



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford** CiLCA

18th November 2021

Dear Councillor,

You are summoned to attend an Emergency meeting of the Council on **Thursday 25th November 2021** to be held at Congleton Town Hall commencing at **6. 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**

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



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 21st October 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. Cheshire East Council - Community Governance Review Consultation (Enclosed)

To agree the Town Council’s response to Cheshire East Council’s review of town and parish council governance arrangements across the Cheshire East Borough.

To: All Members of the Council

CC: Youth Committee, Burgesses (3), Congleton Information Centre,
Congleton Library, MP and Press (3)

Congleton Town Council

Minutes of the Council meeting held at Congleton Town Hall on Thursday 21st October 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 21st October 2021](#)

Present:

Councillors:

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

Congleton Town Council Officer/s:

David McGifford (Chief Officer)
Jackie MacArthur
Linda Minshull

Members of the Press: (1) Members of the Public: (1)

Minutes

1. Apologies for absence

Apologies were received from Cllr R Douglas.

2. Minutes of Previous Meetings

CTC/26/2122 RESOLVED to approve and sign the [Minutes of the Council meeting held on the 19th August 2021](#).

3. Declarations of Disclosable Pecuniary Interest

Councillors Murphy, Akers Smith, 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/27/2122 RESOLVED that the [minutes of the Community and Environment Committee meeting held on 8th July 2021](#) be received, and the recommendations therein be adopted.

10. Finance and Policy Committee

CTC/28/2122 RESOLVED that the [minutes of the Finance and Policy Committee meetings held on 29th July 2021](#) be received, and the recommendations therein be adopted.

11. Personnel Committee

CTC/29/2122 RESOLVED that the [minutes of the Personnel Committee meeting held on 15th July 2021](#) be received, and the recommendations therein be adopted.

12. Planning Committee

CTC/30/2122 RESOLVED that the [minutes of the Planning Committee meetings held on 22nd July and 12th August 2021](#) be received, and the recommendations therein be adopted.

13. Town Hall, Assets and Services Committee

CTC/31/2122 RESOLVED that the [minutes of the Town Hall, Assets and Services Committee meeting held on 1st July 2021](#) be received, and the recommendations therein be adopted.

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.

Updates were received from Cheshire East Councillors resulting in:

Action – For the Chief Officer to write to Cheshire East Council to establish why the only electric charging points in Princess Street car park are being re located to Wilmslow rather than an alternative Congleton Car park. If confirmed as cost, for Cheshire East Council to provide the details on the cost of installation in Wilmslow and Congleton.

15. Review and Amendments to the Financial Regulations

CTC/32/2122RESOLVED to approve the Chief Officer's recommendation for the Financial Regulations to be returned to the Finance and Policy Committee for clarification on certain points.

16. Notice of Conclusion of Audit for 2021

CTC/33/2122 RESOLVED to approve the final audit for year ending 31st March 2021 from the External Auditors as recommended by the Finance and Policy Committee on 30th September 2021.

17. Shop Front improvement Grants

CTC/34/2122 RESOLVED to approve a £10,000 Shop front improvement grant scheme as recommended by the Finance and Policy Committee.

18. Review of Congleton Town Council's Standing Orders

CTC/35/2122 RESOLVED to approve the updates to the Town Council's Standing Orders.

19. Civic Protocol

CTC/36/2122 RESOLVED to approve the proposed Civic Protocol for Congleton Town Council.

20. Elizabeth Wolstonholme Elmy Statue

CTC/37/2122 RESOLVED to approve the proposal that the Town Council does NOT take a view on its preferred site for the statue but agrees to support the outcome of the ongoing work between Elizabeth's Group, Cheshire East Highways, the Cultural Economy Development Team, Cheshire Police and other professional bodies to identify the final position for the statue that addresses the Group's needs, and all relevant considerations including minimising the risk of vehicular damage, relevant Health and Safety requirements, especially for those with visual impairment and one that is suitable for educational and recreational visits.

It was noted that the Elizabeth's Group and the artist prefer a location at the centre of Bridge Street.

Further input from individual town councillors or residents can be made as part of the planning application process.

21. Town Hall Projections

CTC/38/2122 RESOLVED to approve the spend of up to £3,500 from Ear Mark Reserve for Town Hall projections.

