

SANDBACH TOWN COUNCIL



ANNUAL REPORT 2017/18



INTRODUCTION

Welcome to the Annual Report 2017/18.

This report demonstrates how the Council spends its time and money and highlights a variety of the events and activities that have taken place since the Annual Town Meeting held in 2017.

A complete list of Town Councillors for each of the wards of Sandbach is included at the end of the report, including contact details.

1. THE COUNCIL

The Town Council consists of 20 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 on 7 May 2015.

The Council employs nine staff:

Miss A L Banks, Town Clerk and RFO (37 hours)
Mrs K R Pepper, Assistant Town Clerk (25 hours)
Mrs S Van Schepdael, Finance Officer (18.5 hours)
Mr K Brown, Operations Manager (37 hours)
Mr M Wellings, Admin Asst/Operations Asst (37 hours)
Mr R Husdan, Conference and Events Manager (37 hours)
Miss L Surgenor, Conference and Events Officer (25 Hours)
Mr R Nightingale, Duty Manager, Town Hall (37 hours)
Mr A Russell, Facilities Operative (37 hours)
Miss J Thomas, Cleaner (18 hours)

There are also a number of casual staff who support various aspects of service delivery.

The Council meets a minimum of six times per year and holds its Annual Meeting and Mayor Making ceremony during May. In addition, there are regular meetings of five Committees: Assets and Services, Community and Environment, Finance, Policy and Governance, Planning and Consultation, Personnel and its sub-Committee's: Market Project, Market Steering and Events.

To assist the business of the Council, and to enable swift progress, the Council operates a number of Working Groups; whilst these groups are not able to make decisions, they do undertake a considerable amount of preparatory work which enables them to make justified recommendations to Council or its Committees. Each Working Group is headed by a Project Leader who manages all meetings, ensures that sufficient progress is being made, works closely with the Clerk and provides regular reports to Council.

All Council and Committee meetings are advertised on the website www.sandbach.gov.uk and on the noticeboard located at 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.

The Town Council's offices are located at the:

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

☎ 01270 600800

**✉ info@sandbach.gov.uk
www.sandbach.gov.uk**



2. MAYOR'S REPORT

Introduction

It has been an honour and a privilege to have served as Mayor of Sandbach since May 2017. It has reinforced my conviction that Sandbach is a special place to live, work and play. The role has two distinct elements – carrying out Civic Duties and performing the key task of chairing the Town Council. I would like to thank those people who have assisted me in fulfilling the functions of Mayor, with a special thank you to my wife Lesley. I have always strived to do my best, seeking to put the interests of our fantastic town first. My charities this year have been the local Scouts and Guides, and the Brain Tumour Charity. Thank you to everyone who has supported the events we have put on. Civic Duties role

A major part of the role of Mayor is to represent the Town and the Council at a very wide-ranging series of events within Sandbach and in the broader area of Cheshire East. It has been especially enjoyable attending events run and arranged by local voluntary groups and organisations. The enthusiasm, commitment and sheer hard work of many individuals have been quite humbling and inspiring. It is these people who broaden the opportunities and experiences for those who live and work in the town. On behalf of all of us I would like to thank those volunteers for their unstinting service to others. I have attended numerous Civic Events across the Borough including Mayor making ceremonies and key events such as Remembrance Day commemorations.

Town Council role

As your Mayor I chair the full council meetings and am an ex-officio member of each committee, sub-committee and working group. I have endeavoured to attend as many of these other meetings as possible.

This has been a very busy year for your council. The withdrawal of the Market Hall Project in 2016 led to a Lessons Learned Review. A key outcome has been a commitment to more openness and transparency in the work of the council. We have made important changes to how we operate. It is a healthy development to see more members of the public attending council meetings and working groups. Constructive and positive challenge is the hallmark of a buoyant democracy.

At our full council meeting on 8 March 2018 the refurbishment plans for the Market Hall were agreed. The Project Team, responsible for producing the plans, was made up of councillors, council staff, market traders and members of the public. I would like to thank the members of the Team for their contribution and commitment. The contractor aims to start the work early in May – it should take about 10 weeks with the market hopefully running as normal on Thursdays and Fridays.

Over the next few months we will be looking at developing a medium-term plan for key projects to be pursued by the council. We need to hear what you think and want – watch this space!!!

Martin Forster
Mayor 2017-18

[list of all events attended during my Mayoral year overleaf]

