



**SANDBACH**  
Town Council

**TOWN COUNCIL AGENDA**

For the Fiftieth Annual Meeting of Sandbach Town Council  
and  
Mayor Making Ceremony  
to be held on **Wednesday, 15th May 2024**  
in the **Ballroom, Sandbach Town Hall**, commencing at **7pm**.

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Opening reflections

1. **Apologies for absence**
2. **The retiring Town Mayor's remarks**
3. **Election of the Town Mayor for the year 2024/25**
4. **The Clerk will call upon the Town Mayor to read and sign their declaration accepting the office of Sandbach Town Mayor**
5. **Election of the Deputy Town Mayor for the year 2024/25**
6. **The Clerk will call upon the new Deputy Town Mayor to read and sign their declaration accepting the office of Deputy Town Mayor**

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The Mayoral Party will withdraw from the Ballroom whilst they are invested with their Civic chains.

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7. **Tribute by the new Town Mayor to the retiring Town Mayor.**

8. **Appointment by the new Town Mayor of honorary Chaplains, the announcement of the dates of Civic Events, the charities to be supported and plans for year of office**

9. **Committee Appointments**

To:

- i. Discuss and approve Committee appointments.
- ii. Discuss and approve Committee Chair and Vice Chair appointments

10. **Appointments to Outside Bodies**

To discuss and agree representation on outside bodies.

11. **Calendar of Meetings and Activities**

[Attached: Draft Calendar]

To approve the 2024-25 Calendar of Meetings and Council activities.

12. **General Power of Competence (GPoC) and Local Council Award Scheme (LCAS)**

[Attached: Chief Officer Report and GPoC criteria]

- To:
- i. Agree eligibility to adopt the Power per criteria.
  - ii. Adopt the Power of General Competence with immediate effect
  - iii. Endorse the aspiration to achieve LCAS at Quality level by the end of this year.

13. **Internal Auditor**

To approve JDH Business Services as internal auditor 2024/25.

14. **Outside Support 2024/25**

To:-

- i. approve Worknest for Health, Safety and Employment support.
- ii. approve John Greenall & Co. Ltd for payroll and pension services.
- iii. approve Dixon Rigby Keogh, Sandbach, for Legal Support.
- iv. approve John Greenall & Co for Financial guidance and VAT return.
- v. approve Prism Computers for IT Support.

15. **Constitution Document review**

Council have agreed to review committee terms of reference at the AGM of election year, and all policies once every 4 years.

To:-

- i. review and approve Council's [Financial Regulations](https://sandbach.gov.uk/wp-content/uploads/2023/02/Financial-Regulations-2020.pdf) (link: <https://sandbach.gov.uk/wp-content/uploads/2023/02/Financial-Regulations-2020.pdf>)

ii. review and approve Council's [Standing Orders](https://sandbach.gov.uk/wp-content/uploads/2023/03/Sandbach-Town-Council-Standing-Orders-2022.pdf) (link: <https://sandbach.gov.uk/wp-content/uploads/2023/03/Sandbach-Town-Council-Standing-Orders-2022.pdf>) (Reviewed 22.11.23)

**16. Hosting Cheshire East 'Star Awards' Event at Sandbach Town Hall**

This is a wonderful annual event aimed at recognising cared for children and care leavers. Around 150 children and young people attended this event last year with their carers. Over 50 members of staff volunteered their time.

To:-

- i) Approve free use of the Sandbach Town Hall for the CEC Cared for Event on Sunday 24 November 2024.

**17. Date, Time and Place of next Meeting**

The next meeting of the Town Council is a business meeting scheduled for Wednesday 12 June 2024 at 7.00pm in the Ballroom, Sandbach Town Hall, subject to AGM agreement.

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**Proposed Meetings 2024/25**

