

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	23rd January 2025	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM REPORT TITLE	10 Town Hall Decarbonisation Updates		
Background	<p>Monthly reports continue to be submitted to Salix by CTC Officers on the 15th of each month to outline progress so far toward the milestones of the overall project. These monthly reports align with meetings between Salix representatives and CTC Officers as well as the monthly Project Board meetings with Pearson Surveyors.</p> <p>Financially year 1 activity is funded by Salix who approved a grant of £57,683 for that period. Pearson's tender for the design development stage is £49,750 leaving a balance of £7933 which can be used for surveys etc.</p> <p>Additional Grant Improved, Greener, Community Facilities Fund Grant of £15,000 which can also be used for environmental projects, this has to be spent by March 31st 2025. (75% of projects up to £20k)</p>		
Update	<p>Planning and Listed Building applications highlighting the locations of the ASHP and solar PV were viewed by project board members at the monthly meeting on 11.12.24. The ASHP is proposed to be located in the Town Hall car park as close to the fire escape as possible to minimise disruption to parking spaces. The area required is approx. 4 metres x 4 x metres which includes access around the ASHP for maintenance and a fenced enclosure to offer noise-reducing properties. Pearson Surveyors will arrange an ASHP acoustic report as part of the planning application. Solar PV is proposed to be located on the Museum pitched roof, overlooking the Town Hall car park. The solar PV array will consist of 19 x panels, each panel measuring 1722mm long x 1134mm wide x 30mm deep.</p> <p>As expected, calculations indicate there will be an increase in costs for electricity to supply the ASHP, however, this will be countered by the reduction in gas usage having replaced the existing gas boilers and removal of standing charges for the gas meter that supplied the boilers. Existing gas appliances in the commercial kitchen will be supplied by an existing separate meter.</p> <p>Listed Building Consent has been submitted for replacement double glazing to the front elevation of the Town Hall using the Improved, Greener, Community Facilities Fund Grant. Projects for this grant need to be completed by 31st March 2025. Due to the uncertainty around timescales involved in planning and Listed Building Consent, Cheshire East have been contacted to advise if the grant period could be extended while the</p>		

	<p>application is processed. Cheshire East have advised they would still be aiming for their funding to be spent and as near completion as possible but understand that there may be some delays. Alternatively, other decarbonisation options have been researched as a backup if the Listed Building Consent were not to be granted for the replacement windows (<u>initial discussions with the Conservation Officer about the Listed Building Consent were positive</u>). These options include replacing the existing destratification units or convector heaters in the Grand Hall.</p> <p>Planning Applications for the installation of ASHP and Solar PV were received and acknowledged by Cheshire East on 08.01.25 with a target date of 05.03.25. An overnight acoustic survey was carried out on 15.01.25 to ensure noise emissions from the ASHP remain within acceptable limits and do not negatively impact neighbouring properties.</p> <p>Listed Building Consent for the replacement windows to the front elevation of the Town Hall was received and acknowledged by Cheshire East on 09.01.25 with a target date of 06.03.25.</p> <p>The October Monthly Monitoring Report (MMR) along with Payment Request, Statement of Expenditure for September and Invoices (from Pearson Surveyors £1,650 + VAT and £1,520 + VAT) were submitted to Salix Finance by CTC Officers on 11.10.24. CTC received payment of £3,170.00 from Salix on 22.11.24 and these funds paid Pearson's October invoice on 22/11/24. MMR, Payment Requests, Statement of Expenditure and invoices for £870 + VAT for both November and December were received from Pearson Surveyors on the 11th of each month. CTC received a payment of £870 from Salix on 18.12.24 and paid Pearson's November invoice on 20.12.24. The next payment from Salix is expected around 18.01.25 to cover Pearson's December invoice. Monthly reports will be available to THAS Committee members and Councillors and regular updates will be available throughout the project.</p>
Financial	At this stage, there are no financial implications or risks to the Town Council based on the agreed invoicing and payment procedure. The additional grant could also be used if required and agreed upon.
Environmental	This project is about decarbonisation and the project board has the opportunity to monitor the environmental impact not only in the delivery of the project at the town hall but also in the procurement process for the materials used.
Equality	The designs if implemented should not negatively impact on accessibility to the building, any equality issues will need to be highlighted and considered by the project board.
Decision Request	To receive the report relating to Town Hall Decarbonisation Update.

