



SANDBACH
Town Council

ASSETS AND SERVICES COMMITTEE

Minutes for the meeting to be held on Wednesday, **31st January 2024**
at **7.00pm** in **Sandbach Town Hall**.

Present: Cllrs K Flavell (Chair), D Hegarty (Vice Chair), J Arnold, J Beddows, K England, R Gray, M Mitchell, A Nevitt, D Poole.
C Lloyd (Chief Officer & Meeting Clerk)

1. APOLOGIES FOR ABSENCE

No apologies for absence were received. Cllr L MacGregor was absent without apology.

2. DECLARATIONS OF INTEREST

There were no declarations of pecuniary & non-pecuniary interests 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: *To approve item 10 to be excluded from press and public due to commercial sensitivity.*

PUBLIC QUESTIONS

There were no questions relating to items on this Agenda from members of the public. One member of the press was present at the meeting.

4. MINUTES OF THE MEETING HELD 18TH OCTOBER 2023.

[Attached: Draft minutes of the meeting]

Lead: Chair

Resolved: *The minutes of the Assets & Services Committee meeting held 18th October 2023 were approved as an accurate record.*

5. ASSETS & SERVICES COMMITTEE 2023-24 BUDGET

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

Lead: Chair

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

6. ANSA SERVICES – TOWN CENTRE WEED MANAGEMENT

[Attached: Report of the Chief Officer]

Lead: Chair

The committee welcomed the opportunity to contribute to the weed maintenance of the Town Centre, given the CEC reductions in service over a period of time. It was noted that additional spraying would bring benefits and economies of reducing further maintenance during the year. Cllr Nevitt requested that further additional work be explored for the cobbles which she felt was a mess, and the Committee supported this proposal.

Resolved: *i) an additional 3 weed sprays are commissioned via ANSA, at a cost of £1,615.38 funded by the 2023-24 ranger revenue underspend, was approved.*

ii) authority was delegated to the Chief Officer to approach ANSA to provide a deep clean and possible re sanding of the cobbles, and, subject to a reasonable quote to commission the work, to be funded from the 2023-24 Ranger underspend.

7. MARKET MODERNISATION PROGRAMME – GAZEBOS

[Attached: Report of the Chief Officer and Market Officer]

Lead: Chair

The Committee welcomed the latest development within the market modernisation programme with the proposal to purchase new lighter gazebos. The gazebos will show the Town Council logo, require fewer construction resources, and pose fewer risks with regard to manual handling.

Resolved: *i) The business case for updated single gazebos was noted;*
ii) The committee recommends to Council that an investment of £10,516, funded from the earmarked reserve for this purpose, is approved.

8. TOWN HALL / MARKET UPDATE

[Verbal update from Chief Officer]

Lead: Chief Officer

The Chief Officer updated the Committee on a number of issues regarding Town Hall and Market Hall maintenance, Town Hall and Market performance and specific developments such as the 'Yarn & Yarn' initiative, the successful party night and the benefits of better marketing and advertising. The Committee endorsed the approach to improve the existing Ball Room PA system rather than invest in a wireless system which appeared to be prohibitively expensive. Cllr Flavell asked that some weekend space was reserved for Council events. Finally the Committee fully supported the proposal to provide free sanitary products within its ladies toilets and sanitary disposal bins within its male toilets.

Resolved: *the verbal update on current issues and performance was received.*

9. SMALL COMMON CAR PARK REVIEW

Lead: Chair / Chair of Small Common Sub Committee

Cllr Hegarty updated the Committee on the current implementation review which had involved the Cllr Poole, the Chief Officer and the Acting Assets Manager / Caretaker. Productive discussions had been held and proposals were being developed to ensure the safety of the site was retained but with some improvements to signage and barriers. A proposal will be brought to the next meeting.

Resolved: *the update of the implementation of the small common refurbishment and any additional actions required was received and a specific proposals will be brought to the next meeting.*

10. SHOP UNIT VALUATION REPORT AND RELATED ISSUES

[External Valuer's Report circulated to committee members by email as this contained commercially sensitive information]

Lead: Chair

The committee were updated with the main findings of the report, which had ensured that the Council was taking the necessary actions as landlord including reviewing the current rent levels. The committee endorsed actions of the Chief Officer to ensure that tenants were operating within the parameters of their lease.

Resolved: *the report and subsequent actions were noted.*

11. ITEMS ON THIS AGENDA FOR PUBLICITY

Lead: Chair

Resolved: *Free sanitary products and supporting period poverty, Bins for Men, Town Centre and Cobbles maintenance.*

12. ITEMS FOR FUTURE MEETINGS

Lead: Chair

Resolved: *Small Common review proposals*

13. DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will be held at 7pm on 10th April 2024 in Sandbach Town Hall.

Meeting closed at 8.35

KF / CL