



# Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CILCA

3<sup>rd</sup> February 2022

Dear Councillor,

You are summoned to attend a meeting of the Council on **Thursday 10<sup>th</sup> February 2022** 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

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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 meeting held on 9<sup>th</sup> December 2021 and Emergency Council meeting held on 6<sup>th</sup> January 2022.](#)

### **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 [11<sup>th</sup> November 2021.](#)

**10. Finance and Policy Committee** (Enclosed)

To receive the [minutes of the Finance and Policy Committee meeting held on 25<sup>th</sup> November 2021.](#)

**11. Planning Committee** (Enclosed)

To receive the [Minutes of the Planning Committee meetings held on 18<sup>th</sup> November and 14<sup>th</sup> December 2021.](#)

**12. Town Hall, Assets and Services Committee** (Enclosed)

To receive the [minutes of the Town Hall Assets and Services Committee meeting held on 4<sup>th</sup> November 2021.](#)

**13. 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.

**14. Replacement Ride on Mowers for the Streetscape Service** (Enclosed)

To approve the procurement of replacement ride on mowers as recommended by the Town Hall Assets and Services Committee 13<sup>th</sup> January 2022 reference **THAS/36/2122**

**15. Annual Review of the Investment Strategy and Investment Policy 2022/23** (Enclosed)

To approve the updated Investment Policy and the latest Investment Strategy as approved by the Finance and Policy Committee on 27<sup>th</sup> January 2022, reference **FAP/58/2122**

**16. Creating a Site-Specific Biodiversity Plan for Congleton** (Enclosed)

To procure resource to develop a Site-Specific Biodiversity Plan for Congleton, as proposed by the Community and Environment Committee on 3<sup>rd</sup> February 2022.

**17. Cheshire East Council Tranche 1 Active Travel Measure Review** (Enclosed)

To establish Congleton Town Council's position on areas related to this review.

**18. Update on Congleton Household Waste Disposal Site** (Enclosed)

To receive an update on Congleton's Household Waste Disposal Site.

**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 9<sup>th</sup> December 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 9<sup>th</sup> December 2021](#)

#### **Present:**

#### **Councillors:**

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

#### **Congleton Town Council Officer/s:**

David McGifford (Chief Officer)  
Serena Van Schepdael (RFO)

### **Minutes**

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

Apologies were received from Cllrs Suzie Akers Smith, Russell Chadwick, Paul Duffy, George Hayes, Mark Rogan, James Smith.

#### **2. Minutes of Previous Meetings**

**CTC/42/2122 RESOLVED** to approve and sign the [Minutes of the Emergency Council meeting held on the 25<sup>th</sup> November 2021](#). Noting that Cllr Robert Douglas was in attendance at that meeting.

### **3. Declarations of Disclosable Pecuniary Interest**

Councillors Denis Murphy (Mayor), David Brown, Sally Ann Holland and Robert Moreton declared a non-pecuniary interest in any matters relating to Cheshire East Council.

Denis Murphy (Mayor) declared a non-pecuniary interest in item 15.

### **4. Questions from Members of the Public**

There were no questions from members of the public.

### **5. Urgent Items**

- Cllr Robert Douglas provided an update relating to the Congleton Waste Disposal.
- Cllr Duncan Amies raised concerns about the number of accidents at the Viking Way / Link Road roundabout.

### **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/43/2122 RESOLVED** that the [minutes of the Community and Environment Committee meeting held on 23<sup>rd</sup> September 2021](#) be received, and the recommendations therein be adopted.

### **10. Finance and Policy Committee**

**CTC/43/2122 RESOLVED** that the [minutes of the Finance and Policy Committee meeting held on 30<sup>th</sup> September 2021](#) be received, and the recommendations therein be adopted.

### **11. Personnel Committee**

**CTC/44/2122 RESOLVED** that the [minutes of the Personnel Committee meeting held on 9th September 2021](#) be received, and the recommendations therein be adopted.

## **12. Planning Committee**

**CTC/45/2122 RESOLVED** that the [Minutes of the Planning Committee meetings held on 9th September and 14th October 2021](#) be received, and the recommendations therein be adopted.

## **13. Town Hall Assets and Services Committee**

**CTC/46/2122 RESOLVED** that the [minutes of the Town Hall Assets and Services Committee meeting held on 16th September 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.

## **15. Rotary Expenditure**

For Councillors to note a payment exceeding £10,000 - Rotary Club.

**CTC/47/2122 RESOLVED** to note the payment in excess of £10,000 to Congleton Rotary Charity Account.

## **16. Review and Amendments to the Financial Regulations**

To approve the updates to the Financial Regulations as recommended by the Finance and Policy Committee on 30<sup>th</sup> September 2021 and for inclusion in the Council's constitution.

**CTC/48/2122 RESOLVED** to approve the proposed updates to the Financial Regulations for inclusion in the Council's constitution.

## **17. Budget and Precept 2022-23**

**CTC/49/2122 RESOLVED** to:

- 1: Approve the Draft budget and the 2.07% increase per Band D household for 2022/23
- 2: Approve the Ear Marked Reserve Movements and proposed spends for 2022/23
- 3: Approve the Precept requirement of £996,333 for 2022/23.

**18. Planning Committee Chair and Vice Chair**

To agree the Chair and Vice Chair of the Planning Committee through to 31<sup>st</sup> March 2022.

**CTC/50/2122 RESOLVED to** appoint Cllr Amanda Martin as Chair and Councillor Robert Helmsley as Vice Chair for the remainder of the Civic Year.

**Denis Murphy**

**(Town Mayor)**



## **Congleton Town Council**

### **Minutes of the Emergency Council Meeting held at Congleton Town Hall on Thursday 6<sup>th</sup> January 2022**

**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 Emergency Council 6<sup>th</sup> January 2022](#)

#### **Present:**

#### **Councillors:**

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

#### **Congleton Town Council Officer:**

David McGifford (Chief Officer)

### **Minutes**

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

Apologies were received from Cllrs Russell Chadwick, Paul Duffy, Jean Parry, Mark Rogan, James Smith

#### **2. Declarations of Disclosable Pecuniary Interest**

Councillors Suzie Akers Smith, David Brown, George Hayes, Sally Ann Holland, Rob Moreton, and Denis Murphy (Town Mayor) declared a non-pecuniary interest in any matters relating to Cheshire East Council.

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

There were no questions from members of the public.

**4. Urgent Items**

There were no urgent items raised at the meeting.

**5. Delegation of Decision Making for Council and Committees**

For members to agree on the delegation of decisions for Council and Committees for inclusion in the Standing Orders.

**CTC/51/2122 RESOLVED to** reject the proposal for the delegation of decisions.

**Denis Murphy  
(Town Mayor)**

## **TOWN MAYOR'S ENGAGEMENTS**

### **2021**

10 <sup>th</sup> December	Less Able Club Christmas Party
11 <sup>th</sup> December	Carol Singing Event – Town Centre
11 <sup>th</sup> December	Rotary Christmas Concert
16 <sup>th</sup> December	Town Carol Service – St. Peter's Church

### **2022**

17 <sup>th</sup> January	Gold post box promotional photograph
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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 11<sup>th</sup> November 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Community & Environment Committee 11<sup>th</sup> November 2021](#)

#### **PRESENT:**

Committee members:

**Cllr Kay Wesley (Chair)**

**Cllr Sally Ann Holland (Vice Chair)**

Cllr Suzy Firkin

Cllr Amanda Martin

Cllr Robert Moreton

Ex Officio member: Cllr Margaret Gartside (Deputy Mayor)

Non-Committee Members: Cllrs Robert Douglas and David Brown

Also present: Congleton Town Council Officers: David McGifford and Jackie MacArthur,  
One member of the press, one Cheshire Police Officers and three members of  
the public, one of whom spoke at Public Questions.

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

Apologies for absence were received from:

Committee Members: Cllrs Dawn Allen, Paul Duffy, Jean Parry and Mark Rogan

Ex Officio Member: Cllr Denis Murphy (Mayor)

#### **2. Minutes of Previous Meetings**

**CE/31/2122 Resolved to** approve the [minutes of the Community & Environment Committee held on 23<sup>rd</sup> September](#) as a correct record.

