



COMMUNITY & EVENTS COMMITTEE

Agenda for the meeting to be held on **Wednesday, 21st February 2024**
at **7.00pm** in **Sandbach Town Hall**.

Committee Members: Cllrs J Beddows(Chair), A Nevitt (Vice Chair), N Cook, D Hegarty, G Price Jones, J Arnold, L Mac Gregor, M Hough, and S Broad.

1. APOLOGIES FOR ABSENCE

To receive apologies for absence made directly to the Meeting Clerk **by 5pm** on the day of the meeting.

2. 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 meeting Chair will adjourn the meeting to allow questions relating to items on this Agenda from members of the public.
Following questions, the Chair will reconvene the meeting.

3. MINUTES OF THE LAST MEETING

[Attached: Draft minutes]

Lead: Chair

Action: *To approve minutes of the meeting held on 1st November 2023.*

4. COMMUNITY & EVENTS COMMITTEE 2023-24 BUDGET

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

Lead: Chair

Action: *To note the actuals against budget position for the Community & Events Committee.*

5. FRAMEWORK FOR POLICING & ANTI SOCIAL BEHAVIOR (ASB) LIAISON

[Attached: STC Police Lead Report]

Lead: Cllr K England / Chair

Action: *To consider and approve the recommendations to adopt a ASB framework for the Town Council and its partners.*

6. YOUNG PEOPLE CONSULTATION FOR PROVISION IN SANDBACH

Lead: Chief Officer

Action: *To receive a verbal update on plans to consult young people and related issues.*

7. TRANSPORT FESTIVAL

[Attached: Report from the Transport Festival Organisation Committee]

Lead: Chair

Action:

- i) *To note the report in advance Full Council consideration;*
- ii) *To note the specific arrangements regarding the Town Crier and the Cobbles.*

8. D DAY WORKING GROUP

[Attached: Notes of the Working Group]

Lead: Chair / Working Group Lead

Action: *to acknowledge the proposals of the working group and make recommendations to Council.*

9. SANDBACH TOWN EVENTS PROGRAMME 2024-25

[Attached: STC Events Plan 2024-25]

Lead: Chair

Action: *To consider the proposed schedule and make recommendations to Council.*

10. CONNECTED COMMUNITIES UPDATE

[Attached: Minutes of the Connected Communities Meeting]

Lead: Chair / Cllr J Arnold

Action: *to note the minutes of the meeting and identify any actions.*

11. CORRESPONDENCE

None received.

12. ITEMS FOR PUBLICITY

Lead: Chair

Action: *To identify suitable items for publicity on this agenda.*

13. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting is 24th April 2024 at Sandbach Town Hall.



COMMUNITY & EVENTS COMMITTEE

Minutes for the meeting held on **Wednesday, 1st November 2023**
at **7.00pm** in **Sandbach Town Hall**.

Present Councillors: J Beddows (Chair), A Nevitt (Vice Chair), N Cook, D Hegarty, G Price Jones, J Arnold, M Hough, S Broad and L Crane (Ex – Officio)

1. APOLOGIES FOR ABSENCE

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

2. DECLARATIONS OF INTEREST

A pecuniary non prejudicial interest was declared by Cllr Cook for items 5 and 8.

PUBLIC QUESTIONS

Members of the public were present at the meeting but no questions were asked of the Committee.

3. MINUTES OF THE LAST MEETING

[Attached: Draft minutes]

Lead: Chair

Resolved: *The minutes of meeting held on 23rd August 2023 were approved as an accurate record.*

4. COMMUNITY & EVENTS COMMITTEE 2023-24 BUDGET

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

Lead: Chair

The Chief Officer gave a brief overview and highlighted the current underspent budgets.

Resolved: *The actuals against budget position for the Community & Events Committee were noted*

5. FRAMEWORK FOR POLICING & ANTI SOCIAL BEHAVIOR (ASB) LIAISON

[Attached: STC Police Lead Report]

Lead: Cllr K England / Chair

Cllr England attended the meeting as a guest and was invited to present the item to the Committee. The Committee welcomed the work that Cllr England

had done as it was felt this was an area for improvement for the Council to work effectively with partners to help prevent anti social behavior. Cllr England reminded the Committee that the primary responsibility for ASB was the Police but that we should operate a framework to help. It was explained that this framework was still being developed in discussion with colleagues and would be brought back the next meeting for approval.

Resolved: *The work to adopt a ASB framework for the Town Council and its partners was supported.*

6. YOUNG PEOPLE ENGAGEMENT FOR BETTER OPEN SPACE PROVISION IN SANDBACH

[Attached: Report from Chief Officer; Groundwork proposal]

Lead: Chair

The Committee thanked the member of the public for his attendance and suggested approach to pragmatic engagement with Sandbach young people. Members were keen to explore options including exploring this suggested approach further and holding further discussions with Groundwork. Cllrs Cook, Hough, Arnold and Richards volunteered to be involved.

Resolved: *Volunteering members to meet with Chief Officer, Peter Jennings and Groundwork to develop engagement proposals to improve recreation facilities for young people.*

7. WILDFLOWER PROJECT

Lead: Chair

The Chair explained that this was on the Agenda following a request from the public. It was noted that little progress had been made on this due to the wider links with a review of open spaces and the now upcoming CEC green spaces consultation and its implications. Agreed that this project should be progressed in the context of those wider developments as appropriate.

Resolved: *The status of this project was noted as part of the wider development of green spaces review.*

8. EVENTS UPDATE

Lead: Chair

The Chair provided an update on previous and forthcoming Town Council organised events within its annual programme. Cllr Nevitt put in a mention for the Council part funded Tree of Light event at the Cemetery. The Chief Officer was asked to check if Wakes Fair could be transferred back to CEC due to administrative burden.

Committee agreed that D Day 70th Anniversary Thursday 6 June 2024 should be marked by a Town Council event through the setting up of a small working group to include Cllrs Cook, Nevitt, Broad and Beddows. Officer support to be provided and recommended to work in partnership with RBL. Cllr Cook reminded the Council that D Day was a remembrance event rather than a celebration. She highlighted that the following year on 8 May 2025, the 70th Anniversary VE Day would be a cause for celebratory events and again the Committee endorsed that preparations should begin for this major event with the same Working Group.

Cllr Nevitt briefed the Committee regarding a potential 'Day of Dance' Event to be held in the town centre on 1 June 2024 and the opportunity to work with the Morris Federation. Various views were expressed on this suggestion including

the scope to extend the event to be inclusive of all types of dance. The Chief Officer confirmed that such a broad event would not be possible within the timescales if it were to be run by the Council due to other pressures at the same time. It was noted that a grant application was being prepared for the Finance, Policy and Governance Committee to request funds for an external organisation to run a 'Folk and Morris' dancing event on 1 June 2024.

Resolved:

- i) *The update on recent and forthcoming events was noted;*
- ii) *A working group to be set up to develop plans for Council to mark the 70th anniversary of D Day on 6 June 2024, and to celebrate the 70th anniversary of VE day on 8 May 2025, so that these could be accommodated within the Council's resource and budget plans and delivered successfully.*

9. CORRESPONDENCE

None received.

