

Macclesfield Town Council
Annual Report
2016/17



Mayor's Annual Report



Cllr Alift Harewood-Jones MBE took the office of Town Mayor on 17th May 2016, to a crowded Council Chamber. In a first for Macclesfield, a Mayor's Cadet (Sgt Emily Storer from Air Training Corp. 201 Squadron) was invested during the Mayor Making Ceremony.

The Mayor has had an exceptionally busy year with a full Civic Diary of around 160 engagements. Invitations have ranged from opening Park Royal School's extension, to attending concerts, to presenting awards. Among the numerous community engagements, the Mayor has attended Civic and charity events across Cheshire East in support of her Mayoral cohorts.

Engaging with the community is a priority for the Mayor and she is very supportive of nurturing the younger and older generations. Her theme for the year was "bridging the gap"; her mantra for bringing people together in which harmony and unity are celebrated.

Raising funds for her charities has been a focus for the Mayor. The charities, Just Drop In and Live at Home support younger and older generations respectively, to lead independent and fulfilled lives. She led a number of fund raising events in her term, starting with a coffee morning and cake sale. The Charity Ball in February was well attended by many eminent guests and raised over £1700.



A highlight in the Mayor's calendar was the Civic Service in September, proceeded by a parade led by the Samba band from the Town Hall to the Methodist Church. It was the first such procession in some year and true to her character, Alift saw that it was literally and metaphorically colourful.



The Mayor's Cadet has accompanied the Mayor and Consort at key events, such as Remembrance Day, and several community engagements. She has been professional and courteous at all times, setting a high standard for the role.

In March, the Mayor presented Civic Awards to several deserving individuals and groups a ceremony that took place at the Town Hall following the Mayor's Thanksgiving Service at St Michael and All Angel's Church.



Alift would like to thank everyone who has supported her, particularly her Chaplain, Rev. Helen Byrne, Cadet, Emily Storer, Deputy, Cllr Dooley, and Consort, Peter Jones.

Community Engagement Annual Report

The Community Engagement Officer began working for Macclesfield Town Council in early October 2016. During the first two months, time was spent getting to know key local community groups and contacts.

One of the first tasks was to progress the 90 Trees for the Queen project. All schools across Macclesfield were approached and offered the opportunity to be given a Tree to plant to commemorate the Queen's 90th birthday year.

15 trees were distributed across the town to participating schools, nursing homes and community groups.

Trees for the Queen



Early in 2017, The Community Engagement Officer worked with the On-site Gardener in South Park to come up with a plan for planting a range of sustainable trees across the park.

The result of the project was that 15 trees were planted in the park, 4 of these were fruit trees. The fruit trees have been used to create a mini orchard within the park. It is situated near to the children's nursery so park goers and young children alike will be able to enjoy the fruits of the trees throughout the year.



Strategic Partnerships

A key aspect of the Community Engagement role is to build relationships with strategic partners. Macclesfield Town Council is now represented at the Estate Based partnership meetings where key people from each area get together to discuss local estate focussed issues. Positive outcomes have resulted from attendance at these meetings including linking a local school with Astra Zeneca Apprentices working on a community project and helping an estate to develop a Community Choir.

Community Events

At the end of March 2017, Macclesfield Town Council's first Youth Summit was held. It was attended by students from 4 High Schools as well as Student Support Services

The Youth Summit was an opportunity for young people to have their say and to be given the opportunity to talk to some key decision makers about Town issues which matter to them.



The event highlighted several issues which going forward will be considered at a Council meeting. We will be working on proposals which reflect these issues, in the coming months.

An exciting calendar of events has been established for the Town Council.

The groundwork has taken place for the events which will include a St George's Day celebration, Cycle Saturday which will launch the Town Council's brand new cycle routes, the British Nerf Blaster Championships, a Welly Walk in West Park and a Pumpkin Path for Halloween.