#### **3. Declarations of Interest**

Councillors Sally Holland and Robert Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

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

See Agenda item 8 for any outstanding actions for the Community and Environment Committee.

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

Questions were raised by Jackie Kay who was present at the meeting and Olga Whitmore who was unable to attend and has been sent answers. The questions related to the Congleton Tree Group and how and where trees are planted, what consultation takes place, what happens when people object, who leads the Congleton Tree group and where people can find out more about it. The full set of questions and answers can be viewed in Appendix 1.

There is also more information about the Congleton Tree Group on the Climate and Nature Emergency page on the Town Council website.

#### **6. Urgent Items**

Cllr Kay Wesley raised a concern that there is inadequate provision for people in Congleton to get a COVID booster and that travelling out of town to get a booster is a big deterrent to many of our elderly residents. The Clinical Commissioning Group has been contacted by the Town Council and Congleton Partnership's Senior Forum requesting that booster sessions are held in our town.

#### **7. Cheshire Police**

Sergeant Paul Brunton from Cheshire Police gave a verbal update on Policing matters affecting Congleton, please see Appendix 2.

#### **8. Updates Paper from previous Community and Environment Committee**

**CE/32/2122 Resolved to** note the updates paper with items from the Community and Environment Committee held on 23<sup>rd</sup> September 2021. Items included Elizabeth Statue (closed), Civic Awards 2021 (closed) Launch of e-learning, Green Tree House Social Supermarket (closed) Bath Vale entrance, Action against Inconsiderate Parking (closed), Bus Survey Feedback(closed).

Action: E-learning needs more promotion.

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

**CE/33/2122 Resolved to** receive the [notes of the Anti-Social Behaviour Working Group held on the 16<sup>th</sup> September 2021.](#)

#### **10. Integrated Transport Working Group**

**CE/34/2122 Resolved to** receive the [notes of the Integrated Transport Working Group held on the 8<sup>th</sup> October 2021.](#)

#### **11. Congleton In Bloom Working Group**

Received a verbal update from the Congleton in Bloom Working Group regards the 2021 results and the Volunteer thank you evening. Committee wanted to thank the In Bloom team, all the volunteers and the Town Council Streetscape team for all their work. Fantastic that Congleton received gold and was the Best Large Town in the North West.

#### **12. Congleton Green Working Group**

**CE/35/2122 Resolved to** receive the [notes of the Congleton Green Working Group held on the 20<sup>th</sup> October 2021.](#)

#### **13. 750 Year Celebration Working Group**

**CE/36/2122 Resolved to** receive the [notes of the 750 Year Celebration Working Group held on the 7<sup>th</sup> October 2021.](#)

#### **14. White Ribbon Working Group**

Received a verbal update from the White Ribbon Working Group on future plans including plans for the 16 Days of Action following the official White Ribbon Day on the 25<sup>th</sup> November. More help required for the stall at the Makers Market on the 27<sup>th</sup> November. Councillors can contact Cllr Hemsley to volunteer.

#### **15. Christmas in Congleton 2021**

**CE/37/2122 Resolved to** note the report on activities planned for Christmas 2021. Committee gave a formal thank you to Martha Hayes, the Town Centre and Events Officer for her tremendous work on Congleton events over the past few years.

#### **16. Green Fayre and Climate Week**

**CE/38/2122 Resolved to** receive the report on the Green Fayre and Climate Week.

Action to explore initiating a '*Citizen's Assembly for Climate*' to engage more people.

## **17. Presentation on Climate Emergency Measures**

**CE/39/2122 Resolved to** receive and discuss the presentation on measures and actions taken since Congleton Town Council signed a Climate Emergency in October 2019.

[The report and presentation on Climate Emergency Measures can be located as an additional agenda item on the Town Council's website.](#)

**Cllr Kay Wesley  
(Chair)**

## **APPENDIX 1**

### **Agenda Item 4. Questions from Members of the Public.**

We have received two sets of questions. One set from Jackie Kay, from the Congleton Climate Action Group and one set from Olga Whitmore. The questions relate to the activities of the Congleton Tree Group.

#### **Paraphrased questions from Jackie Kay**

- 1. Who decides where trees will be planted and is this in full agreement with CTC?**
- 2. Who decides which residents will be consulted and if for example it is on CTC owned land why all Congleton residents are not consulted?**
- 3. What is the policy when residents object. Is there a CTC policy to fully commit to the proposed tree planting or is it just a statement of support, if tree planting is stopped due to objections what is the policy for other Congleton residents to object to this decision and possibly reverse it?**

#### **And two paraphrased questions from Olga Whitmore**

- 4. Who is responsible for the trees once planted?**
- 5. Who leads the Congleton Tree group and how can people find out more about their actions?**

#### **BACKGROUND:**

As part of the Climate Emergency, Congleton Town Council agreed to support a tree planting project in Congleton and the surrounding area, with an ambitious project of 30,000 trees (one for each resident)

A Tree group was formed under the umbrella of the Congleton Sustainability Group (CSG) with the support of Cheshire Wildlife Trust (Adam Linnet) and the advice of an experienced landscape architect Ruth Benson. The plans are drawn up by Ruth Benson (as a landscape architect) she researches the soil in the areas and how the area is used and then chooses appropriate native trees and a suitable planting density to reflect the nature of the site. Glen Williams and Margaret Gartside usually deliver the leaflets. Congleton Town Council's Streetscape Development Manager, Ruth Burgess, supports the group helping to establish land ownership and obtaining site plan approvals from Cheshire East Council.

#### **1. Deciding where planted**

Locations for trees have come about through local knowledge and approaches from local people. To date, the majority of tree planting has been on Cheshire East land and plans need to be approved by CEC and supported by the majority of people in the locality before planting happens. Some locations that look ideal to the public are not suitable for planting due to underground services – you cannot plant within 6m of a mains gas pipe.



## **2. Deciding on Consultation**

Although we understand in most of Cheshire East trees are just planted, in Congleton Cheshire East Council has asked that the tree group gains support from the majority of people in a locality before planting trees. The tree group supports this principle. Before any consultation is carried out the plans are shared with Cheshire East Council. CTC does not own any land. We have taken locality to mean people in the immediate vicinity, as you would with a planning application – but plans are also placed on the Partnership and Town Council website. The group is keen to work in areas where the neighbours support the project and the trees.

## **3. What happens when we receive objections?**

When objections are received, the first thing is to ask why and what can be done to mitigate the issue. Sometimes it has been a different type of tree, changing the amount of trees to be planted or slightly varying the location. Where there have been a large number of objections, or no support received then the scheme will not go ahead. It is important that the people living in the immediate area are happy with the planting and in many cases willing to help care for the trees.

## **4. Who is responsible for maintaining the trees once planted?**

As Cheshire East's agents for the area Streetscape will be responsible for the maintenance of trees which are agreed and planted by the Tree Group. As part of the agreement between CTC and CEC, the Town Council is responsible for minor tree works on trees on Cheshire East land until they are more than 380mm in diameter – then they become the responsibility of Cheshire East Council. When working with volunteers who live near-by to planting it is great when neighbourhood volunteer groups are formed to keep an eye on the trees.

## **5. Who is the leader of the Tree Planting Group and what is the main website for the group? Where can residents see about planting events in November and December?**

There is no overall leader of the Tree Planting Group. Different members lead on different aspects of the project and form a team. There is a Facebook page which is regularly updated with helpful tips and volunteer dates, there is no group leader, but team members lead in different aspects of the group. Planting events in November and December have been issued on the tree groups Facebook page, are on the Partnership Website and will be placed in a more prominent location on the Town Council's website.

## **Additional questions from Olga**

### **1. Is it correct that the plans to plant trees at Thirlmere Court were shelved?**

**If they did, why? Can I ask what arguments residents presented against trees being planted?**

Plans for planting at Thirlmere Court were not supported and will not be going ahead as planned as the team concentrates efforts on supported schemes. The scheme may be revisited next year with an alternative scheme based more around hedge planting.

