



Congleton Town Council

Historic market town

Chief Officer: David McGifford

19th May 2022

Dear Councillor,

Community & Environment Committee – Thursday 26th May 2022

You are summoned to attend a meeting of the Community & Environment Committee to be held at Congleton Town Hall on **Thursday 26th May 2022 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,

David McGifford
CHIEF OFFICER

AGENDA

1. Apologies for Absence

Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence.

2. Minutes of Previous Meetings (Enclosed)

To approve and sign the [minutes of the Community and Environment Committee held on 31st March 2022](#) as a correct record.

3. Declarations of Interest

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

4. Outstanding Actions

These are dealt with in Agenda item 9.

5. 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.

6. Urgent Items

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

7. Cheshire Police (Verbal Update)

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

8. Congleton Citizens Advice Bureau (CAB) (Enclosed)

To receive an update report on Congleton’s Citizen Advice bureau and a short presentation from the Advice Bureau’s Chief Officer about how it is now operating in Congleton.

9. Updates from previous Community and Environment Committee (Enclosed)

To receive updates from the Community and Environment Committee held on 3rd February 2022.

10. Anti-Social Behaviour Working Group (Enclosed)

To receive the [notes of the Anti-Social Behaviour Working Group held on the 5th May 2022](#) and a verbal update from the chair.

11. White Ribbon Working Group (Verbal Update)

To receive a short update from the White Ribbon Working Group on its recent activities.

12. Domestic Abuse Clinic and Related Services in Congleton (Enclosed)

To receive an updates paper regarding Domestic Abuse services and the way forward for Congleton.

13. Congleton In Bloom Working Group (Enclosed)

To receive the [notes of the Congleton In Bloom Working Group from the meeting held on the 28th March and 3rd May 2022](#) and a brief verbal update from the team.

14. Congleton Green Working Group (Enclosed)

To receive the [notes of the Congleton Green Working Group held on the 16th March and 21st April 2022](#) and to receive a verbal update from the Chair on the meeting of 18th May 2022.

15. Air Quality Concerns in Congleton (Enclosed)

To consider a paper from Dr Barry Speed on behalf of the Congleton Green Working Group, requesting Town Council support for lobbying Cheshire East Council to do more to improve air quality in Congleton.

16. Support for Ukrainian Guests and their Hosts (Enclosed)

To receive a paper outlining actions being taken by the Congleton Area Ukrainian Support Network (CAUSN), to support Ukrainians and host families in the area.

17. 750 Year Celebration Working Group (Enclosed)

To receive the [notes of the 750 Year Celebration Working Group held on the 7th April and 5th of May 2022.](#)

To: Members of the Community & Environment Committee

Cllrs: Kay Wesley (Chair), Sally Ann Holland (Vice Chair)

Dawn Allen, Paul Duffy, Suzy Firkin, Robert Hemsley, Amanda Martin, Denis Murphy, Jean Parry and Mark Rogan

Ex Officio: Cllr Margaret Gartside (Town Mayor), Cllr Rob Moreton (Deputy Mayor)

Ccs: Appointed Members - Mr G Baxendale (Honorary Burgess)
Mr E Clarke (Honorary Burgess)

Other members of the Council for Information, Police, Honorary Burgess (1), Press (3), Congleton Library, Congleton Information Centre.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE HELD ON 31st March 2022

Please note – These are draft minutes and will not be ratified until the next meeting of this Committee

For the papers discussed at the meeting, please see the [Meeting Agenda of the Community & Environment Committee 31st March 2022](#)

PRESENT:

Committee members:

Cllr Kay Wesley (Chair)

Cllr Sally Ann Holland (Vice Chair)

Cllr Suzy Firkin

Cllr Robert Hemsley

Cllr Robert Moreton

Cllr Jean Parry

Ex Officio members: Cllr Denis Murphy (Town Mayor) left after item 8. Cllr Margaret Gartside (Deputy Mayor)

Also present: Congleton Town Council Officer Serena Vanschepdael.

Town Council Officer Jackie MacArthur observed via zoom

One member of the press, one Cheshire Police Officer and five members of the public, two of whom spoke at Public Questions and two presented.

1. Apologies for absence

Apologies for absence were received from:

Committee Members: Cllrs Amanda Martin and Dawn Allen.

2. Minutes of Previous Meetings

CE/51/2122 Resolved to approve the [minutes of the Community & Environment Committee held on 3rd February 2022](#) as a correct record.

3. Declarations of Interest

Councillors Sally Ann Holland, Denis Murphy (Town Mayor) and Rob Moreton declared a non-pecuniary interest on any matters relating to Cheshire East Council.

4. Outstanding Actions

See Agenda item 9 for any outstanding actions for the Community and Environment Committee.

5. Questions from Members of the Public

There were 12 questions raised by 4 members of the public. Questions were raised by Jackie Kay and Susie Mead in person and answered by the Chair. Questions by Olga Whitmore and Laura Miller were read out and answered by the Chair. The questions were about Congleton in Bloom planting, Pesticide-free Congleton, No Mow May, Streetscape activities and Bromley Farm Community Development Trust.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Cheshire Police

PC Andy Cornell from [Cheshire Police](#) gave a verbal update on Policing matters affecting Congleton, please see [Appendix 1](#).

8. Community Support for Ukraine

The Committee received an update on activities in Congleton and Cheshire East relating to housing Ukrainians escaping the war.

CE/52/2122 Resolved to note the report and to recommend that Council allocates £5k of the funding in the Ear Marked Reserve for supporting the Congleton community during COVID-19, which could now be accessed to support Ukrainian guests, hosts and activities to support Ukrainian's staying in Congleton.

9. Updates Paper from previous-Community and Environment Committee

CE/53/2122 Resolved to receive the updates from the Community and Environment Committee held on 3rd February 2022 regarding the Cherry Tree planting for the Queen's Green Canopy.

10. Anti-Social Behaviour Working Group

CE/54/2122 Resolved to receive the [notes of the Anti-Social Behaviour Working Group held on the 3rd February 2022](#) and receive an update from the Chair.

11. SHOUT! Campaign

CE/55/2122 Resolved to expressly support the presentation from Annie Brittan from Cheshire East Council and Oliver Probert-Hill, a Cheshire East Member of the Youth Parliament, introducing their award-winning Sexual Harassment Out (SHOUT) campaign. The Committee agreed to publicly support the campaign.

12. White Ribbon Working Group

CE/56/2122 Resolved to receive the update from the White Ribbon Working Group on its recent activities, including gaining a further 70 White Ribbon pledges and presenting at both High Schools.

13. Congleton In Bloom Working Group

CE/57/2122 Resolved to receive the [notes of the Congleton In Bloom Working Group from the meeting held on the 28th January 2022](#) and a brief update from the team on 2022 activities including the new Bee-Friendly garden. Congleton will represent the North West in best large town category in the Britain in Bloom finals.

