

SANDBACH TOWN COUNCIL

Community & Environment Committee

This meeting will be clerked by Mark Bailey. Please ensure that all apologies are made directly to the clerk of the meeting no later than 5pm on the day of the meeting.

Agenda for the meeting to be held on Thursday 16 September 2021 at 7.00pm in The Charter Room, Sandbach Town Hall.

- 1. COMMUNITY AND ENVIRONMENT COMMITTEE CHAIR**
To appoint Community and Environment Committee Chair.
- 2. COMMUNITY AND ENVIRONMENT COMMITTEE VICE - CHAIR**
To appoint Community and Environment Committee Vice - Chair.
- 3. APOLOGIES FOR ABSENCE**
- 4. DECLARATIONS OF INTEREST**
To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

PUBLIC QUESTIONS

The Chair will adjourn the meeting to allow questions from members of the public. Following questions, the Chair will reconvene the meeting.

-
- 5. MINUTES OF THE LAST MEETING**
[Attached: Minutes]
Action: *To approve the minutes of the meeting held on 4 March 2021.*
 - 6. UPDATE ON TOWN COUNCIL EVENTS**
[Attached: Report]
Lead: Cllr Crane
Action: *To receive the update.*
 - 7. DIVERSITY AND INCLUSION TRAINING**
Lead: Cllr G Price Jones
Action: *To receive a verbal update on the adoption of the inclusivity policy at STC.*
 - 8. WILDFLOWERS PROJECT**
Lead: Chair
Action: *To:*
 - i. Receive the verbal update to the Committee.*

ii. *Agree on any next steps to be taken.*

9. YOUTH SURVEY FOR LEISURE PROVISION

Lead: Cllr Flavell

Action: *To receive a verbal update.*

10. WHITE RIBBON ACCREDITATION

[Attached: Public Speaking from Council Meeting of 8th April 2021]

Lead: Chair

Action: *To consider whether Sandbach Town Council will take steps make Sandbach a White Ribbon accredited Town.*

11. PLANNING & CONSULTATION COMMITTEE – CHESHIRE EAST BUS SERVICE IMPROVEMENT PLAN

[To follow – Consultation response]

Lead: Cllr Merry

Action: *To approve the consultation response.*

12. WELCOME BACK FUND

[Attached: Form (Filled out by Market Manager) and email received from CEC, Report from the Market Manager]

Lead: Chair

Action: *To agree on what items, the Town Council would like to apply for so that the form can be submitted before the 22nd September deadline.*

13. CORRESPONDENCE

13.1 PLAQUE INSTALLATION FOR EDWARD WILLIAMS

[Attached: Email string with the Clerk beginning 18th March 2021]

13.2 COMMUNITY RESILIENCE PLANS

[Attached: Email from 19th April 2021]

13.3 CEC CCTV CONTROL ROOM UPDATE

[Attached: Update received 6th August 2021]

14. ITEMS FOR NEXT MEETING

15. DATE/TIME AND PLACE OF NEXT MEETING

The next meeting of the Community & Environment Committee is scheduled to take place on Thursday 25th November 2021.

Please note, this meeting will be recorded and the audio recording made available to the public within 5 working days of the meeting.

COMMUNITY AND ENVIRONMENT COMMITTEE

Minutes for the meeting held on Thursday 4 March 2021 at 7pm via Zoom.

In attendance: Cllr R Hoffmann
Cllr G Merry
Cllr D Hegarty
Cllr K Flavell
Cllr D Jack (Arrived 7.07pm)

Also present were five members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for Absence: Cllrs M Lea, G P Jones and L Crane

Absent without apologies: Cllr S Broad

2. DECLARATIONS OF INTEREST

Cllr Flavell declared that in the interest of openness and transparency, she is a Member of Cheshire East Council Cabinet.

PUBLIC QUESTIONS

The Chair adjourned the meeting to allow questions from members of the public in attendance, there being no questions the meeting was immediately reconvened.

3. MINUTES OF THE LAST MEETING

Resolved: That the minutes of the meeting held on 17 September 2020 be approved.

4. UPDATE ON TOWN COUNCIL EVENTS

Lead: Cllr Merry

Cllr Merry summarised the attached document which updates the Committee on the plans and status of the Events Committee's events for 2021. It was confirmed by Cllr Merry that budgets for all the Events were in place and being adhered to. She also confirmed that all events are being organised with the capacity of the Council on mind. It is hoped that Party in the Park will be a successful event if allowed to go ahead, as many people will want to get out in the park and enjoy the event, following lockdown.

Resolved: That the verbal report be received.

5. MATTERS ARISING FROM THE EVENTS SUB-COMITTEE

5.1 APPROVAL TO SPEND – PARTY IN THE PARK

Lead: Cllr Merry

Permission to incur costs relating to events was sought.

Resolved: To:

- i. approve a spend of £1920 +VAT for Fireworks for Party in the Park 2021. The spend will be allocated to budget line 140 5820 – Community Events.
- ii. approve a spend of £4772.25 +VAT for PA and Staging for Party in the Park
- iii. delegate any further event delivery spend required to the Town Clerk's Office. Further spend to be made in accordance with approved budget and financial regulations and allocated to budget line 140 5820 – Community Events.

5.2 FAMILY FUN DAY EVENTS

Lead: Clerk

The Events and Business Promotion Officer was thanked for the work she has done to date in organising these activities and events.