Macclesfield Town Council are also supporting events organised by third parties which include Silkfest, Macclesfield's very own Film Festival and a Panda Bears Picnic which is being organised by Macclesfield Museums.



Local Service Delivery in Macclesfield

At the Annual Town Meeting in March we did discussed a list of activities and projects we have been working on and it emerged that it might be of use when considering “what does Macclesfield Council actually do?”

It's a fair question and also we are a small council and a young council, so our “impact” may not be readily felt yet. So, hopefully to help answer the above question, I have compiled a list of projects and activities we have delivered and are going to deliver in the near future. I hope you find it useful.

- Reporting – we report and follow up issues with street cleansing, highways maintenance, street lighting, anti-social behaviour and drainage on a day-to-day basis
- We are installing Defibrillators in the town centre
- We work with community groups to help them access funding, services and build partnerships to punch above ours and their weights – eg Age UK, CVSE
- We work closely with allotment groups prior to transfer and will be investing in the allotments, empowering the allotment societies to more actively manage their sites.
- We maintain a close partnership with the larger authority and its subsidiaries (ANSA, Orbitas etc)
- We invest in public arts – displays at the Grosvenor and the touring ADP display and event
- We invest time and money in local community groups to progress their individual aspects of community enrichment, such as Artspace and Barnaby
- We have an ongoing discourse with Cheshire East Council with regard to local service delivery and the potential transfer of assets, services and responsibilities
- There is a significant governance responsibility which leads to practical interventions, such as the recently adopted banner policy, seeking to reduce the number of commercial banners littering the highways
- Regarding local planning issues, we are a second line of consultation, taking an active role in larger and more challenging planning issues, such as the Kings consultation, barracks Mill and the Local Plan
- The council is taking a proactive stance supporting the regeneration of the town, specifically seeking to progress the feasibility of a BID for the town centre.
- One of our early successes was the increase and focussed investment in the floral displays in the town, which continue to have a positive impact on the public realm.
- We have delivered the very well received Brick Project I & II, Which also won a Civic Award
- We fund the larger third sector agencies in Macclesfield and continue to encourage their ongoing sustainability (eg CAB, Make it

Macclesfield, DIB, Barnaby, Silk Heritage Trust, Macclesfield MAC, Live at Home)

- We fund and take an active interest in the CCTV provision in Macclesfield
- The Town Council has taken bold and positive moves when delivering and enhancing the town centre Christmas Lights provision and the very well attended switch on events
- Our civic function has grown and developed to include a mayor's Cadet, taking a leading part in the acts of remembrance, provision of Civic events, the introduction of the Town Crier, the Civic Awards
- We give numerous talks to community groups through the year as a means of engagement and the opportunity to identify new projects, sustainable solutions for community facilities and services and building partnerships.
- The council has been able to directly influence conservation projects, particularly on Middlewood Way, along the Bollin and at Riverside Park
- Concerns relating to local services have been progressed and represented at numerous local and national consultations, such as the removal of the Magistrates and County Courts, the re-categorising of the Children's centres, boundary commission consultation, Hospital services
- We have recently taken a lead on providing a sustainable approach to the delivery of community events in Macclesfield, following the changes to the enforcement of temporary road closures for community events. These changes meant that the costs of road closures would prevent most events from taking place. We have invested in the community, training volunteers from the Rotary, Barnaby, Artspace and Macclesfield Council staff to be authorised to enact temporary road closures, therefore removing the vast majority of the cost restrictions on community events.
- The council has also been able to react quickly to opportunities, such as the tour of Britain, for which we took a cost effective and low impact approach, aiming to make us visible from the air
- We have taken on a community facility (Weston Community Centre) which was significantly underused and financially unsustainable and found worked in partnership with the third sector to deliver a building that is being refurbished and will soon be in far greater use.
- We are working on new projects for local infrastructure investment, such as car charging points on council car parks
- We have invested in community equipment – gazebos, PA, generator and road closure signage
- Taken a lead on the development and delivery of events – Cycle Saturday (July 2017), British NERF Championships (Sep 2017), Annual Pancake Race, ABF Pipe & Drum (June 2017), St George's Day (April 2017) as well as others.

