



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CiLCA**

27th November 2025

Dear Councillor,

You are summoned to attend a meeting of the Environment Committee to be held at Congleton Town Hall on **Thursday 4th December 2025 at 7.00 pm.**

Please note the Personnel Committee will follow this meeting at 8.00 pm.

- **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.

Please note this committee meeting is a Paperless Council unless otherwise requested.

Yours sincerely,

David 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 reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence.

2. Minutes of Previous Meetings (Enclosed)

To approve and [sign the minutes of the Environment Committee held on the 2nd October 2025 as a correct record.](#)

3. Declarations of Interest

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

4. Outstanding Actions

To review any outstanding actions from previous meetings.

5. 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.

6. Urgent Items

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

7. Congleton In Bloom Working Group (Enclosed)

To receive the Floral In Bloom Management Accounts.

7.1 To receive an update on the In Bloom awards at the National, Regional and local levels. (Verbal)

8. Streetscape Management Accounts (Enclosed)

To receive the Streetscape Management account report.

9. Streetscape Update (Enclosed)

To receive the report relating to the Streetscape Services.

10. Carbon Footprint Summary (Enclosed)

To receive updates and comments regarding the Town Council's Carbon Footprint.

11. Town Hall Environmental Project (Enclosed)

To receive an update on the Town Hall double/ secondary glazing project.

12. Mobile Waste Service (Verbal Update)

To receive a verbal update from the Ward Councillor regarding the status of a mobile waste service in Congleton and other items of interest from the Cheshire East Communities and Environment Committee.

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 Commercial sensitivities.

14. Streetscape Staffing Budget (To follow)

To approve the proposed increases in the Streetscape Staffing Budget.

To members of the Environment Committee

Cllrs: Suzy Firkin (Chair & Deputy Mayor), Heather Pearce (Vice Chair)
Suzie Akers Smith, Dawn Allen, Charles Booth, Dave Brown, Sally Ann Holland, Susan Mead, Heather Seddon, Glen Williams.

Ex Officio: Cllr Robert Brittain (Mayor)

Other members of the Council for Information, Police, Honorary Burgess (5), Press (3), Congleton Library, Congleton Information Centre.



Congleton Town Council

Title	Environment Committee
Date of Meeting Time	2 October 2025 7 pm
Status	Draft Minutes – to be ratified at the next Committee meeting
Reference Documents	Agenda Papers for Environment - 2nd October 2025

Attendance

Committee Members	Cllr Suzy Firkin (Chair and Deputy Mayor) Cllr Heather Pearce (Vice Chair) Cllr Dawn Allen Cllr Charles Booth Cllr Sally Ann Holland Cllr Susan Mead Cllr Heather Seddon Cllr Glen Williams
Ex Officio	Cllr Robert Brittain (Mayor)
Non-Committee Members	Cllrs Robert Douglas, Arabella Holland & Kay Wesley
Officers	David McGifford (Chief Officer) and Doug Christie (Streetscape Development Manager).
Members of the Press	0
Members of the Public	2

1. Apologies for Absence

Apologies for the absence were received from Cllrs Suzie Akers Smith and David Brown.

2. Minutes of Previous Meeting

ENV/09/2526 Resolved to approve and sign the minutes of the Environment Committee held on 3rd July 2025 as a correct record.

3. Declarations of Interest

Declarations of non-pecuniary interest were received from Cllrs Sally Ann Holland, re Cheshire East Council and agenda items 8 & 11, Cllr Heather Seddon, Cheshire East Council and Cllr Glen Williams on items 9 & 14.

4. Outstanding Actions

None

5. Questions from Members of the Public

Two residents from Henshall Hall wished to advise the council that they were not responsible for comments in the Chronicle that stated that Cheshire East Council had supported the clearance of grass and verge debris through work undertaken by residents. They wanted it noted that it was not correct and that it was Congleton Town Council that had assisted the residents in the clearance, and wanted to express their gratitude.

Action – Comms team to contact Congleton Chronicle to request that a correction/apology be made, and advise relevant social media channels.

6. Urgent Items

No urgent items

7. Congleton In Bloom Working Group

7.1 ENV/10/2526 Resolved to receive Floral In Bloom Management Accounts.

Noted that there was a query on a bulb planting project – Cllr Williams to check with Patti Pinto.

8. Streetscape Management Account

ENV/11/2526 Resolved to receive the Streetscape Management account.