Resolved: To:

- i. note the plan for activities and events, which will replace the Family Fun Day 2021.
- ii. note that costings will follow via the Events Sub-Committee.
- iii. approve the use of the Family Dun Day budget 2021 amount of £2500 (140 5820 – Community Events) for the delivery of these activities and events. Necessary spend to be delegated to the Town Clerk's office, in accordance with approved budget and financial regulations.

6. DIVERSITY AND INCLUSION TRAINING

Lead: Cllr G Price Jones

As Cllr Price Jones was not in attendance and no information was available, this item was deferred until the next meeting of the Committee.

Resolved: That the item is deferred until the next meeting of the Committee.

7. WILDFLOWERS PROJECT

Lead: Chair

Council has previously resolved to support wildflower planting at locations to be determined. As the planting season is rapidly approaching and no firm plans for planting are in place, it was agreed that we should trial two areas within the Town.

Negotiation with CEC/ANSA will be required, to enable planting and maintenance.

Area 1: Salt Line Way to the Scrapyard on Moston Road.

Area 2: Nr to Bargain Booze

RESOLVED: that:

- i. The two locations be used as pilot areas.
- ii. That negotiation regarding location, planting and maintenance be undertaken with CEC and ANSA as required.

8. EXTENSION OF CCTV AROUND SANDBACH TOWN

Lead: Chair

The Chair introduced the item and invited members to identify places which might benefit from additional CCTV.

Members felt unable to comment due to inadequate information.

The Clerk suggested that members should visit the CCTV Unit in Macclesfield and seek guidance from the CCTV Officers. Information could then be collated along with benefits and cost and presented to a future meeting for considerations.

RESOLVED: that members gather and collate information for presentation to a future meeting.

9. YOUTH SURVEY FOR LEISURE PROVISION

Lead: Chair

As members are aware, the provision of a skatepark in the Town has been subject to consideration for several years. As time has passed, it should no longer be assumed that this is what every young person wants and therefore it was suggested that another youth survey is undertaken, to ensure that the leisure needs of young people are being clearly identified.

It was suggested that a STC representative approach both secondary schools, with a view to attending assembly and speaking to young people about what they would like. A note of caution was expressed, that the Council should be careful not to raise expectations.

RESOLVED: that Cllr Flavell engage with both secondary schools and report back to Committee in due course.

It was acknowledged that there is currently tremendous disruption within schools due to Covid-19

10. FRIENDS GROUPS FOR PARISH PARKS

Lead: Chair

The Chair introduced the item and asked whether 'Friends' groups could be provided for all of the Town's parks and play areas. The Clerk mentioned that those parks which have a 'Friends' group, have all previously been supported by the Sandbach Partnership, who have assisted in their formation, advising on matter such as constitution, insurance etc.

Members agreed that the formation of such groups is an excellent idea, but that more work is required to understand appetite and need. It is to be noted that all parks and play areas are owned and managed by CEC, although STC has been involved in some minor maintenance and funding over the years.

RESOLVED: that this item is deferred to a future meeting.

11. CORRESPONDENCE

There was none.

12. ITEMS FOR NEXT MEETING

Council Events and Activities – Officer Update

Diversity and Inclusion – Mayor to lead.

Wildflower Planting – Officer Update

CCTV – Chairman Update

Youth Survey – Cllr Flavell Update

Friends of Parks – Chairman Update

13. DATE/TIME AND PLACE OF NEXT MEETING

TBA

Meeting Closed at 7.58pm

Cllr R Hoffmann, Chair.

MW/ALB

SANDBACH TOWN COUNCIL

Report to the Personnel Committee – 16 September 2021

Events Sub-Committee Report

Since the last meeting of the Community and Environment Committee, the Events Sub-Committee have met on 7th April 2021 and 20th July 2021

3rd July 2021 Party in the Park

Following the extension of lockdown, this event was postponed. Unfortunately, it was later cancelled due to not being able to match up dates with all the bands and suppliers for another event. Talks are ongoing to try hold another event in 2021, perhaps towards the end of the year, that includes Foden's band.

3 Free summer events organised by Town Hall Events Team

10th August 2021 Community Cinema

This event included a showing a Peter Rabbit and was extremely well attended, with over 100 children on the day. The Town Hall ran a sweet stall which was well received and sold out.

17th August 2021 Creepy Crawly Event

This event attracted 200 visitors throughout the day. Two interactive shows were scheduled during the day at 30 minutes each, but were both extended to 60 minutes due to their popularity.

24th August 2021 0-5 Soft Play

Both sessions were nearly full with 40 people in attendance for both the morning and afternoon sessions.

Lots of really positive comments have been received about all the free events that have taken place during the summer. The Events staff also have a soft play day booked for the 26th October, and are exploring the possibility of a Children's cinema on the 29th October.

Operational Support Officer
8 September 2021

Blank

Page

Speaker Number 2

Vigils have been held following the death of Sarah Everard, which has triggered a public reaction in relation to domestic abuse and violence. Sandbach Town Council is asked if it will make steps to make Sandbach a White Ribbon accredited Town.

Members agreed that this should be referred to the Community and Environment Committee for further consideration.

Blank

Page

Dear Town Clerk,

As you are aware CEC has been awarded an allocation of funding under the Welcome Back Fund to support the safe reopening of high streets post COVID-19.

CEC is keen to engage with town councils in relation to local priorities and the delivery impact of activities.

