

## CONGLETON TOWN COUNCIL

### Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 5<sup>th</sup> September 2024

For the papers discussed at the meeting, please see the [Agenda & Papers – 5<sup>th</sup> September 2024](#)

In attendance:

Committee members: Cllrs

Mark Edwardson  
Suzy Firkin  
Amanda Martin  
Susan Mead  
Glen Williams

Non-Committee members:

Ex-Officio Members: Cllr Kay Wesley – Mayor, Cllr Robert Brittain

Congleton Town Council Officers:

- David McGifford – Chief Officer
- Mark Worthington - Town Hall Manager

### Minutes

**Due to apologies from Chair – Cllr Suzie Akers Smith and Vice Chair – Cllr Liz Wardlaw committee members were asked by the Chief Officer to select a Temporary Chair for this meeting. Cllr Kay Wesley was selected by committee members as Temporary Chair.**

#### **1. Apologies for absence**

Apologies for absence were received from: Cllrs

Susie Aker Smith – Chair  
Liz Wardlaw – Vice Chair  
Sally Ann Holland  
Arabelle Holland

## 2. Minutes of Previous Meetings

**THAS/08/2425 Resolved to** approve and [sign the minutes of the meeting of the Town Hall, Assets and Services Committee held on 20<sup>th</sup> June 2024.](#)

**Typo noted on Attendees – Smit should read Smith**

## 3. Declarations of Interest

No declarations of interest were received.

## 4. Outstanding Actions

No outstanding actions.

## 5. Questions from Members of the Public

No questions from members of the public.

## 6. Urgent Items

No urgent items.

## 7. Management Accounts Town Hall

**THAS/09/2425 Resolved to** accept the Town Hall Trading accounts to 31st July 2024 and to note the content of the summary report.

## 8. Town Hall Decarbonisation Updates

**THAS/10/2425 Resolved to** receive the report relating to Town Hall Decarbonisation Updates and keep Councillors and residents updated regarding the Monthly Monitoring Reports to Salix as projects progress.

## 9. Paddling Pool Updates and SEND Sessions

**THAS/11/2425 Resolved to** receive the updates report relating to Paddling Pool updates and SEND sessions and for Officers to investigate options available to support Ruby's Fund to allow them to continue to provide staff for future SEND sessions

## 10. Lighting Town Hall for Charities

**THAS/12/2425 Resolved for** CTC staff to draft a policy, similar to the CTC Flag Flying Policy, to allow registered charities or organisations linked to registered charities to support their message by illuminating the Town Hall. The policy should align with Health & Wellbeing Group and existing CTC policies with the Chief Officer having the option to take any contentious requests to the Committee.

**11. Tours of the Town Hall**

**THAS/13/2425** Resolved to develop a plan to explore Town Hall tours further.

**12. Town Hall and Information Centre Management Accounts**

**THAS/14/2425 Resolved to** accept the report relating to Management Accounts for Congleton Information Centre accounts to 31st July 2024 and to note the content of the summary report.

**Action** - Minute for David to investigate CIC Business Planning Budget.

**Cllr Suzie Akers Smith  
(Chair)**