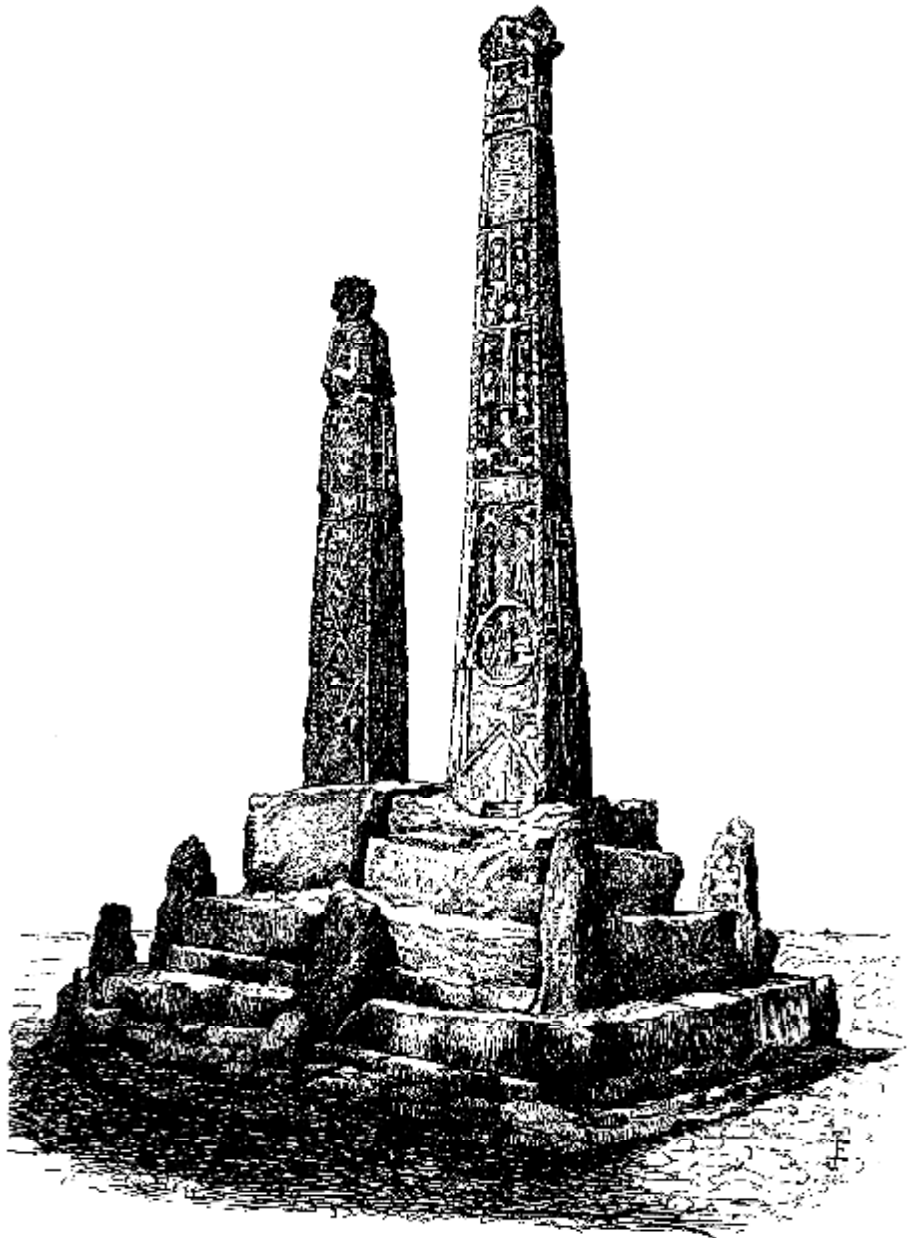


# SANDBACH TOWN COUNCIL

## ANNUAL REPORT 2009/10

Prepared by:  
Ann Banks, Town Clerk  
March 2010



Supporters of:  
**10:10**

# INTRODUCTION

Welcome to the Annual Report 2009/10.

This report is intended to show you how the Council spends its time and money and details some of the many events that have taken place since the last Annual Town Meeting held in 2009.

