



# Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CiLCA

16<sup>th</sup> January 2026

Dear Councillor,

You are summoned to attend a meeting of the Council on **Thursday 22<sup>nd</sup> January 2026**, to be held at Congleton Town Hall commencing at **7.00 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.

Yours sincerely,

D McGifford  
Chief Officer

Congleton  
**beartown**  
*where friends are made*

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

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## **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 Meeting**

To approve and [sign the minutes of the Council meeting held on the 11<sup>th</sup> October 2025.](#)

### **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 Announcements and Engagements (Enclosed)**

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

### **7. Minutes of the Planning Committee (Enclosed)**

To approve and sign the minutes of the Planning Committee meetings held on 13<sup>th</sup> November 2025.

### **8. Minutes of the Personnel Committee (Enclosed)**

To approve and sign the minutes of the Personnel Committee meetings held on 13<sup>th</sup> March 2025, 12<sup>th</sup> June 2025, 3<sup>rd</sup> July 2025 and 23<sup>rd</sup> October 2025.

### **9. Astbury Mere (Enclosed)**

To approve the Astbury Mere Management and Maintenance Contract.

**10. Budget and Precept for the financial year 2026/27 (Enclosed)**

To approve the council budget for 2026-2027 and approve the precept requirement for 2026-2027.

**10.1 Ear Marked Reserves Report (Enclosed)**

To receive a report and note the current projected Ear Marked Reserve balances for Financial Year 2026-2027.

**10.2 Payments Over £5000 (Enclosed)**

To approve the list of regular payments over £5,000 for the financial year 2026-2027.

**11. PCSOs in Congleton (Enclosed)**

To approve Congleton Town Council's response to Cheshire Police's Public consultation on raising the policing precept. The policing precept is the portion of the council tax that funds local policing. It is set annually by the Cheshire Police and Crime Commissioner (PCC) as one of their statutory responsibilities.

**12. Youth Council Constitution (Enclosed)**

To approve the Youth Council Constitution.

**To All Members of the Council**

CC: Town Burgess (5), Congleton Information Centre,  
Congleton Library, Press (3)



## Congleton Town Council

|                         |   |
|-------------------------|---|
| <b>Title</b>            | <b>Council</b>  |
| Date of Meeting<br>Time | 11 <sup>th</sup> December 2025<br>7 pm  |
| Status                  | <b>Draft Minutes – to be ratified at the next Council meeting</b>             |
| Reference Documents     | <a href="#">Agenda Papers for the Council – 11<sup>th</sup> December 2025</a> |

### Attendance

|                              |   |
|------------------------------|---|
| <b>Committee Members</b>     | Cllr Robert Brittain – Town Mayor (Chair)<br>Cllr Suzy Firkin – Deputy Mayor (Vice Chair)<br>Cllr Dawn Allen<br>Cllr Charles Booth<br>Cllr David Brown<br>Cllr Russell Chadwick Arrived at 20.15<br>Cllr Robert Douglas<br>Cllr Mark Edwardson<br>Cllr Amanda Martin<br>Cllr Susan Mead<br>Cllr Rob Moreton<br>Cllr Shaun Radcliffe<br>Cllr Heather Seddon<br>Cllr Liz Wardlaw<br>Cllr Kay Wesley<br>Cllr Glen Williams |
| <b>Officers</b>              | David McGifford (Chief Officer)   |
| <b>Members of the Press</b>  | 0   |
| <b>Members of the Public</b> | 1   |

### 1. Apologies for Absence

**Were received from** Cllr Suzie Akers Smith Cllr Emma Hall Cllr Arabella Holland Cllr Sally Ann Holland Cllr Heather Pearce Cllr Richard Walton

## **2. Minutes of Previous Meetings**

**CTC/39/2526 resolved** to approve and sign the Council minutes held on the 23<sup>rd</sup> October 2025

## **3. Declaration of Interest**

Declarations were received by Cllr Heather Seddon - CEC, Cllr Rob Moreton CEC, Cllr David Brown CEC, Elizabeth Wardlaw CEC, Cllr Glen Williams item 12 Cllr Suzy Firkin item 12 Councillor Kay Wesley items 7.1 & 12

## **4. Questions from Members of the Public**

There was one question from Jonathan Dakin – Appendix 1

## **5. Urgent Items**

An urgent item was raised by Cllr Mead requesting we widely promote current Health Care facilities

## **6. Town Mayor Announcements and Engagements – Appendix 2**

**CTC/40/2526** resolved to receive the Town Mayors Announcements and Engagements

## **7. Minutes of the Planning Committee**

**CTC/41/2526 resolved** To approve and sign the minutes of the Planning Committee meetings held on 16<sup>th</sup> October 2025.

### **7.1 CEC Environment & Communities Meeting Call for Sites**

**CTC/42/2526 resolved unanimously** to approve the statement (Appendix 3) read out by Cllr Douglas and for the Chief Officer to send a letter containing the statement to our MP Sarah Russell

## **8. Minutes of the Finance and Policy Committee**

**CTC/43/2526 resolved** to approve and sign the minutes of the Finance and Policy Committee held on 25<sup>th</sup> September 2025.

### **8.1 Policy Review Report** (Enclosed)

**CTC/44/2526 resolved** to approve updates to the policies 8.11 – 8.14

#### **8.11 Compliments, Suggestions and Complaints Policy**

### **8.12 Flag Flying Policy**

### **8.13 ICT and Cyber Security Policy**

### **8.14 SAR Complaints Policy**

## **8.2 Salary Virement Report**

**CTC/45/2526 resolved to** approve the virement of salary budgets.

## **9. Minutes of the Environment Committee**

**CTC/46/2526 resolved to** approve and sign the minutes of the Environment Committee held on the 2<sup>nd</sup> October 2025

### **9.1 Weed Spraying Quad Bike**

**CTC/47/2526 resolved** To approve the procurement of the proposed quad bike for weed spraying

### **9.2 Vehicle Lease Extension**

**CTC/48/2526 resolved** to approve the 12-month extension to a vehicle lease and approve the use of EMR 320 Capital Contingency to allow for the Health & Safety updates for the vehicles.

### **9.3 Livery To Streetscape Vans**

**CTC/49/2526 resolved** to approve adding the livery to Streetscape Vans which would only include the Town Council Crest and the name Congleton Town Council.

## **10. Minutes of the Community Committee**

**CTC/50/2526 resolved** approve and sign the minutes of the Community Committee held on 18<sup>th</sup> September 2025.

## **11. Minutes of the Town Hall Assets and Services Committee**

**CTC/51/2526 resolved** approve and sign the minutes of the Town Hall Assets and Services Committee held on 11<sup>th</sup> September 2025

### **11.1 Grand Hall Interactive Screen**

**CTC/52/2526 resolved** To approve the procurement of an Interactive Screen for the Grand Hall funded by a grant if available or if unsuccessful in its grant application via Capital

Contingency Earmarked Reserve or via a set budget in 2026-2027, depending on when Congleton Town Council is notified of its failure to obtain a grant.

**12. Appointment of Representative for Congleton Partnership**

**CTC/53/2526 resolved to** approve councillor Kay Wesley being one of the two council representatives on the Congleton Partnership Oversight Committee.

**At 8.55 pm CTC/54/2526** Councillors resolved to approve continuing the meeting beyond 9.00pm

**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.

**CTC/55/2526 resolved** to approve passing the resolution to exclude members of the press and public from agenda item 14

**14. Congleton Museum**

**CTC/56/2526** noted the update provided Cllrs S Firkin K Wesley and Chief Officer David McGifford

## **Appendix 1 Jonathan Dakin Question**

My name is Jonathan Dakin and I am a White Ribbon Ambassador. The town and council should feel proud of our White Ribbon activity and the council accreditation gained. As I note that vehicle livery is on the agenda, there is an opportunity to highlight and recognise this achievement through some signage on council vehicles. This should result in raising awareness further and help our efforts to prevent abuse and violence

## **Appendix 2 TOWN MAYOR'S ENGAGEMENTS 2025/26**

### **20 Engagements since 15.10.25 - Town Mayor, Cllr Robert Britain**

19.10 Mayor of Leek's Civic Service  
25.10 Congleton Poppy appeal Launch  
29.10 Witchy Wednesday  
1.11 Rotary Bonfire & Fireworks Display  
8.11 Autumn Kids Tubs Plant-Up  
9.11 Remembrance Sunday  
11.11 Armistice Service  
13.11 In Bloom Presentation Evening  
14.11 Taste for Life Café Launch  
15.11 Lantern Making Workshop  
15.11 Refugees Welcome 10 Years Event  
16.11 CAYT Elf the Musical  
22.11 Visit to White Ribbon Stall  
24.11 Congleton Rotary's 78th Charter Dinner  
28.11 Congleton Christmas Switch-On  
29.11 Congleton Lions Santa Launch  
29.11 Rotary Tree of Light Switch On Event  
30.11 Sunday Service at New Life Church  
2.12 Astbury Mere Xmas Switch on  
4.12 Congleton Town Mayor's "Festive Feast Fundraiser"

### **6 Engagements – Deputy Town Mayor, Cllr Suzy Firkin**

19.10 Mayor of Nantwich, Civic Service  
22.10 Visyon AGM  
24.10 Little Shop of Horrors  
15.11 Congleton Choral Society - Autumn Concert  
1.12 St. John Ambulance Presentation Evening  
5.12 Park Lane Care Home Christmas Switch-On

## **Appendix 3 Cllr Robert Douglas**

### **CONGLETON COUNCIL - CHESHIRE EAST NEW LOCAL PLAN** **11th DECEMBER 2025**

Cheshire East Council is progressing its new Local Plan. As part of this process, Cheshire East had a Call for Sites, where landowners put forward sites for development, which will be assessed by Cheshire East Council's officers. Developers prefer to build on Green Belt and on open countryside rather than on brown field sites as it is easier and cheaper given it avoids problems like ground contamination. To make matters worse, the Government is redefining some of our Green Belt as Grey Belt.

The Local Plan should ensure that development is coordinated and supported by the right infrastructure, but that is not happening, as we can all see – insufficient additional schools, doctors and dentists. In 2019, the waiting list for our N.H.S. dentist was six months, now it is four years. In that list, there are ten sites relating to Congleton covering an area of 75 acres, which equates to 47 football pitches. Three sites in Somerford Parish totalling 146 acres equating to 91 football pitches and four sites in Brereton Parish totalling 191 acres equating to 120 football pitches. The Government recently increased the annual housing requirement for Cheshire East to 2,603 houses (including 5% buffer) from 977 homes, so Cheshire East Council no longer has a five year land supply. David Malcolm, the Chief Planning Officer, recently advised it had dropped to just 3.8 years. This has very serious implications because with less than a five year supply of land, the balance in planning decisions has been tilted in favour of the developers.

The consequences of this were brilliantly stated by Councillor Goldsmith, an Independent Councillor, who holds the position of Chair of Cheshire East's Highways and Transport Committee. Councillor Goldsmith rightly stated that the Government is forcing Cheshire East Council to either determine which parts of the Green Belt are dug up, which hedgerows are ripped out and which trees are cut down, or instead, allow developers to make that decision to achieve the Government's targeted rush to concrete over our countryside.

Councillor Goldsmith also told us not to complain to the Cheshire East Councillors, who are being obliged to carry out the Government's "dirty work", but to complain to our local M.P.

I followed Councillor Goldsmith's advice and wrote to Sarah Russell. I was greatly heartened by Sarah Russell's response. Not only did Sarah Russell fully share all my concerns, but she has also actively raised these concerns with Government ministers.

There is, in my opinion, a simple solution to resolve this issue and ensure that Cheshire East Council has a five year land supply, thereby preventing opportunistic and inappropriate planning applications.

Prior to yesterday's Cheshire East full Council meeting, I put forward my suggestion to Nick Mannion, the Leader of Cheshire East Council, that the Government should require Councils to generate their own list of brown field sites suitable for development, which if appropriate, the Government compulsorily purchases from unwilling sellers just as it did for the HS2 Project.

Nick Mannion's response was, "you have hit the nail on the head". Nick Mannion advised me that Cheshire East already has the list of brown field sites. Nick Mannion's final response was, "give us the tools to do the job."

I, therefore, wish to make the following proposal:

That the Chief Officer and the Mayor urgently write a joint letter on behalf of Congleton Town Council to Sarah Russell with copies to the Leader and Deputy Leader of Cheshire East Council calling on the Government to require Cheshire East Council to provide a detailed list of brown field sites for the Government to consider which, if the owners are unwilling to allow these brown field sites to be built on, should be compulsorily purchased and then added to Cheshire East Council's land supply. The purpose of this is to ensure that Cheshire East Council then has a five year land supply, prioritising development on brown field sites and protecting our open countryside for the benefit of our communities and in the words of Sarah Russell, "not allowing developers to boost their profits through unplanned growth in unsuitable locations."

Councillor Robert Douglas

**Council Meeting 22.1.2026 ITEM 6**  
**TOWN MAYOR'S ENGAGEMENTS 2025/26**

**8 Engagements since 6.12.25 - Town Mayor, Cllr Robert Brittain**

|                  |   |
|------------------|---|
| 7 December 2025  | Congleton Youth Orchestra Christmas Concert             |
| 8 December 2025  | No Tier Snooker Christmas Charity Lunch                 |
| 13 December 2025 | Children's Awards at Congleton Police Station           |
| 13 December 2025 | New Life Church Carol Service                           |
| 13 December 2025 | Rotary Christmas Concert                                |
| 18 December 2025 | Christmas Carol Service - St Peters Church              |
| 20 December 2025 | Congleton Choral Society Christmas Concert              |
| 14 January 2026  | Mayor of Leek 'Silent Night' Charity Fund Raising event |

**1 Engagement – Deputy Town Mayor, Cllr Suzy Firkin**

|                  |   |
|------------------|---|
| 13 December 2025 | Children's Awards at Congleton Police Station |
|------------------|---|



## Congleton Town Council

|                         |  |
|-------------------------|--|
| <b>Title</b>            | <b>Planning Committee</b>  |
| Date of Meeting<br>Time | 13 <sup>th</sup> November 2025<br>7:45 pm                                |
| Status                  | <b>Final Minutes</b>   |
| Reference Documents     | <a href="#">Agenda Papers for Planning – 13<sup>th</sup> November 25</a> |

### Attendance

|                              |  |
|------------------------------|--|
| <b>Committee Members</b>     | Cllr Amanda Martin (Chair)<br>Cllr Robert Douglas<br>Cllr Kay Wesley |
| <b>Ex Officio</b>            | Cllr Robert Brittain (Mayor)<br>Cllr Suzy Firkin (Deputy Mayor)      |
| <b>Non-Committee Members</b> | 0  |
| <b>Officers</b>              | David McGifford (Chief Officer)                                      |
| <b>Members of the Press</b>  | 0  |
| <b>Members of the Public</b> | 4  |

#### 1. Apologies for Absence

Apologies were received from Cllrs S Akers Smith, D Brown, M Edwardson, and L Wardlaw.

#### 2. Minutes of Previous Meetings

**PLN/18/2526 resolved** to approve and sign the Planning Committee minutes held on 16<sup>th</sup> October 2025 as a correct record.

#### 3. Declaration of Disclosable Pecuniary Interests

Declarations were received by Cllr Kay Wesley with regard to items contained within item 18.

#### 4. Outstanding Actions

None.

## **5. Questions from Members of the Public (See Appendix 1)**

It was noted by the chair that

1. When looking at a variation to a planning approval or "Variation to Conditions", the Committee must be careful not to allow the developer to smuggle in undesirable changes under the cover of an apparently harmless one.
2. When the implementation of a feature in a development is imperfect, pressure on the developer from the homeowners in the development is more likely to get the faults corrected than an appeal to Cheshire East Enforcement. This Committee has been trying in vain for years to get a promised bridge over the Dane built into the Park from Astbury Place.

## **6. Urgent Items**

There were no urgent items.

## **7. Planning Enforcement**

### **7.1 Astbury Place / Congleton Park**

No further updates have been received from Cheshire East Council & Resident enquiry is ongoing and awaiting feedback.

### **7.2 Section 106**

Cllr Douglas provided an update on the current status of Section 106 agreements. (See Appendix 2)

## **8. Planning Applications Section 1**

**PLN/19/2526 resolved** to remove the star from item 21 and all remaining starred items to be noted as no objection – items brought forward to Planning Applications Section 1 as follows

|            | <b>App Ref</b>          | <b>Location Details</b>  | <b>Proposal</b>   |   |
|------------|-------------------------|--|---|---|
| <b>4.</b>  | <a href="#">25/3864</a> | Vale Club Canal Street, Congleton, Cheshire East, CW12 3AE                     | Change of use of vacant social club to 11 bed / person HMO (sui generis) including minor external alterations, with associated car parking, bin and cycle storage.  | <b>Objection</b><br>Increase in noise in the area which is already surrounded by 45 flats<br>Too close to the existing HMO site on 85 Canal Street.<br>Loss of Privacy<br>Overdevelopment of the site<br>Impact on highway safety with vehicles egressing from the site with a limited view of traffic. |
| <b>17.</b> | <a href="#">25/4179</a> | John Morley Importers Limited Morley Drive, Congleton, Cheshire East, CW12 3LF | Discharge of conditions 5,21,23 and 29 on approval<br>24/2497C: Demolition of existing buildings and regeneration of site to provide a care home, 53 retirement living apartments and 14 houses. Condition 5 - CEMP | <b>Objection</b><br>Condition 5 to fulfil safety requirements, the CEMP document is inadequate.<br>It needs to include –<br>1. Preventing vehicles from accessing the bridge on Morley Drive.<br>2 Rigorous monitoring and control of any asbestos on the site .  |
| <b>21.</b> | <a href="#">25/4242</a> | John Morley Importers Limited Morley Drive, Congleton, Cheshire East, CW12 3LF | Discharge of conditions 6, 7, 9, 20 and 26 on approved application<br>24/2497C -  | <b>No Objection</b>   |

## **9. Neighbourhood Plan**

**PLN/20/2526 resolved to** receive the verbal update from the Chief Officer

## **10. Licensing Applications**

None.

## **11. Nightingale Land Public Consultation: Land South of Sandbach Road**

**PLN/21/2526 resolved** that the response to planning application 25/3498 (**Objection – intrusion into open countryside and impact on wildlife**), with the addition of the need to mention that the required infrastructure and additional services need to keep

pace with any development, which includes health and education, would be the response to the planning consultation.

