



SANDBACH
Town Council

SANDBACH TOWN COUNCIL MEETING AGENDA

Agenda for the meeting to be held on **Wednesday, 18th December 2024** at **7.00pm**
in **Sandbach Town Hall**.

Apologies should be made prior to
5pm on the day of the meeting.

Opening Reflections

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF ACCEPTANCE OF OFFICE (ELWORTH WARD)

Lead: Chair

Action: *For the recently elected Elworth Ward Councillor to sign declaration of acceptance of office and will immediately join the council meeting.*

3. DECLARATIONS OF INTEREST

To provide an opportunity for members and Officers to declare any disclosable pecuniary and non-pecuniary interests in relation to any item on the agenda.

4. CHESHIRE EAST COUNCIL SANDBACH MATTERS

Lead: *Cllr Corcoran*

Action: *To provide a verbal update on CEC Sandbach matters.*

5. EXCLUSION OF PUBLIC AND PRESS

Action:

To consider that under the Public Bodies (admission to Meetings) Act 1960, the public and accredited representatives of newspaper be excluded from the meeting for item 22 and any items of business on this agenda on grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

6. MAYOR'S COMMENTS

PUBLIC QUESTIONS

The Town Mayor will adjourn the meeting to allow questions from members of the public relating to items on this agenda. After the questions the Town Mayor will reconvene the Town Council Meeting.

If a member of the public wishes to speak to an item which is NOT on the agenda, we request that written confirmation of the question to be raised is received by the Sandbach Town Council office three working days prior to the meeting, via info@sandbach.gov.uk

7. **TO APPROVE THE MINUTES OF THE EGM TOWN COUNCIL MEETING HELD ON 30th SEPTEMBER 2024 [ATTACHED].**
8. **TO APPROVE THE MINUTES OF THE EGM TOWN COUNCIL MEETING HELD ON 15th OCTOBER 2024 [ATTACHED].**
9. **TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 04th DECEMBER 2024 [ATTACHED].**
10. **TO NOTE THE MINUTES OF THE MEETINGS OF THE PERSONNEL COMMITTEES HELD ON 21st NOVEMBER 2024.**
[Link:<https://sandbach.gov.uk/wp-content/uploads/2024/12/Personnel-Minutes-241121.pdf>]
11. **TO NOTE THE MINUTES OF THE MEETINGS OF EXTRAORDINARY FINANCE POLICY & GOVERNANCE COMMITTEE HELD ON 3rd DECEMBER 2024 (DRAFT).**
[Link:<https://sandbach.gov.uk/wp-content/uploads/2024/12/241203-FPG-Minutes.pdf>]
12. **MATTERS ARISING**
 - 12.1 **Policy/Process Review - Personnel Committee 10 December 2024**
Lead: Chair / Cllrs Broad / Arnold
Action: *Approve additional visit from JDH Auditor for full policy/process status review. Delegate arrangements and meeting to the Deputy Chief Officer and a Cllr.*
 - 12.2 **Youth Council - Personnel Committee 10 December 2024**
Lead: Chair / Cllrs Broad / Arnold
Action: *To consider current recruitment and vacancy status for the Youth Club, where a date of commencement and venue are unconfirmed, and decide on next steps.*
 - 12.3 **Additional Services - Personnel Committee 21 November 2024**
Lead: Chair / Cllrs Broad / Arnold
Action: *To recommend to Full Council whether or not to employ additional services on a temporary basis to ensure back log of work is completed.*
 - 12.4 **Personnel Matter - Personnel Committee 21 November 2024**
Lead: Chair / Cllrs Broad / Arnold

Action: *To recommend approval of the decision by the Personnel Committee to Full Council relating to a personnel matter.*

13. MARKET TRANSIT VAN REPLACEMENT UPDATE

Lead: Chair / Clerk

Action: *To discuss and agree future steps.*

14. MEMBER'S ITEM – PURCHASE OF SPEED INDICATOR DEVICE

[Attached: Member's item form]

Lead: Cllrs N Cook, M Hough, M Muldoon, K England, T Wheatcroft

Action: *To approve the purchase of one mobile speed indicator device, and the installation of 5 poles across the Parish of Sandbach, at a total cost of £9,000, to be funded from the Council's General Reserves.*

15. MEMBERS ITEM – WHITE RIBBON ACCREDITATION

[Attached: Member's item form]

Lead: Cllrs N Cook & M Hough

Action: *To approve that the Council applies for White Ribbon accreditation and undertakes the necessary actions required.*

16. MEMBER'S ITEM – BLEED CONTROL KITS

[Attached: Member's item form]

Lead: Chair / Cllrs Cllr Gray

Action: *To approve the submission of a grant application to the Police and Crime Commissioner SWAP fund on behalf of Sandbach Town Council for £5,000; for bleed control kits and appropriate cabinets to support storage of both Bleed control kits and AED equipment (defibrillators) where the latter is required.*

17. COMMUNITY CINEMA

Lead: Cllr Wheatcroft

Action: *to discuss and consider funding possibilities.*

18. CIL SPEND RECCOMENDATIONS

Lead: Chair / Cllrs Cook / Arnold

Action: *to discuss and consider spending options.*

19. HEALTH & SAFETY POLICY AND HANDBOOK UPDATE

[Link:

