



Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CILCA

30th November 2022

Dear Councillor,

You are summoned to attend a meeting of the Council on **Thursday 8th December 2022** to be held at Congleton Town Hall commencing at **7. 00pm**.

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to the meeting.
- There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press in accordance with Section 100 (B) (2) of the Local Government Act 1972.

Yours sincerely,

D McGifford
Chief Officer



Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: 01260 270350

Email: info@congleton-tc.gov.uk www.congleton-tc.gov.uk



AGENDA

1. Apologies for absence

Members are respectfully reminded of the necessity to submit any apologies for absence in advance and to give a reason for non-attendance.

2. Minutes of Previous Meetings (Enclosed)

To approve and sign the [minutes of the Council meeting held on 29th September 2022](#).

3. Declarations of Disclosable Pecuniary Interest

Members are requested to declare both “non-pecuniary” and “pecuniary” interests’ as early in the meeting as they become aware of it.

4. Questions from Members of the Public

There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally at the meeting including those which have been received in writing 7 days prior to the meeting.

5. Urgent Items

Members may raise urgent items related to Council Business, but no discussion or decisions may be taken at the meeting.

6. Town Mayor’s Announcements and Engagements (Enclosed)

To receive any announcements by the Town Mayor and to receive a list of the Mayor’s engagements.

7. Outstanding Actions

To review any outstanding actions from previous meetings and to provide an update on any work in progress.

8. Annual Pay Agreement 2022/23 (Enclosed)

As recommended by the Financial and Policy Committee on 24th November 2022:

1. To note and the National Joint Council Annual Pay Agreement award for 2022-2023.
2. To approve an overspend on the salary budgets.
3. To note that the back dated pay due from 1st April 2022 to 30th November 2022 will be paid in December 2022 payroll.

9. Budget and Precept 2023-24 (Enclosed)

As recommended by the Financial and Policy Committee on 24th November 2022:

1. To approve the 2023-2024 budget.
2. To approve Precept requirement of £1,068,179 for 2023-2024 which equates to a rise of 3.65% /£3.40 per Band D household.
3. To approve the year end movement of Ear Marked Reserves for 2022-2023.
4. To approve the movement for expenditure from Ear Marked Reserves for 2023-2024.

10. Community and Environment Committee (Enclosed)

To receive the [minutes of the Community and Environment Committee meeting held on 22nd September 2022.](#)

11. Finance and Policy Committee (Enclosed)

To receive the [minutes of the Finance and Policy Committee meeting held on 29th September 2022.](#)

12. Planning Committee (Enclosed)

To receive the [minutes of the Planning Committee meetings held on 8th September and 13th October 2022.](#)

13. Town Hall, Assets and Services Committee (Enclosed)

To receive the [minutes of the Town Hall, Assets and Services Committee meetings held on 4th August 2022.](#)

14. Cheshire East Councillors' Reports

To Suspend Standing Orders to allow Councillors from the principal authority to report on matters relating to or impacting on Congleton.

15. Potential 20 mph Roads and Zones within Congleton (Report to Follow)

To consider a proposed response from the Integrated Transport Working Group to Cheshire East Council Highways request for views that could potentially be considered for 20mph.

To: All Members of the Council

CC: Youth Committee, Burgesses (3), Congleton Information Centre,
Congleton Library, MP and Press (3)

Congleton Town Council

Minutes of the Council Meeting held at Congleton Town Hall on Wednesday 29th September 2022

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

For the papers discussed at the meeting, please see the [Meeting Agenda of the Council 29th September 2022](#)

Present:

Councillors:

Margaret Gartside (Mayor)
Rob Moreton (Deputy Mayor)
Suzanne Akers Smith
Russell Chadwick
Robert Douglas
Paul Duffy
Suzy Firkin
Sally Ann Holland
Robert Hemsley
Amanda Martin
Denis Murphy
Jean Parry
James Smith
Kay Wesley

Congleton Town Council Officers: David McGifford (Chief Officer), Serena Vanschepdael (RFO)

Congleton Chronicle were in attendance, no members of the public.

1. Apologies for absence

Apologies were received from Cllrs Duncan Amies, Martin Amies, David Brown and George Hayes.

2. Minutes of Previous Meetings

CTC/22/2223 RESOLVED to approve and sign the [Minutes of the Council meeting on 22nd June 2022.](#)

3. Declarations of Disclosable Pecuniary Interest

Councillors Suzanne Akers Smith, Sally Ann Holland, Rob Moreton and Denis Murphy all declared a non-pecuniary interest in any matters relating to Cheshire East Council. Denis Murphy declared a non-pecuniary interest in item 12 and Kay Wesley declared a non-pecuniary interest in item 19.

4. Questions from Members of the Public

There were no questions raised by members of the public.

5. Urgent Items

Cllr Robert Douglas advised the Council of the outcome of Cheshire East Council's Environment and Communities Committee meeting held earlier in the day that discussed the future provision of household waste contracts.

6. Town Mayor's Announcements

The Town Mayor drew attention to the various engagements that she had fulfilled.

7. Outstanding Actions

There were no outstanding actions from previous meetings.

8. Community and Environment Committee

CTC/23/2223 RESOLVED that the [minutes of the Community and Environment Committee meetings held on 26th May and 28th July 2022](#) be received, and the recommendations therein be adopted.

9. Budget Update and Budget Setting for 2023-24

CTC/24/2223 RESOLVED to approve the requested updates to budget requirements for the financial year 2022-2023.

10. Approval of Supplier Invoice

CTC/25/2223 RESOLVED to approve payment of invoice 11700099592 from Cheshire East Council for £9,547.24 plus VAT, which is payment for CCTV Services for 2022-2023, to be paid from Budget line 303-4164 [Crime Reduction- CCTV].

11. Investment Strategy and Investment Policy 2022/23

CTC/26/2223 RESOLVED to approve the requested updates to the Council's Investment Strategy and update the Constitution accordingly.

12. Bonfire and Fireworks Display

CTC/27/2223 RESOLVED to approve to underwrite the insurance costs for the Annual Rotary Bonfire Display and approve any expenditure requirements Ear Marked Reserve 346 of up to £5,000.

13. Notice of Conclusion of Audit

CTC/28/2223 RESOLVED to receive the External Auditor Report and Certificate for financial year 2021-2022.

14. Personnel Committee

CTC/29/2223 RESOLVED that the [minutes of the Personnel Committee meeting held on 9th December 2021](#) be received, and the recommendations therein be adopted

15. Planning Committee

CTC/30/2223 RESOLVED that the [minutes of the Planning Committee meetings held on 19th May, 16th June 21st July 2022](#) be received, and the recommendations therein be adopted.

16. Town Hall, Assets and Services Committee

CTC/31/2223 RESOLVED that the [minutes of the Town Hall, Assets and Services Committee meetings held on 7th April and 30th June 2022](#) be received, and the recommendations therein be adopted.

17. Town Hall Hire Charges

CTC/32/2223 RESOLVED to approve the updated Town Hall room hire charges, as approved by the Town Hall, Assets and Services Committee.

18. Cheshire East Councillors' Reports

To Suspend Standing Orders to allow Councillors from the principal authority to report on matters relating to or impacting on Congleton.

Cllrs Suzanne Akers Smith, Sally Ann Holland and Denis Murphy provided verbal updates for the Councillors present.

19. Civility and Respect Pledge

CTC/33/2223 RESOLVED to reject the proposal to sign up to the Civility and Respect Pledge.

20. Commercial Partner Contract

CTC/34/2223 RESOLVED to receive the update from the Chief Officer.

**Margaret Gartside
(Town Mayor)**

TOWN MAYOR'S ENGAGEMENTS 2022

30 th September	Screwfix Congleton, Store Launch
30 th September	750 Medieval Banquet
4 th October	Blackadder, Daneside Theatre
14 th October	Mayor's Charity Whisky Tasting
25 th October	Footloose, Daneside Theatre
5 th November	Rotary Bonfire
6 th November	Magic Voices Choir, Town Hall
11 th November	Remembrance, Cenotaph
13 th November	Remembrance Sunday Parade & Service
15 th November	RESPECT Graduation, Holmes Chapel Fire Station
18 th November	Matilda, Daneside Theatre
25 th November	Congleton Christmas Lights Switch-On
29 th November	Congleton Santa Run

DEPUTY TOWN MAYOR

21st November	75 Years of Rotary Celebration Dinner
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CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council		
MEETING DATE AND TIME	8 th December 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	8 Annual Pay Agreement 2022/23		
Background	Congleton Town Council salaries are aligned to the pay scales under the National Joint Council for Local Government Services. (NJC). The Pay Award for 2022-2023 was agreed in November.		
Updates	<p>The Annual Pay Award for 2022-2023 has been settled at an increase of £1,925 on each Salary Column Point (SCP).</p> <p>Additional Pay Award details are:</p> <ul style="list-style-type: none">• The NJC (National Joint Council) has agreed that from 1 April 2023, Spinal Column Point (SCP) 1 will be permanently deleted from the NJC pay spine.• The NJC has agreed that from 1 April 2023, all employees covered by this National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day (pro rata for part-timers) to their annual leave entitlement. This may require, in some organisations, that a local agreement has to be reached in order for the extra day to be applied. The NJC's full expectation is that the additional day's leave will be applied for all NJC staff, regardless of existing local arrangements.• The new rates for applicable allowances, uprated by 4.04 per cent. <p>The agreed the new rates of pay are applicable from 1 April 2022, employers are encouraged to implement this pay award as swiftly as possible.</p> <p>The award will be implemented in the December 2022 payroll run, and all back pay due will be included. The backdated amounts will be verified by the Chief Officer and Chair of Finance prior to being input in the December pay run.</p> <p>This report was presented to Finance and Policy in 24th November 2022, who noted the report and recommended to Council for to note the pay award and backpay to be paid in the December pay run. (FAP/34/2223)</p>		
Financial	With the Pay Award being higher than budgeted, this will mean that expenditure on Salaries will be above the approved budgeted figure. The approved budget is £916,343, taking into account the pay award, the required budget based on the exact assumptions would be £957,697, although projection end of year costs are £942,100. Final figures will be presented via Finance and Policy and the Council as part of standard year end accounting reports.		