## **12. Cheshire East New Local Plan Update**

**PLN/22/2526 resolved to** defer this item to the council meeting scheduled for the 11<sup>th</sup> December 2025

## **13. Planning Applications Section 2**

|    | <b>App Ref</b>          | <b>Location Details</b>                                     | <b>Proposal</b>   |   |
|----|-------------------------|---|---|---|
| 1* | <a href="#">25/3692</a> | Land Off The Moorings, Hightown, Congleton, CW12 3UQ        | Discharge of condition 11 on approved application 13/3517C -  | <b>No Objection</b>   |
| 2. | <a href="#">25/3807</a> | NatWest, 46 High Street, Congleton, Cheshire East, CW12 1BD | Provision of a ramp to facilitate access for wheelchair users and persons with ambulant disabilities.                             | <b>Fully Support</b>  |
| 3. | <a href="#">25/3844</a> | 5 Oakmont Close, Congleton, Cheshire East, CW12 3GU         | The sycamore tree has developed a pronounced lean toward the property, raising concerns about its long-term structural stability. | <b>Objection</b> – applicant needs to seek professional advice  |
| 4. | <a href="#">25/3864</a> | Vale Club   |   | As section 1  |
| 5. | <a href="#">25/3929</a> | 7 The Mount, Congleton, Cheshire East, CW12 4FD             | x1 Lime thinned to create 2m clearance, x1 Robinia to be removed  | <b>Approve</b> the thinning of the lime tree and felling of the Robinia subject to it being replaced by 3 trees of a native species |
| 6. | <a href="#">25/3984</a> | 17 Coniston Avenue, Congleton,                              | T1 + T2 Both Mature - Quercus robur Both trees to be pollarded by approximately 50% - to  | <b>No Objection</b>   |

|      | <b>App Ref</b>          | <b>Location Details</b>  | <b>Proposal</b>  |                     |
|------|-------------------------|--|--|---------------------|
|      |                         | Cheshire East,<br>CW12 4LY   | reduce the chance of major limb failure  |                     |
| 7.   | <a href="#">25/3990</a> | John Morley Importers Limited, Morley Drive, Congleton, Cheshire East, CW12 3LF  | Category B Tree Group G8 consisting of Hawthorn, Dogwood, Ash & Oak to be pruned/clipped on the North side back to the site boundary. between 5 and 6m ground clearance over site. | <b>No Objection</b> |
| 8*.  | <a href="#">25/3997</a> | Land Between Manchester Road And Giantswood Lane, Hulme Walfield, Cheshire East, | Discharge of condition 9 on approved application 24/1511C -  | <b>No Objection</b> |
| 9*.  | 25/4022                 | Timbersbrook Edge Middle Lane, Congleton, Cheshire East, CW12 3PU                | Discharge of Conditions 6 (Landscape), 8 (Biodiversity) and 9 (Boundary Treatment) on approval 24/0570C  | <b>No Objection</b> |
| 10.  | <a href="#">25/4037</a> | The Brambles, Mossley Hall Biddulph Road, Congleton, Cheshire East,              | The proposed development involves the conversion of an existing double garage into two functional internal spaces.   | <b>No Objection</b> |
| 11*. | <a href="#">25/4088</a> | 3 Park Street, Congleton, Cheshire East, CW12 1EY                                | Proposed works: Roof covering replacement - Removal and replacement of the existing slate roof covering on a like-for-like basis, including associated leadwork.                   | <b>No Objection</b> |

|      | <b>App Ref</b>          | <b>Location Details</b>   | <b>Proposal</b>   |  |
|------|-------------------------|---|---|--|
| 12.  | <a href="#">25/4098</a> | 25 Chatsworth Drive, Congleton, Cheshire East,                        | T1 Oak - Full crown deadwood removal  | Defer to CEC Tree Officer  |
| 13.  | <a href="#">25/4112</a> | 2 Leek Road, Congleton, Cheshire East, CW12 3HS                       | T1 - Scots Pine - fell due to deteriorating condition with the tree losing several large branches over the last 3 years or so.  | <b>No Objection</b> subject to 3 replacement trees of a native species   |
| 14.  | <a href="#">25/4113</a> | Rear of 24 Blackshaw Close, To Minton Close, Congleton.               | Oak Tag 5652 request to reduce crown by 1.5m in height and selective end weight reduction by up to 3m off laterals (reshape tree crown) post storm major failure 05.10.25 over domicile boundary. | Defer to CEC Tree Officer  |
| 15.  | <a href="#">25/4155</a> | 81 Dobson Way, Congleton, Cheshire East, CW12 1GQ                     | Proposed semi-detached house on an infill plot adjacent no. 81 Dobson Way, Cinnamon Brow, Congleton, CW12 1GP   | <b>Objection</b> – Loss of light, inadequacy of parking, layout and density- loss of public amenity space – unsafe access and egress |
| 16*. | <a href="#">25/4174</a> | Land Adjacent To No. 22 Woolston Avenue, Cheshire, CW12 3DY           | Discharge of conditions 4,7,11,12,17 and 18 on approval 21/0579C: Proposed residential development of 6No. one-bed apartments.  | <b>No objection</b>  |
| 17.  | <a href="#">25/4179</a> | John Morley Importers Limited Morley Drive, Congleton, Cheshire East, | Discharge of conditions 5,21,23 and 29 on approval 24/2497C: Demolition of existing buildings and regeneration of site to   | <b>As section 1</b>  |
| 18*. | <a href="#">25/4190</a> | 40 Cross Lane, Congleton, Cheshire East, CW12 3JX                     | Discharge of conditions 3, 5, 8 and 10 on approval 24/4127/FUL - APP/R0660/W/25/3363785   | <b>No Objection</b>  |

|     | <b>App Ref</b>          | <b>Location Details</b>  | <b>Proposal</b>   |                     |
|-----|-------------------------|--|---|---------------------|
| 19* | <a href="#">25/4212</a> | 77b Sandbach Road, Congleton, Cheshire East, CW12 4TF                          | Proposed extension and alterations to the existing dwelling.  | <b>No Objection</b> |
| 20* | <a href="#">25/4213</a> | 2 Cedar Court, Congleton, Cheshire East, CW12 3JP                              | Proposed single-storey rear extension, two-storey side extension and new dormer to front elevation.   | <b>No Objection</b> |
| 21. | <a href="#">25/4242</a> | John Morley Importers Limited Morley Drive, Congleton, Cheshire East, CW12 3LF | Discharge of conditions 6, 7, 9, 20 and 26 on approved application 24/2497C - Demolition of existing buildings and regeneration of site to provide a care home, 53 retirement living apartments and 14 houses | <b>As section 1</b> |
| 22. | <a href="#">25/4268</a> | Seventh Heaven Bridal Ltd, 63 Lawton Street, Congleton, Cheshire East,         | Prior approval for the change of use from commercial use to residential use   | <b>No Objection</b> |
| 23. | <a href="#">25/4316</a> | 28 Cross Lane, Congleton, Cheshire East, CW12 3JX                              | T1 oak - selectively reduce canopy by 2-3m. T2 lime - crown lift to 4m above ground level, selectively reduce western garden side of canopy by 2-3m and reduce back from property to give 2m clearance.       | <b>No Objection</b> |

Meeting ended at 9.35 pm

**Chair**  
**Cllr Amanda Martin**

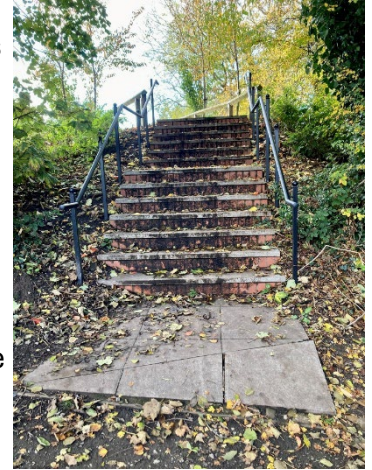
## Appendix 1

Val Scaresbrook speaking on behalf of Congleton Sustainable Travel – part of Congleton Climate Action.

As many here will know, our group of volunteers has been spending much time and effort working on the removal of legacy obstructions to walking, wheeling and cycling. However, we are dismayed and frustrated by new obstructions to accessibility appearing, entailing even more time and effort to have them changed.

New obstructions might be due to planning officers being unaware of the problems they cause, or being unaware of the Equality Act 2010 requirements, or not spotting the details when processing applications. Also, when developers apply for a variation, it is easy to overlook any tiny changes not mentioned in the description of the major focus.

One example of this is the steps at the end of a row of bungalows. The change of height here was originally planned as a ramp, but in a later approved amendment for additional housing in another part of the estate, the ramp was changed to steps. No one noticed. So we have no recourse to planning enforcement. The developers did eventually agree to create a ramp close by, but because one householder objected, they didn't go ahead.



Another example is a road designated as an emergency access road plus a walking and cycling route. This has been unsuitably surfaced with grasscrete that has not been backfilled, so it's unpleasant to walk over, and impossible to push buggies and wheelchairs along. There is also a kerb at one end that projects above the access road and the highway, creating another obstruction, not least to an ambulance with a patient on board. But the approved plans did not specify detail such as a dropped kerb or backfilling. So we have no recourse to planning enforcement. However with this example, we are pursuing other options.



Howey Lane, Congleton



The question for this committee is if you could please all be alert to the Equality Act 2010 and Active Travel England's recommendations for walking and wheeling routes on developments, including being step-free and with continuous surfaces? Please consider accessibility details when you scrutinise planning applications, and highlight impracticalities, or non-compliance, or both, when you comment. Please also look for small parcels of 3<sup>rd</sup> party land that prevent connectivity for shortcuts and quiet routes for walking, wheeling and cycling, and consider objecting to the whole scheme unless this is addressed.

Reference:

Active Travel England. 'Planning for Active Places.' Available at: <https://www.activetravelengland.gov.uk/planning-active-places> (Accessed 5<sup>th</sup> Nov 2025)

## **Appendix 2**

### **PLANNING COMMITTEE MEETING S106 - NOVEMBER 2025**

On 15th September, 2025, I sent a Freedom of Information Request asking :

Firstly, the deadline by which a S106 development must commence before it is deemed out of time and therefore unable to commence legally.

Secondly, for four specific S106 planning applications which Cheshire East had advised had not started, whether they were out of time.

Thirdly, for one specific S106 planning application which Cheshire East had advised that they did not know if it had started, whether it was out of time.

Fourthly, broad brush details about the additional resources that Cheshire East advised had recently been added to the S106 Team, including when and the benefits that these additional resources would bring.

Cheshire East aim to respond to Freedom of Information Requests within 20 Working Days. However, on Working Day 22, they advised that they needed additional time to respond. They advised that under the Regulations, they are allowed 40 Working Days, but they added, "Please be assured that this does not mean that we intend to take this long to respond."

Working Day 40 was yesterday, 12th November, 2025 and as far as I am aware, they have not responded.

This afternoon, I wrote to Cheshire East stating that this Freedom of Information Request relates to issues that I am acting on behalf of Congleton Town Council and is an item on tonight's agenda of a Congleton Town Council meeting, in which I was to advise the other Congleton Town councillors of their response to this Freedom of Information Request.

I advised that it never crossed my mind that Cheshire East Council would fail to respond within 40 working days.

I added that I am sure that the other Congleton Town councillors will be as disappointed as I am that I am unable to provide an answer to this Freedom of Information request sent on their behalf, going all the way back to 15th September 2025.

I asked them to urgently advise the exact date on which this overdue response to Freedom of Information Request No 31704977 will be received.

Councillor Robert Douglas  
13th November, 2025

**Minutes of the Personnel Committee Meeting**  
**13<sup>th</sup> March 2025**

**Councillors in Attendance:** David Brown (Chair)  
Russell Chadwick  
Sally Ann Holland (Vice Chair)  
Amanda Martin  
Rob Moreton  
Heather Seddon  
Glen Williams

**Ex Officio:** Kay Wesley (Mayor) and Robert Brittain (Deputy Mayor)

**Officers:** David McGifford (Chief Officer)

**Members of the press: 0**

**Members of public: 0**

**1. Apologies for absence.**

Apologies were received from Suzie Akers Smith, Robert Douglas and Suzy Firkin

**2. Minutes**

**Pers/09/2425 Resolved to** approve the minutes of the Personnel Committee meeting held 12 December 2025.

**3. Declarations of interest**

Cllrs David Brown Russell Chadwick. Sally Ann Holland, Rob Moreton and Heather Seddon declared an interest in matters relating to Cheshire East Council.

**4. Outstanding Actions**

There were no outstanding actions from previous meetings.

**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. Resolution to Exclude the Public and Press from Item 8**

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting due to private staffing matters.

**Pers/10/2425 Resolved to** exclude members of the press and public from the meeting due to private staffing matters.

**8. Proposed Staffing Structure and updated Job descriptions**

**8.1 To approve the proposed staffing structure as shown in Appendix 2**

**Pers/11/2425 Resolved to** approve the proposed staffing structure as shown in Appendix 2

**8.2 To approve the job descriptions and for them to be sent for external evaluation**

**Pers/12/2425 Resolved to** approve the updated Job descriptions subject to agreed amendments being circulated to committee members.

**8.3 To recruit an additional member of staff for the Visitor Information Centre**

**Pers/13/2425 Resolved to** approve the recruitment of an additional member of staff for 12 hours per week

The meeting finished at 8.40 pm

Chair David Brown

**Minutes of the Personnel Committee Meeting**  
**Held on the 12<sup>th</sup> June 2025 at 8.00 pm**

For the papers discussed at the meeting, [please see Personnel Committee Agenda 12<sup>th</sup> June 2025](#).

**Councillors in Attendance:** Richard Walton (Chair)  
Sally Ann Holland  
Amanda Martin  
Glen Williams

**Ex Officio:** Suzy Firkin  
**Officers:** David McGifford (Chief Officer)  
**Members of the press:** 0  
**Members of the public:** 0

**1. Apologies for absence.**

Were received from Cllrs Suzie Akers Smith, David Brown, Russell Chadwick, Robert Douglas, Rob Moreton, Kay Wesley.

**2. Minutes of Previous Meetings**

**PRES/01/2526 Resolved to** approve the minutes of the meeting held on the 13<sup>th</sup> March 2025.

**3. Declarations of interest**

Declarations of interest were received from Cllr Sally Ann Holland on the proposals relating to Streetscape Operatives in item 8, and left the room for that debate and did not vote.

**4. Outstanding Actions**

To review any outstanding actions from previous meetings.

**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. Resolution to Exclude the Public and Press from Item 8**

**PERS/02/2526 Resolved to approve the** resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting due to private staffing matters.

**8. Job Re-Evaluations**

**PERS/03/2526 Resolved to** approve the Job re-evaluations and associated cost analysis as presented by the Chief Officer.

**Cllrs: Richard Walton (Chair)**

**Minutes of the Personnel Committee Meeting**  
**Held on the 3<sup>rd</sup> July 2025 at 8.00 pm**

For the papers discussed at the meeting, [please see Personnel Committee Agenda 3<sup>rd</sup> July 2025](#)

**Councillors in Attendance:** Richard Walton (Chair)  
David Brown (Vice chair)  
Robert Douglas  
Sally Ann Holland  
Amanda Martin  
Rob Moreton  
Kay Wesley  
Glen Williams

**Ex Officio:** Suzy Firkin  
**Officers:** David McGifford (Chief Officer)  
**Members of the press:** 0  
**Members of the public:** 0

**1. Apologies for absence.**

Apologies were received from Cllrs Suzie Akers Smith and Russell Chadwick.

**2. Minutes of Previous Meetings**

**PRES/04/2526 Resolved to** approve the minutes of the meeting held on the 12<sup>th</sup> June 2025.

**3. Declarations of interest**

Declarations of interest were received from Cllrs David Brown, Sally Ann Holland, and Rob Moreton on matters relating to Cheshire East Council

**4. Outstanding Actions**

There were no outstanding actions

**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. Resolution to Exclude the Public and Press from Item 8**

**PERS/05/2526 Resolved to approve the** resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting due to private staffing matters.

**8. Job Offer Streetscape Development Manager**

**PERS/06/2526 Resolved to** approve the proposal to offer the Streetscape Development Manager position to Mr D Christie

**Cllrs: Richard Walton (Chair)**

|                         |   |
|-------------------------|---|
| <b>Title</b>            | <b>Personnel Committee</b>                                    |
| Date of Meeting<br>Time | 23 <sup>rd</sup> October 2025<br>8 pm                         |
| Status                  | <b>Final Minutes</b>  |
| Reference Documents     | <a href="#">Agenda Papers for Personnel – 23 October 2025</a> |

### Attendance

|                              |   |
|------------------------------|---|
| <b>Committee Members</b>     | Cllr Richard Walton (Chair)<br>Cllr Robert Douglas<br>Cllr Sally Ann Holland<br>Cllr Amanda Martin<br>Cllr Kay Wesley<br>Cllr Glen Williams |
| <b>Ex Officio</b>            | Cllr Robert Brittain (Mayor)<br>Cllr Suzy Firkin (Deputy Mayor)   |
| <b>Non-Committee Members</b> |   |
| <b>Officers</b>              | David McGifford (Chief Officer)   |
| <b>Members of the Press</b>  | 0   |
| <b>Members of the Public</b> | 0   |

#### 1. Apologies for Absence

Apologies were received from Cllrs David Brown (Vice Chair), Russell Chadwick, and Rob Moreton.

#### 2. Minutes of Previous Meetings

**PRES/07/2526 resolved** to approve and sign the Personnel Committee minutes held on 3<sup>rd</sup> July 2025 as a correct record.

#### 3. Declaration of Interest

Declarations were received by Cllr Sally Ann Holland.

#### 4. Outstanding Actions

None

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

There were no questions from members of the public

**6. Urgent Items**

None

**7. Resolution to Exclude the Public and Press from Item 8**

**PRES/08/2526 resolved** to exclude the Public and Press from the meeting.

**8. Notice period for Senior Officer**

**PRES/09/2526 resolved** to increase the Chief Officer's notice period to 6 months and 54 hours.

**9. Ex Gratia Payment**

**PRES/10/2526 resolved to** approve the Ex Gratia payment as proposed by Cllr Douglas.

**CONGLETON TOWN COUNCIL**  
**COMMITTEE REPORTS AND UPDATES**

|                                 |   |                 |                            |
|---------------------------------|---|-----------------|----------------------------|
| <b>COMMITTEE:</b>               | <b>Council</b>  |                 |                            |
| <b>MEETING DATE AND TIME</b>    | <b>22<sup>nd</sup> January 2026</b><br><b>7.00 pm</b>   | <b>LOCATION</b> | <b>Congleton Town Hall</b> |
| <b>REPORT FROM</b>              | <b>Chief Officer</b>  |                 |                            |
| <b>AGENDA ITEM</b>              | <b>9</b>  |                 |                            |
| <b>REPORT TITLE</b>             | <b>Astbury Mere</b>   |                 |                            |
| <b>BACKGROUND</b>               | <p>Astbury Mere falls under the authority of the Astbury Mere Trustees, who previously had a contract with Cheshire East Council/Ansa for the provision of a Park Ranger Service. This service undertook the overall maintenance and management of the site, except for the Lake.</p> <p>As Cheshire East Council/Ansa started to review its services, discussions took place about the value of the contract and the services being provided.</p> <p>The Trustees agreed that they would explore other options, which resulted in Ruth Burgess, our previous Streetscape Development Manager, providing a quote for Streetscape to provide those services. The quote provided by Ruth mirrored the existing contract they had with CEC / Ansa, which was circa £26,000 pa. This was approved in principle, and it to be reviewed after a year.</p> <p>Shortly after commencing this service, Ruth moved into her new role in early June 2025, leaving a void. It was a difficult time for both ourselves and the trustees, and it became apparent to us quite quickly that the £26,000 was not adequate, as well as the principle of taking on extra work only in the winter months was not being applied, creating capacity issues for delivering our current Streetscape contract.</p> <p>We felt an obligation to support the Trustees as they had made a decision to leave CEC / Ansa and work with the Town Council</p> |                 |                            |
| <b>UPDATE</b>                   | <p>In July 2025, we arranged and agreed on a programme of works to see them through the summer on an agreed hourly rate and basically stuttered through to the end of the growing season. At this point, we engaged our replacement Streetscape Development Manager and started to hold joint meetings to agree on a way forward with regard to the Management and Maintenance of Astbury Mere. We gained clarity on what was required and provided quotes for what we perceived to be the correct value for the contract and how we could service it.</p>  |                 |                            |
| <b>FINANCIAL CONSIDERATIONS</b> | <p>The value of the contract that has been agreed is £42,289, which is an increase of £16,289 on the original contract. This cannot be delivered by the current staffing structure, and this is part of the reason for the increase in the streetscape staffing levels. This does not totally cover the</p>   |                 |                            |

|                                     |   |
|-------------------------------------|---|
|                                     | <p>cost of a Park Ranger, however, with the current demands on the Streetscape Service, the Park Ranger would undertake further environmental improvement projects across Congleton. It is also worth noting that the Streetscape Development Manager is currently in discussions with an adjoining Parish Council with regard to managing and maintaining large open spaces for them, not dissimilar to Astbury Mere in terms of scale.</p>  |
| <b>ENVIRONMENTAL CONSIDERATIONS</b> | <p>Managing Astbury Mere represents a great opportunity to introduce and showcase environmental projects. This will also add to the services that the Town Council provides, which will need to be promoted to residents and visitors. There could be further promotional opportunities for the Town Council and the Town by utilising the Astbury Mere centre, which is currently used for a few meetings a year</p>   |
| <b>EQUALITY CONSIDERATION</b>       | <p>The Park Ranger will be required to ensure, wherever possible, there is equal access around Astbury Mere in its current guise, and considered when introducing additional activities and projects.</p>   |
| <b>RISK MANAGEMENT</b>              | <p>The agreement on the contract value was agreed just before Christmas, whilst the arrangements appear to be favourable to both sides, we still need to undertake some due diligence on Astbury Mere and have a formal contract in place, namely:-</p> <ol style="list-style-type: none"> <li>1. The contract needs to be at least 3 years with an annual review built into it.</li> <li>2. Asking if a situation occurs, such as a key tenant leaving, means that they have insufficient income to meet the financial agreement. We have questioned how this can be replenished, i.e., can reserves be used to do this, if so, to what level and for how long?</li> </ol> <p>We are looking to start this contract at the beginning of the new financial year, and we will advertise the role. Please note we will not engage an officer until we have a satisfactory response to the above</p> |
| <b>DECISION REQUEST</b>             | <ol style="list-style-type: none"> <li>1. To approve the contract with Astbury Mere Trustees of £42,289 for the Management and Maintenance of Astbury Mere, subject to satisfactory outcomes to the points raised in the Risk Management.</li> <li>2. The decision to progress is delegated to the Chief Officer, the Responsible Financial Officer and the Chair of Finance and Policy.</li> </ol>   |