14. Congleton Green Working Group

CE/58/2122 Resolved to receive the [notes of the Congleton Green Working Group held on the 17th February and 16th March 2022](#) and to receive an update from chair.

15. Green Marketing Plan and Communications

CE/59/2122 Resolved to approve and support the [Green Marketing Plan and the Green Marketing Plan Calendar and its activities](#).

16. 30 Site-Specific Biodiversity Plan and No Mow May

CE/60/2122 Resolved to receive the updates on the 30 areas where site specific Biodiversity Plans are being developed and to support the Streetscape Services team in adopting the “No Mow May” campaign where practical to do so. It was noted that some areas are cut by other organisations and some mowing will take place around children’s play areas, roundabouts and where it is needed for safety purposes or where residents have expressly requested a cut.

17. 750 Year Celebration Working Group

CE/61/2122 Resolved to receive the [notes of the 750 Year Celebration Working Group held on 3rd February and 3rd March 2022](#).

18. Chatty Benches

CE/62/2122 Resolved to ask officers to progress the proposal to brand and publicise 4-6 of Congleton's current benches as Happy to Talk benches.

**Cllr Kay Wesley
(Chair)**

APPENDIX 1 - UPDATE FROM CHESHIRE POLICE - ITEM 7

Last 6 weeks Congleton East and West Wards

Drugs and Alcohol

Night Time Economy

- 12 minor assaults/fights/criminal damage – 3 arrested.
- Drink Spiking (1 in period). No associated sexual assaults or other crime.
- Forensic results returned for Congleton 2 out of 5 negative for spiking drugs. 1 will not be tested as out of time frame so still awaiting 2 forensic results.

Enforcement

Following a serious assault at the Library on the 12th February 2022, a total of 8 youths have been arrested for their involvement and are all currently on Police Bail. Bail checks are continuing. A further 2 youths were put on Police Bail for a different offence occurring in the town centre.

Anti-Social Behaviour (ASB) Alerts are being submitted and partner working with Cheshire East ASB team and Plus Dane is continuing to look at tenancy enforcement for those committing ASB within the town. ASB letters have been hand-delivered and parents spoken to.

12 youths are on letter 1

5 youths are on letter 2

1 Youth has an Anti-Social Behaviour Contract meeting pending

1 Youth is on an Anti-Social Behaviour Discussion warning

1 Youth has and Anti-Social Behaviour Discuss meeting pending

Prevention

- Increased foot patrols, Town Centre, Congleton Park, Astbury Mere & Biddulph Valley Way
- Op SWAN (Safer Women at Night) patrols taken place for Violence against Women and Girls. Leaflets and lip balms given out to hairdressers and beauty salons.

ASB (43) decrease 27 Year on Year

- No ASB Repeat locations however still have anecdotal evidence of youths at Morrison's/Market, patrols increased resulting in ASB alerts.
- Burglary at Wild and Wild involving the same group which remains under investigation.
- Advice remains Report, Report, Report.

Domestic Abuse Incidents (45) up 2 incidents year on year

Total Sexual Offences: 6 down 1 incident year on year.

Hate Crime - 3 Incidents of Hate Crime reported in the Congleton Area.

Congleton Beat Team Priorities

1 Complex person has a problem-solving package.

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community & Environment		
MEETING DATE AND TIME	26 May 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	J MacArthur - Communities and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM	8.		
REPORT TITLE	Congleton Citizens Advice Bureau (CAB)		
Background	<p>Citizens Advice has delivered a service in Congleton for many years, initially as an outreach of the Biddulph service. In 2001 Congleton Borough got its own Bureau, delivering services in all 5 towns, with Congleton being at the centre of its operations. To better align itself with the new Local Government Reorganisation and to improve its options for sustaining the service for the future, in 2009 the decision was taken to merge Congleton and Crewe and Nantwich Borough CABs and Congleton Town remained one of the two main centres. Initially, the service rented offices on Chapel Street but moved to a purpose-built office on the opposite side of the car park. For the past nine years the service was located in 35-37 Lawton Street.</p> <p>Congleton Town Council has been a key supporter of the CAB since 2001 and today is the only town council still supporting the service. As a registered local charity, the past two years have been difficult for the organisation. Raising funds and recruiting volunteers has become more difficult, but the pandemic enabled the organisation to explore new ways of working whilst retaining the ability to still support our community during a very challenging period. In 2021/22 we dealt with 1,641 Congleton cases, presenting 2,642 problems.</p> <p>Due to falling income, and in an effort to cut costs whilst still being able to deliver an efficient and effective service, the Board of Trustees had to make difficult decisions, one of which was to not renew the lease on the Lawton Street premises.</p> <p>After some discussion, it was agreed that the CAB would use one of the rooms in the Town Hall for two days a week to carry out back-office support work and appointment-only meetings with clients. This arrangement is due to start on week commencing 23 May 2022.</p> <p>To help members to understand the operations of the CAB and its current issues, Liz Shaw, the Chief Officer will give a short presentation at the meeting.</p>		

Further information	<p>During COVID, CAB centres across the UK needed to work remotely, offering telephone support, email advice and/or virtual meetings. As society has opened up, many of these practices have remained with many people happy to get help via the phone or computer, but other people need a face-to-face meeting.</p> <p>As budgets get tighter and more people face financial hardship, the demands on the CAB service grow. In many cases CAB are seen as the 4th emergency service and many other agencies and organisations direct people to their local CAB for help.</p> <p>The service is reliant on volunteers and training to be a CAB volunteer takes a long time and requires commitment. There is a lot of knowledge, safeguarding and technical skills to learn before being able to help the public. The new way of working does not suit many of the volunteers who were with the service pre-COVID. The pressure on volunteers is considerable as they are dealing with members of the public who are stressed, worried and struggling to cope.</p> <p>However, the rewards are also good, as well as gaining new skills, they make new friends and, in some cases, gain new employment. Many volunteers join the service to 'give back' to their community and knowing that they make a difference to people's lives on a daily basis is all the reward they need. This is an example of recent feedback from a client:</p> <p><i>"I would really like to thank the CAB, particularly a lady that saved my life that day, as I was suicidal, ready and prepared to end my life. She was absolutely brilliant and I owe my life to her.....you were my guardian angel that day, I'm not out of the woods yet but I have moved on and a lot more forward now, thanks to you, the main thing is I'm still alive and slowly progressing. Thank you from me and my grandchildren x"</i></p>
Financial Considerations	<p>There is no financial consideration for this committee. The Town Council is continuing to support the service, but the £15k grant given to the service annually is being redistributed so that the service receives £5k and the Town Council provides a free room two days a week, a reception and sign-posting service via the Congleton Information Centre.</p>
Environmental Considerations	<p>The CAB has already moved to a paperless office service and is likely to have minimal impact on the Town Hall's carbon footprint as they will be occupying a room in the building that is already heated and lit.</p>
Equality and Inclusivity considerations	<p>The CAB is available to all members of the community, but usually supports those most in need. It is an important element of the services inclusivity to be able to offer face-to-face appointments and also a place where people who can't scan and email documents can use CAB services to do so.</p>
PROPOSALS	<p>To receive the presentation and to pledge to actively support the CAB in its drive to support more residents and recruit more volunteers.</p>

