



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CiLCA**

5th August 2022

Dear Councillor,

You are summoned to attend an Emergency meeting of the Council on **Wednesday 10th August 2022** to be held at Congleton Town Hall commencing at **6.00pm**.

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to the meeting.
- There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press in accordance with Section 100 (B) (2) of the Local Government Act 1972.

Yours sincerely,

D McGifford
Chief Officer



Congleton
beartown
where friends are made

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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 22nd June 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. Resolution to Exclude the Public and Press from Items 7 and 8

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting due to commercial sensitivities (item 7) and private staffing matters (item 8).

7. Hire Charges for the Use of the Town Hall (Confidential Report)

To approve the proposed hire charges for the use of the Town Hall and associated facilities.

8. Relative Outcomes of the Personnel Committee Meeting 4th August 2022 (Confidential Report)

To receive an update from the Chief Officer and any relevant proposals following the Personnel Committee meeting held on 4th August 2022.

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 Wednesday 22nd June 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 Council 22nd June 2022](#)

Present:

Councillors:

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

Congleton Town Council Officers:

David McGifford (Chief Officer), Serena Vanschepdael

8 Members of the Public.

1. Apologies for absence

Apologies were received from Cllrs Suzie Akers Smith, Russell Chadwick, Mark Rogan, James Smith and Kay Wesley.

2. Minutes of Previous Meetings

CTC/10/2223 RESOLVED to approve and sign the [Minutes of the Council meeting on 28th April 2022 and the Annual Council Meeting/Mayor Making ceremony on 12th May 2022.](#)

3. Declarations of Disclosable Pecuniary Interest

Councillors David Brown, George Hayes, Sally Ann Holland, Rob Moreton and Denis Murphy all declared a non-pecuniary interest in any matters relating to Cheshire East Council.

4. Questions from Members of the Public

There were no questions raised by members of the public.

5. Urgent Items

Cllr Robert Douglas raised an urgent item relating turning the lights of the Town Hall Blue as support for the campaign to raise awareness of the mesothelioma cancer which is caused by asbestos. This will be done on the night of 31st July 2022

Cllr George Hayes requested that a formal letter of condolences be sent to Biddulph Town Council and Biddulph in Bloom following the sudden death of Hilda Sheldon.

6. Town Mayor's Announcements

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

7. Outstanding Actions

There were no outstanding actions from previous meetings.

8. Community and Environment Committee

CTC/11/2223 RESOLVED that the [minutes of the Community and Environment Committee meeting held on 31st March 2022](#) be received, and the recommendations therein be adopted.

9. Finance and Policy Committee

CTC/12/2223 RESOLVED that the [minutes of the Finance and Policy Committee meeting held on 23rd March 2022](#) be received, and the recommendations therein be adopted.

10. Planning Committee

CTC/13/2223 RESOLVED that the [minutes of the Planning Committee meetings held on 17th March and 21st April 2022](#) be received, and the recommendations therein be adopted.

11. 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.

There were no updates received

12. Unaudited Financial Statements

CTC/14/2223 RESOLVED to receive and approve the Unaudited Financial Statements for the year ending 31st March 2022.

13. Internal Audit Report

CTC/15/2223 RESOLVED to receive and approve the final Internal Audit report for year ending 31st March 2022, as recommended by the Finance and Policy Committee on 9th June 2022 ref FAP/10/2223.

14. Annual Governance and Accountability Return (AGAR)

CTC/16/2223 RESOLVED to approve:

- a. Section 1 of the AGAR: The Annual Governance Statement 21/22.
- b. Section 2 of the AGAR: The Accounting Statements 21/22.

15. Update to Financial Regulations

CTC/17/2223 RESOLVED to receive and approve the addition to the Financial Regulations as recommended by the Finance and Policy Committee on 9th June 2022 reference FAP/13/2223 and for adoption into the constitution.

16. Approval of Annual Insurance Invoice

CTC/18/2223 RESOLVED to approve payment of the annual insurance invoice from Zurich Municipal, reference 515296579 for £20,100.47.

17. Replacement Recycling Site for Congleton

CTC/19/2223 RESOLVED to approve the proposals contained within the report.

18. CTC/20/2223 RESOLVED to exclude members of the press and public from item 19 due to private staff process matters

19. Cash Handling Policy

CTC/21/2223 RESOLVED to approve the adoption of the new Cash Handling Policy into the Constitution, as recommended by the Finance and Policy Committee on 9th June 2022 reference FAP/18/2223.

**Margaret Gartside
(Town Mayor)**