Following feedback received from town councils on 28 May 2021, CEC submitted proposed activities to the MHCLG. These were subsequently approved and the council approved a variation to the Grant Funding Agreement on 18 August 2021.

We are now therefore in a position to commence procurement of further activities to support the safe reopening of our town centres and are seeking engagement with town councils both to help clarify which activities would most support individual town centres and to ask town councils if they are able to support in delivering and monitoring activities.

The table attached sets out the eligible activities and we are requesting each town council to consider the activities and let us know which they feel are appropriate for their town centre which they can help to support us in delivering and monitoring.

Please could your town council complete the table and return **to this email address** by 22nd September 2021. Please note that I am away on holiday and any emails sent to my email address will not be monitored.

Please could you ensure all boxes are completed. If any box is left blank we will assume you are not interested in pursuing that activity.

Blank

Page



European Union

European Regional
Development Fund



HM Government

ORIGINAL



Town Council Engagement for the Welcome Back Fund

CEC has been awarded an allocation of funding under the Welcome Back Fund to support the safe reopening of high streets post COVID-19. CEC is keen to engage with town councils in relation to local priorities and the delivery impact of activities. Following feedback received from town councils on 28 May 2021, CEC submitted proposed activities to the MHCLG. These were subsequently approved and the council approved a variation to the Grant Funding Agreement on 18 August 2021.

We are now therefore in a position to commence procurement of further activities to support the safe reopening of our town centres and are seeking engagement with town councils both to help clarify which activities would most support individual town centres and to ask town councils if they are able to support in delivering and monitoring activities.

The table below sets out the eligible activities and we are requesting each town council to consider the activities and let us know which they feel are appropriate for their town centre which they can help to support us in delivering and monitoring.

Please complete all questions in the table below:

	Name of Town Council	
1	Footfall data CEC proposes to utilise some of the funding to purchase additional footfall data into 2022. Please indicate if your town council would like to receive footfall reports.	
2	COVID stickers Please indicate if you feel additional COVID safety stickers are needed for your town centre. Please note these could be designed to remind people to be respectful rather than requiring 2M social distancing.	
	Please indicate if any specific messaging would be useful	
	Please indicate if the town council would be willing to position the stickers on footways at appropriate locations within the town centre.	
3	Newspaper adverts Please indicate if you would like your town centre to be advertised in your local newspaper.	
	Please indicate any specific messaging you think could be included for your town centre.	
4	Social Media Videos Please indicate if you would like social media videos to be created for your town centre.	

	Please provide a list of any local attractions within or adjacent to the town centre which you think should be featured to help attract visitors.	
5	Social Media Content Please indicate if you would like social media content to be prepared and shared for your town centre.	
	Please indicate if you have a member of staff who deals with communications for the town council as a contact	
6	Pavement Licence Leaflets CEC intends to produce leaflets to promote the free pavement licence process. Please confirm whether the town council would be willing to deliver these leaflets to hospitality businesses in your town centre.	
7	Deck Chairs Please indicate if the town council would want to receive a quantity of deck chairs to be made available for events in your town centre free of charge. You must be able to store these locally at no cost to CEC. The town council Cannot charge for their use.	
	Please confirm that town council could store these locally and make them available free for events	
8	Foldable chairs and tables Please indicate if the town council would want to receive a quantity of foldable chairs and tables to be made available for events in your town centre free of charge. You must be able to store these locally at no cost to CEC. The town council Cannot charge for their use.	
	Please confirm that town council could store these locally and make them available free for events	
9	Bunting Please indicate if you would like to receive bunting for the town centre on the condition that this is erected by the town council and photographs provided to CEC Regeneration service as evidence of use.	
	Please confirm that the town council can erect the bunting and submit photographic evidence	
10	Painter/Decorator Please indicate if you would some time allocated for a painter/decorator to refresh street furniture around your town centre.	
	Please indicate if the town council would be willing to undertake an audit of street furniture within the town centre that requires a repaint.	
11	Plants CEC proposes to acquire plants to support the greening of town centres. The funding can only be used to purchase items which would not have been purchased anyway and they must be used on public land. Please indicate if the town council	

	would like to receive plants to add to any which the town council would have purchased ordinarily.	
	Please give an indication of quantity of plants requested and where they would be planted.	
	Please confirm that the town council would take on responsibility that the plants would be planted out in a timely manner, obtaining any permissions if needed and supplying photographic evidence to CEC. See note 12 below in addition.	
12	Planters CEC proposes to acquire planters to support the greening of town centres. The funding can only be used to purchase items which would not have been purchased anyway and they must be used on public land. Please indicate if the town council would like to receive planters to add to any which the town council would have purchased ordinarily.	
	Please give an indication of quantity, type/size requested and where they would be placed.	
	Please confirm that if accepting planters the town council is prepared to take on the organisation of their planting and placement ensuring they receive any necessary permissions and provide photographic evidence to CEC.	
13	Road closures An amount of funding is available to support road closures for events. If the town council wishes to pursue this funding please list specific locations and events.	
14	Litter picking equipment Funding is available for litter picking equipment (tabards/gloves/rubbish bags/grabbers etc) for use by the town council or by local volunteer groups. Please indicate if you are aware of any groups within your town who are likely to wish to receive such equipment.	
15	Outdoor Hospitality Trials An amount of funding is available to support trials of outdoor hospitality areas. If the town council wishes to pursue this funding please list specific locations and proposals.	
16	Gazebos/Canopies CEC proposes to acquire gazebos/canopies to support outdoor hospitality. The items must be used on public land. They can be used to support community events or to support business but if the latter, must benefit more than one business and must be available to all at no cost such that it does not result in State Aid. Please indicate if the town council are aware of any locations within their town centre where gazebos could be used and give full details.	
	Please confirm that any gazebos are required for community events etc, could be stored by the town council.	