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community & Environment		
MEETING DATE AND TIME	26 May 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	J MacArthur - Communities and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM	9		
REPORT TITLE	Updates from previous Community and Environment Committee		
Background	<p>This paper gives members an update on actions from reports discussed at the previous Community and Environment Committee and are on-going matters which are on the agenda. These items do not need a full paper and are either ongoing issues or confirmation of completion or resolution.</p> <p>The paper is for noting and is an opportunity to feedback on issues from this committee.</p>		
Updates	<p>Actions from the meeting of the 31st March 2022</p> <p>CE/52/2122 – Council approved the recommendation to move £5k from Covid Support Ear Marked Reserve to a pot that can support Ukrainian’s and their hosts in line with financial regulations.</p> <p>CE/55/2122 – We are supporting the SHOUT campaign to stamp out sexual harassment amongst young people in Congleton.</p> <p>CE/62/2122 – Chatty Benches - Officers plan to have four benches – one in Congleton Park, one in the Town Centre, one in the Community Garden and one at Astbury Mere by the end of June.</p>		
PROPOSALS	To note the update report.		

Minutes Anti-Social Behaviour Working Group

Virtual Meeting – Thursday ^{5th} May 2022

Present: Cllr Kay Wesley (Chair), Cllr Amanda Martin, Cllr Rob Moreton, Cllr Denis Murphy, Cllr Dawn Allen, Glen Williams, Stg John Robinson, Julia Pelsall Hassell (CEC), Jackie MacArthur (CTC)

- 1. Apologies:** Ruth Burgess (CTC), Paul Bestwick (CEC), Guests Stuart Hobson from CCTV needed to cancel.


	Agenda Item	Issue/Action	By Whom	When
2.	Notes of 3/3/22	accepted by group		
2a	Welcome	Since the last meeting, Paul Brunton has taken a sabbatical from the Police and a new Beat Sergeant John Roberts has just joined the team. The group introduced themselves to John.		
3.	Action Log a) Completed b) Ongoing but not on the agenda	Gave a good and robust response from CTC with reasons why we wanted to see the Front Desk at the Police Station remain open. Actions following the consultation are likely to happen in the autumn. Police were recommending closing 11 of the 16 front desks across Cheshire. Article for Bear Necessities on drug and alcohol abuse Publicising actions that can be taken against ASB offenders Re-establish a youth event at Bamboogie - meeting in the next two weeks to report back at the next meeting. Jackie and Kay to arrange a visit to the CCTV HQ – open to other members Invite the Traffic Police to a future meeting traffic	 Jackie Cllr Rob Moreton Jackie	Closed

	Agenda Item	Issue/Action	By Whom	When
4.	Drug and Alcohol Abuse	General discussion. John to provide information on number of incidents in Congleton East and West Wards for future meetings. Group not aware of new hotspot areas.	Police	Ongoing
5.	Anti-Social Behaviour and Young Offenders	<p>Issues being experienced at the March meeting have now calmed down. Bail conditions still in place for 15 young people until late May. Some have Antisocial Behaviour Contracts or have had ASB Discussions and are on the system with the Police and Cheshire East Council.</p> <p>Action – Police to check an incident from the 27th April that appears to have been carried out by a group of young people.</p> <p>Discussion – ahead of summer holidays should we CTC hold a meeting for parents on consequences of ASB?</p> <p>Action: Concern raised about the area at the back of Salford Place. Used to be a playground. Residents concerned and frightened about drug taking, alcohol and noise. In dry weather can go on to the early hours of the morning. Police asked people to report – can do so anonymously via Crimestoppers</p>	<p>CEC/Police</p> <p>Stg John Roberts</p> <p>KW/JM to discuss</p> <p>Stg John Roberts to speak to beat team</p>	<p>Ongoing</p> <p>Immediate</p> <p>May</p> <p>May</p>
6.	Domestic Violence and Sexual Offences	<p>Police to supply figures.</p> <p>Kay reported that the DA Clinic needed to close for short while due to number of staff with COVID but back up now and a Peer Support Group has also been formed. Clinic a success story and now applying for national funding to keep it going.</p>	<p>John Roberts</p> <p>Kay to report next time</p>	
7.	Youth Related Issues	Anticipate there may be a question at the Annual Town Meeting. Parents don't always realise that it is a multi-agency team and rather than criminalising they are trying to divert away from a criminal path	Jackie/ Kay for ATM	

	Agenda Item	Issue/Action	By Whom	When
8.	Police Priorities	Night Time Economy and engaging with Pub Watch Bromley Farm Estate Engaging with youngsters on Bail conditions.	Police	
9.	Update on CCTV	Jackie and Kay to arrange a visit to CCTV Carried over to next meeting for a discussion with CCTV	Jackie Mac	
10.	Hate Crime	Numbers to be provided by the Police Asked that the type of Hate crime also to be noted Members of Congleton Pride have been trained in being a reporting centre for Hate Crime. Kay congratulated Cheshire Police for being held up as an example of how stalking complaints should be dealt with.	John Roberts	
11.	Speeding and Traffic	No data provided and no information from the team	For next agenda	
12.	AOB	<p>Eaton Bank – Head Teacher is very concerned about safety of children walking to and from the school as no crossings. Can the Police help Action: Jackie to send the presentation from the school to John Roberts.</p> <p>Rough Sleepers – Aware of a male rough sleeper often in town. A complicated issue that the police and housing officers are aware of</p> <p>Police Liaison Officer – a few years ago a couple of councillors were nominated to act as Police Liaison Officers. This was a request from the Police. Should this role be reinstated? John Roberts to find out more.</p>	<p>Jackie to send presentation. John to mention to Beat team</p> <p>John Roberts to find out more.</p>	<p>May</p> <p>May</p>
13.	Date of Next Meeting	Thursday 30 th June 2022 3.30pm – 5pm FACE TO FACE MEETING	Jackie book	