Decision Requested	<p data-bbox="454 107 502 134">To:</p> <ol data-bbox="502 145 1484 291" style="list-style-type: none"><li data-bbox="502 145 1364 172">1. Note and the NJC Annual Pay Agreement award for 2022-2023<li data-bbox="502 183 1181 210">2. To approve an overspend on the salary budgets.<li data-bbox="502 221 1484 291">3. Note that the back dated pay due from 1st April 2022 to 30th November 2022 will be paid in December 2022 payroll.
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CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council		
MEETING DATE AND TIME	8 th December 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer and Responsible Financial Officer		
AGENDA ITEM	9		
REPORT TITLE	Budget and Precept 2023-2024		
Introduction	<p>The Council's budget is quite complex, so it is important for members to be able to understand the format and details to enable them to make informed decisions. This is the covering report which has been produced along with the draft budget, to bring in the main factors influencing its form.</p> <p>It has been a challenging budget to set for 2023-2024, due to rising costs and unknown increases that may occur after budget setting. The budget for 2023-2024 has been set to achieve the presented increase, there are areas that still may be underbudgeted due to unknown further increases, this will require consideration in future years budget setting plans.</p> <p>Included in this report:</p> <ul style="list-style-type: none">• Appendix 9.1: Budget Summary• Appendix 9.2: Annual Budget Report in full• Appendix 9.3: Ear Marked Reserves summary		
Considerations and process and notes	<ul style="list-style-type: none">• The first stage in developing the draft budget was to review the current income and expenditure levels for the first 6 months of this financial year and to input the projected spends for the year. This initial work was undertaken by the Chief Officer and the Responsible Financial Officer and the Management Team.• This was then presented to the Chair, Vice Chair and previous Vice Chair of Finance and Policy Committee to discuss and analyse the information and propose amendments where applicable.• The final preparation meeting was with Committee Chairs, where again the budget was analysed, and main areas discussed and updated if required.• The projected underspend for 2022-2023 is £3,334. This is based on 6 months spends and current known items, please note this will be subject to change towards year end. <p>This draft budget was considered by the Finance and Policy Committee on 24th November 2022, who approved the presented budget with a recommendation for Council to approve, (Approval Reference FAP/35/2223)</p> <p><u>See Appendix Report 9.1 for the Summary and Appendix 9.2 for full breakdown by Committee for the budget information</u></p>		

Considerations taken into account:

2022–2023-year end projection of £3,334 underspend:

- National Joint Council Pay Award has been agreed, the increase has been calculated for projected final pay.
- PCSO: We have not made any contributions so far this year this, projected amount to spend is 1 quarter plus 2 months.
- Includes moving £8,000 for Town Hall refurbishment and £5,120 for Allotment upgrade/emergency works from Capital EMR to cover expenditure to CTC assets.
- The use of a return £4,517 from Cenotaph EMR back to General Reserves.
- Commercial Partner rent budgeted for full year, only due for 5 months, but commission not budgeted is being received.
- Interest budget was £1,500 projected amount is £7,500.

2023-2024 Budget:

- Inflation and rise in day-to-day expenditure costs.
- Projected Capital spend requirements.
- Review of Personnel requirements.
- Use of Capital fund to cover one off projects.
- Review of current reserves allocation (**see Appendix Report 9.3**)

Future:

Looking forward to 2024-25 budget setting to note, the SLA income received from Cheshire East Council for the Congleton Information Centre take over ends in 2023-24. Dependant on the pay award (The level on the pay award is made by the National Joint Council) this may affect General Reserves if it is higher than the budgeted 5%.

General Reserves:

The General reserve must be considered when setting budgets, as any over/under spend will affect the General Reserve. We are required to hold a minimum of 25% revenue expenditure in General Reserves, when this was noted at Finance and Policy, it was agreed that the reserves will be looked into after the final accounts for the current finance year (2022-23) are completed.

Significant variations of 2023/24 budget from 2022/23 budget	<p>Main areas to note:</p> <ul style="list-style-type: none">• Crime Reduction budget has been removed for the 2023-2024 financial year (£34,000).• Pool Budget has increased due to rising costs but also due to reallocation of payroll budgets.• Payroll admin budgets have been reallocated from CIC to Corporate Management to cover admin costs.• Payroll updates due to staffing requirements.• Utilities: Per West Mercia Energy Gas is due to increase by 120% and Electric by 45% (Budgets are per actual spends in previous year not previous budgets).• Interest receivable budget is increased from £1,500 to £14,000 due to new investment strategy.• Salaries: The budget for 2022-23 was set with an assumed 3% pay award, the agreed pay award from the National Joint Council and Unions came an higher. This in turn had an effect on the 2023-24 budgets.																				
Budget and Precept	<p>The total precept for 2022-23 was £996,333 which was based on a precept of £92.97 per Band D property, this is calculated by the number of properties which is provided by Cheshire East Council.</p> <p>Decisions 1 and 2 See Appendix 9.1 and 9.2</p> <p>The proposed budget for 2023-24 is £1,068,179 which equates to a charge of £96.37 per Band D property which is an increase of £3.40 or 3.65%. per household per year. (Income £1,759,609 and Expenditure £1,759,609)</p>																				
Ear Marked Reserve Proposed Movement in 2022-23	<p>Decision 3 See Appendix 9.3</p> <p>The summary of proposed movement from Earmarked Reserves to Cost Centres budget lines for 2022-23 are, these moves below are to support and support the £3,334 underspend:</p> <table><tr><th>From</th><th>To</th><th>Amount</th><th></th></tr><tr><td>320: Capital - Contingency</td><td>Town Hall Property Maintenance</td><td>£8,000</td><td>To cover refurbishment costs incurred during 2022-23</td></tr><tr><td>320: Capital Contingency</td><td>Allotments General Expenditure</td><td>£5,120</td><td>To cover refurbishment costs incurred during 2022-23</td></tr><tr><td>345: Cenotaph</td><td>Corporate Management General Expenditure</td><td>£4,517</td><td>Project now finished, leave £2,500 in the Cenotaph reserve to cover unexpected small costs.</td></tr><tr><td>101: Income</td><td>349: CIL EMR</td><td>£7,325</td><td>Move to CIL EMR fund</td></tr></table>	From	To	Amount		320: Capital - Contingency	Town Hall Property Maintenance	£8,000	To cover refurbishment costs incurred during 2022-23	320: Capital Contingency	Allotments General Expenditure	£5,120	To cover refurbishment costs incurred during 2022-23	345: Cenotaph	Corporate Management General Expenditure	£4,517	Project now finished, leave £2,500 in the Cenotaph reserve to cover unexpected small costs.	101: Income	349: CIL EMR	£7,325	Move to CIL EMR fund
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101: Income	349: CIL EMR	£7,325	Move to CIL EMR fund																		

Ear Marked Reserve Proposed Spends in 2023-24 and General Reserves	<p>Decision 4 See Appendix 9.3</p> <p>The summary of proposed movement from Earmarked Reserves to Cost Centres budget lines for 2023-24 are:</p> <table><tr><th>From</th><th>To</th><th>Amount</th><th></th></tr><tr><td>351: Information Centre</td><td>CIC General Expenditure</td><td>£22,011</td><td>To approve used of this reserve to cover final year of SLA agreement with CEBC. (Movement into reserves in 2022-23 budget setting)</td></tr><tr><td>320: Capital Contingency</td><td>Pool Maintenance expenditure</td><td>£15,000</td><td>To approve use of this reserve to pay for resurface pathways</td></tr><tr><td>342: Tourism</td><td>Tourism General Expenditure</td><td>£5,576</td><td>To approve the use of this EMR to cover extra event in 2023-2024</td></tr></table>	From	To	Amount		351: Information Centre	CIC General Expenditure	£22,011	To approve used of this reserve to cover final year of SLA agreement with CEBC. (Movement into reserves in 2022-23 budget setting)	320: Capital Contingency	Pool Maintenance expenditure	£15,000	To approve use of this reserve to pay for resurface pathways	342: Tourism	Tourism General Expenditure	£5,576	To approve the use of this EMR to cover extra event in 2023-2024
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Decisions requested	<ol style="list-style-type: none">1. To approve the 2023-2024 budget.2. To approve precept requirement of £1,068,179 for 2023-2024 which equates to a rise of 3.65% /£3.40 per Band D household.3. To approve the year end movement of Ear Marked Reserves for 2022-2023.4. To approve the movement for expenditure from Ear Marked Reserves for 2023-2024.																

