



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CiLCA**

25th September 2025

Dear Councillor,

You are summoned to attend a meeting of the Environment Committee to be held at Congleton Town Hall on **Thursday 2nd October 2025 at 7.00 pm.**

Please note the Personnel Committee will follow this meeting at 8.00 pm.

- **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.

Please note this committee meeting is a Paperless Council unless otherwise requested.

Yours sincerely,

David McGifford

CHIEF OFFICER

AGENDA

1. Apologies for Absence

Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence.

2. Minutes of Previous Meetings (Enclosed)

To approve and sign the minutes of the Environment Committee held on 3rd July 2025 as a correct record.

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.

4. Outstanding Actions

To review any outstanding actions from previous meetings.

5. 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.

6. Urgent Items

Members may raise urgent items related to this Committee, but no discussion or decisions may be taken at the meeting.

7. Congleton In Bloom Working Group

7.1 To receive the Floral In Bloom Management Accounts (Enclosed)

7.2 To receive an update on the In Bloom awards at National, Regional and local level (Verbal)

8. Streetscape Management Account (Enclosed)

To receive the Streetscape Management account report.

9. Streetscape Update (Enclosed)

To receive the report relating to the Streetscape Services.

10. Carbon Footprint Summary (Enclosed)

To receive updates and comments regarding the Town Council's Carbon Footprint.

11. Town Hall Environmental Project (Enclosed)

To receive an update on the Town Hall double/ secondary glazing project

12. Mobile Waste Service (Verbal Update)

To receive a verbal update from the Ward Councillor regarding the status of a mobile waste service in Congleton and other items of interest from the Cheshire East Communities and Environment Committee.

13. Resolution to Exclude the Public and Press from Items 15 & 16

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

14. Brunswick Wharfe (To follow)

To receive a report on the status of Brunswick Wharfe Depot

15. Streetscape Private Works Update (To follow)

To receive a report relating to the current status of private works.

To:	Members of the Community Committee
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Cllrs: Suzy Firkin (Chair & Deputy Mayor), Heather Pearce (Vice Chair)
Suzie Akers Smith, Dawn Allen, Charles Booth, Dave Brown, Sally Ann Holland, Susan Mead, Heather Seddon, Glen Williams.

Ex Officio: Cllr Robert Brittain (Mayor)

Other members of the Council for Information, Police, Honorary Burgess (5), Press (3), Congleton Library, Congleton Information Centre.

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Environment Committee held on Thursday 3rd July 2025

Please note – These are draft minutes and will not be ratified until the next meeting of the committee.

For the papers discussed at the meeting, please see the [Agenda & Papers – 3rd July 2025](#)

In attendance:

Committee members: Cllrs

Suzy Firkin (Chair, Deputy Mayor)
Dawn Allen
David Brown
Susan Mead
Sally Ann Holland
Heather Seddon
Glen Williams

Ex Officio:

Non-committee Members: Cllrs Robert Douglas, Rob Moreton, Kay Wesley.

Congleton Town Council Officers: David McGifford – Chief Officer

Members of the public: 0

Minutes

1. Apologies for absence

Apologies for the absence were received from Suzie Akers Smith, Heather Pearce (Vice Chair) Robert Brittain (Mayor).

2. Minutes of Previous Meetings

ENV/01/2526 Resolved to approve and sign the minutes of the Environment Committee held on 3rd April 2025 as a correct record.

3. Declarations of Interest

Declarations of interest were received from Cllrs Heather Seddon, David Brown, Rob Moreton and Sally Ann Holland on matters relating to Cheshire East Council.

4. Outstanding Actions

None

5. Questions from Members of the Public

None received.

6. Urgent Items

None received.

7. Congleton In Bloom Working Group

ENV/02/2526 Resolved to receive the figures as presented within the finance section, and request that the presentation of the figures be easier for members to understand.