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community & Environment		
MEETING DATE AND TIME	26 May 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	My Cheshire Without Abuse J MacArthur - Communities and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM	12.		
REPORT TITLE	Domestic Abuse Clinic and Related Services in Congleton		
Background	<p>In September 2019 MyCWA (Cheshire Without Abuse) gave a presentation to the Community, Environment and Services Committee about the need for a weekly Domestic Abuse Hub in Congleton. The Committee agreed that such a Hub was needed in Congleton, as a minimum once a week.</p> <p>A year later, in September 2020 a monthly Domestic Abuse Clinic to be supported by Cheshire Police was started in the Old Saw Mill.</p> <p>In March ,2021 £15,000 was sourced to support the project from CRH Charitable Trust and the clinic was increased to weekly. COVID-19 restrictions limited what could be offered for a time.</p> <p>In September 2021, My Cheshire without Abuse confirmed that funding was in place until March 2022 and gave feedback on the services offered from September 2020 until September 2021. During this time the clinics were affected by COVID regulations.</p> <p>This paper outlines the latest figures for the Domestic Abuse Services in Congleton along with an update on future plans.</p>		
Latest Updates From March 2021 to March 2022	<ul style="list-style-type: none"> • 164 referrals for domestic abuse services in Congleton – via Domestic Abuse Clinic or online/remote (due to COVID restrictions). • 85% of service users are female adult victims, the rest are children or men. • 6 male perpetrators in Congleton self-referred and are now progressing through the Lifeline Programme to address harmful behaviours*. • 12 referrals for whole-family support. • 38 Domestic Abuse Clinics at the Old Saw Mill (Thursday afternoon appointments from 1-3pm). • Police clinics are part of the Domestic Abuse Clinic on the third Thursday of each month. 		

	<ul style="list-style-type: none"> • 40 individuals have attended the Domestic Abuse Clinic – all female victims, aged between 22 and 52 years. <p><i>*MyCWA have commented that Congleton Clinic is the first-time perpetrators have self-presented for support with their behaviour. This may be due to the local publicity for the White Ribbon Campaign.</i></p> <p>From November 2021 the service has been expanded to include a Monthly Peer Support Group ('Lounge') for female domestic abuse survivors on the 1st Wednesday of the month at the Old Saw Mill. These sessions are themed around specific topics such as mental health, building back self-confidence, understanding domestic abuse and improving wellbeing and provides vital local support to help victims get their lives back on track.</p>  <p>The Domestic Abuse service has become well established in Congleton. Funding was secured until March 2022 from the CRH Trust, but the service is now being funded via myCWA reserves. The group is applying for more funding to keep these much-needed clinics and the peer support group operational.</p> <p>The group would like Congleton Town Council to show its support for the continuation of the services, and to positively support its applications for funding and to continue to promote the service through the Town Council's own channels.</p>
Financial Considerations	More funding is needed. Congleton Town Council could write in support of funding bids.
Environmental Considerations	Town centre accessibility of the clinics mean the carbon footprint is minimal.
Equality and Inclusivity considerations	Domestic Abuse is a cause and a consequence of inequality, and supporting this service helps everyone in Congleton who is affected. It is therefore consistent with Congleton Town Council's equality and inclusion policy.
PROPOSALS	<ol style="list-style-type: none"> 1. Congleton Town Council to show its support for the continuation of the clinics and to positively support applications for funding to enable these clinics to continue. 2. Congleton Town Council to promote the services of the clinic and the new Peer Support Group.

Congleton In Bloom Working Group

28th March 2021 Meeting,
Minutes

9.30am – Bridestones Suite

Attendees : Cllr D Brown (Chair), Cllr R Chadwick, Cllr M Gartside, Bob Edwards, Glen Williams, Patti Pinto, Sue Conway Ruth Burgess

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

None

2. **Declarations of Interest:** Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.

- a. David Brown- Cheshire East
- b. Patti Pinto- William Dean Trust, Congleton Partnership, Congleton Park FoCP, FoCG
- c. Glen Williams- Bromley Farm, Congleton Partnership, Congleton Park FoCP
- d. Margaret Gartside- Congleton Partnership, FoCG
- e. Bob Edwards- Congleton Partnership, Congleton Park FoCP
- f. Sue Conway – FoCP, FoCG

3. **Reallocation of Tasks**

Separate working Document regarding task allocation

4. **Wildlife Boards**

Agreed that new board suggestion – Habitat Panels and interpretation boards, across, Congleton Park, Astbury Mere, Community Garden, etc

5. **ROUTE- All**

Separate working Document regarding Route

6. **AOB**

Congleton In Bloom Working Group

3RD May 2022 Meeting, Minutes

9.30am –Spencer Suite

Attendees : Cllr D Brown (Chair), Cllr M Gartside, Bob Edwards, Glen Williams, Patti Pinto, Sue Conway
Ruth Burgess

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

Cllr R Chadwick

- 2. Declarations of Interest:** Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.

- a. David Brown- Cheshire East
- b. Patti Pinto- William Dean Trust, Congleton Partnership, Congleton Park FoCP, FoCG
- c. Glen Williams- Bromley Farm, Congleton Partnership, Congleton Park FoCP
- d. Margaret Gartside- Congleton Partnership, FoCG
- e. Bob Edwards- Congleton Partnership, Congleton Park FoCP
- f. Sue Conway – FoCP, FoCG

- 3. Cenotaph Working Group**

- 4. Plan for Tuesday 10th Many Joing working Group of volunteers and Streetscape to Weed Back of Cenotaph – Committee to agree next steps and plants**

- 5. Reallocation of Tasks**

Separate working Document regarding task allocation

- 6. Wildlife Boards**

Update – Boards from Habitat have now been ordered, Astbury Mere are providing their own.

- 7. ROUTE- All**

Separate working Document regarding Route

- 8. AOB**

- Finalised list of all IYN Groups which have entered this year, RB To email queries over to North West in Bloom to seek further Advice on groups and numbers etc.
- Thank you letters to be sent out to local residents who have kindly given any products and materials for all our different projects.
- Update on Wagon and Horse Roundabout Scheme which went to THAS Committee.
- Mountbatten Way planters – looks in re-siting.
- Future Projects
 - Walled Garden
 - Rood Hill

Virtual Congleton Green Working Group Meeting –

NOTES OF MEETING

Date: Wednesday 16th March 2022

Location: Zoom

Time: 5.30pm - 6.30pm

Present: Cllr Margaret Gartside (Chair) Cllr Suzy Firkin, Cllr Kay Wesley, Cllr Amanda Martin, Heather Seddon, , Jackie MacArthur

Item	What was discussed / description	Actions	By whom	By when
1	Apologies	Adam Linnet (CWT), Barry Speed Ruth Burgess Cllr Mark Rogan, Cllr Duncan Amies, Cllr Martin Amies		
2	Notes of meeting on the 17th February 2022	Accepted as a true record – with the additional information added by Barry Speed accepted. Noted that amendments should be about errors and corrections. Add updated minutes to Working Group Page.	Jackie	March
3.	Outstanding and Complete actions not on agenda	<p>Ongoing – Rewilding – all sites now approved. Planting season will begin when risk of frost decreased.</p> <p>Ongoing – <i>Green Fayre</i> - booked for 24th September – actions will be picked up in a couple of months – considering Repair café in Town Hall on the 24th September – bookings will start in April when Health and Wellbeing fayre completed.</p> <p>Ongoing: <i>Developing Carbon Footprint for 2020/21 and 2021/22</i> – Serena now inserting data and has shared 2020/21 spreadsheet with the group and in April will start on the 2021/22 sheet.</p> <p>Ongoing: Biodiversity Plan – Community and Environment Supported the paper and Council agreed to the funding. An initial meeting was held on the 10th March. The 30 sites have been agreed and working up the details. Meetings to be arranged with Plus Dane and Biddulph Countryside Rangers.</p>	<p>Ruth – streetscape</p> <p>Jackie</p> <p>SVS</p> <p>CLOSED</p> <p>ST/MG/RB</p>	<p>March</p> <p>April</p> <p>Next meeting</p> <p>March</p>
4.	Green Marketing and messaging	Further meeting to agree the calendar of monthly ‘green’ events and key targets for each month planed for Friday 18 th March.	KW/JM.	February