BUDGET SETTING: APPENDIX 9.1

**Congleton Town Council
Budget Summary
Year Ended 31st March 2024**

	2022-23			2023-24	Budget
	Projected *1	Budgeted*2	Variance	PROPOSED	Incr/Decr*4
Finance and Policy					
101 Corporate Management Expenditure	195,364	188,079	7,285	229,151	41,072
101 Corporate Management Interest Income	- 7,500	- 1,500	6,000	- 14,000	12,500
101 CIL Levy	- 7,325	- -	7,325	- -	-
102 Democratic Rep'n & Mgmt	58,512	63,521	5,009	53,049	10,472
107 Grants (incl S137)	55,153	56,833	1,680	61,833	5,000
	294,204	306,933	12,729	330,033	23,100
Community, Amenities and Services					
215 Floral Displays	11,276	13,262	1,986	13,262	-
241 Allotments	1,283	810	473	1,010	200
301 Congleton Partnership	30,343	31,247	904	22,746	8,501
302 Community Development	125,339	118,513	6,826	130,245	11,732
300 Public Realm	3,000	3,000	-	3,000	-
303 Crime Reduction	23,408	43,548	20,140	10,548	33,000
305 Christmas Fayre & Lights	16,000	16,000	-	20,000	4,000
310 Neighbourhood Plan	-	-	-	-	-
321 Tourism	21,163	15,770	5,393	14,000	1,770
341 Youth & Young People	-	1,000	1,000	-	1,000
351 Luncheon Club	9,000	9,000	-	11,000	2,000
	240,812	252,150	11,338	225,811	26,339
Town Hall and Assets					
201 Congleton Pool	34,665	40,928	6,263	66,245	25,317
225 CIC Expenditure	165,277	100,412	64,865	133,851	33,439
CIC Income	131,784	68,174	63,610	115,354	47,180
263 Public Toilets	4,000	5,200	1,200	6,700	1,500
270 Cenotaph	255	255	-	300	45
221 Town Hall					
Congleton Town Hall - Expenditure	187,562	206,283	18,721	218,377	12,094
Congleton Town Hall - Income	108,655	101,100	7,555	116,350	15,250
	78,907	105,183	26,276	102,027	3,156
Streetscape					
280 Streetscape - Expenditure	698,977	602,724	96,253	747,325	144,601
Streetscape - CEBC income	428,192	380,156	48,036	459,636	79,480
Streetscape - Other income	10,900	15,900	5,000	15,900	-
	259,885	206,668	53,217	271,789	65,121
Total Town Hall and Assets	411,205	390,472	20,733	465,558	75,086
TOTAL REVENUE EXPENDITURE	946,221	949,555	3,334	1,021,402	71,847
CAPITAL & PROJECT EXPENDITURE					
109 Capital Expenditure (General)	10,400	10,400	-	5,000	5,400
Town Hall- Office IT	10,000	5,000	5,000	5,000	-
Streetscape Equipment	5,000	5,000	-	5,000	-
From Capital Reserve	20,400	15,400	5,000	10,000	5,400
From Earmarked Reserves	5,000	5,000	-	5,000	-
Town Hall Loan Repayments & Interest	21,778	21,778	-	21,778	0
Replenish Streetscape Equipment Reserve	5,000	5,000	-	5,000	-
Replenish Capital Reserve	20,000	20,000	-	20,000	-
Capital and Project spend	46,778	46,778	-	46,778	0
TOTAL NET EXPENDITURE (Precept)	992,999	996,333	3,334	1,068,179	71,846
Projected under/overspend 22/23	-	3,334	*5		
Recommended General Reserve		237,389		255,350	
ADJUSTED BASIS					
Band D Equivalents	2022-23	2023-24			
	10,716.56	11,084.29	*6		
Precept per Band D Equivalent (£/annum)	92.97	96.37	*7	£3.40	0
Precept per Band D Equivalent (£/week)	1.78	1.85	*8		
			*9	3.65%	Band D Increase

Notes

- 1 Projected - this is the estimated projection for 31/03/22
- 2 Budgeted - the 2022/23 budget
- 3 Proposed - this is the suggested budget for 2023/24
- 4 Budget Incr/Decr is the difference between this year's budget and next year's proposals
- 5 Projected over/underspend at 31/03/2022
- 6 This is the tax base figure given from Cheshire East Council and is the number of households that the Precept is divided by to give the annual amount per household
- 7 £96.37 is the 2023/24 proposed Band D cost to the council tax payer to the Town Council
- 8 £96.37 equates to £1.85 per week per band D household
- 9 Rise in Band D costs

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Finance and Policy</u>										
<u>101</u>	<u>Corporate Management</u>									
1052	Printing stationary recharges	0	0	0	30	0	0	0	0	0
1176	Precept	954,146	954,146	996,333	996,333	996,333	0	1,068,17	0	0
1190	Interest Receivable	1,500	2,005	1,500	1,403	7,500	0	14,000	0	0
1199	Miscellaneous Income	0	304	0	7,325	7,325	0	0	0	0
Total Income		955,646	956,455	997,833	1,005,09	1,011,15	0	1,082,17	0	0
4000	Staff Costs (re-allocated)	165,881	164,778	171,273	95,737	176,914	0	204,445	0	0
4007	Travel and Subsistance	500	0	500	0	0	0	500	0	0
4008	Training	3,000	1,653	3,000	364	1,500	0	3,000	0	0
4013	Rent Payable	17,017	17,017	17,017	9,927	17,017	0	17,017	0	0
4020	Miscellaneous Office Costs	1,660	1,779	1,660	1,201	1,750	0	2,500	0	0
4021	Telephone/Fax/Internet	920	2,837	1,083	1,670	2,500	0	2,620	0	0
4022	Postage	2,620	1,824	3,077	310	1,700	0	2,000	0	0
4023	Stationery & Printing	2,900	2,857	2,900	2,248	2,900	0	3,100	0	0
4024	Subscriptions & Publications	4,200	4,361	4,200	3,666	4,200	0	4,750	0	0
4025	Insurance	9,000	10,135	11,200	11,285	12,485	0	13,200	0	0
4026	Computer/IT Costs	13,130	16,534	13,130	11,081	18,000	0	18,000	0	0
4027	Photocopy Charges	2,300	1,371	1,500	1,045	1,300	0	1,500	0	0
4030	Recruitment Advertising	500	1,116	500	124	500	0	500	0	0
4031	Other Advertising	300	70	300	0	150	0	300	0	0
4051	Bank Charges	1,000	1,023	1,240	675	1,240	0	1,240	0	0
4061	Audit Fees - External	2,000	2,000	2,000	0	2,000	0	2,100	0	0
4062	Audit Fees - Internal	1,335	1,810	1,760	480	1,760	0	1,760	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4063	Accountancy & Payroll support	5,000	4,666	5,000	1,804	5,000	0	5,000	0	0
4064	Legal & Professional fees	6,900	2,197	4,000	3,258	4,000	0	5,500	0	0
4066	HR & H&S Support	4,500	3,541	4,500	2,836	4,000	0	4,000	0	0
4951	Tfr From EMR	0	0	0	-2,480	-6,996	0	0	0	0
4998	Tfr TO EMR	0	304	0	0	7,325	0	0	0	0
6000	Central Overheads Reallocated	-61,561	-58,446	-63,881	-31,055	-63,881	0	-63,882	0	0
Overhead Expenditure		<u>183,102</u>	<u>183,426</u>	<u>185,959</u>	<u>114,174</u>	<u>195,364</u>	<u>0</u>	<u>229,150</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>772,544</u>	<u>773,029</u>	<u>811,874</u>	<u>890,916</u>	<u>815,794</u>		<u>853,029</u>		
102	Civic									
4000	Staff Costs (re-allocated)	30,392	30,179	31,723	17,468	27,692	0	19,129	0	0
4008	Training	1,800	1,678	1,000	30	500	0	1,500	0	0
4023	Stationery & Printing	500	241	500	0	500	0	500	0	0
4033	Marketing/Promotions	1,000	1,086	1,000	152	1,000	0	1,000	0	0
4034	Council Newsletter	6,200	6,608	8,000	6,032	8,000	0	8,000	0	0
4035	Council Website	2,000	2,293	2,000	-4	1,000	0	2,500	0	0
4201	Mayor's Allowance	3,000	3,000	3,000	3,000	3,000	0	3,000	0	0
4203	Members' Expenses	200	0	200	0	200	0	200	0	0
4213	Civic Expenses	5,000	2,854	6,750	4,480	7,500	0	7,000	0	0
4221	Civic Regalia	250	60	250	0	150	0	250	0	0
4222	Hall & Room Hire	6,000	3,838	6,000	1,861	6,000	0	6,500	0	0
4225	Civic Artefacts and Treasures	500	108	500	0	250	0	750	0	0
6000	Central Overheads Reallocated	2,593	2,462	2,720	1,325	2,720	0	2,720	0	0
Overhead Expenditure		<u>59,435</u>	<u>54,405</u>	<u>63,643</u>	<u>34,343</u>	<u>58,512</u>	<u>0</u>	<u>53,049</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(59,435)</u>	<u>(54,405)</u>	<u>(63,643)</u>	<u>(34,343)</u>	<u>(58,512)</u>		<u>(53,049)</u>		

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
107	Grants (incl S137)									
4701	Grants - Permitted	15,000	8,367	15,000	5,697	15,000	0	25,000	0	0
4703	Grants - Subsidised Use	4,500	1,540	4,500	2,524	4,500	0	4,500	0	0
4708	Grant - Museum Notional Rent	4,500	4,500	4,500	2,625	4,500	0	4,500	0	0
4709	CCP Grant	16,000	16,000	16,000	16,000	16,000	0	16,000	0	0
4710	Congleton Partnership Accom	1,533	1,533	1,533	894	1,533	0	1,533	0	0
4711	Grant - CAB	15,000	15,000	15,000	10,833	15,000	0	10,000	0	0
4722	Grant - Remembrance Day Parade	1,000	1,963	0	0	0	0	0	0	0
4732	Grant - Church Clock Maint'ce	300	256	300	0	300	0	300	0	0
4925	Tfr to EMR Committed Grants	0	7,680	0	0	6,000	0	0	0	0
4975	Tfr from EMR Committed Grants	0	-8,354	0	-7,680	-7,680	0	0	0	0
4992	Tfr from EMR Tourism	0	-770	0	0	0	0	0	0	0
	Overhead Expenditure	57,833	47,715	56,833	30,893	55,153	0	61,833	0	0
	Movement to/(from) Gen Reserve	(57,833)	(47,715)	(56,833)	(30,893)	(55,153)		(61,833)		
108	Mayor's Fundraising Activities									
1299	Mayor's Fundraising-Income	0	5,318	0	4,235	5,318	0	0	0	0
	Total Income	0	5,318	0	4,235	5,318	0	0	0	0
4297	Mayor's Fundraising Unspent	0	-2,551	0	-3,238	-1,919	0	0	0	0
4298	Mayor's Fundraising-Donations	0	6,089	0	6,237	6,237	0	0	0	0
4299	Mayor's Fundraising-Expenses	0	1,780	0	0	1,000	0	0	0	0
	Overhead Expenditure	0	5,318	0	2,999	5,318	0	0	0	0
	Movement to/(from) Gen Reserve	0	(0)	0	1,236	0		0		
109	Capital and Projects									