**CONGLETON TOWN COUNCIL  
COMMITTEE REPORTS AND UPDATES**

|   |   |                 |                            |                   |            |                |                     |                |                    |                               |  |
|---|---|-----------------|----------------------------|-------------------|------------|----------------|---------------------|----------------|--------------------|-------------------------------|--|
| <b>COMMITTEE:</b>                         | <b>Council</b>  |                 |                            |                   |            |                |                     |                |                    |                               |  |
| <b>MEETING DATE AND TIME</b>              | <b>22<sup>nd</sup> January 2026<br/>7.00 pm</b>   | <b>LOCATION</b> | <b>Congleton Town Hall</b> |                   |            |                |                     |                |                    |                               |  |
| <b>REPORT FROM</b>                        | <b>Chief Officer and Responsible Financial Officer</b>  |                 |                            |                   |            |                |                     |                |                    |                               |  |
| <b>REPORT TITLE</b>                       | <b>10<br/>Budget and Precept for the financial year 2026/27</b>   |                 |                            |                   |            |                |                     |                |                    |                               |  |
| <b>Introduction</b>                       | <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>Included in this report:</p> <ul style="list-style-type: none"> <li>• Appendix 1: Budget Summary</li> <li>• Appendix 2: Annual Budget Report in full</li> <li>• Appendix 3: Town Hall Project Programme and Maintenance Plan</li> </ul> <p><b>CURRENT YEAR DETAILS (2025-2026)</b></p> <table border="1" style="width: 100%;"> <tr> <td>Precept 2025-2026</td> <td style="text-align: right;">£1,333,233</td> </tr> <tr> <td>Band D Precept</td> <td style="text-align: right;">£117.41 (Per year*)</td> </tr> <tr> <td>Household cost</td> <td style="text-align: right;">£2.25 (Per week**)</td> </tr> <tr> <td>End of Year forecast, surplus</td> <td style="text-align: right;">£42.000 underspend, which will remain in General Reserves.</td> </tr> </table> <p>* Calculations: Divide Precept £1,333,233 by Tax Base 11,355.29<br/>** Calculations: £117.41/52.143 weeks</p> <p>KEY: EMR: Earmarked Reserves GR: General Reserve</p> <p>There are 4 Decision Requests in this report:</p> <ol style="list-style-type: none"> <li>1- Approve the operational budget</li> <li>2- Approve the long-term Project and Maintenance plan allocation (2 Options)</li> <li>3- Approve the Budget based on 1 and 2 for 2026-2027.</li> <li>4- Approve the Precept requirement for 2026-2027.</li> </ol> |                 |                            | Precept 2025-2026 | £1,333,233 | Band D Precept | £117.41 (Per year*) | Household cost | £2.25 (Per week**) | End of Year forecast, surplus | £42.000 underspend, which will remain in General Reserves. |
| Precept 2025-2026                         | £1,333,233  |                 |                            |                   |            |                |                     |                |                    |                               |  |
| Band D Precept                            | £117.41 (Per year*)   |                 |                            |                   |            |                |                     |                |                    |                               |  |
| Household cost                            | £2.25 (Per week**)  |                 |                            |                   |            |                |                     |                |                    |                               |  |
| End of Year forecast, surplus             | £42.000 underspend, which will remain in General Reserves.  |                 |                            |                   |            |                |                     |                |                    |                               |  |
| <b>Considerations, process, and notes</b> | <p><b>Process for 2026-2027 budget setting</b></p> <ul style="list-style-type: none"> <li>• 6-month review of expenditure for 2025-2026</li> <li>• Forecast end of year and review income and expenditure</li> <li>• Commence draft budget with <ul style="list-style-type: none"> <li>○ Known decreases in income.</li> <li>○ Known increases in expenditure.</li> </ul> </li> <li>• This generates an initial budget.</li> <li>• The draft budget is then presented to the Management Team, Chair of Finance and Committee Chairs for discussions and updates. The presented draft budget showed an increase of 19.90%.</li> <li>• The draft Budget is then presented to a Strategy Meeting, where all Councilors were invited to attend, with an agreed draft budget being</li> </ul>  |                 |                            |                   |            |                |                     |                |                    |                               |  |

presented to Council for final approval. This resulted in the Draft Budget presented at this meeting.

**Budget Summary on Appendix 1 and 2**

**2025-2026**

Projected surplus of approximately £50,000. This is based on 6 months' spends and current known future spending. Please note this will be subject to change towards year-end. The outcomes of projected revenue spends can be seen on the Budget Summary Sheet (Appendix 1). Summary of surplus income that makes up the carry-forward surplus:

|  | Surplus |
|--|---------|
| Interest Income & Other Income           | £5,000  |
| CEC SLA Income                           | £15,800 |
| Salaries (Staff left, gap in recruiting) | £20,500 |

The total overall projected expenditure for 2025-26 is £2,002,351. During the year, Council approved that some projects and expenditures were to be covered by the use of our Ear Marked Reserves instead of budgets. When we take into account the use of Ear Marked Reserves of £79,080 as at the date of this report, the total expenditure is as per this report is £2,085,408, see table below:

|  |                   |
|--|-------------------|
| Expenditure                                      | £2,002,351        |
| Use of Reserves                                  |                   |
| Boiler Repair                                    | £5,127            |
| Window Replacement                               | £5,000            |
| Legal  | £5,000            |
| Website Development                              | £5,000            |
| Chapter 8  | £3,000            |
| Quad Bike  | £7,500            |
| Interactive TV                                   | £5,000            |
| Speed Indicator Device                           | £3,050            |
| Neighbourhood Development Plan                   | £3,750            |
| Window Replacement(Grant from CEC placed in EMR) | £15,000           |
| Website Rebuild                                  | £8,153            |
| SUB TOTAL EMR USE                                | £65,580           |
| Capital Purchases                                | £13,500           |
| TOTAL  | £79,080           |
| <b>Total Expenditure</b>                         | <b>£2,081,431</b> |

**2026-2027 DRAFT Budget:**

**Known changes in income:**

| Details   | Decrease | Increase |
|---|----------|----------|
| Town Hall Brasserie, change in Commercial Partner Lease | £12,000  |          |

|  |        |         |
|--|--------|---------|
| Office Letting, change in Commercial Partner Lease |        | £3,500  |
| Brasserie Income for letting income                |        | £5,000  |
| Streetscape SLA *To be confirmed by CEC            |        | £29,609 |
| Christmas Stall Income £1,000                      |        | £1,000  |
| Food & Drink                                       |        | £6,000  |
| Astbury Mere New Contract                          |        | £42,289 |
| Streetscape External (Some moved to Astbury Mere)  | £7,500 |         |

**Breakdown of main updates/changes in Expenditure: (rounded)**

| Details  | Increase       |
|--|----------------|
| Salaries: [Includes Assumed Pay Award at 4%, Net Wages, Pension and NI] (Including 2x new staff) | £170,300       |
| Youth Council  | £2,000         |
| Partnership  | £3,500         |
| Food & Drink   | £4,000         |
| Public Toilets   | £8,000         |
| Vehicle Lease  | £9,000         |
| Other General Operation Expenses   | £25.157        |
| Insurance  | £2,000         |
| Capital: Re build Neighbourhood Plan   | £5,000         |
| Capital : One off increase for ICT upgrade   | £2,500         |
| Capital: Longterm Projects and Property Maintenance** TBC  | £50000/£78,000 |
| Weed spraying  | £30,000        |

**\*\* Appendix 3**

During the strategy meeting on 13<sup>th</sup> January, this new budget line was discussed at length. There came out 2 options for a proposal: (The new line will be a project and capital fund, and will sit in Ear Marked Reserves; the amount will be committed to reserves each year.)

- 1- Option 1: The introduction of £50,000 in 2027-2028, then £80,000 over the next 11 years.
- 2- Option 1: The introduction of a level £78,000 per year for 12 years.

**General Reserves:**

The General reserves must be considered when setting the 2026-2027 budget, as any over/underspend will affect the General Reserve balance. We are required to hold a minimum of 25% revenue expenditure in General Reserves in accordance with good practice and our adopted Reserves Policy. Using the current projected surplus from 2025-2026 means we are adhering to our Reserves Policy going into 2026-2027.

**DRAFT/PROPOSED Budget and Precept**

**See Appendix 1  
OPTION 1**

|                           |                   |
|---------------------------|-------------------|
| Precept 2026-2027         | <b>£1,585,910</b> |
| Band D Precept per year * | £138.33           |
| Household cost per week** | £2.56             |
| Rise Annual               | £20.92            |
| Rise Weekly               | £0.40p            |
| Rise as %                 | 17.82%            |

**OPTION 2**

|                           |                   |
|---------------------------|-------------------|
| Precept 2026-2027         | <b>£1,613,910</b> |
| Band D Precept per year * | £140.77           |
| Household cost per week** | £2.70             |
| Rise Annual               | £23.36            |
| Rise Weekly               | £0.45p            |
| Rise as %                 | 19.90%            |

\* Calculations: Divide Precept by Tax Base of 11464.84

\*\* Calculations: Divide Precept per year by 52.143 weeks

**Decisions Required**

1. Approve the operational budget
2. Approve the long-term Project and Maintenance plan allocation (2 Options)
3. Approve the Budget based on 1 and 2 for 2026-2027.
4. Approve the Precept requirement for 2026-2027.

Congleton Town Council  
 DRAFT 2026-2027  
 DRAFT budget for 1st April 2026 to 31st March 2027

**Finance and Policy**

|  | 2025-2026<br>Projected *1 | 2025-2026<br>Budgeted*2 | Variance        |
|--|---------------------------|-------------------------|-----------------|
| 101 Corporate Management Expenditure     | 274,461                   | 291,787                 | - 17,326        |
| 101 Corporate Management Interest Income | 34,000                    | 30,000                  | - 4,000         |
| 101 Other Income                         | 409                       | -                       | 409             |
| 101 CIL Levy                             | 294                       | -                       | 294             |
| 102 Democratic Rep'n & Mgmt.             | 42,049                    | 45,954                  | - 3,905         |
| 107 Grants (incl S137)                   | 31,634                    | 35,833                  | - 4,199         |
| <b>TOTAL</b>                             | <b>313,441</b>            | <b>343,574</b>          | <b>- 30,133</b> |

**Community, Amenities and Services**

|                              | 2025-2026<br>Projected *1 | 2025-2026<br>Budgeted*2 | Variance       |
|------------------------------|---------------------------|-------------------------|----------------|
| 215 Floral Displays          | 9,695                     | 12,172                  | - 2,477        |
| 241 Allotments               | 560                       | 1,010                   | - 450          |
| 301 Congleton Partnership    | 13,719                    | 3,507                   | 10,212         |
| 302 Community Development    | 121,841                   | 125,130                 | - 3,289        |
| 300 Public Realm             | 4,000                     | 5,000                   | - 1,000        |
| 303 Crime Reduction          | 10,926                    | 11,426                  | - 500          |
| 305 Christmas Fayre & Lights | 15,789                    | 15,000                  | 789            |
| 310 Neighbourhood Plan       | 2,000                     | 5,500                   | - 3,500        |
| 321 Tourism                  | 13,631                    | 22,000                  | - 8,369        |
| 341 Youth                    | -                         | -                       | -              |
| 351 Luncheon Club            | 12,000                    | 12,000                  | -              |
| <b>TOTAL</b>                 | <b>204,161</b>            | <b>212,745</b>          | <b>- 8,584</b> |

**Town Hall and Assets**

|  | 2025-2026<br>Projected *1 | 2025-2026<br>Budgeted*2 | Variance        |
|--|---------------------------|-------------------------|-----------------|
| 201 Congleton Pool                             | 50,625                    | 50,072                  | 553             |
| 225 CIC Expenditure                            | 171,159                   | 96,785                  | 74,374          |
| CIC Income                                     | 77,061                    | 11,550                  | 65,511          |
| 263 Public Toilets                             | 6,900                     | 8,900                   | - 2,000         |
| 270 Cenotaph [Moved to Public Realm for 26-27] | 500                       | 375                     | 125             |
| 221 Town Hall                                  | 262,792                   | 253,392                 | 9,400           |
| Congleton Town Hall - Expenditure              | 111,769                   | 111,050                 | 719             |
| Congleton Town Hall - Income                   | 151,023                   | 142,342                 | 8,681           |
| <b>TOTAL</b>                                   | <b>703,937</b>            | <b>715,136</b>          | <b>- 11,199</b> |

**Streetscape**

|                               | 2025-2026<br>Projected *1 | 2025-2026<br>Budgeted*2 | Variance        |
|-------------------------------|---------------------------|-------------------------|-----------------|
| 280 Streetscape - Expenditure | 861,291                   | 873,811                 | - 12,520        |
| Streetscape - CEBC income     | 443,000                   | 427,199                 | 15,801          |
| Streetscape - Other income    | 17,500                    | 18,400                  | - 900           |
| <b>TOTAL</b>                  | <b>400,791</b>            | <b>428,212</b>          | <b>- 27,421</b> |

**Total Town Hall and Assets**

|              |                |                |                 |
|--------------|----------------|----------------|-----------------|
| <b>TOTAL</b> | <b>703,937</b> | <b>715,136</b> | <b>- 11,199</b> |
|--------------|----------------|----------------|-----------------|

**TOTAL REVENUE EXPENDITURE**

|              |                  |                  |                 |
|--------------|------------------|------------------|-----------------|
| <b>TOTAL</b> | <b>1,221,539</b> | <b>1,271,455</b> | <b>- 49,916</b> |
|--------------|------------------|------------------|-----------------|

**CAPITAL & PROJECT EXPENDITURE**

|                                      | 2025-2026<br>Projected *1 | 2025-2026<br>Budgeted*2 | Variance |
|--------------------------------------|---------------------------|-------------------------|----------|
| 109 Capital Expenditure (General)    | 5,000                     | 5,000                   | -        |
| Town Hall- Office IT                 | 5,000                     | 5,000                   | -        |
| Streetscape Equipment                | 5,113                     | 5,000                   | 113      |
| From Capital Reserve                 | 10,000                    | 10,000                  | -        |
| From Earmarked Reserves              | 5,113                     | 5,000                   | 113      |
| Town Hall Loan Repayments & Interest | 21,778                    | 21,778                  | -        |
| Replenish Capital Equipment Reserve  | 25,000                    | 25,000                  | -        |
| Replenish Capital Reserve            | 15,000                    | 15,000                  | -        |
| Other Capital Replenish              | -                         | -                       | -        |
| <b>PROJECTS</b>                      | -                         | -                       | -        |
| Neighbourhood Plan                   | -                         | -                       | -        |
| Longterm Plan                        | -                         | -                       | -        |
| Replenish General Reserves           | -                         | -                       | -        |
| <b>Capital and Project spend</b>     | <b>61,778</b>             | <b>61,778</b>           | <b>-</b> |

**TOTAL NET EXPENDITURE (Precept)**

|              |                  |                  |                 |
|--------------|------------------|------------------|-----------------|
| <b>TOTAL</b> | <b>1,283,317</b> | <b>1,333,233</b> | <b>- 49,916</b> |
|--------------|------------------|------------------|-----------------|

\*5 Projected under/overspend 25/26

**Recommended General Reserve, based on Revenue expenditure**

|  |         |        |     |
|--|---------|--------|-----|
| <b>Carry Forward Reserves/Difference</b>                       | 343,771 | 25,907 | 27% |
| <b>General reserve with rebuild/General Reserve Percentage</b> |         |        |     |

**ADJUSTED BASIS**

|   | 2025-2026 | 2026-2027 |
|---|-----------|-----------|
| Band D Equivalents: 25-26 tax base approved by CEBC | 11,355.29 | 11,464.84 |
| Precept per Band D Equivalent (£/annum)             | 117.41    | 140.77    |
| Precept per Band D Equivalent (£/week)              | 2.25      | 2.70      |

**Notes**

- Projected - this is the estimated projection for 31/03/25
- Budgeted - the 2025/26 budget
- This is the draft budget for 2026/27
- Budget Incr/Decr is the difference between this year's budget and next year's proposals
- Projected over/underspend at 31/03/2026
- 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