	<p>1. Plan for Updating Green Learning - Jackie</p>	<p>Action to sort out the messaging on the Town Council Website – adding Green Council to the Your Council section and Green Community to the Discover Congleton Section which will be a hub of green information. Need to do more to market the E-Learning Course Targeting Councillors, Staff, Green Groups in Congleton, schools, businesses and families. Draw up a list of what can be recycled in Congleton and what additional receptacles are needed.</p>	<p>JM</p> <p>As with plan SF/KW JM/RB</p>	<p>ASAP March March</p>
5.	<p>Air Quality</p> <p>Barry now has a new professional monitoring instrument on loan from Manchester University. This is available to anyone who would like to use it, eg. for a day or for a weekend. All results will be added to the existing spreadsheet as they are collected.</p>	<p>If anyone is able to help with Air Quality Monitoring contact Barry Speed Some more monitoring has been done outside Mossley School – results being analysed. Chair asked for Dimal from Airly to be invited to next meeting to discuss Air Quality monitoring that his company does Agreed a paper would be better to the meeting after the 31st March to discuss Air Quality following the next Green Meeting</p>	<p>Jackie to invite Jackie to let Barry know</p>	
6.	<p>Citizens Assembly</p> <p>Cllr Suzy Firkin discussed the research that she had carried out. A facilitator that had impressed was not able to help, but could make recommendations. Lots of different and effect ways to run a Citizen's assembly.</p>	<p>Agreed that more research needed and clearer on objectives. Lots of overlap with the engagement side of the Green Marketing Plan. More research needed before able to take recommendations to CE Committee</p>	<p>Keep on agenda</p>	
7.	<p>CTC Targets – updates and plans Work underway on the website to create Green Council pages under your Council and Green Community in Discover Congleton. Now have three years of figures. Group discussed best way to show this – Overall Carbon footprint. KPIs for the Town Hall, KPIs for Streetscape and actions taken by both. KPIs on purchasing plus development on other green initiatives by the Council</p>	<p>Heather agreed to look at ways of displaying the figures to add to the pages.</p> <p>This needs to be a priority action and would be discussed further at the Green Marketing Meeting on Friday</p>	<p>Heather</p> <p>Jackie / Kay</p>	<p>March</p>

8.	E-Learning - to keep on the agenda and not lose site off as an important tool in Green Marketing	Needs to be a part of the Green Marketing Plan and need to get more detailed google analytics from TMC to assess how people are using the e-learning.	Jackie /Kay	
9.	<p>AOB</p> <p>Improving Recycling in the absence of a Congleton Household Waste and Recycling Centre. Noting that Congleton Town Council is continuing to exert pressure on CEC re the closure of the Congleton Site. Ideally need to make it easy for people to recycle goods that can't go in household recycling bins.</p>	<p>Ongoing dialogue with Cheshire East Officers re waste Looking for a short-term solution particularly for some electrical items and for light bulbs.</p> <p>To find out if Tesco still recycle small electrical items (they do, but you have to prove that you purchased it from them)</p>	Suzy to contact CEC	March
10.	<p>Date of Next Meetings - these were agreed</p> <p>Asked that Jackie sends out a calendar invite so all in the diary</p>	<p>Wednesday 16th March 5.30pm – 7pm</p> <p>Thursday 21st April 10am – 11.30am</p> <p>Wednesday 18th May 5.30pm – 7pm</p> <p>Thursday 16th June 10am – 11.30am</p>		

Virtual Congleton Green Working Group Meeting –

NOTES OF MEETING

Date: Thursday 21st April 2022

Location: Zoom

Time: 10am – 11.30am

Present: Cllr Margaret Gartside (Chair) Cllr Suzy Firkin, Cllr Kay Wesley, Cllr Amanda Martin, Heather Seddon, Barry Speed, Adam Linnet (CWT), Ruth Burgess, Jackie MacArthur

Item	What was discussed / description	Actions	By whom	By when
1	Apologies	None received		
2.	Guest Speaker – Dimal Luta from Airly Air Quality - see attached presentation	Look at the map for local locations where Airly are monitoring Consideration for if CTC when considering Air Quality monitoring Airly contacting local schools regarding potential project for monitoring Current prices of Airly sensors cost around £800 per year, plus connection to an electric supply or solar panel (£200) then £40 per sensor per month after 1 st year. Readings are taken every 10 seconds and a 5 minute average given. Airly was due to contact Congleton schools about a project - keen to know how that develops. Thanked Dimal for interesting presentation.		
3.	Notes of meeting on the 16th March 2022	Accepted as a true record	Jackie	Added to Working group
4.	Air Quality - Congleton Green Group	Action Barry – to discuss with Manchester Uni colleagues to find out about alternatives to the Airly offer – another couple of quotes. Barry also to have a discussion with Dimal outside of the meeting d.luta@airly.org Barry has another Air Quality Monitor on loan from Manchester Uni. Group to write a paper for CE Committee – with objective to put pressure on CEC to carry out detailed monitoring of particulates as well as NO2. Particulate matter is important and is harming people's health. Sense of urgency of getting schools involved. – Item for Health and		

		<p>Wellbeing group – Jackie to set up a meeting.</p> <p>Encourage more walking and cycling to school - Living Streets Campaign</p>		
5.	Outstanding and Complete actions not on agenda	<p>Ongoing – Rewilding – all sites are now planted with remaining three sites to be completed in the next couple of weeks. Map on the website shows the sites.</p> <p>Ongoing: <i>Developing Carbon Footprint for 2021/22</i> – Serena will start inserting data. A couple of issues with the 2020-21 version and Barry and Serena going to sort these out – then needs a very visual display on the website to show actions and movement on the carbon footprint.</p> <p>On Hold – Green Assembly - discussed at last meeting and put on hold for more research.</p> <p>Ongoing – <i>Green Fayre</i> - booked for 24th September – road closures booked, need to work out funding of the event with the Partnership for this year</p>	<p>Ruth – streetscape</p> <p>Jackie</p> <p>SVS</p> <p>JM – CD</p>	<p>April/May</p> <p>April</p> <p>Next meeting</p>
6.	Update on Site Specific Biodiversity Plan	Work due to start in May and will be updated at the next meeting	ST/MG/RB	May
7.	Green Marketing and messaging	<p>Green Marketing Plan – actions in April around ideas to prevent Food Waste - people encouraged to submit little videos.</p> <p>Thanks to everyone who submitted a video in March about recycling and reusing.</p> <p>Now building up resources for the website Green pages and sections. Suggested should do an update places to recycle</p> <p>Noted that Ansa has some great resources for Green messaging</p> <p>CTC to help more with promoting the Repair Café</p> <p>Issue a No Mow May release - note some areas we have to mow – play areas, memorial sites, playing pitches and roundabouts. Other areas CTC will leave. Encourage people to leave their gardens.</p> <p>Contact schools re National Walk to School Campaign</p> <p>Possible messaging around how much does it cost to drive to school</p>	<p>KW/JM.</p> <p>JM</p> <p>SF/KW</p> <p>JM/RB</p>	<p>February</p> <p>ASAP</p> <p>March</p> <p>April</p>