Please note for all activities this funding cannot provide direct revenue generation for local authorities as income/payments. Any items kept by town councils for use in their local community must be available free of charge. Please also note it is a requirement of the funding that all activities are limited to public space (land in public ownership).

Finally, all expenditure MUST be defrayed by 31 March 2022 and all activities demonstrated as delivered.

R. Nixon Suggested

12

	Name of Town Council	
1	Footfall data CEC proposes to utilise some of the funding to purchase additional footfall data into 2022. Please indicate if your town council would like to receive footfall reports.	Yes – such information has real value in understanding special usage and the benefit of initiatives and trends.
2	COVID stickers Please indicate if you feel additional COVID safety stickers are needed for your town centre. Please note these could be designed to remind people to be respectful rather than requiring 2M social distancing.	Additional stickers would be an advantage in keeping the public awareness of the COVID-19 situation.
	Please indicate if any specific messaging would be useful	Generic is sufficient
	Please indicate if the town council would be willing to position the stickers on footways at appropriate locations within the town centre.	Yes such stickers need to be placed in the most appropriate positions.
3	Newspaper adverts Please indicate if you would like your town centre to be advertised in your local newspaper.	Yes media promotion has a value given its reach within the community and is a valuable point of contact alongside social media and other media channels such as radio.
	Please indicate any specific messaging you think could be included for your town centre.	Emphasis on the independent nature of businesses and the charm of the historic town with its ample free parking.
4	Social Media Videos Please indicate if you would like social media videos to be created for your town centre.	Multi-platform social media is a must going forward in order to engage with all stands of society. An absolute yes.
	Please provide a list of any local attractions within or adjacent to the town centre which you think should be featured to help attract visitors.	Saxon Crosses St Mary's Church Sandbach Market Green Flag status park Free car parking
5	Social Media Content Please indicate if you would like social media content to be prepared and shared for your town centre.	Yes
	Please indicate if you have a member of staff who deals with communications for the town council as a contact	Yes
6	Pavement Licence Leaflets CEC intends to produce leaflets to promote the free pavement licence process. Please confirm whether the town council would be willing to deliver these leaflets to hospitality businesses in your town centre.	No

7	<p>Deck Chairs Please indicate if the town council would want to receive a quantity of deck chairs to be made available for events in your town centre free of charge. You must be able to store these locally at no cost to CEC. The town council Cannot charge for their use.</p>	Yes given their potential use at a variety of events.
	<p>Please confirm that town council could store these locally and make them available free for events</p>	Yes
8	<p>Foldable chairs and tables Please indicate if the town council would want to receive a quantity of foldable chairs and tables to be made available for events in your town centre free of charge. You must be able to store these locally at no cost to CEC. The town council Cannot charge for their use.</p>	Yes as with deck chairs thee is a multitude of uses for such equipment.
	<p>Please confirm that town council could store these locally and make them available free for events</p>	Yes
9	<p>Bunting Please indicate if you would like to receive bunting for the town centre on the condition that this is erected by the town council and photographs provided to CEC Regeneration service as evidence of use.</p>	Yes Needs to be robust and suitable for external presentation and fixing
	<p>Please confirm that the town council can erect the bunting and submit photographic evidence</p>	Yes though it may be limited in tterms of
10	<p>Painter/Decorator Please indicate if you would some time allocated for a painter/decorator to refresh street furniture around your town centre.</p>	N/A
	<p>Please indicate if the town council would be willing to undertake an audit of street furniture within the town centre that requires a repaint.</p>	N/A
11	<p>Plants CEC proposes to acquire plants to support the greening of town centres. The funding can only be used to purchase items which would not have been purchased anyway and they must be used on public land. Please indicate if the town council would like to receive plants to add to any which the town council would have purchased ordinarily.</p>	N/A
	<p>Please give an indication of quantity of plants requested and where they would be planted.</p>	N/A

	Please confirm that the town council would take on responsibility that the plants would be planted out in a timely manner, obtaining any permissions if needed and supplying photographic evidence to CEC. See note 12 below in addition.	N/A
12	<p>Planters CEC proposes to acquire planters to support the greening of town centres. The funding can only be used to purchase items which would not have been purchased anyway and they must be used on public land. Please indicate if the town council would like to receive planters to add to any which the town council would have purchased ordinarily.</p>	N/A
	Please give an indication of quantity, type/size requested and where they would be placed.	N/A
	Please confirm that if accepting planters the town council is prepared to take on the organisation of their planting and placement ensuring they receive any necessary permissions and provide photographic evidence to CEC.	N/A
13	<p>Road closures An amount of funding is available to support road closures for events. If the town council wishes to pursue this funding please list specific locations and events.</p>	N/A
14	<p>Litter picking equipment Funding is available for litter picking equipment (tabards/gloves/rubbish bags/grabbers etc) for use by the town council or by local volunteer groups. Please indicate if you are aware of any groups within your town who are likely to wish to receive such equipment.</p>	<p>Yes There is a local community action group who would welcome some additional equipment</p>
15	<p>Outdoor Hospitality Trials An amount of funding is available to support trials of outdoor hospitality areas. If the town council wishes to pursue this funding please list specific locations and proposals.</p>	
16	<p>Gazebos/Canopies CEC proposes to acquire gazebos/canopies to support outdoor hospitality. The items must be used on public land. They can be used to support community events or to support business but if the latter, must benefit more than one business and must be available to all</p>	<p>Yes New stalls sheets for ten stalls would cost £2,800</p>

	at no cost such that it does not result in State Aid. Please indicate if the town council are aware of any locations within their town centre where gazebos could be used and give full details.	
	Please confirm that any gazebos are required for community events etc, could be stored by the town council.	Yes

