/07/2122 RESOLVED to receive an update and recommendations from the Chief Officer following staff appraisals May 2021.

10. **Staff Healthcare**

PERS/08/2122 RESOLVED to approve the principle of healthcare support for all members of staff. **Action** Chief Officer to investigate additional providers of this service.

**Cllr David Brown
(Chair)**

CONGLETON TOWN COUNCIL

**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE
HELD ON 17th JUNE 2021 in the Town Hall**

PRESENT

Councillor A Martin – Vice Chair - In the Chair

R Hemsley

J Parry

M Rogan

J Smith

K Wesley

Councillor D Murphy, ex-officio, attended the meeting until 7.25 p.m. when he left the meeting to attend a Civic engagement

Councillor DT Brown attended the meeting at 7.15 p.m. – he is not a member of the Committee

1. **APOLOGIES**

Apologies for absence were submitted from Councillors R Douglas, P Duffy, S Firkin and S Akers Smith (not a member of the Committee).

2. **MINUTES**

PLN/3/2122 RESOLVED: That the Minutes of the Meeting of the Committee held on 20th May 2021 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.

Councillor Brown declared a “non pecuniary” interest as he is a member of Cheshire East Council

Councillor Murphy declared a “non pecuniary” interest as he is a member of Cheshire East Council and an ex-officio member of this Committee. He did not vote on any items.

4. **OUTSTANDING ITEMS**

Date	Planning Application	Action	Progress
14.1.21	20/3240C	Chief Officer to send letter to Planning Enforcement re car parking provision on site	Letter sent 8.2.21 Planning Enforcement reference FS305766401 Follow up requested from Cheshire East on 20.5.2021
18.2.21		The Chief Office and Chair to discuss the monitoring of Tree Protection Orders.	No progress to report
27.4.2021		Update provided from Cheshire East to Councillor S Akers Smith	The Council has now received Morris Homes' undertaking to cover its Legal and Surveyor's fees upon exchange of the Agreement for licence for investigations, licence for works and lease. We have been asked to issue the draft licence for investigations as a priority and which are already being prepared. I understand that the site investigations are provisionally booked for 24.5.21 which will tell us all much more once the findings are presented. The Chief Officer reported that this is some progression. 17.6.2021 – Chief Officer reported that there had been no further update.

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

None received.

6. **URGENT ITEMS**

None received.

7. **PLANNING APPLICATIONS – Section 1**

For members of the public who are wishing to comment about specific applications.
None received for section 1.

8. **PLANNING APPEALS**

None received.

9. **LICENSING APPLICATIONS**

None to report.

10. **SECTION 106 UPDATES**

No further updates.

11. **PLANNING ENFORCEMENT**

None

12. **NEIGHBOURHOOD PLAN**

The Chief Officer reported that the steering group met two weeks ago and agreed updates. Andrew Thomson has made amendments and re-circulated. It should be available for a Planning Strategy Group meeting within two or three weeks.

13. **PLANNING APPLICATIONS - SECTION 2**

PLN/4/2122 RESOLVED: That the following comments be made to Cheshire East Borough Council:

Application Number	Location	Declaration of Interest	Comments
21/2280C	Land To The East Of, Viking Way, Congleton		No objection subject to – support given to the comments of the Parish Council
21/2240C	Land Between Manchester Road And, Giantswood Lane, Hulme Walfield		REFUSE – due to the following – <ul style="list-style-type: none"> - Insufficient affordable housing - No reference to vehicle charging points - Inadequate travel plan. Plan states public transport accessible. It is not. - Footpath and cycleways not linked to a cycleway on main road (needs funding) - There should be funding to support a circular bus route to town and in peak times to the station. This should be a consistent approach to all developments in the area (seed funding) - To maintain school provision the primary school should be completed by the time the development is 50% occupied
21/2576C	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
	Lion And Swan Hotel, WEST STREET,		No Objection