Action- Chief Officer, Responsible Financial Officer and Chair of Finance to review

Cllr Allen mentioned the possibility of selling hanging baskets to the public to raise funds – no resolution

8. Streetscape Management Account

ENV/03/2526 Resolved to receive the Streetscape Trading account report.

9. Streetscape Update

ENV/04/2526 Resolved to receive the report relating to the Streetscape Services and noted that the main concern surrounds fly tipping.

10. Carbon Footprint Summary

ENV/05/2425 Resolved to receive updates and comments regarding the Town Council Carbon Footprint.

11. Green Fayre

ENV/06/2526 Resolved To receive a report on the Green Fayre

12. Decarbonisation Project Update

ENV/07/2526 Resolved to receive the update and noted that Salix Funding was not going to be available beyond 2025-26 and that the Chief Officer will formally notify Salix that they will be withdrawing from the project. Also noted that environmental projects such as elements of reglazing will progress via CEC grant, and options for solar panels at the museum are still being explored.

14. Mobile Waste Services

ENV/08/2526 Resolved to receive a verbal update from Cllr Seddon, who advised that CEC is still deciding on the location and date for a mobile Household Waste Recycling Centre for Congleton. Indicative start date is the beginning of December.

15. Cheshire East Report

No report received for the committee; the main CEC matters were brought out during the meeting.

Cllr Suzy Firkin
(Chair)

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment		
MEETING DATE AND TIME	3 rd October 2025 7.00 pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	7.1 Floral/In Bloom Management Accounts		
Background	Variance analysis of the Management Accounts for the year 2025-2026 for the month ending 31 st July 2025, month 4, see Appendix 1.		
Updates	<p>These accounts in the appendix show information for month 4 of 2025-2026, which equates to 33.3% of the budget. Please refer to the summary for notes/comments. The main expenditure and income are now complete for the year; any remaining costs have been noted in the financial summary in Appendix 1.</p> <p>Income</p> <p>535% as expected income at month 4, this is due to sponsorship income being received this year, see Appendix for total income.</p> <p>Expenditure</p> <p>237% as expected spend at month 4, Floral spends mainly take place at the start of the financial year due to the timings of the events, so it shows as an overspend early on in the year. Based on the full budget, the expenditure sits at 81%.</p> <p>The budget for 25-26 was increased by £2,000, which is to accommodate possible extra costs for the extra competition, Britain in Bloom. The annual expenditure for In Bloom covers:</p> <ul style="list-style-type: none">• Hanging basket plants and consumables.• In Bloom displays.• Sundries for local projects.• Travel expenses to the Competition Award ceremonies (Train or local mini-bus hire).• Ticket costs to attend the Award Ceremonies.• Portfolio design and printing• Judging day expenses <p>To date a breakdown is:[rounded]</p> <ul style="list-style-type: none">• Plants/Moss: £9,200• Compost; £1,470• Replacement baskets: £455• General £1,033• Competitions £686		

Decision Requested	To receive the Floral In Bloom Management Account to 31 st July 2025.
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Congleton Town Council
Management Accounts 2025-26
Floral/In Bloom
Jul-25

Month 4
Percentage 33.3%

Floral
Income

1180 Donations Received
1195 Sponsorship Income
1199 Misc Income: Hanging Baskets
Total

Expenditure

4011 Rates
4162 General Expenditure
Total

Net Expenditure over income

Expected Expenditure
Awards Ceremonies
Thank you Evening
Judging Day expenses
General

Total Spend to date
Plus expected
Total estimated spend

	OK
	Monitor
	Over/Under (Exp./Income)

ANNUAL BUDGET	BUDGET TO M4	ACTUAL TO M4	E VARIANCE OF M4 BUDGETS	% AGAINST M4 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M4 EXPECTED
0	-	-	237	237		
0	-	-	2,540	2,540		
-4,000	-	1,333	-	4,363	3,030	327.23%
-4,000	-	1,333	-	7,140	5,807	535.50%
172	162	162	-	-	100.00%	94.2%
16,000	5,333	12,852	-	7,519	240.98%	80.3%
16,172	5,495	13,014	-	7,519	236.82%	80.5%
12,172	4,162	5,874	-	1,712	141.13%	48.3%
1,500						
1,025						
950						
300						
3,775						
13,014						
3,775						
16,789						