**Denis Murphy
(Town Mayor)**

CONGLETON TOWN COUNCIL

| | | | |
|------------------------------|-------------------------------------------------------------------------|-----------------|------------------|
| COMMITTEE: | Emergency Council Meeting | | |
| MEETING DATE AND TIME | Thursday 25th November - 6.00 pm | LOCATION | Town Hall |
| REPORT FROM | Chief Officer | | |
| AGENDA ITEM | 6 | | |
| REPORT TITLE | Cheshire East Council - Community Governance Review Consultation | | |

BACKGROUND DETAIL

Cheshire East Council are conducting a review of town and parish council governance arrangements across the Cheshire East Borough.

The overarching purpose of the review is in accordance with the '[Department of Communities and Local Government and Local Government Boundary Commission for England guidance on Community Governance Reviews](#)' [[LGBCE Guidance](#)] to “ensure that community governance arrangements continue to reflect local identities and facilitate effective and convenient local government.”

A pre-consultation survey was launched on 28 October 2019, which invited anyone interested in the review to provide a response. Following the pre-consultation survey, draft recommendations have now been developed and they would like to hear our views on those recommendations. These can be accessed through the following links

The first link below show the proposed changes to the boundaries and wards (maps 8A and 8B)

http://moderngov.cheshireeast.gov.uk/ecminutes/documents/s84153/DraftRecs_Maps_Slides_PublicationVersion.pdf

The second link provides more specific details which can be found on pages 104 -107

<https://moderngov.cheshireeast.gov.uk/ecminutes/documents/s84154/Draft%20Proposals%20-%20Final%20Publication%20Version%20March%202021%20with%2020321%20amends%20V2.pdf>

- Further information is available within the [Constitution Committee minutes - 6th April, 2021](#)


Responses are to be made by the **28 November 2021**.

SUMMARY OF THE INFORMATION PROVIDED

- The Congleton area currently has 2 wards
- 21,763 electors (2018)
- 20 Councillors

it is proposed that the Congleton area will be expanded to includes parts of the following Parishes - Eaton, Hulme Walfield and Somerford Booths, Marton, North Rode and Somerford should be transferred which will result in there being

- 5 Wards
- 26,566 electors (2025)
- 22 Councillors

| | |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial implications | <p>Should the proposal go ahead there will be an increase in the number of properties that would pay a precept to Congleton Town Council thus increasing the Town Councils income which would not be insignificant. It is worth noting that there maybe current commitments within the parishes that may / will need to be honoured by the Town Council. Changes to boundary signage would be required, but there is no clarity on the responsibility for this.</p> <p>There should not be an immediate impact on our Streetscape service as Ansa are currently contracted to maintain the surrounding parish councils, however that could be reviewed between Cheshire East Council, Ansa and ourselves.</p> |
| Environmental | <p>A potential increase in revenue could help to support environmental improvements within a new boundary with a potential focus on larger projects or taking on additional services.</p> |
| Equality | <p>The Town Council has a recently approved Equality and Inclusion policy.</p> |
| DECISION REQUESTED | <p>To agree the Councils responses to the Community Governance Review Consultation. (Click on the PDF)</p> <p style="text-align: center;">  chesh_ire-east-com munity-governance- </p> |

Cheshire East Council

Cheshire East Community Governance Review - Part Two

Introduction

Purpose of this survey

We are conducting a review of town and parish council governance arrangements across the Cheshire East Borough.

The overarching purpose of the review is in accordance with the 'Department of Communities and Local Government and Local Government Boundary Commission for England guidance on Community Governance Reviews' [LGBCE Guidance] to "ensure that community governance arrangements continue to reflect local identities and facilitate effective and convenient local government."

Cheshire East has 186 town and parish council wards in 135 town and parish councils covering the whole borough. Cheshire East Council is responsible for electoral and governance arrangements within the borough including:

- Town and parish boundaries
- Numbers of town and parish councillors; and
- Arrangements for wards and the meetings of groups of parish councils

It is good practice to review community governance every 10-15 years. Cheshire East Council was created in 2009 and has yet to hold a full review of town and parish council governance.

A pre-consultation survey was launched on 28 October 2019, which invited anyone interested in the review to provide a response. The survey was "live" for 14 weeks.

Following the pre-consultation survey, draft recommendations have now been developed and as part of a formal 12-week consultation, we would like to hear your views on those recommendations.

Recommendations Overview

The Community Governance Review Draft Recommendations report comprises a series of graduated proposals, beginning with parishes where no changes are being proposed, to parishes where there are proposals to alter the current electoral arrangements, to small parishes where mergers to form new parishes are being proposed, and finally to more significant area or boundary changes – largely adjoining the Borough's urban parishes – which have a consequential or knock-on effect for the surrounding parishes.