10. ITEMS FOR PUBLICITY

Lead: Chair

Resolved: *Items considered suitable for publicity on this agenda were the forthcoming Town Hall poppy projection and the engagement with young people intentions once more work had been completed.*

11. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting is 21st February 2024 at Sandbach Town Hall.

Meeting Close 8.24pm
Cllr John Beddows
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Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

Council	2022-23		2023-24				2024-25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	Town Council Income								
1176	695,310	695,310	732,380	732,380	0	0	0	0	0
1190	400	6,564	200	26,004	0	0	0	0	0
1912	0	0	0	3,883	0	0	0	0	0
			732,580	762,267	0	0	0	0	0
			732,580	762,267	0		0		
			732,580	762,267	0	0	0	0	0

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Sandbach Town Council

Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
4112	Audit Fees Internal & External	5,180	3,219	5,439	2,559	0	0	0	0	0
4114	Accountancy Support	8,200	6,711	8,610	5,800	0	0	0	0	0
4115	Office 365/Outlook (Emails)	0	3,045	0	2,376	0	0	0	0	0
4120	Insurance	10,000	10,930	15,000	10,625	0	0	0	0	0
4121	Rent- Enterprise	0	0	0	11,265	0	0	0	0	0
4123	Telephones	2,500	1,983	2,575	1,543	0	0	0	0	0
4130	Stationery	1,000	996	1,100	1,103	0	0	0	0	0
4131	Photocopying	1,000	1,125	1,500	1,016	0	0	0	0	0
4135	Postages	400	4	200	0	0	0	0	0	0
4136	Election costs	8,000	11,419	0	0	0	0	0	0	0
4141	Office Equipment/Furniture	3,000	4,210	4,000	1,673	0	0	0	0	0
4142	Office Maintenance	500	231	500	304	0	0	0	0	0
4144	STC Work Wear	0	602	0	0	0	0	0	0	0
4145	Financial Software	1,100	1,169	1,155	1,289	0	0	0	0	0
4150	Travelling Expenses	500	272	525	25	0	0	0	0	0
4151	Training	4,000	2,595	4,000	3,268	0	0	0	0	0
4152	HR & H&S Support	5,000	5,312	5,000	5,719	0	0	0	0	0
4154	Aged debt write off	0	0	3,000	0	0	0	0	0	0
4197	Bank Charges	2,500	2,489	2,500	1,752	0	0	0	0	0
4198	Cleaning	0	3,855	0	1,017	0	0	0	0	0
4199	Other Expenses	100	21	100	19	0	0	0	0	0
4630	Legal Fees	1,500	1,284	1,500	1,200	0	0	0	0	0
4670	New Purchases/Projects	20,000	0	0	3,600	0	0	0	0	0
4850	Legal and professional fes	0	-94	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

2022-23			2023-24				2024-25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6091 Covid-19	0	12	0	0	0	0	0	0	0
6110 Rates and Water	0	0	0	2,107	0	0	0	0	0
6140 Waste Disposal	1,500	201	1,500	161	0	0	0	0	0
6280 Telephone	0	5	0	0	0	0	0	0	0
6290 Advertising	1,000	1,223	1,050	979	0	0	0	0	0
7000 Public Works Loan Board	0	0	29,605	27,138	0	0	0	0	0
	92,980	77,694	105,434	100,421	0	0	0	0	0
9000 plus Transfer from EMR	0	93,508	0	15,259	0	0	0	0	0
9001 less Transfer to EMR	0	5,000	0	0	0	0	0	0	0
	(92,980)	10,804	(105,434)	(85,163)	0		0		
102 Staff Costs									
4000 Salaries	145,400	158,897	215,215	128,881	0	0	0	0	0
4001 Employer's NI	15,700	16,086	22,560	13,438	0	0	0	0	0
4002 Employer's Superannuation	32,900	20,093	48,644	17,118	0	0	0	0	0
4003 Staff Restructure	70,000	0	10,500	0	0	0	0	0	0
	264,000	195,076	296,919	159,436	0	0	0	0	0
	(264,000)	(195,076)	(296,919)	(159,436)	0		0		
105 Publicity									
4300 Newsletter Printing	2,500	0	2,500	0	0	0	0	0	0
4310 Website Maintenance	1,000	2,051	1,050	4,037	0	0	0	0	0
	3,500	2,051	3,550	4,037	0	0	0	0	0
9000 plus Transfer from EMR	0	0	0	3,060	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

2022-23			2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	(3,500)	(2,051)	(3,550)	(976)	0		0		
Movement to/(from) Gen Reserve									
400 Projects									
4600 Projects	0	0	0	7,500	0	0	0	0	0
4614 Office Project	25,000	3,493	0	0	0	0	0	0	0
4626 Community/Pubwatch	0	5,412	0	0	0	0	0	0	0
4648 Neighbourhood Plan	0	168	0	138	0	0	0	0	0
4667 Asset Maintenance Prov	10,000	0	10,000	0	0	0	0	0	0
Overhead Expenditure	35,000	9,073	10,000	7,638	0	0	0	0	0
plus Transfer from EMR	0	0	0	7,500	0	0	0	0	0
less Transfer to EMR	0	24,500	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(35,000)	(33,573)	(10,000)	(138)	0		0		
Finance, Policy & Governance - Income	0	0	0	0	0	0	0	0	0
Expenditure	395,480	283,903	415,903	271,532	0	0	0	0	0
Net Income over Expenditure	-395,480	-283,903	-415,903	-271,532	0	0	0	0	0
plus Transfer from EMR	0	93,508	0	25,819	0	0	0	0	0
less Transfer to EMR	0	29,500	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(395,480)	(219,895)	(415,903)	(245,714)	0		0		

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

		<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Assets & Services Committee</u>										
<u>180</u>	<u>Sandbach Town Hall</u>									
1912	Other income	0	2	0	0	0	0	0	0	0
4801	Ticket Income	8,000	2,802	8,000	4,548	0	0	0	0	0
4804	Merchandise sales	0	0	0	31	0	0	0	0	0
4806	Refreshment sales	8,000	919	8,000	1,035	0	0	0	0	0
4807	Cinema Income	5,500	4,854	5,500	2,912	0	0	0	0	0
4808	Catering Income	0	34	0	63	0	0	0	0	0
4809	Town Hall other income	0	45	0	9	0	0	0	0	0
6000	Town Hall HireFees	60,000	56,611	50,000	55,435	0	0	0	0	0
6002	Town Hall Bar Income	50,000	45,812	52,500	37,398	0	0	0	0	0
6004	Town Hall Bar Income Pre paid	0	650	0	168	0	0	0	0	0
Total Income		131,500	111,729	124,000	101,598	0	0	0	0	0
4831	Town Hall Events Costs	5,000	1,333	4,000	4,521	0	0	0	0	0
4838	Cinema Costs	5,500	3,492	5,775	2,252	0	0	0	0	0
4840	Refreshment purchases	4,000	449	4,200	323	0	0	0	0	0
6010	Town Hall Bar Purchases	20,000	16,611	21,000	14,689	0	0	0	0	0
Direct Expenditure		34,500	21,885	34,975	21,785	0	0	0	0	0
4111	Subscriptions	0	210	0	174	0	0	0	0	0
4670	New Purchases/Projects	3,000	2,515	3,000	1,791	0	0	0	0	0
6020	Salaries	65,200	66,118	89,071	85,269	0	0	0	0	0
6021	Employers NIC	4,500	3,495	4,529	7,547	0	0	0	0	0

