

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	<b>Town Hall, Assets &amp; Services Committee Meeting</b>						
<b>MEETING DATE AND TIME</b>	<b>5<sup>th</sup> September 2024</b>	<b>LOCATION</b>	<b>Congleton Town Hall</b>				
<b>REPORT FROM</b>	<b>Town Hall Manager – Mark Worthington</b>						
<b>AGENDA ITEM REPORT TITLE</b>	<b>11 Tours of the Town Hall</b>						
<b>Background</b>	<p>In July of this year, the Town Hall was hired for a wedding which was attended by almost 50 guests from the United States. Guests stayed in hotels around the Town up to 4 days before the wedding and visited many of the local attractions including Congleton Park, paddling pool, and numerous restaurants and pubs. Officers saw this as an opportunity, and a gesture to our guests, to arrange a tour of the Town Hall during their visit in advance of the wedding. 25 of the American wedding party took up the offer of visiting the Town Hall, viewing the treasures and looking around the museum. The tour included an introduction from Cllr Rob Morton who acted as Town Crier, followed by a video presentation by Mayor Kay Wesley and Burgess Denis Murphy before moving into the museum for a historical talk by Ian Doughty. The tour lasted for almost two hours with our American guests commenting on how much they appreciated and enjoyed the tour and the insight it provided into the history of the Town Hall and the Town itself.</p>						
<b>Update</b>	<p>Following on from the success of the American tour it was felt this could be an ideal opportunity to engage with local organisations to offer a tour of the Town Hall and highlight the general operations of the Council. Tours could be offered to different groups including Care Homes, Schools/Youth Groups and Businesses, with the tour being tailored to their specific needs. Dates for potential tours would need to be arranged around existing bookings and would involve an element of Officer time to arrange, create promotion material and support the event on the day. Interest has already been received from two Care Homes with Officers looking at dates to accommodate potential tours. Possible variations on the tours are detailed below.</p> <table border="1" data-bbox="454 1646 1385 2004"> <tr> <td>Care Homes</td> <td>Tea with the Mayor and Town Treasures</td> <td>Greeted by the Mayor and Town Crier, a short talk about the history and town treasures followed by afternoon tea.</td> <td>Grand Hall, Charter, Mace, Video.</td> </tr> </table>			Care Homes	Tea with the Mayor and Town Treasures	Greeted by the Mayor and Town Crier, a short talk about the history and town treasures followed by afternoon tea.	Grand Hall, Charter, Mace, Video.
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	Businesses	Town Hall Tour, Town Treasures and Tea with the Mayor	Greeted by the Mayor and Town Crier, Town Hall tour and short talk about the history and town treasures, as well as info about the Council and Committees (including what's in it for business), followed by afternoon tea. Option of early evening, followed by company dinner?	Grand Hall, Charter, Mace, Video, PowerPoint slides.
	Schools or Youth Groups	Town Hall Tour, Town Treasures and Town Council	Greeted by the Mayor and Town Crier, have a Town Hall tour and short talk about the history and town treasures, as well as info about the Council and Committees (including what's in it for them - get involved, come to a meeting), then light refreshments.	Grand Hall, Charter, Mace, Video, PowerPoint.

	<table border="1"> <tr> <td>External visits to Schools or Youth Groups</td> <td>School Visit with Town Treasures and Town Council Talk</td> <td>As above but take the tour, including Mace, PowerPoint to schools and Youth Group venues.</td> <td>PowerPoint and Mace (need to check insurance)</td> </tr> </table>	External visits to Schools or Youth Groups	School Visit with Town Treasures and Town Council Talk	As above but take the tour, including Mace, PowerPoint to schools and Youth Group venues.	PowerPoint and Mace (need to check insurance)
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<b>Financial</b>	To be in accordance with allocated budgets and financial regulations				
<b>Environmental</b>	To assess via the procurement process environmental impact and benefits				
<b>Equality</b>	Opportunity to engage with all local community groups and offer the opportunity to visit the Town Hall with a tour tailored to their requirements.				
<b>Decision Request</b>	To approve the report for Tours of the Town Hall and for Officers to move forward with any enquiries and develop the tour to suit the requirements of visiting groups and organisations.				