

**Meeting :** Projects & Finance Committee.

**Date :** 19.1.15                      **Time:** 9.30am

**Location:** Congleton Town Hall, Spencer Suite.

**In attendance:** M.Smith, S.Foster (Chair), J.MacArthur , P.Aston,J.Money ,G.Williams, & P.Bates

Item	Agenda Item / discussion	Action / comment
1.	<b>Welcome and Introduction.</b>	Apologies:- M.Williamson, Bob Edwards, B.Hogan.
2.	<p><b><u>Matter Arising from the last meeting (17.11.14)</u></b></p> <p>A lot of what could be seen as matters arising will be covered in the body of the agenda. Items raised were as follows:-</p> <p><b><i>Item 7. Lifestyle opportunity for Congleton.</i></b> SF was requested to write to Cllr Jones indicating that we would prefer a 2 centre development. SF to copy in The Town Council so that the issue can again be raised in committee. The letter of reply from Cllr Jones has been sent to P&amp;F members and a copy retained with these minutes.</p> <p><b><i>Item 8.Youth Hub &amp; Transport.</i></b> GW to call a meeting during February to discuss and sign off the operational brief / documents.</p> <p><b><i>Item 9. Funding Requests.</i></b> GW to raise the issue with G.Hayes regarding EBA. MS will action when invoices / activity details and supporting material received.</p>	<p>.</p> <p><b>GW to call transport meeting during Feb.</b></p> <p><b>GW discuss with Gh. Invoice / PR material to MS for payment.</b></p>

3.	<p><b><u>Town Centre Update.</u></b></p> <p><b><i>Bridestones 2.</i></b> BH received an e mail from W.McAlister (Scarborough)which indicated work still had to be done with both CEBC and Morrison's . An article in The Chronicle 15.1.15 also indicated that issues were still undecided / need to be finalised. SF (in his role of chair of a Neighbourhood Plan subgroup to write to Tom Evans (CEBC) questioning if what assumption should we make about this development and its effect on the NHPlan.</p> <p><b><i>Capitol Walk.</i></b> Jackie has e-mailed G.Dunncliffe for an update but has not received a reply as yet. She believed that one of the outside units had been taken by a hairdresser, but had not seen any evidence of refurbishment taking place. JMac to chase up for further info,MS will circulate any news around the group</p> <p><b><i>Public Realm Strategy.</i></b> Following CEBC's £1m financial support for the first 2 projects a small subgroup is being set up to work with CEBC/Highways to add details and deliver the scheme. SF to be involved on the subgroup.</p>	<p><b>SF to write to Tom Evans (CEBC).</b></p> <p><b>JMac to recontact G.Dunncliffe. MS circulate any news.</b></p>
4.	<p><b><u>Projects Update..</u></b></p> <p><b><i>The project featured were:-</i></b></p> <p><b><i>Cycleway Town Centre to Congleton Railway Station.</i></b></p> <p>This is on track to be completed by March 2015.</p> <p><b>JMills (CEBC)</b> confirmed that the guard rail has been installed by Belmont.</p> <p>Canal &amp; River Trust will complete the towpath by end of March, G.Butler is doing a closure notice.</p> <p>Signage from the Town Ctr to the Station &amp; the Town Centre dismount signage will all be installed by the end of March</p> <p><b><i>JAntrobus St Gardens.</i></b></p>	

