

## **CONGLETON TOWN COUNCIL**

### **Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 23<sup>rd</sup> January 2025**

For the papers discussed at the meeting, please see the [Agenda & Papers – 23<sup>rd</sup> January 2025](#)

In attendance:

#### **Committee members: Cllrs**

**Suzie Akers Smith - Chair**  
**Liz Wardlaw – Deputy Chair**  
Suzy Firkin  
Sally Ann Holland  
Amanda Martin  
Susan Mead  
Heather Pearce  
Glen Williams

#### **Non-Committee members: Cllrs**

David Brown  
Robert Douglas

**Ex-Officio Members:** Cllr Kay Wesley – Mayor, Cllr Robert Brittain – 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:  
Cllrs Mark Edwardson and Arabella Holland.

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

**THAS/23/2425 Resolved to** approve and sign the minutes of the meeting of the Town Hall, Assets and Services Committee held on 31<sup>st</sup> October 2024.

**3. Declarations of Interest**

Declarations of interest were received from Cllrs Dave Brown, Sally Ann Holland and Liz Wardlaw for Cheshire East Council.

**4. Outstanding Actions**

No outstanding actions.

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

No questions from members of the public were received.

**6. Urgent Items**

No urgent items.

**7. Management Accounts Town Hall**

**THAS/24/2425 Resolved to** accept the Management Accounts Town Hall to 30<sup>th</sup> November and to note the content of the summary report.

**8. Paddling Pool Accounts**

**THAS/25/2425 Resolved to** accept the Paddling Pool accounts to 30th November 2024 and to note the content of the summary report.

**Action** – Future Paddling Pool Account reports to reflect the figures over the season of the pool rather than the complete year.

**9. Management Accounts for Congleton Information Centre**

**THAS/26/2425 Resolved to** accept the Information Centre accounts to 30<sup>th</sup> November 2024 and to note the content of the summary report.

**10. Town Hall Decarbonisation Updates**

**THAS/27/2425 Resolved to** receive the report relating to Town hall Decarbonisation Updates.

**Action** – Presentation by Pearson Surveyors with full decarbonisation figures when the Tender contract is presented to the Council.

**11. Review of Town Hall Hire Charges and 2025/26**

**THAS/28/2425 Resolved to** agree the existing Town Hall Hire Charges remain in place for 2025/26 and recommend these to Council for approval and adoption into the Constitution.

**Action** – Continue and further promote Town Hall Tour bookings.

**Action** – Research option for Board Game Evenings at the Town Hall. Contact Cllr Heather Seddon on this matter.

**Action** – Future discussion on Youth Council and opportunities for younger residents to use the Town Hall.

## **12. Cheshire East Grit Bins**

**THAS/29/2425 Resolved to** contact Cheshire East Council and request they supply CTC with an agreed amount of grit to be distributed to grit bins by Streetscape staff.

## **13. Resolution to Exclude the Public and Press from Item 14**

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 private staffing matters.

**THAS/30/2425 Resolved to** exclude members of the press and public from the meeting due to private staffing matters.

## **14. Commercial Partner Bar & Catering**

**THAS/31/2425 Resolved to** continue working with the current commercial partner, Mark's Events, to deliver catering and bar services at Congleton Town Hall with the following conditions:

- 1-year extension with 12-month rolling contract
- Meet standards according to the Food Standards Agency including Customer Allergen Symbols & Ingredients Awareness labelling
- Safer Food Better Business Training
- CEC Environmental Rating to be displayed and Health Inspection
- Regular meetings with the nominated CTC Officer to check on feedback
- Options to use Bluey's area for potential CTC bookings

**Cllr Suzie Akers Smith  
(Chair)**