Continued on next page

Sandbach Town Council

Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6022	Superannuation	9,300	8,906	17,055	16,112	0	0	0	0
6023	Casuals wages	0	0	0	6,514	0	0	0	0
6070	Training	1,500	1,660	1,575	1,140	0	0	0	0
6080	Maintenance	8,000	8,422	8,400	3,470	0	0	0	0
6090	Health and Safety	500	0	500	25	0	0	0	0
6091	Covid-19	1,000	24	0	0	0	0	0	0
6100	Light and Heat	19,000	13,497	22,800	14,289	0	0	0	0
6110	Rates and Water	12,000	7,954	12,600	7,632	0	0	0	0
6120	Repairs	5,000	464	10,000	1,643	0	0	0	0
6124	Condition Survey	2,380	0	0	0	0	0	0	0
6140	Waste Disposal	2,000	2,041	2,100	1,189	0	0	0	0
6150	Security	500	514	525	0	0	0	0	0
6200	Motor expenses	0	0	0	120	0	0	0	0
6220	Cleaning	13,500	9,288	14,513	9,473	0	0	0	0
6230	Equipment renewals	3,000	1,639	3,000	2,460	0	0	0	0
6240	Glassware	0	87	0	0	0	0	0	0
6280	Telephone	5,000	1,870	5,250	2,074	0	0	0	0
6300	Performing Rights Licence	1,000	1,273	1,000	0	0	0	0	0
6310	Premises Licence	2,500	2,100	2,500	200	0	0	0	0
6340	Marketing	2,000	1,651	2,000	1,602	0	0	0	0
6350	Irrecoverable VAT	6,250	6,191	6,250	1,449	0	0	0	0
6450	Bad Debt Provision	0	1,278	0	0	0	0	0	0
7000	Public Works Loan Board	29,605	29,605	0	0	0	0	0	0
Overhead Expenditure		196,735	170,800	206,668	164,173	0	0	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

2022-23			2023-24				2024-25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	(99,735)	(80,956)	(117,643)	(84,359)	0		0		

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Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
1912	Other income	0	0	325	0	0	0	0	0
	Total Income	37,000	28,153	18,823	0	0	0	0	0
4111	Subscriptions	0	0	192	0	0	0	0	0
6020	Salaries	0	0	36,322	14,448	0	0	0	0
6021	Employers NIC	2,600	3,047	1,771	1,264	0	0	0	0
6022	Superannuation	6,800	5,953	4,842	2,130	0	0	0	0
6023	Casuals wages	44,900	48,247	0	13,282	0	0	0	0
6024	Employers Casuals NIC	0	0	0	30	0	0	0	0
6070	Training	800	0	800	0	0	0	0	0
6080	Maintenance	2,000	654	1,000	180	0	0	0	0
6090	Health and Safety	450	0	450	42	0	0	0	0
6100	Light and Heat	625	410	656	471	0	0	0	0
6110	Rates and Water	8,250	6,390	8,663	2,836	0	0	0	0
6120	Repairs	500	0	0	0	0	0	0	0
6124	Condition Survey	5,390	0	0	0	0	0	0	0
6140	Waste Disposal	5,000	7,735	5,000	3,806	0	0	0	0
6200	Motor expenses	4,500	2,102	2,500	226	0	0	0	0
6230	Equipment renewals	3,000	1,232	1,500	1,460	0	0	0	0
6280	Telephone	175	132	184	122	0	0	0	0
6290	Advertising	2,500	0	1,500	695	0	0	0	0
6350	Irrecoverable VAT	1,000	858	1,000	680	0	0	0	0
6352	Christmas Market Expenditure	6,000	10,409	0	0	0	0	0	0
	Overhead Expenditure	94,490	87,169	66,188	41,862	0	0	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
Movement to/(from) Gen Reserve								
	(57,490)	(59,016)	(31,188)	(23,039)	0		0	
191 Indoor Market								
1901 Indoor Market Rent	35,000	43,049	43,500	33,307	0	0	0	0
1906 Christmas Markets Income	0	1,040	0	0	0	0	0	0
1907 Other Market Income	0	200	0	0	0	0	0	0
1914 Electricity Recharge	0	860	0	5,519	0	0	0	0
Total Income	35,000	45,149	43,500	38,826	0	0	0	0
4111 Subscriptions	0	210	0	366	0	0	0	0
6020 Salaries	0	0	19,311	14,775	0	0	0	0
6021 Employers NIC	1,300	2,876	1,576	1,302	0	0	0	0
6022 Superannuation	3,800	7,703	4,392	2,612	0	0	0	0
6023 Casuals wages	16,000	33,166	0	900	0	0	0	0
6070 Training	260	0	273	0	0	0	0	0
6080 Maintenance	800	746	2,000	204	0	0	0	0
6090 Health and Safety	450	0	450	13	0	0	0	0
6100 Light and Heat	7,500	8,914	7,875	9,423	0	0	0	0
6110 Rates and Water	6,700	8,364	7,035	4,625	0	0	0	0
6120 Repairs	1,600	2,116	0	0	0	0	0	0
6124 Condition Survey	1,400	0	0	0	0	0	0	0
6140 Waste Disposal	1,300	1,517	1,300	819	0	0	0	0
6220 Cleaning	500	3,633	525	3,906	0	0	0	0
6230 Equipment renewals	1,000	871	1,000	1,000	0	0	0	0
6280 Telephone	100	66	105	52	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

2022-23			2023-24				2024-25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6291	2,500	1,587	4,000	1,121	0	0	0	0	0
6350	3,125	5,362	3,125	1,503	0	0	0	0	0
6450	0	508	0	0	0	0	0	0	0
	48,335	77,639	52,967	42,619	0	0	0	0	0
	(13,335)	(32,489)	(9,467)	(3,792)	0		0		
195									
6020	0	0	12,709	9,751	0	0	0	0	0
6021	0	0	338	913	0	0	0	0	0
6022	0	0	2,872	0	0	0	0	0	0
6024	0	888	0	0	0	0	0	0	0
6025	0	74	0	0	0	0	0	0	0
6200	1,000	588	1,000	1,045	0	0	0	0	0
6230	6,500	1,339	6,500	711	0	0	0	0	0
	7,500	2,889	23,419	12,421	0	0	0	0	0
	(7,500)	(2,889)	(23,419)	(12,421)	0		0		
200									
6100	750	542	788	626	0	0	0	0	0
6110	600	335	630	0	0	0	0	0	0
6120	1,000	512	1,000	303	0	0	0	0	0
6140	250	0	250	0	0	0	0	0	0
6400	1,000	650	1,000	802	0	0	0	0	0
6402	1,500	68	500	14	0	0	0	0	0