Mayor Events Attended 2017/18

Date	Event	Venue	Time
3 May 2017	Knutsford Mayoral Charity	Fryers, Knutsford	Afternoon
4 May 2017	Congleton Town Council AGM/Mayor making	Town Hall, Congleton	Evening
6 May 2017	Visit to Market Hall	Sandbach	Morning
6 May 2017	Phone box opening	Sandbach Park	All day
11 May 2017	Visit to Outdoor Market	Sandbach	All day
15 May 2017	Middlewich TC AGM/Mayor making	Victoria Hall, Middlewich	Evening
17 May 2017	CE Mayor making	Tatton Park	All day
20 May 2017	Health and Wellbeing Day	St Mary's Church	Morning
21 May 2017	Visit to Youth Market	Sandbach	Morning
31 May 2017	Rotary Club lunch	Sandbach	Afternoon
4 June 2017	Visit to Record Fair	Sandbach	Morning
9 June 2017	Visit to Sandbach CC	Wheelock	Evening
15 June 2017	AGM Clean Team	Sandbach	Evening
18 June 2017	RBL Service	Northwich	Afternoon
19 June 2017	AGM Samaritans South Cheshire	Crewe	Evening
23 June 2017	Cenotaph remembrance	Sandbach	Morning
24 June 2017	Family Fun Day	Sandbach	Afternoon
25 June 2017	Civic Parade and Service	Sandbach	Afternoon
25 June 2017	Sandbach Voices	Town Hall, Sandbach	Evening
28 June 2017	Sandbach Concert Series	St Mary's Hall	Evening
30 June 2017	Sandbach School Awards Evening	Sandbach School	Evening
7 July 2017	Marriott Vets bowling match	Sandbach Park	Evening
8 July 2017	Sandbach United Girls Football Awards	Sandbach United	Evening
1 Sept 2017	Midnight market	Sandbach	Evening
5 Sept 2017	Charity Pamper Evening	Town Hall, Sandbach	Evening
7 Sept 2017	Leonard Cheshire Centenary Afternoon Tea	Hill House, Sandbach	Afternoon
9 Sept 2017	Day of Dance	Sandbach	Morning
10 Sept 2017	Sandbach Striders 10K	Bradwall	Morning
10 Sept 2017	Middlewich Civic Service	St Mary's Church	Afternoon
16 Sept 2017	Sandbach Today	St Mary's Church Hall	Morning
17 Sept 2017	Car Boot	Market Hall	Morning
17 Sept 2017	Mayor's Charity Walk and Afternoon Tea	Sandbach and SLI	Afternoon
18 Sept 2017	Visit to Sandbach & District Talking News	Wheelock	Morning
24 Sept 2017	Alsager Civic Service	Sr Mary's Church	Afternoon
26 Sept 2017	Sandbach Crosses Rotary meeting	Sandbach	Evening
30 Sept 2017	Charity Event St Luke's Hospice and BHF	Masonic Hall, Sandbach	Evening
1 Oct 2017	CE Mayor Civic Service	St Mary's Church, Nantwich	Morning
7 Oct 2017	Arts for Health	Sandbach	Afternoon
14 Oct 2017	Opening of Dingle Bridge & Trail	Sandbach	Morning
19 Oct 2017	CHALC AGM	Middlewich	Evening
21 Oct 2017	Clean Team Quiz Night Fundraising	St Mary's Hall, Sandbach	Evening
27 Oct 2017	Art Club Exhibition	Masonic Hall, Sandbach	Morning
28 Oct 2017	Sandbach Partnership Halloween judging	The Cobbles	Afternoon
30 Oct 2017	Sandbach Partnership AGM	Sandbach	Evening
4 Nov 2017	Marriott Vets Bowling Presentation Lunch	Bradwall Village Hall	Afternoon
10 Nov 2017	Sandbach Moonlight Market	Sandbach	Evening
10 Nov 2017	Arts for Health fundraiser	Sandbach	Evening
11 Nov 2017	Armistice Day Remembrance	Sandbach	Morning
11 Nov 2017	St Mary's fundraiser	St Mary's Hall, Sandbach	Morning
12 Nov 2017	Remembrance Sunday	Sandbach	Morning
12 Nov 2017	Sandbach Choral Society	St Mary's Church	Evening
18 Nov 2017	Hearing Dogs for Deaf People fundraiser	St Mary's Hall	Morning
19 Nov 2017	Talking Newspaper Awards Presentation	Wheelock	Afternoon
24 Nov 2017	A Taste of Christmas - judging	St Mary's Hall	Evening
25 Nov 2017	Christmas Lights switch on	The Cobbles	Afternoon
26 Nov 2017	Nantwich Mayor's Civic Service	St Mary's Church, Nantwich	Morning
29 Nov 2017	Leonard Cheshire – opening of Orangery	Hill House, Sandbach	Evening

Mayoral Events Cont'd...

1 Dec 2017	Sandbach Christmas Market	Sandbach	All day
3 Dec 2017	Sandbach Rugby Club gym opening	Bradwall Lane, Sandbach	Morning
7 Dec 2017	Tree of Light event	Sandbach cemetery	Evening
14 Dec 2017	Carol Concert Boys School	St Mary's Church	Evening
22 Jan 2018	Aquarius Swim Club	Boys' School, Sandbach	Evening
23 Jan 2018	Bill Scragg Funeral	St Leonard's Warmingham	Morning
26 Jan 2018	Holocaust Memorial Day	Town Hall, Sandbach	Morning
3 Feb 2018	99 th Birthday of local resident	Old Hall, Sandbach	Afternoon
6 Feb 2018	Dementia Friendly Information & Training	Sandbach Enterprise Centre	Morning
17 Feb 2018	Clean Team Presentation	Fire Station, Sandbach	Morning
17 Feb 2018	Poppy Awards Evening	Masonic Hall, Sandbach	Evening
28 Feb 2018	Sandbach Concert Series	St Mary's Church Hall	Evening
17 Mar 2018	Trefoil Guild AGM	St Mary's Church	Afternoon
17 Mar 2018	Rotary Swimathon	Boys' School Sandbach	Afternoon
25 Mar 2018	Sandbach Choral Society	St Mary's Church	Evening



Photographs by kind permission of Mr Stewart Green

3. COMMUNICATION AND CONSULTATION

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

The Council's 'Town Talk' newsletter remains a popular, full colour, publication which is delivered to all households (with accessible letterboxes!) and made available in local surgeries and shops, as requested. It is produced twice a year and details future events, local organisation news, town council initiatives and includes a full Councillor contact list.