9. Streetscape Update

ENV/12/2526 Resolved to receive the Streetscape update.

Action to arrange a meeting with Plus Dane to discuss joint working on the fly-tipping issue.

10. Carbon Footprint Summary

ENV/13/2425 Resolved to receive updates and comments regarding the Town Council Carbon Footprint.

11. Town Hall Environmental Project

ENV/14/2425 Resolved to receive the update on the Town Hall double/secondary glazing project.

12. Mobile Waste Service

ENV/15/2425 Resolved to receive the verbal update, which advised that there were no dates for the commencement of this project.

13. Resolution to Exclude the Public and Press from Items 15 & 16

ENV/16/2425 Resolved to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting due to commercial sensitivities.

14. Brunswick Wharfe

ENV/17/2425 Resolved to receive the report from the Chief Officer.

15. Streetscape Private Works Update

ENV/18/2425 Resolved to receive the report from the Chief Officer.

Meeting ended 8:10pm

**Cllr Suzy Firkin
(Chair)**

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment								
MEETING DATE AND TIME	4 th December 2025 7.00 pm	LOCATION	Congleton Town Hall						
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)								
AGENDA ITEM REPORT TITLE	7 Congleton In Bloom Working Group - Floral/In Bloom Management Accounts								
Background	Variance analysis of the Management Accounts for the year 2025-2026 for the month ending 30 th September 2025, month 6, see Appendix 1.								
Updates	<p>These accounts in the appendix show information for month 6 of 2025-2026, which equates to 50% of the budget. Please refer to the summary for notes/comments. The main expenditure and income for plants and baskets are now complete for the year, with only a few costs yet to arrive.</p> <p>Income 357% of expected income at month 6, this is due to sponsorship income being received this year, which does not have an expected budget allocated, see Appendix for total income.</p> <p>Expenditure 176% spend at month 6, Floral spends mainly take place at the start of the financial year due to the timings of the events, so it shows as an overspend early on in the year. Based on the full budget, the expenditure sits at 88%.</p> <p>The budget for 25-26 was increased by £2,000, which is to accommodate possible extra costs for the extra competition, Britain in Bloom. The annual expenditure for In Bloom covers:</p> <ul style="list-style-type: none">• Hanging basket plants and consumables.• In Bloom displays.• Sundries for local projects.• Travel expenses to the Competition Award ceremonies• Ticket costs to attend the Award Ceremonies.• Portfolio design and printing• Judging day expenses <table><tr><td>Expenditure to month 6</td><td>£14,222</td></tr><tr><td>Expenditure is still due to be paid per purchase orders; this may change.</td><td>£2,602</td></tr><tr><td>Expected total known expenditure</td><td>£16,824</td></tr></table>			Expenditure to month 6	£14,222	Expenditure is still due to be paid per purchase orders; this may change.	£2,602	Expected total known expenditure	£16,824
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Expected total known expenditure	£16,824								
Decision Requested	To receive the Floral In Bloom Management Account to 30 th September 2025.								

Paid in Full for the year, paid for 5 roundabouts
See below for expected future expenditure

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment		
MEETING DATE AND TIME	4th December 2025 7.00 pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	8 Environment (including Streetscape Services) Management Accounts		
Background	Variance analysis of the Management Accounts for the year 2025-2026 for the month ending 30 th September 2025, month 6, see Appendix 1.		
Updates	<p>These accounts in the appendix show information for month 6 of 2025-2026, which equates to 50% of the budget. <u>The figures below are based on full annual budgets.</u> Please refer to the summary for notes/comments.</p> <p>Further information:</p> <p>Income</p> <ul style="list-style-type: none">• CEC Income: two quarters paid, External works showing as 130% as at month 6. <p>Expenditure</p> <p>The below expected overspends have been approved by Council the overspend has been approved by Council (CTC/28/2526)</p> <ul style="list-style-type: none">• Vehicle Lease costs:• Horticultural Supplies:		
Decision Requested	To receive the Streetscape Management Accounts to 30 th September 2025.		