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Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

<u>2022-23</u>			<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6406 Contract Cleaning	16,500	12,316	17,325	10,096	0	0	0	0	0
Overhead Expenditure	21,600	14,423	21,493	11,841	0	0	0	0	0
Movement to/(from) Gen Reserve	(21,600)	(14,423)	(21,493)	(11,841)	0		0		
Assets & Services Committee - Income	219,350	203,002	219,143	171,134	0	0	0	0	0
Expenditure	415,160	382,919	407,710	435,638	0	0	0	0	0
Net Income over Expenditure	-195,810	-179,917	-188,567	-264,503	0	0	0	0	0
plus Transfer from EMR	0	4,942	0	140,644	0	0	0	0	0
Movement to/(from) Gen Reserve	(195,810)	(174,974)	(188,567)	(123,860)	0		0		

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Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

		<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>	
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed
								EMR
								Carried Forward
Community & Events Committee								
110	Grants/Discretionary Payments							
4500	Transport Festival	12,000	23,000	18,000	18,000	0	0	0
4503	Hanging Baskets	8,500	11,711	12,500	12,297	0	0	0
4508	Christmas Lights	26,500	26,544	0	0	0	0	0
4515	Concert Series	3,500	3,500	3,500	3,500	0	0	0
4530	Community Grants	30,000	29,360	30,000	15,694	0	0	0
4550	Foden's Sponsorship	7,500	7,500	7,500	7,500	0	0	0
4551	Town Crier Honorarium	750	750	750	0	0	0	0
4560	Churchyard Maintenance	1,580	1,660	1,660	1,660	0	0	0
4573	Woodland and Wildlife	2,000	2,000	2,100	1,500	0	0	0
4599	Other Regular Donations	300	0	300	0	0	0	0
4601	Sandbach Partnership	10,000	0	0	0	0	0	0
4611	Remembrance Parade	2,000	3,390	3,500	2,890	0	0	0
4640	CCTV Contribution	5,750	5,728	6,038	5,728	0	0	0
4660	Allotments	1,000	1,000	1,000	1,000	0	0	0
6110	Rates and Water	0	0	0	403	0	0	0
Overhead Expenditure		111,380	116,143	86,848	70,173	0	0	0
9000	plus Transfer from EMR	0	14,600	0	3,359	0	0	0
9001	less Transfer to EMR	0	10,759	0	0	0	0	0
Movement to/(from) Gen Reserve		(111,380)	(112,302)	(86,848)	(66,814)	0	0	0
140	Community Events							

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: Annual Budget 2023-24

<u>2022-23</u>			<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1906 Christmas Markets Income	0	0	5,000	4,296	0	0	0	0	0
1910 Community Events Income	0	1,084	0	111	0	0	0	0	0
1912 Other income	0	1,200	0	0	0	0	0	0	0
4801 Ticket Income	0	3,360	0	50	0	0	0	0	0
Total Income			5,000	4,457	0	0	0	0	0
4508 Christmas Lights	0	0	29,150	25,882	0	0	0	0	0
4820 Community Events	20,500	15,602	24,025	15,658	0	0	0	0	0
4841 Jubilee civic costs	0	2,834	0	0	0	0	0	0	0
4844 King's Coronation Costs	0	-1,030	0	9,162	0	0	0	0	0
6230 Equipment renewals	0	0	0	980	0	0	0	0	0
6352 Christmas Market Expenditure	0	0	9,000	12,744	0	0	0	0	0
Overhead Expenditure			62,175	64,427	0	0	0	0	0
140 Net Income over Expenditure			-57,175	-59,970	0	0	0	0	0
9000 plus Transfer from EMR	0	0	0	9,157	0	0	0	0	0
9001 less Transfer to EMR	0	12,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve			(57,175)	(50,813)	0		0		
Community & Events Committee - Income			5,000	4,457	0	0	0	0	0
Expenditure			149,023	134,599	0	0	0	0	0
Net Income over Expenditure			-144,023	-130,143	0	0	0	0	0
plus Transfer from EMR			0	12,516	0	0	0	0	0
less Transfer to EMR			0	0	0	0	0	0	0

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Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 9)
Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(131,880)</u>	<u>(136,064)</u>	<u>(144,023)</u>	<u>(117,626)</u>	<u>0</u>		<u>0</u>		
Total Budget Income	915,060	910,520	956,723	937,858	0	0	0	0	0
Expenditure	942,520	800,371	972,636	841,769	0	0	0	0	0
Net Income over Expenditure	<u>-27,460</u>	<u>110,149</u>	<u>-15,913</u>	<u>96,088</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	113,050	0	178,979	0	0	0	0	0
less Transfer to EMR	0	52,259	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(27,460)</u>	<u>170,941</u>	<u>(15,913)</u>	<u>275,067</u>	<u>0</u>		<u>0</u>		

Framework for Sandbach Town Council

Crime and Anti-social Behaviour Liaison

Purpose

This document provides a framework for the approach, working arrangements and if necessary, actions that will be taken by Sandbach Town Councillors on crime and anti-social behaviour (ASB) issues.

Introduction

Sandbach Town Council recognises that addressing and tackling crime and ASB effectively will have a positive impact within the Town and surrounding communities and, will work in partnership to prevent and resolve crime and ASB issues effectively by; sharing information, identifying hotspots; providing support and if necessary, delivering initiatives.

The overall propose of this Framework document is to describe the roles and interfaces of Sandbach Town Councillors to:

- Work to report, prevent incidents and the reoccurrence of crime and ASB in our community
- Ensure crime and ASB incidents are addressed in a timely and appropriate manner
- Work proactively with key partners – Police, Cheshire East Council ASB Team
- Seek support from organisations – Schools, Community/Youth Groups - to develop the most effective approach and resolution to policing and ASB issues
- Identify whether new or enhanced services or facilities should be provided in the Parish.

Scope

The scope of this Framework document applies, but is not limited to;-

- Crime
- Road safety
- Vandalism
- Aggressive and/or threatening behaviour or language
- Alcohol and/or substance abuse related ASB
- Intimidation and/or harassment
- Domestic violence/abuse
- Hate behaviour targeted to individuals or members of identified groups because of their perceived differences
- Irresponsible pet ownership such as persistent dog barking, fouling, etc.

Key Contributors

Cheshire East Council – Anti-social Behaviour Team

Cheshire Constabulary

Sandbach Schools

Sandbach Town Council

Working Framework

Reporting

Complainants are encouraged to report incidents relating to crime or anti-social behaviour issues directly to the relevant authority:-

Policing

Complainants are encouraged to call or contact police directly on crime or police matters :

- 999 if immediate Police response is required i.e., a crime is in progress or about to happen
- 101 for non-emergency incidents
- <https://www.cheshire.police.uk/contact/af/contact-us-beta/contact-us/>

or report anonymously via Crimestoppers on 0800 555 111 or <https://crimestoppers-uk.org/>

Anti-social Behaviour

Cheshire East Council have a dedicated contact number during normal office hours 0300 123 5030 or email ASBTeam@cheshireeast.gov.uk

To report any noise nuisance including domestic, industrial/commercial, burglar alarms, construction and development work contact 0300 123 5015.

