

Meeting Cenotaph Group – Structural

**Date:** 28th May 2019      **Time:** 11.00am

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

**In attendance:** , M.Smith, I.Doughty, J.Carter, S.Dutton, D.Murphy. J.MacArthur,

Item	Agenda Item / discussion	Comments	Action
1	<b>Apologies</b>	J.Lilley, D.McGifford, M.Pickford.	
2.	<b>Minutes from previous meeting / matters arising.</b>	<p>The minutes of the last meeting 7.5.19 had been circulated. Agreed as true and correct record.</p> <p>Action points / issues to be picked up throughout the meeting.</p>	
3.	<b>Funding</b>	<p>Funding requests sent to:- Cheshire East Community Fund (rejected) Tesco Bags of Help ( NO feedback as yet)</p> <p>Emailed / written to British Legion (chair) and Eaton Masonic Lodge ( no communications received as yet)</p> <p>Still to progress “Crowd Funding”, developers and local businesses.</p> <p>MS has submitted an article for the next issue of East Cheshire Chamber of Commerce Magazine. We will then follow up with a request to members for support of the project, financial / in kind.</p>	<b>J.Mac / MS / D McG</b>

		<p>Grahams Construction ( Link Road developer) has offered some support in kind (site clearance / landscaping)  Mark Pickford drawing up list of activities for them, may included the tree work. Currently looking at hedge removal and relocation of stones within the site.</p> <p>Plan for regular articles in Chronicle.</p> <p>We will have a full cost breakdown available to us by next meeting 2<sup>nd</sup> July.</p>	<p><b>M.Pickford draw up Grahams activity support.</b></p> <p><b>MS talk to James Jackson.</b></p>
4.	<b>Town Council Representation</b>	<p>New representatives are Cllrs D.Allen and R.Douglas.</p> <p>MS to invite them and make them aware of the next meeting</p>	<b>MS</b>
5.	<b>Draft Programme</b>	<p>JKC advised that we are currently on schedule, no changes to be made.</p>	
6.	<b>Planning Conditions.</b>	<p>Condition 3 now discharged.</p> <p>Condition 4 needs auctioning. JKC to send off application to CEBC, MS arrange cheque to be sent to JKC.</p>	<b>JKC / MS</b>
7.	<b>Names on Plaques.</b>	<p>Final submission confirmation being returned to Stones this week. No changes required.</p> <p>Work on the first panel should begin first week in June.</p> <p>Once first panel carving is complete, JKC will go down and inspect the work.</p>	<p><b>JKC</b></p> <p><b>JKC</b></p>
8.	<b>Stone Plaques.</b>	<p>Initial payment gone off to Albion Stone, first panel to be delivered to Stones of Weymouth between 3<sup>rd</sup> and 10<sup>th</sup> June.</p>	

9.	<b>Criteria for names (as per previous minutes)</b>	MS has now written up the criteria for names appearing on the cenotaph plaques and circulated to the group. This is stored in the Cenotaph file in the office so that it is available to councillors on request.	
10.	<b>Telephone Box/ Manhole cover/ Trees</b>	<p>Order has now been placed with BT for its removal. Hoping to be able to use the old power supply for our lighting requirements. Should be removed by early June.</p> <p>The manhole cover does not appear to be an issue .</p> <p>Trees. D.McGifford to discuss with Ruth Burgess what process she used to arrive at STS as the contractor.Quote £1590.</p> <p>Possibly could get this work done by Grahams,Mark Pickford/ J.Carter to see if they can handle this.</p>	<p><b>D.McG</b></p> <p><b>Mark Pickford / J.Carter.</b></p>
10.	<b>Bill of Quantities</b>	<p>John and Mark currently working on this using the CTC terms of reference as a guide. Process discussed with D.McGifford / J.Potts (28.5.19)</p> <p>Will look to select a list of around 6 known contractors to send out requests of interest to.</p> <p>Expression of interest documents sent out, so far 4 showing interest, 2 rejections.</p>	<b>JKC and MP</b>
11.	<b>Main Contract Tendering</b>	<p>After submissions /quotes for contractors the group will work as a selection panel to agree on the winning contractor.</p> <p><b>This will be at the Friday 12<sup>th</sup> July meeting 11.00am.</b></p>	

