



Congleton  
Town Council

<b>Title</b>	<b>Town Hall, Assets and Services Committee</b>
Date of Meeting Time	12 <sup>th</sup> February 2026 7:00 pm
Status	<b>Draft Minutes – to be ratified at the next Committee meeting</b>
Reference Documents	<a href="#">Agenda Papers for THAS – 12<sup>th</sup> February 2026</a>

### Attendance

<b>Committee Members</b>	Cllr Russell Chadwick (Chair) Cllr Liz Wardlaw (Vice Chair) Cllr Robert Douglas Cllr Sally Ann Holland Cllr Richard Walton Cllr Glen Williams
<b>Ex Officio</b>	Cllr Suzy Firkin (Deputy Mayor)
<b>Non-Committee Members</b>	
<b>Officers</b>	David McGifford (Chief Officer) Mark Worthington (Town Hall Manager)
<b>Members of the Press</b>	None
<b>Members of the Public</b>	None

### 1. Apologies for Absence

Apologies were received from Cllrs Suzie Akers Smith, Arabella Holland, Susan Mead, Heather Pearce, Robert Brittain, and Kay Wesley.

## 2. Minutes of Previous Meetings

**THAS/34/2526 resolved** to approve and sign the Town Hall, Assets and Services Committee minutes held on 6<sup>th</sup> November 2025 as a correct record.

## 3. Declaration of Interest

Declarations were received by Cllr Russell Chadwick (Cheshire East), Cllr Sally Holland (Cheshire East), and Cllr Liz Wardlaw (Cheshire East).

## 4. Outstanding Actions

No outstanding actions.

## 5. Questions from Members of the Public

There were no questions from members of the public.

## 6. Urgent Items

No urgent items.

**Action:** Future THAS meetings to have an update report on Town Hall bookings.

## 7. Management Accounts for Town Hall (Enclosed)

**THAS/35/2526** resolved to receive the Town Hall Trading accounts for 31<sup>st</sup> December 2025 and to note the content of the summary report.

**Action:** Discuss with the RFO the suggestion to remove internal lettings from the summary report and also present the report information using a graph.

**Action:** Investigate the option to use Town Hall rooms for Podcasts.

## 8. Paddling Pool Accounts (Enclosed)

**THAS/36/2526** resolved to receive the Paddling Pool accounts to 31<sup>st</sup> December 2025 and to note the content of the summary report.

### **9. Management Accounts for Congleton Information Centre (Enclosed)**

THAS/37/2526 resolved to accept the Information Centre accounts to 31<sup>st</sup> December 2025 and to note the content of the summary report.

### **10. Paddling Pool Summerhouse Electricity Supply and Updates**

THAS/38/2526 resolved to receive the report relating to Paddling Pool Summerhouse Electricity Supply and Updates.

### **11. Improved, Greener, Community Facilities Fund Grant (Town Hall Double and Secondary Glazing)**

THAS/39/2526 resolved to receive the report relating to the Improved, Greener, Community Facilities Fund Grant (Town Hall Double and Secondary Glazing).

**Action:** Contact Cheshire East to confirm if there are funds remaining in this grant opportunity.

### **12. First and Second Floor Secondary/Double Glazing**

THAS/40/2526 resolved to research ongoing grant funding to support improvements to the first and second floor windows. THAS Committee to recommend to Council the request to install new double glazing to the 6 x second-floor windows at a cost of £12,000.00 + VAT.

### **13. Town Hall Replacement Gas Boiler Specification Report**

THAS/41/2526 resolved to receive the report relating to the Town Hall Replacement Gas Boiler Specification Report.

### **14. Town Hall additional CCTV cameras**

THAS/42/2526 resolved to reject the request for additional CCTV to be installed at the rear of the Town Hall and instead look into options to remove an existing camera from the Town Hall and relocate it to the rear of the building.

## **15. Museum Update**

**THAS/43/2526** resolved to work with our insurance company to resolve this issue and for them to decide on the course of action to be taken regarding the replacement/repair of the Museum doors.

Cllr Suzy Firkin abstained from the vote on this report.

Meeting finished at 20:30 pm.

Chair: Cllr Russell Chadwick