**2. Is CTC going to spend £2K or similar amount of money on a felled Christmas tree which will last 2 weeks and be discarded after the festive season?**

When the redevelopment of the pedestrian area took place, the idea of a permanent living Christmas tree was explored but found not to be feasible. Purchasing, installing, decorating, and removing the Town's Christmas tree costs around £1500 per year and this is either fully or partially sponsored. The tree comes from sustainably managed forests, the branches are used to for mulch afterwards and the larger wood chopped, dried, and used for fuel. The tree is in place for approximately 6 weeks. Decorating the town for Christmas is part of promoting and supporting our local businesses and attracting people into town at Christmas.

## **APPENDIX 2 - UPDATE FROM CHESHIRE POLICE - ITEM 7**

Changes to areas of responsibility and priority period reflected in data – so year on year comparisons no longer compare like with like. From next meeting will just bring figures for Congleton East and Congleton West. These figures are for Congleton East/West, Alsager and Odd Rode. Note that the new Chief Superintendent for the Policing Unit is Claire Jesson.

### **Drugs and Alcohol**

WEST – Drink Spiking Series (4 in period, 8 incidents total). No associated sexual assaults or other crime and no reports of injections to date.

- Continue to work with PubWatch and our licensees
- Force Funding for testing kits + Town Councils
- Prevention/Education campaign (online and sixth forms)
- Signage up in the clubs/pubs – what to do.
- Regular VLP (Visiting Licenced Premises) and Night Time Economy patrols. .
- Op Empower begins 03/12 – safety bus (IDVA/Nurse/Police) plain clothes officers in premises.

### **Anti-Social Behaviour: 54 incidents**

ASB Congleton hotspots:

- Reduction at Bromley community centre (1) still on our patrol plan.
- Support for Testers (swab squad) who report being abused in Congleton.
- Violence Against Women and Girls (VAWG) - Plain clothes officers outside the high schools following 1 Incident of girl being followed – 3 arrested.

### **Op Treacle - force response to bonfire night and Halloween**

- PCSOs either given safety/ASB prevention presentation at primaries or given resources to school to do their own.
- Additional staff on duty
- Low Demand for Congleton: 3 Anti-Social Behaviour incident including a fire in woods
- Busy Night-time Economy saw no incidents

### **Domestic Abuse Incidents: 48**

Total Sexual Offences: 14

### **Hate**

Four Incidents reported (Learning difficulties/Race/Gender/Nationality)

### **Congleton Priorities**

1. Drug Enforcement EAST
2. Reports of Spiking WEST
3. Violence against women and young girls ALL

### **AOB**

#### **Q. Bath Vale**

- No incident since 02/11 then 27/09 - request to report crimes to 101.

## **CONGLETON TOWN COUNCIL**

### **Minutes of the Finance and Policy Committee Meeting held on Thursday 25<sup>th</sup> November 2021**

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 25<sup>th</sup> November 2021](#)

**PRESENT      Committee members:**

Cllr Robert Douglas (Chair)  
Cllr Jean Parry  
Cllr J Smith  
Cllr R Moreton  
Cllr S Akers Smith  
Cllr D Amies  
Cllr D Brown  
Cllr M Gartside (Deputy Mayor – Ex Officio)

**Non-committee member/s:**

Cllr K Wesley  
Cllr S Firkin  
Cllr M Amies

**Also present:**

**Congleton Town Council Officers:**

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)

#### **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:**

Cllr R Chadwick (Vice Chair)  
Cllr G Hayes  
Cllr P Duffy

#### **2. Minutes of Previous Meetings**

**FAP/38/2122 RESOLVED** to approve the [minutes of the Finance & Policy Committee held on 30<sup>th</sup> September 2021.](#)

### **3. Declarations of Interest**

Cllrs D Brown, R Moreton and, S Akers Smith declared a non-pecuniary interest on any matters relating to Cheshire East Council.

The below Councillors declared a non-pecuniary interest in item 8, New Applications for Financial Assistance:

Cllrs D Amies & S Akers Smith application GR08/2122

Cllr J Smith applications GR09/2122 and GR10/2122

Cllr R Douglas application GR10/2122

Cllr M Gartside application GR10/2122

### **4. Outstanding Actions**

**Review of Grants and Funding Policy** –This item is scheduled for the Finance and Policy Committee on 27<sup>th</sup> January 2022

### **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. Grant Approvals and Commitments 2021/22**

**FAP/39/2122 RESOLVED** to receive the statement showing the current position as at 31<sup>st</sup> October 2021.

### **8. New Applications for Financial Assistance**

**FAP/40/2122 RESOLVED** to award the following grants:

- **Grant Ref 07/2122 St Peter's Church Parish of Congleton** - £256 in respect of the Clock Maintenance to be paid from the Committed Grants budget, and £750 for the replacement flagpole to be paid from the Community Grants budget.
- **Grant Ref 08/2122 Congleton Rotary Club** - £450 to be paid from the Community Grants budget, with the added requirement that the funds raised by Rotary are to be awarded to Congleton based clubs only.
- **Grant Ref 09/2122 Cheshire Police/PCSO** – Delegate £1000 award to Chief Officer after making further enquiries on costs and distribution quantities for Congleton.
- **Grant Ref 10/2122 3rd Congleton Brownies and 2<sup>nd</sup> Congleton West Rainbows** - £225 for transport costs to be paid from the Community Grant budget.

#### **9. New Grant Activities Monitoring Forms**

**FAP/41/2122 RESOLVED** to receive the New Grant Activities Monitoring Form from Congleton Live CIC Ltd (Congleton Jazz and Blues).

#### **10. Management Accounts**

**FAP/42/2122 RESOLVED** to receive the Management Accounts as at 30<sup>th</sup> September 2021.

#### **11. Bank Reconciliation**

**FAP/43/2122 RESOLVED** to receive the bank reconciliation as at 30<sup>th</sup> September 2021.

#### **12. Savings Account Balances**

**FAP/44/2122 RESOLVED** to:

- 1: Note the update of re-investment.
- 2: Receive the Savings Accounts balances to 30<sup>th</sup> September 2021.

**Action:** To bring the investment policy to the Finance and Policy Committee in January 2022 for review.

#### **13. List of Payments**

**FAP/45/2122 RESOLVED** to receive and approve the Payments lists between 1<sup>st</sup> August and 30<sup>th</sup> September 2021.

#### **14. Review of Financial Regulations**

**FAP/46/2122 RESOLVED** to approve the updates as presented and in addition the below items, and to recommend these updates to Council for approval and to adopt the updated Financial Regulations to be adopted into the Constitution:

- Remove item 6.8
- Update Credit card 6.16 to state: Details of the Credit Card must not be stored or saved in online trading/purchasing accounts.
- Include in 6.9: Evidence of the 2 signatories must be retained.
- New Point in section 6: Salaries are to be paid by bank transfer and the payment summary approved by the Chair of Finance and one other signatory.

**15. Budget and Precept 2022-23**

**FAP/47/2122 RESOLVED to:**

- 1: To approve the budget and precept requirement of £996,333 for 2022/23 and to recommend this to Council on 9<sup>th</sup> December 2021 for approval.
- 2: To approve the Ear Marked Reserve Movements and proposed spends and to recommend this to Council on 9<sup>th</sup> December 2021 for approval.

**Cllr Robert Douglas  
(Chair)**

## CONGLETON TOWN COUNCIL

### Minutes of the meeting of the Planning Committee held on Thursday 18<sup>th</sup> November 2021

For the papers discussed at the meeting, please see the

[Planning Committee Meeting - Congleton Town Council \(congleton-tc.gov.uk\)](http://congleton-tc.gov.uk)

In attendance:

Committee members: Councillors Amanda Martin (Vice Chair) – In the Chair  
Duncan Amies  
Suzy Firkin  
Robert Hemsley  
Jean Parry  
Mark Rogan  
James Smith  
Kay Wesley  
Denis Murphy (ex officio)

Also present: Congleton Town Council Officers: David McGifford (Chief Officer),  
Linda Minshull  
Councillor Robert Moreton – not member of this Committee  
1 x Member of the press

### **Minutes**

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

Apologies for absence were received from:  
Committee Members: Councillor Douglas and Paul Duffy

#### **2. Minutes of Previous Meetings**

**PLN/16/2122 Resolved to** approve and sign the 14<sup>th</sup> October 2021.



### **3. Declarations of Interest**

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.

Councillor Moreton declared a “non pecuniary” interest as he is a member of Cheshire East Council but not a member of this Committee.