12.	<b>Materials.</b>	<p><b>Blue Bricks.</b> Need a written bond from Huws Gray for the 4000 brick we have purchased and that are being stored on their site.</p> <p>Stone Paving. Planning approval for Scoutmoor Stone from Marshalls. J.Potts to open an account with Marshalls. 8 to 12 weeks delivery quoted.</p> <p>JKC to get a firm quote as soon as possible.</p>	<p><b>MS write to Huws Grays</b></p> <p><b>JP actioned 28.5.19</b></p> <p><b>JKC</b></p>
13.	<b>Road &amp; Footpath Closure/ Material storage &amp; compound</b>	<p><b>Road closure / footpath closure.</b> Leave any application until we have a contractor. In the meantime highlight the potential closure etc to W.Ashdown and Richard Cooper, approx. dates between Aug to Oct.</p> <p><b>Compound.</b> Cllrs D.Murphy / S.Holland to raise with assets CEBC re us using the old CBC grassed area behind the town hall form w/c 29<sup>th</sup> July to w/c 28<sup>th</sup> October. D.McGifford also to discuss with CEBC.</p>	<p><b>J.Mac.</b></p> <p><b>Cllrs D.Murphy / S.Holland</b></p> <p><b>D.McG</b></p>
14.	<b>Lighting/ Water / Bollard /CCTV</b>	<p>Suggestions were to light each end of the plaques, with separate lighting for the Celtic cross.</p> <p>Solar Cell controlled with a manual override.</p> <p>Duct in a power cable with external twin socket at the back of the cross.</p>	

		<p>Water connection at Cole Hill end of the Cenotaph.</p> <p>Removable bollard in the middle of entrance to the paved area.</p> <p>CCTV. No current plans for CCTV. J.Mac to discuss with The Prince of Wales/ Kings Arms if their CCTV would pick up the Cenotaph and or if they would agree to work with us on improving coverage. J.Mac to also check what coverage our camera on Lawton St gives when she visits Macclesfield CCTV Operations HQ.</p>	<b>J.Mac</b>
13.	<b>Opening ceremony.</b>	<p>Ideas discussed, but any decision would need to include the views of the Town council.</p> <p>JKC has contacted ex Army Padre (Geoff Cuttell) for advice / ideas / contacts. Geoff is booked to conduct the service.</p> <p>S.Dutton to work on other elements for the event.</p> <p>Exhibition by Cheshire Villages Great War Society. November 2<sup>nd</sup> and 3<sup>rd</sup> booked in the Town Hall. S.Dutton confirmed attendance of John Dines (Cheshire Villages Great War Society) and Keith Hassall (WW2 and WW1).</p> <p>SD has written/emailed Mercian no reply as yet.</p> <p>MS to invite / dates for diaries to:-  D Briggs Lord Lieutenant of Cheshire  F.Bruce MP  Mayors Cheshire East and Congleton Town Council.  Princes Irene Brigade</p>	<p><b>D.McG to run past Town Councillors for their view.</b></p> <p><b>S.Dutton</b></p> <p><b>S.Dutton</b></p> <p><b>MS</b></p>

		<p>Commanding Officer – Mercian Regiment.</p> <p>J.Mac to contact :-</p> <p>D.Heyhoe  Army Cadets and ATC  Macc Town council, contacts for Tommie Sillouettes.</p> <p>Tea, Coffee and Cakes MS discuss with Annette.</p>	<p><b>JMac</b></p> <p><b>MS</b></p>
14.	<b>Next Meetings</b>	<p><b>Tuesday 2<sup>nd</sup> July 11.00am, Campbell Suite.</b></p> <p><b>Friday 12<sup>th</sup> July 11.00am, Spencer Suite (selection day)</b></p>	