


CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	11th September 2025 7pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM	15		
REPORT TITLE	Remembrance and Christmas Projection		
Background	<p>Since 2020, the front façade of the Town Hall has featured light projection during Remembrance weekend and the build-up to the Christmas period. Projection has been provided by the same local, specialist lighting company. The project would not be possible without the cooperation of Reeds Rain Estate Agents, who allow the use of their first-floor office space to house the projection equipment.</p> <p>For 2024, the Remembrance projection was on display for 7 days, covering the Remembrance weekend. The Christmas projection was on display from 16th December to 2nd January 2025 to cover the 2-week build-up to Christmas. Due to rising utility costs, it was agreed to pay the calculated electricity costs of the projection during these periods to Reeds Rains, who without their help, the projection would not be possible. CTC also provided Reeds Rain with 2 x free Christmas trees and 2 x free hanging baskets.</p> 		



Projection 2024	Dates 2024	Cost and extras 2024
Remembrance	Install - 6 th November Switch On – 7 th November 4:30pm – 9pm Remove – 14 th November	£880 + VAT
Christmas	Install and Switch On – 16 th December 4:30 pm – 9 pm Remove – 2 nd January	£2,530 + VAT CTC to supplement electrical usage by £270 2 x Christmas Trees provided and installed by CTC at the Reeds Rains building 2 x hanging baskets provided and installed by CTC at Reeds Rains building

Update

Reeds Rain have confirmed that the office space previously used to house the projection equipment is no longer leased by Reeds Rain and

	<p>is currently being converted into an apartment. For this reason, the space is not available, now or in the future, for projection purposes.</p> <p>The two shop units next to Reeds Rain (Whitaker & Biggs and Salon 6277) have been contacted to discuss whether housing the projection equipment on their premises would be an option. Initial investigations suggest the rooms above these premises are in use as business premises and may not be available for use. Windows at these premises are also half the size of the window space used at Reeds Rains, meaning a reduced number of projectors, even if the rooms were to be available. Officers are looking at all options to accommodate the projection, but if suitable space opposite the Town Hall cannot be found, projection onto the front of the building will not be possible.</p>
Financial	To be in accordance with allocated budgets and financial regulations
Environmental	To assess via the procurement process environmental impact and benefits
Equality	Where applicable in the procurement of services, this is taken into consideration
Decision Request	To receive the report relating to the Remembrance and Christmas projection.