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4053	Loan Interest Payable	16,082	16,082	15,811	7,940	15,811	0	15,525	0	0
4055	Loan Capital Repaid - PWLB	5,696	5,696	5,967	2,949	5,967	0	6,253	0	0
4804	CAP - Streetscape Equipment	28,000	30,020	5,000	3,274	5,000	0	5,000	0	0
4806	CAP Office Equipment/computers	5,000	5,159	10,400	1,816	10,400	0	5,000	0	0
4809	CAP - Town Hall Equipment	5,000	6,837	5,000	9,193	5,000	0	5,000	0	0
4918	Tfr to Capital Equipment Fund	5,000	5,000	5,000	5,000	5,000	0	5,000	0	0
4920	Tfr to Cap Contingency Fund	20,000	20,000	20,000	20,000	20,000	0	20,000	0	0
4968	Tfr from Cap Equipment Fund	-28,000	-30,020	-5,000	-4,627	-5,000	0	-5,000	0	0
4970	Tfr from Cap Contingency Fund	-10,000	-11,997	-15,400	-9,656	-15,400	0	-10,000	0	0
5175	NBV of Asset Disposals	0	2	0	0	0	0	0	0	0
5176	NBV Asset of Disposals to CFR	0	-2	0	0	0	0	0	0	0
Overhead Expenditure		46,778	46,778	46,778	35,889	46,778	0	46,778	0	0
Movement to/(from) Gen Reserve		(46,778)	(46,778)	(46,778)	(35,889)	(46,778)		(46,778)		
Finance and Policy - Income		955,646	961,772	997,833	1,009,32	1,016,47	0	1,082,17	0	0
Expenditure		347,148	337,642	353,213	218,298	361,125	0	390,810	0	0
Movement to/(from) Gen Reserve		608,498	624,131	644,620	791,027	655,351		691,369		
<u>Community, Environment & Serv</u>										
212	<u>Propogation Unit</u>									
4162	General Expenditure	1,000	0	0	0	0	0	0	0	0
Overhead Expenditure		1,000	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		(1,000)	0	0	0	0		0		
215	<u>Floral Displays</u>									

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
1180	Donations Received	0	0	0	5,900	5,480	0	0	0	0
1195	Sponsorship income	0	0	0	1,500	1,500	0	0	0	0
1199	Miscellaneous Income	4,000	3,530	4,000	5,161	4,938	0	4,000	0	0
Total Income		4,000	3,530	4,000	12,561	11,918	0	4,000	0	0
4011	Rates	250	187	262	187	187	0	262	0	0
4162	General Expenditure	16,000	19,359	17,000	18,432	18,500	0	17,000	0	0
4168	Other Expenditure	0	0	0	4,507	4,507	0	0	0	0
Overhead Expenditure		16,250	19,547	17,262	23,126	23,194	0	17,262	0	0
Movement to/(from) Gen Reserve		(12,250)	(16,017)	(13,262)	(10,565)	(11,276)		(13,262)		
241	Allotments									
1010	Rent Received - 3rd Party	190	190	190	0	190	0	190	0	0
Total Income		190	190	190	0	190	0	190	0	0
4012	Water	0	130	0	93	0	0	200	0	0
4038	Garage Rent payable	440	0	0	0	0	0	0	0	0
4041	Property Maintenance	1,000	0	1,000	5,120	6,593	0	1,000	0	0
4951	Tfr From EMR	0	0	0	0	-5,120	0	0	0	0
Overhead Expenditure		1,440	130	1,000	5,213	1,473	0	1,200	0	0
Movement to/(from) Gen Reserve		(1,250)	60	(810)	(5,213)	(1,283)		(1,010)		
300	Public Realm									
4162	General Expenditure	0	340	3,000	1,800	3,000	0	3,000	0	0
Overhead Expenditure		0	340	3,000	1,800	3,000	0	3,000	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
Movement to/(from) Gen Reserve		0	(340)	(3,000)	(1,800)	(3,000)		(3,000)		
301	Congleton Partnership									
1180	Donations Received	0	30,681	0	3,136	3,136	0	0	0	0
1199	Miscellaneous Income	0	0	0	8,000	8,000	0	0	0	0
	Total Income	0	30,681	0	11,136	11,136	0	0	0	0
4000	Staff Costs (re-allocated)	18,938	15,299	19,505	10,197	19,618	0	21,074	0	0
4301	Congleton Partnership	1,000	261	1,000	581	1,000	0	0	0	0
4305	Cenotaph Expenditure	0	10,662	0	5,432	5,432	0	0	0	0
4306	P/Ship - Regeneration Projects	14,000	27,485	9,000	10,174	30,000	0	0	0	0
4926	Tfr to EMR Cong Partnership	0	61,822	0	0	47,841	0	0	0	0
4976	Tfr from EMR Cong Partnership	0	-53,291	0	-61,822	-61,822	0	0	0	0
4995	Trf from EMR Cenotaph	0	-1,359	0	-2,262	-2,262	0	0	0	0
6000	Central Overheads Reallocated	1,616	1,534	1,672	815	1,672	0	1,672	0	0
	Overhead Expenditure	35,554	62,414	31,177	-36,885	41,479	0	22,746	0	0
	Movement to/(from) Gen Reserve	(35,554)	(31,733)	(31,177)	48,021	(30,343)		(22,746)		
302	Community Development									
1199	Miscellaneous Income	0	0	0	84	0	0	0	0	0
	Total Income	0	0	0	84	0	0	0	0	0
4000	Staff Costs (re-allocated)	105,135	94,969	106,999	61,661	112,389	0	117,571	0	0
4033	Marketing/Promotions	3,245	4,504	3,245	1,211	3,245	0	3,500	0	0
4166	Green Initiatives	0	3,586	0	43	531	0	0	0	0
4226	Ukraine Support	0	0	0	897	2,500	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

			<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
			Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4951	Tfr From EMR		0	0	0	-567	-2,500	0	0	0	0
4972	Tfr from EMR Business Developm		0	-3,000	0	0	0	0	0	0	0
6000	Central Overheads Reallocated		8,971	8,517	9,174	4,468	9,174	0	9,174	0	0
	Overhead Expenditure		117,351	108,577	119,418	67,713	125,339	0	130,245	0	0
	Movement to/(from) Gen Reserve		<u>(117,351)</u>	<u>(108,577)</u>	<u>(119,418)</u>	<u>(67,629)</u>	<u>(125,339)</u>		<u>(130,245)</u>		
303	<u>Crime Reduction</u>										
4162	General Expenditure		35,000	33,040	34,000	240	13,860	0	1,000	0	0
4164	CCTV		13,650	9,547	9,548	9,547	9,548	0	9,548	0	0
	Overhead Expenditure		48,650	42,587	43,548	9,787	23,408	0	10,548	0	0
	Movement to/(from) Gen Reserve		<u>(48,650)</u>	<u>(42,587)</u>	<u>(43,548)</u>	<u>(9,787)</u>	<u>(23,408)</u>		<u>(10,548)</u>		
305	<u>Christmas Fayre -Light Switch</u>										
1170	Christmas Fayre Stall income		0	113	0	504	0	0	0	0	0
1171	Christmas Tree Income		0	179	0	1,800	2,000	0	2,000	0	0
1195	Sponsorship income		0	1,000	0	0	0	0	0	0	0
1199	Miscellaneous Income		0	587	0	0	0	0	0	0	0
	Total Income		0	1,878	0	2,304	2,000	0	2,000	0	0
4171	Christmas Fayre		6,000	6,594	6,000	3,034	6,000	0	6,000	0	0
4172	Christmas Lights		10,000	9,650	10,000	3,100	12,000	0	16,000	0	0
	Overhead Expenditure		16,000	16,244	16,000	6,134	18,000	0	22,000	0	0
	Movement to/(from) Gen Reserve		<u>(16,000)</u>	<u>(14,366)</u>	<u>(16,000)</u>	<u>(3,830)</u>	<u>(16,000)</u>		<u>(20,000)</u>		
310	<u>Neighbourhood Plan</u>										
4162	General Expenditure		0	508	0	1,288	1,126	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4994	Tfr from EMR Neigh'hood plan	0	-508	0	-1,288	-1,126	0	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
315	<u>Covid - 19</u>									
1180	Donations Received	0	700	0	0	0	0	0	0	0
	Total Income	0	700	0	0	0	0	0	0	0
4071	Covid 19 Business expenditure	0	6,705	0	0	0	0	0	0	0
4162	General Expenditure	0	2,993	0	0	0	0	0	0	0
4997	Trf from EMR Covid 19	0	-8,998	0	0	0	0	0	0	0
	Overhead Expenditure	0	700	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
321	<u>Tourism</u>									
1195	Sponsorship income	0	8,500	0	750	750	0	0	0	0
1199	Miscellaneous Income	0	0	5,000	5,246	5,182	0	0	0	0
	Total Income	0	8,500	5,000	5,996	5,932	0	0	0	0
4162	General Expenditure	5,000	5,408	5,000	3,839	5,000	0	10,000	0	0
4165	Projections	0	0	3,270	0	3,900	0	4,000	0	0
4166	Green Initiatives	0	0	5,000	935	5,000	0	5,000	0	0
4167	750 Celebrations	0	4,805	7,500	30,619	34,500	0	0	0	0
4951	Tfr From EMR	0	0	0	-21,305	-21,305	0	-5,000	0	0
4992	Tfr from EMR Tourism	0	-7,518	0	0	0	0	0	0	0
4998	Tfr TO EMR	0	8,500	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>			<u>2023-2024</u>			
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
Overhead Expenditure		5,000	11,195	20,770	14,088	27,095	0	14,000	0	0
Movement to/(from) Gen Reserve		(5,000)	(2,695)	(15,770)	(8,093)	(21,163)		(14,000)		
341	<u>Youth and Young People</u>									
4162	General Expenditure	2,000	136	1,000	0	0	0	0	0	0
Overhead Expenditure		2,000	136	1,000	0	0	0	0	0	0
Movement to/(from) Gen Reserve		(2,000)	(136)	(1,000)	0	0		0		
351	<u>Luncheon Club</u>									
4705	grant - Luncheon Club	9,000	8,412	9,000	5,815	12,000	0	11,000	0	0
4951	Tfr From EMR	0	0	0	0	-3,000	0	0	0	0
Overhead Expenditure		9,000	8,412	9,000	5,815	9,000	0	11,000	0	0
Movement to/(from) Gen Reserve		(9,000)	(8,412)	(9,000)	(5,815)	(9,000)		(11,000)		
Community, Environment & Serv - Income		4,190	45,479	9,190	32,081	31,176	0	6,190	0	0
Expenditure		252,245	270,282	262,175	96,791	271,988	0	232,001	0	0
Movement to/(from) Gen Reserve		(248,055)	(224,802)	(252,985)	(64,711)	(240,812)		(225,811)		

