



Congleton
Town Council

Title	Town Hall, Assets and Services Committee
Date of Meeting Time	9 th April 2026 7.00 pm
Status	Draft Minutes – to be ratified at the next Committee meeting
Reference Documents	Agenda Papers for THAS – 9th April 2026

Attendance

Committee Members	CLlr Russell Chadwick (Chair) CLlr Liz Wardlaw (Vice Chair) CLlr Robert Douglas CLlr Sally Ann Holland CLlr Susan Mead CLlr Heather Pearce CLlr Glen Williams
Ex Officio	CLlr Robert Brittain (Mayor) CLlr Suzy Firkin (Deputy Mayor)
Non-Committee Members	
Officers	David McGifford (Chief Officer) Mark Worthington (Town Hall Manager)
Members of the Press	
Members of the Public	Ahmad Arafa – International Business Development Limited. Presenting on Agenda Item 10: Paddling Pool/Splash Pad Feasibility Study

1. Apologies for Absence

Apologies were received from Cllrs Arabella Holland, Susan Mead, and Heather Pearce.

2. Minutes of Previous Meetings

THAS/44/2526 resolved to approve and sign the Town Hall, Assets and Services Committee minutes held on 12th February 2026 as a correct record.

Confirm discrepancy in minutes for 12th February, where apologies were received from Cllr Kay Wesley. Cllr Wesley was not included as a non-committee member who attended the meeting; however, despite receiving apologies from Cllr Wesley, committee members believe Cllr Wesley did attend the meeting.

3. Declaration of Interest

Declarations were received by Cllr Sally Ann Holland (Cheshire East), Cllr Liz Wardlaw (Cheshire East), Cllr Russell Chadwick (Cheshire East), Cllr Suzy Firkin (Museum Trustee Agenda Item 12), Cllr Glen Williams (Friends of Congleton Park Agenda Item 10)

4. Outstanding Actions

None

5. Questions from Members of the Public

None

6. Urgent Items

None

7. Management Accounts for Town Hall

THAS/45/2526 resolved To receive the Town Hall Trading accounts for 31st December 2025 and to note the content of the summary report.

Action – Include an annual report from the Environment Committee on gas and electricity usage at the Town Hall.

8. Paddling Pool Accounts

THAS/46/2526 resolved To receive the Paddling Pool accounts to 31st December 2025 and to note the content of the summary report.

Action – Contact Congleton Leisure Centre to discuss which chemicals are used for their pool, and if using the same supplier as CTC would help to reduce chemical costs and delivery charges.

9. Management Accounts for Congleton Information Centre

THAS/47/2526 resolved To accept the Information Centre accounts to 31st December 2025 and to note the content of the summary report.

Action – Option of Responsible Financial Officer attending some of the THAS meetings to present the Management Accounts for Town Hall, Paddling Pool and Information Centre.

10. Paddling Pool/Splash Pad Feasibility Study

THAS/48/2526 resolved To receive reports relating to Paddling Pool/Splash Pad Feasibility study.

11. Town Hall Maintenance Programme

THAS/49/2526 resolved To receive updates relating to the Town Hall Maintenance Programme.

Action – Set up Task and Finish Group from THAS committee members and Ex Officio members to prioritize order of work within the Town Hall Maintenance Programme.

Action – To recommend to Council for the remaining works to install double glazing and secondary glazing to the front elevation of the Town Hall to be approved. These works involve the installation of double glazing and secondary glazing to the eight windows on the first floor, front elevation of the Town Hall, at a cost of £16,868.00 plus VAT. A 50% deposit would be required to confirm the order for these works.

12. Museum Door Repair/Replacement

THAS/50/2526 resolved To receive updates relating to the Museum doors repair/replacement.

Action – Contact CTC and Museum insurers to deal with the issue of damage to the Museum doors. Send CTC insurers a copy of the lease agreement between CTC and the Museum trustees.

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 the public and press be excluded from the meeting due to Commercial sensitivities.

14. Health & Safety Issue Relating to Hiring of the Town Hall

THAS/51/2526 resolved To receive the report relating to the Health & Safety issue and hiring of the Town Hall.

Action – Committee to approve Option 3: to allow Northern Soul bookings to go ahead with the payment of an additional up-front damage deposit of £500, which would be returned if talc was not spread on the floor during the events.

Action – Confirm with our insurer that CTC are doing enough by displaying signage at Northern Soul events advising that CTC are not liable for any accidents caused by attendees knowingly adding any substance to the floor to aid dancing.

Action – To make an addition to the CTC booking form. Section 6.5(c) to include ‘any other substances’.

6.5 The Hirer shall ensure that no person shall:

(c) deposit wax or powder **or any other substances** on the floors of the premises.