A complete list of Town Councillors is included at the end of the report, where you will also find details of how to contact them.

# 1. THE COUNCIL

The Town Council consists of 18 voluntary Councillors. They are appointed through election or co-option and can serve for a period of up to four years before having to be re-elected; the last election took place in 2007, the next is due 2011.

The Council employs two staff:

Miss A L Banks, Town Clerk and RFO (37 hours)  
Mrs K R Pepper, Administrative Officer (16 hours)

The Council meets a minimum of six times per year and holds its Annual Meeting during May. In addition there are regular meetings of three Committees: Planning, Projects and Finance. Meetings of the Personnel Committee are held as required, the minimum being once per year.

The Council approved a 'new way of working' early 2009 which was implemented May 2009. The aim of the new way of working was to speed up the decision making process whilst enabling more structured and informed debate; the new way of working relies heavily on working groups and project champions.

All Council and Committee meetings are advertised on the website [www.sandbach.gov.uk](http://www.sandbach.gov.uk) and on the noticeboard situated to the front of the Literary Institution. Members of the public are welcome to attend these meetings and to ask questions during the 15 minute public question time.

Once a month (normally the second Saturday) Councillors hold a surgery at the Literary Institution, this is an ideal opportunity to meet Councillors and express views regarding the Town. Dates of surgeries are posted on the Council's noticeboard and website.

The Town Council's offices are located at the :

**Sandbach Literary Institution  
Hightown  
Sandbach  
Cheshire  
CW11 1AE**

( 01270 759959  
\* [clerk@sandbach.gov.uk](mailto:clerk@sandbach.gov.uk)  
[www.sandbach.gov.uk](http://www.sandbach.gov.uk)



## 2. CHAIRMAN'S REPORT

Local governance has seen substantial change over the past year with the dissolution of Cheshire County Council and Congleton Borough Council and their replacement with Cheshire East Council. Sandbach Town Council has continued to operate on a consultative basis with Cheshire East Council.



The Council works in partnership with various groups and organisations within the town. The Sandbach Partnership has been the Council's delivery arm throughout the year and with its continued efforts we have seen the completion and opening of the cobbled Market Square and commencement of consultations for the park refurbishment and the Sandbach Town Plan.

The Town Council operates with eighteen members and following the sad and untimely death of Cllr Roy Sutton, we co-opted Cllr Mrs Carolyn Lowe in May 2009.

There have been no staff changes during the year and Sandbach Town Council continues to operate with a very lean team of Town Clerk plus one part-time Administrative Assistant.

The Council occupies two rooms at the Sandbach Literary Institution for the purpose of carrying out Council business and has a casual arrangement for the use of the ex-Learn Direct Room.

### *So what have we been doing?*

The re-cobbling of the Market Square was completed in April 2009 and was formally opened in July with a fun filled day of music, dance and entertainment.

2009 saw the re-launch of the Town Council's website, Cllr Will Goodall is thanked for sharing his knowledge and expertise in this area. Running parallel to the launch of the website it is believed that Sandbach Town Council became the first local council in England to use Twitter to share current news.

Consultants have been employed to gather ideas for the refurbishment of Sandbach Park and a draft concept design has been produced, this will form the basis of public consultation to be rolled out later this month.

Consultation is underway for the 'Sandbach Town Plan', workshops are to be held throughout late March which will focus on Leisure, Youth, Environment, Public Services, Business and Transport. Local people are encouraged to become part of this exciting project which will shape the future for Sandbach.

We have worked hard to ensure that the views of local people are relayed to CEC regarding the proposals to implement car park charges; these are currently suspended for the Sandbach area for legal reasons, however we expect to be faced with them again in the future.

The problems at J17 (M6) have not been resolved and the Council continues to liaise with the Highways Agency and Cheshire East Council, although it is likely to be many years before this issue is fully addressed.

The Council recently presented comments to the Boundary Commission in respect of the change proposals through the Electoral Boundary Review. The proposals may see Sandbach expanding to four wards each containing one Cheshire East Councillor and five Sandbach Town Councillors.