NOTES

Expenditure Variance 0-100% Green 101-115% Amber 115% over Red

Paid in Full for the year
See below for expected future expenditure

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment		
MEETING DATE AND TIME	3rd October 2025 7.00 pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	8 Environment (including Streetscape Services) Management Accounts		
Background	Variance analysis of the Management Accounts for the year 2025-2026 for the month ending 31 st July 2025, month 4, see Appendix 1.		
Updates	<p>These accounts in the appendix show information for month 4 of 2025-2026, which equates to 33.3% of the budget. <u>The figures below are based on full annual budgets.</u> Please refer to the summary for notes/comments.</p> <p>Further information:</p> <p>Income</p> <ul style="list-style-type: none">• CEC Income: two quarters paid.• External Income (Private Works), invoicing has commenced in Month 2 onwards for private works and currently sits higher than expected income at month 4. Talks are taking place with external organisations and our Streetscape Manager and Chief Officer. <p>Expenditure</p> <ul style="list-style-type: none">• Vehicle Lease costs: This will be overspent based on current requirements and costs. Part of this was due to one of our own mowers requiring a repair, which was not completed in time for the mowing season; the cost of hiring a mower came in at £4022. Repairs have been completed, and the hire contract ended. The sweeper costs increased higher than budgeted• Horticultural Supplies: This will be overspent at the end of the financial year, which will be reported to Council in October 2025. There is a requirement for a final spend of £2,700 to complete the planting season for 25-26.		
Decision Requested	To receive the Streetscape Management Accounts to 31 st July 2025.		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment Committee							
MEETING DATE AND TIME	2 nd October 2025 7.00 pm		LOCATION		Town Hall			
REPORT FROM	Chief Officer							
AGENDA ITEM	9							
REPORT TITLE	Streetscape Services							
Update	<u>Fly Tipping</u> As well as noting the quantity of fly tips per month and annually, we are now calculating the cost for each specific fly tip over the course of a year. Below you will note the number of fly tips we have dealt with over the last year (2024), in comparison to previous years:							
		2019	2020	2021	2022	2023	2024	2025
	Jan	4	4	4	16	30	20	17
	Feb	10	2	10	11	25	7	5
	Mar	4	0	32	24	14	8	7
	Apr	10	12	19	10	19	24	14
	May	5	40	22	11	11	24	20
	June	4	22	2	8	26	20	21
	July	8	21	0	13	9	19	23
	Aug	5	18	10	26	19	18 -140	22 -129
	Sept	6	6	14	23	13	9	
	Oct	5	3	10	8	21	17	
	Nov	4	4	17	25	4	6	
	Dec	5	4	10	30	15	22	
Total	70	136	150	205	206	194	129	
Total Cost	£2324.16	£5380.52	£2481.45	£12,300.87	£ 15,360.76	£ 13,077.18	£10004.10	
	See Appendix A for percentage graphs for each parish area.							
	<u>Staffing</u>							
	1. <u>Members of the Streetscape team in work</u>							
	All staff are currently working; however, 1 operative is due for a knee replacement							
	<u>Weed spraying update – CEC Highways / CTC trial.</u> We have been advised that Cheshire East Council highway services have stopped weed spraying and clearance. Whilst this is not a surprise, it puts the emphasis on us to find a solution and to clear our streets of weeds. Since the arrival of Doug Christie 3 weeks ago, amongst other activities, he has been focusing on this matter and looking to provide options for the committee/ council to approve.							

