

SANDBACH TOWN COUNCIL

Minutes of the forty fourth Annual Meeting of Sandbach Town Council held on
Thursday, 17 May 2018 at 7pm in the Literary Institution, Sandbach.

PRESENT

Councillors: M Forster, Retiring Mayor
R Hovey (Mayor Elect)
A Smith
G Merry
S Kirkham
J Cartlidge
R Hoffman
B Moran
M Benson
P Eaton
G Price Jones
R Wait
S Ashcome-Hurt
K Flavell

Also present were 12 members of the public and press.
Dignitaries from Alsager and Middlewich were in attendance.

The Opening Prayer was read by Rev. Thomas Shepherd.

AGENDA

1. APOLOGIES FOR ABSENCE

Councillors: K Haines,
M Lea O'Mahoney
C Lowe
K Southwell
M Muldoon
S Corcoran

2. THE RETIRING TOWN MAYOR'S REMARKS

The Mayor welcomed civic guests and local people in attendance.

Rev Thomas Shepherd was thanked for being Honorary Chaplain.

Apologies were tendered for Lesley Forster, who was attending to family matters.

The retiring Mayor stated that it has been an honour and a privilege to serve as Sandbach Mayor.

Local people who have encouraged and supported the Mayor during his year were thanked, especially members of the local community who have provided support throughout the year.

He went on to outline the two elements to the role of Mayor:

Civic Duties: representing the town, attending local activities and events – this has been enjoyable and rewarding. There have been many opportunities to meet with local people who give their time freely for the benefit of the town and to enrich the local community. To recognise this valuable contribution, a Mayoral Afternoon Tea was held, which was attended by many local voluntary organisations – thanks to Dot Flint for her assistance with this event.

Chairing Meetings: this can be challenging, but what should be remembered is that there are more things that unite us, than divide us. Working together to make Sandbach an even better place to work, live and relax, must remain uppermost in Councils thoughts.

Reference was made to a statement made by Fiona Bruce MP about the importance of kindness, this was expanded to include the importance of respect, compromise and courtesy. It is possible to have all of these, still disagree and yet have robust debate.

Members were reminded that it is easy to focus on the negative, however there is much that STC should be proud of:

Lessons Learned Review, there is no other council that has been willing to put themselves under that sort of scrutiny – this says a lot about the Council.

The Market Refurbishment Project is now underway and due to be completed by July 2018 – this shows what can be achieved when working together with the community.

We will not always get things right, however if we are genuinely open and transparent most people will forgive our failings.

Congratulations were extended to Sandbach Town Council for the time and effort given to make Sandbach a better place to live.

Cllr Hovey was wished good luck, although it won't be needed it as he is very experienced and there are many people who would be willing to provide support and advice.

3. ELECTION OF THE TOWN MAYOR FOR THE YEAR 2018/19

Proposed by Cllr Merry and seconded by Cllr Benson.

Resolved: that Cllr Richard Hovey be elected Mayor for the year 2018/19.

4. DECLARATION OF ACCEPTANCE OF OFFICE – TOWN MAYOR

The new Mayor read and signed his Declaration of Acceptance of Office which was countersigned by the Town Clerk.

5. ELECTION OF THE DEPUTY TOWN MAYOR FOR THE YEAR 2018/19

Proposed by Cllr Moran and seconded by Cllr Kirkham.

Resolved: that Cllr Mike Muldoon be elected Deputy Mayor for the year 2018/19.

6. DECLARATION OF ACCEPTANCE OF OFFICE – DEPUTY TOWN MAYOR

The new Deputy Mayor will read and sign his Declaration of Acceptance of Office at the next Council meeting to be held on 31 May 2018.

The Mayoral Party withdrew from the Chamber whilst they were invested with their civic chains.

7. TRIBUTE TO THE RETIRING TOWN MAYOR AND HIS CONSORT

The Mayor, Cllr Richard Hovey

On behalf of residents of Sandbach and Members of Sandbach Town Council Cllr Forster and his consort were thanked for representing the town over the past year. Their list of official engagements provides an indication of how busy their year has been. It is hoped that the new year provides similar opportunities to visit the various groups that provide support to the community.

During the April Transport Festival, the Mayor visited Art Exhibition and purchased a water colour painting of the Literary Institution, where the majority of Council meetings are held. A greetings card with an image of the watercolour was presented to the retiring mayor as a reminder of the building where many meetings have taken place over the past year.

A framed certificate of appreciation for the past year was also presented.