Sandbach

Welcome Back Fund additional considerations

Businesses rely on customers so ensuring a safe and aesthetically pleasing environment in general can only be of benefit for trade with the added benefit of providing visitors with safer options to reunite with friends and family and the community. The COVID-19 pandemic has had wide implications on towns and their business communities.

The Governments Welcome Back Fund is aimed at addressing this issue.

Retail Markets have for thousands of years been places at the heart of communities allowing as they do areas of social inclusion and social interaction without any demographic or social barriers.

Sandbach market and town is no different from other towns in having seen a decline in customers, footfall, dwell time and expenditure as a result of COVID-19.

The following initiatives and activities would if supported boost the look and feel of the market and encourage customer visitation and retention.

Christmas

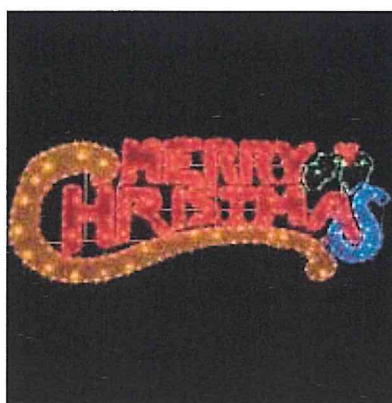
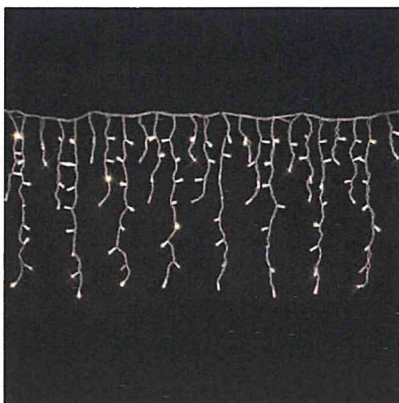
The final quarter of the year is the most important for retailers and as such this year it will be important that every attempt is made to encourage custom to the market. The market has never benefited from any significant Seasonal decorations. The last expenditure having been £200 used to by a quantity of domestic Christmas tree lights to be used on the stall facias. Regrettably these decorations achieved very little in terms of a visual presence.

Having professional Christmas decorations would help Sandbach market compete with certain of its neighbours where a significant expenditure is known to have been made on decorations for the Christmas period.

Christmas Decorations

A number of firms supply commercial decorations.

The aim of this initiative would be to place commercial lights on each market stall facia, numbering 22(see picture for example) and to have a motif above each entrance on the inside such as a Santa and sleigh or simply the words Merry Christmas. The cost is dependent upon power source and required fixings but subject to final costing an estimate is £9,000.



In addition to Christmas the market would like to celebrate a number of seasonal periods such as Halloween, and Easter and to decorate the market with bunting and associated décor.

This is estimated as been deliverable for £3,400

The market industry has a national celebration known as Love Your Local Market which normally takes place in May each year (this year 16-30 October due to COVID-19). Sandbach has never taken a significant part but could in future and to this end specific banners posters and activity would be utilised to include street entertainment, a prize giveaway and a craft element involving local schools whose work would be displayed in the Market/Town Hall with prizes for participating children.

A fund of £1200 would enable 'Love Your Local Market' to progress.

A tried and tested marketing tool is that of carrier bags. A bag for life scheme would both engender support of customers but result in promotion over a long period of time. The important aspect been the ethical and environmental credentials of the bag in both source , manufacture and supply. These could then be used for prizes, giveaways or sold at cost to engender further supply.

Due to manufacture with a branding small numbers are very expensive and a significant discount is not achieved until at least 1000 bags are purchase The estimated cost of the 1000 bags would be £1,080.

The market is hoping that new activity and collaborative working with trader will lead to an increase in stall occupancy. This will require the need of car park barriers to enable a proportion of the car park to be utilised for stalls. It is estimated that 20 barriers of a polycarbonate construction would cost £800.

The outdoor stalls held by the authority are serviceable but showing their age in terms of their visual appearance. The initial gateway areas of the market and fronting the historic town hall would benefit from new stalls. However a visual change can be achieved simply be replacing the stall covers. It is further envisaged that these stalls would be available for a series of events such as craft sales or a youth market. It would be ideal to have printed sheets on these stalls that help further promote the market offer. Instead of stall replacement at £780 per stall new sheets would be at a cost of £280 or £2800 for ten stalls..

Sandbach is fortunate in receiving visitors from far afield including America and the far East due to its history and generally unspoilt townscape. As a further example the market is starting to receive enquiries from coach operators wishing to visit. At present there is no formal information to send out to promote the town and its market. The market and town as such would benefit from a town guide. Such guides have multiple uses and are a boon to promotion and marketing. Funding of circa £2,9

00 would provide a guide.