To report littering/flytipping, dog fouling, enforcement and removal of abandoned vehicles contact 0300 123 5021.

Complainants are encouraged to provide their details, as anonymous complaints will restrict an investigation and may hinder the support provided.

Interactions and Assessments

A tiered approach to routine interactions on crime and ASB matters shall be adopted. Matters arising that require immediate attention shall be raised with the appropriate authority.

Sandbach Town Council shall identify one Councillor per Ward to be the key contact and details held by the Chief Officer who will also hold and maintain key contacts for the Police, Cheshire East Council ASB Team and other parties.

A routine meeting schedule will be made with dates, times and location details agreed by those attending based on the following;

- Monthly
 - Telephone consultation between Ward Councillor and Sandbach Neighbourhood Police Constable to raise awareness on policing issues or initiatives and review any trends requiring further action. Ward Councillors to raise issues with Chief Office and Police Liaison Councillor where appropriate
- Quarterly
 - Meeting between Sandbach Council (Chief Officer and Police Liaison Councillor) and Sandbach Neighbourhood Police Sergeant to review items raised in monthly contacts and consider future initiatives
- 6-monthly
 - Meeting between Sandbach Council (Chief Officer, Police Liaison and Schools Councillors), Sandbach Neighbourhood Police Sergeant, Local High Schools and Cheshire East Council ASB Team representative to review items raised in previous meetings and consider future initiatives
- Annually
 - Report by Chief Officer to Sandbach Council on Police and ASB matters supported by Sandbach Neighbourhood Police Sergeant and recommend to Council whether new or enhanced services or facilities should be considered in the Parish.

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Future funding for the Sandbach Transport Festival 2026-2028

Background

The 2022 and 2023 Festivals were very successful and well attended.

The Festival is spread over 2 days – Saturday and Sunday and includes a Music Festival on the Cobbles, market stalls and children’s entertainment in Sandbach Park. For the 2022 Festival we would have liked to have provided more activities in the Park but were constrained by our budget.

The 2022 Festival cost just over £22,000 to put on – with £12,000 + £5000 funding from STC, £1,000 from our reserves and £4,300 from traders and sponsors. The full cost of the 2023 Festival was over £25,600. In 2023 we increased the income from traders and sponsors to £5,500.

In 2022 and 2023 we received a range of subsidised services e.g. Health and Safety advice and support, Cabin for on-site office etc., marketing and advertising. We also sought to reduce costs in other ways e.g. by producing Certificates in-house and forgoing trophies to winning exhibitors. In 2023 we increased the number of market stalls in order to raise more alternative funding.

We have looked at other sources e.g. Cheshire East Council but did not meet the criteria needed to access this funding. The real cost of the 2022 and 2023 Festivals would have been closer to £30,000 and £33,000 respectively. For the 2024 Festival we are planning to hold fundraising activities.

Value for money and local impact

We believe that the Festival is particularly good value for money in terms of the contribution from STC. The Festival has become a key event in the town calendar and brings a significant boost to the local economy. In 2023 we acted upon criticism in 2022 about the scope of the road closures by closing fewer roads.

Reaching a wide range of people

The visitors included a very high proportion of families with children and adult couple. In 2023 we had sought to make the 2 days quite distinctive and offering more to families. On the Saturday we had a motorcycle stunt team display. This had the most positive feedback of any of the activities and we have booked them again for 2024. Some people asked why we hadn’t booked the Spitfire, so we have booked it for 2024.

The Music Festival in 2023 was particularly well supported and the extension of the hours on Saturday to 9.30 pm was generally well received.

Contribution to the local economy

The Festival also has a positive impact on the local economy: by attracting visitors and their expenditure to the town; using local supply chains; and creating local employment.

This is in addition to the social return on investment generated as a result of the improved perceptions of place, sense of community and increased well-being of local residents.

The future

We want to see the Festival continue to develop, especially in raising its appeal to the 16-24 age group. We see the role of STC is to act as the key commissioner of the event.

Does the Festival need to be over 2 days?

There is divided opinion in the town. Many like it over 2 days but some traders would prefer it to be 1 day – on a Sunday. In terms of costs it would not halve the cost if it were a 1-day Festival – indeed they would be little saving on some items e.g. insurance. Also in terms of organisation and planning it is more cost effective to have a 2-day Festival.

Could the Festival be smaller in scope?

It could be. However, this would mean a reduction in the range of activities on offer thus appealing to a much smaller range of people. Also, many of the costs would not be cut by a half by making it smaller.

The 2024 Festival will take place on 20-21 April. We hope to have a wider range of activities in the Park.

To enable long-term planning we propose a continuation of a 3-year rolling budget (£18,000 agreed by STC in June 2022, covering 2023, 2024 and 2025) increased to £20,000 per year to be reviewed every 3 years. This funding would cover 2026, 2027 and 2028.

Martin Forster

On behalf of the Sandbach Transport Festival organising committee

16 January 2024

Sandbach Transport Festival
Accounts for the year ended 30 June 2022

Income:				£	Expenditure:		£
Grants - Sandbach Town Council				5000.00	Printing & stationery		518.40
Compensation				0.00	Security		1050.00
Sponsorship - current year				1050.00	Spitfire and merlin engine		1960.00
Sponsorship - previous year				0.00	Staging/sound		3000.00
Traders				3300.00	Silk FM - previous year		396.00
Interest				0.00	Entertainment		2510.00
					Catering for marshalls		68.90
					Barriers, signs & generator		900.00
					Gazebos and tables		2358.00
Total income				<u>9350.00</u>	Insurance		1247.17
					First aid		1570.00
Current account	B/F			12767.80	Road traffic management		6234.00
	Income			9350.00	Other- CEC		214.40
	T/F from dep acc			<u>2900.00</u>	Total expenditure		<u>22026.87</u>
	Expenditure			<u>22026.87</u>			
	C/F			<u>2990.93</u>	Deficit		-12676.87
Deposit account							
	B/F			2928.85			
	Interest			<u>0.21</u>			
	t/f to curr acc			<u>2900.00</u>			
	C/F			<u>29.06</u>			
Total c/f				3019.99			
Notes:	There was a deficit of -£12676.87 this year due to increase in expenses.						
	Total funds decreased from £15,696 to £3019.99.						
Prepared by Guardian Accountancy Services	30/08/2022						

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Sandbach Transport Festival
Accounts for the year ended 30 June 2023