### **4. Outstanding actions**

Date	Planning Application Number	Action	Progress
27.4.2021		Information from Cllr S Akers Smith	22.7.2021 – The Chief Officer reported that there had been some investigatory work done on the park side of the proposed bridge 4.8.2021 – No further updates 01.11.2021 - the rotary bore holes works went ahead last week as planned. Updated report due early next week – this will facilitate structural engineers to produce the appropriate foundation detail. Timescales to receive foundation designs uncertain but further updates will be provided as soon as possible.

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

There were no questions from members of the public.

### **6. Urgent Items**

There were no urgent items.

### **7. Planning Applications Section 1**

There were no applications for Section 1.

### **8. Planning Appeals**

None to report.

### **9. Licensing Applications**

The following licensing applications were noted.

9.1	5 Little Street, Congleton, CW12 1AR	
9.2	Capitol Walk, High Street, Congleton, CW12 1WB	

## **10. Section 106 Updates**

No updates to report.

## **11. Planning Enforcement**

There were no Planning Enforcement updates received.

## **12. Neighbourhood Plan**

The Chief Officer reported that the draft policies are in the process of going out to Cheshire East Council prescribed list of consultees. Comments from this process will be taken into consideration and brought back to the Council as part of the ongoing progression of the Plan.

## **13. Footpath Diversion – Bridleway No 1 and Footpath No 6**

No objection to the diversion – the new route was considered an improvement.

## **14. Astbury Street, Congleton – Notice of Proposal**

**PLN/17/2122 RESOLVED** No objection to the proposal. Councillor Murphy asked it to be noted that he did not vote.

## **15. Planning Applications Section 2**

**PLN/18/2122 RESOLVED** that the following comments be made to Cheshire East Council:

Application Number	Location	Declaration of Interest	Comments
21/5215C	29, THE CRESCENT, CONGLETON, CW12 4BQ		No Objection
21/5240C	Land off MIDDLE LANE, CONGLETON		<b>REJECT – for the following reasons</b> <ul style="list-style-type: none"> <li>- <b>Inappropriate development in the Greenbelt</b></li> <li>- <b>Intrusion into open countryside</b></li> </ul>
21/5217C	9, ASCOT CLOSE, CONGLETON, CHESHIRE, CW12 1LL		No Objection
21/5245C	20, RUTLAND CLOSE,		No Objection

	CONGLETON, CW12 1LT		
21/5254C	21, HIGH STREET, CONGLETON, CW12 1BH		No Objection
21/5234C	Land To The East Of Black Firs Lane And To The South Of, BACK LANE, SOMERFORD		No Objection to the non material amendments but to NOTE that the quantity of affordable housing appears to be 17.5% not the prescribed requirement of 30%
21/5303C	26, MEAKIN CLOSE, CONGLETON, CW12 3TG		<b>REJECT – for the following reasons</b> <ul style="list-style-type: none"> <li>- <b>loss of natural habitat</b></li> <li>- <b>The original hedge was more in keeping with the style of the estate</b></li> </ul>
21/5314C	Cleveland, 50, BIDDULPH ROAD, CONGLETON, CW12 3LG		No Objection
21/5422D	Land Off, GOLDFINCH CLOSE, CONGLETON		No Objection
21/5161C	Land West of, CONGLETON EDGE ROAD, CONGLETON		<b>REJECT – unless there is verification that the barn has previously been used as an agricultural barn</b>
21/5590C	Tall Ash Farm, 112, BUXTON ROAD, CONGLETON, CW12 2DY		No Objection
21/5530C	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT		No Objection
21/5497C	2, HILLES DEN RISE, CONGLETON, CW12 3DR		No Objection
21/5656C	Springfields, Newcastle Road, Astbury, Congleton, CW12 4HS		No Objection
21/5659C	55, HOWEY HILL, CONGLETON, CW12 4AF		No Objection
21/5678C	10, GALBRAITH CLOSE, CONGLETON, CW12 4WG		No Objection
21/5457C	BRACKENWOOD, CANAL ROAD, CONGLETON, CW12 3AT		No Objection
21/5714C	Peover Farm, PEOVER LANE, CONGLETON, CW12 3QH		No Objection
21/4153C	12A, Antrobus Street, Congleton, CW12 1HG		No Objection
21/5132T	28, Cross Lane, Congleton, CW12 3JX		No Objection
21/5580C	Smithy Farm, Buxton Road, Congleton, CW12 3PG		No Objection
21/5682C	34 FALMOUTH ROAD,		No Objection

	CONGLETON, CW12 3BH		
21/5642C	The Robin Hood, BUXTON ROAD, CONGLETON, CW12 3PE		<b>No Objection – NOTE – would encourage more landscaping, hedgerows, trees, shrubs etc.</b>
21/5826C	34, THE PARKLANDS, CONGLETON, CW12 3DS		No Objection
21/5815C	9, LEEK ROAD, CONGLETON, CW12 3HU		No Objection

**Cllr Amanda Martin  
(Vice Chair in the Chair)**

## CONGLETON TOWN COUNCIL

### Minutes of the meeting of the Planning Committee held on Thursday 14<sup>th</sup> December 2021

In attendance:

Committee members: Councillors Amanda Martin - Chair  
Robert Douglas  
Suzy Firkin  
Robert Hemsley  
Kay Wesley  
Denis Murphy (ex officio)

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

#### **Minutes**

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

Apologies for absence were received from:

Committee Members: Councillor Duncan Amies, Paul Duffy and Jean Parry

#### **2. Minutes of Previous Meetings**

**PLN/19/2122 Resolved to** approve and sign the 18<sup>th</sup> November 2021.

#### **3. Declarations of Interest**

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 actions**

Date	Planning Application Number	Action	Progress
27.4.2021		Information from Cllr S Akers Smith	22.7.2021 – The Chief Officer reported that there had been some investigatory work done on the park side of the proposed bridge 4.8.2021 – No further updates

			<p>01.11.2021 - the rotary bore holes works went ahead last week as planned. Updated report due early next week – this will facilitate structural engineers to produce the appropriate foundation detail. Timescales to receive foundation designs uncertain but further updates will be provided as soon as possible.</p> <p>14.12.2021 – The Chief Officer reported that investigatory was slowly progressing with design work with the developer.</p>
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## **5. Questions from Members of the Public**

There were no questions from members of the public.

## **6. Urgent Items**

There were no urgent items.

## **7. Planning Applications Section 1**

There were no applications for Section 1.

## **8. Planning Appeals**

The Chair updated on the following appeals –

- 20/2470C – Hawthorn Close, Harvey Road, Congleton – The Chair stated she would like to represent the Council at the Appeal
- 20/3383C – Congleton Autos, Newcastle Road, Congleton
- 19/5793C – Nobanno Restaurant, Astbury Lake, Newcastle Road, Congleton

## **9. Licensing Applications**

The following licensing application was noted.

9.1	Bargain Booze, West Heath Shopping Centre, Congleton	For information – comments date is 10 <sup>th</sup> December 2021
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## **10. Planning Enforcement**

There were no Planning Enforcement updates received.