Through the Projects Committee a survey of market traders has been undertaken. The information has been compiled into a report which will be used by Cheshire East Council as they review market provision. The Town Council is pleased to work in partnership with CEC on future options appraisal activity.

The Council is committed to supporting the 10:10 initiative and aims to reduce its carbon footprint by 10% in 2010, hopefully we will report that this has been achieved next year.

... and lastly but by no means least, 2009 saw Sandbach Town Council become official sponsors of Foden's Brass Band. The Town Council is extremely proud to be associated with this world class band and hopes to continue supporting them into the future.

Cllr Mrs Elsie Alcock  
Chairman of the Council 2009/10

### 3. EVENTS

This year's Chairman, Cllr Mrs Elsie Alcock's main Civic events were the Civic Parade and Service on 7 June 2009 and the Chairman's Ball on 29 January 2010. All monies raised through the Chairman's fund raising activities will be donated to her chosen charities: Caudwell Children and Sandbach Youth.

The annual bowls match with the Marriott House Veterans was held on 7 August 2009; again the Council lost but great fun was had by all.

Following such a successful weekend in 2008, the Transport Festival held another two day event in 2009. The sun shone and a wonderful time was had by all. It is estimated that 18,000 visited the town during the week-end.

The Town Council took part in many of the town's Christmas events which included the Christmas Lights switch on and procession and Sandbach Cemetery and St Luke's Hospice Tree of Light ceremonies.

Sandbach Town Council's Foden's Christmas Concert was a great success and over £400 was raised for the Chairman's charity.

The most significant event of the year was the opening of the market square.....



## 4. COMMUNICATION

The Council is committed to being accessible by all and to sharing information about what we do. We do this in the following ways:

### **Newsletter**

We have seen the newsletter go from strength to strength, it is now very well established and eagerly awaited by many local people. In addition to publicising meetings and contact numbers, the newsletter aims to provide up to date information on local issues and activities.

### **Surgeries**

Councillor surgeries are held on second Saturday of each calendar month, however despite a friendly face and warm drink being available they have been quite poorly attended. The surgeries are an excellent opportunity to meet your local councillors and discuss town issues. A timetable is displayed on the Council noticeboard, website and is also available from the Clerk on request.

### **Website**

Following enormous effort during 2009, the website has been completely upgraded. As a close working partner to the Sandbach Partnership we now host a separate page within the Town Council's website which details their work and activities.

### **Twitter**

Described as a 'micro-blog' Sandbach Town Council uses Twitter to issue its latest news to followers.



## 5. PROJECTS

### **Community Buildings**

Sandbach Literary Institution - £25,000 has been granted by WREN to assist in the refurbishment and DDA compliance of the Sandbach Literary Institution. Unfortunately this is £25,000 short of the original application and means that some of the plans have to be revised. The Trust is currently looking at an alternative entrance for disabled people off Bold Street, with an internal lift to the first floor, should this scheme be acceptable it will result in a saving of approximately £30,000.

As well as funding the Literary Institution, substantial grants have been promised to St Peter's Elworth Church Hall and the Wheelock Community Association (Wheelock School building) and have been awarded to Christ Church, Wheelock.

### **Sandbach Old Hall**

Great concern was expressed about the condition of Sandbach Old Hall and there was a distinct fear that the hall could go beyond repair and be lost forever. The Council received a presentation from Heritage Works and agreed to contribute towards an Options Appraisal Study which would identify possible uses for the Old Hall and in turn assist in attracting funding for restoration. The appraisal has been completed, but more thrilling was the news that the Old Hall was sold in January to Brunning and Price Ltd. Brunning and Price have plans to refurbish the Old Hall and develop a pub/restaurant; it is anticipated that work will be completed late 2010.

### **Youth Council**

Sandbach Youth Council is being re-launched with the support of Town Council Youth Leaders Barry Moran and Gill Merry. The Youth Council organised a Santa's grotto for primary school children in December and are currently organising a Summer Ball. They occupy seats on the Sandbach Neighbourhood Action Group and the Sandbach Park Steering Group which ensures that the views of young people are heard.

### **Quality Town Council**

Sandbach Town Council holds Quality Status. This status demonstrates that the Council it is representative of, and actively engages with, all parts of its community and that it is properly managed.