Income:			£		Expenditure:	£
Grants - Sandbach Town Council			18000.00		Printing & stationery	773.42
Compensation			0.00		Security	450.00
Sponsorship - current year			850.00		Train - classic cars as alternative	3132.00
Sponsorship - previous year			0.00		Staging/sound	3600.00
Traders			4650.00		radio eqt hire	324.00
Interest			0.00		Entertainment	4625.00
					Catering for marshalls	154.10
					Barriers, signs & generator	1110.00
					Gazebos and tables	153.60
Total income			<u>23500.00</u>		Insurance	1347.16
					First aid	1370.00
Current account		B/F	3061.00		Health & Safety	1650.00
		Income	23500.00		Road traffic management	6093.00
		T/F from/to dep	<u>20.00</u>		Parking	230.40
		Expenditure	<u>25682.06</u>		Other- CEC	669.38
		C/F	<u>898.94</u>		Total expenditure	<u>25682.06</u>
Deposit account						
		B/F	29.06			
		Interest	<u>0.14</u>		Deficit	-2182.06
		t/f to curr acc	<u>20.00</u>			
		C/F	<u>9.20</u>			
Total c/f			908.14			
Notes:	There was a deficit of -£2,182.06 this year due to increase in expenses.					
	Total funds decreased from £3,019.99 to £908.14.					
Prepared by Guardian Accountancy Services	01/08/2023					

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		Sandbach Transport Festival 20-21 April 2024		Budget '24	Actual '24	Actions - in bold following meeting
Income	Proposed	Updated following meeting on 16/1/24	Item 2024			
STC grant 2024	£18,000.00	Music on the Cobbles		£3,000.00	£3,000.00	Scott completed line-up/booked acts; John Beddows sponsor
		Spitfire		£2,000.00	£2,000.00	Martin booked - to be placed on Small Common CP
Traders	£5,500.00	Catering for marshals, VIPs		£180.00	£180.00	
Sponsors	£850.00	Certificates for category winners		£0.00	£0.00	Scott booked
Fundraising	£2,000.00	Radio & equipment hire (30 radios, 7 6way chargers)		£400.00	£400.00	Scott booked
		Barriers, signs & generator		£1,200.00	£1,200.00	
		Cabin & toilets		£0.00	£0.00	
		Gazebos and tables		£200.00	£200.00	
		Insurance inc Parade - public liability - Henshall		£1,600.00	£1,600.00	Martin has contacted Henshalls - hopefully sorted in next few days
		Health and Safety		£1,900.00	£1,900.00	
		First Aid (3 medical operatives, 1 first aid point)		£1,730.00	£0.00	Ann to contact Nigel Coppenhall - has agreed to provide
		Road traffic management		£6,200.00	£6,200.00	Scott booked Dutton; Martin has contacted Lee re insurance
		Road closures letter to residents/businesses		£150.00	£150.00	
		Waste & recycling - ANSA		£1,874.40	£1,874.00	Ann to contact ANSA - booked 10 x 240L bins and paid for
		Festival Saturday - On the Edge Cycle Stunt Show		£1,800.00	£1,800.00	Jack M booked
		Festival Saturday - Monster Truck		£2,500.00	£0.00	Concerns about safety - decided not to book
		Festival Saturday - 'soap box' races				Company have chosen another local town
		Staging/sound etc		£3,900.00	£3,900.00	Hipswing booked
		Social media/marketing/advertising		£600.00	£600.00	Website being updated with details of application process for '24.
						Applications open Feb '24 - online 'shop'; Ann to be contact for volunteers
						Social media to be updated - Scott to post some info
TOTAL INCOME	£26,350.00	Admin costs - printing etc		£150.00	£150.00	
		Other expenditure eg Premises Lic CEC		£200.00	£150.00	
		Fodens Band to lead parade		£0.00	£0.00	Martin sent CEC Event form; prem lic contact Martin; new lic agreed by CEC Jan '24
c/f 2023 Festival	£1,098.94	Marshalls - Alpha Venue & Event People Ltd		£3,808.80	£0.00	Ann booked
Bank deposit c/f	£9.20	Security		£600.00	£600.00	Too expensive; Sean to be asked to be in charge of Vehicle
07-Jul-23		Contingency		£250.00	£150.00	Management and to work with Ann re marshal recruitment/ briefing
		Parking		£250.00	£250.00	Scott to investigate security for the music festival Sat evening
TOTAL TO SPEND	£27,458.14	Other issues		£900.00	£400.00	Possible use of Hawk St for disabled; spaces opposite library to be reserved
TOTAL POSS SPEND				£35,393.20	£26,704.00	Ann booked Bentley; Martin booked STC Mayor for 20 and 21
CARRY FORW	£754.14					Scott to sort out Dave Holland re activities in the Park
Martin Forster	16-Jan-24					Ann to contact local primary schools re producing bunting re transport
						to be displayed on bunting around town. Tommy Price to bring vardo
						Scott to arrange for military vehicles display on Small Common CP
						Martin to contact Sea/Air Cadets re marshalling plus use of simulator
						Martin to contact Girls school re electric car for the Sat
						Scott/Jack M to liaise re Festival plan re trading spaces
						Martin to send to STC funding documents for 2026-28 (asking for £20K pa) for
						Community & Events meeting on 21 Feb - Jack to attend
Meeting on 16/1/24		Ann Nevitt, Martin Forster, Scott Shorroch, Jack Mullaney, Dave Poole - apologies Sandra Broad				
		NEXT MEETING 6 FEBRUARY 2024 at 7.00 PM				
		FURTHER MEETING 27 FEBRUARY 2024				

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D Day Commemoration (6 June 2024) Working Group

Meetings 17 January 2023 / 1 February 2023

Group Members:

STC Cllr Nevitt

STC Cllr Broad

STC Cllr Beddows

STC Cllr Mark Mitchell

STC Cllr Michelle Hough

Ceri Lloyd (STC Chief Officer)

Rev Bee Boyde (Vicar of St Mary's Church)

Marjorie Newton (Chair of the RBL (Sandbach) Branch)

Richard Ayres (RBL)

Miles? (RBL)

Craig Roughley (Cheshire Regiment)

Caroline Roughley (Cheshire Regiment)

17 January 2024

1. Cllr Nevitt Elected group lead
2. National guidance shared and will set the itinerary for the event (in general)
3. Rev Boyde confirmed St Mary's would host and construct the Beacon (details to be finalised)
4. **CL** agreed to explore road closure / safety requirements
5. Cheshire Regiment / RBL proposed a modest march along the High Street to St Mary's and agreed to produce a draft schedule for the next meeting
6. Miles to produce a map for group placings
7. **Cllr Nevitt** to explore 'Fish&Chips' relevance and possibilities
8. Engagement & Communication strategy considered – how to be inclusive / national guidance available
9. Church Bells to be rung at 6.30pm Beacon to be lit at 9.15pm exactly on 6 June and schedule to be framed around these national guidelines
10. **MN** to enquire which dignitaries may be able to attend

1 February 2024

1. RA shared the proposed schedule which was discussed and amendments agreed – march from the Lion to the Cobbles – **RA** to circulate final version
2. Invitees agreed and **MN & CL** to finalise draft to be issued asap jointly from RBL and STC
3. **RA** to address necessary arrangements to include cadets, following issue of invite
4. Road closure with traffic management to cost £1K and **CL (JB)** to carry out further research to check if full TM required and CEC licence?