This consultation stage provides electors and other interested persons or bodies with an opportunity to make the case for alternative proposals to those now recommended by the Council. Where the Council recommends a change, an alternative proposal could be for a different form or degree of change to the one recommended by the Council, or it could be for no change at all.

Responses to this consultation should have regard to the need to ensure that each parish:

- Reflects the identities and interests of the different communities in the area. The Council considers that this is a 'community of identity' test, which is especially applicable to the new developments that presently traverse parish boundaries.
- Is effective and convenient. The Council considers that this is a 'viability' test, and the Council is anxious to ensure that parishes are viable and have sufficient resources to enable them to actively and effectively promote the well-being of their residents and to contribute to the real provision of services in their areas in an economic and efficient manner.
- Takes into account any other arrangements for the purposes of community representation or community engagement in the area that reinforce the 'community of identity' test.

For a small number of parish councils, council tax precepts could possibly change as a consequence of the outcome of the community governance review. The precept is a tax that parish councils charge local electors to meet their budget requirements. The charge is usually divided between every household according to what council tax property band the property is in.

Submitting your comments

This consultation is open to all those aged 16 and over.

Please submit your response by **28 November 2021**.

Once the consultation closes we will analyse all responses, produce a summary report of them, and publish this online on the Cheshire East Council webpages.

Your confidentiality is assured

Any personal information you supply will be used in line with the latest data protection legislation. To find out more on how we use your information see our privacy policy at: www.cheshireeast.gov.uk/privacy

Section 1

1. Which of the following best describes how you are you responding to this survey:

Please tick one box only

- As an individual (e.g. local resident) **[Select & then go to question 3]**
- On behalf of a town/parish council
- As an elected Cheshire East ward councillor
- On behalf of a local business
- On behalf of a group, organisation or club
- Other (please write in below)

2. If applicable, please give the name and postcode of the town/ parish council, group, organisation, club or business you are responding on behalf of: *Please write in below*

Name of town/parish, group,
organisation, club or business:

Your position:

Postcode:

3. Please write in the town council /parish you are submitting a response for:

*Please write in **one** only. If you would like to answer for more than one town council /parish then you will need to fill in a separate form. Have a look at the map for reference if need be.*

Section 2: Recommendation

Depending on the area you are responding for, one of the following recommendations will have been made:

- No change
- Electoral arrangement or internal changes only (to Councillor numbers or warding arrangement)
- Mergers of multiple parishes to form new parishes (no boundary changes)
- Potential boundary change

Please refer to the Community Governance Review Draft Recommendations report for further details on the specific recommendation in relation to the area you are responding for. If the recommendation for your area is a potential boundary change, please also refer to the Draft Recommendations report's maps appendix for more details about this potential change.

Section 3: Your Views – Overall

Cheshire East Council has to ensure that parish governance arrangements* are:

- Reflective of the identities and interests of the community in that area; and:
- Effective and convenient (this relates to the ability of parishes to provide services for its residents).

* Parish governance arrangements include town and parish boundaries, the number of town and parish councillors and arrangements for wards and the meetings of groups of parish councils.

4. How strongly do you agree or disagree that the recommended governance arrangements as proposed by Cheshire East for the area you are answering for would...? Please tick one box only in each row

| | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Not sure / Don't know |
|----------------------------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| ...reflect local identities and interests? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ...provide an effective and convenient local government? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. How strongly do you agree or disagree overall with the recommendation as proposed by Cheshire East for the area you are answering for? Please tick one box only

| Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Not sure / Don't know |
|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

If you disagree (either strongly or tend to) please explain your reasons, detailing any supporting evidence, you may have in the box provided. Please feel free to attach any relevant maps or other documents to explain your answer if required.

If you have any alternative suggestions to what is proposed for the area you are answering for please detail them below:

In your answer, please provide details of how your suggested proposal would ensure the parish council reflects local identities and interests whilst also providing an effective and convenient local government.

Section 4: Your Views – Name and Style of New Parish

Please answer the following questions if the recommendation for the area you are responding for...

- ...is merger of multiple parishes to form new parishes (no boundary changes)
- ...or, is subject to a merger due to the knock-on effects of a potential boundary review (residual parishes).

If the recommendation for your area is different to this, please go to 'Section 5'

If the recommended merger goes ahead, the new parish area will require a name.