**OPTION 1 OPTION 2**

- £ 138.33 £ 140.77 This is the 2026/27 proposed Band D cost to the council tax payer to the Town Council
- £ 2.65 £ 2.70 This is the cost per week per band D household
- £ 20.92 £ 23.36 Rise in Band D costs: per year per household
- £ 0.40 £ 0.45 Rise in Band D costs: per week per household
- 17.82% 19.90% Rise in Band D costs as %
- Forecast for information purposes only, subject to change during budget setting for 27-28

| CURRENT YEAR    |                 |                 | DRAFT           |                 | Option 1 Budget |                 | DRAFT           |                 | Option 2 Budget |                 | DRAFT           |                 |                 |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 2025-2026       |                 |                 | 2026-2027       |                 | 2026-2027       |                 | 2026-2027       |                 | 2026-2027       |                 | 2027-2028       |                 |                 |
| Projected *1    | Budgeted*2      | Variance        | BUDGET *3       | Incr/Decr *4    | BUDGET *3       | Incr/Decr *4    | BUDGET *3       | Incr/Decr *4    | Forecast        | Incr/Decr *4    | Forecast        | Incr/Decr *4    |                 |
| 301,295         | 30,000          | -               | 301,295         | 9,508           | 301,295         | 9,508           | 301,295         | 9,508           | 306,758         | 5,463           | 306,758         | 5,463           |                 |
| 43,871          | 35,833          | -               | 43,871          | 2,083           | 43,871          | 2,083           | 43,871          | 2,083           | 46,248          | 2,377           | 46,248          | 2,377           |                 |
| <b>350,999</b>  | <b>7,425</b>    | <b>-</b>        | <b>350,999</b>  | <b>7,425</b>    | <b>350,999</b>  | <b>7,425</b>    | <b>350,999</b>  | <b>7,425</b>    | <b>363,839</b>  | <b>12,840</b>   | <b>363,839</b>  | <b>12,840</b>   |                 |
| 12,170          | 2               | -               | 12,170          | 2               | 12,170          | 2               | 12,170          | 2               | 12,190          | 20              | 12,190          | 20              |                 |
| 1,310           | 300             | -               | 1,310           | 300             | 1,310           | 300             | 1,310           | 300             | 1,310           | -               | 1,310           | -               |                 |
| 15,762          | 12,255          | -               | 15,762          | 12,255          | 15,762          | 12,255          | 15,762          | 12,255          | 16,553          | 790             | 16,553          | 790             |                 |
| 129,896         | 4,766           | -               | 129,896         | 4,766           | 129,896         | 4,766           | 129,896         | 4,766           | 136,891         | 6,995           | 136,891         | 6,995           |                 |
| 5,500           | 500             | -               | 5,500           | 500             | 5,500           | 500             | 5,500           | 500             | 5,500           | -               | 5,500           | -               |                 |
| 11,926          | 500             | -               | 11,926          | 500             | 11,926          | 500             | 11,926          | 500             | 16,500          | 4,574           | 16,500          | 4,574           |                 |
| 19,000          | 4,000           | -               | 19,000          | 4,000           | 19,000          | 4,000           | 19,000          | 4,000           | 19,000          | -               | 19,000          | -               |                 |
| 500             | 5,000           | -               | 500             | 5,000           | 500             | 5,000           | 500             | 5,000           | 500             | -               | 5,000           | -               |                 |
| 18,000          | 4,000           | -               | 18,000          | 4,000           | 18,000          | 4,000           | 18,000          | 4,000           | 18,000          | -               | 18,000          | -               |                 |
| 2,000           | 2,000           | -               | 2,000           | 2,000           | 2,000           | 2,000           | 2,000           | 2,000           | 2,000           | -               | 2,000           | -               |                 |
| 12,000          | -               | -               | 12,000          | -               | 12,000          | -               | 12,000          | -               | 12,000          | -               | 12,000          | -               |                 |
| <b>228,064</b>  | <b>15,319</b>   | <b>-</b>        | <b>228,064</b>  | <b>15,319</b>   | <b>228,064</b>  | <b>15,319</b>   | <b>228,064</b>  | <b>15,319</b>   | <b>240,443</b>  | <b>12,379</b>   | <b>240,443</b>  | <b>12,379</b>   |                 |
| 60,379          | 10,307          | -               | 60,379          | 10,307          | 60,379          | 10,307          | 60,379          | 10,307          | 62,259          | 1,880           | 62,259          | 1,880           |                 |
| 120,212         | 23,427          | -               | 120,212         | 23,427          | 120,212         | 23,427          | 120,212         | 23,427          | 124,511         | 4,299           | 124,511         | 4,299           |                 |
| 11,550          | -               | -               | 11,550          | -               | 11,550          | -               | 11,550          | -               | 11,550          | -               | 11,550          | -               |                 |
| 108,662         | 23,427          | -               | 108,662         | 23,427          | 108,662         | 23,427          | 108,662         | 23,427          | 112,961         | 4,299           | 112,961         | 4,299           |                 |
| 15,900          | 7,000           | -               | 15,900          | 7,000           | 15,900          | 7,000           | 15,900          | 7,000           | 30,700          | 14,800          | 30,700          | 14,800          |                 |
| -               | 375             | -               | -               | 375             | -               | 375             | -               | 375             | -               | -               | -               | -               |                 |
| 273,927         | 20,535          | -               | 273,927         | 20,535          | 273,927         | 20,535          | 273,927         | 20,535          | 282,526         | 8,600           | 282,526         | 8,600           |                 |
| 107,550         | 3,500           | -               | 107,550         | 3,500           | 107,550         | 3,500           | 107,550         | 3,500           | 107,550         | -               | 107,550         | -               |                 |
| 166,377         | 24,035          | -               | 166,377         | 24,035          | 166,377         | 24,035          | 166,377         | 24,035          | 174,976         | 8,600           | 174,976         | 8,600           |                 |
| 1,045,349       | 171,538         | -               | 1,045,349       | 171,538         | 1,045,349       | 171,538         | 1,045,349       | 171,538         | 1,086,412       | 41,063          | 1,086,412       | 41,063          |                 |
| 456,808         | 29,609          | -               | 456,808         | 29,609          | 456,808         | 29,609          | 456,808         | 29,609          | 470,000         | 13,192          | 470,000         | 13,192          |                 |
| 52,289          | 33,889          | -               | 52,289          | 33,889          | 52,289          | 33,889          | 52,289          | 33,889          | 52,289          | -               | 52,289          | -               |                 |
| 536,252         | 108,040         | -               | 536,252         | 108,040         | 536,252         | 108,040         | 536,252         | 108,040         | 564,123         | 27,871          | 564,123         | 27,871          |                 |
| <b>887,569</b>  | <b>172,433</b>  | <b>-</b>        | <b>887,569</b>  | <b>172,433</b>  | <b>887,569</b>  | <b>172,433</b>  | <b>887,569</b>  | <b>172,433</b>  | <b>945,019</b>  | <b>57,450</b>   | <b>945,019</b>  | <b>57,450</b>   |                 |
| 1,466,633       | 195,178         | -               | 1,466,633       | 195,178         | 1,466,633       | 195,178         | 1,466,633       | 195,178         | 1,549,302       | 82,669          | 1,549,302       | 82,669          |                 |
| 7,500           | 2,500           | -               | 7,500           | 2,500           | 7,500           | 2,500           | 7,500           | 2,500           | 15,000          | 7,500           | 15,000          | 7,500           |                 |
| 5,000           | -               | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               |                 |
| 5,000           | -               | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               | 5,000           | -               |                 |
| 17,500          | 7,500           | -               | 17,500          | 7,500           | 17,500          | 7,500           | 17,500          | 7,500           | 15,000          | 2,500           | 15,000          | 2,500           |                 |
| 5,113           | 5,000           | -               | 5,113           | 5,000           | 5,113           | 5,000           | 5,113           | 5,000           | 5,000           | -               | 5,000           | -               |                 |
| 21,778          | 1               | -               | 21,778          | 1               | 21,778          | 1               | 21,778          | 1               | 21,778          | 1               | 21,778          | 1               |                 |
| 27,500          | 2,500           | -               | 27,500          | 2,500           | 27,500          | 2,500           | 27,500          | 2,500           | 25,000          | -               | 25,000          | -               |                 |
| 15,000          | -               | -               | 15,000          | -               | 15,000          | -               | 15,000          | -               | 15,000          | -               | 15,000          | -               |                 |
| 5,000           | 5,000           | -               | 5,000           | 5,000           | 5,000           | 5,000           | 5,000           | 5,000           | 5,000           | -               | 5,000           | -               |                 |
| 50,000          | 50,000          | -               | 50,000          | 50,000          | 50,000          | 50,000          | 50,000          | 50,000          | 80,000          | 30,000          | 80,000          | 30,000          |                 |
| 119,277         | 57,499          | -               | 119,277         | 57,499          | 119,277         | 57,499          | 119,277         | 57,499          | 146,778         | 27,501          | 146,778         | 27,501          |                 |
| 1,585,910       | 252,677         | -               | 1,585,910       | 252,677         | 1,585,910       | 252,677         | 1,585,910       | 252,677         | 1,696,080       | 110,170         | 1,696,080       | 110,170         |                 |
| -               | -               | -               | -               | -               | -               | -               | -               | -               | -               | -               | -               | -               |                 |
| 366,658         | 27,029          | -               | 366,658         | 27,029          | 366,658         | 27,029          | 366,658         | 27,029          | 393,687         | 6,362           | 393,687         | 6,362           |                 |
| 393,687         | 27%             | -               | 393,687         | 27%             | 393,687         | 27%             | 393,687         | 27%             | 393,687         | 25%             | 393,687         | 25%             |                 |
| <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> | <b>OPTION 1</b> | <b>OPTION 2</b> |
| 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           | 26-27           |
| 11,464.84       | 11,464.84       | 11,464.84       | 11,464.84       | 11,46           |                 |                 |                 |                 |                 |                 |                 |                 |                 |

# DRAFT

**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|            |                                    | <u>2024-2025</u> |                  | <u>2025-2026</u> |                  |                  |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------|------------------------------------|------------------|------------------|------------------|------------------|------------------|-----------|------------------------|----------|-----------------|
|            |                                    | Budget           | Actual           | Total            | Actual YTD       | Projected        | Committed | Agreed                 | EMR      | Carried Forward |
| <b>101</b> | <b><u>Corporate Management</u></b> |                  |                  |                  |                  |                  |           |                        |          |                 |
| 1176       | Precept                            | 1,182,221        | 1,182,221        | 1,333,233        | 1,333,233        | 1,333,233        | 0         | 1,585,910              | 0        | 0               |
| 1190       | Interest Receivable                | 29,000           | 44,044           | 30,000           | 26,943           | 35,000           | 0         | 30,000                 | 0        | 0               |
| 1199       | Miscellaneous Income               | 0                | 408              | 0                | 703              | 703              | 0         | 0                      | 0        | 0               |
|            | <b>Total Income</b>                | <b>1,211,221</b> | <b>1,226,673</b> | <b>1,363,233</b> | <b>1,360,879</b> | <b>1,368,936</b> | <b>0</b>  | <b>1,615,910</b>       | <b>0</b> | <b>0</b>        |
| 4000       | Staff Costs (re-allocated)         | 229,293          | 228,697          | 272,757          | 188,335          | 255,363          | 0         | 278,332                | 0        | 0               |
| 4007       | Travel & Subsistence/Expenses      | 250              | 9                | 250              | 33               | 100              | 0         | 250                    | 0        | 0               |
| 4008       | Training                           | 1,500            | 1,814            | 2,500            | 1,738            | 2,000            | 0         | 3,000                  | 0        | 0               |
| 4013       | Rent Payable                       | 17,017           | 17,017           | 17,017           | 14,181           | 17,017           | 0         | 17,017                 | 0        | 0               |
| 4020       | Miscellaneous Office Costs         | 2,000            | 1,487            | 2,000            | 1,087            | 2,000            | 0         | 2,000                  | 0        | 0               |
| 4021       | Telephone/Fax/Internet             | 3,000            | 3,084            | 3,000            | 2,749            | 3,500            | 0         | 4,500                  | 0        | 0               |
| 4022       | Postage                            | 1,000            | 656              | 1,000            | 204              | 350              | 0         | 500                    | 0        | 0               |
| 4023       | Stationery & Printing              | 3,300            | 1,642            | 3,300            | 2,657            | 2,750            | 0         | 3,000                  | 0        | 0               |
| 4024       | Subscriptions & Publications       | 5,100            | 5,330            | 5,100            | 5,143            | 5,300            | 0         | 5,500                  | 0        | 0               |
| 4025       | Insurance                          | 14,310           | 12,920           | 16,243           | 16,069           | 16,069           | 0         | 17,000                 | 0        | 0               |
| 4026       | Computer/IT Costs                  | 23,500           | 22,960           | 25,000           | 20,413           | 26,000           | 0         | 26,500                 | 0        | 0               |
| 4027       | Photocopy Charges                  | 2,000            | 1,594            | 2,000            | 1,208            | 2,000            | 0         | 3,500                  | 0        | 0               |
| 4030       | Recruitment Advertising            | 500              | 496              | 500              | 462              | 462              | 0         | 500                    | 0        | 0               |
| 4051       | Bank Charges                       | 1,240            | 1,060            | 1,240            | 733              | 1,000            | 0         | 1,000                  | 0        | 0               |
| 4061       | Audit Fees - External              | 2,100            | 2,520            | 2,500            | 0                | 2,520            | 0         | 2,520                  | 0        | 0               |
| 4062       | Audit Fees - Internal              | 1,900            | 1,620            | 1,900            | 525              | 1,700            | 0         | 1,700                  | 0        | 0               |
| 4063       | Accountancy & Payroll support      | 5,300            | 3,492            | 5,300            | 1,683            | 4,750            | 0         | 5,000                  | 0        | 0               |
| 4064       | Legal & Professional fees          | 0                | 6,221            | 3,500            | 8,329            | 9,000            | 0         | 15,000                 | 0        | 0               |

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**DRAFT****Annual Budget - By Centre (Actual YTD Month 10)****Note: Budgets 2026-2027**

|                                       |                               | <u>2024-2025</u> |                | <u>2025-2026</u> |                  |                  |           | <u>DRAFT 2026-2027</u> |          |                 |
|---------------------------------------|-------------------------------|------------------|----------------|------------------|------------------|------------------|-----------|------------------------|----------|-----------------|
|                                       |                               | Budget           | Actual         | Total            | Actual YTD       | Projected        | Committed | Agreed                 | EMR      | Carried Forward |
| 4066                                  | HR & H&S Support              | 4,800            | 4,803          | 5,000            | 5,114            | 5,000            | 0         | 5,500                  | 0        | 0               |
| 4951                                  | Tfr From EMR                  | 0                | -6,535         | 0                | 0                | -5,000           | 0         | 0                      | 0        | 0               |
| 6000                                  | Central Overheads Reallocated | -70,984          | -65,159        | -78,321          | -57,929          | -78,320          | 0         | -91,024                | 0        | 0               |
| <b>Overhead Expenditure</b>           |                               | <b>247,126</b>   | <b>245,728</b> | <b>291,786</b>   | <b>212,732</b>   | <b>273,561</b>   | <b>0</b>  | <b>301,295</b>         | <b>0</b> | <b>0</b>        |
| <b>Movement to/(from) Gen Reserve</b> |                               | <b>964,095</b>   | <b>980,945</b> | <b>1,071,447</b> | <b>1,148,148</b> | <b>1,095,375</b> |           | <b>1,314,615</b>       |          |                 |
| <b>102</b>                            | <b>Civic</b>                  |                  |                |                  |                  |                  |           |                        |          |                 |
| 4000                                  | Staff Costs (re-allocated)    | 20,090           | 13,612         | 5,358            | 4,512            | 4,313            | 0         | 4,592                  | 0        | 0               |
| 4008                                  | Training                      | 1,000            | 0              | 1,000            | 257              | 300              | 0         | 500                    | 0        | 0               |
| 4023                                  | Stationery & Printing         | 550              | 0              | 550              | 0                | 0                | 0         | 0                      | 0        | 0               |
| 4033                                  | Marketing/Promotions          | 1,200            | 577            | 1,200            | 1,180            | 1,200            | 0         | 1,200                  | 0        | 0               |
| 4034                                  | Council Newsletter            | 8,700            | 7,521          | 8,700            | 7,116            | 9,700            | 0         | 9,250                  | 0        | 0               |
| 4035                                  | Council Website               | 2,000            | 22,773         | 2,000            | 1,085            | 2,000            | 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                | 0                | 0         | 200                    | 0        | 0               |
| 4213                                  | Civic Expenses/Events         | 7,500            | 6,600          | 9,500            | 6,657            | 9,500            | 0         | 9,500                  | 0        | 0               |
| 4221                                  | Civic Regalia                 | 250              | 230            | 250              | 345              | 345              | 0         | 250                    | 0        | 0               |
| 4222                                  | Hall & Room Hire              | 6,500            | 8,377          | 6,500            | 5,372            | 6,500            | 0         | 6,500                  | 0        | 0               |
| 4225                                  | Civic Artefacts and Treasures | 3,400            | 2,900          | 500              | 495              | 495              | 0         | 500                    | 0        | 0               |
| 4231                                  | Election Expenses             | 0                | 0              | 5,500            | 5,500            | 5,500            | 0         | 5,500                  | 0        | 0               |
| 4951                                  | Tfr From EMR                  | 0                | -21,821        | 0                | 0                | 0                | 0         | 0                      | 0        | 0               |
| 6000                                  | Central Overheads Reallocated | 1,564            | 1,435          | 1,696            | 1,265            | 1,696            | 0         | 379                    | 0        | 0               |
| <b>Overhead Expenditure</b>           |                               | <b>55,954</b>    | <b>45,204</b>  | <b>45,954</b>    | <b>36,783</b>    | <b>44,549</b>    | <b>0</b>  | <b>43,871</b>          | <b>0</b> | <b>0</b>        |