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Personnel</u>										
<u>401</u>	<u>Staffing & Staff Costs</u>									
4000	Staff Costs (re-allocated)	-887,343	-861,021	-916,343	-521,020	-942,100	0	-	0	0
4001	Salaries & Wages	682,116	669,401	702,867	400,884	720,798	0	810,899	0	0
4005	Employers NIC	58,849	55,501	63,145	37,015	69,104	0	78,618	0	0
4006	Employers S/Ann	146,378	136,120	150,331	83,121	152,198	0	168,074	0	0
	Overhead Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
	Personnel - Income	0	0	0	0	0	0	0	0	0
	Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Town Hall and Assets</u>										
201	<u>Paddling Pool</u>									
4000	Staff Costs (re-allocated)	12,676	5,363	15,646	8,743	8,743	0	33,254	0	0
4008	Training	0	0	2,510	0	0	0	3,000	0	0
4009	Protective Clothing\H & Safety	300	3,593	300	19	50	0	300	0	0
4012	Water	4,000	3,294	3,650	1,202	4,282	0	4,800	0	0
4014	Electricity	2,800	987	2,700	1,716	2,700	0	3,500	0	0
4039	Pool Chemicals	2,600	2,092	2,510	3,621	3,900	0	3,500	0	0
4041	Property Maintenance	4,000	13,392	585	28,950	29,950	0	4,000	0	0
4042	Grounds Maintenance	100	0	100	0	0	0	15,000	0	0
4162	General Expenditure	0	901	11,754	9,232	9,500	0	12,550	0	0
4951	Tfr From EMR	0	0	0	-25,801	-25,801	0	-15,000	0	0
6000	Central Overheads Reallocated	1,082	1,027	1,341	653	1,341	0	1,341	0	0
	Overhead Expenditure	<u>27,558</u>	<u>30,648</u>	<u>41,096</u>	<u>28,334</u>	<u>34,665</u>	<u>0</u>	<u>66,245</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(27,558)</u>	<u>(30,648)</u>	<u>(41,096)</u>	<u>(28,334)</u>	<u>(34,665)</u>		<u>(66,245)</u>		
221	<u>Congleton Town Hall</u>									
1009	Rent Rec'd - Museum Notional	4,500	4,500	4,500	2,625	4,500	0	4,500	0	0
1010	Rent Received - 3rd Party	1,533	1,533	1,533	894	1,533	0	1,533	0	0
1011	Rent Received - Internal CTC	26,517	26,517	26,517	15,468	26,517	0	26,517	0	0
1013	Letting Income - Grand Hall	25,400	30,907	25,400	17,528	32,000	0	30,000	0	0
1014	Letting Income - Bridestones	13,200	1,974	13,200	4,554	8,200	0	13,200	0	0
1015	Letting Income -Spencer Suite	4,950	410	4,950	3,432	5,630	0	7,000	0	0
1016	Letting Income - Brasserie	15,000	0	15,000	1,000	5,000	0	12,000	0	0
1021	Letting Income - Internal	9,000	5,034	9,000	4,761	9,000	0	9,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
1022	Letting Income - F&F	3,000	0	1,000	844	1,300	0	1,000	0	0
1023	Commission - CP	0	0	0	5,268	8,000	0	8,000	0	0
1035	Service Charges - Brasserie	4,500	0	0	1,912	3,200	0	3,600	0	0
1051	Catering Sales	10,000	1,174	0	2,089	3,600	0	0	0	0
1199	Miscellaneous Income	0	292	0	467	175	0	0	0	0
Total Income		117,600	72,340	101,100	60,842	108,655	0	116,350	0	0
3020	Catering Supplies	10,000	1,542	0	1,323	3,600	0	0	0	0
Direct Expenditure		10,000	1,542	0	1,323	3,600	0	0	0	0
4000	Staff Costs (re-allocated)	66,784	67,111	69,219	32,716	62,211	0	70,592	0	0
4008	Training	1,000	0	1,000	0	0	0	1,000	0	0
4009	Protective Clothing\H & Safety	500	239	500	636	600	0	500	0	0
4010	Cleaners	8,000	6,331	6,500	4,035	6,500	0	7,500	0	0
4011	Rates	27,692	27,392	29,078	19,175	27,392	0	30,500	0	0
4012	Water	6,000	2,198	6,150	1,102	5,000	0	6,150	0	0
4014	Electricity	20,125	12,060	24,125	6,042	16,000	0	17,500	0	0
4015	Gas	13,750	11,227	16,500	5,144	15,000	0	24,700	0	0
4016	Cleaning materials	2,000	1,950	2,000	989	2,000	0	2,100	0	0
4017	Refuse Disposal	3,100	2,415	3,000	1,106	2,200	0	3,200	0	0
4020	Miscellaneous Office Costs	1,300	1,885	1,500	1,041	1,500	0	1,500	0	0
4025	Insurance	8,000	8,964	9,800	9,874	9,874	0	11,700	0	0
4033	Marketing/Promotions	3,500	628	3,500	384	3,500	0	3,500	0	0
4040	Maintenance Contracts	7,400	5,788	7,750	5,596	7,750	0	8,500	0	0
4041	Property Maintenance	15,000	19,023	15,000	18,642	23,000	0	20,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4064	Legal & Professional fees	100	340	100	4,000	4,000	0	0	0	0
4068	Licences (incl PRS)	3,500	1,892	3,500	2,808	3,500	0	3,500	0	0
4168	Other Expenditure	0	0	0	1,140	1,140	0	0	0	0
4951	Tfr From EMR	0	0	0	-5,140	-13,140	0	0	0	0
6000	Central Overheads Reallocated	5,699	5,410	5,935	2,831	5,935	0	5,935	0	0
Overhead Expenditure		193,450	174,852	205,157	112,123	183,962	0	218,377	0	0
Movement to/(from) Gen Reserve		(85,850)	(104,054)	(104,057)	(52,604)	(78,907)		(102,027)		
225	Congleton Information Centre									
1031	CAB Reception Contribution	0	0	0	2,917	5,000	0	5,000	0	0
1041	Third Party Ticket sales	0	44,182	24,000	68,615	77,000	0	77,000	0	0
1042	Books, Maps, Guides Sales	0	2,785	2,300	1,455	3,000	0	3,000	0	0
1043	Souvenir Sales	0	3,767	3,000	1,215	2,500	0	2,500	0	0
1044	Stamp sales	0	1,242	1,100	294	500	0	500	0	0
1045	Photocopy sales	0	423	500	204	300	0	300	0	0
1046	Local produce sales	0	0	0	2,459	4,000	0	4,000	0	0
1047	Theatre gift cards	0	354	300	0	150	0	150	0	0
1048	Food and Drink sales	0	1,288	900	675	1,260	0	1,260	0	0
1049	CTC Merchandise	0	227	0	1,700	2,000	0	0	0	0
1168	CEC Support Grant VIC	33,000	55,011	36,074	32,467	36,074	0	21,644	0	0
Total Income		33,000	109,279	68,174	112,001	131,784	0	115,354	0	0
3000	Stock at 1st April	0	2,469	0	0	2,500	0	0	0	0
3041	3rd party tickets resale	0	36,624	21,000	26,971	73,150	0	73,150	0	0
3042	Books, Maps, Guides resale	0	2,739	3,300	885	2,850	0	2,850	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
3043	Souvenirs for resale	0	2,323	1,250	1,440	2,375	0	2,375	0	0
3044	Stamps for resale	0	605	0	376	500	0	500	0	0
3046	Local produce for resale	0	427	650	2,466	3,800	0	3,800	0	0
3047	Theatre gift cards for resale	0	275	0	14	150	0	150	0	0
3048	Food & Drink for resale	0	625	475	505	1,197	0	1,197	0	0
3049	CTC Merchandise	0	2,400	0	0	0	0	0	0	0
3999	Stock at 31st March	0	-3,943	0	0	-4,000	0	0	0	0
Direct Expenditure		0	44,541	26,675	32,657	82,522	0	84,022	0	0
4000	Staff Costs (re-allocated)	48,652	55,022	59,272	34,977	63,348	0	52,058	0	0
4011	Rates	4,500	4,500	4,725	9,082	4,725	0	5,200	0	0
4013	Rent Payable	7,500	7,500	7,500	4,375	7,500	0	7,500	0	0
4026	Computer/IT Costs	0	1,336	240	39	100	0	0	0	0
4162	General Expenditure	2,600	1,372	2,000	1,346	2,000	0	2,000	0	0
4951	Tfr From EMR	0	0	0	0	0	0	-22,011	0	0
4998	Tfr TO EMR	0	22,011	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	4,151	3,941	5,082	2,475	5,082	0	5,082	0	0
Overhead Expenditure		67,403	95,683	78,819	52,294	82,755	0	49,829	0	0
Movement to/(from) Gen Reserve		<u>(34,403)</u>	<u>(30,945)</u>	<u>(37,320)</u>	<u>27,050</u>	<u>(33,493)</u>		<u>(18,497)</u>		
263	Public Toilets									
4010	Cleaners	3,500	3,156	3,500	1,937	3,500	0	3,500	0	0
4011	Rates	0	377	0	0	0	0	0	0	0
4012	Water	2,000	-280	0	0	0	0	0	0	0
4014	Electricity	600	1,398	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4016	Cleaning materials	1,700	352	1,700	96	500	0	0	0	0
4040	Maintenance Contracts	750	212	0	0	0	0	0	0	0
4041	Property Maintenance	1,600	1,065	0	0	0	0	1,500	0	0
4162	General Expenditure	100	0	0	0	0	0	1,700	0	0
Overhead Expenditure		10,250	6,279	5,200	2,032	4,000	0	6,700	0	0
Movement to/(from) Gen Reserve		<u>(10,250)</u>	<u>(6,279)</u>	<u>(5,200)</u>	<u>(2,032)</u>	<u>(4,000)</u>		<u>(6,700)</u>		
270	<u>Cenotaph</u>									
4014	Electricity	250	225	255	111	255	0	300	0	0
Overhead Expenditure		250	225	255	111	255	0	300	0	0
Movement to/(from) Gen Reserve		<u>(250)</u>	<u>(225)</u>	<u>(255)</u>	<u>(111)</u>	<u>(255)</u>		<u>(300)</u>		
280	<u>CTC Streetscape</u>									
1040	Plant recharges	0	24	0	0	0	0	0	0	0
1165	Dev'd Services inc CEC Gross	372,702	372,888	380,156	321,144	428,192	0	459,636	0	0
1167	Streetscape external work	15,000	11,339	15,000	2,409	10,000	0	15,000	0	0
1199	Miscellaneous Income	900	900	900	450	900	0	900	0	0
Total Income		388,602	385,151	396,056	324,003	439,092	0	475,536	0	0
3030	Purchases for recharging	0	2,247	0	2,710	2,710	0	0	0	0
Direct Expenditure		0	2,247	0	2,710	2,710	0	0	0	0
4000	Staff Costs (re-allocated)	438,885	428,301	442,706	259,521	471,185	0	539,468	0	0
4004	Temporary and Casual Staff	6,000	34,675	6,000	23,047	35,000	0	13,500	0	0
4008	Training	3,000	920	3,000	900	1,500	0	3,000	0	0
4009	Protective Clothing\H & Safety	4,500	5,194	4,500	5,220	5,500	0	5,500	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4013	Rent Payable	2,000	2,000	2,000	1,167	2,000	0	2,000	0	0
4016	Cleaning materials	5,000	6,490	7,500	1,577	7,500	0	7,500	0	0
4021	Telephone/Fax/Internet	700	-1,445	900	602	1,100	0	1,100	0	0
4025	Insurance	6,000	6,734	7,000	7,053	7,053	0	8,500	0	0
4041	Property Maintenance	1,200	1,331	1,200	682	1,200	0	2,000	0	0
4043	Horticultural etc Supplies	18,000	19,048	19,000	8,095	19,000	0	21,000	0	0
4046	Winter bedding	1,000	1,000	0	1,144	0	0	0	0	0
4047	Vehicle Maintenance\Serv\MOT	10,000	10,686	10,000	6,017	11,000	0	12,000	0	0
4048	Vehicle Fuel & Oil	13,000	11,893	14,000	11,557	21,000	0	15,000	0	0
4049	Vehicle Rental charges	37,000	37,323	37,000	34,842	60,772	0	68,800	0	0
4050	Street cleansing	3,000	2,803	3,000	6,272	9,000	0	5,000	0	0
4070	Covid-19 Expenditure	0	1,472	0	0	0	0	0	0	0
4162	General Expenditure	4,000	4,745	4,000	5,154	5,500	0	5,000	0	0
4166	Green Initiatives	0	567	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	37,449	35,555	37,957	18,488	37,957	0	37,957	0	0
Overhead Expenditure		<u>590,734</u>	<u>609,292</u>	<u>599,763</u>	<u>391,338</u>	<u>696,267</u>	<u>0</u>	<u>747,325</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(202,132)</u>	<u>(226,389)</u>	<u>(203,707)</u>	<u>(70,045)</u>	<u>(259,885)</u>		<u>(271,789)</u>		
Town Hall and Assets - Income		539,202	566,770	565,330	496,845	679,531	0	707,240	0	0
Expenditure		899,645	965,309	956,965	622,922	1,090,73	0	1,172,79	0	0
Movement to/(from) Gen Reserve		<u>(360,443)</u>	<u>(398,539)</u>	<u>(391,635)</u>	<u>(126,076)</u>	<u>(411,205)</u>		<u>(465,558)</u>		