- We provide advice to community groups and the public, such as The Potato Riot, Macclesfield Garden Festival and third sector engagement projects
- Each year we provide community grants, this year to 25 community groups and charities with a budget of £65,000
- We work with town centre businesses, keeping them informed of the projects coming to the town centre, events being planned and building relationships with key town centre stakeholders (large retail, businesses and Grosvenor Centre)
- We seek to promote tourism and have recently rejuvenated the Heritage Trail, printed and distributed 2000 copies and we are looking at other ways to enhance the suite of visitor information.
- Recently we have resolved to find an innovative partnership approach to working with CEC visitor services to seek to ensure this service in the town centre for years to come.
- There has been an ongoing and developing relationship and partnership with the local policing team, which will see us investing in and influencing local policing in Macclesfield
- We planted trees for the Queen's 90th birthday and you also took part in the clean for the Queen initiative.
- We have had an active engagement with schools and young people, giving talks, arranging tours of the Town hall and Mayoral visits
- With regard to the Senior Citizens hall, we took an active part in discussions with CEC to link them with third sector groups who might be able to offer the facility a sustainable future
- We maintain a very efficient operating model, for example maintaining low staffing numbers and meeting financial reporting requirements, IT and professional support (HR & H&S) through negotiated contractors with external service providers.
- We are looking to invest in the towns parks and play areas, working in partnership with ANSA and augmenting the current provision
- This year we will be investing in youth activities and summer schools as well as promoting active lifestyles, providing opportunities for activity and linking these to promoting Macclesfield
- Councillors have organised and hosted surgeries at the Treacle Market
- We seek to find a sustainable solution for the future provision of accessible toilets in the town centre
- Provision of the new Town Entry Signs
- Reviewing and potentially adopting the tree of light event
- Maintaining and developing communications through traditional and social media as well as developing mailing lists
- We are looking at improving the public realm/street furniture offer in Macclesfield and now have a project investment fund which members will be asked to consider how it will be used.
- As well as this, on a day to day basis, we advise and direct multiple resident queries and complaints on much broader issues than we directly provide, we fulfil to the highest standards of audit and financial

responsibilities, meet with the community, community groups and residents through the community engagement work and enhance and develop the civic function, pride and services

