

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 1st February 2024

**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 [Agenda & Papers – 1st February 2024](#)

In attendance:

Committee members: Cllrs

Suzie Akers Smith - Chair

Liz Wardlaw – Vice Chair

Robert Britain

Russell Chadwick

Mark Edwardson

Suzy Firkin

Amanda Martin

Heather Pearce

Glen Williams

Non Committee members:

Ex-Officio Members: Cllr Kay Wesley – Deputy Mayor

Congleton Town Council Officers:

- David McGifford – Chief Officer
- Mark Worthington - Town Hall Manager

Minutes

1. Apologies for absence

Apologies for absence were received from: Committee Members: Cllr Susan Mead

2. Minutes of Previous Meetings

THAS/25/2324 Resolved to approve and sign the [minutes of the meeting of the Town Hall, Assets and Services Committee held on 30th November 2023](#).

3. Declarations of Interest

Declarations of interest were received from Cllrs Liz Wardlaw and Russell Chadwick on any matters relating to Cheshire East Council.

4. Outstanding Actions

No outstanding actions.

5. Questions from Members of the Public

There were no questions raised by members of the public.

6. Urgent Items

No urgent items.

7. Town Hall Trading Account

THAS/26/2324 Resolved to accept the Town Hall Trading account to 30th November 2023 and to note the content of the summary report.

Action – Issue noted with the formatting of document table from line 1018 Letting Income – Campbell Suite onwards. Inform RFO and reformat the document.

8. Town Hall Decarbonisation Updates

THAS/27/2324 Resolved to receive the updates on matters relating to Town Hall Decarbonisation Updates.

9. Improvements to Paddling Pool Entrance

THAS/28/2324 THAS Committee members agree to the Improvements to the Paddling Pool Entrance and recommend these changes to Council for approval.

Action – Research specification of the dwarf wall surrounding concrete base including height and details of any coping stones to be used on the top of the wall.

Action – Inclusion of ducting from the concrete base and through the dwarf wall to allow for future installation of electrical supply.

10. Paddling Pool SEN Sessions

THAS/29/2324 Resolved to receive the updates on matters relating to Paddling Pool SEN Sessions

Action – Trial SEN session for one day only (without Vehicle for Change and not one day per week) at the start of the pool season working with local organisations to determine who will use the pool on the designated SEN trial day.

Action – Contact Congleton Leisure Centre to determine if their changing room facilities could be used by users of the pool during the SEN session trial.

11. Review of Town Hall Hire Charges and Booking Policy

THAS/30/2324 Resolved to agree on the changes to wording within the Town Hall Hire Charges and Booking Policy and recommend these to Council for approval into the Constitution.

12. Information Centre Management Accounts

THAS/31/2324 Resolved to accept the Congleton Information Centre Trading account for the month to 30th November 2023 and to note the content of the summary report.

**CLlr Suzie Akers Smith
(Chair)**