## 11. Planning Applications Section 2

**PLN/20/2122 RESOLVED** that the following comments be made to Cheshire East Council:

Application Number	Location	Declaration of Interest	Comments
21/5800C	Elizabeth Wolstenholme Elmy Statue, BRIDGE STREET, CONGLETON	NP - All Councillors NP – Councillor Wesley stated she is Trustee of the Elizabeth Group	No Comment
21/5771T	4 COPTHORNE CLOSE, CONGLETON, CW12 3DJ		No Objection
21/5767C	Counting House, 18, SWAN BANK, CONGLETON, CONGLETON, CHESHIRE, CW12 1AH		No Objection
21/5925C	4140714 Pole replacement project, READES LANE, CONGLETON		No Objection
21/5400D	LAND ADJ MARCH COTTAGE, ASTBURY LANE ENDS, CONGLETON, CW12 3AY		No Objection
21/5795C	83, WAGGS ROAD, CONGLETON, CW12 4BT		No Objection
21/5851C	61, HOLMES CHAPEL ROAD, CONGLETON, CW12 4NU		No Objection
21/5788C	51, THE CRESCENT, CONGLETON, CW12 4BQ		No Objection
21/5993D	Moss Cottage, BUXTON ROAD, CONGLETON, CW12 3PG		No Objection
21/5977C	Dane House, MILL STREET, CONGLETON, CW12 2AF		<b>REJECT DUE TO –</b> Fence materials not in keeping with surrounding area No information about trees that may be affected
21/5909C	23, THE CRESCENT, CONGLETON, CW12 4BQ		No Objection
21/5948C	55, LONGDOWN ROAD,		<b>REJECT DUE TO –</b>

	CONGLETON, CW12 4QH		Overdevelopment Highway concerns re access on a bend and near a school
21/5953C	Land Off, READES LANE, CONGLETON		<b>REJECT DUE TO –</b> Building on greenbelt not justified by any of the legitimate exceptions Highway/access issues due to difference in levels between the site and the road
21/6070C	Aldi Foodstore Limited, Mountbatten Way, Congleton, CW12 1DL		No Objection
21/6120C	29, KENDAL COURT, CONGLETON, CHESHIRE, CW12 4JN		No Objection
21/6207C	9, RICHARDS GROVE, CONGLETON, CW12 4WH		No Objection

**Cllr Amanda Martin - Chair**



## CONGLETON TOWN COUNCIL

### Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 4<sup>th</sup> November 2021

For the papers discussed at the meeting, please see the [Agenda & Papers – 4<sup>th</sup> November 2021](#)

In attendance:

Committee members: Cllrs

Suzy Firkin (Chair)  
George Hayes (Vice Chair)  
Dawn Allen  
Suzanne Akers Smith  
Martin Amies  
David Brown – Arrived at Item 3  
Robert Douglas

Non-Committee members: Cllrs Jean Parry and Margaret Gartside

Also present: Congleton Town Council Officers: David McGifford - Chief Officer  
Mark Worthington - Town Hall Manager  
Ruth Burgess - Streetscape Development Manager

### **Minutes**

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

Apologies for absence were received from:

Committee Members: Cllrs Russell Chadwick, Robert Hemsley and Duncan Amies

Ex-Officio Member: Cllr Denis Murphy (Town Mayor)

Non-Committee members: Cllrs Sally Ann Holland and Kay Wesley

## **2. Minutes of Previous Meetings**

**THAS/18/2122 Resolved to** approve and sign the [minutes of the meeting of the Town Hall, Assets and Services Committee held on 16<sup>th</sup> September 2021.](#)

## **3. Declarations of Interest**

Declarations of interest were received from Councillors Brown, Hayes and Akers Smith on all non-pecuniary matters relating to Cheshire East Council.

## **4. Outstanding Actions**

**THAS/19/2122 Resolved to** receive an update on the following outstanding actions and work in progress.

- 4.1 Town Hall Statues (Chief Officer)
- 4.2 Hybrid Meetings (Town Hall Manager)
- 4.3 Provision of Services at the Town Hall (Town Hall Manager)
- 4.4 Market St Public Toilets (Town Hall Manager)
- 4.5 Inclusive Play Equipment (Streetscape Development Manager)
- 4.6 Tree Planting – Carbon footprint (Streetscape Development Manager)
- 4.7 Vehicles – Electric (Streetscape Development Manager))
- 4.8 Location of memorial plaques (Town Hall Manager)
- 4.9 Re-wilding Congleton Open spaces (Streetscape Development Manager)
- 4.10 Paddling Pool – re land lease (Chief Officer)

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

There were no questions raised by members of the public.

## **6. Urgent Items**

There were no urgent items raised by Members at the meeting.

## **7. Town Hall Trading Account**

**THAS/20/2122 Resolved to** accept the Town Hall Trading account to 30<sup>th</sup> September 2021 and to note the content of the summary report.

## **8. Streetscape Trading Account**

**THAS/21/2122 Resolved to** accept the Streetscape Trading account to 30<sup>th</sup> September 2021 and to note the content of the summary report.

## **9. Carbon Footprint Actions and Objectives**

**THAS/22/2122 Resolved to** receive the report from the Streetscape Development Manager regarding objectives, targets and actions being set for Congleton Town Council's Carbon Footprint.

**10. Refurbishment of the Town Hall Cotton Club Area**

**THAS/23/2122 Resolved to** receive the report from the Town Hall Manager on the refurbishment of the Town Hall area formerly used as the Cotton Club.

**11. THAS/24/2122 Resolved to exclude members of the press and public from items 12 and 13 due to Commercial Sensitivities.**

**12. Paddling Pool Operating Costs 2022/23**

**THAS/25/2122 Resolved to** receive the report from the Town Hall Manager on the paddling pool costs for 2021 and approve the operating model – Option 7 – During the operating season the pool will not be open on Mondays and Tuesdays, other days will be reduced by 1 hour and closed for the autumn / winter immediately after schools return in September.

**13. Streetscape Contract update with Cheshire East Council**

**THAS/26/2122 Resolved to** receive the report from the Streetscape Development Manager regarding the on-going contract between Congleton Town Council's Streetscape Team and Cheshire East Council, including the Mechanical Sweeper.

**Cllr Suzy Firkin  
(Chair)**

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

COMMITTEE:	Council								
MEETING DATE AND TIME	10 <sup>th</sup> February 2022 7.00pm	LOCATION	Congleton Town Hall						
REPORT FROM	Ruth Burgess – Streetscape Development Manager David McGifford -Chief Officer								
AGENDA ITEM REPORT TITLE	14 Replacement Ride on Mowers for the Streetscape Service								
Resolution of the Town Hall, Assets and Services Committee 13 <sup>th</sup> January 2022	THAS/36/2122 Resolved to recommend to Council Option 2 with Company A The second hand procurement of 2 x Ransomes HR300 forward control hydraulic drive power units, fitted with 60” rear discharge rotary mower decks as provided by Company A at a total cost of £23,000, less part exchange and parts value.								
REPORT FROM: Town Hall, Assets and Services Committee meeting - 13 <sup>th</sup> January 2022									
Background	As part of the Streetscape Service Level Agreement with Cheshire East Council we undertake grass cutting in large areas, such as play areas and large open spaces, To efficiently cut the larger grassed areas we use sit on mowers designed for this type of work. We currently have 2 mowers both of similar age, 8-10 years old, one of which requires a replacement engine and various other parts (quoted £4,500) and is not in operation, the second is in working condition but has started to become unreliable, it is anticipated that we may have more reliability issues for the forthcoming year. .								
Options	<p>The lifespan of the current mowers based upon its current usage is between 8 and 10 years. The Streetscape Manger reviewed the various options available and has opted to promote the procurement of the following model and specification on the basis it is cheaper than purchasing the same model that we currently have, is easier to maintain on a daily basis and also provides a higher quality cut.</p> <p>The proposed model is x 2 Ransomes HR300 forward control hydraulic drive power units fitted with 60” rear discharge rotary mower decks</p> <p><b>Option 1 buy new</b></p> <table><tr><td>Specification</td><td>£</td><td>Over 10 years</td></tr><tr><td>RHR33002 HR300 power unit x 2 mowers</td><td>£64,000</td><td>6,400 pa</td></tr></table>			Specification	£	Over 10 years	RHR33002 HR300 power unit x 2 mowers	£64,000	6,400 pa
Specification	£	Over 10 years							
RHR33002 HR300 power unit x 2 mowers	£64,000	6,400 pa							

**Option 2 second hand purchase**

The second hand market for mowers from reputable suppliers provides a more cost effective option and we have looked at 3 different suppliers:

Specification	Company A	Company B	Company C
RHR33002 HR300 power unit x 2	23,000	20,990	15,600
LMAC466 lighting kit	included	Inc	3.000
LMAC383 beacon kit	included	121.08	600
LMAC478 mow mode switch	included	Inc	200
LMAC461P production fit TST slope kit	included	2,688	2.600
Wessex FRX150HR 1.5m flail head	included	Inc	Inc
Wessex FRXRA lift arms to fit HR300	included	inc	Inc
<b>Total Costs for 2 machines **</b>	<b>£23,000</b>	<b>£23,799.08</b>	<b>£22,000</b>
Age of machinery (year )	2017	2014	2012
2 year parts and labour Warranty	Yes	Yes	No
Life expectancy	7*	4	2
Cost per annum	£3,285	£5,949	£11,000

\*This model has a greater life expectancy than the current model, the mowers being offered by A are from a private household and have had at least 50% less usage than those used commercially

\*\* There will be part exchange and parts value for current machinery

**Option 3 Leasing Costs**

Specification	weeks	Cost per week - 2 mowers	Cost for season / year
RHR33002 HR300 power unit	20	£550	£11,000

All items above are currently stock items when writing this report but are subject to sale to other customers lead time would then be 3 months.