<https://sandbach.gov.uk/wp-content/uploads/2024/12/Sandbach-Town-Council-Health-and-Safety-Policy-Manual-Aug-2024-3.pdf>

<https://sandbach.gov.uk/wp-content/uploads/2024/12/Sandbach-Town-Council-Health-and-Safety-Handbook-Aug-2024-1-1.pdf>]

Lead: Chair

Action: *To approve the proposed updated WorkNest Health and Safety Policy and Handbook.*

20. TIME OUT GROUP USE OF TOWN HALL

[Attached: Time Out Group Information]

Lead: Chair

Action: *To consider the request of the Time Out Group for free use of the Town Hall Charter Room for use during charity functions.*

21. 2025 EVENT DATES CALENDAR

[Attached: Sandbach Town Council Events 2025 document]

Lead: Chair

Action: *to discuss and approve the 2025 Sandbach Town Council Events calendar.*

22. CONFIDENTIAL STAFFING UPDATE

Lead: Chair

Action: *To receive a verbal update from the Mayor, consider and agree next steps.*

23. CORRESPONDENCE

No correspondence has been received for this agenda.

24. ITEMS FOR FUTURE MEETINGS & PUBLICITY

Lead: Chair

Action: *To propose items to be considered on the next Agenda and items for publicity.*

25. DATE, TIME AND PLACE OF NEXT MEETING

The next Town Council Meeting is the taking place on Wednesday 22nd January 2025 at 7pm in Sandbach Town Hall



SANDBACH
Town Council

SANDBACH TOWN COUNCIL MEETING AGENDA

Minutes of the meeting held on **Monday, 30th September 2024** at 7.00pm in
Sandbach Town Hall, Ballroom.

Present:

Cllr A Nevitt (Mayor)
Cllr J Arnold (Deputy Mayor)
Cllr S Corcoran
Cllr N Cook
Cllr T Wheatcroft
Cllr M Muldoon
Cllr S Broad
Cllr R Gray
Cllr S Richards
Cllr S Wright
Cllr K England
Cllr D Poole
Cllr G Lindop
Cllr J Beddows
Cllr G Price Jones
Cllr M Hough
Cllr M Mitchell
Mrs. N. Clarke – Clerk to meeting
 8 members of the public
 1 member of the press

PART 1 : ITEMS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs D Hegarty and S Richards.

2. DECLARATIONS OF INTEREST

None.

3. EXCLUSION OF PUBLIC AND PRESS

Resolved: Under the Public Bodies (admission to Meetings) Act 1960, the public and accredited representatives of newspaper be excluded from the meeting for items 8 and 9 of business on this agenda on grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

PUBLIC QUESTIONS

The Town Mayor adjourned the meeting to allow contributions and questions from members of the public relating to items on the agenda.

Speaker 1: The resident expressed their anger relating to the political sniping on social media in Elworth based on the Speedwatch team. Sandbach Town Council should not be political and needs changing.

Speaker 2: The speaker queried how the Town Council had made the error with the recent by-election. The speaker urged the Town Council to co-opt rather than go through another election to save £12,000.

Speaker 3: The speaker, being the winning candidate of the by-election, spoke of their anger and how they are lost for words for the way they have been treated. The speaker is especially disappointed with the misleading comments posted on social media about the error made by Sandbach Town Council.

4. ELECTION UPDATE

Lead: Mayor

The Mayor read out a statement on behalf of Sandbach Town Council sincerely apologising to the winning candidate of the by-election and that they are unable to take up the position of Town Councillor. The Mayor explained that the Declaration of Acceptance of Office was not completed within the time frame of the by-election and therefore the winning candidate was never a Councillor. The vacancy has now been posted with the electorate having 14 days to submit 10 names if another election is to be called. If not, a co-option can take place to the vacant post.

It was confirmed that failure to complete the Declaration of Acceptance of Officer was an Sandbach Town Council officer error, not the winning candidate.

Members spoke of their disappointment of the error and that the winning candidate had made an impact as a candidate from the beginning, working with Elworth residents in various campaigns. Concerns were raised that the Speedwatch campaign would stop now. The general consensus is that a co-option of the winning candidate would be the preferred option as the winning

candidate had won the support of the electorate, however, it is acknowledged that the democratic process allows 10 members of public to request an by-election.

5. CORRESPONDENCE

None.

6. DATE, TIME AND PLACE OF NEXT MEETING

The next Town Council Meeting is the taking place on Wednesday 4th December 2024 at 7pm in Sandbach Town Hall.

PART 2 : ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

7. WORKNEST PAYMENT

Lead: Mayor

The Mayor gave an explanation on why a payment is needed for the use of Worknest in confidential HR matters. The Mayor and Deputy Mayor answered members questions.

Resolved:

- i) *To approve a payment to a maximum of £3,000 for HR support from the HR and H&S budget, provided there is sufficient budget.*
- ii) *To approve a virement from the General Reserves budget if there is insufficient budget in the HR and H&S budget.*
- iii) *To bring further information to a future Town Council meeting to clarify the cover provided in the Worknest contract and how the contract was negotiated.*

8. CONFIDENTIAL STAFFING UPDATE

Lead: Cllr John Arnold

Cllr Arnold informed members of a staffing issue and read an email received from a member of staff to councillors. A lengthy discussion took place on the matter and next steps.