Additional town centre deep cleans to ensure it is as attractive and welcoming to visitors as possible would also be a benefit. This to include steam cleaning and jet-washing of hard standing areas, cleansing along shop fronts, street furniture and litter bins.

Cost

Suggested procurement is in order of priority based on the aims of the Welcom Back Funding though it is understood that all may not be achievable within the guidelines or budget streams.

Activity	Estimated Cost of Delivery
	£
Christmas Lights	9,000

Seasonal Promotion e.g. Halloween	3,400
Love Your Local Market	1,200
Carrier Bags	1,000
Barriers	800
Stall Sheets	2,800
Town Guide	2,900
Additional Town Cleaning	Not known

=====

Rob Nixon 10th September 2021

Blank

Page

13.1

Sent: 18 March 2021 16:58

Subject: Edward Williams

Dear Sirs

My father Edward Williams of 8 Dodington Drive Sandbach Cheshire, recently passed away on the 7th February 2021, he had been a Town Councillor (Sandbach) and had during his life contributed to Charitys to enable Leighton Hospital to obtain a new Kidney machine

My Brother and Family wish to inquire as to how we can obtain a small plaque for remembrance for one of the seats that are outside the Sandbach Town Council , His widow and my Brother still reside in Sandbach and pass the seats every day

If you can let me know what the process is I will be grateful for your assistance

very much look forward to your reply

Stephen Williams



13.1

Sent: 24 March 2021 13:01
Subject: RE: Edward Williams

Dear Mr Williams

My apologies for not getting back to you sooner, unfortunately due to staff absences I have been unable to access inbound email. Hopefully this issue has now been addressed, so there should be no further delay. I have tried to return your telephone call this morning, however the connection cuts off on the first ring, very strange!

Sandbach Town Council does not have a policy on the installation of plaques, however you are the second person to make an enquiry recently, therefore this is something that we will need to look at. I cannot provide an answer to your question immediately, but am very willing to include your correspondence on a future agenda for consideration by the Community and Environment Committee. Please let me know if this is something you would like me to do? At present there is no date in the diary for the next meeting, as we are now approaching a new civic year. The likelihood is that the next meeting will be some time before early June.

I look forward to hearing from you.

Regards

Ann

Sent: 24 March 2021 13:16
Subject: Edward Williams

Dear Ms Banks

Consideration by the Community and Environment Committee.

Thank you for your reply, yes, we would like you to table a consideration for the request of a Brass plaque in memory of our Father at the next meeting, as mentioned below for one of the seating benches outside the town, hall - I did notice on my visit for my father's funeral that there is already a couple of brass plaques attached to the seats already, hopefully this means prior requests have set precedent

Very much look forward to your reply

Kind Regards
Stephen Williams

13.1

Sent: 12 May 2021 13:52
Subject: Edward Williams

Dear Ms Banks

Just a friendly reminder, to see if there any updates to the below request, we have a small Brass plaque engraved , but as discussed, I presume, if approved - it would have to be fitted to the bench by Council Technicians -

Very much look forward to your reply

Kind Regards
Stephen Williams

Sent: 12 May 2021 13:00
Subject: RE: Edward Williams

Dear Mr Williams

Thank you for your reminder. I had not lost sight of your request, however the Committee has not yet considered it. We are in a transition period from remote meetings to physical meetings, therefore matters are taking slightly longer than they normally would. I have your email noted and will respond at my earliest opportunity. In the meantime, please feel free to drop occasional progress requests and I can let you know where we are.

I do hope to be in touch soon.

Regards

Ann

Blank

Page

Dear Town and Parish Council

The recent Flooding events in January, caused by Storm Christoph, has again highlighted the importance and need for Community Resilience. We at the Joint Cheshire Emergency Planning Team (JCEPT) would like to assist you in the creation of Community Emergency Plans. These plans would form your initial response during any number of potential emergencies that could happen within your towns and parishes. The document would be produced, maintained and owned by yourselves. We at JCEPT would assist you on your journey and provide you with direction and guidance in producing this document.

Local emergency responders will always have to prioritise those in greatest needs during an emergency, especially where life is in danger. There will be times when you may be affected by an emergency but your life is not in immediate danger. During this time, individuals and communities may need to rely on their own resources to ensure they are able to cope with the consequences of the emergency. Many communities already spontaneously help each other in times of need, but previous experience has shown that those who have spent time planning and preparing for emergencies are better able to cope, and recover more quickly reducing the overall impact on people's lives. Having a Community Emergency Plan would help you to assist your communities whenever an emergency strikes. It would also assist the Blue Lights Services by having an organised community response in place for when they arrive. The plan would be activated by yourselves and where possible during the making, you would involve the community and advertise the existence of such a plan.

Within JCEPT, Julie Barnard (Cheshire East) and I, Rob Ruddock (Cheshire West) will be your points of contacts throughout the process. We will be able to provide you all with a template of a plan to use, guidance on what should/should not be included in the plan and provide advice on a range of issues.