5. Live Beacon preferred by Group although noted that some safety risks to be mitigated and that the impact may be affected by later sunset. **CL & AN** to gain necessary approvals and place order
6. Any lighting arrangements to be confirmed
7. AN confirmed 'Fish&Chips' have relevance as coded message and Group agreed to include within the event between bells and beacon – final details to be decided
8. MN confirmed local MP not available. Others pending.
9. Report WG to next Community & Events Cttee (21.2.24) and Full Council (6.3.24) with costed proposals
10. **CL** to submit 'application' post Council approval

Date of Next Meeting

12 March 2024 (Town Hall Board Room)

CL / AN 7.2.24

COMMUNITY & EVENTS COMMITTEE 24 FEBRUARY 2024

Sandbach Town Events Programme 2024-25

Introduction

Sandbach is fortunate as a town to benefit from a number of local, often free, community events.

Programme of Events

Below is the list of confirmed **Sandbach Town** events for 2024 – 25, for those currently planned to go ahead:

Event	Days	Date	Type
Transport Festival	Sat / Sun	20-21/04/2024	Not a STC run event - STC part funded
Day of Dance	Saturday	01/06/2024	Not a STC run event - STC part funded
D Day	Thursday evening	06/06/2024	One-Off STC run event
Party in the Park*	Saturday evening	13/07/2024	Annual STC Programme
Market Town Festival	Saturday	14/09/2024	Annual STC Programme
Wakes Fair	Friday - Monday	27-30/09/2024	Not a STC run event – STC receives income
Spooky Saturday	Saturday	26/08/2024	Not a STC run event - STC part funded
Remembrance Service	Sunday	10/11/2024	Annual STC Programme
Light Switch On	Saturday	30/11/2024	Annual STC Programme
Tree of Light			Not a STC run event
Christmas Market	Friday	06/12/2024	Annual STC Programme
Vimiera	Thursday	09/01/2025	Annual STC Programme

Resources

It is important to note that those events which Council (highlighted above) run are funded through its annual revenue budget and managed, organised and staffed by Council employees, supplemented by volunteers and members on occasions, but not reliant on their participation.

The Council has been advised that it should also provide for additional and professional security, First Aid and traffic management services when it is responsible for running such event – dependent on their nature, scale and level of public participation.

This aspect will be constantly reviewed of course and additional associated costs will be included within specific approvals and future budget setting.

In recent years, weather conditions have become more volatile and do increase the risk of cancellation after costs have been incurred. The Council is considering this aspect of event management and exploring insurance options where these are not prohibitive in order to protect publicly funded events from this increasing issue affecting all similar organisations.

Community Feedback and Programme Delivery

The Council invites feedback from all its events to ensure we provide the best events we can, whilst being responsible with public funds and providing fully inclusive and enjoyable events. The Council received overwhelmingly positive feedback for all its events last year, particularly the Town Fair, the Lights Switch on and the Christmas Market.

There were a number of comments however that residents wished to see the return of more activities for children at the Christmas Lights Switch On event, and this has been factored into the design of the next event by the Council's Business and Events Manager for this year. It is recommended that the design and delivery of events is determined by the B&E Manager, within approved budgets, based on her experience and processing of feedback from the number of events she organised last year, and in line with the Council's scheme of delegation. Updates will be provided to the relevant committees of course and feedback requested as the year progresses.

Community Groups

Sincere thanks must be given also to the Community Groups who give up their own time to organise and deliver the number of additional events in the town, which are often part funded by the Council, but which are essentially run by Community volunteers for the benefit of the town and its residents, and which without them are unlikely to go ahead.

Recommended: That the events programme for 2024-25 be endorsed and recommended to Council.

CL 15.2.24

Sandbach Connected Communities Partnership Meeting Notes

Monday 23rd January, 1pm

Name	Organisation	Name	Organisation
Nicola Kapusniak	Sandbach Partnership	Cllr Ann Nevitt	Sandbach Town Council
Rachel Nesbitt	SMASH Care Community Support Manager	Ian Parsons	Sandbach Pantry / Lifeline Debt Advice
PJ Hulme	Youth Support Services	Rachel Taylor	Family Hubs
Lucie Ferneyhough	Cheshire East Council		
APOLOGIES			
Cllr Laura Crane	Cheshire East Council	Cllr Sam Corcoran	Cheshire East Council
Amanda Sproson	Health Watch	Rebecca Banks	Great Places Housing Group
Ruth Williams	Smile Group	Carole Salmon	Right at Home
Cllr John Arnold	Sandbach Town Council	Arnie Laing	Coop Pioneer
Rowena Gomersall	Sandbach Library	Ruth Williams	Smile Group

1. Welcome and Introductions	Actions
LF welcomed everyone to the meeting, and everyone had an opportunity to introduce themselves.	
<p>2. Notes and Matters arising</p> <p>The Sandbach Partnership have put notices up to promote the allotments donating surplus food for the Pantry and the Pantry do receive food, approximately once a month. They are expecting the amount of food to increase when the growing season begins.</p> <p>At a previous meeting LC spoke about a new bereavement peer support group starting at Christ Church in Wheelock and LF asked if there was a flyer to promote it but has not received anything. ACTION – LF to chase this up.</p> <p>LF explained the Winter Warmth items are available again this year, but they are by referral only. If you do come across someone who is struggling financially, the libraries have a selection of winter warm items available. The items include duvets, thermal blankets, warm throws, hot water bottles, flask, and there is also a limited supply of 3.5 litre slow cookers.</p> <p>If you know anyone in need of these items, please click on the link to complete the referral form - https://forms.office.com/Pages/ResponsePage.aspx?id=EC25zcsjwUqpszT0-qooUZzdrR4qTN5MhtXXT1izrbIUOVYONidZNVdRNFBDUUVOQ0ZaN1I0TkdVRC4u</p> <p>There were actions regarding Grace Church finding a new premises. LF was told that they now meet at the Town Hall, as well as at the Girls School.</p>	LF