Cllr Arnold confirmed the use of Worknest in the process to ensure correct procedure is followed and that they are following their guidance.

Resolved: To delegate that the Mayor work with Worknest in the matter and that if a resignation is submitted the Mayor has delegated powers as to whether or not to accept the resignation.

Meeting Closed 8.20 p.m.
Mayor Cllr A Nevitt / Meeting Clerk NC

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SANDBACH
Town Council

SANDBACH TOWN COUNCIL MEETING AGENDA

Minutes of the meeting held on **Tuesday, 15th September 2024** at 7.00pm in
Sandbach Town Hall, Ballroom.

Present:

Cllr A Nevitt (Mayor)
Cllr J Arnold (Deputy Mayor)
Cllr S Corcoran
Cllr N Cook
Cllr L Crane
Cllr T Wheatcroft
Cllr M Muldoon
Cllr S Broad
Cllr S Wright
Cllr K England
Cllr D Poole
Cllr J Beddows
Cllr G Price Jones
Cllr M Hough
Cllr M Mitchell
Cllr D Hegarty
Mrs. N. Clarke – Clerk for the meeting

1 member of the public

1 member of the press

PART 1 : ITEMS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs R Gray, G Lindop, L MacGregor and S Richards.

2. DECLARATIONS OF INTEREST

None.

3. EXCLUSION OF PUBLIC AND PRESS

Resolved: Under the Public Bodies (admission to Meetings) Act 1960, the public and accredited representatives of newspaper be excluded from the meeting for items 8 and 9 of business on this agenda on grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

PUBLIC QUESTIONS

The Town Mayor adjourned the meeting to allow contributions and questions from members of the public relating to items on the agenda.

Speaker 1: A member of the press asked if there is an investigation underway at Sandbach Town Council? The mayor confirmed that she is unable to answer the question.

4. CORRESPONDENCE

None.

5. DATE, TIME AND PLACE OF NEXT MEETING

The next Town Council Meeting is the taking place on Wednesday 4th December 2024 at 7pm in Sandbach Town Hall.

PART 2 : ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

6. CONFIDENTIAL STAFFING UPDATE

Lead: Mayor

The Mayor expressed dismay and anger that confidential information had been leaked to the press which now puts the council at great risk. Clarification was sought on who had access to the information with confirmation that it was only councillors. Councillors voiced concerns that leaks could undermine the current work being dealt with by a group of councillors and gave backing to the work taking place to conclude the staffing matter.

Cllr. Arnold updated members on confidential staff matters and that professional advice has been sought throughout the process to ensure compliance. Councillors were informed of how much of the current budget has been spent on professional services. Cllr. Mitchell quoted Standing Order 19 e in relation to different matter.

Resolved: To approve:

- i. expenditure of up to £10,000 for professional services from an appropriate available budget heading or from general reserves
- ii. that Standing Orders and personnel procedures are taken to Finance, Policy and Governance Committee for review.

Meeting Closed 8.00 p.m.
Mayor Cllr A Nevitt / Meeting Clerk NC

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SANDBACH
Town Council

SANDBACH TOWN COUNCIL MEETING AGENDA

Minutes for the meeting held on **Wednesday, 04th December 2024 at 7.00pm** in **Sandbach Town Hall**. The meeting will be Clerked by the Chief Officer.

Present Councillors

Cllr A Nevitt (Mayor)
Cllr J Arnold (Deputy Mayor)
Cllr S Corcoran
Cllr N Cook
Cllr S Wright
Cllr K England
Cllr D Poole
Cllr J Beddows
Cllr G Price Jones
Cllr L MacGregor
Cllr L Crane
Cllr D Hegarty
Cllr M Hough
Cllr M Mitchell

Officers

J Barber (Deputy Chief Officer)
P Gorzka (meeting Clerk)

PART 1 : ITEMS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs T Wheatcroft, M Muldoon, S Broad, R Gray, S Richards and G Lindop.

2. DECLARATIONS OF INTEREST

Declaration of a pecuniary and prejudicial interest were made by Cllr Cook in respect of item 11.3 and 20. Cllr Cook withdrew from debate and voting for these items.

Declaration of a non-pecuniary and non-prejudicial interest were made by Cllr Nevitt in respect of item 20. There was no stated intention to withdraw from debate or voting for these items.

3. CHESHIRE EAST COUNCIL SANDBACH MATTERS

Resolved: *The inclusion of the item on the 18th of December 2024 Full Council meeting was notes.*

4. EXCLUSION OF PUBLIC AND PRESS

Resolved:

Under the Public Bodies (admission to Meetings) Act 1960, the public and accredited representatives of newspaper be excluded from the meeting for item 25 of business on this agenda on grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

5. MAYOR'S COMMENTS

The Mayor provided a summary of her community engagements since the last meeting, including the Light Switch-on Competition organised in collaboration with Sandbach Library, she briefly spoke about the competition winner who she described as an "absolute joy".

Appreciation was expressed to the office staff for their hard work and to the councillors who volunteered their assistance. Attendees were also reminded of the annual Tree of Light event scheduled for the following day.

PUBLIC QUESTIONS

The Mayor adjourned the meeting to allow presentations and questions relating to items on this agenda from members of the public.