	<p>There will be costs associated with this activity, which we have no budget for and something we need to have in place for 2026/27.</p> <p>In terms of activity, we have contacted NOMIX, who previously provided information on weed-spraying attachments which may suit our Streetsweeper.</p> <p>We are looking to establish what the options and costs are, and it is the intention to trial the equipment and contact / visit a council that is using this type of equipment to understand first-hand the operating costs and effectiveness.</p> <p>There will also be a need to research alternative methods to manage this problem and the associated costs, benefits and environmental impact of those methods.</p> <p><u>Mini Sweeper</u> - used mainly in the town centre, around 12 hours per week over the summer, we have changed working patterns for the Autumn and increased the sweeper usage to full-time sweeping in the working week, so now the sweeper can spread out into the estates and help combat the Autumn leaf fall.</p> <p><u>Fleet Electrification</u> - We have held meetings with our current provider, West Wallesey, as well as an alternative provider, Dawsons, to obtain quotes for electric vans and other vehicles. Additional quotes will also be requested, and we expect to have this information available shortly.</p> <p><u>Vehicle Graphics</u> - When the Streetscape service was first brought under the Town Council, all vehicles carried the Council's insignia. However, as vans have been replaced, this practice has not continued. To ensure residents are aware of the valuable work we are carrying out, we will look to reintroduce this branding where feasible.</p> <p><u>Henshaw Hall Estate</u> - It is worth noting that volunteers have done an exceptional job in clearing paths of weeds and rubbish on the Henshaw Hall Estate, and that over 300 bags have been collected by the Streetscape team.</p> <p><u>Avon Close</u> – It has been agreed that residents may maintain a small area of land within their Close, with guidance and support from us.</p> <p><u>Congleton Park Bowling Green</u> – The bowling green has experienced a challenging summer, affected both by the hot weather and by anti-social behaviour, with youths using the green for inappropriate purposes. Although the asset belongs to CEC, we are responsible for its maintenance, and repair works are scheduled to take place.</p>
Financial Considerations	Concerns over the financial impact of fly-tipping, as well as a probable increase in highway weed control on the streetscape budget lines. Ensuring that external contracts are cost-beneficial to the council.
Environmental Considerations	Consideration to be given to areas to be weed-sprayed and the specific type of chemicals used.
Equality Considerations	Where we undertake new, existing projects or activities, we will need to engage all sectors of the community, and we will look to ensure full inclusivity.
Decision Requested	To receive the report.