Surgeries

Councillor surgeries are held on the second Saturday of each calendar month, with two Ward Councillors attending on the Monthly Makers Market. The surgeries ensure Councillors are more accessible and opportunity to obtain details of ongoing Council projects and events. If you would like to meet your local councillor or find out more about activities in Sandbach, details are displayed on the Council noticeboard and website.

Website

The website is currently under review, with a working group formed to work with the Council's appointed web designer in achieving a new user-friendly and effective Town resource. The Sandbach events website created last year is increasing its contributor list and now many of the local activities are promoted. The events website allows members of local groups to publish their activities directly to the website free of charge; it also provides an opportunity to check dates to ensure no clash in bookings!

Facebook

Sandbach Town Council continues to update its Facebook page with news, events and sharing of local information and activities. The page is available to all Facebook users. If you haven't already done so, please visit the page and 'like' to receive future posts in your news feed!

Twitter

Having revived the Town Council Twitter account in late 2016, we use the account to communicate agenda and event news.

Noticeboard

The Council's noticeboard is situated outside of the Sandbach Literary Institution, where details of all Town Council Meetings and forthcoming events are displayed. Whenever possible, and where space permits, we also endeavour to promote charitable events on the board.

Leaflets

As another communication tool, when necessary, the Council produces leaflets/documents for delivery to all (accessible) Sandbach households. This includes Sandbach consultations, Town Talk and events leaflets.

Advertising Banners

Banners are produced to promote the majority of the Town Council's events and are displayed in prominent positions, such as the front of the Town Hall and Congleton Road/Old Mill Road junction.

Sandbach Directory

On a monthly basis, the Council advertises news, activities and Councillor Surgery dates within the Sandbach Directory. These publications are delivered throughout Sandbach.

Local Newspapers

The Council engages closely with local newspapers. Reporters are provided with copies of agendas in advance of meetings and are usually in attendance at most meetings. The Clerk and Members are always willing to clarify matters discussed at the meetings when contacted by reporters.

Consultation

The Council has been involved with and responded to a number of consultations, which include:

- CEC Housing Strategy
- Sale of CEC Land at site of Former Arclid Tip
- CEC Draft Sustainable Modes of Travel to School Strategy
- CEC Consultation to Introduce Charges for New or Replacement Bins
- CEC Bus Service Review
- Neighbourhood Plans: Poynton with Worth Town Council, Woore Parish Council, Somerford Parish Council and Bollington Town Council.

5. ACTIVITIES

Markets

This year has seen positive progress with the Council, traders and the public working together in creating a refurbishment scheme for the Market Hall. This will include redecoration, installation of automatic doors, floor repairs, graphics on shutters, lighting, replacement canopies for the units and new internal & external signage. This will showcase the features that exist and provide a fresh and welcoming environment for our traders and public. The Market Hall is welcoming more events to the town. In addition to the established Record Fairs and Car Boots, the venue now hosts craft fairs, with additional events in the pipeline and hopefully to be announced soon.

The outdoor market remains challenging due to the loss of traders. Unfortunately, traders are retiring and attracting replacements is proving difficult. To ensure the market remains a hub of the town, the layout has recently been reviewed. Remaining traders from the Scotch Common have been relocated to the Small Common, High Street & Market Square. This has helped create more of an atmosphere around the market, with the Market Hall being the focal point.

Last year saw the introduction of the Moonlight Market for which our September event was a huge success. This involved late night opening of the Market Hall with our regular and new traders which was complimented by a street food market outside along with entertainment. For 2018 the Moonlight Market will be returning on Friday 3rd August and Friday 7th September.

Once again, the Christmas Market was a huge success. A special thankyou to everyone involved and who supported this annual town event.

Town Hall

The Town Hall now has an established Business & Promotions Team and it is pleasing to see occupancy and income on the increase. New clients have been brought on board with regular weekend hirers now established. The Wi-Fi is now installed throughout and is a real benefit for the Town Hall to help promote the venue and attract new clientele. Unfortunately, last summer the air conditioning for the Charter Room broke down and looked like a costly repair. After many calls, emails and contractor site visits, the Operations Team were able to get the parts covered under warranty and the air conditioning is now operational.

June last year saw the Town Hall host a Harry Potter event celebrating the 20th anniversary of the first film. This event was fully delivered in house and involved a viewing of the first film, a quiz and feast for all those that attended. Tribute acts remain regular events and attract a healthy audience. Comedy Nights have returned to the Town Hall on a regular basis and have been a success.

The Town Council became more involved with the Sandbach Community Cinema last year and hope to build on the success it has already achieved. STC works closely with all the volunteers to help deliver this great service, as without their support and commitment this could not be achieved.

Karl Brown, Operations Manager

Tidy Town Group

The Group comprises of three town councillors, an officer from ANSA Environmental Services and representatives from a following established and active community groups: Sandbach Clean Team, Sandbach Allotment Society, Sandbach Woodland and Wildlife Group, Rotary Club of Sandbach, Sandbach Crosses Rotary Club, Interact Club (Members of Sixths Forms), Friends of Sandbach Park, Friends of Elworth Park, Friends of Sandbach Station and Sandbach Garden Trail.

Individual community groups undertook a wide variety of environmental projects throughout the year, including further planting of the Community Garden, painting of the railings in the High Street, re-painting of town centre benches of further work maintaining the herb garden and tree enclosures on Scotch Common. The Group has also supported a re-print of the leaflet offering advice to community groups wishing to promote events using banners.