Speaker 1. Sarah Bradley. The speaker addressed item 6 on the agenda, noting the absence of items 18-21 from the previous meeting, which had been deferred to this agenda due to time constraints. These items, including one concerning the Speed Indicator Device, were missing. The speaker expressed support for the Speed Indicator Device and requested that the Council include these items in the agenda for the next Full Council meeting.

Speaker 2. Peter Jennings. The speaker commented on item 27. He apologised for the comments he made about his interpretation of the budget figures at the previous Finance, Policy and Governance meeting which were not completely correct. However, the speaker acknowledged the positive outcome of mentioning the Skatepark Project at a public meeting and asked that referring to item 27 the Council "hit the ground running in 2025".

The speaker also asked the Council about the deferred items of the previous meeting.

Cllr Nevitt. Apologised for the omission of the deferred items and will make sure they are included on the next Full Council meeting which is planned to take place on the 18th of December 2024.

Cllr Corcoran. Informed the meeting of the technical reasons behind the absence of school signage on the Hill in response to Speaker 1. He also expressed support for the reinstated Speed Watch Scheme and encouraged those interested in participating to contact him directly.

Speaker 3. Martin Forster (Sandbach Transport Festival). Thanked the Council for the funding of the 2024 Transport Festival providing the meeting with details of the funding. He detailed current new plans and changes for the 2025 festival, this includes an increase in available toilets, a new BMX stunt team performance, and a vintage double decker bus to drive around town providing free rides.

The Mayor reconvened the meeting.

6. TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11th SEPTEMBER 2024 [ATTACHED].

Resolved: *The minutes of the meeting of 11th September 2024 were approved as an accurate record with an amendment to the presence of Cllr L MacGregor.*

7. TO APPROVE THE MINUTES OF THE EGM TOWN COUNCIL MEETING HELD ON 30th SEPTEMBER 2024 [ATTACHED].

Cllr L Crane and L MacGregor raised necessary amendments to the record of their presence during this meeting.

Resolved: *The approval of the minutes was deferred to the next Full Council meeting to investigate the audio of the meeting in regard to an amendment to item 4 raised by Cllr Cook.*

8. THE MINUTES OF THE MEETINGS OF THE PLANNING, CONSULTATION ENVIRONMENT COMMITTEES HELD ON 23rd SEPTEMBER 21st OCTOBER, AND 18th NOVEMBER 2024 (DRAFT) WERE NOTED.

9. THE MINUTES OF THE MEETINGS OF THE PERSONNEL COMMITTEES HELD ON 23rd OCTOBER 2024 (DRAFT) WERE NOTED.

10. THE MINUTES OF THE MEETINGS OF FINANCE POLICY & GOVERNANCE COMMITTEE HELD ON 20th NOVEMBER 2024 (DRAFT) WERE NOTED.

11. ASSETS & SERVICES POSTPONED ITEMS

11.1 Masonry Survey – Capital Assets Strategy

[Commissioned Masonry Survey circulated to members separately]

Lead: Chair

Members discussed the extensive work outlined in the survey regarding the Town Hall and acknowledged its necessity.

Resolved: *The survey and its implications were considered and noted.*

11.2 Town Hall Equipment Replacement

[Attached: Report from the Chief Officer]

Lead: Chair

The Deputy Chief Officer informed the meeting on the current condition of the Town Hall chairs, this includes incidents of damages as a result of loose screws. Members then debated necessary equipment renewals for the Town Hall including PA equipment.

Resolved: *The purchase of 180 banquet chairs at a cost of £6,158.24 (excluding VAT), and dispose of fully depreciated old stock, funded by a transfer of revenue budget from Town Hall Repairs (CODE 180/6120,) which is currently underspent, to Town Hall Equipment Renewals (CODE 180 / 6230) was approved.*

11.3 Market Store Refurbishment / Repurposing

[Attached: Report from the Chief Officer]

Lead: Chair

Resolved: *The item was postponed to a later Full Council meeting in 2025 for the purpose of gathering more information including quotations.*

12. 2025-26 BUDGET & RESERVES

[Attached: Budget Report and Supporting Documents]

Lead: Chair / Finance, Policy & Governance Committee Chair

Cllr Arnold briefed the Council on the outcome of discussions regarding the budget report, including the addition of earmarked reserves for environmental projects.

Cllr England expressed his disapproval of the budget report, reiterating his view that it should not proceed. In response, Cllr Crane highlighted the consequences of failing to set the budget within the required deadline.

Cllrs Mitchel and Corcoran, responding to Cllr England, spoke in favour of the budget, noting positive changes made to the report as a result of feedback.

Councillors acknowledged that there are always opportunities to improve a budget and expressed hope that Cllr England's input would contribute to future improvements.

Members discussed the data used to prepare the report and its impact on the accuracy of the budget. Cllrs Cook and England raised different reasons for potentially delaying the approval of the budget to a later meeting to allow for a more informed decision. This included a perceived conflict in the Council's Standing Orders raised by Cllr Cook. Cllr Arnold addressed this concern, clarifying that the matter had been investigated and discussed at the previous

Finance, Policy & Governance Committee meeting and was found not to constitute a conflict in the Standing Orders.