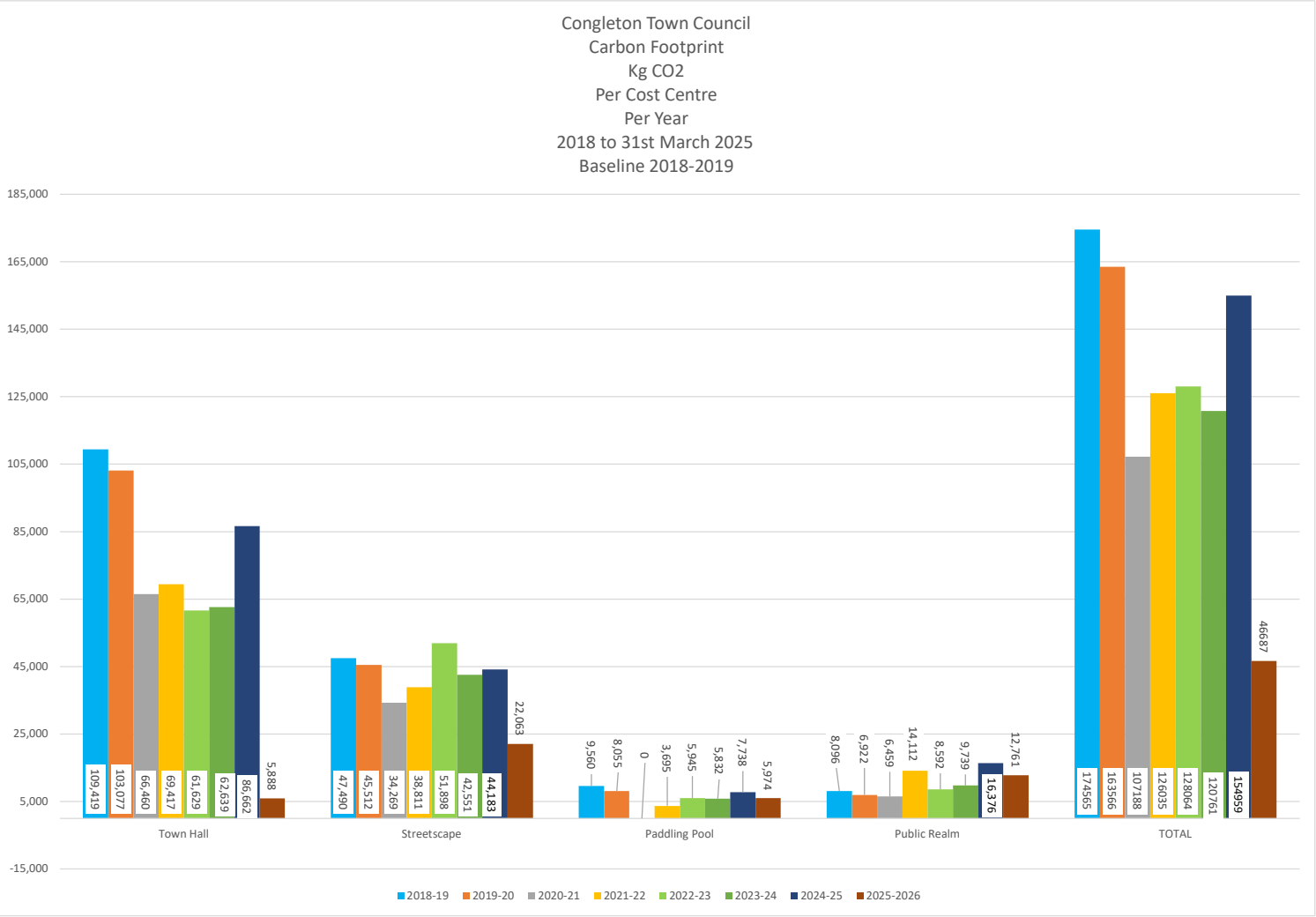
CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment Committee																																																													
MEETING DATE AND TIME	3 rd October 2025 7.00 pm		LOCATION				Congleton Town Hall																																																							
REPORT FROM	Doug Christie- Streetscape Development Manager/Serena Van Schepdael- RFO																																																													
AGENDA ITEM REPORT TITLE	10 Carbon Footprint Update																																																													
Update	<p>Up-to-date graphs and figures on the Town Council's Carbon Footprint. Our data is divided into the following areas of operation:</p> <ul style="list-style-type: none">• Town Hall• Streetscape• Paddling Pool• Public Realm <p>The latest figures are shown as a graph in Appendix A. These figures are to the end of the quarter 1 June 2025. See below for the latest summary.</p> <p><u>Utilities</u></p> <p>See Appendix B</p> <p>Our carbon emissions data is taken directly from our supplier. Absolute Emissions are total Emissions. We reduce our absolute emissions by opting into the Green Energy tariff; for information purposes, absolute emissions are included in the summary to highlight our savings. For the financial year 2024-2025, we were not opted into the Green Tariff, hence the spike in the net emissions; we are opted in again from April 2025.</p>																																																													
LATEST SUMMARY																																																														
<div>Up to Month 3</div> <table><tr><td>Area</td><td>2018-19</td><td>2019-20</td><td>2020-21</td><td>2021-22</td><td>2022-23</td><td>2023-24</td><td>2024-25</td><td>2025-2026</td></tr><tr><td>Town Hall</td><td>109,419</td><td>103,077</td><td>66,460</td><td>69,417</td><td>61,629</td><td>62,639</td><td>86,662</td><td>5,888</td></tr><tr><td>Streetscape</td><td>47,490</td><td>45,512</td><td>34,269</td><td>38,811</td><td>51,898</td><td>42,551</td><td>44,183</td><td>22,063</td></tr><tr><td>Paddling Pool</td><td>9,560</td><td>8,055</td><td>0</td><td>3,695</td><td>5,945</td><td>5,832</td><td>7,738</td><td>5,974</td></tr><tr><td>Public Realm</td><td>8,096</td><td>6,922</td><td>6,459</td><td>14,112</td><td>8,592</td><td>9,739</td><td>16,376</td><td>12,761</td></tr><tr><td>TOTAL</td><td>174565</td><td>163566</td><td>107188</td><td>126035</td><td>128064</td><td>120761</td><td>154959</td><td>46687</td></tr></table>									Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-2026	Town Hall	109,419	103,077	66,460	69,417	61,629	62,639	86,662	5,888	Streetscape	47,490	45,512	34,269	38,811	51,898	42,551	44,183	22,063	Paddling Pool	9,560	8,055	0	3,695	5,945	5,832	7,738	5,974	Public Realm	8,096	6,922	6,459	14,112	8,592	9,739	16,376	12,761	TOTAL	174565	163566	107188	126035	128064	120761	154959	46687
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Methodology	<p>Fuel: Calculated on litres used, the equation is based on 2.31kg of CO2 per litre for Petrol and 2.54 kg for Diesel.</p> <p>Utilities: Gas & Electric data taken directly from the Energy Supplier based on usage. Water per 0.298 of CO2 per M³</p>																																																													

