

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	10th April 2025 7 pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM REPORT TITLE	11 Town Hall Decarbonisation Updates		
Background	<p>Monthly meetings between project board members and Pearson Surveyors have taken place on 12th February and 12th March 2025 since the last Town Hall, Assets & Services Committee meeting. CTC Officers also meet monthly with our Salix project representative before submitting reports to Salix on the 15th of each month.</p> <p>Financially year 1 activity is funded by Salix who approved a grant of £57,683 for that period. Pearson's tender for the design development stage is £49,750 leaving a balance of £7933 which can be used for surveys etc.</p> <p>Additional Grant Improved, Greener, Community Facilities Fund Grant of £15,000 which can also be used for environmental projects, this has to be spent by March 31st 2025. (75% of projects up to £20k). Cheshire East, who funded this grant, are supportive of the need to go beyond 31st March due to delays with planning applications.</p>		
Update	<p>Planning Applications and Listed Building Consent were submitted to Cheshire East on 8th & 9th of January 2025 with a target date of the 5th & 6th of March. The target date has since been changed to 28th March 2025 for further surveys regarding the acoustic enclosure required for the ASHP. An overnight acoustic survey was carried out on 15.01.25 to ensure noise emissions from the ASHP remain within acceptable limits and do not negatively impact neighbouring properties. Findings from this initial survey suggested operating the ASHP throughout the night increased the potential for disturbance to neighbouring properties. For this reason, a further acoustic survey was carried out on 18.02.25 taking into consideration an acoustic enclosure to suppress noise emissions from the ASHP. Following recommendations in the secondary acoustic survey, the addition of an acoustic enclosure around the ASHP will significantly reduce noise levels to an acceptable level. The additional acoustic survey was submitted to Planning on 03.03.25.</p> <p>The Tender package was advertised from 25.02.25 with a closing date of 14.03.25. Several companies visited the Town Hall during this period</p>		

	<p>to quote for works with CTC receiving five Tenders by the closing date. Tenders were opened on 17.03.25 before being submitted to Pearson Surveyors for evaluation.</p> <p>Project Board members met 28.03.25 for an overall review of Tenders which have been evaluated by Pearson Surveyors. At the time of writing (28.03.25) Planning Applications are still being progressed with Pearsons receiving questions from Planning Officers regarding the plans. Target date for the Planning Applications is 28.03.25, at this stage this date has not been extended. Councillors will be updated on all aspects of the project at a to-be-arranged Council Meeting.</p> <p>The January Monthly Monitoring Report (MMR) along with Payment Request, Statement of Expenditure and Invoices from Pearson Surveyors for £1,229 + VAT were submitted to Salix Finance by CTC Officers on 10.01.25. CTC received payment of £1,229.00 from Salix on 19.02.25 and these funds paid Pearson's January invoice on 25/02/25.</p> <p>MMR, Payment Requests, Statement of Expenditure and invoices for £2,989 + VAT (Pearson Surveys and ADC Acoustics) were submitted to Salix on 14.02.25. CTC received a payment of £2,989.00 from Salix on 19.03.25 and these funds paid Pearson's and ADC Acoustics' February invoices.</p> <p>MMR, Payment Requests, Statement of Expenditure and invoices for £4,550+ VAT (Pearson Surveys and Green Contract Services Asbestos Survey) were submitted to Salix on 14.03.25. CTC are expecting payment from Salix Finance around 18th of April to cover these invoices.</p> <p>Monthly reports will be available to THAS Committee members and Councillors and regular updates will be available throughout the project.</p>
Financial	To be in accordance with allocated budgets and financial regulations.
Environmental	To assess via the procurement process environmental impact and benefits.
Equality	Where applicable in the procurement of services this is taken into consideration.
Decision Request	To receive the report relating to Town Hall Decarbonisation Updates.