### **Fairtrade**

During 2008 the town was officially awarded 'Fairtrade' status. Where possible the Council will endeavour to use local produce. Fairtrade products ensure that deprived communities receive fair pay for their produce.



## 6. JOINT WORKING

The Council has contributed £10,000 during 2009/10 towards the position of Sandbach Partnership Project Coordinator.

The Council is involved in three major projects within the Town, all of which are being managed and delivered by the Sandbach Partnership:

### **Market Square Refurbishment**

Following detailed consultation, the first cobble was lifted on 13 October 2008 and the final project completed April 2009. The project was approved and overseen by the County Archaeologist who ensured that the area was treated with the utmost care and work carried out to plan. A well-attended opening event was held on 11 July 2009 with activities taking place from morning until night.



### **Sandbach Park**

Following public consultation a first draft concept design for Sandbach Park has been prepared. The designs include some exciting proposals relating to children's play, youth facilities, adult recreation, environmental improvements, and visitor and event infrastructure.

The draft designs will be on display on 13 March at Sandbach Town Hall where members of the public will be able to discuss them with the consultants. Feedback received will be taken into account before the final version of the concept design is approved.

### **Sandbach Town Plan**

This project seeks to build upon the existing Town Vision, developed in 2007 and to expand the vision statements into a comprehensive development plan. The aim of the plan is to encourage the involvement of the community in developing a statement which would identify and prioritise local projects and would form an accepted basis for local government and funding authorities to support.

Consultation will be undertaken with individual members of the public, local businesses and the wealth of local clubs, societies and organisations, to update the original vision and generate new ideas.

The project is being overseen by a Steering Group comprising volunteers representing all sectors of the community and it targeted for implementation 2011.

## 7. REPRESENTATION

The Council appoints members as representatives on various outside bodies. This ensures good working relationships with local groups and organisations. The Council has representatives on the following bodies:

- Sandbach Partnership
- Sandbach Christmas Lights Committee
- Sandbach in Bloom
- Sandbach Transport Festival
- Sandbach Almshouse Trust
- Sandbach Literary Institution Trustees
- Sandbach Literary Institution Management Committee
- Sandbach School Governing Body
- Neighbourhood Liaison Policing Group
- Streets Ahead
- Central Cheshire PCT
- Linden Bank Liaison Committee
- Cheshire Association of Local Councils
  - Congleton Area Meeting
  - Annual Meeting
  - Clerk's Forum
  - Cheshire Quality Forum
- Cheshire Planning Forum
- Cheshire Rights of Way
- Wheelock Village Hall Trustees
- Sandbach Old Hall Action Group (SOHAG)
- Middlewich Railways Steering Group
- Sandbach Youth Council
- Congleton Local Area Partnership
- Sandbach Neighbourhood Action Group
- Cheshire Community Action
- CEC Town and Parish Council Conference

## 8. FINANCE

### DONATIONS, GRANTS AND CONTRIBUTIONS 2009/10

Many local groups, societies, churches and youth organisations have been supported via financial donations to enable services to the public.

To date the following donations, grants or contributions have been made during the financial year 2009/10.

Fodens Band, Sponsorship	7500.00
Sandbach Voices, Grant	1200.00
St Mary's, Grant	400.00
St John's, Grant	200.00
St Peter's, Grant	200.00
Christchurch, Grant	250.00
Ettiley Heath, Grant	200.00
Homestart, Grant	1000.00
Ettiley Heath Playing Field Association	700.00
Brusheads, Grant	995.00
Cleanteam, Grant	900.00
Visyon, Grant	500.00
Cheshire Police, Grant	180.00
Sandbach in Bloom, Grant	4000.00
Sandbach Christmas Lights, Grant	5000.00
Sandbach Transport Festival, Grant	7000.00
Town Criers Competition, Grant	1800.00
Sandbach Clean Team, Grant	250.00
Samaritan's of Cheshire, Grant	600.00
Christchurch, Grant	5000.00
Lions Youth Brass, Grant	1000.00
Sandbach Cheerleaders, Grant	500.00
Sandbach Literary Institution, Grant	6800.00
	<hr/>
	46,175.00