	Plants/Compost/Chemicals: Currently using the original method of calculations based on £, for Plants, we are currently looking at other methods, including using the Plant Passport.
Environmental	Reducing carbon is key to the Council's response to the Climate Emergency and its responsible Environmental Management approach.
Equality	The impact of Climate Change is predicted to affect the most vulnerable in society and those already living in poverty. The town council must show leadership in addressing climate change and decarbonising our assets and services where possible.
Financial	Driving down our carbon footprint will also have the benefit of reducing fuel and energy consumption, which will, in turn, save the council money in the long term. However, in some cases, investment in equipment and infrastructure may increase short-term costs, and the balance of these two opposing trends must be carefully assessed.
Decision Requested	To receive updated carbon footprint figures

Congleton Town Council Carbon Footprint Summary
Appendix A

Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Up to Month 3
								2025-2026
Town Hall	109,419	103,077	66,460	69,417	61,629	62,639	86,662	5,888
Streetscape	47,490	45,512	34,269	38,811	51,898	42,551	44,183	22,063
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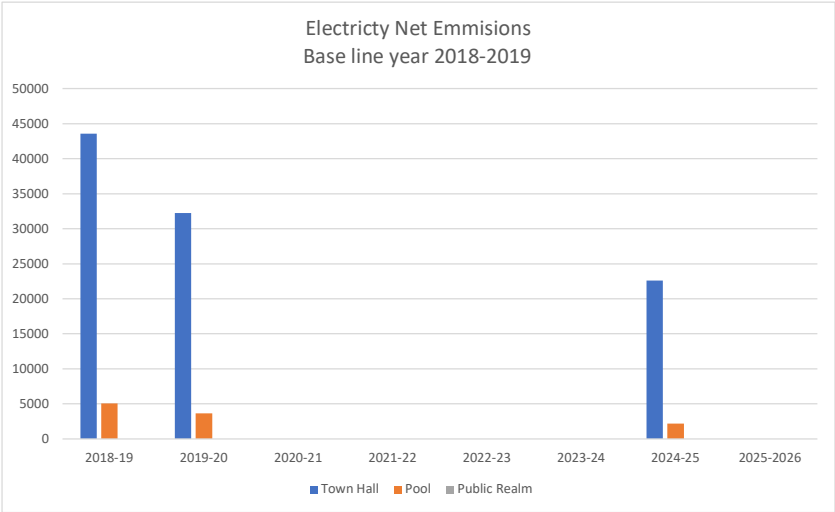
Congleton Town Council
Carbon Footprint Summary: Utilities
Appendix B

