

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 26th June 2025

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 – 26th June 2025](#)

In attendance:

Committee members: Councillor Russell Chadwick (Chair)
Councillor Robert Douglas
Councillor Sally Ann Holland
Councillor Susan Mead
Councillor Heather Pearce
Councillor Richard Walton
Councillor Glen Williams

Non-Committee members: Cllr Kay Wesley

Ex-Officio Members: Cllr Robert Brittain (Mayor), Cllr Suzy Firkin (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: Councillor Liz Wardlaw (Vice Chair), Councillor Suzie Akers Smith, and Councillor Arabella Holland.

2. Minutes of Previous Meetings

THAS/01/2526 Resolved to approve and sign the minutes of the meeting of the Town Hall, Assets and Services Committee held on 10th April 2025.

3. Declarations of Interest

Declarations of Interest were received from Councillor Russell Chadwick (Cheshire East), Councillor Sally Ann Holland (Cheshire East), Councillor Glen Williams (Friends of Congleton Park)

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/02/2526 Resolved to accept the Management Accounts Town Hall to 30th April 2025 and to note the content of the summary report.

Actions:

- Include a graph to future finance reports to improve presentation of figures.
- Agenda items 7 (Management Accounts) and Agenda item 14 (Town Hall Bookings) to be featured in the same report for future committee meetings.

8. Paddling Pool Accounts

THAS/03/2526 Resolved to accept the Paddling Pool accounts to 30th April 2025 and to note the content of the summary report.

9. Management Accounts for Congleton Information Centre

THAS/04/2526 Resolved to accept the Information Centre accounts to 30th April 2025 and to note the content of the summary report.

10. Paddling Pool and Send Sessions Update 2025

THAS/05/2526 Resolved to accept the report relating to Paddling Pool and SEND sessions 2025 and agree to continued support for the Ruby's SEND sessions.

Actions:

- Research options for a gazebo or tent to be used by users as a changing facility.

11. Paddling Pool Feasibility Study

THAS/06/2526 Resolved to accept the report relating to the Paddling Pool Feasibility Study.

12. Town Hall Decarbonisation Updates

THAS/07/2526 Resolved to accept the report relating to Town Hall Decarbonisation Updates.

Actions:

- Send details of the Listed Building Application to Councillor Russell Chadwick's Cheshire East email address.

13. Grand Hall Interactive TV Screen

THAS/08/2526 Resolved to accept the report relating to Grand Hall Interactive TV screen and for Officers to research further options for screens in the Grand Hall.

14. Town Hall Bookings April to June 2025

THAS/09/2526 Resolved to accept report relating to Town Hall Bookings April to June 2025.

Actions:

- Include a graph to future finance reports to improve presentation of figures and show comparisons of previous year's bookings.
- Agenda items 7 (Management Accounts) and Agenda item 14 (Town Hall Bookings) to be featured in the same report for future committee meetings.
- Correct the dates on the Decision Request section of the report, change January to April

15. Counter Office reconfiguration Information Centre

THAS/10/2526 Resolved to receive the report relating to Counter Office reconfiguration Information Centre and agree not to progress this project any further but develop the overall Maintenance Plan which will include future improvements and development of the Information Centre space.

**CLlr Russell Chadwick
(Chair)**