Continued on next page

# DRAFT

**Congleton Town Council  
Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|                                       |  | <u>2024-2025</u> |                 | <u>2025-2026</u> |                 |                 |           | <u>DRAFT 2026-2027</u> |          |                 |
|---------------------------------------|--|------------------|-----------------|------------------|-----------------|-----------------|-----------|------------------------|----------|-----------------|
|                                       |  | Budget           | Actual          | Total            | Actual YTD      | Projected       | Committed | Agreed                 | EMR      | Carried Forward |
| <b>Movement to/(from) Gen Reserve</b> |  | <u>(55,954)</u>  | <u>(45,204)</u> | <u>(45,954)</u>  | <u>(36,783)</u> | <u>(44,549)</u> |           | <u>(43,871)</u>        |          |                 |
| <b>107</b>                            | <b><u>Grants (incl S137)</u></b>             |                  |                 |                  |                 |                 |           |                        |          |                 |
| 4701                                  | Grants - Permitted                           | 15,000           | 13,636          | 15,000           | 7,557           | 15,000          | 0         | 15,000                 | 0        | 0               |
| 4703                                  | Grants - Subsidised Use                      | 4,500            | 3,700           | 4,500            | 1,050           | 4,500           | 0         | 4,500                  | 0        | 0               |
| 4708                                  | Grant - Museum Notional Rent                 | 4,500            | 4,500           | 4,500            | 3,750           | 4,500           | 0         | 4,500                  | 0        | 0               |
| 4709                                  | CCP Grant                                    | 16,000           | 16,000          | 10,000           | 7,500           | 10,000          | 0         | 10,000                 | 0        | 0               |
| 4710                                  | Congleton Partnership Accom                  | 1,533            | 1,533           | 1,533            | 1,278           | 1,533           | 0         | 1,533                  | 0        | 0               |
| 4732                                  | Grant - Church Clock Maint'ce                | 300              | 305             | 300              | 0               | 300             | 0         | 300                    | 0        | 0               |
| 4925                                  | Tfr to EMR Committed Grants                  | 0                | 4,199           | 0                | 0               | 0               | 0         | 0                      | 0        | 0               |
| 4975                                  | Tfr from EMR Committed Grants                | 0                | -7,976          | 0                | -4,199          | -4,199          | 0         | 0                      | 0        | 0               |
| <b>Overhead Expenditure</b>           |  | <u>41,833</u>    | <u>35,897</u>   | <u>35,833</u>    | <u>16,936</u>   | <u>31,634</u>   | <u>0</u>  | <u>35,833</u>          | <u>0</u> | <u>0</u>        |
| <b>Movement to/(from) Gen Reserve</b> |  | <u>(41,833)</u>  | <u>(35,897)</u> | <u>(35,833)</u>  | <u>(16,936)</u> | <u>(31,634)</u> |           | <u>(35,833)</u>        |          |                 |
| <b>108</b>                            | <b><u>Mayor's Fundraising Activities</u></b> |                  |                 |                  |                 |                 |           |                        |          |                 |
| 1180                                  | Donations Received                           | 0                | 0               | 0                | 4,891           | 0               | 0         | 0                      | 0        | 0               |
| 1299                                  | Mayor's Fundraising-Income                   | 0                | 17,924          | 0                | 1,411           | 0               | 0         | 0                      | 0        | 0               |
| <b>Total Income</b>                   |  | <u>0</u>         | <u>17,924</u>   | <u>0</u>         | <u>6,302</u>    | <u>0</u>        | <u>0</u>  | <u>0</u>               | <u>0</u> | <u>0</u>        |
| 4297                                  | Mayor's Fundraising Unspent                  | 0                | -512            | 0                | -5,338          | 0               | 0         | 0                      | 0        | 0               |
| 4298                                  | Mayor's Fundraising-Donations                | 0                | 5,186           | 0                | 10,016          | 0               | 0         | 0                      | 0        | 0               |
| 4299                                  | Mayor's Fundraising-Expenses                 | 0                | 13,250          | 0                | 213             | 0               | 0         | 0                      | 0        | 0               |
| <b>Overhead Expenditure</b>           |  | <u>0</u>         | <u>17,924</u>   | <u>0</u>         | <u>4,891</u>    | <u>0</u>        | <u>0</u>  | <u>0</u>               | <u>0</u> | <u>0</u>        |
| <b>Movement to/(from) Gen Reserve</b> |  | <u>0</u>         | <u>(0)</u>      | <u>0</u>         | <u>1,410</u>    | <u>0</u>        |           | <u>0</u>               |          |                 |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|                                       | <u>2024-2025</u> |                 | <u>2025-2026</u> |                 |                 |           | <u>DRAFT 2026-2027</u> |          |                 |
|---------------------------------------|------------------|-----------------|------------------|-----------------|-----------------|-----------|------------------------|----------|-----------------|
|                                       | Budget           | Actual          | Total            | Actual YTD      | Projected       | Committed | Agreed                 | EMR      | Carried Forward |
| <b>109 Capital and Projects</b>       |                  |                 |                  |                 |                 |           |                        |          |                 |
| 4053 Loan Interest Payable            | 15,227           | 15,226          | 15,227           | 7,497           | 14,914          | 0         | 14,585                 | 0        | 0               |
| 4054 Loan Capital Repaid CBC          | 0                | 0               | 0                | 0               | 6,864           | 0         | 0                      | 0        | 0               |
| 4055 Loan Capital Repaid - PWLB       | 6,551            | 9,714           | 6,551            | 3,392           | 0               | 0         | 7,192                  | 0        | 0               |
| 4800 CAP - Christmas Lights           | 0                | 1,275           | 0                | 265             | 0               | 0         | 0                      | 0        | 0               |
| 4802 CAP - Paddling Pool              | 0                | 1,500           | 0                | 0               | 0               | 0         | 0                      | 0        | 0               |
| 4804 CAP - Streetscape Equipment      | 5,000            | 4,543           | 5,000            | 5,113           | 5,000           | 0         | 5,000                  | 0        | 0               |
| 4806 CAP Office Equipment/computers   | 5,000            | 1,627           | 5,000            | 4,233           | 5,000           | 0         | 7,500                  | 0        | 0               |
| 4809 CAP - Town Hall Equipment        | 5,000            | 1,947           | 5,000            | 2,574           | 5,000           | 0         | 5,000                  | 0        | 0               |
| 4811 CAP - Public Realm               | 0                | 0               | 0                | 3,053           | 0               | 0         | 50,000                 | 0        | 0               |
| 4918 Tfr to Capital Equipment Fund    | 5,000            | 5,000           | 25,000           | 25,000          | 25,000          | 0         | 27,500                 | 0        | 0               |
| 4920 Tfr to Cap Contingency Fund      | 20,000           | 20,000          | 15,000           | 15,000          | 15,000          | 0         | 15,000                 | 0        | 0               |
| 4968 Tfr from Cap Equipment Fund      | -5,000           | -4,543          | -5,000           | -5,113          | -5,000          | 0         | -17,500                | 0        | 0               |
| 4970 Tfr from Cap Contingency Fund    | -10,000          | -6,349          | -10,000          | -8,994          | -10,000         | 0         | 0                      | 0        | 0               |
| 4986 Tfr from EMR Loan Repay'ts       | 0                | -3,163          | 0                | 0               | 0               | 0         | 0                      | 0        | 0               |
| 4994 Tfr from EMR Neigh'hood plan     | 0                | 0               | 0                | 0               | 0               | 0         | 5,000                  | 0        | 0               |
| <b>Overhead Expenditure</b>           | <b>46,778</b>    | <b>46,778</b>   | <b>61,778</b>    | <b>52,019</b>   | <b>61,778</b>   | <b>0</b>  | <b>119,277</b>         | <b>0</b> | <b>0</b>        |
| <b>Movement to/(from) Gen Reserve</b> | <b>(46,778)</b>  | <b>(46,778)</b> | <b>(61,778)</b>  | <b>(52,019)</b> | <b>(61,778)</b> |           | <b>(119,277)</b>       |          |                 |
| <b>201 Paddling Pool</b>              |                  |                 |                  |                 |                 |           |                        |          |                 |
| 4000 Staff Costs (re-allocated)       | 32,265           | 17,510          | 26,812           | 22,084          | 25,787          | 0         | 33,745                 | 0        | 0               |
| 4008 Training                         | 3,000            | 0               | 3,000            | 0               | 3,000           | 0         | 3,000                  | 0        | 0               |
| 4009 Protective Clothing\H & Safety   | 320              | 302             | 320              | 103             | 103             | 0         | 300                    | 0        | 0               |
| 4012 Water                            | 5,102            | 5,092           | 5,500            | 922             | 5,500           | 0         | 5,750                  | 0        | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|            |                                       | <u>2024-2025</u> |                 | <u>2025-2026</u> |                 |                 |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------|---------------------------------------|------------------|-----------------|------------------|-----------------|-----------------|-----------|------------------------|----------|-----------------|
|            |                                       | Budget           | Actual          | Total            | Actual YTD      | Projected       | Committed | Agreed                 | EMR      | Carried Forward |
| 4014       | Electricity                           | 2,000            | 3,207           | 3,200            | 2,420           | 3,200           | 0         | 3,500                  | 0        | 0               |
| 4039       | Pool Chemicals                        | 3,900            | 3,951           | 3,900            | 6,095           | 6,095           | 0         | 6,000                  | 0        | 0               |
| 4041       | Property Maintenance                  | 4,300            | 4,565           | 4,300            | 1,534           | 4,300           | 0         | 4,300                  | 0        | 0               |
| 4042       | Grounds Maintenance                   | 0                | 13,424          | 0                | 0               | 0               | 0         | 0                      | 0        | 0               |
| 4162       | General Expenditure                   | 1,000            | 1,480           | 1,000            | 218             | 1,643           | 0         | 1,000                  | 0        | 0               |
| 4951       | Tfr From EMR                          | 0                | -13,424         | 0                | 0               | 0               | 0         | 0                      | 0        | 0               |
| 6000       | Central Overheads Reallocated         | 2,507            | 2,304           | 2,040            | 1,522           | 2,040           | 0         | 2,784                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>54,394</b>    | <b>38,411</b>   | <b>50,072</b>    | <b>34,897</b>   | <b>51,668</b>   | <b>0</b>  | <b>60,379</b>          | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(54,394)</b>  | <b>(38,411)</b> | <b>(50,072)</b>  | <b>(34,897)</b> | <b>(51,668)</b> |           | <b>(60,379)</b>        |          |                 |
| <b>215</b> | <b><u>Floral Displays</u></b>         |                  |                 |                  |                 |                 |           |                        |          |                 |
| 1180       | Donations Received                    | 0                | 310             | 0                | 237             | 237             | 0         | 0                      | 0        | 0               |
| 1195       | Sponsorship income                    | 0                | 0               | 0                | 2,540           | 2,540           | 0         | 0                      | 0        | 0               |
| 1199       | Miscellaneous Income                  | 4,000            | 3,534           | 4,000            | 4,379           | 4,379           | 0         | 4,000                  | 0        | 0               |
|            | <b>Total Income</b>                   | <b>4,000</b>     | <b>3,844</b>    | <b>4,000</b>     | <b>7,156</b>    | <b>7,156</b>    | <b>0</b>  | <b>4,000</b>           | <b>0</b> | <b>0</b>        |
| 4011       | Rates                                 | 172              | 162             | 172              | 162             | 162             | 0         | 170                    | 0        | 0               |
| 4162       | General Expenditure                   | 14,000           | 16,010          | 16,000           | 16,689          | 16,800          | 0         | 14,000                 | 0        | 0               |
| 4168       | Other Expenditure                     | 0                | 0               | 0                | 0               | 0               | 0         | 2,000                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>14,172</b>    | <b>16,173</b>   | <b>16,172</b>    | <b>16,851</b>   | <b>16,962</b>   | <b>0</b>  | <b>16,170</b>          | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(10,172)</b>  | <b>(12,329)</b> | <b>(12,172)</b>  | <b>(9,695)</b>  | <b>(9,806)</b>  |           | <b>(12,170)</b>        |          |                 |
| <b>221</b> | <b><u>Congleton Town Hall</u></b>     |                  |                 |                  |                 |                 |           |                        |          |                 |
| 1009       | Rent Rec'd - Museum Notional          | 4,500            | 4,500           | 4,500            | 3,750           | 4,500           | 0         | 4,500                  | 0        | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|      |                               | <u>2024-2025</u> |                | <u>2025-2026</u> |               |                |           | <u>DRAFT 2026-2027</u> |          |                 |
|------|-------------------------------|------------------|----------------|------------------|---------------|----------------|-----------|------------------------|----------|-----------------|
|      |                               | Budget           | Actual         | Total            | Actual YTD    | Projected      | Committed | Agreed                 | EMR      | Carried Forward |
| 1010 | Rent Received - 3rd Party     | 1,533            | 1,533          | 1,533            | 1,278         | 1,533          | 0         | 1,533                  | 0        | 0               |
| 1011 | Rent Received - Internal CTC  | 26,517           | 26,517         | 26,517           | 22,098        | 26,517         | 0         | 26,517                 | 0        | 0               |
| 1013 | Letting Income - Grand Hall   | 30,000           | 27,778         | 30,000           | 22,058        | 28,509         | 0         | 30,000                 | 0        | 0               |
| 1014 | Letting Income - Bridestones  | 13,200           | 5,415          | 5,000            | 2,673         | 3,378          | 0         | 5,000                  | 0        | 0               |
| 1015 | Letting Income -Spencer Suite | 5,000            | 5,101          | 5,000            | 3,819         | 3,790          | 0         | 5,000                  | 0        | 0               |
| 1016 | Letting Income - Brasserie    | 12,000           | 12,000         | 12,000           | 98            | 98             | 0         | 5,000                  | 0        | 0               |
| 1021 | Letting Income - Internal     | 9,000            | 12,455         | 9,000            | 8,668         | 9,000          | 0         | 9,000                  | 0        | 0               |
| 1022 | Letting Income - F&F          | 1,000            | 2,629          | 2,500            | 1,167         | 1,500          | 0         | 2,500                  | 0        | 0               |
| 1023 | Commission - CP               | 8,000            | 7,970          | 6,000            | 4,277         | 6,000          | 0         | 6,000                  | 0        | 0               |
| 1024 | Letting Income- Security      | 0                | 3,350          | 0                | 2,706         | 1,817          | 0         | 0                      | 0        | 0               |
| 1030 | TIC Service charges           | 0                | 0              | 0                | 0             | 0              | 0         | 0                      | 0        | 0               |
| 1035 | Service Charges - Brasserie   | 4,000            | 4,304          | 4,000            | 2,590         | 4,000          | 0         | 4,000                  | 0        | 0               |
| 1037 | Service Charges- Other        | 5,000            | 4,534          | 5,000            | 2,420         | 4,000          | 0         | 5,000                  | 0        | 0               |
| 1038 | Letting Income- Office        | 0                | 0              | 0                | 2,917         | 3,500          | 0         | 3,500                  | 0        | 0               |
| 1051 | Catering Sales                | 0                | 5,489          | 0                | 6,003         | 2,428          | 0         | 0                      | 0        | 0               |
| 1177 | Grants Receivable - CEC       | 0                | 15,000         | 0                | 0             | 0              | 0         | 0                      | 0        | 0               |
| 1179 | Grants Receivable - Other     | 0                | 50,178         | 0                | 7,505         | 7,505          | 0         | 0                      | 0        | 0               |
| 1199 | Miscellaneous Income          | 0                | 253            | 0                | 208           | 0              | 0         | 0                      | 0        | 0               |
|      | <b>Total Income</b>           | <b>119,750</b>   | <b>189,006</b> | <b>111,050</b>   | <b>94,232</b> | <b>108,075</b> | <b>0</b>  | <b>107,550</b>         | <b>0</b> | <b>0</b>        |
| 3020 | Catering Supplies             | 0                | 5,399          | 0                | 4,675         | 2,428          | 0         | 0                      | 0        | 0               |
| 3021 | Security Supplies             | 0                | 2,678          | 0                | 1,846         | 1,817          | 0         | 0                      | 0        | 0               |
|      | <b>Direct Expenditure</b>     | <b>0</b>         | <b>8,077</b>   | <b>0</b>         | <b>6,521</b>  | <b>4,245</b>   | <b>0</b>  | <b>0</b>               | <b>0</b> | <b>0</b>        |
| 4000 | Staff Costs (re-allocated)    | 74,918           | 79,033         | 81,150           | 64,062        | 87,134         | 0         | 91,757                 | 0        | 0               |

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budgets 2026-2027

|                                       |                                     | <u>2024-2025</u> |                  | <u>2025-2026</u> |                 |                  |           | <u>DRAFT 2026-2027</u> |          |                 |
|---------------------------------------|-------------------------------------|------------------|------------------|------------------|-----------------|------------------|-----------|------------------------|----------|-----------------|
|                                       |                                     | Budget           | Actual           | Total            | Actual YTD      | Projected        | Committed | Agreed                 | EMR      | Carried Forward |
| 4008                                  | Training                            | 1,000            | 196              | 1,000            | 0               | 500              | 0         | 1,000                  | 0        | 0               |
| 4009                                  | Protective Clothing\H & Safety      | 550              | 42               | 550              | 372             | 550              | 0         | 600                    | 0        | 0               |
| 4010                                  | Cleaners                            | 8,000            | 7,242            | 8,400            | 5,387           | 8,400            | 0         | 9,200                  | 0        | 0               |
| 4011                                  | Rates                               | 26,522           | 24,950           | 25,449           | 24,950          | 24,950           | 0         | 28,000                 | 0        | 0               |
| 4012                                  | Water                               | 4,000            | 7,491            | 7,875            | 5,374           | 7,875            | 0         | 8,000                  | 0        | 0               |
| 4014                                  | Electricity                         | 26,950           | 27,403           | 33,000           | 15,639          | 30,000           | 0         | 33,000                 | 0        | 0               |
| 4015                                  | Gas                                 | 25,920           | 23,844           | 30,000           | 7,764           | 28,000           | 0         | 30,000                 | 0        | 0               |
| 4016                                  | Cleaning materials                  | 2,250            | 1,232            | 2,250            | 1,525           | 2,250            | 0         | 2,500                  | 0        | 0               |
| 4017                                  | Refuse Disposal                     | 2,350            | 2,786            | 2,350            | 2,794           | 3,800            | 0         | 3,800                  | 0        | 0               |
| 4020                                  | Miscellaneous Office Costs          | 1,600            | 1,421            | 2,500            | 1,809           | 2,500            | 0         | 3,000                  | 0        | 0               |
| 4025                                  | Insurance                           | 12,647           | 11,305           | 14,346           | 14,059          | 14,059           | 0         | 15,000                 | 0        | 0               |
| 4033                                  | Marketing/Promotions                | 3,500            | 796              | 3,500            | 90              | 2,000            | 0         | 3,500                  | 0        | 0               |
| 4040                                  | Maintenance Contracts               | 9,000            | 7,993            | 9,000            | 8,080           | 9,000            | 0         | 10,000                 | 0        | 0               |
| 4041                                  | Property Maintenance                | 21,300           | 8,842            | 21,300           | 22,713          | 28,000           | 0         | 22,000                 | 0        | 0               |
| 4064                                  | Legal & Professional fees           | 0                | 0                | 0                | 0               | -1,645           | 0         | 0                      | 0        | 0               |
| 4065                                  | Architects/Surveyors Fees           | 0                | 59,368           | 0                | -1,645          | 4,800            | 0         | 0                      | 0        | 0               |
| 4068                                  | Licences (incl PRS)                 | 4,200            | 4,462            | 4,200            | 4,410           | 4,410            | 0         | 5,000                  | 0        | 0               |
| 4162                                  | General Expenditure                 | 0                | 0                | 0                | 130             | 0                | 0         | 0                      | 0        | 0               |
| 4951                                  | Tfr From EMR                        | 0                | 0                | 0                | -10,127         | -9,800           | 0         | 0                      | 0        | 0               |
| 4998                                  | Tfr TO EMR                          | 0                | 15,000           | 0                | 0               | 0                | 0         | 0                      | 0        | 0               |
| 6000                                  | Central Overheads Reallocated       | 5,822            | 5,352            | 6,522            | 4,867           | 6,522            | 0         | 7,570                  | 0        | 0               |
| <b>Overhead Expenditure</b>           |                                     | <b>230,529</b>   | <b>288,756</b>   | <b>253,392</b>   | <b>172,254</b>  | <b>253,305</b>   | <b>0</b>  | <b>273,927</b>         | <b>0</b> | <b>0</b>        |
| <b>Movement to/(from) Gen Reserve</b> |                                     | <b>(110,779)</b> | <b>(107,827)</b> | <b>(142,342)</b> | <b>(84,542)</b> | <b>(149,475)</b> |           | <b>(166,377)</b>       |          |                 |
| <b>225</b>                            | <b>Congleton Information Centre</b> |                  |                  |                  |                 |                  |           |                        |          |                 |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|                                    | <u>2024-2025</u> |               | <u>2025-2026</u> |               |               |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------------------------------|------------------|---------------|------------------|---------------|---------------|-----------|------------------------|----------|-----------------|
|                                    | Budget           | Actual        | Total            | Actual YTD    | Projected     | Committed | Agreed                 | EMR      | Carried Forward |
| 1041 Third Party Ticket sales      | 77,000           | 82,569        | 0                | 44,494        | 64,000        | 0         | 0                      | 0        | 0               |
| 1042 Books, Maps, Guides Sales     | 3,000            | 1,033         | 3,000            | 929           | 1,253         | 0         | 3,000                  | 0        | 0               |
| 1043 Souvenir Sales                | 2,500            | 1,626         | 2,500            | 2,160         | 2,322         | 0         | 2,500                  | 0        | 0               |
| 1044 Stamp sales                   | 500              | 291           | 500              | 182           | 149           | 0         | 500                    | 0        | 0               |
| 1045 Photocopy sales               | 300              | 419           | 300              | 182           | 207           | 0         | 300                    | 0        | 0               |
| 1046 Local produce sales           | 4,000            | 4,127         | 0                | 3,654         | 3,579         | 0         | 0                      | 0        | 0               |
| 1047 Theatre gift cards            | 150              | 218           | 0                | 180           | 100           | 0         | 0                      | 0        | 0               |
| 1048 Food and Drink sales          | 1,260            | 1,154         | 1,250            | 1,064         | 1,424         | 0         | 1,250                  | 0        | 0               |
| 1049 CTC Merchandise               | 0                | 77            | 0                | 30            | 27            | 0         | 0                      | 0        | 0               |
| 1199 Miscellaneous Income          | 0                | 0             | 4,000            | 1,138         | 4,000         | 0         | 4,000                  | 0        | 0               |
| <b>Total Income</b>                | <b>88,710</b>    | <b>91,516</b> | <b>11,550</b>    | <b>54,013</b> | <b>77,061</b> | <b>0</b>  | <b>11,550</b>          | <b>0</b> | <b>0</b>        |
| 3000 Stock at 1st April            | 0                | 185           | 0                | 0             | 5,416         | 0         | 0                      | 0        | 0               |
| 3041 3rd party tickets resale      | 73,150           | 83,697        | 0                | 35,693        | 64,000        | 0         | 0                      | 0        | 0               |
| 3042 Books, Maps, Guides resale    | 2,850            | 552           | 2,850            | 352           | 1,190         | 0         | 2,850                  | 0        | 0               |
| 3043 Souvenirs for resale          | 2,375            | 1,608         | 2,375            | 392           | 2,205         | 0         | 2,375                  | 0        | 0               |
| 3044 Stamps for resale             | 500              | 223           | 475              | 172           | 207           | 0         | 475                    | 0        | 0               |
| 3046 Local produce for resale      | 3,800            | 3,629         | 0                | 2,930         | 3,579         | 0         | 0                      | 0        | 0               |
| 3047 Theatre gift cards for resale | 150              | 200           | 0                | 114           | 100           | 0         | 0                      | 0        | 0               |
| 3048 Food & Drink for resale       | 1,197            | 750           | 1,188            | 617           | 1,352         | 0         | 1,188                  | 0        | 0               |
| 3999 Stock at 31st March           | 0                | 0             | 0                | 0             | -4,796        | 0         | 0                      | 0        | 0               |
| <b>Direct Expenditure</b>          | <b>84,022</b>    | <b>90,844</b> | <b>6,888</b>     | <b>40,269</b> | <b>73,253</b> | <b>0</b>  | <b>6,888</b>           | <b>0</b> | <b>0</b>        |
| 4000 Staff Costs (re-allocated)    | 60,704           | 60,692        | 70,062           | 54,912        | 78,071        | 0         | 90,830                 | 0        | 0               |
| 4011 Rates                         | 5,068            | 5,245         | 5,321            | 5,614         | 5,321         | 0         | 5,500                  | 0        | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|            |                                       | <u>2024-2025</u> |                 | <u>2025-2026</u> |                 |                 |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------|---------------------------------------|------------------|-----------------|------------------|-----------------|-----------------|-----------|------------------------|----------|-----------------|
|            |                                       | Budget           | Actual          | Total            | Actual YTD      | Projected       | Committed | Agreed                 | EMR      | Carried Forward |
| 4013       | Rent Payable                          | 7,500            | 7,500           | 7,500            | 6,250           | 7,500           | 0         | 7,500                  | 0        | 0               |
| 4162       | General Expenditure                   | 2,000            | 1,996           | 2,000            | 953             | 2,000           | 0         | 2,000                  | 0        | 0               |
| 6000       | Central Overheads Reallocated         | 4,807            | 4,337           | 5,014            | 3,741           | 5,014           | 0         | 7,494                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>80,079</b>    | <b>79,770</b>   | <b>89,897</b>    | <b>71,470</b>   | <b>97,906</b>   | <b>0</b>  | <b>113,324</b>         | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(75,391)</b>  | <b>(79,097)</b> | <b>(85,235)</b>  | <b>(57,726)</b> | <b>(94,098)</b> |           | <b>(108,662)</b>       |          |                 |
| <b>241</b> | <b><u>Allotments</u></b>              |                  |                 |                  |                 |                 |           |                        |          |                 |
| 1010       | Rent Received - 3rd Party             | 190              | 190             | 190              | 0               | 190             | 0         | 190                    | 0        | 0               |
|            | <b>Total Income</b>                   | <b>190</b>       | <b>190</b>      | <b>190</b>       | <b>0</b>        | <b>190</b>      | <b>0</b>  | <b>190</b>             | <b>0</b> | <b>0</b>        |
| 4012       | Water                                 | 200              | 184             | 200              | 526             | 750             | 0         | 500                    | 0        | 0               |
| 4041       | Property Maintenance                  | 1,000            | 311             | 1,000            | 0               | 0               | 0         | 1,000                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>1,200</b>     | <b>495</b>      | <b>1,200</b>     | <b>526</b>      | <b>750</b>      | <b>0</b>  | <b>1,500</b>           | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(1,010)</b>   | <b>(305)</b>    | <b>(1,010)</b>   | <b>(526)</b>    | <b>(560)</b>    |           | <b>(1,310)</b>         |          |                 |
| <b>263</b> | <b><u>Public Toilets</u></b>          |                  |                 |                  |                 |                 |           |                        |          |                 |
| 4010       | Cleaners                              | 3,950            | 3,577           | 4,200            | 2,668           | 4,200           | 0         | 4,700                  | 0        | 0               |
| 4016       | Cleaning materials                    | 0                | 0               | 0                | 260             | 0               | 0         | 0                      | 0        | 0               |
| 4041       | Property Maintenance                  | 1,500            | 169             | 3,000            | 0               | 1,000           | 0         | 1,500                  | 0        | 0               |
| 4162       | General Expenditure                   | 1,700            | 1,495           | 1,700            | 58              | 1,700           | 0         | 1,700                  | 0        | 0               |
| 4168       | Other Expenditure                     | 0                | 0               | 0                | 0               | 0               | 0         | 8,000                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>7,150</b>     | <b>5,241</b>    | <b>8,900</b>     | <b>2,986</b>    | <b>6,900</b>    | <b>0</b>  | <b>15,900</b>          | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(7,150)</b>   | <b>(5,241)</b>  | <b>(8,900)</b>   | <b>(2,986)</b>  | <b>(6,900)</b>  |           | <b>(15,900)</b>        |          |                 |