Events Group

The Group organised another hugely successful Party in the Park Concert with Foden's Band, supported by Sandbach School Big Band, which was held on 1st July. All attendees enjoyed a wonderful evening of music.

A **Family Fun Day** was held in Sandbach Park on 24th June with lots of activities and fun for families, including an assault course organised by Sandbach Army Cadets.

6. PARTNERSHIP WORKING

SANDBACH PARTNERSHIP (SP)

Sandbach Town Council has contributed £10,000 during 2017/2018 to support SP, and since the last Annual Report, the following events and activities provide a snapshot of another busy year:

Educational visits in Sandbach Park for pupils of Offley Road School including nature walks, pond dipping and litter picking.

Health and Wellbeing Fayre: 12th May 2017:

Held in conjunction with Manchester Metropolitan University, Active Cheshire and Everybody Sport and Leisure and many community groups, the event promoted the benefit of a healthy lifestyle.

Waitrose In Store Days: held during the week commencing 3rd July 2017 throughout the week two-hour promotional stands for many community groups.

National Play Day: 2nd August. Annual event raising awareness of disabilities.

Spooky Halloween: 28th October

Christmas Lights Switch On: 25th November 2017, with stars from Crewe Lyceum pantomime.

Tree of Light Ceremony: 7th December. Provides opportunity for families to mark the passing of loved ones. Supported by Sandbach High School, Sandbach Ladies Choir and choirs from local schools.

Joint Projects

SP has worked with several organisations to assist with projects, including:

Sandbach Garden Trail,

Sandbach Grassroots Disability Group

Friends of Sandbach Park

Five Town Partnerships Forum, working with other partnerships to support projects and formulate funding bids for community groups

Sandbach Enterprise Centre

SP now manages the Centre jointly with CEC Skills & Growth Company, and now occupies ground floor office providing computer access and meetings for community groups

Sandbach Partnership Forum and community liaison

Meetings of the Forum regularly attract representatives from up to 18 community groups during the year, and **Sandbach Today** held at St Mary's Church Hall and in the Market Square in September enabled over 30 groups to promote activities.

Dropped Kerbs

Working with a CEC Ward Councillor and CEC, SP has supported the Grass Roots Disability Group in seeking the addition of two more dropped kerbs to improve access to pavements in the town Centre

Notice Boards

Promotional information is displayed for Sandbach community events and maintained throughout the year by SP on five notice boards in the town centre and in Sandbach Park

Telephone kiosk

SP has successfully negotiated with BT and Cheshire East Council to purchase the kiosk formerly located in Platt Avenue for community use. Restoration was completed during the year by a community group and, following consultation, will soon be available for a variety of community uses.

Wheelock Playing Fields

SP continues to work with local residents with a view to providing recreation provision

Market Square

New replacement trees are to be planted in the Market Square.

Sandbach as a Dementia Friendly Town

The Mayor and Deputy Mayor have agreed to help SP and others to champion this new venture, which will follow the successful approach in neighbouring towns.

Sandbach Park Steering Committee

SP continues to manage funding provided by Sandbach Town Council, Cheshire East Council, Section 106 agreements, and a number of grants from outside bodies to effect improvements to the Park.

Footpath Improvements. A Report was commissioned in 2014, following which the first phase was completed improving the gradient of the path leading from the Adlington Drive entrance. The second phase improved the path leading down from the woodlands area to the ponds. A third phase is planned for Spring 2018 for the pathways leading from the outdoor gym to the ponds area.

Green Flag. Working with Friends of Sandbach Park, the Committee has provided active support to Cheshire East Council's application for the award of a Green Flag for the Park. The Park was first granted Green Flag status in 2015. This was renewed in 2016 and again in 2017. The award of Green Flag status helps to secure continued funding for the Park.

7. COMMITTEES

Each of the Town Council's Committee has its own Terms of Reference and Scheme of Delegation which enables both Committees and Officers to respond quicker than ever before.

A brief report from each of the Committee Chairs follows:

FINANCE

Name of Committee	Finance, Policy and Governance
Committee Chairman	Cllr Mrs Gill Merry
Number of Committee Members	11
Number of Times the Committee has met since the AGM	5
Number of Sub-Committees	0
Number of Working Groups	1
<p>The working group which arose from the Lessons Learned Review has met on 5 occasions in connection with governance issues highlighted during the review. Having dealt with the issues and recommendations outlined, the committee was disbanded at a meeting held in November 2017.</p> <p>The Committee has worked to prepare a budget for 2018/2019 with an increase in precept to cover the cost of the Market Hall refurbishment project. Since the council took over service delivery of the Town Hall Complex from Cheshire East it has been necessary to build in to budget, renovation and maintenance on those assets.</p> <p>Suggestions for simplifying the accounts presentation have been put to the committee, this resulted in a summary sheet being accepted with the opportunity of detailed Income and Expenditure sheets should members request them.</p> <p>The Committee has been active in supporting community groups with grants to Sandbach Clean Team, Cheshire Neighbours Credit Union, Sandbach Cricket Club, Sandbach Heath Neighbourhood Forum and Sandbach Footpath Group</p> <p><i>Cllr G Merry ~ Committee Chair.</i></p>	