21/2577D	CONGLETON, CHESHIRE, CW12 1JR		
21/2578D	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
21/2579D	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
21/2557C	56, HIGH STREET, CONGLETON, CONGLETON, CHESHIRE, CW12 1BB		No Objection
21/2689C	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
21/2700C	34, BIRCH ROAD, CONGLETON, CW12 4NR		No Objection
21/2858C	22, PADGBURY LANE, CONGLETON, CW12 4LP		No Objection
21/2829C	78, Holmes Chapel Road, CONGLETON, Cheshire, CW12 4NG		No Objection
21/2417C	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
21/2707C	Rainow Farm, UNDER RAINOW ROAD, CONGLETON, CW12 3PL		No Objection
21/2795C	11, SUSSEX PLACE, CONGLETON, CW12 1PD		No Objection
21/2811D	Lion And Swan Hotel, WEST STREET, CONGLETON, CONGLETON		No Objection
21/2824C	Black Firs Primary School, LONGDOWN ROAD, CONGLETON, CHESHIRE, CW12 4QJ		No Objection subject to – <ul style="list-style-type: none"> - Ensuring that building waste is correctly removed (not dumped on the local green space) - Encourage the school to develop walking to school schemes to reduce parking problems
21/2814C	30, BIDDULPH ROAD, CONGLETON, CW12 3LG		No Objection
T21/1863C	cloud view stables, NATHANS MEADOW, CONGLETON		REFUSE – due to the following – <ul style="list-style-type: none"> - Intrusion into the green belt - Access not suitable for a large amount of cars
21/2609C	7, MILL STREET, CONGLETON, CONGLETON, CHESHIRE, CW12 1AB		No Objection
21/2743T	34, Dorchester House PARK LANE, CONGLETON, CW12 3DG		No Objection subject to – Replacing with young similar trees on their land
21/2958M	BIRCH TREES, GIANTSWOOD LANE, HULME WALFIELD, CHESHIRE, CW12 2HH		No Objection
21/2939C	8, NEWCASTLE ROAD, CONGLETON, CW12 4HJ		No Objection
21/2555C	25 WEST STREET, CONGLETON, CW12 1JN		No Objection

21/2943C	6, CLOUD VIEW, CONGLETON, CW12 3TP		No Objection
21/2879C	14, BOUNDARY LANE, CONGLETON, CW12 3HZ		No Objection
21/2197D	14 -16 LOWER HEATH, CONGLETON, CHESHIRE, CW12 1NJ		No Objection
21/2858C	22, PADGBURY LANE, CONGLETON, CW12 4LP		No Objection
21/2883D	Lower Moss Farm, PRIORY CLOSE, CONGLETON, CW12 3JL		No Objection
21/2851C	Lion And Swan Hotel, WEST STREET, CONGLETON, CHESHIRE, CW12 1JR		No Objection
21/2863D	LAND WEST OF, PADGBURY LANE, CONGLETON		REFUSE – due to the following – <ul style="list-style-type: none"> - Travel Plan inadequate, not ambitious enough and targets too low - Work with Cheshire East and the bus companies and request funding for bus routes for a regular service to town and the station
21/2803D	Lower Moss Farm, PRIORY CLOSE, CONGLETON, CW12 3JL		No Objection
21/2924C	42, JOHNSON CLOSE, CONGLETON, CONGLETON, CHESHIRE, CW12 3TQ		No Objection
21/2928C	32, TRURO CLOSE, CONGLETON, CW12 3BD		No Objection
21/2666C	Canalside Farm, HARVEY ROAD, CONGLETON, CW12 2PS		REFUSE – due to the following – <ul style="list-style-type: none"> - Intrusion into the green belt - Vehicle access poor - Buildings not structurally sound
21/3018C	14, DELAMERE ROAD, CONGLETON, CW12 4PA		No Objection
21/3137C	Hineswood Farm, Reades Lane, CONGLETON, CONGLETON, CW12 3PJ		No Objection
21/1972C	The Spinney, Middle Lane, Congleton, CW12 3PU		No Objection
21/2183C	3 Newcastle Road, Congleton, CW12 3PU	NP – R Hemsley	No Objection
21/2716D	Tall Ash Farm, 12 Buxton Road, Congleton, CW12 2DY		No Objection

Councillor A Martin – Vice Chair

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 29th April 2021

In attendance:

Committee members:

Suzy Firkin (Chair)
George Hayes (Deputy)
Duncan Amies
David Brown
Robert Douglas
Robert Hemsley
Robert Moreton
Denis Murphy (Deputy Mayor)
Suzie Akers-Smith

Non-Committee members: Councillors Amanda Martin, Kay Wesley, James Smith,
Margaret Gartside, Russell Chadwick

Also present: Press - Tom Avery, Chronicle Representative,
Congleton Town Council: David McGifford, Mark Worthington, Ruth Burgess

Minutes

1. Apologies for absence

Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non-attendance.