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budgets 2026-2027

|            |                                       | <u>2024-2025</u> |         | <u>2025-2026</u> |            |           |           | <u>DRAFT 2026-2027</u> |     |                 |
|------------|---------------------------------------|------------------|---------|------------------|------------|-----------|-----------|------------------------|-----|-----------------|
|            |                                       | Budget           | Actual  | Total            | Actual YTD | Projected | Committed | Agreed                 | EMR | Carried Forward |
| <b>270</b> | <b><u>Cenotaph</u></b>                |                  |         |                  |            |           |           |                        |     |                 |
| 4014       | Electricity                           | 319              | 332     | 375              | 262        | 500       | 0         | 0                      | 0   | 0               |
|            | <b>Overhead Expenditure</b>           | 319              | 332     | 375              | 262        | 500       | 0         | 0                      | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b> | (319)            | (332)   | (375)            | (262)      | (500)     |           | 0                      |     |                 |
| <b>280</b> | <b><u>CTC Streetscape</u></b>         |                  |         |                  |            |           |           |                        |     |                 |
| 1040       | Plant recharges                       | 0                | 36      | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |
| 1165       | Dev'd Services inc CEC Gross          | 419,256          | 419,256 | 427,199          | 443,739    | 443,000   | 0         | 456,808                | 0   | 0               |
| 1167       | Streetscape external work             | 15,000           | 22,309  | 17,500           | 15,759     | 17,500    | 0         | 10,000                 | 0   | 0               |
| 1184       | Streetscape Other Income              | 12,000           | 0       | 0                | 0          | 0         | 0         | 42,289                 | 0   | 0               |
| 1199       | Miscellaneous Income                  | 900              | 1,767   | 900              | 0          | 0         | 0         | 0                      | 0   | 0               |
|            | <b>Total Income</b>                   | 447,156          | 443,368 | 445,599          | 459,498    | 460,500   | 0         | 509,097                | 0   | 0               |
| 3030       | Purchases for recharging              | 0                | 9,989   | 0                | 632        | 383       | 0         | 0                      | 0   | 0               |
|            | <b>Direct Expenditure</b>             | 0                | 9,989   | 0                | 632        | 383       | 0         | 0                      | 0   | 0               |
| 4000       | Staff Costs (re-allocated)            | 577,073          | 579,942 | 651,186          | 461,740    | 626,065   | 0         | 762,353                | 0   | 0               |
| 4004       | Temporary and Casual Staff            | 0                | 5,036   | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |
| 4008       | Training                              | 3,200            | 1,337   | 3,200            | 0          | 3,200     | 0         | 3,200                  | 0   | 0               |
| 4009       | Protective Clothing/H & Safety        | 5,900            | 4,871   | 5,900            | 4,744      | 5,900     | 0         | 5,900                  | 0   | 0               |
| 4013       | Rent Payable                          | 2,000            | 2,000   | 2,000            | 1,667      | 2,000     | 0         | 2,000                  | 0   | 0               |
| 4016       | Cleaning materials                    | 8,000            | 3,355   | 8,000            | 2,890      | 8,000     | 0         | 5,000                  | 0   | 0               |
| 4021       | Telephone/Fax/Internet                | 1,175            | 590     | 1,175            | 477        | 1,175     | 0         | 2,000                  | 0   | 0               |
| 4025       | Insurance                             | 9,150            | 8,075   | 10,369           | 10,043     | 10,043    | 0         | 11,000                 | 0   | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|            |                                       | <u>2024-2025</u> |                  | <u>2025-2026</u> |                  |                  |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------|---------------------------------------|------------------|------------------|------------------|------------------|------------------|-----------|------------------------|----------|-----------------|
|            |                                       | Budget           | Actual           | Total            | Actual YTD       | Projected        | Committed | Agreed                 | EMR      | Carried Forward |
| 4041       | Property Maintenance                  | 1,500            | 1,037            | 1,500            | 291              | 1,500            | 0         | 2,500                  | 0        | 0               |
| 4043       | Horticultural etc Supplies            | 14,000           | 17,377           | 14,000           | 17,019           | 18,500           | 0         | 18,000                 | 0        | 0               |
| 4047       | Vehicle Maintenance\Serv\MOT          | 12,800           | 7,974            | 12,800           | 13,078           | 12,800           | 0         | 15,000                 | 0        | 0               |
| 4048       | Vehicle Fuel & Oil                    | 16,285           | 14,091           | 16,285           | 12,431           | 16,285           | 0         | 17,500                 | 0        | 0               |
| 4049       | Vehicle Rental charges                | 77,880           | 84,139           | 81,000           | 73,880           | 88,500           | 0         | 90,000                 | 0        | 0               |
| 4050       | Street cleansing/Fly Tipping          | 8,000            | 8,674            | 8,000            | 4,139            | 8,000            | 0         | 10,000                 | 0        | 0               |
| 4152       | Propogation Unit/Polytunnels          | 0                | 0                | 2,500            | 805              | 2,500            | 0         | 2,500                  | 0        | 0               |
| 4162       | General Expenditure                   | 5,300            | 5,400            | 5,300            | 2,154            | 5,300            | 0         | 5,500                  | 0        | 0               |
| 4168       | Other Expenditure                     | 0                | 24,637           | 0                | 0                | 0                | 0         | 30,000                 | 0        | 0               |
| 4951       | Tfr From EMR                          | 0                | -11,387          | 0                | -2,420           | 0                | 0         | 0                      | 0        | 0               |
| 6000       | Central Overheads Reallocated         | 44,832           | 41,220           | 50,596           | 37,757           | 50,596           | 0         | 62,896                 | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>787,095</b>   | <b>798,369</b>   | <b>873,811</b>   | <b>640,695</b>   | <b>860,364</b>   | <b>0</b>  | <b>1,045,349</b>       | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(339,939)</b> | <b>(364,989)</b> | <b>(428,212)</b> | <b>(181,829)</b> | <b>(400,247)</b> |           | <b>(536,252)</b>       |          |                 |
| <b>300</b> | <b>Public Realm</b>                   |                  |                  |                  |                  |                  |           |                        |          |                 |
| 4162       | General Expenditure                   | 3,000            | 1,608            | 5,000            | 1,992            | 4,000            | 0         | 5,000                  | 0        | 0               |
| 4168       | Other Expenditure                     | 0                | 725              | 0                | 0                | 0                | 0         | 500                    | 0        | 0               |
| 4951       | Tfr From EMR                          | 0                | -725             | 0                | 0                | 0                | 0         | 0                      | 0        | 0               |
|            | <b>Overhead Expenditure</b>           | <b>3,000</b>     | <b>1,608</b>     | <b>5,000</b>     | <b>1,992</b>     | <b>4,000</b>     | <b>0</b>  | <b>5,500</b>           | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>(3,000)</b>   | <b>(1,608)</b>   | <b>(5,000)</b>   | <b>(1,992)</b>   | <b>(4,000)</b>   |           | <b>(5,500)</b>         |          |                 |
| <b>301</b> | <b>Congleton Partnership</b>          |                  |                  |                  |                  |                  |           |                        |          |                 |
| 1179       | Grants Receivable - Other             | 0                | 16,222           | 0                | 0                | 0                | 0         | 0                      | 0        | 0               |
| 1180       | Donations Received                    | 0                | 4,318            | 0                | 1,890            | 1,540            | 0         | 0                      | 0        | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|            |                                       | <u>2024-2025</u> |          | <u>2025-2026</u> |            |           |           | <u>DRAFT 2026-2027</u> |     |                 |
|------------|---------------------------------------|------------------|----------|------------------|------------|-----------|-----------|------------------------|-----|-----------------|
|            |                                       | Budget           | Actual   | Total            | Actual YTD | Projected | Committed | Agreed                 | EMR | Carried Forward |
| 1199       | Miscellaneous Income                  | 0                | 0        | 0                | 1,700      | 1,700     | 0         | 0                      | 0   | 0               |
|            | <b>Total Income</b>                   | 0                | 20,540   | 0                | 3,590      | 3,240     | 0         | 0                      | 0   | 0               |
| 4000       | Staff Costs (re-allocated)            | 22,812           | 15,884   | 2,126            | 17,045     | 10,638    | 0         | 11,327                 | 0   | 0               |
| 4168       | Other Expenditure                     | 0                | 2,525    | 0                | 1,700      | 1,700     | 0         | 0                      | 0   | 0               |
| 4301       | Congleton Partnership                 | 0                | 1,040    | 0                | 514        | 250       | 0         | 3,500                  | 0   | 0               |
| 4306       | P/Ship - Regeneration Projects        | 0                | 19,488   | 0                | 11,991     | 12,000    | 0         | 0                      | 0   | 0               |
| 4926       | Tfr to EMR Cong Partnership           | 0                | 32,153   | 0                | 0          | 23,143    | 0         | 0                      | 0   | 0               |
| 4976       | Tfr from EMR Cong Partnership         | 0                | -34,666  | 0                | -32,153    | -32,153   | 0         | 0                      | 0   | 0               |
| 6000       | Central Overheads Reallocated         | 1,774            | 1,630    | 1,381            | 515        | 1,381     | 0         | 935                    | 0   | 0               |
|            | <b>Overhead Expenditure</b>           | 24,586           | 38,054   | 3,507            | -389       | 16,959    | 0         | 15,762                 | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b> | (24,586)         | (17,514) | (3,507)          | 3,979      | (13,719)  |           | (15,762)               |     |                 |
| <b>302</b> | <b><u>Community Development</u></b>   |                  |          |                  |            |           |           |                        |     |                 |
| 1177       | Grants Receivable - CEC               | 0                | 18,000   | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |
|            | <b>Total Income</b>                   | 0                | 18,000   | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |
| 4000       | Staff Costs (re-allocated)            | 124,336          | 106,522  | 101,808          | 79,414     | 102,069   | 0         | 108,680                | 0   | 0               |
| 4032       | UKSPF                                 | 0                | 19,688   | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |
| 4033       | Marketing/Promotions                  | 3,750            | 1,554    | 6,250            | 2,400      | 6,250     | 0         | 3,750                  | 0   | 0               |
| 4162       | General Expenditure                   | 0                | 0        | 0                | 0          | 0         | 0         | 2,500                  | 0   | 0               |
| 4166       | Green Initiatives                     | 5,000            | 3,735    | 5,000            | 376        | 3,000     | 0         | 5,000                  | 0   | 0               |
| 4168       | Other Expenditure                     | 0                | 0        | 0                | 19         | 0         | 0         | 1,000                  | 0   | 0               |
| 4170       | Campaign Expenditure                  | 1,000            | 1,091    | 1,000            | 1,014      | 1,200     | 0         | 0                      | 0   | 0               |
| 4934       | Tfr to EMR Town Centre                | 0                | 260      | 0                | 0          | 0         | 0         | 0                      | 0   | 0               |

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**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|            |   | <u>2024-2025</u> |                  | <u>2025-2026</u> |                 |                  |           | <u>DRAFT 2026-2027</u> |          |                 |
|------------|---|------------------|------------------|------------------|-----------------|------------------|-----------|------------------------|----------|-----------------|
|            |   | Budget           | Actual           | Total            | Actual YTD      | Projected        | Committed | Agreed                 | EMR      | Carried Forward |
| 4951       | Tfr From EMR                                | 0                | -1,948           | 0                | 0               | 0                | 0         | 0                      | 0        | 0               |
| 6000       | Central Overheads Reallocated               | 9,678            | 8,881            | 11,072           | 8,262           | 11,072           | 0         | 8,966                  | 0        | 0               |
|            | <b>Overhead Expenditure</b>                 | <b>143,764</b>   | <b>139,784</b>   | <b>125,130</b>   | <b>91,484</b>   | <b>123,591</b>   | <b>0</b>  | <b>129,896</b>         | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b>       | <b>(143,764)</b> | <b>(121,784)</b> | <b>(125,130)</b> | <b>(91,484)</b> | <b>(123,591)</b> |           | <b>(129,896)</b>       |          |                 |
| <b>303</b> | <b><u>Crime Reduction</u></b>               |                  |                  |                  |                 |                  |           |                        |          |                 |
| 1179       | Grants Receivable - Other                   | 0                | 1,000            | 0                | 0               | 0                | 0         | 0                      | 0        | 0               |
|            | <b>Total Income</b>                         | <b>0</b>         | <b>1,000</b>     | <b>0</b>         | <b>0</b>        | <b>0</b>         | <b>0</b>  | <b>0</b>               | <b>0</b> | <b>0</b>        |
| 4162       | General Expenditure                         | 1,000            | 863              | 1,000            | 53              | 500              | 0         | 1,500                  | 0        | 0               |
| 4164       | CCTV  | 10,426           | 10,426           | 10,426           | 10,426          | 10,426           | 0         | 10,426                 | 0        | 0               |
|            | <b>Overhead Expenditure</b>                 | <b>11,426</b>    | <b>11,289</b>    | <b>11,426</b>    | <b>10,479</b>   | <b>10,926</b>    | <b>0</b>  | <b>11,926</b>          | <b>0</b> | <b>0</b>        |
|            | <b>Movement to/(from) Gen Reserve</b>       | <b>(11,426)</b>  | <b>(10,289)</b>  | <b>(11,426)</b>  | <b>(10,479)</b> | <b>(10,926)</b>  |           | <b>(11,926)</b>        |          |                 |
| <b>305</b> | <b><u>Christmas Fayre -Light Switch</u></b> |                  |                  |                  |                 |                  |           |                        |          |                 |
| 1170       | Christmas Fayre Stall income                | 0                | 2,087            | 0                | 3,517           | 3,975            | 0         | 1,000                  | 0        | 0               |
| 1171       | Christmas Tree Income                       | 3,000            | 2,319            | 3,000            | 2,332           | 2,303            | 0         | 3,000                  | 0        | 0               |
| 1177       | Grants Receivable - CEC                     | 0                | 2,000            | 0                | 0               | 0                | 0         | 0                      | 0        | 0               |
| 1195       | Sponsorship income                          | 0                | 2,500            | 0                | 3,800           | 3,800            | 0         | 0                      | 0        | 0               |
| 1199       | Miscellaneous Income                        | 0                | 750              | 0                | 76              | 76               | 0         | 0                      | 0        | 0               |
|            | <b>Total Income</b>                         | <b>3,000</b>     | <b>9,657</b>     | <b>3,000</b>     | <b>9,724</b>    | <b>10,154</b>    | <b>0</b>  | <b>4,000</b>           | <b>0</b> | <b>0</b>        |
| 4000       | Staff Costs (re-allocated)                  | 0                | 1,165            | 0                | 452             | 0                | 0         | 0                      | 0        | 0               |
| 4171       | Christmas Fayre                             | 6,000            | 14,323           | 6,000            | 14,255          | 11,500           | 0         | 8,000                  | 0        | 0               |