## ACCOUNTS 2009/10

	2009/10		2008/09
	YTD	Budget	Actual
	£	£	£
Precept	222,780	222,780	222,780
Interest income	898	1,000	2,320
<b>Other</b>	<b>769</b>	<b>5,396</b>	<b>106</b>
	<hr/> 224,448	<hr/> 229,176	<hr/> 225,206
<b>Grants and Donations</b>			
Regular annual donations	1,425	1,350	1,325
Requested s137 grants	35,275	48,500	36,339
Civic list	5,504	5,875	3,403
	<hr/> 42,204	<hr/> 55,725	<hr/> 41,067
<b>Council Administration</b>			
Subscriptions and fees	1,668	2,700	4,282
Training and traveling	684	1,400	816
By-election	0	0	0
	<hr/> 2,352	<hr/> 4,100	<hr/> 5,098
<b>Premises Administration</b>			
Insurance	3,252	2,980	2,918
Rent / utilities	9,953	8,940	7,389
Handyman / Maintenance costs	1,268	14,500	1,409
	<hr/> 14,473	<hr/> 26,420	<hr/> 11,716
<b>Office Administration</b>			
Staff / NI / Pension	51,952	57,000	48,719
Office / Phone costs	3,764	2,600	5,746
Equipment	2,318	2,374	4,309
	<hr/> 58,034	<hr/> 61,974	<hr/> 58,774
<b>Committed Projects</b>			
Sandbach community police	22,000	25,000	22,000
SLI building upgrade	9,587	20,000	0
Sandbach park	18,562	25,000	8,095
	<hr/> 50,149	<hr/> 70,000	<hr/> 30,095
<b>New Projects</b>			
Town centre action plan	0	20,000	0
Vision / Partnership projects / Other	3,555	10,000	0
Entry information signs	0	0	0
	<hr/> 3,555	<hr/> 30,000	<hr/> 0
<b>Maintained Projects</b>			
Fodens / Newsletter / Fairtrade Partnership Management / Cleanteam	10,566	12,000	10,812
Street furniture provision	9,000	21,500	10,000
	<hr/> 0	<hr/> 1,200	<hr/> 0
	<hr/> 19,566	<hr/> 34,700	<hr/> 20,812

Total Expenses	190,333	282,919	167,562
Grants from Earmarked reserves less pensions reserve	0		2,095
	<u>190,333</u>		<u>169,657</u>
Net Surplus	<u>34,115</u>	<u>-53,743</u>	<u>0</u>

**Sandbach Town Council  
Balance Sheet  
as at 31 March 2010**

	<b>31.3.10 2010</b>	<b>1.4.09 2009</b>
	£	£
<b>Fixed Assets</b>	0	0
<i>Current Assets</i>		
Debtors	0	0
VAT Repayable	4,526	5,396
Prepayments	0	0
<i>Cash &amp; Bank Accounts</i>		
Cash	55	40
Current Account	1,000	1,000
Business Reserve	73,522	29,444
Capital Reserve/Bonus Saver	80,931	80,087
	<u>155,508</u>	<u>110,571</u>
<i>Creditors</i>		
Creditors	10,834	0
Provisions	0	882
<b>Net Assets</b>	<u>149,200</u>	<u>115,085</u>
<b>Reserves</b>		
Balance b/f	115,085	85,939
Surplus for the year	34,115	29,146
Balance c/f	<u>149,200</u>	<u>115,085</u>
<b>Reserves are made up of</b>		
Sandbach Park	-392	0
Wheelock Community Association	5,000	5,000
St Peters Community Hall	15,000	15,000
Gratuity Reserve	319	319
Sandbach Literary Institution Lift	0	0
Old Hall Options Appraisal Study	0	0

Amount required for this year's budgeted expenditure	87,858	29,146
Amount available for use	41,415	65,620
	<u>149,200</u>	<u>115,085</u>