If you would be interested in creating a Community Resilience Plan, please contact Julie (if you are located in Cheshire East) or myself, Rob, if in Cheshire West:

West: Rob Ruddock

Email: Rob.Ruddock2@cheshiresharedservices.gov.uk

Telephone: 07827 877 767

East: Julie Barnard

Email: Julie.Barnard2@cheshiresharedservices.gov.uk

Telephone: 07831 592937

Kind regards

Blank

Page

Quarter 1 2021

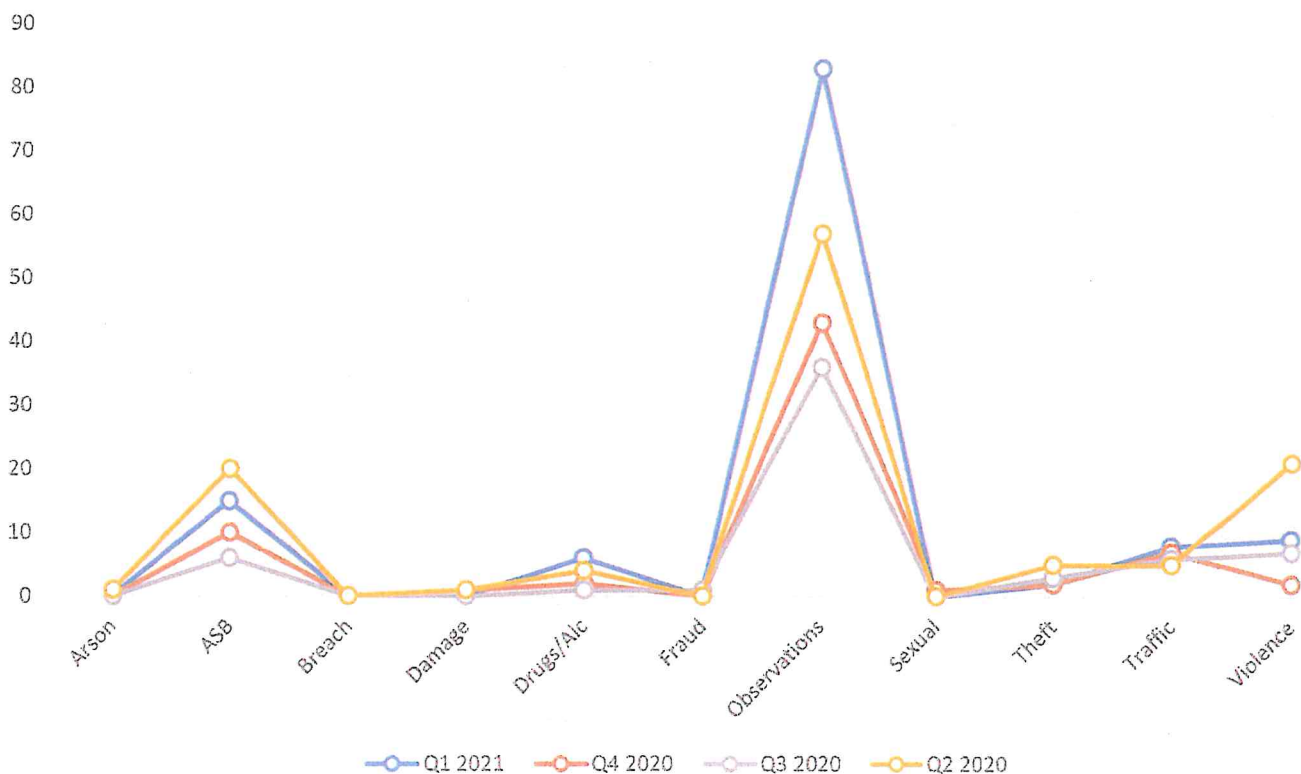
As we start a new quarter, a quick recap for members. The Control Room changed greatly during 2020. We invited officials from the Home Office to the Control Room in late 2020 to audit our operation in great detail. They did this in person and took a full day. We are proud to say we were accredited in full to the UK Surveillance Camera Commissioner Code which we now hold until 2025 showing we are operating to the governments best practice for Public Space CCTV Operation. We also employed a new Supervisor for Operations who is an ex-Cheshire Police Officer of 21 years. Jim comes with a wealth of experience across some of the busiest areas of Cheshire and really has hit the ground running given he joins us in the middle of a pandemic.

Moving onto incidents, this is the new style of report whilst we await our new reporting systems. They will have an introduction for anything that has happened with CCTV since the last report, there will then have a breakdown of the incidents for the last quarter, for the last quarter compared to the quarter before and for the last four overall. I will then open up just a couple of reports to give a very brief overview of them in more detail followed by a round up on the incidents.

