

SANDBACH TOWN COUNCIL

Minutes of the Meeting of the Community and Environment Committee held at 7.00pm on Thursday, 7 September 2017 at the Sandbach Literary Institution, Hightown.

PRESENT Councillors: M Benson
M Forster (Town Mayor)
B Moran
P Eaton
C Lowe
A Smith (arrived 7.02)

Also present was one member of the public.

1. APOLOGIES FOR ABSENCE

Councillors: G Merry
M Muldoon
K Southwell
M Lea O'Mahoney
R Wait

Absent without Apologies:
Councillors: R Hoffmann

2. DECLARATIONS OF INTEREST

Cllr Lowe.

Declared an interest in item 8 as a member of SWWG, and 10 as a member of Sandbach Community Cinema Group.

Cllr Smith

Declared a non-pecuniary interest in item 10, as a member of the Cinema group.

The Chairman advised Members that agenda item 8 was to be withdrawn and presented to Council 21 September.

PUBLIC QUESTIONS

The Chairman adjourned the meeting to allow questions from members of the public. There being no questions, the meeting was immediately reconvened.

3. MINUTES

Resolved: The minutes of the meeting held 18 May 2017 were approved as an accurate record.

4. EVENTS WORKING GROUP

Members received a comprehensive report of events held throughout 2017, including statement of accounts, and those proposed for 2018 within their agenda pack.

After full discussion, the Committee confirmed its role in approving the holding and delivery of events proposed for 2018, all such decisions being subject to funding and it was agreed that the Working Group would, in accordance with its terms of reference, be authorised to deliver the events.

Payments of supplier invoices would be approved by the Town Clerk/Committee/Council in line with the Council's Financial Regulations and scheme of delegation.

Members agreed that the sum in the budget, which has remained at £5000 for several years, should be increased to £10,000. This would be subject to the budget setting process for 2018/2019. Members noted that Council agreed on 20 July 2017 that the sum carried forward from the 2017 events be made available to support the events held in 2018. This would be in addition to the sum approved in the forthcoming budget.

As the overall amounts, including the sum brought forward from 2017, and potential sponsorship and tickets sales, would exceed the spending authority of the Committee, it was agreed that the recommendations would be presented to the next meeting of the Town Council on 21st September 2017. A breakdown of estimated costs would be included in the proposed resolutions.

Resolved: That: -

- i.* The report be received.
- ii.* Subject to funds being available, the Fun Day event be approved, including payment of Abzorbred invoice estimated to total £2,069 and the Events Group be approved to deliver the event.
- iii.* Subject to funding, the Party in the Park event be approved, including payment of invoices for Hipswing, Blitz, County Loos and Omega Security, to the estimated sum of £7,397 and the Events Group be approved to deliver the event.
- iv.* Subject to updated figures and funding being acceptable and available, the Events Group is asked to organise and deliver the proposed May event.
- v.* That the Events Group be asked to investigate the costs of supporting a potential Cheshire East Tour of Britain event and report back to the Committee.
- vi.* That the Committee seeks funding within the budget for 2018/2019 to cover events in 2018 of £10,000.

5. SANDBACH RBL REMEMBRANCE PARADE

Resolved: the budgeted spend of £250 towards parade band costs be approved and issued to the Sandbach RBL.

6. TIDY TOWN

Members received a report from the Working Group, including an update of the current sum currently available to support the community activities within the Group.

When discussing a payment request from the Rotary Club of Sandbach, the Committee were informed that on 19 January 2017 it was resolved that £500 “be made available during 2017/2018 to spend against Tidy Town Projects in accordance with the Scheme of Delegation” however, some uncertainty has since arisen over authorising miscellaneous small payments to individual groups, as members of the Working Group. Specific items can be approved in advance by the Committee, though problems can arise for volunteer activities which take place between meetings. The current level of uncertainty could prevent effective working should an entry to further Community Pride Competitions be considered.

- Resolved:**
- i. The report is received.
 - ii. That the Committee Chairman is asked to seek clarification from the internal auditor and Town Clerk on the interpretation and practical implications of the resolution passed by the Committee on 19 January 2017, in order to access funding for Group projects.
 - iii. That £80 to cover the cost of project materials for the Rotary Club of Sandbach is approved and a letter of thanks be sent to the Club’s Chairman.

7. WEBSITE WORKING GROUP

The requirement to update to the Council’s website and form a working group to move forward with plans for creation of a new and accessible site were explained to Members. An invitation to join the working group will be extended to all Sandbach Town Councillors and first meeting convened by the Snr Admin Officer as soon as possible.

- Resolved:** That a website working group be formed to:-
- i. develop a full brief for new website
 - ii. engage with local designers
 - iii. report back to this committee with recommendations for preferred designer and approval request to Council for spend against Committed Reserve 331 (Website).

8. CEC ENVIRONMENTAL FUNDS

This item was withdrawn and will be deferred to the Council Meeting 21 September 2017 due to the third-party funds being held within Committed Reserves.

9. CCTV

Queries were raised regarding categories within the reports, CEC actions undertaken based on CCTV reporting and location of cameras used for data collation. As these areas were unclear, it was suggested that the CCTV Officer be invited to attend the next Community and Environment Committee to provide clarification. Invitation to attend will be extended to all Council

Members.

Resolved: The reports be received and CCTV Officer be invited to make a presentation to the next Community and Environment Committee Meeting.

10. SANDBACH COMMUNITY CINEMA

The Community Cinema goes from strength to strength and is well received by attendees. The Council's Events officer, Laura, has recently taken on an administrative role, working to organise and promote the events, with continued support from the Cinema Group.

Resolved: The minutes be received and a letter of thanks sent to Peter Doughty for all his work.

11. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting is Thursday, 23 November 2017 at 7.00pm in the Sandbach Literary Institution, Hightown.

Cllr M Benson

Meeting closed 8:10pm

KP