

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 23rd January 2025

**Please Note – These are draft minutes and will not be ratified until the next meeting of
this Committee**

For the papers discussed at the meeting, please see the [Agenda & Papers – 23rd January
2025](#)

In attendance:

Committee members: Cllrs

Suzie Akers Smith - Chair
Liz Wardlaw – Deputy Chair
Suzy Firkin
Sally Ann Holland
Amanda Martin
Susan Mead
Heather Pearce
Glen Williams

Non-Committee members: Cllrs

David Brown
Robert Douglas

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

Congleton Town Council Officers:

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

Minutes

1. Apologies for absence

Apologies for absence were received from:
Cllrs Mark Edwardson and Arabella Holland.

2. Minutes of Previous Meetings

THAS/23/2425 Resolved to approve and sign the minutes of the meeting of the Town Hall, Assets and Services Committee held on 31st October 2024.

3. Declarations of Interest

Declarations of interest were received from Cllrs Dave Brown, Sally Ann Holland and Liz Wardlaw for Cheshire East Council.

4. Outstanding Actions

No outstanding actions.

5. Questions from Members of the Public

No questions from members of the public were received.

6. Urgent Items

No urgent items.

7. Management Accounts Town Hall

THAS/24/2425 Resolved to accept the Management Accounts Town Hall to 30th November and to note the content of the summary report.

8. Paddling Pool Accounts

THAS/25/2425 Resolved to accept the Paddling Pool accounts to 30th November 2024 and to note the content of the summary report.

Action – Future Paddling Pool Account reports to reflect the figures over the season of the pool rather than the complete year.

9. Management Accounts for Congleton Information Centre

THAS/26/2425 Resolved to accept the Information Centre accounts to 30th November 2024 and to note the content of the summary report.

10. Town Hall Decarbonisation Updates

THAS/27/2425 Resolved to receive the report relating to Town hall Decarbonisation Updates.

Action – Presentation by Pearson Surveyors with full decarbonisation figures when the Tender contract is presented to the Council.

11. Review of Town Hall Hire Charges and 2025/26

THAS/28/2425 Resolved to agree the existing Town Hall Hire Charges remain in place for 2025/26 and recommend these to Council for approval and adoption into the Constitution.

Action – Continue and further promote Town Hall Tour bookings.

Action – Research option for Board Game Evenings at the Town Hall. Contact Cllr Heather Seddon on this matter.

Action – Future discussion on Youth Council and opportunities for younger residents to use the Town Hall.

12. Cheshire East Grit Bins

THAS/29/2425 Resolved to contact Cheshire East Council and request they supply CTC with an agreed amount of grit to be distributed to grit bins by Streetscape staff.

13. Resolution to Exclude the Public and Press from Item 14

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 private staffing matters.

14. Commercial Partner Bar & Catering

THAS/31/2425 Resolved to continue working with the current commercial partner, Mark's Events, to deliver catering and bar services at Congleton Town Hall with the following conditions:

- 1-year extension with 12-month rolling contract
- Meet standards according to the Food Standards Agency including Customer Allergen Symbols & Ingredients Awareness labelling
- Safer Food Better Business Training
- CEC Environmental Rating to be displayed and Health Inspection
- Regular meetings with the nominated CTC Officer to check on feedback
- Options to use Bluey's area for potential CTC bookings

**Cllr Suzie Akers Smith
(Chair)**