If you would like to propose a suitable name for the new parish area, please state its current name and your suggestion for a new name below:

Current Name:

Suggested Name:

The Council also requests comments on whether the new parish should have the style of 'parish' or one of the alternative styles that the Council may recommend where a new parish is being created: 'community', 'neighbourhood' or 'village'.

Please detail your preference and the reasons for this below:

Section 5: Your Views – Names of New Parish Wards

Please answer the following questions if the recommendation for the area you are responding for involves...

- ...merging or splitting existing parish wards or parishes, to create new parish wards; or
- ...some other significant redrawing of existing parish ward boundaries.

If the recommendation for your area is different to this, please go to **'Section 6'**

If the recommended changes go ahead, the new parish wards will require names.

If you would like to propose suitable names for the new parish wards, please add your suggestions for new names below:

Suggested names:

Please explain the reasons for your suggested names:

Section 6: Your Views – Any other comments

If there are any other general comments you wish to make that relate to this Community Governance Review, but which you have been unable to include in your responses to the previous questions, please enter these below:

Section 7: About you

Cheshire East Council is committed to the principle that all our customers have the right to equality and fairness in the way they are treated and in the services that they receive. It would help us to check that we are providing services fairly if you would answer the questions below. Information you give will be used to see if there are any differences in views for different groups of people, and to check if services are being delivered in a fair and accessible way. The information in this section will be used for no other purpose.

You do not need to answer any of the following questions if you do not wish to, and you will not be affected in any way if you choose not to answer any, or some, of the questions.

6. What is your home postcode? We ask this so we can be sure we have obtained a range of views from across the borough Please write in below

7. What is your gender identity? Please tick one box only

Male Female Prefer not to say Prefer to self-describe (please write in)

8. What age group do you belong to? Please tick one box only

16 - 24 25 - 34 35 - 44 45 - 54 55 - 64 65 - 74 75 - 84 85 and over Prefer not to say

9. What is your ethnic origin? Please tick one box only

White British / English / Welsh / Scottish / Northern Irish / Irish Black / African / Caribbean / Black British
Any other White background Prefer not to say
Mixed: White and Black Caribbean / African / Asian Any other ethnic group (please write in below)
Asian / Asian British

10. Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes problems related to old age Please tick one box only

Yes No Prefer not to say

11. Which of the following best describes your religious belief/ faith?

Please tick one box only

Buddhist Christian Hindu Jewish Muslim Sikh None Prefer not to say

Any other religion: (please write in)

Thank you for completing this survey. If you require a copy in larger print or in an alternative language, please contact the council's customer services on 0300 123 55 00.

Please return paper copies of the survey to: Ref: Community Governance Review, Research and Consultation, Cheshire East Council, Westfields, Middlewich Road, Sandbach, CW11 1HZ

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Section 4: Your Views – Name and Style of New Parish

Please answer the following questions if the recommendation for the area you are responding for...

- ...is merger of multiple parishes to form new parishes (no boundary changes)
- ...or, is subject to a merger due to the knock-on effects of a potential boundary review (residual parishes).

If the recommendation for your area is different to this, please go to **'Section 5'**

If the recommended merger goes ahead, the new parish area will require a name.

If you would like to propose a suitable name for the new parish area, please state its current name and your suggestion for a new name below:

Current Name:

Suggested Name:

The Council also requests comments on whether the new parish should have the style of 'parish' or one of the alternative styles that the Council may recommend where a new parish is being created: 'community', 'neighbourhood' or 'village'.

Please detail your preference and the reasons for this below:

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Please explain the reasons for your suggested names:

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16 - 24 25 - 34 35 - 44 45 - 54 55 - 64 65 - 74 75 - 84 85 and over Prefer not to say

9. What is your ethnic origin? Please tick one box only

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Any other White background Prefer not to say
Mixed: White and Black Caribbean / African / Asian Any other ethnic group (please write in below)
Asian / Asian British

10. Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes problems related to old age Please tick one box only

Yes No Prefer not to say

11. Which of the following best describes your religious belief/ faith?

Please tick one box only

Buddhist Christian Hindu Jewish Muslim Sikh None Prefer not to say

Any other religion: (please write in)

Thank you for completing this survey. If you require a copy in larger print or in an alternative language, please contact the council's customer services on 0300 123 55 00.

Please return paper copies of the survey to: Ref: Community Governance Review, Research and Consultation, Cheshire East Council, Westfields, Middlewich Road, Sandbach, CW11 1HZ