**FINANCE CONSIDERATIONS**

The financial considerations are within this report, we believe the proposal provided within this report represents the best value for the Council.

**ENVIRONMENTAL CONSIDERATIONS**

Currently all commercial ride on mowers are powered by diesel fuel.

**EQUALITY CONSIDERATIONS**

Adaptation to the equipment would need to be assessed for operators with physical disabilities.

**PROPOSAL FOR COUNCIL**

To approve the procurement of 2 used Ransomes HR300 forward control hydraulic drive power units, fitted with 60" rear discharge rotary mower decks as provided by Company A at a total cost of £23,000, less part exchange and parts value. The £23,000 will be taken from the budget line 109-4804 CAPITAL-Streetscape Equipment.

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	Council		
<b>MEETING DATE AND TIME</b>	10 <sup>th</sup> February 2022 7.00pm	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Serena Van Schepdael – Responsible Financial Officer (RFO)		
<b>AGENDA ITEM REPORT TITLE</b>	<b>15 Annual Review of Investment Strategy and Investment Policy 2022/23</b>		
<b>Background</b>	<p>Congleton Town Council is required by the Local Government Act 2003 to prepare an Investment Policy and Strategy taking into account the Community Investments Guidance notes 1<sup>st</sup> April 2010. These policies are contained within the Council's Constitution. The previous Investment Policy and Investment Strategy were approved in January 2021, and it is best practice to review annually.</p> <p>The Council's Investments are:</p> <p style="padding-left: 40px;">£ 150,000 of Ear Marked Reserves are invested with CCLA, which is instant money market access account, current interest rates are 0.168% as at 14<sup>th</sup> January 2022.</p> <p style="padding-left: 40px;">£ 150,000 of General Reserves are invested in Cambridge &amp; Counties at a renewed interest rate of 1.2%, this account is renewed every November, the next renewal deadline is 8<sup>th</sup> November 2022.</p> <p>The remaining balances are kept with Royal Bank and Scotland business accounts.</p> <p>Congleton Town Council's savings with Cambridge and Counties matured on 8th November 2021. The Council was earning a rate of 1.15%. About two weeks before this bond matured, Cambridge and Counties offered a new rate of 1.2%. Comparisons were made with other Investment Companies, and as a result, when this bond matured, the rate offered by Cambridge and Counties was competitive against those offered by other building societies that also meet our other criteria of security and liquidity. With the expectation that interest rates may be more volatile going forward, we need to be given the ability to move more smartly and quickly to take advantage of the best rates on offer from other organisations that also meet our criteria of security and liquidity.</p>		

<p><b>Updates</b></p>	<p><b><u>INVESTMENT POLICY</u></b></p> <p>The updated Investment Policy, Appendix 2, has been updated with the below:</p> <p>Point 4 updated from:</p> <p><i>Two councillor signatories in accordance with the Town Council's bank mandate will be required to open any new accounts but day to day operation of moving money between the accounts will be delegated to the Responsible Financial Officer and Chief Officer.</i></p> <p>To:</p> <p><i>Day to day operation of moving money between the accounts will be delegated to the Responsible Financial Officer and Chief Officer.</i></p> <p>New point 5:</p> <p>Two senior Officers, the Chief Officer and the Responsible Financial Officer, and Three Councillors, the Chair, the Vice Chair and the former Vice Chair from the Finance and Policy Committee to transfer the funds elsewhere at maturity if the institution meets our criteria of security and liquidity, and if possible, a higher rate of interest. They have the authority to move funds from one provider to another as long as all five unanimously agree. Should all five not unanimously agree, the investment should be referred to Council.</p> <p>In the event of either the Chief Officer or the Responsible Financial Officer not being available, the Deputy Chief Officer is hereby given authority to deputise.</p> <p>In the event that any one or more of the three above nominated Councillors is/are not available, another Councillor(s) with voting rights on the Finance and Policy Committee is/are hereby given authority to deputise.</p> <p>The authority vested in just point 5 will automatically lapse on the day the Notice of Poll for the Council elections to Congleton Town Council for May 2023 are published.</p>
<p><b>Information</b></p>	<p>The above update was approved by the Finance and Policy Committee on 27<sup>th</sup> January 2022, reference FAP58/2122.</p> <p>Included with report:</p> <p>Appendix 1 Investment Policy &amp; Appendix 2 Investment Strategy.</p>
<p><b>Decision Requested</b></p>	<ol style="list-style-type: none"> <li>1. To approve the updated Investment Policy and to adopt within the into the Constitution. (Noting that this new point 3.5 automatically lapses on the day the Notice of Poll for the Council elections to Congleton Town Council for May 2023 are published.)</li> <li>2. To note the latest Investment Strategy.</li> </ol>

# Appendix 1

## Congleton Town Council

### Investment Policy

#### **I. Introduction**

Congleton Town Council acknowledges the importance of prudently investing the temporarily surplus funds held on behalf of the community.

In preparing its Investment Policy the Council is required to comply with the guidance notes issued under Section 15 (1) of the Local Government Act 2003. The current statutory Community and Local Government (CLG) Investments Guidance notes came into force on 1<sup>st</sup> April 2010.

Town and Parish Councils with a budget larger than £500,000 are not eligible for compensation under the Financial Services Compensation Scheme (FSCS).

#### **2. Objectives**

The general policy objective of the Council is prudent investment of its balances in line with the widely recognised investment policy expressed as SLY, Security, Liquidity and Yield. The Council's priorities are:

1. Security of its reserves.
2. The Liquidity of its investments.
3. The Yield of its investments.

The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

#### **3. Policies**

1. All investments will be made in Sterling
2. No one investment shall be for a period longer than 12 months
3. The Town Council shall invest with banks/building societies or institutions with high credit quality ratings from credit agencies such as Standard and Poors; Moody's Investors Services Ltd and Fitch Ratings Ltd.
4. Day to day operation of moving money between the accounts will be delegated to the Responsible Financial Officer and Chief Officer.
5. Two senior Officers, the Chief Officer and the Responsible Financial Officer, and Three Councillors, the Chair, the Vice Chair and the former Vice Chair from the Finance and Policy Committee to transfer the funds elsewhere at maturity if the institution meets

V10 Owner: RFO



# Appendix 1

our criteria of security and liquidity, and if possible, a higher rate of interest. They have the authority to move funds from one provider to another as long as all five unanimously agree. Should all five not unanimously agree, the investment should be referred to Council.

In the event of either the Chief Officer or the Responsible Financial Officer not being available, the Deputy Chief Officer is hereby given authority to deputise.

In the event that any one or more of the three above nominated Councillors is/are not available, another Councillor(s) with voting rights on the Finance and Policy Committee is/are hereby given authority to deputise.

The authority vested in just point 5 will automatically lapse on the day the Notice of Poll for the Council elections to Congleton Town Council for May 2023 are published.

# Appendix 2

## Congleton Town Council

### Investment Strategy

Congleton Town Council has £150,000 with Cambridge and Counties Bank<sup>1</sup> on a 1 year deposit. Until 8<sup>th</sup> November 2022 the interest rate for the 1 Year investment is 1.2%.

£150,000 of its Ear Marked Reserves is with CCLA Public Sector Deposit fund. This is an instant access money market account with fluctuating interest rates every day, currently around 0.168%. Although the capital is not at risk of reducing in value, it is possible at a time of very low interest rates, for the interest rate of a CCLA Public Sector Deposit Fund to be negative.

The balance of the council's money is with the Royal Bank of Scotland split between a current account and a business reserve account which currently pays 0.01%.