Resolved by Named Vote [All members present in favour except Cllr D Poole (Against), Cllr K England (Against), Cllr N Cook (Against)]: *Following the recommendation of Finance, Policy & Governance Committee at its meeting on 3 December 2023, Council approved the following:*

- i. To allocated £8,000 from general reserves to earmarked reserves for environmental projects.*
- ii. A 2025-26 net expenditure and precept level of £815,067 as presented.*
- iii. A Council Tax (Band D) rate per household of £90.87, representing increase of 4.65% as presented.*

13. CALENDAR OF MEETINGS UPDATE

Lead: Chair

Members spoke in approval of more regular meetings as a means of reducing the overall number of items on meeting agendas. Cllr Price Jones proposed an amendment to exclude August from the proposal.

Resolved: *that Council would move to a pattern of monthly meetings per year with no meeting in August.*

14. COMMITTEE UPDATE – PERSONNEL

Lead: Chair

Resolved: *the nomination of Cllr Broad was as the new Chair of the Personnel Committee was approved.*

15. COMMITTEE COPTION

Lead: Chair

Action: *It was agreed that Cllr S Wright would be co-opted as a member of the Planning, Environment and Consultations Committee, the Personnel Committee, and the Communities and Events committee.*

16. GRANT FEEDBACK – TRANSPORT FESTIVAL

[Attached: Grant Feedback Form & Supporting Documents]

Lead: Chair

Members commented on the success of the Transport Festival and its importance to the community.

Resolved: *the feedback was noted.*

17. TRANSPORT FESTIVAL 2025 FREE USE OF SMALL COMMON CAR PARK REQUEST

Lead: Chair

Resolved: *The request of the Transport Festival Committee for the free use of the Small Common Car Park for next year's festival dates with consideration of the weight limit was approved.*

18. MEMBER'S ITEM – BLEED CONTROL KITS

[Attached: Member's item form]

Lead: Chair / Cllrs Cllr Gray

Resolved: *this item was deferred to the Full Council meeting on the 18th of December 2024.*

19. RESIDENT CENTENARIAN GIFT

Lead: Chair

Cllr Cook raised an amendment to the proposal to include any Sandbach resident that celebrates their 100th birthday as recipient of a floral tribute to be gifted on behalf of Sandbach Town Council.

Members then discussed further details of the amended proposal, this included the costings, and the formal process of verifying the resident age and other details.

Resolved: *For a process to be established for residents to apply for a floral tribute in celebration of the 100th birthday of any Sandbach resident. Upon verification of the application, the Mayor will present the floral tribute on behalf of Sandbach Town Council.*

20. SANTA'S SLEIGH RANGER VAN USE

Lead: Chair

Members briefly discussed whether the approval for the use of the Ranger Van for Santa's Sleigh should require annual re-approval or if ongoing approval could be granted.

Resolved: *The Mayor's verbal approval for the use of the Ranger Van for this year's Santa's Sleigh was approved.*

21. MARKET TRANSIT VAN REPLACEMENT UPDATE

[Attached: Market Transit Van Purchase & Update Report]

Lead: Chair

The postponed purchase of a new Market Transit Van, actioned by the Chief Officer's Office using the income generated from the disposal of the old Market Transit Van and two trailers, was discussed by Members.

Cllr Crane raised a point of order, noting that the approval of the van for the net cost of £15,000 was already approved by the Council, and cannot be revisited.

Cllr Poole voiced opposition to the increase and proposed a continuation of the renting of the Market Transit Van. The Deputy Chief Officer informed the meeting on the reasoning behind the purchase as opposed to continual renting.

Cllr Crane, upon reviewing the original resolution, clarified that the Council had agreed to the purchase of the van at a maximum 'net cost' of £15,000. She further interpreted that the use of income generated from the disposal of the old van and two trailers was already approved at the previous meeting. Given differing understandings of the term 'net cost,' Cllr Crane proposed deferring the item to allow for an informed vote.

Resolved: *this item was deferred to the Full Council meeting on the 18th of December 2024.*

22. FACILITIES PROJECTS UPDATE

[Attached: Facilities Projects Update Report]

Lead: Chair

Action: *The report has been noted.*

23. RANGER UPDATE

[Attached: Ranger Service Update Report]

Lead: Chair

The Mayor and Members spoke in favour of the new Ranger and his work.

Action: *The report has been noted.*

24. OPERATIONS ASSISTANT UPDATE

[Attached: Operations Assistant Update Report]

Lead: Chair

Action: *The report has been noted.*

26. CORRESPONDENCE

No correspondence has been received for this agenda.

27. ITEMS FOR FUTURE MEETINGS & PUBLICITY

Lead: Chair

Action:

- i. *It was noted that the Community Cinema and Additional Cleaning Spend will be discussed at the next meeting.*
- ii. *Propose items to be considered on the next Agenda were as follows: items 11.3, 18 and 21 from this agenda, the Minutes of the meeting from the 15th of October, items 18-21 from the previous Full Council agenda as mentioned by Speaker 1.*

28. DATE, TIME AND PLACE OF NEXT MEETING

The next Town Council Meeting is the taking place on Wednesday 18th December 2024 at 7pm in Sandbach Town Hall

PART 2 : ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

25. CONFIDENTIAL STAFFING UPDATE

Lead: Chair

Resolved: *The verbal update was noted.*

Meeting Closed at 08.34 pm

Cllr A Nevitt (in the Chair)

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 To be completed by
 Office

MEMBERS ITEM MOTION FORM

To be completed by the Proposing Member

Please ensure that all areas are complete and provide supporting information as necessary. Failure to provide the relevant information could result in delay or rejection of your motion.