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

	<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
	Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
Total Budget Income	1,499,03	1,574,02	1,572,35	1,538,25	1,727,18	0	1,795,60	0	0
Expenditure	1,499,03	1,573,23	1,572,35	938,011	1,723,84	0	1,795,60	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>789</u>	<u>0</u>	<u>600,240</u>	<u>3,334</u>		<u>0</u>		

Appendix 9.3

Appendix 9.3																
Congleton Town Council: Earmarked Reserves																
2022-2023 MOVEMENT																
		Balance B/f @ 01APR22	Moved in 01APR22	Moved out 01APR22	Reserves after Start of year movements	Movement during the year to M6		End of Year			Balance expected @ 01/04/22 (B/F)	23-24		Balance	Info	
		(Actual c/f)				IN	OUT	IN	OUT	Planned		(B/F)	Moving in	Moving Out		
318	Capital Equipment fund	7,514	5,000		12,514		- 4,797		- 3,500		4,217	4,217	5,000		9,217	See colour coded notes below
320	Capital Contingency - General	448,997	20,000	- 85,500	383,497		- 35,456		- 35,120	- 38,471	274,450	274,450	20,000	- 15,000	279,450	
321	Elections	20,000			20,000						20,000	20,000			20,000	
322	First Floor Scheme	10,575			10,575						10,575	10,575			10,575	
324	Crime Prevention/Traffic Calming	7,357			7,357						7,357	7,357			7,357	
325	Committed Grants	7,680		- 7,680	-						-	-			-	
326	Congleton Partnership Projects	61,822		- 61,822	0						0	0			0	
327	Covid 19	5,758			5,758			- 3,000			2,758	2,758			2,758	Upo to £3k approved by CTC for possible luncheon
330	Civic Treasures	3,000			3,000						3,000	3,000			3,000	
331	Website	5,151	25,000		30,151						30,151	30,151			30,151	
333	Training	8,479			8,479						8,479	8,479			8,479	
337	Public Toilets	24,012			24,012						24,012	24,012			24,012	
339	Public Realm	9,189			9,189						9,189	9,189			9,189	
340	Legal/Proff Fees	5,292	50,000		55,292	- 6,480					48,812	48,812			48,812	
342	Tourism	5,576			5,576						5,576	5,576	- 5,576		-	To request use for extra Tourism events
343	Marketing	5,000			5,000						5,000	5,000			5,000	
344	Neighbourhood plan	8,885			8,885	- 1,225					7,660	7,660			7,660	
345	Cenotaph	10,419			10,419	- 3,402		- 4,517			2,500	2,500			2,500	Request to leave £2500 in this reserve from
346	Rotary Bonfire	5,000			5,000						5,000	5,000			5,000	
348	Civic	1,000			1,000						1,000	1,000			1,000	
349	CIL	304			304			7,325			7,629	7,629			7,629	5 year time requirement
351	Information Centre	22,011			22,011						22,011	22,011		- 22,011	-	For year 3 2023-24
352	750 Celebrations	13,805	7,500		21,305	- 21,305					-	-			-	
353	Ukraine Support	5,000			5,000	- 567					4,433	4,433			4,433	To be transferred as spent in revenue cost centres
354	Carbon Offsetting	-	3,000		3,000						3,000	3,000			3,000	
		701,826	110,500	- 155,002	657,324	- 73,232	7,325	- 46,137	- 38,471		506,809	506,809	25,000	- 42,587	489,222	
	Approved CTC 08DEC2022					Discussed/Possible spends 22-23						CTC Approval required				
						PC's - 6,000						2023-24				
						Handsets - 12,000						Pool surfacing -15000				
						Fire Alarm - 20,471 - 38,471 **						** Will be carry forward if not finalised in 22-23				
						Actual Spends/ Spend due to be moved										
						Pool - 25,801						Toursim				
						Capital Spend - 9,655 - 35,456						Extra events -5576				
						TH Refurb - 8,000										
						Allotments - 5,120										
						Door repairs -14000						CIC				
						Annual Expenditure projected -8000 - 35,120						To cover Year 3 -22011				
												TO VALUE				
												Eletric Points				
												Tablets				

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE HELD ON 22nd September 2022

For the papers discussed at the meeting, please see the [Meeting Agenda of the Community & Environment Committee 22nd September 2022](#)

PRESENT:

Committee members:

Cllr Kay Wesley (Chair)

Cllr Dawn Allen

Cllr Robert Hemsley

Cllr Sally Ann Holland

Cllr Amanda Martin

Cllr Denis Murphy

Cllr Jean Parry

Ex Officio Members: Cllr Margaret Gartside (Mayor) and Cllr Rob Moreton (Deputy Mayor)

Also present: Congleton Town Council Officers:

- David McGifford - Chief Officer
- Jackie MacArthur - Communities and Marketing Manager and Deputy Chief Officer
- One member of the public
- One member of the press

1. Apologies for absence

Apologies for absence were received from:

Committee Member: Cllr Suzy Firkin

2. Minutes of Previous Meetings

CE/25/2223 Resolved to approve the [minutes of the Community & Environment Committee held on 28th July 2022 as a correct record](#).

3. Declarations of Interest

Councillors Rob Moreton, Sally Ann Holland and Denis Murphy declared a non-pecuniary interest on matters relating to Cheshire East Council. Councillors Kay Wesley and Margaret Gartside declared a non-pecuniary interest in items 16 and 17 as Host families of Ukrainians.