Suggested Strategy:

1. To keep the General Reserve with Cambridge and Counties Bank – currently £150,000 @ 1.2% maturing in November 2022 expected annual interest is £1800. On maturity in November 2022, for proper consideration to the re-investment decision in accordance with the Council's Investment Policy.
2. To keep £150,000 with CCLA, the volatility of the daily rates of interest earned are demonstrated by the interest rate on 19<sup>th</sup> January 2022 being about five times the interest rate during the month of November 2021. So, currently on an annualised basis, we are earning about £ 250 per annum whereas in November 2021 on an annualised basis we were only earning between £ 50 to £ 60 per annum.

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<sup>1</sup> Cambridge & Counties Bank is an authorised UK bank which focuses on providing financial products to small and medium sized enterprises (SMEs). We fund our loans using customer deposits. As we do not borrow money from the wholesale markets we do not require a credit rating.

We are owned in equal shares by Trinity Hall, Cambridge, and Cambridgeshire Local Government Pension Fund and regulated by both the Financial Conduct Authority and the Prudential Regulatory Authority. We are a member of the Financial Services Compensation Scheme (FSCS) which protects the deposits of small to medium sized businesses which meet the FSCS criteria; full details of which can be found at [www.fscs.org.uk](http://www.fscs.org.uk).

Both the management of the Bank and the owners have a conservative approach to risk management and the bank holds levels of capital and liquidity in excess of all regulatory requirements. We see our primary banking responsibility to be to protect our depositors.

V10 Owner: RFO

Updated 27JAN2021, FAP/58/2122

## Appendix 2

3. To retain RBS for the current account and the remaining balance in the RBS Business Reserve account.

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

COMMITTEE:	COUNCIL MEETING		
MEETING DATE AND TIME	10 <sup>th</sup> February 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	David McGifford – Chief Officer		
AGENDA ITEM	16		
REPORT TITLE	Creating a Site-Specific Biodiversity Plan for Congleton		
Approval being sought	The Community and Environment Committee met on the 3 <sup>rd</sup> of February 2022 and approved the proposal to contract a local professional to help the group develop a Site-Specific Biodiversity Plan for Congleton and is seeking approval from Council to release £2550 of funding for this project.		
Community and Environment Committee Report 3 <sup>rd</sup> February 2022			
Background	<p>Congleton Town Council has declared a Climate and Nature Emergency. The Congleton Green Working Group has been considering ways in which the Town Council can best protect and improve wildlife habitats and increase biodiversity on the land that it maintains or has influence over in Congleton.</p> <p>Following several meetings and research into increasing biodiversity, the Congleton Green Working Group wishes to follow the advice of the Cheshire Wildlife Trust and create a Site-Specific Biodiversity Plan. In order to create this plan, the Congleton Green Working Group is recommending to the Community and Environment Committee that we secure the services of specialists in this complex area of work.</p> <p>The group has identified a Chartered Landscape Architect, with a local authority Planning Environment experience that has worked as a Landscape Advisor with Natural England who is prepared to carry out this work for a modest fee. Due to their familiarity with green spaces in Congleton – they helped create a Landscape evidence base for the Congleton Neighbourhood Plan – the group believes they are uniquely qualified to help Congleton with this work. They are confident that the work could be completed in the equivalent of 9 working days.</p> <p>If the Community and Environment Committee approve this brief and approach, a report will be discussed at Council asking for approval to spend the funds.</p>		

<b>The Project</b>	<p>The work that we would be looking for the consultant to carry out includes:</p> <ul style="list-style-type: none"> <li>• Putting together a list of Congleton sites, where Biodiversity could be improved, based on the Neighbourhood Plan, Streetscape Plans and Trees for Congleton sites. As it is not possible to tackle the whole town, it was suggested that site-specific actions plans should be developed for 30 priority sites where Congleton Town Council is responsible for the maintenance or has potential influence and there is potential to have the greatest impact for biodiversity.</li> <li>• Helping to identify and prioritise those sites with detailed site-specific knowledge that will be mapped using GIS databases.</li> <li>• Identifying the potential actions for the 30 sites e.g., tree planting, hedging, wildflowers, bulb planting, pond or wetland creation, dead hedging, eco piles, bird boxes and bat boxes.</li> <li>• Identifying Green Corridor potential for priority sites.</li> <li>• Assigning the sites to potential stakeholders and volunteers for discussion/development. (Congleton Town Council will follow through with consultation and stakeholder engagement where required)</li> <li>• Being mindful of the importance of green spaces for the health and well-being of local residents and their recreational needs.</li> </ul>
<b>The Person</b>	<p>The group has identified a Chartered Landscape Architect, with a local authority Planning Environment experience that has worked as a Landscape Advisor with Natural England who is prepared to carry out this work. Due to their familiarity with green spaces in Congleton – they helped create a Landscape evidence base for the Congleton Neighbourhood Plan – the group believes they are uniquely qualified to help Congleton with this work. They are confident that the work could be completed in the equivalent of 9 working days.</p>
<b>Environmental</b>	<p>This project is about helping the Town Council to respond to the climate and nature emergency by accurately identifying and developing 30 action plans to improve biodiversity in Congleton.</p>
<b>Equality</b>	<p>The needs of local residents will be considered in the development of this project. The group is mindful that households on the lowest income are more likely to suffer the most from the consequences of climate change.</p>
<b>Financial</b>	<p>If approved, a report will go to Council seeking to spend £2,550 from the 2021/22 Ear Marked Reserve of £5k for professional and legal fees.</p>
<b>Decision approved by Committee</b>	<p>For the Community and Environment Committee to approve the recommendation from the Congleton Green Working Group, to contract a local professional to help the group develop detailed and site-specific plans for 30 areas where the Town Council can improve and increase biodiversity.</p> <p>To approve the request going to Council to release £2550 of funding for this project.</p>
<b>Proposal to Council</b>	<p>To contract a local professional to help the group develop a Site-Specific Biodiversity Plan for Congleton. Costs would be £2550 for this project which could be funded from 2021/22 Ear Marked Reserve of £5k for professional and legal fees.</p>

**CONGLETON TOWN COUNCIL**

<b>COMMITTEE:</b>	<b>Council</b>		
<b>MEETING DATE AND TIME</b>	10 <sup>th</sup> February 2022 7.00pm	<b>LOCATION</b>	Town Hall
<b>Agenda item Report Title</b>	<b>17 Cheshire East Council Tranche 1 Active Travel Measure Review</b>		
<b>Background and concerns</b>	<p>In March 2020 the UK Government shut down the country and encouraged residents to walk and cycle more to get some exercise. Coming out of the first lockdown the UK Government gave highway authorities funding to implement Covid 19 Active Travel measures that would encourage residents to continue good habits of cycling and walking for everyday fitness and to not use their vehicles for everyday journeys. Three of those measures were to open up town centres in Crewe, Congleton and Macclesfield which would provide a safe route through the town centre for residents who want to cycle.</p> <p>These measures are under review with the decision to make them permanent.</p>		
<b>Proposals and Solutions</b>	<p>It was the government's intention to allow Tranche 1 Active Travel Measures to be in place for 18 months, which would assist highway authority leaders advising that active travel schemes supported by government funding are kept in place for their impacts to be adequately assessed. These measures have been assessed by residents, highways officers and town councils, the outcome of these assessments are:</p> <ol style="list-style-type: none"><li>1. The incidences between pedestrians and cyclists resulting in injury have been nil.</li><li>2. The measures support active travel and create a safe environment for residents to use a mode of transport that supports climate change, the authorities' number 1 priority.</li><li>3. They provide safe passage for cyclists to access the town centre and encourage more residents to leave their car at home for short journeys.</li><li>4. They comply with The Equality Act 2010, which legally protects people from discrimination in the workplace and in wider society. It is against the law to discriminate against anyone because of a protected characteristic. Leaving the measures in place would protect the town and borough council from future lawsuits.</li></ol> <p>There are many types of bicycles including trikes and adapted bikes which for those who have a disability use to travel, by not allowing access could make the council liable and be subject to being prosecuted under the Equality Act 2010.</p>		