		<p>Visual presentation still needed for the website on the Carbon Footprint of the Town Council – going to look at best way to do this when we have reliable figures.</p> <p>Need to make the Green Calendar available on the website in a more obvious location.</p> <p>The group was pleased with the work of the green marketing group and passed on thanks.</p>		
9.	<p>AOB</p> <p>Planning Matter –</p> <p>Trees</p>	<p>noted that pressure can work and that pleased to see that Elan Homes are putting trees on Quarry Close.</p> <p>Reported 6 sycamore trees at the Top of Park Woods looked poorly - Ruth confirmed CEC had recently had all the trees in the park and wood inspected.</p>		
10.	<p>Date of Next Meetings - these were agreed</p> <p>Asked that Jackie sends out a calendar invite so all in the diary</p>	<p>Wednesday 18th May 4pm – 5.30pm CHANGE FROM DISCUSSED AT THE MEETING</p> <p>Thursday 16th June 10am – 11.30am</p>		

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community & Environment		
MEETING DATE AND TIME	26 May 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	Congleton Green Working Group J MacArthur - Communities and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM	15.		
REPORT TITLE	Air Quality Concerns in Congleton		
Background	<p>Congleton Green Working Group has long been concerned about air quality in Congleton, the complete lack of particulate monitoring by Cheshire East Council and the fact that NOx monitoring, carried out in the three Air Quality Management Areas (AQMAs) of Rood Hill, West Road and Lower Heath, measures only monthly averages rather than the statutory requirement of daily averages.</p> <p>The Congleton Green Working Group, through one of its members, Dr Barry Speed, was able to borrow a professional air quality monitor and volunteers have carried out testing in various areas around the town. The results can be seen in Appendix 15.1.</p> <p>The fact that many of the results are giving readings above WHO guidelines has caused some alarm amongst the Congleton Green Working Group. The Group believes it is essential that Cheshire East Council, who have a responsibility for monitoring air quality, to test more often in the three AQMAs and test for particulates as well as NOx at key sites like traffic hotspots and schools.</p> <p>The group would like the support of the Community and Environment Committee to lobby Cheshire East Council for more effective monitoring for Congleton and to put Congleton forward for any pilot projects or initiatives that Cheshire East may be looking to carry out to reduce poor air quality. Identifying and obtaining funding for our own air quality monitoring at pilot sites such as schools might also be an option.</p> <p>The group would also like to see Congleton Town Council support Clean Air Day on Thursday 16 June.</p>		
Further information	<p>The Congleton Green Working Group would like to see Cheshire East Council monitor Particulate Matter (PM). Developments in technology means that the cost of equipment to carry out monitoring has reduced over the past few years.</p> <p>Particle pollution is made up of particles (tiny pieces) of solids or liquids that are in the air. These particles may include dust, dirt, soot, smoke and drops of liquid. Some particles are big enough (or appear dark enough) to see — for example, you can often see smoke in the air. Others are so small that you can't see them in the air.</p>		

	<p>Breathing in particle pollution can be harmful to your health. Coarse (bigger) particles, called PM₁₀, can irritate your eyes, nose, and throat. Fine (smaller) particles, called PM_{2.5} and PM₁, are more dangerous because they can get into the deep parts of your lungs — or even into your blood.</p> <p>Particle pollution can affect anyone, but it bothers some people more than others. People most likely to experience health effects caused by particle pollution include people with heart or lung diseases, older adults, babies and children.</p> <p>Particle pollution has also been linked to eye irritation, lung and throat irritation, trouble breathing and lung cancer.</p> <p>Understanding the levels of Particulate matters in various areas of the town is important. When the town has the facts, it will need to use the evidence to proactively take actions to encourage people to make changes to reduce the levels to make it safer for all members of our community.</p> <p>Thursday 16 June is National Clean Air Day and this would be a good day for the Town Council to show that it is serious about wanting Clean Air for Congleton.</p>
Financial Considerations	<p>Funding for any activities for the Clean Air Day can be met from the Green Marketing budget.</p> <p>If there is an opportunity to pilot a scheme with Cheshire East Council for better monitoring, a further paper will need to go to Council to release funding.</p>
Environmental Considerations	<p>Air quality is a fundamental aspect of good environmental health.</p>
Equality and Inclusivity considerations	<p>Poor air quality has a particularly adverse effect on the youngest and oldest members of our society and those already living with a health condition, by improving air quality we can help some of those in our community that need the most help.</p>
PROPOSALS	<ol style="list-style-type: none"> 1. That Congleton Town Council writes to Cheshire East Council with the results of the Air Quality surveys and asks to work with Cheshire East Council to carry out further testing. 2. That Congleton puts itself forward for any pilot schemes to do with Air Quality and raises awareness of Air Quality during National Clean Air Day on 16 June 2022

Appendix 15.1

[illegible]

Aug 2021				Fidas Frog							
2nd	10.13	11.09	Mon		BS	kitchen	13	63	110	460	in kitchen, cooking
9th	8.21	8.52	Mon		Margaret Horner	West St roundabout	6	12	10	52	
	17.10	17.35			Margaret Horner	West St roundabout	4	8	6	19	
12th	12.26	12.32	Thu		Suzy Firkin	Containerlot, near Tandom	11	47	16	78	
	12.39	12.49			Suzy Firkin	Jnct Holmes Chapel Rd / Back Lane	4	8	5	10	
	12.53	13.10			Suzy Firkin	Tesco Express	4	8	5	11	
14th	8.59	10.13	Sat		Russell Chadwick	Ascot Close	7	13	8	22	
	10.27	10.38			Russell Chadwick	Daisybank Drive	6	12	8	20	
	11.05	11.12			Russell Chadwick	Jnct of Daisybank Dr and Rood Hill	6	9	6	9	
	15.12	15.26			Russell Chadwick	Giantswood Lane	5	9	7	20	
	15.58	16.13			Russell Chadwick	Congleton Retail Park	5	8	6	19	
	16.21	16.37			Russell Chadwick	Bear Grills Café	4	5	5	7	
Nov 2021				Atmo							
5th	16.58	17.25			BS	Biddulph Valley Way / canal	12		22		bonfire night!
	17.33	17.48			BS	Bromley Farm Estate roads	25		64		
	17.49	18.19			BS	In kitchen, baking bread	25		45		
	18.22	18.50			BS	indoors, study room	56		103		ingress from outdoors?
	18.51	19.08			BS	Bromley Farm Estate roads	48		81		
	19.11	21.39			BS	back garden	77		296		fireworks nearby
6th	9.29	11.01			BS	indoors, study room	3		5		
	11.02	15.48			BS	outdoors	3		4		
	18.07	18.23			BS	outdoors	12		41		fireworks nearby

