

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	11th September 2025 7 pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM REPORT TITLE	17 Town Hall Regeneration and Maintenance Plan		
Background	<p>Whilst the Town Hall is a magnificent building, we recognise that we are the custodians of a Grade 2* listed building, which we have a duty to maintain. As a committee, we need to understand and agree on the priorities for both maintenance and, where possible, developments and projects such as the Decarbonisation project. Consideration should also be given to ongoing maintenance and improvements to other CTC assets and responsibilities, including the paddling pool and public toilets. The thoughts of the THAS committee will be taken into the overall budget setting during November, where considerations from the other committees will also be discussed and developed. The regeneration and ongoing maintenance of the Town Hall and other assets will represent a considerable financial commitment.</p> <p>The current annual budget for Town Hall maintenance is £21,300. This is used for day-to-day maintenance around the building, such as lighting and plumbing repairs, but also more expensive repairs to the boiler, lifts, CCTV and alarm systems. A detailed Maintenance Plan (see Appendix 13.1) was created by Officers to highlight works around the Town Hall and other assets which would not fall under the annual maintenance budget.</p> <p>The total estimated costs for work in the Maintenance Plan were over £1,000,000 and included £53,000 to completely paint the Grand Hall with an additional cost for scaffolding of £36,000. The Earmarked Reserve currently stands at £124,468, which includes £15,000 from the Improved, Greener, Community Facilities Fund Grant (which cannot be used for general maintenance and has to be spent by 31st March 2025). CTC's financial commitment of £79,681 towards the now-discontinued Salix Decarbonisation project is EMR for future boiler replacement. The Earmarked Reserve could potentially be used towards future projects/improvements at the Town Hall, but would need an annual budget increase to maintain the funds within the Earmarked Reserve.</p>		

Potential future projects are detailed below, along with potential costs and budget lines.

<u>Project</u>	<u>Potential Costs (£)</u>	<u>Budget Line</u>
CTC Salix Commitment	79,681	Earmarked Reserve*
Improved, Greener, Community Facilities Fund Grant	15,000 (75% of project costs)	Earmarked Reserve*
Maintenance Plan (as a whole)	1,000,000	Public Works Loans. Capital Reserve/Earmarked Reserve*
Congleton Information Centre	30,000	Capital Reserve/Earmarked Reserve/Budget Line**
Splash Pad	200,000 – 400,000	Public Works Loans. Capital Reserve/Earmarked Reserve**
Town Hall Toilets	50,000	Capital Reserve/Earmarked Reserve*/** (There is a balance of funds in an EMR)
Paddling Pool Toilet Improvements	30,000	Capital Reserve/Earmarked Reserve**
Public Toilets	40,000 60,000 annual budget line	Capital Reserve/Earmarked Reserve** Annual cost centre budgets required for operational costs.
Poly Tunnels – Congleton Park Yard		Capitol Reserve/Earmarked reserve. Annual cost

			centre following completion**
	<p>*EMR IS ALREADY AVAILABLE</p> <p>** EMR WOULD REQUIRE BUILDING UP VIA BUDGET SETTING</p> <p>As a whole, the total figure involved for the Maintenance Programme is not an insignificant sum; however, contingencies need to be set aside to progress with the plan, along with funds for proposed improvements to the building and public toilets. Options could include the use of Public Works Loans or funds from the Earmarked Reserve and Capitol Contingency. Consideration would need to be taken to replenish these budget lines annually, along with any new annual budget lines to support new projects such as public toilets.</p>		
Financial	To be in accordance with allocated budgets and financial regulations		
Environmental	To assess via the procurement process the environmental impact and benefits.		
Equality	Where applicable in the procurement of services, this is taken into consideration.		
Decision Request	This report is for noting only and will form part of the full Council discussion relating to the 2026/27 budget setting.		