8. APPOINTMENT BY THE NEW TOWN MAYOR OF HONORARY CHAPLAINS, THE ANNOUNCEMENT OF THE DATES OF CIVIC EVENTS AND THE CHARITIES TO BE SUPPORTED AND PLANS FOR YEAR OF OFFICE

The Chaplain for 2018/19 will be Reverend Thomas Shepherd of St Mary Parish Church for Sandbach and representative of Sandbach Churches Together.

During the forthcoming year, the Mayoral Charities will be to support the learning and playing of musical instruments by school-age children and continue the role of dementia champion, which is a group initiated by the Sandbach Partnership to make life better for people living with dementia. Four key activities for the next year were outlined:

Elections – next May 2019

Market Hall - launch of the refurbished Market Hall over the next few months, particularly keen to see the shutter art using pictures from the Minshull archives.

Sandbach Strategy – A project being led by Cllr Haines on how we would like to see Sandbach to develop and change over the next few years and how we will address issues from the 30% increase in the resident population.

Planning – to continue to engage with CEC Strategic Planning process, through site allocations and refreshers of both the Neighbourhood Development Plan (Sandbach) and the Local Transport Plan.

He explained that he has been a Sandbach Councillor for less than two years, but was brought up in Sandbach and has strong family links with Sandbach

Heath and Wheelock. He has a keen interest in planning and the impact of planning on the local environment.

He looks forward to working with Councillors, staff, residents, businesses and the local press over the next 12 months and thanked members for appointing him as Mayor.

9. COMMITTEE APPOINTMENTS 2018/19

Chairmen and Vice-Chairmen will be appointed at each first Committee meeting, when Terms of Reference will also be reviewed for the forthcoming year.

Resolved: The Committee appointments were approved as:

Assets & Services Committee

Cllrs R Hoffmann, K Southwell, G Merry, M Muldoon, P Eaton, G Price Jones, C Lowe, J Cartlidge, S Corcoran, M Forster and S Kirkham.

Community & Environment

Cllrs K Southwell, B Moran, G Merry, M Benson, M Muldoon, P Eaton, K Flavell, C Lowe, G Price Jones, K Haines, M Forster and R Wait.

Finance, Policy & Governance

Cllrs B Moran, G Merry, M Benson, M Muldoon, P Eaton, K Flavell, C Lowe, S Corcoran, A Smith, M Forster, S Kirkham and S Ashcombe-Hurt.

Planning

Cllrs R Hoffmann, M Lea O'Mahoney, G Price Jones, C Lowe, J Cartlidge and K Haines.

Personnel

Cllrs R Hoffmann, M Lea O'Mahoney, K Southwell, G Merry, M Muldoon, K Flavell, S Corcoran, A Smith and M Forster.

Market Project Sub-Committee

To be determined at the first Town Council Meeting taking place on 31st May 2018.

Market Steering Sub-Committee

To be determined at the first Town Council Meeting taking place on 31st May 2018.

Events Sub-Committee

To be determined at the first Town Council Meeting taking place on 31st May 2018.

10. CALENDAR OF MEETINGS 2018/19

Resolved: the calendar of meetings 2018/19 is approved.

[Calendar attached]

11. APPOINTMENTS TO OUTSIDE BODIES 2018/19

Resolved: the appointments be approved.

[List attached]

12. INTERNAL AUDITOR

Resolved: that JDH Business Services be approved as internal auditor 2018/19

The Clerk outlined the current position in relation to the new GDPR regulations and the need for a Data Protection Officer. She explained that an amendment to the bill, to exclude T&PCs from having to appoint a DPO, is now making its way through parliament; despite the proposed amendment, the appointment of a DPO is viewed as good practice. As the regulations are new, the Clerk asked member to consider the appointment of a DPO for one year – to be reviewed at the end of the year. She informed members that there was no budget provision and that such an expenditure would result in an over-spend in the Auditor Services budget line.

Resolved: that JDH Business Services be approved as Data Protection Officer 2018/19 (to be reviewed at the end of year one).

13. OUTSIDE SUPPORT 2017/18

- i. **Resolved:** that Wirehouse Employer Services be approved for Health and Safety support 2018/19.
- ii. **Resolved:** that John Greenall and Co. be approved for payroll and pension calculations/services 2018/19.
- iii. **Resolved:** that Dixon Rigby Keogh, Sandbach, be approved for Legal Support 2018/19.
- iv. **Resolved:** that John Greenall & Co be approved for Financial guidance and VAT return 2018/19.
- v. **Resolved:** that Prism Computers be approved for IT Support 2018/19, with the resolution of Council (8.3.18) remaining.