Submitted by:	Cllr Cook, England, Hough, Muldoon and Wheatcroft
Date submitted:	1 st September 2024
Date Received by Chief Officer:	

MEETING INFORMATION

MEETING:	Full Council
DATE:	11 th September 2024 / 18 th December 2024

Ensure that this form is delivered at least 10 clear days before the meeting.

Item to be discussed in the presence of public and press? Yes
 If no, please outline the reason why. n/a

TITLE OF MOTION: Purchase of a Mobile Speed Indicator Device and 5 poles

Wording of Motion (to be included on the agenda):

Member's Item (Cllr Cook, England, Hough, Muldoon and Wheatcroft – Purchase of Mobile Speed Indicator Device)

Action: To approve the members proposal

Will you provide a supporting report? As per motion request form

ABOUT YOUR MOTION

Provide an outline of your plan:

To purchase one mobile speed indicator device, and the installation of 5 poles across the Parish of Sandbach.

What is the purpose and benefits?

Over 24 months (2021 & 2022) 17 road traffic collisions occurred in the Parish of Sandbach 3 of which were serious which were related to speed. It is well evidenced that speed is a contributory or causal factor in the majority of road traffic incidents, the consequence of which both takes lives and causes life affecting injuries. Concerns about speed is something which is regularly also raised by residents, as something which both concerns them and affects them.

According to the Cheshire East Speed Management Strategy Speed Indicator Devices (SIDs) have shown to positively affect speed management in a geographic area. SIDs also provide invaluable information as to the times of day when speed is a particular problem within a 24 hour period (SIDs record date, time and speed. They do not record vehicle registration details). SIDs therefore provide invaluable information to the Police and other agencies to inform effective enforcement.

Cheshire East Council no longer provide SIDs but are providing expertise to local Town and Parish Councils who want to take a proactive approach to speed management and wish to purchase a SID. As part of this proposal the Road Safety Manager at Cheshire East Council has provided invaluable feedback in the selection of the SID.

Conversations have also taken place with the Community Sergeant of Sandbach Neighbourhood Policing Team. Sandbach Police are fully supportive of this proposal. An application was made to secure funding for a SID by the local police team to the Police Crime Commissioner however this application was unsuccessful. In any case the funding would only have funded the device but not the poles which are essential.

It is suggested that one SID is purchased by Sandbach Town Council. In addition that 5 poles are purchased. (one for Town Ward, one for Wheelock & Ettiley Heath, one for Sandbach Heath and East and two for Elworth (Abbey Road and Station Road have been highlighted as particular concerns by the Police). As these posts would be installed onto the public highway Cheshire East Council have to install these posts.

The specification of the SID is attached. A solar battery version is suggested as it then requires no hard wiring. Cheshire East Council have confirmed that an officer of Sandbach Town Council could easily remove the SID, as takes place in other Councils, and then move to another location, as it is simply bolted onto the post with a screw fix.

How is your plan relevant to our Corporate Objectives?

Yes

An Agenda for Health and Wellbeing:-

Work with the Police and other partners on community safety initiatives

Lobby for road improvements and maintenance which improves safety (The SID data will help to inform where speed is a particular challenge so as to inform targeted road improvements)

Timetable for Implementation:

As soon as possible.

Decision at full Council with delegated action to the Chief Officer would allow the purchase of the SID. The Chief Officer, through delegated powers, could then place an order with Cheshire East Council for the purchase and installation of the poles. The Cheshire East Highways Manager has indicated that they would be a point of contact for the Chief Officer

Budgetary Implications:

What is the expected cost?

£3480 + Vat and delivery – Speed Indicator Device

Installation of 5 poles by Cheshire East Council at £1000 each – Total £5000

A total cost of £8480 + VAT + Delivery. Total budget requested of £9000 to allow contingency

Is there a budget available?

No

If not, how do you feel it might be funded?

General Reserves – there is no on-going revenue consequences of this request so is a very appropriate request of reserves and will have no bearing on future precept considerations

Consultation and Stakeholder Engagement

Who will this affect?

All 4 Wards will be represented by this item

Is there a requirement to consult/engage before a decision is made?

No

If not, why?

Cheshire Police and Cheshire East Council have been engaged with the proposal. Residents have also provided feedback to Councillors on the importance of managing speed across the Parish

Resource Implications (staff / comms / assets)

Please list all resources required to deliver your proposal, do not forget to include the time of Councillors and Staff.

A member of Council staff will need to move the SID around areas of Sandbach. It is suggested that this will take place once a month. It requires the SID to be removed and re-fixed in areas around the Parish of Sandbach.

At the same time the data which is uploaded on the SD card will need to be downloaded onto a computer.

What is the environmental impact (if any)?

None. The SID is solar powered

Are you willing to be Lead Councillor for this proposal? Any of the 5 Councillors are happy to be a point of contact

Office Use	
Considered by Chief Officer / Mayor Date:	
Approved: Yes / No	Meeting and Date of Meeting:
Rejected: Yes / No	Reason for Rejection
Notes:	
Proposer Notified of Decision:	



To be completed by
Office

MEMBERS ITEM MOTION FORM

To be completed by the Proposing Member

Please ensure that all areas are complete and provide supporting information as necessary. Failure to provide the relevant information could result in delay or rejection of your motion.

