



## **ASSETS AND SERVICES COMMITTEE**

Minutes for the meeting held on Wednesday, 19<sup>th</sup> July 2023  
at 7.00pm in Sandbach Town Hall.

**Present** Councillors: Cllrs K Flavell (Chair), D Hegarty (Vice Chair), J Arnold, K England, L MacGregor, M Mitchell, D Poole.

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received by Cllrs J Beddows, R Gray and A Nevitt (all personal reasons).

### **2. DECLARATIONS OF INTEREST**

No declarations of interests were made in relation to any item on the agenda.

### **3. ITEMS TO BE CONSIDERED IN THE ABSENCE OF PUBLIC AND PRESS**

*To consider items 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 from the meeting for any items of business 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.*

Lead: Chair

**Resolved:** *No items were excluded from press and public.*

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### **PUBLIC QUESTIONS**

The meeting Chair adjourned the meeting to allow questions relating to items on this Agenda from members of the public.

A member of the public asked if it was possible to provide a full time ranger service as this was valuable to the community. The Clerk responded that this would be a decision for Full Council as part of the Council's budget setting process later in the year. Wider communication of ranger activities was suggested during the discussion.

The Chair reconvened the meeting.

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### **4. MINUTES OF THE MEETING HELD 8<sup>TH</sup> FEBRUARY 2023.**

[Attached: Draft minutes of the meeting]

Committee noted that 2 items were outstanding from previous meetings due to not being ready for consideration at this time.

**Resolved:** *The minutes of the Assets & Services meeting held 8<sup>th</sup> February 2023 were approved as an accurate record.*

**5. ASSETS & SERVICES COMMITTEE TERMS OF REFERENCE**

[Attached: Draft Terms of Reference]

Lead: Chair

Committee agreed that item 48 was not appropriate for this Committee and should be assigned elsewhere by Council.

**Resolved:** *The draft terms of reference were considered and were approved to be recommended to Council, with the exception of item 48 to be deleted and reassigned by Council.*

**6. ASSETS & SERVICES COMMITTEE CORPORATE STRATEGY OBJECTIVES**

[Attached: Corporate Strategy Document Extract]

Lead: Chair

At its meeting on 7 June 2023, Council agreed to request that Service Committees would review the actions within their remit and report back on their status and priority. The Committee made suggestions to rationalise and clarify some of the actions for recommendation to Council.

**Resolved:** *To delegate authority to the Chief Officer to incorporate the Committee's comments relating to the actions included within the Council's Corporate Strategy and make recommendations to Council on this basis.*

**7. ASSETS & SERVICES COMMITTEE 2023-24 BUDGET**

[Attached: RBS 2023-24 Budget & Actuals June Summary]

Lead: Chair

Clarity was requested regarding the monitoring of capital projects and use of reserves and it was confirmed that this was dealt with outside annual revenue budget monitoring, in line with local government financial regulations.

**Resolved:** *The actuals against budget position for Assets & Services Committee activities were noted.*

**8. ASSETS AND PUBLIC REALM MANAGER UPDATE**

Lead: Chief Officer

Committee welcomed the comprehensive update of asset management and ranger activities and outcomes over the previous quarter.

**Resolved:** *The verbal update was noted.*

**9. TOWN HALL & MARKET UPDATE**

[Attached: Update from Business & Events Manager]

Lead: Chief Officer

Committee welcomed the report and were pleased to note that the Council now had an appropriately resourced events team and a comprehensive community and commercial events programme.

**Resolved:** *i) to approve the retention of current charging levels;  
ii) to note the report.*

**10. MARKET MODERNISATION PROGRAMME & RENT REVIEW**

[Attached: Report from Chief Officer]

Lead: Chief Officer

Comprehensive proposals were considered as part of the Council's initiative to modernise, improve and sustain its markets. Whilst ensuring that rental income is maintained at a competitive but acceptable level per the corporate strategy objective PT 7: 'Enhance and develop the Town's markets in order to maximise its contribution to the revitalisation of Sandbach, including the visitor offer, whilst ensuring markets operate on an increasingly commercial basis'. Committee asked for the policy regarding charging for use of Council owned land to be brought to the next meeting.

**Resolved:**

- i) *the rent review, outlined in the report, was approved for implementation by the Chief Officer on 1 September, to allow for the necessary notification time;*
- ii) *the intention to review the shop units to be reported back to the next Committee was noted.*

## **11. DEFIBRILLATORS UPDATE**

Lead: Cllr Beddows

**Resolved:** *Progress to date regarding the implementation of defibrillators in each ward, following Council approval on 8 March 2023, was noted.*

## **12. CAPITAL ASSET STRATEGY & NEXT STEPS**

[Attached: Report from Chief Officer]

Lead: Chief Officer

Committee welcomed the report which demonstrated the substantial progress which had been made since Council agreed its Capital Asset Strategy last year.

**Resolved:**

- i) progress made since the capital asset strategy framework was agreed by Council was noted;
- ii) the purchase and installation of an air cooling solution in the Town Hall Ball Room at a maximum cost of £7,000 funded from budget code 180 / 4670 Projects and 180 / 6080 Maintenance was approved;
- iii) the aim to purchase of an upgraded sound system in the Town Hall Ball Room was noted, with a request for approval pending further quotes.
- iv) the intention to explore design options for improved access to the Town Hall Board Room was supported;
- v) the market modernisation programme now underway was noted;
- vi) the purchase of new trestle tables at a maximum cost of £2,000 for replacement of those for Town Hall events, to be used for the outdoor market, and funded from proceeds of the sale of the fork lift truck was approved;
- vii) the intention to rationalise double gazebos and weights and the potential purchase of single gazebos funded in part by reduced set up costs was noted.

**13. ITEMS FOR THE NEXT MEETING**

Street Furniture Review

Council Land Charging Policy

Town Hall Sound System / Microphone Equipment Replacement

**14. DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held at 7pm on 18<sup>TH</sup> October 2023 in Sandbach Town Hall.

Meeting Closed 8.15pm

Cllr Kath Flavell

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