



CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	6th November 2025	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM	13		
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 projection equipment has previously been located in the office space on the first floor of Reeds Rain Estate Agents to project the images across to the Town Hall. Reeds Rain have confirmed that the office space previously used to house the projection equipment is no longer available; therefore, a new location to house the projection equipment is required.</p> 		

	
Update	<p>Whittaker & Biggs have been contacted to discuss whether housing the projection equipment on their premises would be an option. Staff at Whittaker & Biggs were keen to support the projection project, and following an assessment of the available space by the projection company, it was agreed that the space on the first floor of Whittaker & Biggs estate agents would be large enough and suitable to house the projection equipment.</p> <p>Installation of the projection equipment on the first floor of the Whittaker & Biggs premises will take place on Tuesday, 4th November, with the projection being turned on from Thursday, 6th November. The projection will display every night from 6th November to Wednesday, 12th November 4:30 pm to 12 am. Whittaker & Biggs will be supplied with two Christmas trees and lights by CTC for the front of their premises over the Christmas period as a show of appreciation for their support.</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	To receive the report relating to the Remembrance and Christmas projection.