**Sandbach Town Council and Committees**

DATE	DAY	START	MEETING	NOTES	CLERK
01 May 2024	WEDS	7pm	Pre-AGM and Welcome	Informal Cllr Discussion	CL
15 May 2024	WEDS	7PM	Annual Council Meeting		CL
03 June 2024	MON	7pm	Planning, Environment & Consultation		PG
12 June 2024	WEDS	7pm	Sandbach Town Council	First business meeting / AGAR	CL
01 July 2024	MON	7pm	Planning, Environment & Consultation		PG
03 July 2024	WEDS	7pm	Personnel		CL/KP
10 July 2024	WEDS	7pm	Assets & Services		CL
29 July 2024	MON	7pm	Planning, Environment & Consultation		PG
07 August 2024	WEDS	7pm	Finance, Policy & Governance	1st quarter figures	CL
21 August 2024	WEDS	7pm	Community & Events		KP
28 August 2024	WEDS	7pm	Planning, Environment & Consultation	Follows bank holiday	PG
11 September 2024	WEDS	7pm	Sandbach Town Council		CL
23 September 2024	TUES	7pm	Planning, Environment & Consultation		PG
09 October 2024	WEDS	7pm	Assets & Services		CL
21 October 2024	MON	7pm	Planning, Environment & Consultation		PG
23 October 2024	WEDS	7pm	Personnel		CL/KP
06 November 2024	WEDS	7pm	Community & Events		KP
13 November 2024	WEDS	7pm	Sandbach Town Council	Informal Cllr Discussion - BUDGET	CL
18 November 2024	MON	7pm	Planning, Environment & Consultation		PG
20 November 2024	WEDS	7pm	Finance, Policy & Governance	Pre-Budget/2nd quarter figures	CL
04 December 2024	WEDS	7pm	Sandbach Town Council	Agree Budget	CL
18 December 2024	WEDS	7pm	Sandbach Town Council	Extra Meeting	CL
16 December 2024	MON	7pm	Planning, Environment & Consultation		PG
13 January 2025	MON	7pm	Planning, Environment & Consultation		PG
29 January 2025	WEDS	7pm	Assets & Services		CL
05 February 2025	WEDS	7pm	Finance, Policy & Governance	3rd quarter figures	CL
10 February 2025	MON	7pm	Planning, Environment & Consultation		PG
19 February 2025	WEDS	7pm	Community & Events		KP
05 March 2025	WEDS	7pm	Sandbach Town Council		CL
10 March 2025	MON	7pm	Planning, Environment & Consultation		PG
07 April 2025	MON	7pm	Planning, Environment & Consultation		PG
09 April 2025	WEDS	7pm	Assets & Services		CL
23 April 2025	WEDS	7pm	Community & Events		KP
30 April 2025	WEDS	6pm	Sandbach Town Council	Pre AGM (Informal CLLR discussion)	CL
06 May 2025	TUES	7pm	Planning, Environment & Consultation	Follows bank holiday	PG
07 May 2025	WEDS	7pm	Finance, Policy & Governance		CL
21 May 2025	WEDS	7pm	Sandbach Town Council	AGM & MAYOR MAKING	CL
02 June 2025	MON	7pm	Planning, Environment & Consultation		PG

**MEETING DAYS**  
 Planning: Monday and all others Wednesday (UNLESS OTHERWISE STATED ABOVE)

KEY COUNCIL EVENTS/ACTIVITIES				Bank Holidays 2024/25
13 July 2024	SAT	5.30pm	Party in the Park	06 May 2024
14 September 2024	SAT	11am	Market Town Festival	27 May 2024
27 September 2024	FRI-MON	various	Wakes Fair	26 August 2024
30 November 2024	SAT	2pm	Christmas Lights Switch on	25 December 2024
06 December 2024	FRI	3pm	Christmas Market	26 December 2024
TBC	WEDS	7pm	Annual Town Meeting	01 January 2025
TBC			Civic Ball	18 April 2025
TBC			Bowls	21 April 2025
TBC			Civic Parade and Service	05 May 2025

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## Sandbach Town Council 15 May 2024

### General Power of Competence (GPoC) and Local Council Award Scheme (LCAS)

The General Power of Competence grants local authorities and certain other types of bodies in England, local authorities in Wales, and local authorities in Northern Ireland the ability to do “anything that individuals generally may do.”

The key points are as follows:

The GPC was introduced by the Localism Act 2011 and took effect in February 2012;

It allows local councils (including district, county, and unitary councils) to act similarly to individuals, as long as their actions don't violate other laws;

Freedom: Local councils no longer need to search for specific powers to act. GPC gives them the power to do anything an individual can do;

Examples:

- A local council can run a community shop or post office (similar to what an individual can do)
- It can set up a company to provide a service

Limitations:

- Some actions (e.g., creating byelaws, raising a precept, issuing fixed penalty notices) require specific original legislation
- Delegating decisions to individual councillors remains a procedural matter enshrined in law

Encouragement: The government hopes that GPC gives local councils confidence to act for their communities, providing cost-effective services and facilities;

Scope: Local councils can undertake activities using GPC anywhere, not just within the parish;

In order to qualify to use the Power, councils must demonstrate that they are eligible so to do.

Eligibility is shown by having;

(1) a qualified Clerk,

(2) at least two thirds of the members have stood for election, and

(3) the council has resolved at the relevant annual meeting that it meets those conditions.

### **Local Council Award Scheme**

This Scheme is run by the National Association of Local Councils (NALC) for the following purpose:

‘THE LOCAL COUNCIL AWARD SCHEME EXISTS TO CELEBRATE THE SUCCESSES OF THE VERY BEST LOCAL COUNCILS, AND TO PROVIDE A FRAMEWORK TO SUPPORT ALL LOCAL COUNCILS TO MEET THEIR FULL POTENTIAL’

Councils can apply for Foundation, Quality and Quality Gold levels.

The Council is now eligible to apply for the LCAS at Quality Level, and it is recommended that this is achieved by the end of the calendar year. The scheme requires the Council to formally resolve that all documents are prepared to the required standard, once it is ready to make the submission and this will be brought to a future Council meeting. Quality Gold should be an aspiration for the Council the following year.

Achievement of these awards should provide assurance to all parties that the Council is a well managed organisation.