	<p>Work is planned to be finished in time for next years In Bloom activity.</p> <p><b>J.Byrne</b> has confirmed that she has:-</p> <p>Let the sculptor know about our choice of the apple core seat / sculpture</p> <p>Sent him a sketch idea for the archway, including John Wheatly's suggestion (In Bloom Judge) of incorporating the outline shape The United Reformed Church and Apples designs.</p> <p>She has engaged CEBC procurement for the project and sending all tending documents out by the end of this month (Jan).</p> <p>Still waiting to discuss planting / beds with Patti Pinto.</p> <p><b><i>Town Centre Development.</i></b></p> <p><b>JMac</b> advised the meeting that Simon Quinn (High St UK 2020) had sent her some suggested meeting dates for February. It was felt that rather than have a mass meeting pulling people away from their businesses the time could be spent much more productively work with thw town centre N.H.Plan subgroup. Since our last meeting with Simon a lot has happened that will affect the town centre (Bridestones / P.Realm Strategy / Capitol Walk refurbishment)</p> <p><b><i>Cenotaph Project.</i></b></p> <p>Unfortunately HLF were unable to support the bid as they felt that it did not sufficiently achieve the outcomes of their programme. A debrief meeting is being arranged for the near future after which we may consider making a reapplication or move onto a smaller project and look for funding elsewhere. A lot will depend on the feedback / guidance we receive.</p> <p><b><i>Public Realm Strategy.</i></b></p> <p>As reported earlier, some major development of support with CEBC and this should result in the first</p>	
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	<p>2 projects being delivered in the not too distant future.</p> <p><b><i>River Dane Walkway / Cycleway.</i></b></p> <p>Site visit carried out with 13.1.15. Mark Heywood (CEBC Highways) ,Genni Butler (Public Rights of Way CEBC) &amp; P.Hall (CSG/ SECCG)</p> <p>Mark to further visit with CEBC Highways to look at options for the steps and carry out urgent work on repairing some of the railings where bars are missing.</p> <p>It was felt that putting in a slope would not only be very expensive but that the loading on the wall and bank would be too much.</p> <p><b>Mark Heywood</b> to quote for :-</p> <p>Resurfacing.</p> <p>Lifting ducting covers.</p> <p>Rubbing down and repainting railings.</p> <p>Option quote for the steps.</p> <p><b>G.Butler</b> to research ownership of the strip of land from existing walkway to Rope Walk (approx. 3 yards) to be able to hard core and resurface for improved cycle and wheelchair access. Genni also to contact David Hallam regarding Heritage issues on the site.</p>					
5.	<p><b><u>Neighbourhood Plan.</u></b></p> <p>The NP steering group met on 17<sup>th</sup> December when membership was agreed and 8 Themed Groups were set up.</p> <table><tr><td><b>Group</b></td><td><b>Chair</b></td></tr><tr><td></td><td></td></tr></table>	<b>Group</b>	<b>Chair</b>			
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<b>Steering Group</b>	<b>Brian Hogan</b>
Housing	Jenny Unsworth
Economic Development	David Watson
Health/Education/Green Space	George Hayes
Transport /Utilities/ Infrastructure	Ant Fryer
Town Centre/Public Realm/Heritage	Steve Foster
Sustainability /Environment	Peter Aston
Communications	Tim McCloud
Parish Liaison	Jenny Unsworth

It was agreed that a comprehensive communications and consultation strategy needs to be in place to ensure that the public and others are kept fully informed of progress and when consultation is to take place.

Cheshire East have provided some initial consultative support (Tom Evans & Andrew Thomson) and will support the final writing of the document.

The groups have been asked to produce a set of objective, produce evidence based conclusions and have been given a timetable for task completion.

Jo Money asked if there was to be any Arts involvement, SF stated that he planned to invite various groups as his town centre subgroup progressed.

Completion date for the group work is September 2015.

6.	<p><b><u>Wellbeing Centre.</u></b></p> <p>Lee Baumanis has now moved over to a new role and a new officer (Roger Roberts) has been appointed to help deliver the project. BH and JMac had a meeting with him early January and are awaiting further contact. It is believed that his report is to go before cabinet in March this year. The letter from Cllr Jones to SF Circulated to the group) sets out CEBC's current position.</p>	
7.	<p><b>Youth Hub / Transport.</b></p> <p><b>Youth Hub.</b> GW now chairs the Community Hub meetings and has requested various offices to work on some issues. Nothing to report on at present, no real feedback from CEBC's Youth Services currently.</p> <p><b>Transport.</b> Currently only being used by New Life Church (where it is stored), Glen is working on the operational procedure / documents, and will call a subgroup meeting during February.</p>	<p><b>GW to call a transport meeting Feb.</b></p>
8.	<p><b><u>Youth Hub/ Partnership Transport.</u></b></p> <p><b>Hub.</b> No further development. This is part of CEBC Hub Pilot Project. GW to follow up with Alan Lawson.</p> <p><b>Transport.</b> GW currently putting together an operating procedure. The minibus was successfully used to transport the Bloom Team to Southport for the RHS presentations. It is currently housed at New Life Church.</p>	<p><b>GW contact A.Lawson</b></p> <p><b>GW writing operational brief</b></p>
9.	<b><u>Funding Requests.</u></b>	

	<p>A funding request was received from the youth forum to support Children's Right Month. The request was for £300 to support activity at Eaton Bank Academy and Bromley farm Youth Club to provide for material to support the CHR projects being carried out on these 2 sites.</p> <p>G.Hayes to send invoice and activity details photos to MS for payment.</p>	<p><b>GH. Invoice to MS.</b>  <b>Purchase order number</b>  <b>511/1415</b></p>
10.	<p><b>A.O.B</b></p> <p><b>CEBC - D.Lindop - Town walk about project.</b></p> <p>Walk about completed 18<sup>th</sup> December and a spreadsheet of actions and responsibilities drawn up. No action until all of the walk abouts have been completed and presented to ANSA (budget holders) when a detailed plan of action will be agreed.</p>	
7.	<p><b><u>Date of the next meeting:-</u></b></p> <p><b>Monday 16<sup>th</sup> March , The Spencer Suite, Congleton Town Hall. 9.30am</b></p>	