Submitted by:	Councillor Hough and Councillor Cook
Date submitted:	1 st September 2024
Date Received by Chief Officer:	

MEETING INFORMATION

MEETING:	Full Council
DATE:	11 th September 2024 / 18 th December 2024

Ensure that this form is delivered at least 10 clear days before the meeting.

Item to be discussed in the presence of public and press? Yes / No
If no, please outline the reason why.

TITLE OF MOTION: To apply for White Ribbon Accreditation

Wording of Motion (to be included on the agenda):

Councillor Hough and Cook – Apply for White Ribbon Accreditation
To approve member's item

Will you provide a supporting report? As per member's item

ABOUT YOUR MOTION

Provide an outline of your plan:

To apply for White Ribbon Accreditation:-

For Full Council to formally confirm that they want to seek White Ribbon Accreditation

For at least one elected member to become a White Ribbon Ambassador (all Councillors who wish to be an Ambassador could enrol it is not limited to one)

To establish a Lead Contact for the Council with the White Ribbon Organisation (this could be an Officer or a Member)

To establish a White Ribbon Steering Group from Members, Officers and other interested organisations

Following confirmation of accreditation to submit a three year action plan within 6 months of accreditation

Please see application pack and Action plan for Town and Parish Councils as appendix 1 and 2

What is the purpose and benefits?

The White Ribbon is the globally recognised symbol to end men's violence against women and girls. Since the inception of the White Ribbon movement 35 years ago in Canada, the White Ribbon has become an important symbol in the fight to end gender-based violence.

Allyship is a central message of the White Ribbon; it represents men taking responsibility to challenge this issue and being allies, every day, to stop violence against women and girls before it starts.

The value of becoming White Ribbon Accredited includes:

- Sandbach Town Council to be committed to positive change and champion a community where everyone feels that they belong.
- Taking a holistic and positive approach to bringing about gender equality and ending men's violence against women.
- Demonstrating sustained commitment to preventing men's violence against women by making changes in the way priorities are determined via our organisational culture and the things that support this such as our HR policies
- Upskilling staff and members to become a community of changemakers with the understanding and strategies to make a difference.

Crewe Town Council, Congleton Town Council, Cheshire Police, Cheshire Fire and Rescue Service and Network Rail are just some of the 100s of organisations who already have White Ribbon Accreditation

How is your plan relevant to our Corporate Objectives?

AN ENGAGED COMMUNITY Developing a sense of civic pride across all age groups, improving the level of public engagement and providing a place where people feel positive and safe, promoting equality, diversity and inclusivity.

AN AGENDA FOR HEALTH AND WELLBEING Investing in, enabling and campaigning for services that promote healthy and safe lifestyles. Improve and increase leisure assets and promote arts and culture.

A COUNCIL TO DELIVER Developing the capacity and skills within the Council to equip it to deliver the community facing priorities efficiently and effectively and to use resources wisely and responsibly.

Timetable for Implementation:

To formally approve a decision to seek accreditation at Full Council.

To apply for accreditation within one month of this decision

To complete an action plan within 6 months of confirmation of accreditation

<p><i>Budgetary Implications:</i> There are no costs to accreditation. Costs maybe associated with the actions agreed within the action plan however these are currently unknown</p> <p>Is there a budget available?</p> <p>N/a</p> <p>If not, how do you feel it might be funded?</p>
<p><i>Consultation and Stakeholder Engagement</i> Who will this affect?</p> <p>All Council staff and members as well as influencing the Sandbach community</p> <p>Is there a requirement to consult/engage before a decision is made?</p> <p>No</p> <p>If not, why?</p> <p>This aligns with the corporate strategy. The Steering Group which will be established will also be a forum for consultation. The action plan developed will also be submitted to Council prior to submission</p>
<p><i>Resource Implications (staff / comms / assets)</i></p> <p>Please list all resources required to deliver your proposal, do not forget to include the time of Councillors and Staff.</p> <p>Chief Officer or other delegated staff member as a point of contact for the White Ribbon Organisation Staff support in organising and providing administrative support and other expertise to the Steering Group All other resources as yet unknown as the action plan has not yet been developed</p>
<p><i>What is the environmental impact (if any)?</i></p> <p>None</p>
<p>Are you willing to be Lead Councillor for this proposal? Councillor Hough would lead as the Diversity Champion</p>

Office Use	
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Approved: Yes / No	Meeting and Date of Meeting:
Rejected: Yes / No	Reason for Rejection
Notes:	
Proposer Notified of Decision:	


 To be completed by
 Office

MEMBERS ITEM MOTION FORM

To be completed by the Proposing Member

Please ensure that all areas are complete and provide supporting information as necessary. Failure to provide the relevant information could result in delay or rejection of your motion.

Submitted by:	Cllr Gray
Date submitted:	28.11.2024
Date Received by Chief Officer:	28.11.2024

MEETING INFORMATION

MEETING:	Town Council
DATE:	04 December 2024 / 18 December 2024

Ensure that this form is delivered at least 10 clear days before the meeting.

Item to be discussed in the presence of public and press? Yes / No
 If no, please outline the reason why.