COMMUNITY AND ENVIRONMENT

Name of Committee	Community and Environment Committee
Committee Chairman	Cllr M Benson
Number of Committee Members	11
Number of Times the Committee has met since the AGM	4
Number of Sub-Committees	3
Number of Working Groups	3
<p>Activities:</p> <p>The Tidy Town Group (Lead Member Cllr Mike Benson) works closely with several community groups on projects described in the 'Activities' section of the Annual Report.</p> <p>The Events Sub Committee (Chair Mike Benson) for a sixth successive year organised a Fun Day for Children and the Party in the Park Concert.</p> <p>The Conservation Group (Lead Member Cllr Gill Merry) comprises of councillors and community representatives. The Group made a significant input to the Cheshire East Council Conservation Area Review and continues to take forward its ongoing management plan for the preservation and enhancement of the area.</p> <p>Sandbach Partnership Liaison Group The Group provides an opportunity for regular liaison between Sandbach Partnership and Sandbach Town Council. A report on the events and activities undertaken by the Partnership is set out in this Annual Report.</p> <p>Cllr M Benson ~ Committee Chair <i>Full activities of the groups are shown within section 5 & 6 of the Annual Report.</i></p>	

ASSETS AND SERVICES

Name of Committee	Assets and Services
Committee Chairman	Cllr Mike Muldoon
Number of Committee Members	11
Number of Times the Committee has met since the AGM	4
Number of Sub-Committees	0
Number of Working Groups	0

Market

Over the last 12 months Members, Officers & trader representatives have worked together with the architect to propose a scheme for the Market Hall development. Public consultation took place and the scheme has been approved with work to commence May 2018. Trader numbers unfortunately still decline with no younger generations filling the void. The Market had become very spread across the Town, and early this year the layout was reviewed. The Market has now been taken off the Scotch Common, with the Market Hall becoming the hub of the market, with the outdoor stalls now on the Small Common, around the Market & Town Hall and High Street. Sunday Market Hall Events are gaining in popularity since the Record Fairs commenced. Regular bookings are now also been take for Craft & Gift Fairs and Car Boots. Last year witnessed Sandbach First Moonlight Market involving late night opening in the Market Hall and Street Food on the Small Common Car Park. Septembers event was a huge success proving there is appetite for such events in the town. During the Summer of 2018 the Moonlight Markets will return as it is hoped to build from the success.

Town Hall

The Town Hall now has set target in place which provides the Operations Team a clear indication on the realistic objectives which need to be achieved over the coming years regarding occupancy, income & customer satisfaction. The Events & Business Development Team have created a Business Development Plan which is a proactive approach to contact potential clients regarding promoting the Town Hall and the services available. Refreshments and catering provision is proving more popular with the clients. In 2017 Wi-Fi was installed throughout the building ensuring the Town Hall became a more attractive venue. New Regular hirers include Carney Academy, Grace Church and Tots (Soft Play), Busy Bees Training Academy and NHS to name a few have come onboard. Last Year the Town Hall delivered a Harry Potter event celebrating the 20th anniversary which was well received.

Cllr M Muldoon ~ Committee Chair

PLANNING & CONSULTATION COMMITTEE

Name of Committee	Planning & Consultation
Committee Chairman	Cllr R Hovey
Number of Committee Members	9
Number of Times the Committee has met since the AGM	Every three weeks
Number of Sub-Committees	None
Number of Working Groups	None
<p>Activities:</p> <p>Sandbach Town Council membership continues to take a very active role in the local planning system, building on the Sandbach Neighbourhood Plan, recognising the important historic market town, enhancing and protecting the environment that residents and visitors expect.</p> <p>Two key changes during the year:-</p> <ol style="list-style-type: none"> 1. Cheshire East adopted its Local Plan Strategy 2010 - 2030 in July, this was a long awaited document, providing refreshed planning policies for the borough together with confirmation that Cheshire East has a 5 year supply of housing land. The 5 year supply should protect the open countryside around our town from unplanned speculative development. Sandbach has provided more than its fair share of residential development land for the plan period, we should welcome the protection of an adopted Local Plan. 2. The Committee acquired additional responsibilities for coordinating responses to external consultations. For example the Sandbach Town Cycling Plan Working Group has brought together members and cycling residents to produce a draft Cycling Plan that will identify priorities for cyclists and integration with safe walking routes both within the town and linking to other communities and places of work and education. This will also feed into the Cheshire East Transport Plan refresh. <p>Two key challenges that remain:-</p> <ol style="list-style-type: none"> 1. The uncertainty and distress caused by congestion and air quality within the area. 2. During 2018 we have seen the return of applications for large scale residential development in the open countryside that is contrary to both the Sandbach Neighbourhood Plan and the Cheshire East Local Plan. <p>As chair of Planning and Consultation I thank members of the committee for their active involvement, together with the support of the Sandbach Neighbourhood Plan working group. Finally, thanks also to the local residents who not only bring their planning issues to us, but are prepared to be actively engaged with the planning system.</p> <p>Cllr R Hovey ~ Committee Chair</p>	

There is also a Personnel Committee, however due to the personal nature of the business transacted a report is not available.