	OK
	Monitor
	Over/Under (Exp./Income)

Month 6
Percentage 50.0%

ANNUAL BUDGET		BUDGET TO M6	ACTUAL TO M6	£ VARIANCE OF M6 BUDGETS	% AGAINST M6 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M6 EXPECTED
STREETSCAPE							
4000	Staff Costs	629,524	314,762	306,245	8,517	97.3%	-1.35%
4008	Training	3,200	1,600	0	1,600	0.0%	-50.00%
4009	Protective Clothing\H & Safety	5,900	2,950	3,650	-700	123.7%	11.86%
4013	Office rent	2,000	1,000	1,000	0	100.0%	0.00%
4016	Cleaning Materials	8,000	4,000	1,788	2,212	44.7%	-27.65%
4021	Telephone	1,175	588	293	295	49.9%	-25.06%
4025	Insurance	10,369	5,185	10,043	-4,859	193.7%	46.86%
4041	Property maintenance	1,500	750	60	690	8.0%	-46.00%
4043	Horticultural etc Supplies	14,000	7,000	14,305	-7,305	204.4%	52.18%
4047	Vehicle maintenance/Serv etc	12,800	6,400	3,465	2,935	54.1%	-22.93%
4048	Vehicle fuel and oil	16,285	8,143	8,487	-345	104.2%	2.12%
4049	Vehicle rental charges	81,000	40,500	48,054	-7,554	118.7%	9.33%
4050	Street Cleansing	8,000	4,000	2,938	1,062	73.5%	-13.28%
4152	Propogation Unit	2,500	1,250	602	648	48.2%	-25.92%
4162	General expenditure	5,300	2,650	1,686	964	63.6%	-18.19%
4168	Other Expenditure	0	0	0	0	0.0%	-50.00%
4951	Tfr from EMR			0			
6000	Central Overheads Reallocated	50,596	25,298	29,749	-4,451	117.6%	8.80%
Streetscape Expenditure		852,149	426,075	432,365	-6,291	101.5%	0.74%
3030 Purchases for recharging		0	0	563	-563	0.0%	0.00%
1165 CEC - Income		-427,199	-213,600	-219,067	5,468	102.6%	152.56%
1167 External work income		-17,500	-8,750	-11,391	2,641	130.2%	180.18%
1199 Miscellaneous		-900	-450	0	-450	0.0%	50.00%
Streetscape Income		-445,599	-222,800	-230,458	7,659	103.4%	153.44%
Net Expenditure over Income		406,550	203,275	202,470	805	99.6%	-49.60%

Expenditure Variance 0-100% Green 101-115% Amber 115% over Red

Replenishment required

Full year for Zurich and Critical Illness paid to date.