<p>4. Cost of Living Crisis</p> <p>Sal's Shoes – AN spoke about an organisation called Sal's Shoes in Crewe who provide free school shoes, trainers and slippers to those in need. People can receive the shoes twice a year. Ann has referred some families from Sandbach to this organisation. Ann was asked who else can refer to the project, but she wasn't sure. ACTION - RT agreed to go into Sal's Shoes to find out about the referral process but also to see if they have any flyers or posters to promote the project.</p> <p>Surplus Food Waste Project – AN told the group that this project is still going well, and they have more volunteers who are collecting food every night. The food is distributed to groups and individuals across Sandbach, including the Stroke Survivors Group, the Alms Houses etc. The Military Arms also gives out food on Tuesday morning from the pub and this is also going really well.</p> <p>Ann explained that they are waiting to sign up with Asda, because it has taken over from the Coop, but it is taking a while.</p> <p>Sandbach Pantry – IP said that the Pantry is still going very well, and they have been collecting food from the Coop on a Wednesday evening. The Pantry have now stopped 1 metric tonne of food from going to landfill, which is brilliant news. They also drop off food for the Community Cafe in Elworth.</p> <p>They have seen a 20% increase in the number of people using the Pantry in the last 3 months, with an average of 40 / 45 families and individuals using it each month. They also offer free refreshments. It is by referral only and people must live in the CW11 area and Haslington.</p> <p>LF asked Ian if they would be interested in organisations attending to offer information and advice, such as energy companies, mental health support, benefits etc. ACTION – LF to speak to Rachel Grace about which organisations might be able to attend and organise with the Pantry.</p>	<p>RT</p> <p>LF</p>
<p>6. Possible new priorities – Volunteering and Digital Inclusion</p> <p>Volunteering – NK told the group that the Sandbach Partnership are considering applying to the 'Flourish Fund' (see information about this below) to set up a volunteer database for Sandbach. They are currently looking at ways they can do this and the type of system they can use which will meet GDPR (General Data Protection Regulation) requirements. Helen Dorney (Chair of Sandbach Partnership) is attending the Cheshire East Council workshop to find out more about the funding.</p> <p>The group agreed this could be really beneficial to groups in Sandbach. Having a database of volunteers, with information about what they want to do, how often etc. will enable organisations to go to one place where they can request what support they need; whether it is for a one-off event, or something more regular.</p>	

<p>Digital Inclusion – The group have previously discussed whether this should be a new priority for Sandbach. Unfortunately, there weren't many people at the meeting this month so we didn't really agree on whether it should be or not but did discuss some ideas.</p> <p>LF spoke again about the project in Middlewich which started on Saturday. A local primary school has offered their IT suite, and we have a couple of volunteers to run two sessions; one to help people use their smart phone or tablet, the other to help people with word documents, excel etc. The sessions will run once a month and they are open to anyone at all. We had 5 ladies attend the first session and they really enjoyed it and got a lot out of it. We are also hoping HSBC will be attending future sessions to offer information and advice about Household budgeting.</p> <p>NK suggested that this might be something to link with the Repair Cafe, which runs once a month.</p> <p>The libraries already run Digital Buddies and it could be something to link in with. We could also contact the local schools to see if it would be possible to run a similar project to the one in Middlewich.</p> <p>ACTION ALL – If anyone has any ideas about possible digital inclusion projects, please contact LF to discuss.</p>	ALL
<p>3. Partner Updates</p> <p>LF gave an update on the two funding pots which are being administered by Cheshire East Council. This is not Cheshire East Council funding; it has come from central government's 'Shared Prosperity' fund and health.</p> <p>Healthy Neighbourhood Fund Objectives:</p> <ul style="list-style-type: none"> • Communities providing opportunities for all people to connect and feel part of their place • Reducing Isolation and loneliness • Preventing people from accessing urgent and emergency care by enhancing the "healthy neighbourhood offer" and supporting people to "step down" or out of health and care services into community provision. <p>Flourish Fund Objectives:</p> <ul style="list-style-type: none"> • To allow organisations to recruit, co-ordinate, train and recognise volunteers who are supporting vulnerable residents in the community, that will in turn reduce health inequalities and the demand in social care. • To increase the number of organisations that can match volunteers to vulnerable people needing support in their communities. 	

- To coordinate volunteers locally, helping to match volunteers to people needing support
- To support vulnerable individuals that are discharged from hospital to rehabilitate in their own home.

More information about these funding pots, including the application form and associated documents is available on the Cheshire East Community Grants webpage. Please click on the link for more information - [Community Grants \(cheshireeast.gov.uk\)](http://cheshireeast.gov.uk).

The closing date for both funds is **Sunday 4th February**.

PH spoke about a group that is running in Sandbach at the Children's Centre for young people aged 13 – 19 who are on an open referral (not in school). The group runs on a Wednesday from 2.30 - 4/4.30pm and it is a 12-week course called Base. They have sessions on internet safety, mental health, drugs and alcohol etc. and are also given refreshments. This course also runs at Congleton Library, Monks Coppenhall and the Macclesfield Hub.

The young people require an open assessment to attend, and someone would need to bring them. Unfortunately, there is only 1 person currently on this course. If you would like to find out more, please contact Pamela (Pamela.Hulme@cheshireeast.gov.uk)?

Sandbach Youth Group - PH told the group that the Town Council are setting up a youth group and are working with Kelly Prince (Community Youth Work Lead, Cheshire East Council) to set this up. There wasn't anyone at the meeting that was able to give any further information, but I have since been in contact with Kelly and she has sent this update:

Cheshire East Council Youth Support Service will be supporting them to set this up, by completing the consultation, supporting to interview paid staff and providing some training. The consultation will be starting very soon, then the Youth Support Team will be supporting with an advert for paid staff, and they are aiming to open in June.

IP said that the Pantry will be partnering with the Library on World Book Day to give out free books.

RN told the group about a project that Lois Hockenhull is running in SMASH to offer Lipid testing within the community. Lois sent the following information:

We are looking to find out what community events are happening currently/next couple of months where we can offer opportunistic testing, particularly targeting those people who may not present at general practice for lipid testing.

PocDoc is a lipid (cholesterol) testing strip that can be used out of surgery via a smartphone, to perform lipid screens as part of lifestyle or preventative healthcare screening. The test involves a finger prick and is undertaken by a trained nurse and takes just a couple of minutes for a result to be available and shared with the patient.

<p><i>Undertaking the tests in community settings allows us to identify previously unidentified patients (including key “hard to reach” cohorts) who have elevated lipid levels, and provide them with relevant lifestyle advice, or direct them back to their healthcare provider so that they can be put on to the correct lipid lowering clinical pathway.</i></p> <p>The group discussed some possible events and groups, including the Repair Cafe, Sandbach Pantry and Stroke Survivors Group. ACTION – LF to send Lois a list of possible groups / events to attend. ACTION ALL - If anyone else has any suggestions of where they could offer these tests, please email LF (lucie.ferneyhough@cheshireeast.gov.uk)?</p> <p>Family Services Collaborative Event – LF told the group about the next Family Hubs Collaborative Event which is taking place on Friday 9th February from 10 – 12pm at the Methodist Church (Booth Lane) in Middlewich. This is open to any organisations in Sandbach, Middlewich and Alsager area that want to find out more about the Collaboratives and how they can get involved. The idea of the collaboratives is for Cheshire East Council’s Family Help Service to work more closely with community groups and organisations and to try and offer more support within local communities. ACTION ALL - If you would like to find out more about the Collaboratives or would like to attend the event, please contact Kathryn Battams (Kathryn.Battams@cheshireeast.gov.uk).</p>	<p>LF ALL</p> <p>ALL</p>
<p>4. Data Collection update</p> <p>At the previous meetings we have discussed collating information from local groups and organisations. LF has spoken to JA about setting this up and sent the document, but unfortunately, we still have not been able to progress this. ACTION – LF and JA to discuss</p>	<p>LF / JA</p>
<p>5. Date of next meeting</p> <p>TBC</p>	

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