<p><b>Summary and Conclusion</b></p>	<p>There was a concern that the measures to create shared spaces through the town centre would result in injuries and serious incidents.</p> <p>The measures have been in place for almost 18 months and there have been no reported incidents, serious or otherwise, between pedestrians and cyclists in either Crewe, Congleton or Macclesfield.</p> <p>It is the intention of the council to make the measures permanent for the following reasons:</p> <ol style="list-style-type: none"> <li>1. The measures create a safe route through for both walkers and pedestrians.</li> <li>2. The measures would comply with the Equality Act 2010 to not discriminate against residents because of a protected characteristic.</li> <li>3. Cheshire East Council no longer use cyclist dismount signage because not everyone can dismount from their bike.</li> <li>4. There have been no reported incidents between pedestrians and cyclist that could justify their removal.</li> </ol> <p><b>Cheshire East Council (CEC) Highways are seeking the opinion of Congleton Town Council as a consultee on these measures, along with other groups and members of the public before making a decision.</b></p>
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**CONGLETON TOWN COUNCIL**

<b>COMMITTEE:</b>	Council		
<b>Report from</b>	David McGifford - Chief Officer		
<b>MEETING DATE AND TIME</b>	10 <sup>th</sup> February 2022 7.00pm	<b>LOCATION</b>	Town Hall
<b>Agenda item Report Title</b>	<b>18 Update on the Congleton Household Waste Disposal Site</b>		
<b>Background</b>	As part of the ongoing discussions with regards to the closure of the Congleton Household Waste Disposal site in September 2021, it was agreed that there would be a future meeting to discuss the impact of the closure, measures that were being put in place and the future contracting of waste collection across Cheshire East. The meeting was held on the 10 <sup>th</sup> January 2022.		
<b>General update</b>	<p>The attendees at the meeting were:</p> <p><b>Cheshire East Council (CEC) Representatives</b></p> <ul style="list-style-type: none"><li>• Cllr Mick Warren, Chair of Environment and Communities Committee</li><li>• Ralph Kemp, Head of Environmental Services – Officer CEC</li><li>• Andrew Dunstone, Waste contracts Manager – Officer CEC</li></ul> <p><b>Congleton Town Council Representatives</b></p> <ul style="list-style-type: none"><li>• Cllrs David Brown, Suzy Firkin and Kay Wesley</li></ul> <p>A brief Power Point presentation was made by the Officers from Cheshire East Council that provided a basis for the discussion - see presentation slides in Appendix 1</p> <p><b>Key Points raised during the meeting:</b></p> <ul style="list-style-type: none"><li>• No immediate anti-social fly tipping response to closure of site.</li><li>• Congleton residents most likely to be using Macclesfield.</li><li>• Commitment to continue to do annual survey of users.</li><li>• Data for Biddulph unknown.</li><li>• New bring site provided at Royle Street and will investigate Parnell Square option.</li><li>• New specification now being drawn up for invitation to tender for the provision of this service - this will include the option for operation of a replacement Congleton Site.</li><li>• Replacement site for Congleton currently the subject of investigation by CEC Environment and Communities Committee with a deadline of reporting back to Council on recommended actions of 8<sup>th</sup> June 2022.</li></ul>		
<b>Proposal</b>	To receive the update.		



# Congleton update January 2022

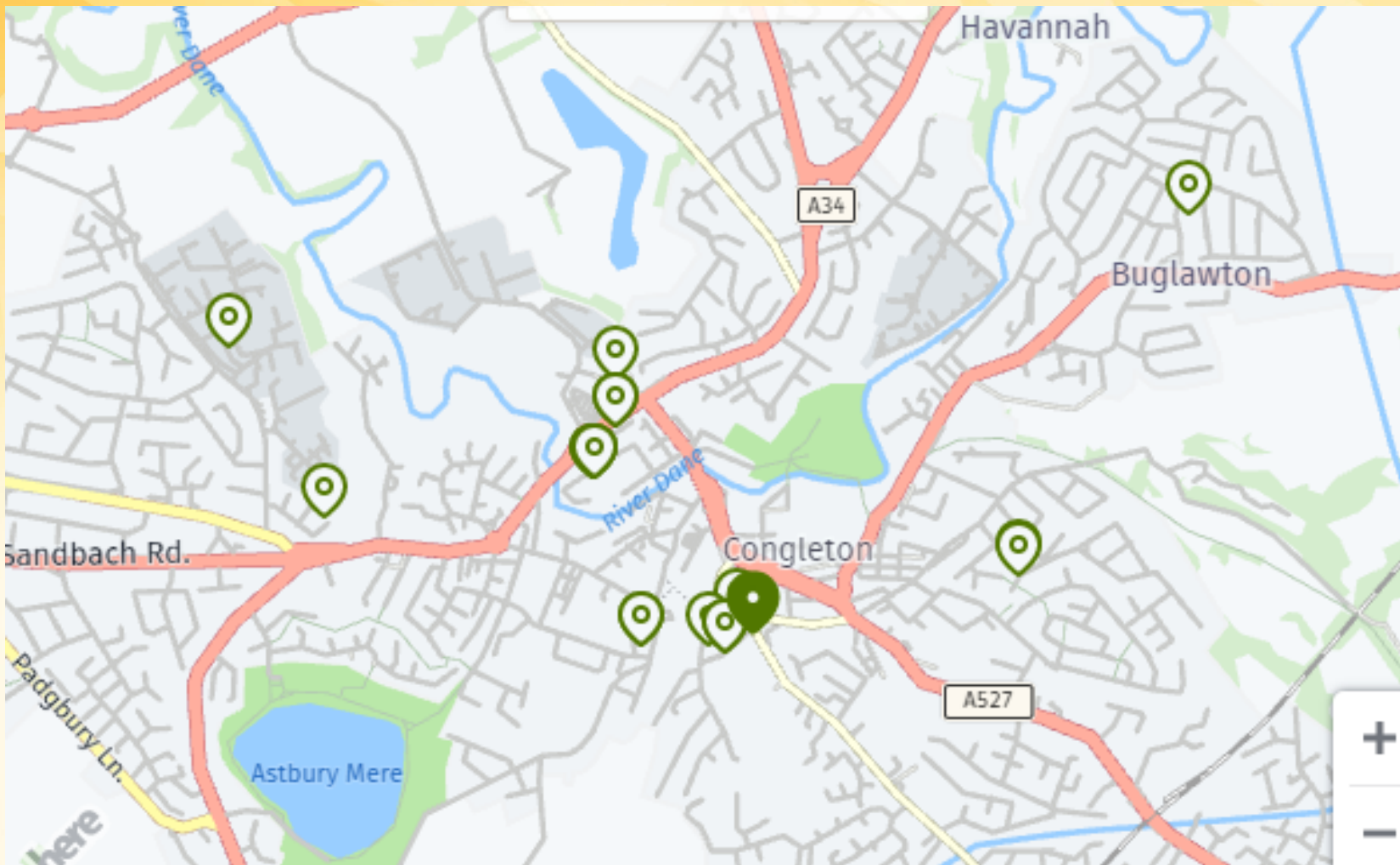
## Site closure

- Widely advertised
- Closed on Sept 5<sup>th</sup>
- Site clearance and handover Sept 28<sup>th</sup>
- Environment Agency inspection and licence submitted
- No fly-tipping incidents at site

## Action since closure

- Review of bring sites and addition of new one in Royle St
- Monitoring of usage at other sites
- Contingency plans at Macclesfield
- Monitoring fly-tipping

# Recycling banks - [Local recycling](#) | [Recycle Now](#)



# Visitor Numbers

	Number and % of visits	Number and % of visits2	Number and % of visits3
<b>Date of sample</b>	Aug-20	Aug-21	Sep-21
<b>Alsager</b>	2,954	2,990	1,857
<b>% share of all visits</b>	17.61%	15.12%	15.16%
<b>Macclesfield</b>	2,725	2,992	2,434
<b>% share of all visits</b>	16.24%	15.13%	19.88%
<b>All sites total</b>	16,772	19,775	12,242

# Fly-tipping incidents

	Fly-tipping incidents Congleton		Cheshire East
Month	2020	2021	2021
January	4	4	379
February	2	10	357
March	0	32	350
April	12	19	362
May	40	22	351
June	24	2	338
July	19	0	324
August	14	10	326
September	10	14	433
October	3	4	395
November	4	17	484
December	4	10	376
Total	136	150	4,475



# Contract update

- Progressing
- Published imminently