

SANDBACH TOWN COUNCIL

ASSETS AND SERVICES COMMITTEE

Minutes for the meeting held on Wednesday, 23 February 2022 at 7.00pm in the Ballroom, Sandbach Town Hall.

In attendance: Cllr D Hegarty (Chair)
Cllr A Smith
Cllr L Crane
Cllr S Broad
Cllr R Hoffmann
Cllr N Cook

Also in attendance was the Locum Town Clerk to clerk the meeting.

1. APOLOGIES FOR ABSENCE

Absent without apologies: Cllr G Price Jones
Cllr R Hovey
Cllr J Beddows
Cllr N Adams

2. CO-OPTION TO THE COMMITTEE

Members fully supported Cllr Nicola Cook joining the Committee.

3. DECLARATIONS OF INTEREST

Cllr Crane

Declared a non-pecuniary interest in item 11

PUBLIC QUESTIONS

The Chair did not adjourn the meeting for questions as there was no public attendance.

4. ITEMS TO BE CONSIDERED IN THE ABSENCE OF PUBLIC AND PRESS

Items 8 and 9.

5. MINUTES OF THE MEETING HELD 27 JULY 2021

Members agree the notes to be an accurate representation of the meeting held on 2 November 2021. (Clerk note: This was a Zoom meeting due to COVID restrictions at the time and have been ratified by Full Council 9.2.22)

6. MARKETS FINANCE REPORT

Members noted the operational update on the market and the maintenance work requested.

Resolved: To:

- i. Support the decision that required work on the café floor had been undertaken following environmental health advice at a cost of £720
- ii. Upgrade the former fish stall at a maximum cost of £930 for the stall divide and £250 for electrical work

7. TOWN HALL (EVENTS) UPDATE

Members welcome this positive report and expressed their appreciation of the achievements that have been made by the team in challenging circumstances.

Resolved: To send a letter of thanks to all staff in recognition of their hard work and achievements.

8. MARKET CHARGES AND REVIEW (EXCLUSION OF PRESS AND PUBLIC)

Members considered this report and requested further information before a decision could be made.

Resolved: To:

- i. That a comprehensive update is brought to the next Committee which outlines the overall strategy and specific recommendations to achieve that.
- ii. Invite current market manager to the next Committee in order to present the report.

9. TOWN HALL CHARGES REVIEW (EXCLUSION OF PRESS AND PUBLIC)

Members considered this report and agreed the recommendation for a limited period, pending further information.

Resolved: To:

- i. Approve the officer recommendation for a fixed period until the next Committee meeting.
- ii. Invite the Senior Business Development Officer to the next meeting.

10. SMALL COMMON UPDATE

The Chair provided an update to members outlining the next steps following the agreement by Full Council to proceed with the project. It was noted that as agreed the project plan is now being drawn up in conjunction with the Locum Town Clerk and that the engagement process will be carried out before the planning application. The Chair noted the aspiration to implement the scheme by 31 March 2023. It was also noted that there would be a further update to the small common committee on 9 March where it was intended to agree the project plan and engagement approach.

11. CEC ASSET TRANSFER POLICY

Members considered the options available and noted the importance of ensuring that any transferred assets would be of real benefit to the Town.

Resolved: The Locum Town Clerk approach CEC regarding the feasibility of transfer of specific assets identified as possibilities by STC and feedback to the next meeting.

12. CONDITION SURVEY UPDATE

The Locum Town Clerk presented the condition survey which had been carried out in 2018.

Resolved: That:

- i. The Locum Town Clerk organise a summary of the survey including an assessment of work done to date, work outstanding and financial implications for the next meeting.
- ii. The condition survey be presented in this way annually thereafter in time to make informed recommendations for the annual budget setting exercise.

13. PHONE BOX ADOPTION PLANS

Cllr Crane updated the Committee following the adoption of the Phone box ad outlined plans to engage with the Community about how they would like make the most of the Asset.

Resolved: Locum Town Clerk to check with BT if the transfer is complete and feedback to Cllr Crane.

14. CORRESPONDENCE

None.

15. ITEMS FOR THE NEXT MEETING

Updated Market report and further update from Market Manager on enhancing Market offering.

Invitation to Senior Business Support Officer.

Condition Survey summary and analysis.

16. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting of the Assets and Services Committee is Tuesday 26th April 2022 at Sandbach Town Hall

Meeting closed 8.15pm
Cllr D Hegarty, Chair
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