14. DATE, TIME AND PLACE OF NEXT MEETING

The next meeting of the Town Council is a business meeting scheduled for Thursday 1 June at 7.00pm in the Sandbach Literary Institution, Hightown.

Cllr R Hovey, Chairman

AB

STCAGM2018

Agenda Item 10 – Calendar of Meetings

DATE	START	MEETING	NOTES
Thursday 17th May 2018	7pm	Sandbach Town Council (AGM)	
Thursday 31 May 2018	7pm	Sandbach Town Council	First Business Meeting
Monday 04 June 2018	7pm	Planning	
Wednesday 13th June 2018	7pm	Personnel	
Sunday 17th June 2018	2pm	Civic Parade and Service	
Tuesday 19th June 2018	7pm	Assets & Services	
Saturday 30th June 2018	11.00am	Family Fun Day	
Monday 25th June 2018	7pm	Planning	
Thursday 28th June 2018	7pm	Community & Environment	In Boardroom
Saturday 7th July 2018	6.30pm	Fodens Party in the Park	
Monday 16th July 2018	7pm	Planning	
Friday 27th July 2018	6.00pm	Bowls	6:00pm for 6:30pm start
Thursday 2nd August 2018	7:30pm	Finance & Governance	
Monday 6th August 2018	7pm	Planning	
Tuesday 7th August 2018	7pm	Assets & Services	
Thursday 16th August 2018	7pm	Sandbach Town Council	
Tuesday 28th August 2018	7pm	Planning	Tuesday due to Bank Holiday
Thursday 6th September 2018	7pm	Community & Environment	
Monday 17th September 2018	7pm	Planning	
Monday 8th October 2018	7pm	Planning	
Thursday 11th October 2018	7pm	Sandbach Town Council	
Tuesday 16th October 2018	7pm	Pre-Budget	
Monday 29th October 2018	7pm	Planning	
Tuesday 6th November 2018	7pm	Assets & Services	
Tuesday 13th November 2018	7pm	Pre-Budget	
Thursday 15th November 2018	7:30pm	Finance & Governance	
Monday 19th November 2018	7pm	Planning	
Thursday 22nd November 2018	7pm	Community & Environment	
Thursday 6th December 2018	7pm	Sandbach Town Council	
Monday 10th December 2018	7pm	Planning	
Monday 7th January 2019	7pm	Planning	
Thursday 17th January 2019	7pm	Community & Environment	
Monday 28th January 2019	7pm	Planning	
Thursday 31st January 2019	7:30pm	Finance & Governance	
Tuesday 5th February 2019	7pm	Assets & Services	
Monday 18th February 2019	7pm	Planning	
Thursday 21st February 2019	7pm	Sandbach Town Council	
Thursday 7th March 2019	7pm	Community & Environment	
Monday 11th March 2019	7pm	Planning	
Wednesday 20th March 2019	7pm	Personnel	
Thursday 21st March 2019	7pm	Annual Town Meeting	
Monday 1st April 2019	7pm	Planning	
Thursday 18th April 2019	7pm	Sandbach Town Council	
Tuesday 23rd April 2019	7pm	Planning	Tuesday due to Bank Holiday
Thursday 2nd May 2019	7:30pm	Finance & Governance	
Monday, 16th May 2019	7pm	Pre-AGM	
Thursday 23rd May 2019	7pm	Sandbach Town Council (AGM)	

Agenda Item 11 – Appointment to Outside Bodies

Sandbach Partnership Mgmt Team:	Cllr Mrs G Merry
Sandbach Park Project:	Cllr S Corcoran
Sandbach Christmas Lights:	Cllr K Flavell
Sandbach Festival of Transport:	Cllr M Forster
Sandbach Almshouse Trust:	Cllrs R Hovey, S Corcoran, J Cartlidge and P Eaton
Linden Bank Liaison Group:	Cllrs G Merry and P Eaton
CHALC Area Committee:	Mayor & Clerk
CHALC AGM:	Mayor, Deputy Mayor and Clerk
CHALC Clerks' Forum:	Clerk
St Mary's Church	Cllr K Southwell
CEC Town/Parish Conferences:	Mayor and Clerk
Churches Together Fairtrade	Cllr G Price Jones
Foden's Supervisory Board	Cllr B Moran