Summer planting complete

Mower hire required due to our own being in for repairs: £4022

Start of year annual fees paid

No budget

Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Environment Committee																																																																																																																																														
MEETING DATE AND TIME	4 th December 2025 7.00 pm			LOCATION	Town Hall																																																																																																																																										
REPORT FROM	Chief Officer																																																																																																																																														
AGENDA ITEM REPORT TITLE	9 Streetscape Services																																																																																																																																														
Update	<p><u>Streetscape Contract</u></p> <p>The current Streetscape Contract runs through to April 2027. We are looking to enter into negotiations for an extension to that contract. With devolution being a subject Cheshire East is exploring, the reality is that more services will be passed down to Town and Parish Councils. For efficiency and environmental benefits, investment into new vehicles and equipment is key. When investing, there will be either finance agreements, leases or capital investment required. To enable this to happen, we need to seek a significantly longer contract than we currently have. This is to advise committee members that we are entering into dialogue with Cheshire East Council on this matter.</p> <p><u>Fly Tipping</u></p> <p>As well as noting the quantity of fly tips per month and annually, we are now calculating the cost for each specific fly tip over the course of a year. Below you will note the number of fly tips we have dealt with over the last year (2024), in comparison to previous years:</p> <table><tr><td></td><td>2019</td><td>2020</td><td>2021</td><td>2022</td><td>2023</td><td>2024</td><td>2025</td></tr><tr><td>Jan</td><td>4</td><td>4</td><td>4</td><td>16</td><td>30</td><td>20</td><td>17</td></tr><tr><td>Feb</td><td>10</td><td>2</td><td>10</td><td>11</td><td>25</td><td>7</td><td>5</td></tr><tr><td>Mar</td><td>4</td><td>0</td><td>32</td><td>24</td><td>14</td><td>8</td><td>7</td></tr><tr><td>Apr</td><td>10</td><td>12</td><td>19</td><td>10</td><td>19</td><td>24</td><td>14</td></tr><tr><td>May</td><td>5</td><td>40</td><td>22</td><td>11</td><td>11</td><td>24</td><td>20</td></tr><tr><td>June</td><td>4</td><td>22</td><td>2</td><td>8</td><td>26</td><td>20</td><td>21</td></tr><tr><td>July</td><td>8</td><td>21</td><td>0</td><td>13</td><td>9</td><td>19</td><td>23</td></tr><tr><td>Aug</td><td>5</td><td>18</td><td>10</td><td>26</td><td>19</td><td>18</td><td>22</td></tr><tr><td>Sept</td><td>6</td><td>6</td><td>14</td><td>23</td><td>13</td><td>9</td><td>14</td></tr><tr><td>Oct</td><td>5</td><td>3</td><td>10</td><td>8</td><td>21</td><td>17- 166</td><td>13- 156</td></tr><tr><td>Nov</td><td>4</td><td>4</td><td>17</td><td>25</td><td>4</td><td>6</td><td></td></tr><tr><td>Dec</td><td>5</td><td>4</td><td>10</td><td>30</td><td>15</td><td>22</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Total</td><td>70</td><td>136</td><td>150</td><td>205</td><td>206</td><td>194</td><td>156</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Total Cost</td><td>£2324.16</td><td>£5380.52</td><td>£2481.45</td><td>£12,300.87</td><td>£ 15,360.76</td><td>£ 13,077.18</td><td>£11,834.74</td></tr></table>								2019	2020	2021	2022	2023	2024	2025	Jan	4	4	4	16	30	20	17	Feb	10	2	10	11	25	7	5	Mar	4	0	32	24	14	8	7	Apr	10	12	19	10	19	24	14	May	5	40	22	11	11	24	20	June	4	22	2	8	26	20	21	July	8	21	0	13	9	19	23	Aug	5	18	10	26	19	18	22	Sept	6	6	14	23	13	9	14	Oct	5	3	10	8	21	17- 166	13- 156	Nov	4	4	17	25	4	6		Dec	5	4	10	30	15	22										Total	70	136	150	205	206	194	156									Total Cost	£2324.16	£5380.52	£2481.45	£12,300.87	£ 15,360.76	£ 13,077.18	£11,834.74
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	<p><u>Highway weed spraying</u></p> <p>Following the demonstration of a full EV quad bike and spray system, further research is taking place with other authorities that use the same equipment to establish its effectiveness and running. The total cost of the quad bike and spray system is circa £7,000. The cost of the weed spray for the whole of Congleton three times a year is being investigated, but it is hoped that this proposal will be brought to the council for the meeting on the 11th December 2025.</p> <p>If approved, please note that the weed spraying will commence in spring 2026.</p> <p><u>Grit Boxes.</u></p> <p>The ambition for the council is to maintain the levels of grit held in boxes over the winter period. An agreement needs to be in place with Cheshire East Highways for one of our vans to be allowed to collect adequate grit from Lyme Green Highways Depot and enable the Streetscape team to fill bins where necessary</p> <p><u>Vehicle Graphics</u> should start to appear on the Streetscape Vans to help promote the work of the Council. The graphics will show the Town Crest, the name of the Town Council and Historic Market Town.</p> <p><u>Congleton Park Bowling Green's</u> full renovations have been completed, so it should be in good condition for the start of the bowling season next spring.</p> <p><u>Members of the Streetscape team in work</u></p> <p>All staff are currently working – no long-term sick, one awaiting knee operation.</p> <p><u>External works</u> – Please see agenda item 14</p>
Financial Considerations	Concerns over the financial impact of fly-tipping, as well as a probable increase in highway weed control on the streetscape budget lines. Ensuring that external contracts are cost-beneficial to the council.
Environmental Considerations	Consideration to be given to areas to be weed-sprayed and the specific type of chemicals used.
Equality Considerations	Where we undertake new, existing projects or activities, we will need to engage all sectors of the community, and we will look to ensure full inclusivity.
Decision Requested	To receive the report.

