



**SANDBACH
TOWN COUNCIL**

ASSETS AND SERVICES COMMITTEE 10 AUGUST 2022
MINUTES

Committee Members: Cllrs D Hegarty, L Crane, A Nevitt, G Price Jones, G Merry, J Beddows, N Cook, R Hoffmann and R Hovey.

PART 1 : ITEMS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. APOLOGIES FOR ABSENCE

Apologies (with reasons) received from Cllrs L Crane, G Price Jones, J Beddows; Cllr R Hovey arrived at the meeting at 7.45pm.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

PUBLIC QUESTIONS

There were no members of the public present at the meeting.

3. MINUTES OF THE MEETING HELD 26 APRIL 2022.

[Attached: Draft minutes of the meeting]

Resolved: *The minutes of the Assets & Services meeting held 26 April 2022 were approved as an accurate record.*

4. SMALL COMMON REFURBISHMENT UPDATE

[Attached: Report & Minutes of the last meeting]

Lead: Meeting Chair

The Chair highlighted the main aspects of the report and emphasised the main aim of the project was to enhance the space and resurface the car park to a high specification. A diagram of the new design and cost estimates had now been produced and the revised project is well within the earmarked reserve provision.

It was emphasised that the Foden's plinth would be funded in full by Foden's via the Heritage Lottery Fund and that this should be conveyed consistently. Members discussed the nature and location of the Covid Memorial and concluded that this should be separated from the Small Common Refurbishment Car Park project as it required sensitive and specific development. Noted that revenue consequences should be factored in generally and specifically for CCTV and floral displays to add to the current ANSA project. Overall, members supported the revised specification for recommendation to Council.

Chair Initials:

Resolved: *That Council are requested to:-*

- i) Consider the costed and illustrated proposals contained within the report as the revised scheme;*
- ii) Approve the final specification for the scheme based on these considerations;*
- iii) Approve the revised scheme cost is capped at the earmarked reserve level of £203K and is reduced below that as far as possible, whilst delivering the specification;*
- iv) Request the architect to prepare a full planning application based on the approved revised scheme;*
- v) Ensure that robust project management plans are put in place;*
- vi) Authorise appropriate tendering process plans to be put in place in line with the Council's Financial Regulations;*
- vii) Treat the proposal for a Covid Memorial as a separate project.*

5. CORRESPONDENCE

5.1 Email received on 26th May regarding the Former Play Area – Belmont Avenue, Sandbach.

It was noted that the play area had been closed for a number of reasons and that this was outside the scope of the Town Council's current powers and duties.

Resolved: *That a response will be made via the Chief Officer's office and that the requester should be redirected to CEC park development and maintenance.*

6. ITEMS FOR THE NEXT MEETING

Street Furniture Review.

7. DATE, TIME AND PLACE OF NEXT MEETING

The date of the next meeting of the Assets and Services Committee is 9th November 2022 at 7pm in Sandbach Town Hall.

8. EXCLUSION OF PUBLIC AND PRESS

Resolved: *That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers, be excluded for the following items on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.*

PART 2 : ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

9. MARKETS UPDATE

Lead: Chief Officer

The Chief Officer updated the committee on a number of operational and staffing issues which are currently affecting the Market and the plans to address those, notably to advertise for a Market Officer next week, per the agreed STC staffing

Chair Initials:

structure. The Chief Officer also summarised a report which had been circulated proposing specific measures for data collection and analysis which would improve operational monitoring and management of market performance moving forward. The report was welcomed and endorsed.

Resolved: 1) *Current operational and staffing issues were noted;*
2) *Chief Officer to implement regular performance data collection for future reporting to Committee.*

10. TOWN HALL UPDATE/FEEES AND CHARGES

Lead: Chief Officer
[Attached: Report]

Members welcomed the upsurge in demand for the Town Hall particularly at weekends.

Resolved: *Recommended price increases agreed for recommendation to Council*

11. FIT FOR PURPOSE ACCOMMODATION

[Attached: Report]
Lead: Chief Officer

The Chief Officer summarised the position to date regarding the Council's ongoing accommodation project. This is a far reaching project including adequate public access to Council services, refurbishment and enhancement of fully accessible public toilet provision, fit for purpose staff working conditions, a functioning council chamber, optimum use of existing Council assets and efficient operating models across Council activities. Members discussed the need to balance the necessary investment to overall benefit. It was agreed that Council should be requested to expand and refresh this project, with specific terms of reference, for a Task and Finish Group to research options for subsequent consultation and decision by mid 2023.

Resolved: *That Council are requested to:-*

- i. Note the report;*
- ii. Approve the creation and membership of a Fit for Purpose Accommodation Task and Finish Group to produce fully researched and costed options for Council consideration by Mid 2023.*

Meeting Closed at 8.35pm

Cllr Hegarty

CL

Chair Signature:

Date:

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