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Community & Environment		
MEETING DATE AND TIME	26 May 2022 7.00pm	LOCATION	Town Hall
REPORT FROM	J MacArthur - Communities and Marketing Manager and Deputy Chief Officer		
AGENDA ITEM	16.		
REPORT TITLE	Support for Ukrainian Guests and their Hosts		
Background	<p>Congleton Town Council continues to take an active role in the Congleton Area Ukraine Support Network. This group is based in Congleton and the surrounding villages and is a group of volunteers who want to make the lives of displaced Ukrainian Families a little better each day.</p> <p>It is a non-political, non-religious, self-organised group, matching, rematching and supporting Ukrainian and UK people, primarily in Congleton and the surrounding area, involved in the “Homes for Ukraine” scheme.</p> <p>It seeks to promote joined up efforts by existing charities, local authorities, communities, and those in the scheme, and to develop a social network for sponsors and their guests so that all involved in the scheme can thrive.</p> <p>The aims of the group are to support guests and sponsors in the Congleton area, involved in the UK Government’s “Homes for Ukraine” visa scheme. This starts with helping to match families to Hosts and then providing support in all areas to ensure the guests can feel safe and welcome, making a difference to their lives everyday.</p> <p>As the group grows, it is recognised that a more formal structure is needed, and this is currently being worked on. Such a formal and properly constituted structure is considered highly important for effective working with statutory bodies and their approved partners.</p> <p>Congleton Town Council’s role continues to be around welcoming Ukrainian guests to our town, supporting hosts and making connections to help the group in its aims. The Town Council hosted a meeting in the Town Hall on 29th April to help connect hosts and potential hosts.</p> <p>This paper is intended to provide an update to the Community and Environment Committee.</p>		

Latest Information	<p>This is still a fast-moving area. The Congleton Area Ukraine Support Network (CAUSN) is currently connected to 76 potential hosts in the area. 80 Ukrainian guests have been matched with local hosts and approximately 50 Ukrainian guests are already in the greater area (which now includes Alsager, Holmes Chapel and Macclesfield groups) staying with 38 hosts.</p> <p>Currently there is potential to home a further 50-80 Ukrainian guests and the group is very conscious that not all people who have signed with the Government website to be potential hosts or have offered properties they own for Ukrainians to use, have made contact with the CAUSN group.</p> <p>Cheshire East remains the responsible organisation that is managing the legalities around the Ukrainian guests – school places, social services, rehousing if hosting doesn't work out, the £350 per month funds to host families, £200 payment to Ukrainian guests on arrival, DBS checks and house visits. CAUSN is working hard to make the hosting as positive as possible for both the Ukrainian guests and the hosts. The group is helping to provide essential support such as providing communication links, clothing, language lessons, helping connect to jobs and hobbies, fund raising and informing hosts on lessons learnt.</p> <p>You can see more about the group at www.causn.com</p> <p>The Town Council has set aside up to £5k to help with activities to support the Ukrainian guests in our area to settle into our community.</p>
	<p>Potential role for the Town Council includes:</p> <ul style="list-style-type: none"> • Giving space for Ukrainian guests to meet for formal or informal language lessons. • Space for meetings of hosts and potential hosts. • Hire of minibus to help with transportation to meetings. • Space for the pop-up Boutique. • Being alert to the needs of local hosts and signposting. • Meetings to help identify more potential hosts – currently around 10 million displaced Ukrainians.
Financial Considerations	<p>Funding has been made available – so far spent £343 has been spent on publicity, welcome banners, hall hire and refreshments.</p>
Environmental Considerations	<p>In line with normal Council considerations for purchasing</p>
Equality and Inclusivity considerations	<p>Any programme will be designed to help make these new guests into our community feel part of the community.</p>
PROPOSALS	<p>To note the report and continue to be open to ideas from both Cheshire East Council Communities team and Congleton Area Ukrainian Support Network.</p>

CTC 750 Working Group

Thursday 7 April 11am-12.30pm on Zoom

Attendees: Cllr David Brown, Cllr Margaret Gartside, Cllr Kay Wesley, Jenny Unsworth, Jackie MacArthur, Rachel McCarthy, Jess Imber, Debbie Coxon

1. **Apologies:** Cllr Suzy Firkin, Cllr Suzie Akers-Smith, Cllr Rob Moreton
2. **Notes of the 3 February meeting:** Approved
3. **Merchandise Update:**
Magnets in stock. Mugs are selling well – more on order. Spreadshirt online shop set up –
JI to circulate suggested list of items to retail. Email Daz for logo with no background.
4. **Update & issues on below CTC events:**
 - a.) **Mountbatten Way Banners**
CEC granted permission on 8/4, West Rd roundabout was omitted - JMAC has gone back to CEC for consent. All the banners are sold, and sponsorship revenue has covered the project costs. Flags are in production with Bay Media. Installation in April.
 - b.) **Ale Taster & Catchpole**
Benedict Goodale aka Paul Boswell has been unveiled. Paul is doing a fantastic job making national headlines! All the characters are now in post and look splendid in their costumes.

Meeting scheduled for next week to move forward the 'Ale Trail'.

Provisional dates for a Beer Festival in the Town Hall are 22-23 & 29-30 Oct. Seeking more details on how Macclesfield runs their festival .
 - c.) **Beating of the Boundaries**

The route has been walked by MG's husband and deemed safe for the event.
JU & SAS responsible for escorting the horses.
170 sign ups to date. Registration – where Moss Lane meets Manchester Rd. Finish point moved to Havannah Lane & will be manned until 4pm.
RMc – designated first aider. **Take the defib from the Town Hall**
Self-guided leaflet produced and will be available in the CIC from Monday.
 - d.) **Platinum Jubilee**
Audley brass band booked.
Funding tbc - MAC has applied for £1400 from the Cheshire Community Foundation & £120 from CEC. Road closures will be an additional cost.
RMc leading on the Town Hall Tea Party. Andrew Bell contacted.
 - e.) **Town Hall Exhibition**
JU making good progress with the exhibition. Paul Boswell working on the 'Bread & Ale' exhibit. **JMAC to contact John Picken ref the peasant hut.**

Fire brigade are making the stocks for CTC to loan. **DB to check if the frames are stocks or pillory?**

Open to booked schools in the week. In addition: Mon 4th – Civic reception. Fri 8th ticketed event with speakers. Sat 9th public viewing.