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**DRAFT****Annual Budget - By Centre (Actual YTD Month 10)****Note: Budgets 2026-2027**

|                                       | <u>2024-2025</u> |                 | <u>2025-2026</u> |                 |                 |           | <u>DRAFT 2026-2027</u> |     |                 |
|---------------------------------------|------------------|-----------------|------------------|-----------------|-----------------|-----------|------------------------|-----|-----------------|
|                                       | Budget           | Actual          | Total            | Actual YTD      | Projected       | Committed | Agreed                 | EMR | Carried Forward |
| 4172 Christmas Lights                 | 10,000           | 8,830           | 12,000           | 10,830          | 12,030          | 0         | 15,000                 | 0   | 0               |
| <b>Overhead Expenditure</b>           | 16,000           | 24,318          | 18,000           | 25,536          | 23,530          | 0         | 23,000                 | 0   | 0               |
| <b>Movement to/(from) Gen Reserve</b> | <u>(13,000)</u>  | <u>(14,661)</u> | <u>(15,000)</u>  | <u>(15,812)</u> | <u>(13,376)</u> |           | <u>(19,000)</u>        |     |                 |
| <b>310 Neighbourhood Plan</b>         |                  |                 |                  |                 |                 |           |                        |     |                 |
| 4162 General Expenditure              | 0                | 14,428          | 5,500            | 6,287           | 5,500           | 0         | 500                    | 0   | 0               |
| 4994 Tfr from EMR Neigh'hood plan     | 0                | -14,428         | 0                | -4,875          | 0               | 0         | 0                      | 0   | 0               |
| <b>Overhead Expenditure</b>           | 0                | 0               | 5,500            | 1,412           | 5,500           | 0         | 500                    | 0   | 0               |
| <b>Movement to/(from) Gen Reserve</b> | <u>0</u>         | <u>0</u>        | <u>(5,500)</u>   | <u>(1,412)</u>  | <u>(5,500)</u>  |           | <u>(500)</u>           |     |                 |
| <b>321 Tourism</b>                    |                  |                 |                  |                 |                 |           |                        |     |                 |
| 1036 Tourism/Tribute Income           | 0                | 9,905           | 0                | 5,058           | 3,740           | 0         | 0                      | 0   | 0               |
| 1173 Food & Drink Income              | 0                | 0               | 0                | 10,574          | 8,829           | 0         | 6,000                  | 0   | 0               |
| 1177 Grants Receivable - CEC          | 0                | 1,082           | 0                | 0               | 0               | 0         | 0                      | 0   | 0               |
| 1195 Sponsorship income               | 0                | 0               | 0                | 400             | 400             | 0         | 0                      | 0   | 0               |
| 1199 Miscellaneous Income             | 0                | 787             | 0                | 287             | 287             | 0         | 0                      | 0   | 0               |
| <b>Total Income</b>                   | 0                | 11,775          | 0                | 16,318          | 13,256          | 0         | 6,000                  | 0   | 0               |
| 4000 Staff Costs (re-allocated)       | 0                | 733             | 0                | 1,408           | 1,408           | 0         | 0                      | 0   | 0               |
| 4136 Tourism/Tribute Exp              | 0                | 10,736          | 0                | 5,338           | 3,740           | 0         | 0                      | 0   | 0               |
| 4162 General Expenditure              | 10,000           | 8,277           | 12,000           | 5,265           | 10,000          | 0         | 10,000                 | 0   | 0               |
| 4165 Projections                      | 4,000            | 3,635           | 4,000            | 3,405           | 3,400           | 0         | 4,000                  | 0   | 0               |
| 4173 Food and Drink Expenditure       | 0                | 0               | 6,000            | 11,059          | 11,059          | 0         | 10,000                 | 0   | 0               |
| 4951 Tfr From EMR                     | -400             | -1,039          | 0                | 0               | 0               | 0         | 0                      | 0   | 0               |

Continued on next page

# DRAFT

**Congleton Town Council**  
**Annual Budget - By Centre (Actual YTD Month 10)**  
**Note: Budgets 2026-2027**

|            |  | <u>2024-2025</u> |            | <u>2025-2026</u> |            |            |           | <u>DRAFT 2026-2027</u> |     |                 |
|------------|--|------------------|------------|------------------|------------|------------|-----------|------------------------|-----|-----------------|
|            |  | Budget           | Actual     | Total            | Actual YTD | Projected  | Committed | Agreed                 | EMR | Carried Forward |
|            | <b>Overhead Expenditure</b>              | 13,600           | 22,342     | 22,000           | 26,475     | 29,607     | 0         | 24,000                 | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b>    | (13,600)         | (10,567)   | (22,000)         | (10,157)   | (16,351)   |           | (18,000)               |     |                 |
| <b>341</b> | <b><u>Youth and Young People</u></b>     |                  |            |                  |            |            |           |                        |     |                 |
| 4162       | General Expenditure                      | 0                | 0          | 0                | 0          | 0          | 0         | 2,000                  | 0   | 0               |
|            | <b>Overhead Expenditure</b>              | 0                | 0          | 0                | 0          | 0          | 0         | 2,000                  | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b>    | 0                | 0          | 0                | 0          | 0          |           | (2,000)                |     |                 |
| <b>351</b> | <b><u>Luncheon Club</u></b>              |                  |            |                  |            |            |           |                        |     |                 |
| 4705       | grant - Luncheon Club                    | 11,000           | 11,598     | 12,000           | 4,998      | 12,000     | 0         | 12,000                 | 0   | 0               |
|            | <b>Overhead Expenditure</b>              | 11,000           | 11,598     | 12,000           | 4,998      | 12,000     | 0         | 12,000                 | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b>    | (11,000)         | (11,598)   | (12,000)         | (4,998)    | (12,000)   |           | (12,000)               |     |                 |
| <b>401</b> | <b><u>Staffing &amp; Staff Costs</u></b> |                  |            |                  |            |            |           |                        |     |                 |
| 4000       | Staff Costs (re-allocated)               | -1,141,489       | -1,103,905 | -1,211,260       | -896,669   | -1,189,440 | 0         | -1,381,616             | 0   | 0               |
| 4001       | Salaries & Wages                         | 883,630          | 858,106    | 912,453          | 680,966    | 897,528    | 0         | 1,052,495              | 0   | 0               |
| 4005       | Employers NIC                            | 84,134           | 80,980     | 117,978          | 84,568     | 114,015    | 0         | 122,011                | 0   | 0               |
| 4006       | Employers S/Ann                          | 173,725          | 164,819    | 180,829          | 131,134    | 177,897    | 0         | 207,110                | 0   | 0               |
|            | <b>Overhead Expenditure</b>              | 0                | 0          | 0                | 0          | 0          | 0         | 0                      | 0   | 0               |
|            | <b>Movement to/(from) Gen Reserve</b>    | 0                | 0          | 0                | 0          | 0          |           | 0                      |     |                 |

# DRAFT

**Annual Budget - By Centre (Actual YTD Month 10)**

**Note: Budgets 2026-2027**

|                                       | <u>2024-2025</u> |           | <u>2025-2026</u> |            |           |           | <u>DRAFT 2026-2027</u> |     |                 |
|---------------------------------------|------------------|-----------|------------------|------------|-----------|-----------|------------------------|-----|-----------------|
|                                       | Budget           | Actual    | Total            | Actual YTD | Projected | Committed | Agreed                 | EMR | Carried Forward |
| <b>Total Budget Income</b>            | 1,874,027        | 2,033,493 | 1,938,622        | 2,011,713  | 2,048,568 | 0         | 2,258,297              | 0   | 0               |
| <b>Expenditure</b>                    | 1,874,027        | 1,976,977 | 1,938,621        | 1,472,711  | 2,003,871 | 0         | 2,258,297              | 0   | 0               |
| <b>Movement to/(from) Gen Reserve</b> | 0                | 56,516    | 1                | 539,002    | 44,697    |           | 0                      |     |                 |

### Appendix 3

#### - Town Hall Maintenance and Capital Projects

| Town Hall   | External permissions required | Estimated figures |
|---|-------------------------------|-------------------|
| Toilet refurbishments (All)   | No                            | 80,000.00         |
| External painting of Town Hall - windows doors and woodwork   | Yes. Scaffolding permits      | 40,000.00         |
| Internal painting of Grand Hall (including ceiling)<br><b>£115,000</b>  | No                            | 0                 |
| Internal painting of Grand Hall (not including ceiling)   | No                            | 25,000.00         |
| Internal painting of Grand Hall toilets and corridor  | No                            | 3,000.00          |
| Grand Hall floor polishing  | No                            | 16,000.00         |
| Replace Grand Hall toilet and corridor safety flooring  | No                            | 4,000.00          |
| Complete bar refurbishment  | No                            | 8,000.00          |
| Grand Hall stage replacement  | No                            | 14,000.00         |
| Foyer stone cleaning - professional   | No                            | 20,000.00         |
| Bridestones Painting of all walls, ceiling and woodwork. Replace carpets and curtains                               | No                            | 18,000.00         |
| Spencer suite Painting of all walls, ceiling and woodwork. Replace carpets and blinds                               | No                            | 6,000.00          |
| Campbell Painting of all walls, ceiling and woodwork. Replace carpets and blinds                                    | No                            | 3,000.00          |
| First floor office Painting of all walls, ceiling and woodwork. Replace carpets and blinds                          | No                            | 6,000.00          |
| Corridor, stairs up to Second floor offices Painting of all walls, ceiling and woodwork. Replace carpets and blinds | No                            | 4,000.00          |
| Second floor offices, Painting of all walls, ceiling and woodwork. Replace carpets and blinds,                      | No                            | 4,000.00          |
| Rear offices Painting of all walls, ceiling and woodwork. Replace carpets and blinds                                | No                            | 4,000.00          |
| Campbell Suite stairwell. Painting of all walls, ceiling and woodwork. Replace carpets/safety flooring and blinds   | No                            | 3,000.00          |
| Rear corridor Painting of all walls, ceiling and woodwork. Replace safety flooring                                  | No                            | 3,000.00          |
| Information Centre, Painting of all walls, ceiling and woodwork. Replace carpet - T&F Group                         | No                            | 5,000.00          |
| Information Centre Full redesign and refurbishment T&F Group  | No                            | 25,000.00         |
| Brasserie (Bluey's) Painting of all walls, ceiling and woodwork. New furniture depending on use of room. T&F Group  | No                            | 6,000.00          |
| Brasserie (Bluey's) Full refurb for change of use T&F Group   | Possible                      | 30,000.00         |
| Museum -Painting of all walls, ceiling and woodwork. Replace carpets/safety flooring and blinds                     | No                            | 10,000.00         |

|  |                     |                |
|--|---------------------|----------------|
| Museum -Replacement of air conditioning units                              | No                  | 16,000.00      |
| Conference microphone system replacement                                   | No                  | 20,000.00      |
| IT and presentation equipment screens / projectors                         | No                  | 10,000.00      |
| Replacement sound systems - Grand Hall                                     | No                  | 20,000.00      |
| Town Hall CCTV/Alarms/Security improvements                                | No                  | 10,000.00      |
| Lift replacements  | No                  | 50,000.00      |
| Commercial Kitchen and bar equipment commercial ovens, ranges, fridges etc | No                  | 50,000.00      |
| Town Hall features -Repair and reinstatement of statues                    | Yes.- grant project | 0              |
| Town Hall features Replacement of flagpoles,lanterns and brackets          | Yes                 | 20,000.00      |
| Future roof repairs / replacements   | No                  | 100,000.00     |
| Equality and inclusion infrastructure ie doors lifts                       | Yes                 | 25,000.00      |
| Town Hall furniture Replacement of meeting room chairs, tables             | No                  | 30,000.00      |
| Event lighting -Replacement of event string lights and uplighters          | No                  | 4,000.00       |
| Town Hall clock mechanism Upgrade/replacement of clock mechanism           | No                  | 5,000.00       |
| Grand Hall chandeliers Replacement of chandelier and pulley/winch system   | No                  | 25,000.00      |
| Bridestones chandeliers Replacement of chandelier and pulley/winch system  | No                  | 12,000.00      |
| Town Hall destratification and heating fans                                | No                  | 68,000.00      |
| Double glazing balance of windows  | No                  | 30,000.00      |
| Replacement boilers - £132,000 less existing reserves £76,691              | No                  | 55,309.00      |
| Less Current property reserve £94,000                                      |                     | - 94,000.00    |
| <b>Total cost for Town Hall</b>  |                     | <b>793,309</b> |
|  | 12 yrs              | 63,775         |
| <b>Other capital items</b>   |                     |                |
| Market Street toilets £ £80,000 Est Cilca and reserve £45,500              | No                  | 34,500.00      |
| Cenotaph/Eardley Statue/treo - maintenance - Gen maintenance budget        | No                  | 0              |
| Elizabeth statue ongoing maintenance - Gen maint budget                    | No                  | 0              |
| Paddling Pool -new toilet block  | Possible            | 40,000.00      |
| Paddling Pool surface repairs  | No                  | 30,000.00      |
| Paddling pool path soft surface  |                     | 17,000.00      |

|   |    |           |
|---|----|-----------|
| Paddling Pool Plant room upgrade              | No | 15,000.00 |
| Paddling Pool Improvements to seating/benches | No | 5,000.00  |
| Total   |    | 141,500   |
| Total Town Hall and Capital                   |    | 934,809   |
| Over 12 years                                 |    | £77,900   |

### Options / Proposals

- |   |                 |
|---|-----------------|
| 1. 2026/27 budget allocation of £80,000 per annum for 12 years - £ £960,000 |                 |
| 2. 2026/27 Budget allocation of £50,000                                     | £50,000         |
| 2027/28 Budget allocation of additional £30,000                             | £80,000         |
| 2028/2038 10 Years retain annual budget of £80,000pa                        | £800,000        |
| <b>Total</b>  | <b>£930,000</b> |

**Note that future inflation has not been taken into account within the estimated costs, and that the council will need to monitor the funding requirements on an annual basis**

**CONGLETON TOWN COUNCIL  
COMMITTEE REPORTS AND UPDATES**

|                                     |   |                 |                            |
|-------------------------------------|---|-----------------|----------------------------|
| <b>COMMITTEE:</b>                   | <b>Council</b>  |                 |                            |
| <b>MEETING DATE AND TIME</b>        | <b>22<sup>nd</sup> January 2026<br/>7.00 pm</b>   | <b>LOCATION</b> | <b>Congleton Town Hall</b> |
| <b>REPORT FROM</b>                  | <b>Chief Officer and Responsible Financial Officer</b>  |                 |                            |
| <b>Agenda Item<br/>REPORT TITLE</b> | <b>10.1<br/>Ear Marked Reserves 2026-2027</b>   |                 |                            |
| <b>Introduction</b>                 | <p>The Council have Ear Marked Reserves (EMR) set aside for projects, Capital Equipment and Capital Contingencies.</p> <p>During Budget Setting, the use of Ear Marked Reserves is taken into account, and arrangements can be made to utilise or change these EMR's as part of the budget setting process. Changes to EMR's must be approved by the Full Council.</p>                          |                 |                            |
| <b>Ear Marked Reserves</b>          | <p><b>See Appendix 1</b></p> <p>The Earmarked Reserve balances are currently as per Appendix 1. These may be subject to change should requests be made between now and 31<sup>st</sup> March 2026.</p> <p>There is currently no requirement or request for movement between EMR as part of the budget setting for 2026-2027. This report is to note the projected balances carried forward.</p> |                 |                            |
| <b>Decisions Required</b>           | <p>1. Note the current projected Ear Marked Reserve balances for Financial Year 2026-2027.</p>  |                 |                            |

**Congleton Town Council**  
**Earmarked Reserves projected balances**  
**2026-2027**

|   | 25-26                                    |                  |                 | Detail as at 31DEC25    |                 |                   | 26-27             |               |            |                    |                  | INFORMATION  |
|---|--|------------------|-----------------|-------------------------|-----------------|-------------------|-------------------|---------------|------------|--------------------|------------------|--|
|   | Balance B/f @<br>01APR25<br>(Actual c/f) | Movement to date |                 | Year end movement<br>IN | OUT             | C/f<br>31/03/2026 | B/f<br>01/04/2026 | Moving in     | Moving Out | Use during<br>year | CF<br>31/03/2027 |  |
|   |  | IN               | OUT             |                         |                 |                   |                   |               |            |                    |                  |  |
| 318 Capital Equipment fund [Operational requirements] | 457                                      | 25,000           | -11,054         |                         | -2,500          | 11,903            | 11,903            | 27,500        |            | -17,500            | 21,903           | Annual replacement of equipment fund, covers whole operations  |
| 320 Capital Contingency - (General and projects)      | 85,806                                   | 15,000           | -2,420          |                         | -15,000         | 83,386            | 83,386            | 15,000        |            |                    | 98,386           | General rebuild for contingencies: This assists in adhering to general reserve funds                               |
| 321 Elections   | 20,000                                   |                  |                 |                         |                 | 20,000            | 20,000            | 0             |            |                    | 20,000           | Longterm set aside in case of By-Elections etc.  |
| 324 Crime Prevention/Traffic Calming                  | 4,357                                    |                  | -3,050          |                         |                 | 1,307             | 1,307             | 0             |            |                    | 1,307            | Balance after purchase of SID  |
| 325 Committed Grants                                  | 4,199                                    |                  | -4,199          |                         |                 | -                 | -                 | 0             |            |                    | -                |  |
| 326 Congleton Partnership Projects                    | 42,153                                   |                  | -32,153         |                         | -10,000         | -                 | -                 | 0             |            |                    | -                |  |
| 330 Civic Treasures                                   | 3,000                                    |                  |                 |                         |                 | 3,000             | 3,000             | 0             |            |                    | 3,000            | Longterm EMR   |
| 331 Website   | 8,330                                    |                  |                 |                         |                 | 8,330             | 8,330             | 0             |            | -8,330             | -                | Will be used when website project has finished and final invoice arrives. (CTC/98/2324.3)                          |
| 333 Training  | 5,686                                    |                  |                 |                         |                 | 5,686             | 5,686             | 0             |            |                    | 5,686            | Longterm EMR   |
| 337 Public Toilets                                    | 24,012                                   |                  |                 |                         |                 | 24,012            | 24,012            | 0             |            |                    | 24,012           | Discussed during use of CIL funds.   |
| 339 Public Realm                                      | 8,153                                    |                  |                 |                         | 0               | 8,153             | 8,153             | 0             |            |                    | 8,153            | Public realm use, discussed to be used during 26-27 budget setting   |
| 340 Legal/Prof. Fees                                  | 21,119                                   |                  |                 |                         | -5,000          | 16,119            | 16,119            | 0             |            |                    | 16,119           | To support unforeseen legal costs  |
| 342 Tourism   | 1,516                                    |                  |                 |                         | -500            | 1,016             | 1,016             | 0             |            |                    | 1,016            | Set aside from surplus in original Tribute Series year   |
| 343 Marketing   | 5,000                                    |                  |                 |                         | 0               | 5,000             | 5,000             | 0             |            | -5,000             | -                | Due to be used for additional costs for data transfer for website build. (CTC/28/2526 [23rd October 2025 meeting]) |
| 344 Neighbourhood plan                                | 5,470                                    |                  | -3,750          | 0                       | -1,200          | 520               | 520               | 0             |            |                    | 520              | Remaining NDP reserves fully used, budget available for 25-26  |
| 346 Rotary Bonfire                                    | 5,000                                    |                  |                 |                         |                 | 5,000             | 5,000             | 0             |            |                    | 5,000            | Longterm EMR   |
| 348 Civic   | 1,000                                    |                  |                 |                         |                 | 1,000             | 1,000             | 0             |            |                    | 1,000            | Longterm EMR   |
| 349 CIL   | 21,684                                   |                  |                 |                         |                 | 21,684            | 21,684            | 0             |            |                    | 21,684           | Discussed by Council for infrastructure project  |
| 354 Carbon Offsetting                                 | 3,000                                    |                  |                 |                         |                 | 3,000             | 3,000             | 0             |            |                    | 3,000            | Longterm EMR   |
| 355 Property Maintenance                              | 124,468                                  |                  | -10,217         |                         | -20,000         | 94,251            | 94,251            | 0             |            |                    | 94,251           | Longterm Project and Property maintenance discussions  |
| 356 Salix/Boiler Replacement                          | 79,691                                   |                  |                 |                         |                 | 79,691            | 79,691            | 0             |            |                    | 79,691           | Longterm Project and Property maintenance discussions  |
| 357 Election Expenses                                 | -  | 5,500            |                 |                         |                 | 5,500             | 5,500             | 5,500         |            |                    | 11,000           | Building up for elections in 2027, TC's now responsible for costs  |
|   | <b>474,101</b>                           | <b>45,500</b>    | <b>- 66,843</b> | <b>-</b>                | <b>- 54,200</b> | <b>398,558</b>    | <b>- 398,558</b>  | <b>48,000</b> | <b>-</b>   | <b>- 30,830</b>    | <b>415,728</b>   |  |

|                |                |                |              |               |   |
|----------------|----------------|----------------|--------------|---------------|---|
| <b>100,943</b> | <b>323,702</b> | <b>898,746</b> | <b>Notes</b> | <b>Amount</b> | <b>Info/ Council approval ref</b>                       |
|                |                |                | 15,000       | 7,000         | Quad Bike CTC/47/2526 [11th December 2005 meeting]      |
|                |                |                |              | 3,000         | Chapter 8 CTC/49/2526 [11th December 2025 meeting]      |
|                |                |                |              | 5,000         | Interactive TV CTC/52/2526 [11th December 2025 meeting] |

| <b>GENERAL RESERVES</b> |               |           |                |
|-------------------------|---------------|-----------|----------------|
| General c/f 24-25       | 343,771       | 25-26 c/f | <b>393,687</b> |
| Recommended             | 317,864       | Rec       | <b>366,658</b> |
| <b>Difference</b>       | <b>25,907</b> |           | <b>27,029</b>  |

|        |        |  |
|--------|--------|--|
| 20,000 | 15,000 | Balance of window replacement  |
|        | 5,000  | External Lighting if revenue budgets run out (To be approved by Council) |

Balances are subject to change prior to end of the financial year, any changes will be presented to Council..