7. REPRESENTATION

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

Sandbach Partnership Management Team

Sandbach Park Project

Sandbach Christmas Lights

Sandbach Festival of Transport

Sandbach Almshouse Trust

Linden Bank Liaison Group

Sandbach Literary Institution Trustees

ChALC Area Committee

ChALC AGM

ChALC Clerks Forum

St Mary's Church

Sandbach Traders & Retailers

Cheshire Quality Forum

CEC Town/Parish Conferences

Churches Together Fairtrade

Foden's Supervisory Board

8. FINANCE

DONATIONS, GRANTS AND CONTRIBUTIONS 2017/18

In the past 12 months many local groups, societies, churches and youth organisations have been supported via financial donations to enable services to the public:

Community Grant Fund

Cheshire Border Guides	£500
Sandbach Footpath Group	£1,000
Sandbach Heath Neighbourhood Forum	£110
Sandbach Cricket Club	£5,000
Cheshire Neighbours Credit Union	£200

One Off Grant

Elworth Methodist Church	£10000
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Annual Grants/ Donations

Foden's Sponsorship	£7,500
Town Crier Honorarium	£750
Churchyard Maintenance	£1,580
Woodland and Wildlife (3 year Grant)	£2,500
Sandbach Clean Team (3 year Grant)	£670
Sandbach Concert Series (3 year Grant)	£1,500
Marriott Bowls	£100
Sandbach Allotment Society	£1,000
Sandbach Partnership	£10,000
Transport Festival	£10,000
Christmas Lights Committee	£5,000

9. CONTACT DETAILS

Sandbach Town Council Membership 2017-2018			
Town Ward			
Mike Benson	8 Gawsworth Dr, Sandbach, CW11 1DY	764885	mike.benson@sandbach.gov.uk
Keith Haines	25 Tatton Drive, Sandbach, CW11 1DZ	761541	keith.haines@sandbach.gov.uk
Steve Kirkham	2 Bowles Close, Sandbach, CW11 1YH	750228	steve.kirkham@sandbach.gov.uk
Carolyn Lowe	159 Bradwall Rd, Sandbach, CW11 1GP	768667	carolyn.lowe@sandbach.gov.uk
Barry Moran	143 Middlewich Rd, Sandbach, CW11 1JD	768816	barry.moran@sandbach.gov.uk
Sandbach Heath and East Ward			
Justin Cartlidge	16 Newmill Street, Stoke-on-Trent, ST2 7DJ		justin.cartlidge@sandbach.gov.uk
Sam Corcoran	7 Radbroke Close, Sandbach, CW11 1YT	753038	sam.corcoran@sandbach.gov.uk
Paula Eaton	12 Sterne Close, Sandbach, CW11 3GT	07455 142446	paula.eaton@sandbach.gov.uk
Mike Muldoon	141 Congleton Road, Sandbach, CW11 4SP	07860 625891	mike.muldoon@sandbach.gov.uk
Geraint Price Jones	8 Davenport Close, Sandbach, CW11 1YP	767873	geraint.pricejones@sandbach.gov.uk
Ettiley Heath and Wheelock Ward			
Sue Ashcombe-Hurt	13 Offley Road, Sandbach, CW11 1GY	760797	sue.ashcombehurt@sandbach.gov.uk
Richard G Hovey	5 Mulcaster Court, Haslington, CW1 5WF	762302	richard.hovey@sandbach.gov.uk
Alan Smith	12 Swallow Drive, Sandbach, CW11 1SX	07415 698519	alan.smith@sandbach.gov.uk
Kate Southwell	535 Crewe Road, Wheelock, CW11 3RZ	768792	kathryn.southwell@sandbach.gov.uk
Richard Wait	12 Eric Drive, Sandbach, CW11 3SD	485440	richard.wait@sandbach.gov.uk
Elworth Ward			
Kathryn Flavell	35 The Avenue, Elworth, CW11 3BT	759225	kathryn.flavell@sandbach.gov.uk
Martin Forster	71 Crewe Road, Sandbach, CW11 4NS	07936 515658	martin.forster@sandbach.gov.uk
Richard Hoffmann	Flat 7, Royds Ct, Elton Rd, Sandbach, CW11 3NE	764122	richard.hoffmann@sandbach.gov.uk
Mike Lea O'Mahoney	31 Abbey Road, Sandbach, CW11 3HA	07472 822856	mike.leaomahoney@sandbach.gov.uk
Gill Merry	217 Middlewich Rd, Sandbach, CW11 3EL	764580	gill.merry@sandbach.gov.uk

ACCOUNTS 2016/17 – NEED REPLACING WITH 2017/18 – AWAITING FROM SVS.

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Full Council						
100 Town Council Income						
1176 Precept	569,606	569,606	0			100
1190 Interest Received	409	500	-91			81.8
1904 Council Tax Benefit Grant	11,195	11,195	0			100
Town Council Income :- Income	581,210	581,301	-91			100.0 %
Net Expenditure over Income	-581,210	-581,301	-91			
101 Administration						
4100 Mayor's Allowance	2,000	2,000	0		0	100
4101 Civic & Ceremonial	1,465	4,500	3,035		3,035	32.5
4102 Civic Service ICT	0	0	0		0	0
4110 Support	5,321	5,500	179		179	96.7
4111 Subscriptions	2,358	2,535	177		177	93
4112 Audit Fees	2,267	3,000	733		733	75.6
4114 Accountancy Services	3,185	3,500	315		315	91
4120 Insurance	10,671	10,330	-341		-341	103.3
4121 Rent- SLI	7,120	8,000	880		880	89