4. Outstanding Actions

See Agenda item 8 for any outstanding actions for the Community and Environment Committee.

5. Questions from Members of the Public

[Questions were raised by Lisa Miller and Olga Whitmore](#), neither attended the meeting.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Cheshire Police

Sgt John Roberts from Cheshire Police gave a verbal update on Policing matters affecting Congleton, please see Appendix 1. Questions were raised about inconsiderate parking at schools and cyclists in the pedestrian area.

8. Updates from Previous Community and Environment Committee

CE/26/2223 Resolved to receive the updates into items on the Skate Park, Food and Friendship in the Town Hall, Congleton in Bloom, Moody Hall and 750 actions from the Community and Environment Committee held on 28th July 2022.

9. Anti-Social Behaviour Working Group

CE/27/2223 Resolved to receive the [notes of the Anti-Social Behaviour Working Group held on 8th September 2022](#)

10. Community Safety Charter Pledge

CE/28/2223 Resolved to agree with the recommendation from the Anti-Social Behaviour Working Group for Congleton Town Council to take a pledge and pledge to support the Community Safety Charter. Actions from the pledge will be led by the Anti-Social Behaviour Working Group. The pledge is to:

1. promote a culture that does not tolerate anti-social behaviour, harassment, intimidation, and hostility towards others.
2. enable others to identify and take an active stance against anti-social behaviour, harassment, intimidation, and hostility.
3. actively encourage and support those who experience or witness anti-social behaviour, harassment, intimidation, and hostility to report it to the relevant authorities.
4. support those affected by anti-social behaviour, harassment, intimidation and hostility and signpost those who need further support to agencies who can help them.

ACTION: To make contact with all the Neighbourhood Watch Coordinators for Congleton.

11. Congleton in Bloom Working Group

The committee received a verbal update from the Congleton in Bloom Working Group on this year's National competition and learnt that the results of both the regional and national competition would be announced in October. There will be a thank you event for volunteers in November.

12. Congleton Green Working Group

CE/29/2223 Resolved to receive the [notes of the Congleton Green Working Group held on 4th August 2022](#). The Chair mentioned the Town Hall decarbonisation plan, Biodiversity plans for 30 sites, issues with fast fashion and the Green Fayre.

13. Congleton Green Fayre and Big Green Week Activities

CE/30/2223 Resolved to receive the report from the Congleton Partnership Officer about the Green Fayre and activities planned for the Big Green Week 2022 and supported the Green Fayre becoming an annual calendar event with an appropriate green activities budget recommended for 2022/23.

14. 750 Year Celebration Working Group

CE/31/2223 Resolved to receive the [notes of the 750 Year Celebration Working Group held on 4th August and 1st September 2022](#).

15. Cost of Living Crisis

CE/32/2223 Resolved to note the results of the Congleton Cost of Living Crisis Impact Survey. Recognised that the Town Council had a role to play to support residents, as we did during COVID.

ACTION: Officers and Councillors to continue networking. Develop a plan which can be taken to the Finance and Policy Committee if finance is required.

16. Support for Ukrainian Hosts in Congleton

CE/33/2223 Resolved to delegate responsibility to officers to work with the Congleton Area Ukraine Support Network (CAUSN) to arrange an evening in the Town Hall for Ukrainian Hosts to meet, receive some training and support. Maximum budget £800.
4 in favour, 3 abstained, 1 against.

17. Support for Ukrainian Christmas Event in Congleton

CE/34/2223 Resolved to delegate powers to officers to work with the Congleton Area Ukraine Support Network (CAUSN) and members of the Ukrainian voice to enable the 154 Ukrainians in the Congleton Area to come together and celebrate their Christmas in early January in the Town Hall. Note days incorrect in the report – should be Thursday 5th or Friday 6th January. 6 in favour, 2 abstained.

18. Christmas in Congleton 2022

CE/35/2223 Resolved to receive a report from the Town Centre and Events Officer on the activities planned for Christmas 2022

**Cllr Kay Wesley
(Chair)**

APPENDIX 1 - UPDATE FROM CHESHIRE POLICE - ITEM 7

Sgt John Roberts

Total number of crimes reported from June to August 2022 increased slightly from the same period last year. The number rose from 1189 to 1272

Anti-Social Behaviour was down from 94 incidents in June – August 2021 to 83 in the same time period for 2022. The sergeant urged Councillors to encourage people to keep reporting as even if the calls are logged as a Grade 4 (not actioned) it helps to build the picture.

Domestic Violence - number of crimes reported has decreased from 133 to 117, whilst arrests have increased from 16 to 37.

There were 100 stop and searches in Congleton from June to August resulting in 42 arrests.

Questions were asked about parking at schools, parking in the bus station, cycling in the pedestrian area.

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 29th September 2022

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 29th September 2022.](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)
Cllr Russell Chadwick
Cllr Paul Duffy
Cllr Denis Murphy
Cllr Jean Parry
Cllr Suzanne Akers Smith
Cllr James Smith

Non-Committee member: Cllr Kay Wesley

Also present:

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)
- Press

1. Apologies

Members of each committee are respectfully reminded of the necessity to submit any apologies for absence in advance and to give a reason for non-attendance.

Apologies were received from:

Committee members:

Cllr Duncan Amies
Cllr George Hayes
Cllr David Brown

2. Minutes of Previous Meetings

FAP/19/2223 RESOLVED to approve the [minutes of the Finance & Policy Committee held on 9th June 2022.](#)

3. Declarations of Interest

Cllr James Smith declared a non-pecuniary interest in Item 8.2

Cllr Paul Duffy declared an non-pecuniary interest in item 8.1

Cllr Denis Murphy noted as ex-Mayor he donated to applicants in item 8.2

Cllrs Denis Murphy and Suzanne Akers Smith declared a non-pecuniary interest on any matters relating to Cheshire East Council.

4. Outstanding Actions

There are none.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Grant Approvals and Commitments 2021/22

FAP/20/2223 RESOLVED to receive the statement showing the current position as at 31st July 2022.

8. New Applications for Financial Assistance

FAP/21/2223 RESOLVED to award the following grants:

- 8.1 Grant Ref 06/2223 - Trinity Amateur Operatic Society - £1740
- 8.2 Grant Ref 07/2223 - "Our Gang" - Congleton Scout & Guide Gang Show - £750
- 8.3 Grant Ref 08/2223 - Congleton Live Community Interest Company Ltd - £750

9. New Grant Activities Monitoring Forms

FAP/22/2223 RESOLVED to receive the New Grant Activities Monitoring Forms from:

- 9.1 Congleton Community Projects
- 9.2 The Symphonia Verbum Orchestra
- 9.3 The Smile Group

10. Management Accounts

FAP/23/2223 RESOLVED to:

1. To receive the Management Accounts to 31st July 2022
2. To approve overbudget expenditure on lines:
 - 241-4041 Allotments Property Maintenance
 - 221-4009 Town Hall Protective Clothing
 - 280-4004 Streetscape Agency Staff
 - Insurance cost in all Cost Centres
3. To retrospectively approve the payment of £8,111.56 to Legal and General for Critical Illness Insurance.

11. Bank Reconciliation

FAP/24/2223 RESOLVED to receive the bank reconciliation as at 31st July 2022.

12. Savings Account Balances

FAP/25/2223 RESOLVED to receive the Savings Account balances as at 31st July 2022.

13. List of Payments

FAP/26/2223 RESOLVED to receive and approve the Payments lists between 1st April and 31st July 2022.

**Cllr Robert Douglas
(Chair)**

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Planning Committee held on Thursday 8th September 2022

For the papers discussed at the meeting, [please see the Meeting Agenda of the Planning Committee of 8th September 2022](#)

In attendance:

Committee members: Councillors Amanda Martin – Chair
 Duncan Amies
 Martin Amies
 Suzy Firkin
 Jean Parry
 James Smith
 Mark Rogan
 Kay Wesley

Also present: Congleton Town Council Officer: David McGifford (Chief Officer)

PLN/09/2223 Resolved - In light of the passing of Queen Elizabeth II, Councillors resolved to only review item 11 – Planning Applications.

Minutes

1. Apologies for Absence

Apologies for absence were received from:
Committee Members: Councillor Robert Douglas

2. Minutes of Previous Meetings

This item was not discussed and will be carried forward to the next meeting of the Planning Committee.

3. Declarations of Interest

Councillor James Smith declared a “non-pecuniary” interest in application 22/3132C.

4. Outstanding Actions

Date	Planning Application Number	Action	Progress
27.4.2021		Information from Cllr S Akers Smith	<p>19.5.2022 – Councillor Akers Smith has provided a comprehensive list of recent communications and requests for action from Morris homes – still no progress</p> <p>Section 106 – Further communication to Head of Planning was advised that an officer would be in contact. Nothing received to date. The Chief Officer reported that he will be putting in a Freedom of Information request.</p> <p>12.07.22</p> <p>Through discussions with relevant Cheshire East Council officers, investigations into groundworks for the bridge are taking place with a view to progressing with the installation of the bridge.</p> <p>21.7.2022 – The Chief Officer reported that progress was being made towards the delivery of the bridge, but progress was slow.</p> <p>11.8.2022 – The Chief Officer reported that there had been no further updates since the last meeting.</p>

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items.

7. Neighbourhood Plan

The Chief Officer stated that there had been no updates since the last meeting and the consultation will be important.

8. Planning Applications Section 1

There were no applications for Section 1.

9. Planning Appeals

None to report.

10. Licensing Applications

There were no licensing applications to note.