None.

2. Minutes of Previous Meetings

THAS/61/2021 Resolved to approve and sign the minutes of the Town Hall, Assets & Services Committee held on 25th February 2021.

3. Declarations of Interest

Declarations of interest were received from Councillors Suzanne Akers Smith, David Brown, George Hayes, Rob Moreton, and Denis Murphy, on all non-pecuniary matters relating to Cheshire East Council.

4. Outstanding actions

There were no outstanding actions from the previous meeting.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised.

7. Town Hall Trading Account

THAS/62/2021 Resolved to receive the Town Hall Trading account to 31st January 2021 and to note the content of the summary report.

8. Streetscape Trading Account

THAS/63/2021 Resolved to receive the Streetscape Trading account to 31st January 2021 and to note the content of the summary report.

9. Hybrid Meeting Update

THAS/64/2021 Resolved to receive the report relating to hybrid meetings at the Town Hall.

10. Maintenance Programme

THAS/65/2021 Resolved to accept the report relating to Town Hall and Asset Maintenance Programme. **Action** To arrange a meeting with relevant officers and the Town Hall Assets and Service and the Finance and Policy Chairs and Vice Chairs to review the first draft of the programme.

11. Provision of Services at the Town Hall

THAS/66/2021 Resolved to accept the report relating to the provision of Services at the Town Hall. **Action**

- For officers to actively promote the opportunity for the provision of services at the Town Hall based on an initial short term flexible arrangement.
- For officers to contact the previous commercial service provider to advise that the assets owned by them in the area known as the Cotton Club can remain there if they so wish, until a short-term flexible agreement has been promoted and agreed.

12. Streetscape Work Update

THAS/67/2021 Resolved to accept the report regarding the Streetscape Works.

13. Streetscape Machinery Replacement Programme

THAS/68/2021 Resolved to accept the report relating to Streetscape Capital Replacement Programme. **Action** To arrange a meeting with relevant officers and the Town Hall Assets and Service and the Finance and Policy Chairs and Vice Chairs to review the first draft of the programme

14. Market Street Public Toilets

THAS/69/2021 Resolved to accept the report relating to Market Street Public Toilets.

Action to look into costings of temporary provision of Public Toilets, and to seek further information from the landlord regarding the proposed new facilities including

- The time scales for commencement and completion
- The type of facilities they are going to provide (Disabled/Gender Neutral)
- Explaining the need for a planning application

15. Location of Memorial Plaques

THAS/70/2021 Resolved to accept the proposal to consult with the CEC Conservation Officer to discuss the feasibility of displaying the historic Cenotaph Memorial Plaques within the Town Hall.

**Cllr Suzy Firkin
(Chair)**

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council	
MEETING DATE AND TIME	Thursday 5 th August 2021 7pm	LOCATION: Congleton Town Hall
REPORT FROM	Deputy Chief Officer – Marketing and Communities	
AGENDA ITEM REPORT TITLE	15 Platinum Jubilee Civic Honours Competition	
Background	<p>A Civic Honours competition has been launched and local authorities are being encouraged to enter the competition for the opportunity to be granted city status for their area or town as part of the Queen’s Platinum Jubilee in 2022.</p> <p>The Mayor has been approached by some members of the public who believe Congleton should enter this competition.</p> <p>This work is outside of our Business Plan and office work plan, so I am seeking advice of Council about whether you think this should be a priority for the Council.</p> <p>Clarification is being sought as to whether a Town and Parish Council can apply, or if our first hurdle will be to persuade Cheshire East Council to submit Congleton as its entry for City Status.</p>	
Details	<p>Her Majesty The Queen has agreed that competitions may be held for a grant of city status and Lord Mayor or Provost status to mark Her Platinum Jubilee in 2022.</p> <ol style="list-style-type: none">1. Any local authority in any part of the United Kingdom, a Crown Dependency or an Overseas Territory, which considers that its area deserves to be granted the rare honour of city status on this very special occasion is welcome to enter the competition by the closing date of 8 December 2021.2. Lord Mayoralty or Provostship is an exceptional distinction conferred on the Mayoralties or Provostships of a few – usually long-established and important – cities. Local authorities for existing cities in the United Kingdom are welcome to enter the parallel competition for a Lord Mayoralty or Provostship by the same closing date.3. Applications may only be made by an elected local authority for its entire area or a distinct area within its boundary.4. Although there are no specific criteria for city status or Lord Mayor or Provost status, the Government is asking local authorities to submit their	

