

## **Congleton Town Council**

### **Minutes of the Council Meeting held at Congleton Town Hall on 3<sup>rd</sup> October 2024**

For the papers discussed at the meeting, [please see the Meeting agenda of 3<sup>rd</sup> October 2024](#)

**Councillors Present:** Kay Wesley (Mayor)  
Robert Brittain (Deputy Mayor)  
Charles Booth  
Russell Chadwick  
Suzy Firkin  
Emma Hall  
Sally Ann Holland  
Amanda Martin  
Susan Mead  
Heather Pearce  
Shaun Radcliffe  
Heather Seddon  
Richard Walton  
Liz Wardlaw  
Glen Williams

**Congleton Town Council Officers:** David McGifford (Chief Officer) and Jackie MacArthur (Marketing & Communities Manager, Deputy Chief Officer)

**Number of Press:** 0

**Member of the Public:** 2

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

Apologies were received from Cllrs Suzie Akers Smith, Dawn Allen, David Brown, Robert Douglas, Mark Edwardson, Arrabella Holland and Rob Morton

#### **2. Minutes of Previous Meetings**

**CTC 37/2425 Resolved** to sign and approve the [minutes of the Council meeting held on the 15<sup>th</sup> of August 2024](#)

#### **3. Declarations of Disclosable Pecuniary Interest**

Were received from Cllrs Russell Chadwick, Sally Ann Holland, Emma Hall, Heather Seddon and Liz Wardlaw on matters relating to Cheshire East Council. Special mention was made of a non-pecuniary interest in item 7.2 Request for Council to Support a Public Right of Way Request.

#### **4. Questions from Members of the Public**

There were no questions from members of the public

#### **5. Urgent Items**

There were no urgent items

#### **6. Minutes of the Planning Committee**

**CTC/38/2425 Resolved** to sign and approve the [minutes of the Planning Committee held on 8<sup>th</sup> of August](#)

#### **7. Minutes of the Community Committee**

**CTC/39/2425 Resolved** To approve and sign the [minutes of the community committee held on 27<sup>th</sup> June 2024](#)

##### **7.1 Civic Awards**

**CTC/40/2425 Resolved** To approve the Civic Awards which will be held at the Annual Town Meeting in May 2025 and reviewed afterwards.

##### **7.2 Request for Council to Support a Public Right of Way Request**

**CTC/41/2425 Resolved** not to support the application and leave it to the Sustainable Travel Group to submit the application to Cheshire East Council. Note all CEC Ward Councillors abstained from voting.

#### **8. Minutes of the Town Hall and Assets Committee**

**CTC/42/2425 Resolved** to approve and sign the [minutes of the Town Hall and Assets Committee meeting held on the 20<sup>th</sup> June 2024](#)

#### **9. Minutes of the Environment Committee**

**CTC/43/2425 Resolved** To approve and [sign the minutes of the Environment Committee meeting held on the 11<sup>th</sup> July 2024](#)

9.1 **CTC/44/2425 Resolved** to extend the date by which the Town Council should be Carbon Neutral from 2025 to 2030. To include information in Bear Necessities and note the Town Council's continued commitment to environmental targets.

#### **10. Minutes of the Finance and Policy Committee**

**CTC/45/2425 Resolved** To approve and [sign the minutes of the Finance and Policy Committee meetings held on 6<sup>th</sup> June & 15<sup>th</sup> August 2024](#)

### **10.1 Standing Orders for Contracts Policy Review**

**CTC/46/2425 Resolved** 10.11 To approve the updated **Standing Orders for Contracts Policy** plus an additional amendment to 5.2.1 to change ‘in at least one local newspaper and one trade journal’ to include on the town council website and social media. Change the time period from 28 days to 14 days and adopt it into the Constitution.

**CTC/47/2425 Resolved** 10.12 To approve the updated Section 19 of the Standing Orders and adopt into the Constitution.

### **10.2 Financial Regulations and Procurement Policy Review**

**CTC/48/2425 Resolved** 10.21 To approve the updated Financial Regulations and adopt into the Constitution.

**CTC/49/2425 Resolved** 10.22 To approve the updated Procurement Policy and adopt into the Constitution. Agreed to remove the reference to Fairtrade.

### **10.3 Investment Policy and Strategy Review**

**CTC/50/2425 Resolved** 10.31 To approve the updates to the Investment Policy and adopt into the Constitution.

**CTC/51/2425 Resolved** 10.32 To approve the updated Investment Strategy for 2024-2025 and adopt into the Constitution – noting that the requirement for point 4 is for 3 of the 5 named councillors/officers to agree.

## **11. Minutes of the Personnel Committee**

**CTC/52/2425 Resolved** to approve the [minutes of the Personnel Committee meeting held on the 22nd February 2024](#).

## **12. Town Hall Decarbonisation Update**

**CTC/53/2425 Resolved** To receive the update on the Town Hall Decarbonisation Project.

## **13. Neighbourhood Plan**

### **CTC/54/2425 Resolved**

13.1 To approve the proposed Congleton Neighbourhood Plan as fit for Regulation 14 pre submission consultation

13.12. To approve the virement of £15,000 from Legal EMR(340) to NDP EMR(344)

13.13 To approve expenditure direct from the NDP EMR(344) to pay for the NDP Plan.

**CTC/55/2425 Resolved** 13.2 To approve the proposed consultation plan and actions covering the basic, physical and digital consultation to run from Monday 14 October to Monday 9 December 2024.

14. **Change of Dates for Annual Town Meeting and Council AGM (Mayor Making)**

**CTC/56/2425 Resolved** To approve the proposed change of dates for the Annual Town Meeting and the AGM. Annual Town Meeting now 15<sup>th</sup> May 2025, AGM (Mayor Making) 22<sup>nd</sup> May 2025.

15. **Cheshire East Council car parking consultation**

**CTC/57/2425 Resolved** To agree with the proposed Council response to Cheshire East Council car parking charges proposal with the additional comments on school parking issues.

16. **Appointment of the Town Crier**

The Chief Officer informed the Council that the approved selection panel for the Town Crier unanimously selected Vicky Pulman for the role, and Vicky has accepted.

Cllr Kay Wesley  
Congleton Town Mayor

The meeting finished 8.59pm