11. Planning Applications Section 2

PLN/10/2223 RESOLVED that the following comments be made to Cheshire East Council:

Application Number	Location	Declaration of Interest	Comments
22/3058D	CAR PARK, TOMMYS LANE, CONGLETON		No Objection
22/3065C	31, HIGH STREET, CONGLETON, CW12 1BQ		No Objection
22/3122C	41, BANKHOUSE DRIVE, CONGLETON, CW12 2BH		No Objection
22/3205C	41, BANKHOUSE DRIVE, CONGLETON, CW12 2BH		No Objection
22/3203T	148, Canal Road, Congleton, Cheshire East, CW12 3AT		No Objection – Carry out necessary maintenance
22/3206D	CONGLETON LEISURE CENTRE, WORRALL STREET, CONGLETON, CW12 1DT		No Objection
22/2417C	35-37, HIGH STREET, CONGLETON, CW12 1AX		No Objection
22/3132C	CONGLETON HIGH SCHOOL, BOX LANE, CONGLETON, CW12 4NS	NP – Cllr James Smith	No Objection – Subject to adequate travel plan for Students - Action Safe Routes to School
22/3115C	22, WILLOW STREET, CONGLETON, CHESHIRE, CW12 1RL		No Objection
22/3359C	53, ULLSWATER ROAD, CONGLETON, CW12 4JQ		No Objection
22/3366T	18, LAMBERTS LANE, CONGLETON, CW12 3AU		No Objection subject to confirmation of issue with Cheshire East Tree Officer. Replace with a tree with high amenity
22/3355C	31, HOWEY HILL, CONGLETON, CONGLETON, CHESHIRE, CW12 4AF		No Objection

22/3330T	1, BLACKSHAW CLOSE, CONGLETON, CW12 3TB		No Objection
22/3333C	37, Wiltshire Drive, Congleton, Cheshire East, CW12 1NX		No Objection
22/3249C	37, HOWEY HILL, CONGLETON, CHESHIRE, CW12 4AF		No Objection
22/2960C	CLOUD COTTAGE, TUNSTALL ROAD, CONGLETON, CONGLETON, CHESHIRE, CW12 3QB		No Objection
22/3408C	22, HAVANNAH LANE, CONGLETON, CW12 2EA		No Objection
22/3402C	7, TRURO CLOSE, CONGLETON, CW12 3BD		No Objection
22/3403C	44, Daisybank Drive, CONGLETON, Congleton, CW12 1LX		No Objection
22/3383C	22, ELMWOOD DRIVE, CONGLETON, CW12 4QY		No Objection
22/3527C	41, BIRCH ROAD, CONGLETON, CW12 4NN		No Objection
22/3305C	36, KENNET DRIVE, CONGLETON, CHESHIRE, CW12 3RH		No Objection
22/3445C	34, THE PARKLANDS, CONGLETON, CW12 3DS		No Objection
22/3329C	37 Wiltshire Drive, Congleton, CW12 1NX		No Objection

**Cllr Amanda Martin
(Chair)**

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Planning Committee held on Thursday 13th October 2022

For the papers discussed at the meeting, [please see the Meeting Agenda of the Planning Committee of 13th October 2022](#)

In attendance:

Committee members: Councillors **Amanda Martin – Chair**
Duncan Amies
David Brown
Paul Duffy
Suzy Firkin
Jean Parry
James Smith
Kay Wesley

Also present: Congleton Town Council Officer: David McGifford (Chief Officer)
One member of the press was in attendance

Minutes

1. Apologies for Absence

Apologies for absence were received from: Committee Members: Councillors Robert Douglas, Martin Amies and Robert Hemsley .

2. Minutes of Previous Meetings

PLN/11/2223 Resolved to approve and sign [the minutes of the Planning Committee meetings held on 11th August and 8th September 2022.](#)

3. Declarations of Interest

Councillor David Brown declared a “non-pecuniary” interest in matters relating to Cheshire East Council.

4. Outstanding Actions

Date	Planning Application Number	Action	Progress
29.9.2022	Astbury Place /Congleton park bridge Section 106 dispute	Information from Cllr S Akers Smith	Cheshire East Head of Planning confirmed that they have received a package of technical information from Morris Homes. Cheshire East Planning Officers are now preparing a briefing note to summarise the proposals, the impacts of construction and including input from other services. Once this has been completed (hopefully 2-3 weeks) a meeting will be arranged to explain the next steps/options.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Neighbourhood Plan

The Chief Officer stated that:

1. All necessary mapping had been completed.
2. There would be discussion with Cheshire East Council with regards to the start date of the consultation, which could potentially start early November to mid-December.

8. Planning Applications Section 1

There were no applications for Section 1.

9. Planning Appeals

None to report.

10. Licensing Applications

There were no licensing applications to note.

11. Planning Applications Section 2

PLN/12/2223 RESOLVED that those items starred on the planning list plus applications 18,19,20 be recorded as “no objection”

PLN/13/2223 RESOLVED that the following comments be made to Cheshire East Council:

Planning Committee – 13th October 2022

Planning Applications lodged with Cheshire East Borough Council for weeks commencing:

- 5th,12th,19th, 26th September and 3rd and 10th October

Planning Application Number	Location	Declaration of Interest	Comments
1	22/2589T 190 Biddulph Road, Congleton, Cheshire East, CW12 3LS	None	OBJECTION – tree specialist needs to comment on this application
2*	22/2618C 1, HEYWOOD STREET, CONGLETON, CW12 4DL	None	No objection
3	22/2889T 19, LONGDOWN ROAD, CONGLETON, CW12 4QH	None	OBJECTION – due to the lack of information to justify proposed works
4*	22/3280C 13, FALCON DRIVE, CONGLETON, CW12 3UJ	None	No objection
5	22/3417C Land Adjacent To 27, TUDOR WAY, CONGLETON	None	No objection
6*	22/3483C 73, FORGE LANE, CONGLETON, CW12 4BL	None	No objection
7	22/3527C 41, BIRCH ROAD, CONGLETON, CW12 4NN	None	No objection
8*	22/3569C 12, SWEET BRIAR COURT, ASTBURY, CW12 4GY	None	No objection
9*	22/3596C 5, DERWENT DRIVE, CONGLETON, CW12 3RN	None	No objection
10*	22/3610C 5, ANNAN CLOSE, CONGLETON, CW12 3RZ	None	No objection
11*	22/3626D Land At, BACK LANE, CONGLETON	None	No objection
12*	22/3627D Land At, BACK LANE, CONGLETON	None	No objection
13*	22/3666C UNIT 1A, WEST HEATH SHOPPING CENTRE, HOLMES CHAPEL ROAD, CONGLETON, CW12 4NB	None	No objection
14*	22/3762C Bank Place, 1, TOMMYS	None	No objection

		LANE, CONGLETON, CHESHIRE, CW12 2EZ		
15	22/3763T	1 Trinity Court, Hulton Close, Congleton, CW12 3TF	None	No objection
16*	22/3864C	Land off Manchester Road, Congleton	None	No objection
17	22/3906C (E)	Tanners Cottage, Weathercock Lane, Congleton, CW12 3PS	None	No objection
18*	22/3926C (W)	20, Hertford Close, Congleton, CW12 1TB	None	No objection
19*	22/3964C (W)	3, Grasmere Avenue, Congleton, CW12 4LZ	None	No objection
20*	22/3969C (E)	78, Boundary Lane, Congleton, CW12 3JA	None	No objection

**Cllr Amanda Martin
(Chair)**

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 4th August 2022

For the papers discussed at the meeting, please see the [Agenda & Papers – 4th August 2022](#)

In attendance:

Committee members: Cllrs

Suzy Firkin - Chair

Suzie Akers Smith

Duncan Amies

Martin Amies

David Brown

Russell Chadwick

Non-Committee Member: Cllr Kay Wesley

Ex-Officio Members: Cllr Margaret Gartside (Town Mayor)

Congleton Town Council Officers:

- David McGifford – Chief Officer
- Ruth Burgess – Streetscape Development Manager
- Mark Worthington - Town Hall Manager

Minutes

1. Apologies for absence

Apologies for absence were received from:

Committee Members: Cllrs George Hayes, Robert Douglas, and Robert Hemsley.

2. Minutes of Previous Meetings

THAS/11/2223 Resolved to approve and sign the [minutes of the meeting of the Town Hall, Assets and Services Committee held on 30th June 2022.](#)

3. **Declarations of Interest**

Declarations of interest were received from Cllrs David Brown and Suzie Akers Smith on any matters relating to Cheshire East Council.

4. **Outstanding Actions**

Progress on outstanding actions were included within the update reports in agenda items 8,10 and 12.

5. **Questions from Members of the Public**

There were no questions raised by members of the public.

6. **Urgent Items**

There were no urgent items raised at the meeting.

7. **Town Hall Trading Account**

THAS/12/2223 Resolved to accept the Town Hall Trading account to June 2022 and to note the content of the summary report.

8. **Town Hall Updates**

THAS/13/2223 Resolved to receive the updates on matters relating to the Town Hall.

Action: All Cheshire East Councillors to chase Cheshire East Highways and help on the matter of Town Hall Roof Repairs permit.

Action: Paddling Pool – going forward any marketing material to advertise no parking and to use Town Centre car parks.

Action: Cllr Akers Smith to contact the Cheshire East Library Services Team regarding sign posting their public toilets within the library.

9. **Streetscape Trading Account**

THAS/14/2223 Resolved to accept the Streetscape Trading account to June 2022 and to note the content of the summary report.

10. Streetscape Services Update

THAS/15/2223 Resolved to receive the update report on Streetscape Services.

Action: To hold a Streetscape Development Working Group Meeting in October 2022.

Action: Streetscape Development Manager to share with Councillors a year of events which Streetscape carry out, to provide more structure to the Council.

Action: Start discussions with St Peter's Church members to see what is feasible regarding the grounds works within the church yard and the next steps for the 2023 season. The Diocese is to be included within these discussions.

Cllrs Suzy Firkin and David Brown: Made comment and thanks to the Streetscape Team for all their hard work and commitment over the year towards the Congleton in Bloom North West Entry and Britain in Bloom Entry for the RHS awards.

11. Congleton Information Centre Trading Account

THAS/16/2223 Resolved to accept the Congleton Information Centre Trading account to June 2022 and to note the content of the summary report.

12. Congleton Information Centre Updates

THAS/17/2223 Resolved to receive the update report on matters relating to the Congleton Information Centre.

**Cllr Suzy Firkin
(Chair)**