entries in a standard size and format, as detailed in the application form. This is intended to help local authorities minimise the expense of entering the competitions and to provide the Government with a fair basis for comparison and assessment of the entries received

5. Local authorities are strongly advised not to exceed the limits of the standard size and format as described in application form.

6. The decisions made by Her Majesty, on Ministerial advice, will be final. Local authorities may be assured that each entry will be considered 'in the round', on the merits of its contents rather than on the standard of presentation. Each local authority will be sent brief comments on its entry when the results of the competitions are announced in 2022. These brief comments on entries will not provide specific reasons on why an application is successful or unsuccessful.

7. Local authorities should not incur any expenditure on lobbyists for the purposes of influencing the competition.

8. Applications are requested to be submitted by email to reach the Cabinet Office by 4pm on the closing date, 8 December 2021

The Entry consists of

a) A summary of the application comprising no more than one A4 page.

b) b) An introduction comprising no more than eight A4 pages of text, highlighting why the area deserves city status / Lord Mayor or Provost status, with reference to the area's

- Distinct identity
- Civic pride
- Cultural infrastructure, interesting heritage, history and traditions
- Vibrant and welcoming community
- Record of innovation
- Sound governance and administration
- Associations with Royalty
- Other particularly distinctive features, age, residents or communities who have made widely recognised significant contributions to society and cultural infrastructure.

c) A profile of the area, including statistics, to assist understanding of the area and its bid in comparison to the bids of other applicants. Information which it would be helpful to include would be:

- The resident population of the area
- Economic activity, including the number of people who work (but do not reside) in the area
- Information on public green spaces, sport and leisure facilities, and shopping centres
- Information on local authority support (of any kind) for the voluntary sector. The profile should comprise no more than ten A4 pages (including numbers, any tables and graphics)

	<p>d) Up to 50 photographs of permanent features of the area (rather than events or people), with brief captions describing what is shown. The emphasis should be on giving a representative and reasonably comprehensive impression of the area - especially the part that constitutes or would constitute 'the city centre' - rather than photographic artistry.</p> <p>e) One map: which is a detailed map of the area showing the main tourist, leisure and entertainment sites and green spaces accessible to the public. The main transport routes serving these, with an indication of services' frequency, should either be shown on the detailed map or listed in an accompanying document.</p>
General Consideration	<p>In the Diamond Jubilee 25 towns entered the competition and 3 were awarded City Status -: Perth in Scotland, Chelmsford in England, and St. Asaph in Wales.</p> <p>In the Hierarchy of towns in Cheshire East, Congleton is classed as a Key Service Centre, whilst Crewe and Macclesfield are the principal towns.</p> <p>In addition to the written application this will need to become a major campaign drive to unite the community behind the bid. Reading Borough Council has already started the campaign for its claim to be recognised as a city.</p>
Equality Considerations	<p>This would be a campaign for the whole town - but focussing on this work could pull officer time from other campaigns.</p>
Financial Considerations	<p>This would mainly occupy officer and councillor time with some design input.</p>
Environmental Consideration	<p>The campaign is not likely to add to the carbon footprint BUT focussing on the competition may divert officers from work on environmental campaigns.</p>
Decision Required	<p>Whether the Council wishes to enter this competition</p>