## 9. CONTACT DETAILS

<b>SANDBACH TOWN COUNCIL MEMBERSHIP 2009/10</b>			
<b>EAST WARD</b>			
<b>Cllr Mrs D E Alcock</b>	31 Newall Avenue, Sandbach CW11 4BJ	<b>766238</b>	<a href="mailto:alcockd@talktalk.net">alcockd@talktalk.net</a>
<b>Cllr S A M Corcoran</b>	7 Radbroke Close, Sandbach CW11 1YT	<b>753038</b>	sam@ achillesaccountancy.co.uk
<b>Cllr Mrs P M Minshull</b>	Buttersfield, 66 Manor Road Sandbach. CW11 2NB	<b>764100</b>	N/A
<b>Cllr L Morris</b>	1 Hawthorne Drive, Sandbach CW11 4JH	<b>765885</b>	N/A
<b>Cllr D Robinson</b>	59 Heath Road, Sandbach CW11 2JU	<b>764799</b>	N/A
<b>Cllr D L Darnes</b>	16 Park House Drive, Sandbach CW11 1YW	<b>764681</b>	<a href="mailto:deborah.darnes@talktalk.net">deborah.darnes@talktalk.net</a>
<b>NORTH WARD</b>			
<b>Cllr Dr G J Bowker</b>	38 Duke's Crescent, Sandbach CW11 1BL	<b>766422</b>	<a href="mailto:gemmajaner@gmail.com">gemmajaner@gmail.com</a>
<b>Cllr G W Bell</b>	128 Heath Road, Sandbach CW11 2LE	<b>529055</b>	<a href="mailto:bellsontheheath@aol.com">bellsontheheath@aol.com</a>
<b>Cllr B E Moran</b>	143 Middlewich Road, Sandbach. CW11 1JD	<b>768816</b>	<a href="mailto:moranbarrye@aol.com">moranbarrye@aol.com</a>
<b>Cllr S B Holland</b>	Threeways, 122 Congleton Road, Sandbach CW11 1DN	<b>762380</b>	<a href="mailto:hollandSB@tiscali.co.uk">hollandSB@tiscali.co.uk</a>
<b>Cllr Mrs G M Merry</b>	217 Middlewich Road, Sandbach CW11 3EL	<b>764580</b>	<a href="mailto:gillmerry@talktalk.net">gillmerry@talktalk.net</a>
<b>Cllr Mrs C D Lowe</b>	159 Bradwall Road, Sandbach, CW11 1GP	<b>768667</b>	<a href="mailto:carolyndlowe@gmail.com">carolyndlowe@gmail.com</a>
<b>WEST WARD</b>			
<b>Cllr P J Darnes</b>	16 Park House Drive, Sandbach CW11 1YW	<b>764681</b>	patrick.darnes@ talktalk.net
<b>Cllr W R Goodall</b>	FlExTel House, 13-15 The Commons, Sandbach CW11 1EG	<b>600193</b>	council.will.goodall@ Flextel.com
<b>Cllr K E Haines</b>	25 Tatton Drive, Sandbach CW11 1DZ	<b>761541</b>	<a href="mailto:keithhaines@talktalk.net">keithhaines@talktalk.net</a>
<b>Cllr W W Scragg</b>	3 Mill Lane, Moston, Sandbach CW11 3PT	<b>765746</b>	states@ sheilabill.wanadoo.co.uk
<b>Cllr M R Sherman</b>	57 Congleton Road, Sandbach CW11 1HP	<b>767090</b>	martin.sherman@ mail.adsl4less.com
<b>Cllr A J Wood</b>	60 Marriott Road, Wheelock, Sandbach CW11 3LS	<b>760725</b>	<a href="mailto:ajw60@tiscali.co.uk">ajw60@tiscali.co.uk</a>
<b>TOWN CLERK</b>			
<b>Ann Banks</b>	Sandbach Literary Institution, Hightown CW11 1AE	<b>759959</b>	<a href="mailto:clerk@sandbach.gov.uk">clerk@sandbach.gov.uk</a>
<b>ADMINISTRATION</b>			
<b>Katy Pepper</b>	Sandbach Literary Institution, Hightown CW11 1AE	<b>759959</b>	<a href="mailto:katy.pepper@sandbach.gov.uk">katy.pepper@sandbach.gov.uk</a>