**CONGLETON TOWN COUNCIL  
COMMITTEE REPORTS AND UPDATES**

|                                 |   |                 |                            |   |
|---------------------------------|---|-----------------|----------------------------|---|
| <b>COMMITTEE:</b>               | <b>Council</b>  |                 |                            |   |
| <b>MEETING DATE AND TIME</b>    | <b>22<sup>nd</sup> January 2026<br/>7 pm</b>  | <b>LOCATION</b> | <b>Congleton Town Hall</b> |   |
| <b>REPORT FROM</b>              | <b>Chief Officer and Responsible Financial Officer</b>  |                 |                            |   |
| <b>AGENDA ITEM REPORT TITLE</b> | <b>10.2<br/>Payments over £5,000 for Financial Year 2026-2027</b>   |                 |                            |   |
| <b>Introduction</b>             | In accordance with our Financial Regulations, all orders and payments over £5,000 (plus VAT) have to be approved by the Finance and Policy Committee, and any over £10,000 (plus VAT) have to be approved by Full Council. All orders will be subject to our Financial Regulations and will follow standard procedures; all payments will follow standard authorisation procedures. As part of the budget setting, the RFO is able to request that regular payments and orders be approved in advance by Council. The requests are detailed in this report. Should any invoice differ or any issues arise with any of the items detailed, the request will be brought back to Council for information, and a further request for approval will be made. |                 |                            |   |
| <b>Payments over £5,000</b>     | The list is as follows: although approval is being requested now, all invoice payments will continue to follow our Financial Regulations.   |                 |                            |   |
| <b>Supplier</b>                 | <b>For</b>  | <b>Amount</b>   | <b>Paid by</b>             | <b>Further information.</b>   |
| Cheshire East                   | CCTV  | £10,456         | Invoice/BACS               | To ensure final year of contract is paid on time.                             |
| Cheshire East                   | Business Rates  | £24,950         | Direct Debit               | Annual invoice paid over 10 months  |
| Cheshire East                   | Business Rates  | £5,200          | Direct Debit               | Annual invoice paid over 10 months  |
| Cheshire East Council           | HR & HS Services  | £5,000          | Invoice/BACS               | Annual agreement, paid by quarterly invoices.                                 |
| Dawsongroup Sweepers Ltd        | Sweeper   | £34,000         | Invoice/BACS               | Sweeper introduced via Cheshire East Streetscape SLA, ends 2027. Paid monthly |
| Legal & General                 | Critical Illness  | £11,500         | Invoice/BACS               | To ensure the pension and insurance scheme is kept up to date.                |
| Prism Solution Ltd              | ICT   | £24,000         | Invoice/Direct Debit       | Invoiced monthly  |
| Water Plus                      | Water Rates   | Varies          | Direct Debit               | Invoiced monthly  |
| West Mercia Energy              | Utilities   | Varies          | Direct Debit               | Invoiced monthly  |

|                             |   |                 |              |   |
|-----------------------------|---|-----------------|--------------|---|
| West Wallasey Contract Hire | Vehicle Lease   | £50,000         | Invoice/BACS | Invoiced monthly  |
| Zurich Municipal            | Annual Insurance  | £28,613         | Invoice/BACS | To ensure there is no break in cover.   |
| Varies                      | Annual planting schemes   | £8,500-£10,000  | Invoice/BACS | Main bulk of plants are purchased around April each year, in 2025-2026 Four Oaks were the supplier.   |
| Christmas Lights Scheme     | Once SLA agreed   | £10,000-£20,000 | Invoice/BACS | Paid by invoice receipt.  |
| Specific Grants over £5000  | Once SLA agreed   | £10,000-£16,000 | Invoice/BACS | Paid by invoice receipt.  |
| Payroll                     | Net Wages<br>Pension<br>Statutory<br>PAYE/NI  | Varies          | BACS         | To prevent delays in salaries and statutory deadlines. RFO has delegated permission to approve the bulk payment each month (Financial Regulations Ref 11.8) |
| <b>Decisions Required</b>   | To approve the list of regular payments over £5,000 for the financial year 2026-2027. |                 |              |   |

**CONGLETON TOWN COUNCIL**  
**COMMITTEE REPORTS AND UPDATES**

|                                 |   |                 |                            |
|---------------------------------|---|-----------------|----------------------------|
| <b>COMMITTEE:</b>               | <b>Council</b>  |                 |                            |
| <b>MEETING DATE AND TIME</b>    | <b>22<sup>nd</sup> January 2026<br/>7.00 pm</b>   | <b>LOCATION</b> | <b>Congleton Town Hall</b> |
| <b>REPORT FROM</b>              | <b>ClIr Robert Douglas and ClIr Kay Wesley</b>  |                 |                            |
| <b>AGENDA ITEM REPORT TITLE</b> | <b>11<br/>PCSOs in Congleton</b>  |                 |                            |
| <b>BACKGROUND</b>               | <p>The policing precept is the portion of the council tax that funds local policing. It is set annually by the Cheshire Police and Crime Commissioner (PCC) as one of their statutory responsibilities. Rising costs and demands mean the PCC is facing a £7.3 million shortfall. The Chief Constable has proposed to reduce the number of Police Community Support Officers (PCSOs) by 60 (from 87 down to just 27).</p>   |                 |                            |
| <b>INFORMATION</b>              | <p>ClIr Robert Douglas attended an Extraordinary Meeting of the Cheshire Police and Crime Panel on the 9<sup>th</sup> January to seek urgent clarification from the Police and Crime Commissioner on the steps he is taking to safeguard the roles and numbers of Police Community Support Officers (PCSOs) across Cheshire following the decision by the Chief Constable.</p> <p>ClIr Douglas' statement is attached in Appendix 1.</p> <p>The Police and Crime Commissioner announced an alternative option, reducing proposed PCSO redundancies from 67 to 57, leaving 37 PCSOs, which was agreed with the Chief Constable. He also stated that a public consultation would be launched immediately on increasing the April 2026 Precept to retain all 87 PCSOs.</p> <p>The PCC advised that even if the option for the increased Precept to retain all PCSOs was the most popular in the public consultation, it was not guaranteed that all the PCSOs would be retained because such an increase in the Precept would require government approval.</p> <p>You can take part in the survey - <a href="https://www.cheshire-pcc.gov.uk/get-involved/have-your-say/policing-precept-2026-27/">https://www.cheshire-pcc.gov.uk/get-involved/have-your-say/policing-precept-2026-27/</a></p> <p>The survey points out that there is £3m of additional funding for policing, but it is important to note that this is ring-fenced and does not cover cuts elsewhere in the service. Cheshire Constabulary was expecting a budget of £179.7 million, but found out in December it is only getting £176.7 million, so in fact it is facing an unexpected additional shortfall in funding of £3 million.</p> <p>The PCC's survey states the situation and asks a simple question:<br/>         "You will have seen recently the proposal from the Chief Constable to reduce the number of Police Community Support Officers (PCSOs) in Cheshire. I am pleased to say I have saved 10 PCSOs from redundancy.<br/>         I have also written to the Government to ask for more flexibility in my budget setting through the council tax. As part of this, I am giving you the</p> |                 |                            |

ability to help me save all 87 PCSOs if you are willing to pay less than a small takeaway coffee more each month in my 'Do more' option."

The options presented in the survey are:

| Cut back + £0p/m                               | Manage + £0.97p/m                                  | Do more + £2.14p/m                             |
|--|--|--|
| Invest in automation (to save in future years) | Invest in automation (to save in future years)     | Invest in automation (to save in future years) |
| Review police stations                         | Use existing drones more (ASB and illegal E-bikes) | Save all 87 PCSOs                              |
| Review victim support services                 | Maintain call response times                       | An additional 21 neighbourhood officers        |
| Cut prevention programmes                      | Review recent prevention programmes                | Extra drone capability                         |
| Fewer people answering calls                   | Redeploy 50 officers into neighbourhoods           | More prevention programmes                     |
| Cut all 87 PCSOs                               | Cut 50 PCSOs                                       | Calls answered quicker                         |
| Select   | Select   | Select   |

Councillors and members of the public are encouraged to save our PSCOs by responding to the survey by 12 noon, Friday 23<sup>rd</sup> January.

We propose that Congleton Town Council should send a written response asking the PCC and Cheshire Constabulary to retain our PCSOs. We are not suggesting a particular precept level, as it is not the role of the Town Council to determine how the outcome is achieved, but our submission specifically deals with the need to retain the PCSOs.

**PROPOSED RESPONSE**

Here is the response we propose from Congleton Town Council:

“Congleton Town Council works closely with the local Cheshire Constabulary Beat Team through our Community Safety Working Group. This group includes other partners such as the Cheshire East Antisocial Behaviour Team, the CCTV team and the Street Pastors, and it liaises with PubWatch, ShopWatch and local businesses.

Together, we support ‘Design out Crime’ Days and ‘Street a Week’ initiatives, and we share intelligence and information about crime hotspots around the town. We look at crime statistics and trends and evaluate how the community and partners can help the Constabulary to prevent and solve crime, as well as how the police can help the community to feel and stay safe.

One constant and significant contribution to this crime prevention work in Congleton has been the PCSOs. They support the initiatives mentioned

|                                     |   |
|-------------------------------------|---|
|                                     | <p>above, and engage with all sections of the community, especially young people, to nip activities in the bud before they become crime statistics.</p> <p>PCSOs work with community groups to identify people or sections of the community that might become victims or who may help to report or prevent crime.</p> <p>The PCSOs take action on behaviours which might not yet meet the crime threshold but are very intimidating for vulnerable or elderly people, and thus prevent crimes being committed. Our PCSOs are well-known in the community and provide a visible police presence, which is a deterrent for criminals and reassuring for residents.</p> <p>They are not the same as PCs because their job is not to arrest people, therefore they are seen as less threatening and more approachable by some sections of the community. Would-be future criminals, and sometimes their parents, are willing to talk to our PCSOs and get the support they need to take a more positive path away from illegal behaviour. The PCSOs liaise with CTC, local charities and CEC youth teams to build this engagement and trust even further.</p> <p>This is not the job of a Police Constable, it is a specific community role, and whilst we recognise that it cannot be measured in terms of arrest and convictions, we believe one of the reasons that Congleton is one of the safest towns to live in is the exemplary work of our experienced PCSOs.</p> <p>Congleton Town Council therefore urges the PCC and the Constabulary to retain all 87 of the PCSOs and in particular the ones that serve Congleton.”</p> |
| <b>FINANCIAL CONSIDERATIONS</b>     | None for the Town Council, except that there might be more problems for CTC to deal with in Congleton without the PCSOs.  |
| <b>ENVIRONMENTAL CONSIDERATIONS</b> | Antisocial behaviour of the type the PCSOs help to prevent can have an adverse impact on our public realm.  |
| <b>EQUALITY CONSIDERATION</b>       | The PCSOs play an important role in supporting some of the most vulnerable people in our community. It is likely that the elderly, young people needing support, and those most likely to be victims of crime will be the adversely affected if the PCSOs are removed.  |
| <b>DECISION REQUEST</b>             | To approve Congleton Town Council’s response to ask the PCC to save the PCSOs serving Cheshire East.  |

**STATEMENT FOR CHESHIRE POLICE AND CRIME PANEL**  
**9th JANUARY 2026**

Robert Douglas, Congleton Town Councillor.

Reducing the number of Police Community Support Officers adversely impacts community visibility, public reassurance and the ability to proactively tackle local issues.

Cheshire police already make clear the importance of additional police officers being visible to our communities.

Congleton Police Facebook states:

- Firstly, in July and August 2025, they provided an extra 116 hours of foot patrol in “Hotspot Areas” in Congleton town centre to deter and prevent anti-social behaviour and violent crime, which resulted in a reduction of ASB reports and violent crime and an increase in people feeling safer.
- Secondly, in September 2025, they continued with their commitment for high visibility foot patrolling with an extra 88 hours in Congleton town centre, which received overwhelming support from the community and businesses alike resulting in a decrease in reports of anti-social behaviour and incidents of violence. This additional patrolling continued into October.
- Thirdly, in November 2025, they completed an additional 83 hours of patrol which continued into December, which also was well received by local businesses, door staff and members of the public.

The overall crime rate in Congleton in 2025 was 62 crimes per 1,000 people, which while below the national average, is about 8% higher than the rate for Cheshire as a whole.

With the recent increase in foot patrolling successfully reducing crime, it makes no sense to reverse that good work by reducing the number of PCSOs.

The Government has recently rightly, albeit belatedly, announced the abolition of Police and Crime Commissioners, which will make savings to enable the provision of additional front line or neighbourhood policing. However, this will not take place until 2028.

**STATEMENT FOR CHESHIRE POLICE AND CRIME PANEL**  
**9th JANUARY 2026 (Continued)**

The idea of Cheshire police incurring significant costs of redundancy and severance pay by terminating contracts of experienced front line police officers in 2026, only then to incur additional significant costs in taking on and training new front line police officers just two years later is the “economics of the madhouse.”

I urge you to require Cheshire police to find a solution to avoid this proposed reduction in the number of PCSOs, which would result in increased crime to the detriment of our local communities.

If Cheshire police refuse to stop this proposed redundancy of our PCSOs, I urge this Panel to write to the Government calling on it to bring forward by two years to March 2026 the abolition of the PCCs, so that the resulting savings can be effectively used to reduce the number of our PCSOs being made redundant.

Councillor Robert Douglas     4th January, 2026

**CONGLETON TOWN COUNCIL**  
**COMMITTEE REPORTS AND UPDATES**

|                                      |   |                 |                  |
|--------------------------------------|---|-----------------|------------------|
| <b>COMMITTEE:</b>                    | <b>Council</b>  |                 |                  |
| <b>MEETING DATE AND TIME</b>         | <b>22<sup>nd</sup> January 2027</b><br><b>7 pm</b>  | <b>LOCATION</b> | <b>Town Hall</b> |
| <b>FROM</b>                          | <b>Cathy Dean, Communities Manager</b>  |                 |                  |
| <b>AGENDA ITEM REPORT TITLE</b>      | <b>12</b><br><b>Youth Council Constitution</b>  |                 |                  |
| <b>BACKGROUND</b>                    | <p>Congleton Town Council used to have a Youth Council, but this stopped functioning about 5 years ago. It had an ongoing problem of the young people involved leaving Congleton and difficulty with succession planning.</p> <p>Young people in the town have shown an interest in the workings of the Council and have participated in Town Hall Tours, where their enthusiasm to learn more and participate in our democracy has been evident.</p> <p><b>CO/05/2526</b> - Resolved to support the continued work to set up a Youth Council, including Officer time to organise a workshop, and the use of the Town Hall.</p> |                 |                  |
| <b>UPDATE</b>                        | <p>The Youth Council is officially launching on 22<sup>nd</sup> January 2026.</p> <p>After a successful workshop and Christmas social held in the latter part of 2025.</p> <p>Appendix 1 is a draft constitution for the Youth Council, which is simple and easy to understand. This was reviewed and approved at the Community Committee.</p> <p><b>CO29/2526</b> - To recommend that the Youth Council constitution be approved at Council and added to the Congleton Town Council Constitution, replacing the previous version.</p>  |                 |                  |
| <b>Financial Implications</b>        | Use of the Brassiere to hold meetings. A budget will be approved at the Council budget setting to support the Youth Council.  |                 |                  |
| <b>Environmental Implications</b>    | Engaging young people could help support our initiatives to combat climate change.  |                 |                  |
| <b>Equality and Diversity Impact</b> | It will help the Council to be fully representative of our community if we listen to the voices of young people. The team commits to reaching out to as diverse a range of young people as possible, so that it is not just privileged youngsters who have a voice in the Youth Council.  |                 |                  |
| <b>DECISION REQUESTED</b>            | To recommend that the Youth Council constitution be added to the Congleton Town Council Constitution, replacing the previous version.   |                 |                  |

## **Congleton Town Council**

### **Youth Council Constitution**

#### **Who we are:**

The Congleton Youth Council ('Youth Council') is a group of 15–20 young people who represent the views of young people in Congleton and run youth-led projects that benefit the town.

#### **Purpose**

- To work in conjunction with the Town Council, to give the young people of Congleton a voice and opportunity to deliver community-based projects.
- To develop teamwork and leadership skills.

#### **Membership**

- Aged 10–18 when elected.
- Must live in, go to school in, or belong to an organisation in Congleton.
- Members are elected each year.
- Young people aged 18–24 who have served on the Youth Committee may be elected as Alumni Members. (no voting rights).

#### **Leadership Roles**

To be voted on annually:

- Chair
- Vice Chair
- Social Media Manager Lead
- Fundraising Manager and Activity Lead

#### **Meetings**

- At least one meeting per month or at a schedule agreed by the Youth Council.
- Extra meetings may happen for projects.
- Youth Councillors must attend at least 4 meetings per year.
- A Youth Councillor may be removed if they miss three consecutive meetings without good reason.

- The Youth Council can invite one or more councillors to attend meetings as appropriate.

### **Projects**

- Every year, we create a Project Plan based on what matters to young people.

### **Voting & Decisions**

- One vote per Youth Councillor. The quorum for decision-making is five (5) Youth Councillors.
- Decisions require a simple majority.
- The Chair or Vice Chair has the deciding vote if it's a tie.
- The Youth Council may co-opt other young people to advise on specific issues. (no voting rights).
- The Youth Council Chair or Vice is invited to provide a report and/ or ask for support at Council committee meetings.

### **Equality & Behaviour**

- Everyone is treated equally.
- No discrimination.
- Be respectful and let others speak.

### **Adults & Support**

- Town Councillors and CTC officers support us but do not vote. Admin support is provided by a CTC officer.
- They can only step in if something breaks the law or council rules.
- The Youth Council can meet in a room of the Town Hall

### **Other Rules**

- We are non-party political – no party politics.
- Changes to this constitution need a vote and Town Council approval.
- If the committee closes, all work and resources return to the Town Council.