TITLE OF MOTION: Bleed Control Kits - Grant

Wording of Motion (to be included on the agenda):

To submit a grant application to the Police and Crime Commissioner SWAP fund (<https://www.cheshire-pcc.gov.uk/what-the-commissioner-does/community-funding/SWAP-Fund/>) on behalf of Sandbach Town Council for £5,000; for bleed control kits and appropriate cabinets to support storage of both Bleed control kits and AED equipment (defibrillators) where the latter is required.

Will you provide a supporting report? Yes/No?

ABOUT YOUR MOTION

Provide an outline of your plan:

Purchase appropriate sized cabinets to support AED and Bleed Kit storage with combined bleed control kits: (10 units)
 Replace existing AED cabinets and install the new combined cabinets

What is the purpose and benefits?

This equipment has been life saving in other areas. In accidents or crimes. This is a preventative measure to ensure we have lifesaving facilities available if needed. Other

councils have also installed these alongside AED equipment e.g. Crewe,
<https://www.crewetowncouncil.gov.uk/crewe-town-council-launches-defibrillator-directory-for-crewe/#:~:text=All%20of%20the%20Crewe%20Town,Gloves.>

How is your plan relevant to our Corporate Objectives?

This is a improvement on community safety

Timetable for Implementation:

Aim to complete by end of January 2025

Don't forget to include approval routes via Committee and Council if required.

Budgetary Implications:

What is the expected cost?

Approx. £7,000. Anything not used will be returned.

Is there a budget available?

Request £5,000 via Police and Crime commissioner SWAP fund.

Request £2,000 from Sandbach Town Council

If not, how do you feel it might be funded?

Public donations pages

If insufficient funding is available to support upgrade of 10 AED locations then a reduce number of units may have to be upgraded instead

Consultation and Stakeholder Engagement

Who will this affect?

Residents of Sandbach and visitors

Is there a requirement to consult/engage before a decision is made?

No

If not, why?

This is to Improve community safety to prevent bleeding to death in 5-6 minutes from ANY penetrating injury including injuries from road traffic collisions.

Resource Implications (staff / comms / assets)

Please list all resources required to deliver your proposal, do not forget to include the time of Councillors and Staff.

An electrician will be required to install the cabinets

What is the environmental impact (if any)?

n/a

Are you willing to be Lead Councillor for this proposal?

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Time Out Group General Information

Time Out Group is a charity providing support and services to adults with learning disabilities, including Autism.

They provide a wide range of activities every week for members to take part in, including arts and crafts, keep fit, gardening and excursions.

The Time Out Group also provide support for Time Out Group member's families and carers. They are member led; & work with our members and their families to provide the support they need.

We run our sessions from our accessible activity centre in Handforth, Cheshire & a pilot 5 sessions were put on here at the Town Hall. The aim is to provide opportunities that help their members improve their confidence, independence, health, wellbeing, and happiness and to provide support and respite for their families, parents, and carers. They provide activities that increase community engagement, foster independence, and improve the mental and physical health of the members.

Sessions are booked in advance, and people can attend as often as they want, to suit their needs. Our varied programme of weekly activities is delivered on a rolling basis.

Activities include:

Arts and Crafts: Relaxed and therapeutic group creative sessions.

Enterprise: Designing, making and marketing items to trade locally and online.

Life Skills: Developing written and practical skills in a group setting.

Social: Fun group activities at The Hub and out locally.

Day Trips: Building confidence on weekly day trips.

Getting Active: Fun sessions to encourage people to get moving and take part in team activities.

Health and Wellbeing: Learn about and improve mental health through group workshops.

From the Pilot sessions

New members joined Time Out Group (Sandbach): 17

Number of members who attended as a total over the five pilot sessions: 40

Time Out Group have provisionally booked the following sessions:

-Tuesday 7th January,

-Tuesday 14th January,

-Tuesday 28th January.

-Tuesday 11th February,

-Tuesday 18th February,

-Tuesday 25th February.

-Tuesday 11th March,

-Tuesday 18th March,

-Tuesday 25th March.

For **2-hours** and will be in the **Charter room** unless number exceed what we can hold.



Sandbach Town Council Events 2025

- **Party in the Park:**
Saturday 12th July
- **Sandbach Market Town Festival:**
Saturday 13th September
- **Christmas Light Switch on:**
Saturday 22nd November
- **Christmas Market:**
Friday 5th December
- **Vimiera:**
Friday 9th January 2026

External Events 2025

- **Spring Fair:**
Scotch Common Only
Arrival: Thursday 13th March
Open: Friday 14th March, 6:00 pm - 9:30 pm
Open: Saturday 15th March, 1:00pm - 9:30 pm
Open: Sunday 16th March, 2:00pm – 8:00 pm
- **Domesday Morris – Day of Dance:**
Saturday 7th June
- **Transport Festival:**
Use of Small Common Carpark (Approved at Full Council 04/12/24)
Saturday 26th April
Sunday 27th April
- **Wakes Fair:**
Scotch Common & Small Common
Arrival: Thursday 25th September
Open: Friday 26th September
Open: Saturday 27th September
Open: Sunday 28th September
Open: Monday 29th September
Depart: Tuesday 30th September
- **Spooky Saturday:**
Saturday 25th October
- **Remembrance Parade:**
Sunday 9th November
- **The Tree of Light:**
Thursday 4th December

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