Storage for the display was discussed and a long-term solution needs to be found. It became apparent there are lots of synergies and opportunities to link the museum in with 750. **JMAC & DB arrange a meeting with Ian.**

f.) **Medieval Festival Event at Congleton Park- 13 August**

Confirmed acts: Dreygo the Dragon; Dragon Quest, Knights of Nottingham.

JM organising F&D stalls and the craft tent. **Volunteer painters are required for the heraldic flags.**

Grant application is going in.

DB advised a dedicated Safety Officer needs to be appointed, which will be their sole job.

JMAC & RMc to liase with Andrew Latham, CEC.

g.) **Medieval Banquet at Town Hall**

Expressions of interest for tickets have been received.

5. **Schools Update**

Item not discussed.

Point from previous minutes which needs to be addressed:

Town sports, Wed 6 July – look at cancelling the pm session for schools. Possibility of opening to the public.

6. **AOB**

MG to contact Ian ref the museum's Priesty Path walk.

The group approved JU's idea to make unisex medieval costumes for children to 'dress-up' in at the park event. Approx. £3 per costume to make. Grant applied for.

Comms team to book photographer Judie Tingle for events.

Date of next meeting- Thursday 5 May 2022, 11am.

CTC 750 Working Group

Thursday 5 May 11am-12.30pm on Zoom

Attendees: Cllr David Brown, Cllr Suzy Firkin, Cllr Kay Wesley, Jenny Unsworth, Jackie MacArthur, Rachel McCarthy, Debbie Coxon

1. **Apologies:** Cllr Margaret Gartside, Cllr Suzie Akers-Smith, Cllr Rob Moreton, Jo Money

2. **Notes of the 7 April meeting:** Approved.

3. **Merchandise Update:**

Merchandise is selling well, especially tea towels and the new order of mugs. Spreadshirt online shop set up, items to be uploaded. Merch stall at 750 events plus stall at other key events to promote forthcoming 750 activities. Suggested: 12 June – F&D Festival, 23 July – Pride, 30 July – Makers Market. Benedict booked for F&D, Jenny offered to assist. Staffing to be arranged.

4. Update & issues on below CTC events:

a.) **Medieval Festival in Congleton Park**

Confirmed acts: Dreygo the Dragon; Knights of Nottingham, Piva (www.piva.org.uk), Time travel medicine man, Signal 1 Roadshow, Dragon Quest (cut outs ordered). In the pipeline: Blacksmith, Circus in a Box, Domesday Morris Dancers.

RMc – consult with Friends of Congleton Park for their expertise on the event layout. Currently in draft format. Invite Congleton Radio.

Beer tent - Joe Manning will run (also confirmed for Jubilee). **SF – prepare an event brief for Benedict.**

Prices for food stalls agreed: Catering £150, Retail £50, Charity £15.

Flags – JU to provide CTC with material details, for CTC to purchase. Check with RB if Streetscape can install flags on the day?

DB check with the bowling club if flags can be hung from the veranda?

RMc – check H&S with CEC – e.g., capacity, marshall's, security.

JMAC informed we're on budget and funds are ok but any extra funding will be welcome.

b.) **'Behind Closed Doors' exhibition**

JU has made 30+ buildings on a 10ft x 6ft base. JMAC has contacted John Pickin to check he has capacity to help build/ design a peasants hut.

JMAC - contact Bob to confirm his expenses fee

JMac - Follow up work on school bookings.

Separate meeting with JU to discuss the civic reception and public events.

SF to contact the High Schools with option to book a session on Fri 8th. SF working with High Schools on the Podcast and Essay Competition.

c.) Ale Trail

The design will be the same as the Jazz and Blues leaflet. Charges will be £50 per half page and £100 full page. Trail to be launched end of May for the F&D Festival. Paul Boswell, Camra, SF and Marketing team working on this.

Suggestion of an Ale Trail t-shirt with participating pubs listed on the back. Sell on Spreadshirt and other channels.

d.) Beer Festival

Provisional date agreed as 29/30 October. Joe Manning on board. RMc & JM looking at the best format. Will be a ticketed event. Work with Mark Bailey new license holder at the Town Hall.

Commercial side needs researching. Neil who ran the Leisure Centre Beer festivals will be a good contact to approach. Also want to add Gin to the mix. Camra willing to help.

e.) Platinum Jubilee

Entertainment and catering stalls booked (see attached poster).

Joe Manning running a beer tent, Cocktails on the Corner provide cocktails, Stocks drinks and cakes and their ice-cream bike. Hampers available to pre-order from Mark Bailey.

Tea dance provisionally booked for 31 May in the Town Hall. For the young at heart and isolated residents in the community. Invitation list can be generated from community groups including Buddy & Befriending scheme, Snow Angels, OSM, Food Hub, Care Homes, Daycentres.

Andrew Bell - sequence dance booked. RM looking into community buses and getting the brownies on board.

This event is to be kept separate from 750 and will be reported in AOB moving forward.

f) Flags & Banners

MBW banners in place. All banners were sponsored apart from x2 provided FOC to companies providing services.

Heraldic flags – x60 in total. x30 going up w/c 9 May. Still resolving flags on listed buildings.

g) Medieval Banquet at Town Hall

Ticket enquiries coming in. SAS has spoken with Mark Bailey. Costings need to be calculated to determine the ticket price.

5. Publicity

750 leaflet printed x10k copies. 5K circulated to venues that display event leaflets across Macc, Alsager, Sandbach, Holmes Chapel, Leek, Hanley, S-O-T, N-U-L. Congleton not covered, so leaflets will have to be distributed between the team. **DC/CS to co-ordinate.**

Comms team - produce a separate flier for Medieval Day and publicity in Bear Necessities
Comms team - Look into sourcing leaflet dispensers, to support businesses displaying the 750 leaflet.

DC – update 750 web page with leaflet illustrations.

Jenny and Paul (aka Benedict) have given interviews for the Cheshire Life article 'Love Letters to Congleton.' July edition.

SF offered to get leaflets out around the Astbury Mere area (200)

6. AOB:

a.) Priesty Path Walk – potential conflict with the museum's walk – tickets are now on sale through the Information Centre and a small article in Bear Necessities. MG aware that staff will not be available for this walk as setting up for the Living History Behind Closed Door Event.

b) SF offered to brief Doug on his Catchpole duties at public event.

c) SF raised an item discussed previously – staging a medieval themed council meeting with members in costume. Opportunity to invite press and public. This could double up as thank you for the sponsors and helpers.

JMAC to run this past the Chief Officer.

d) JU has made x20 children's costumes for the park event. Material spare to produce another eight.

Date of next meeting- Thursday 9 June 2022, 11am.