4122	Utilities - SLI	3,814	8,000	4,186	4,186	47.7
4123	Telephones	2,143	2,200	57	57	97.4
4124	Internet	813	800	-13	-13	101.6
4130	Stationery	1,477	2,450	973	973	60.3
4131	Photocopying	2,392	3,000	608	608	79.7
4132	Printing	468	500	32	32	93.6
4135	Postages	294	1,000	706	706	29.4
4136	Election costs	8,265	0	-8,265	-8,265	0
4141	Office Equipment	436	3,000	2,564	2,564	14.5
4142	Office Maintenance	80	1,000	920	920	8
4145	Financial Software	0	0	0	0	0
4150	Travelling Expenses	127	1,000	873	873	12.7
4151	Training	2,035	5,000	2,965	2,965	40.7
4152	HR & H&S Support	2,178	2,088	-90	-90	104.3
4196	Hospitality	467	1,000	533	533	46.7
4197	Bank Charges	2,451	3,280	829	829	74.7
4198	Cleaning	201	750	549	549	26.8
4199	Other Expenses	57	100	43	43	56.5
4400	Storage Unit Rental	2,128	2,000	-128	-128	106.4
4835	Cleaning and sundries	0	0	0	0	0
6080	Maintenance	0	0	0	0	0
6140	Waste Disposal	961	250	-711	-711	384.4
6220	Cleaning	0	0	0	0	0
6290	Advertising	900	1,900	1,000	1,000	47.4
6310	Premises Licence	0	0	0	0	0
	Administration :- Expenditure	66,075	78,683	12,608	12,608	84.0 %
	Net Expenditure over Income	66,075	78,683	12,608		

102	Staff Costs					
4000	Salaries	121,069	118,786	-2,283	-2,283	101.9
4001	Employer's NI	11,183	10,746	-437	-437	104.1
4002	Employer's Superannuation	23,048	23,298	250	250	98.9
	Staff Costs :- Expenditure	155,300	152,830	-2,470	-2,470	101.6 %
	Net Expenditure over Income	155,300	152,830	-2,470		
105	Publicity					
4300	Newsletter Printing	3,840	3,820	-20	-20	100.5
4301	Newsletter Artwork	0	0	0	0	0
4302	Newsletter Distribution	0	0	0	0	0
4303	Advertising	0	0	0	0	0
4310	Website Maintenance	0	0	0	0	0
	Publicity :- Expenditure	3,840	3,820	-20	-20	100.5 %
	Net Expenditure over Income	3,840	3,820	-20		
110	Grants/Discretionary Payments					
4500	Transport Festival	10,000	10,000	0	0	100
4501	Town Crier Competition	0	1,250	1,250	1,250	0
4503	Hanging Baskets	6,689	7,000	311	311	95.6
4508	Christmas Lights	5,000	5,000	0	0	100
4515	Concert Series	1,500	1,500	0	0	100
4516	Foden's Concert (concert cost)	3,825	2,000	-1,825	-1,825	191.2
4530	Community Grants	11,116	10,000	-1,116	-1,116	111.2
4550	Foden's Sponsorship	7,500	7,500	0	0	100
4551	Town Crier Honorarium	750	750	0	0	100
4560	Churchyard Maintenance	1,580	1,580	0	0	100
4570	Sandbach PCSO	23,836	23,838	2	2	100

4573	Woodland and Wildlife	7,549	3,300	-4,249	-4,249	228.8
4599	Other Regular Donations	280	300	20	20	93.3
4601	Sandbach Partnership	10,000	10,000	0	0	100
4640	CCTV Contribution	5,550	5,550	0	0	100
4664	Sandbach Clean Team	650	650	0	0	100
	Grants/Discretionary Payments :- Expenditure	95,825	90,218	-5,607	-5,607	106.2 %
	Net Expenditure over Income	95,825	90,218	-5,607		
180	Sandbach Town Hall					
4825	Cinema Costs	-2,447	0	2,447	2,447	0
4835	Cleaning and sundries	0	0	0	0	0
6020	Town Hall Salaries	79,246	84,230	4,984	4,984	94.1
6021	Employers NIC	2,813	5,044	2,231	2,231	55.8
6022	Superannuation	10,214	12,646	2,432	2,432	80.8
6070	Training	225	500	275	275	45
6080	Maintenance	1,862	2,000	138	138	93.1
6100	Light and Heat	7,910	10,000	2,090	2,090	79.1
6110	Rates and Water	7,360	8,000	640	640	92
6120	Repairs	4,646	3,000	-1,646	-1,646	154.9
6140	Waste Disposal	1,683	2,000	317	317	84.1
6150	Security	112	1,250	1,138	1,138	9
6200	Motor expenses	0	0	0	0	0
6220	Cleaning	2,689	3,300	611	611	81.5
6230	Equipment renewals	5,239	7,100	1,861	1,861	73.8
6231	Artwork Town Hall	0	2,200	2,200	2,200	0
6250	Protective Clothing	0	0	0	0	0
6260	Stationery	0	0	0	0	0
6270	Computer Consumables	0	200	200	200	0

6280	Telephone	904	1,000	96	96	90.4
6290	Advertising	0	0	0	0	0
6300	Performing Rights Licence	603	600	-3	-3	100.4
6310	Premises Licence	200	2,000	1,800	1,800	10
6340	Marketing	1,364	2,000	636	636	68.2
6350	Irrecoverable VAT	3,858	0	-3,858	-3,858	0
7000	Public Works Loan Board	29,605	29,544	-61	-61	100.2
	Sandbach Town Hall :- Expenditure	158,085	176,614	18,529	18,529	89.5 %
4840	Refreshment purchases	1,794	1,500	-294	-294	119.6
6010	Town Hall Bar Purchases	13,807	20,000	6,193	6,193	69
	Sandbach Town Hall :- Direct Expenditure	15,601	21,500	5,899	5,899	72.6 %
1801	Town Hall Hirings	0	0	0		0
4801	Ticket Income	2,550	8,000	-5,450		31.9
4806	Refreshment sales	7,710	5,000	2,710		154.2
6000	Town Hall hire fees	55,108	70,000	-14,892		78.7
6002	Town Hall Bar Income	31,051	40,000	-8,949		77.6
	Sandbach Town Hall :- Income	96,419	123,000	-26,581		78.4 %
	Net Expenditure over Income	77,267	75,114	-2,153		
182	Car Parks					
6080	Maintenance	0	0	0	0	0
6090	Health and Safety	0	0	0	0	0
6120	Repairs	168	8,000	7,832	7,832	2.1
	Car Parks :- Expenditure	168	8,000	7,832	7,832	2.1 %
	Net Expenditure over Income	168	8,000	7,832		