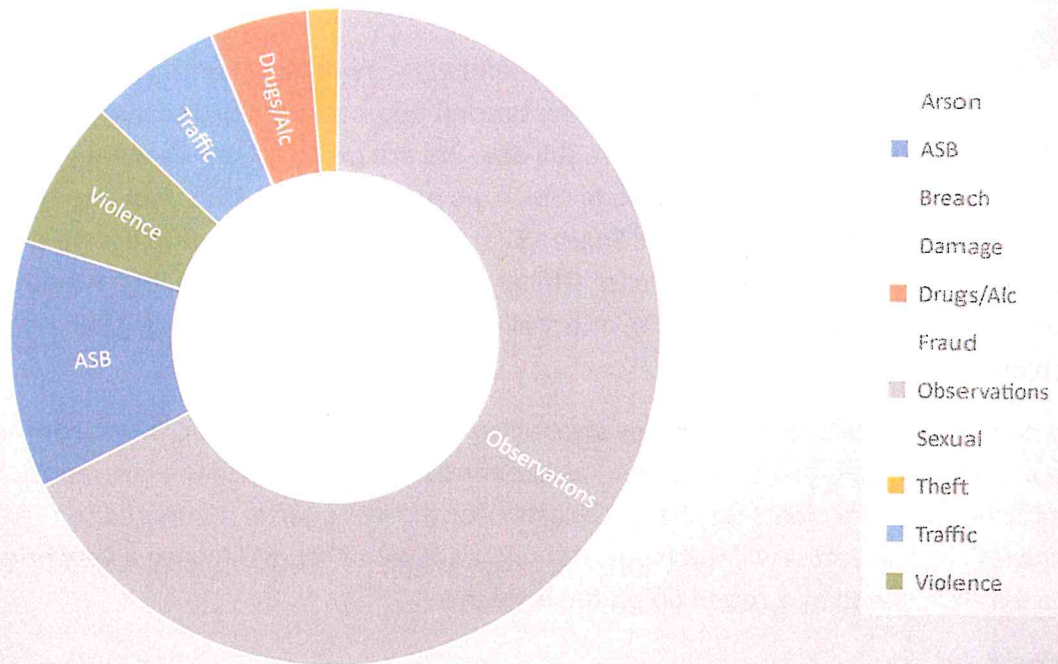
Incidents

We break our incidents down to 12 incident types of which 11 are reported these 11 umbrella incident types never change to allow for easier comparison. I made the decision early in my tenure to remove the 12th incident type which was council related incidents from the reports as I didn't feel they were crimes or related to the CCTV. Figures are all over the shop at the moment which I will detail towards the end due to the pandemic affecting behaviour and indeed deciding who can go out and when.

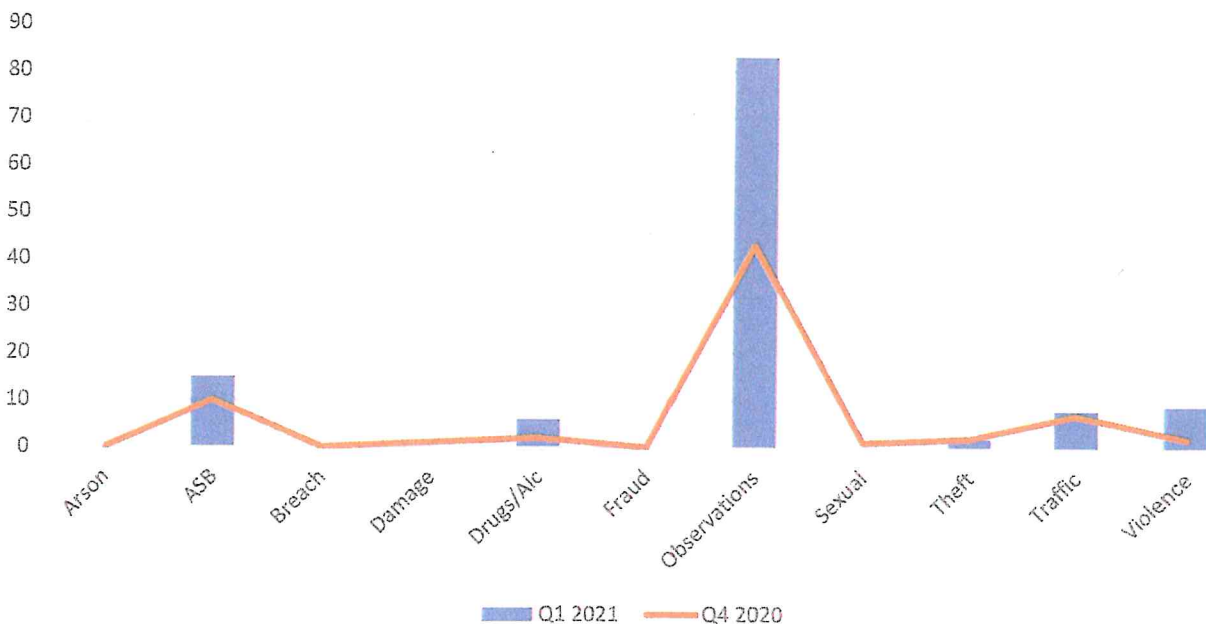
Incidents By Type



Q1 2021 Incidents



Comparison with last Quarter



Incident Discussion

What I have done here is randomly selected a couple of the incidents we have dealt with to add a little more detail and show what the Control Room is doing.

One incident being where whilst monitoring Sandbach, Operators spot a person dealing drugs from a rucksack. CCTV monitor on two separate cameras to cover any escape route and radio Police. Police guided in who attempt to stop said person. Person legs it and chucks the bag. CCTV guide Police in to where the offender is hiding and also to where the bag is. Person is arrested for possession with intent to supply drugs.

The second incident I have chosen is a group fighting outside a pub in town. CCTV request Police who start making over. Before their arrival, the fight ends and we track both groups. One person then heads to a vehicle parked on a car park, person is quite clearly drunk. CCTV radio Police with details and they stop the car leaving Sandbach. Occupant arrested and taken to custody.

Conclusion

Incident figures can be strange at the best of times, however, Covid 19 has certainly shaken that up somewhat. I am hearing reports that the last two weekends have been very busy indeed. The figures do however tell a story of the lockdown and reopening rollercoaster we have been on quite uniformly in a way with rises in many incidents over Q1. We won't see the full extent of this until the end of Q2 but we feel we have a very good lid on things in Sandbach along with local Policing teams.

Blank

Page