CONGLETON TOWN COUNCIL
COMMITTEE REPORTS AND UPDATES

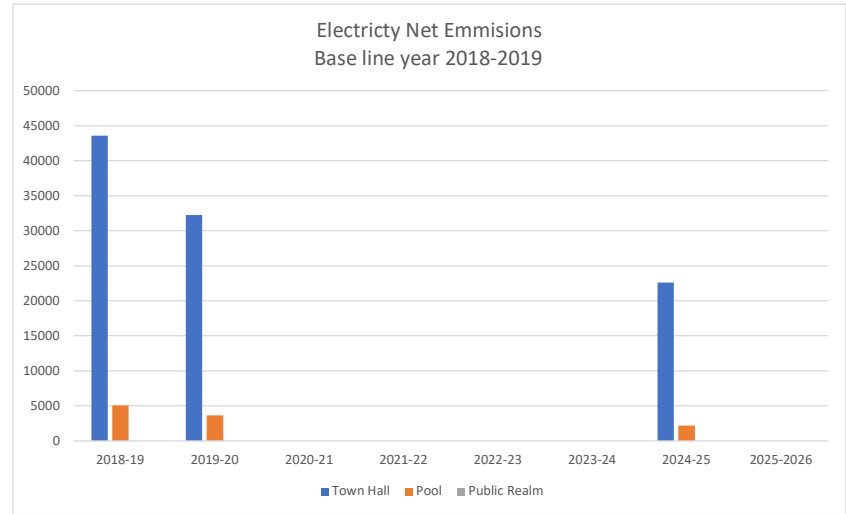
COMMITTEE:	Environment Committee																																																													
MEETING DATE AND TIME	4 th December 2025 7.00 pm		LOCATION				Congleton Town Hall																																																							
REPORT FROM	Doug Christie- Streetscape Development Manager/Serena Van Schepdael- RFO																																																													
AGENDA ITEM	10																																																													
REPORT TITLE	Carbon Footprint Update																																																													
Update	<p>Up-to-date graphs and figures on the Town Council's Carbon Footprint. Our data is divided into the following areas of operation:</p> <ul style="list-style-type: none">• Town Hall• Streetscape• Paddling Pool• Public Realm <p>The latest figures are shown as a graph in Appendix A. These figures are for the end of quarter 2, September 2025. See below for the latest summary.</p> <p><u>Utilities</u></p> <p>See Appendix B</p> <p>Our carbon emissions data is taken directly from our supplier. Absolute Emissions are total Emissions. We reduce our absolute emissions by opting into the Green Energy tariff; for information purposes, absolute emissions are included in the summary to highlight our savings. For the financial year 2024-2025, we were not opted into the Green Tariff, hence the spike in the net emissions; we are opted in again from April 2025.</p>																																																													
LATEST SUMMARY																																																														
<table><tr><td>Area</td><td>2018-19</td><td>2019-20</td><td>2020-21</td><td>2021-22</td><td>2022-23</td><td>2023-24</td><td>2024-25</td><td>Up to Month 6 2025-26</td></tr><tr><td>Town Hall</td><td>109,419</td><td>103,077</td><td>66,460</td><td>69,417</td><td>61,629</td><td>62,639</td><td>86,662</td><td>8,113</td></tr><tr><td>Streetscape</td><td>47,490</td><td>45,512</td><td>34,269</td><td>38,811</td><td>51,898</td><td>42,551</td><td>44,183</td><td>32,824</td></tr><tr><td>Paddling Pool</td><td>9,560</td><td>8,055</td><td>0</td><td>3,695</td><td>5,945</td><td>5,832</td><td>7,738</td><td>9,752</td></tr><tr><td>Public Realm</td><td>8,096</td><td>6,922</td><td>6,459</td><td>14,112</td><td>8,592</td><td>9,739</td><td>16,376</td><td>11,940</td></tr><tr><td>TOTAL</td><td>174,565</td><td>163,566</td><td>107,188</td><td>126,035</td><td>128,064</td><td>120,761</td><td>154,959</td><td>62,629</td></tr></table>									Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Up to Month 6 2025-26	Town Hall	109,419	103,077	66,460	69,417	61,629	62,639	86,662	8,113	Streetscape	47,490	45,512	34,269	38,811	51,898	42,551	44,183	32,824	Paddling Pool	9,560	8,055	0	3,695	5,945	5,832	7,738	9,752	Public Realm	8,096	6,922	6,459	14,112	8,592	9,739	16,376	11,940	TOTAL	174,565	163,566	107,188	126,035	128,064	120,761	154,959	62,629
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Methodology	<p>Fuel: Calculated on litres used, the equation is based on 2.31kg of CO2 per litre for Petrol and 2.54 kg for Diesel.</p> <p>Utilities: Gas & Electric data taken directly from the Energy Supplier based on usage. Water per 0.298 of CO2 per M³</p>																																																													