183	Fun Day						
4870	Fun Day Expenses	2,354	2,500	146		146	94.2
	Fun Day :- Expenditure	2,354	2,500	146		146	94.2 %
	Net Expenditure over Income	2,354	2,500	146			
184	Town Hall Shop Units						
6005	Town Hall Shop Units	15,762	15,850	-88			99.4
	Town Hall Shop Units :- Income	15,762	15,850	-88			99.4 %
	Net Expenditure over Income	-15,762	-15,850	-88			
190	Markets						
4835	Cleaning and sundries	0	0	0		0	0
6021	Employers NIC	2,265	2,511	246		246	90.2
6022	Superannuation	3,514	8,554	5,040		5,040	41.1
6023	Market wages	40,102	43,356	3,254		3,254	92.5
6070	Training	525	1,000	475		475	52.5
6080	Maintenance	3,047	6,000	2,953		2,953	50.8
6090	Health and Safety	435	900	465		465	48.3
6100	Light and Heat	2,285	6,000	3,715		3,715	38.1
6110	Rates and Water	20,500	22,500	2,000		2,000	91.1
6120	Repairs	-790	2,500	3,290		3,290	31.6
6140	Waste Disposal	5,370	4,000	-1,370		-1,370	134.2
6200	Motor expenses	2,792	300	-2,492		-2,492	930.8
6220	Cleaning	184	500	316		316	36.8
6230	Equipment renewals	2,712	3,500	788		788	77.5
6250	Protective Clothing	0	0	0		0	0
6280	Telephone	221	200	-21		-21	110.4

6290	Advertising	1,053	4,200	3,147	3,147	25.1
6340	Marketing	0	0	0	0	0
6350	Irrecoverable VAT	5,869	0	-5,869	-5,869	0
	Markets :- Expenditure	90,081	106,021	15,940	15,940	85.0 %
1901	Indoor Market	27,225	0	27,225		0
1905	Outdoor Market	42,947	83,000	-40,053		51.7
1906	Christmas Markets	1,122	0	1,122		0
1907	Other Hirings	2,309	0	2,309		0
	Markets :- Income	73,602	83,000	-9,398		88.7 %
	Net Expenditure over Income	16,479	23,021	6,542		
200	Public Conveniences					
6080	Maintenance	0	0	0	0	0
6100	Light and Heat	357	1,750	1,393	1,393	20.4
6110	Rates and Water	1,025	1,500	475	475	68.3
6120	Repairs	1,445	1,320	-125	-125	109.5
6140	Waste Disposal	0	250	250	250	0
6400	Supplies (Public Conveniences)	609	1,000	391	391	60.9
6402	Vandalism Repairs	220	1,500	1,280	1,280	14.7
6406	Contract Cleaning	13,485	15,000	1,515	1,515	89.9
	Public Conveniences :- Expenditure	17,141	22,320	5,179	5,179	76.8 %
	Net Expenditure over Income	17,141	22,320	5,179		

400	Projects						
4600	Projects	2,520	0	-2,520	-2,520	0	
4602	LSD	0	100,000	100,000	100,000	0	
4603	Parks/Play Areas	0	15,000	15,000	15,000	0	
4604	Tidy Town	1,287	1,000	-287	-287	128.7	
4606	Portas Grant	1,183	0	-1,183	-1,183	0	
4620	Conservation	56	5,000	4,944	4,944	1.1	
4625	Benches/Street Furniture	8,556	0	-8,556	-8,556	0	
4630	Legal Fees	2,280	3,000	720	720	76	
4645	Project Management Cons Fees	0	0	0	0	0	
4648	Neighbourhood Plan	520	0	-520	-520	0	
4651	Sandbach Park	0	11,500	11,500	11,500	0	
4660	Allotments	1,000	1,000	0	0	100	
4666	Sandbach Clean Team	0	0	0	0	0	
4667	Asset Maintenance Prov	0	10,000	10,000	10,000	0	
4669	Virtual Lifestyle Centre	0	5,000	5,000	5,000	0	
6500	Christmas Trees	1,046	1,000	-46	-46	104.6	
	Projects :- Expenditure	18,447	152,500	134,053	134,053	12.1 %	
	Net Expenditure over Income	18,447	152,500	134,053			
450	Town Hall Refurbishment						
8000	Refurbishment Costs	0	0	0	0	0	
8001	Unreclaimable VAT	0	10,106	10,106	10,106	0	
	Town Hall Refurbishment :- Expenditure	0	10,106	10,106	10,106	0.0 %	
	Net Expenditure over Income	0	10,106	10,106			
	Full Council :- Expenditure	622,917	825,112	202,195		75.5 %	
		766,993	803,151	-36,158		95.5 %	