ELECTRICITY

Net Carboon Emissions								
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Up to Month 3 2025-2026
Town Hall	43607	32263	0	0	0	0	22613	0
Pool	5064	3655	0	0	0	0	2208	0
Public Realm	26	26	26	26	26	26	26	0
								0

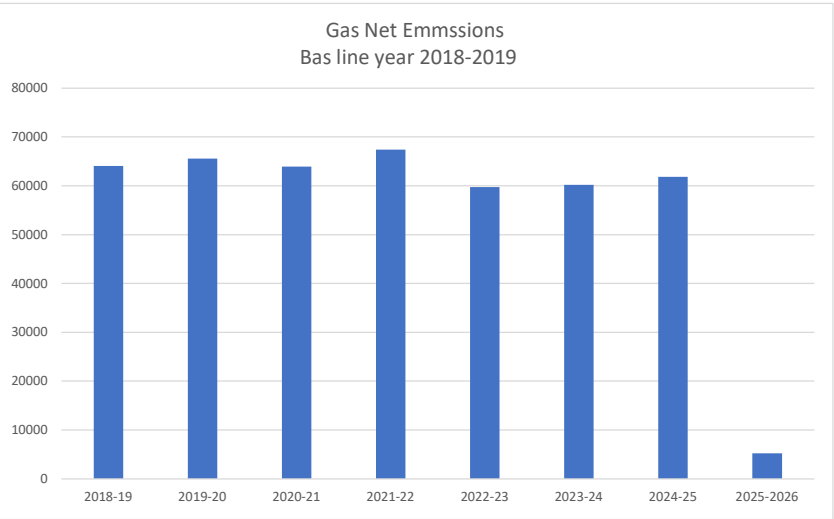
ELECTRICITY

Absolute Carboon Emissions for infromation: To show savings								
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Up to Month 3 2025-2026
Town Hall	43607	32263	26409	19755	21559	22179	22613	2657
Pool	5064	3655	14	1125	1697	2251	2208	811
Public Realm	26	26	26	26	26	26	26	3



GAS

Net Carboon Emissions								
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Up to Month 3 2025-2026
	64023	65568	63911	67400	59764	60209	61841	5210



CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment Committee		
MEETING DATE AND TIME	11th September 2025 7 pm	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer		
AGENDA ITEM REPORT TITLE	11 Town Hall Environmental Project -Town Hall Double and Secondary Glazing		
Background	<p>CTC Officers successfully secured grant funding of £15,000 from the Improved, Greener, Community Facilities Fund Grant scheme to be used for decarbonisation improvements to the Town Hall. The completion date for this funding was originally 31.03.25. However, Cheshire East are aware and supportive that this project would go beyond the completion date due to planning applications and the Salix project. Works will involve the installation of double glazing to the Information Centre and brasserie windows, as well as internal secondary glazing to the arches above these windows, as well as internal secondary glazing to the arched windows on the second floor.</p>		
Updates	<p>A deposit of £5,209 + VAT has been paid to Beech Joinery, who will be carrying out these works. Beech Joinery will be on site during September to measure for double glazing and manufacture templates for use when producing the secondary glazing arches. Secondary glazing units will be manufactured off-site and installed over 4 days. Works will be scheduled to minimise disruption to Town Hall events and day-to-day operations.</p>		
Financial	<p>To be in accordance with allocated budgets and financial regulations. Additional grant funding is being sought to complete the glazing and any other emerging decarbonisation projects</p>		
Environmental	<p>Works will go towards the overall decarbonisation of the Town Hall while using local businesses to carry out the work.</p>		
Equality	<p>Where applicable in the procurement of services, this is taken into consideration.</p>		
Decision Request	<p>To receive the report relating to the Improved, Greener, Community Facilities Fund Grant.</p>		