	Plants/Compost/Chemicals: Currently using the original method of calculations based on £, for Plants, we are currently looking at other methods, including using the Plant Passport.
Environmental	Reducing carbon is key to the Council's response to the Climate Emergency and its responsible Environmental Management approach.
Equality	The impact of Climate Change is predicted to affect the most vulnerable in society and those already living in poverty. The town council must show leadership in addressing climate change and decarbonising our assets and services where possible.
Financial	Driving down our carbon footprint will also have the benefit of reducing fuel and energy consumption, which will, in turn, save the council money in the long term. However, in some cases, investment in equipment and infrastructure may increase short-term costs, and the balance of these two opposing trends must be carefully assessed.
Decision Requested	To receive updated carbon footprint figures to the end of Quarter 2, September 2025.

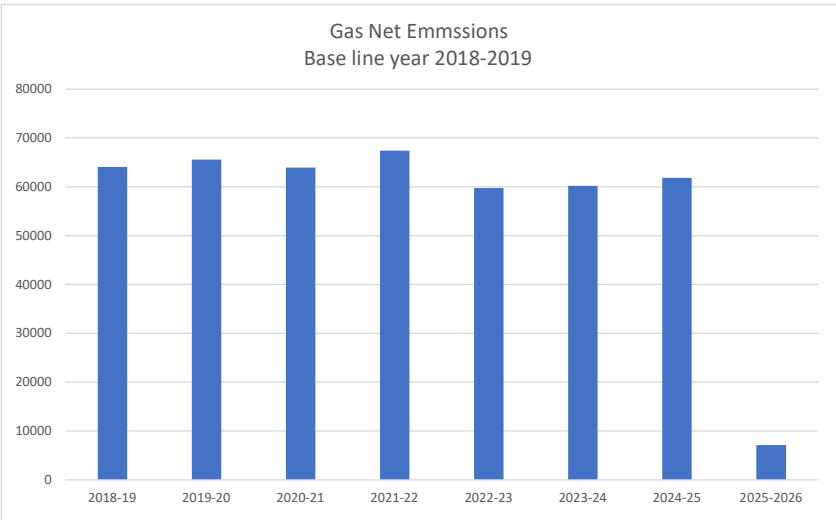
Congleton Town Council
Carbon Footprint Summary: Utilities
Appendix B

ELECTRICITY								Green Tarriff
Net Carboon Emissions								Up to Month 6
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-2026
Town Hall	43607	32263	0	0	0	0	22613	0
Pool	5064	3655	0	0	0	0	2208	0
Public Realm	26	26	26	26	26	26	26	0
								0

ELECTRICITY								Up to Month 6
Absolute Carboon Emissions for infromation: To show savings								2025-2026
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-2026
Town Hall	43607	32263	26409	19755	21559	22179	22613	10850
Pool	5064	3655	14	1125	1697	2251	2208	811
Public Realm	26	26	26	26	26	26	26	3



GAS								Up to Month 3
Net Carboon Emissions								2025-2026
Area	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-2026
	64023	65568	63911	67400	59764	60209	61841	7,165



CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	6th November 2025 7 pm	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM	11		
REPORT TITLE	Town Hall Environmental Project		
Background	CTC Officers successfully secured grant funding of £15,000 from the Improved, Greener, Community Facilities Fund Grant scheme to be used for decarbonisation improvements to the Town Hall. Works will involve the installation of double glazing to the Information Centre and brasserie windows, as well as internal secondary glazing to the arches above these windows, as well as internal secondary glazing to the arched windows on the second floor.		
Update	<p>A deposit of £5,209 + VAT has been paid to Beech Joinery, who will be carrying out the above works. Beech Joinery have been on site during October (8th, 9th & 21st) to install double glazing to the windows in the Information Centre and Brasserie, as well as installing internal secondary glazing to the arched windows on the landing area of the second floor.</p> <p>Work still to be completed is the installation of secondary glazing to the arches above the windows in the Information Centre, the frames have been completed. The Brasserie will be completed in the New Year due to Santa's Grotto installation.</p> <p>Information Centre staff have already noticed a reduction in outside noise since the installation of the double glazing.</p>		
Financial	To be in accordance with allocated budgets and financial regulations.		
Environmental	Works will go towards the overall decarbonisation of the Town Hall while using local businesses to carry out the work.		
Equality	Where applicable in the procurement of services, this is taken into consideration.		
Decision Request	To receive the report relating to the Improved, Greener, Community Facilities Fund Grant.		