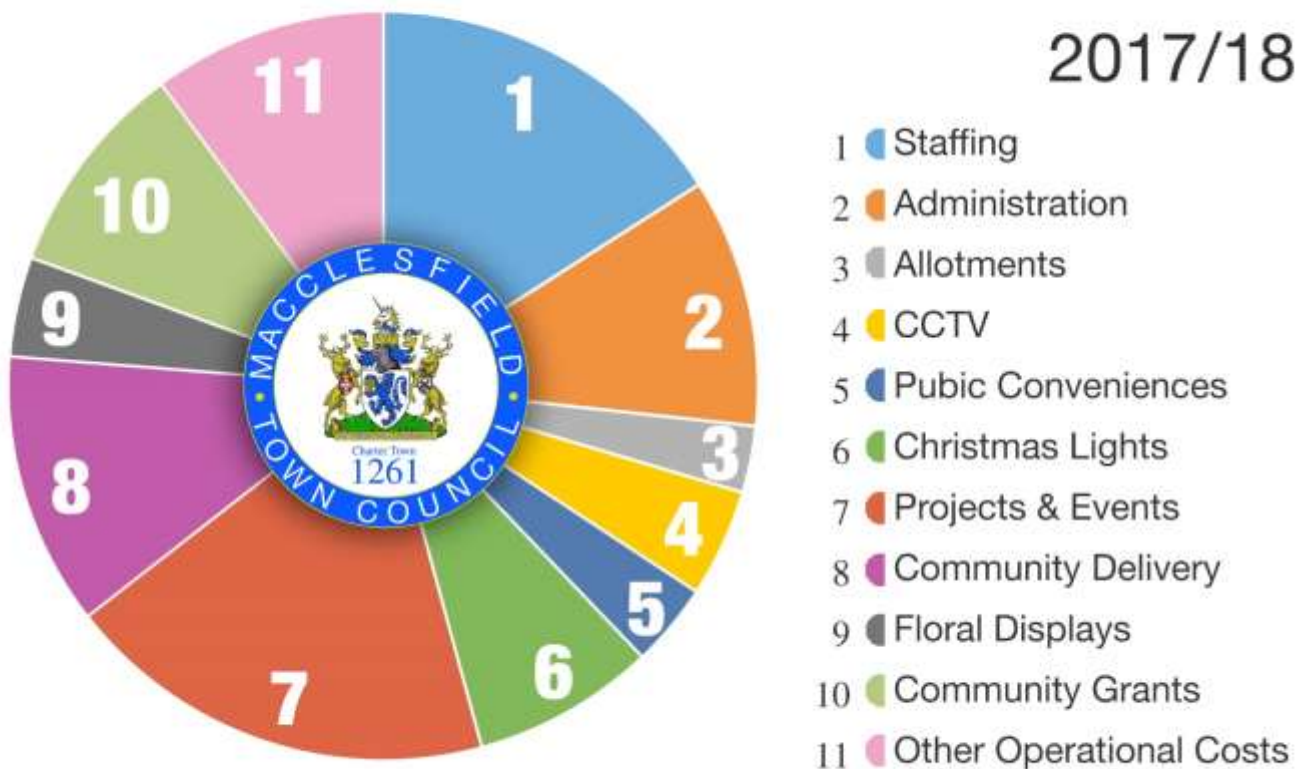
We welcome the input of the community in to our local service delivery and invite you to attend our meetings or contact the office with any suggestions, comments or queries.

The Council's Finances

The Finance Committee led the council through a detailed budget-setting process that began in September 2016, with the final budget for 2017/18 being approved in January 2017.

How Macclesfield Town Council will use your **£38.60*** council tax precept.

*Payment based on a band D home **per year** | Breakdown of spend below.



Please note that Macclesfield Town Councillors do not cost any money, it is a voluntary role.

Annual Financial Return for 2015/16

Macclesfield Town Council						Page No 1
Working details for ANNUAL RETURN - Year ended 31 March 2017						
	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>	
1	0	401,307	320	0	Committed - Xmas Lights	
1	0	401,307	Total balances & reserves at the begining of the year as recorded in the Council Financial Records			
2	575,640	679,857	1176	101	Precept	
2	575,640	679,857	Total amount of Precept income received in the year			
3	210	0	1003	115	Income - Christmas Lights	
3	50	0	1005	101	Income - Grants & Donations	
3	79	1,521	1007	101	Income - Interest	
3	25,427	0	1008	101	Income - Other	
3	2,030	1,015	1177	101	Council Tax Support Grant	
3	27,795	2,536	Total income or receipts as recorded in the cashbook minus the Precept			
4	33,808	84,702	4000	101	Wages & Salaries	
4	0	2,500	4012	102	Mayors Allowance	
4	33,808	87,202	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses			
5	0	0	Total expenditure or payments of capital and interest made during the year on the Council borrowings			
6	9,200	8,500	4005	101	Rent & Utilities	
6	15,572	0	4006	101	Supplies & Services	
6	0	1,046	4010	101	Photocopier	
6	0	337	4011	101	Travel/Expenses	
6	0	3,881	4013	102	Civic Events	
6	0	1,670	4014	101	Training	
6	0	664	4015	101	Postage	
6	0	1,900	4016	101	IT	
6	0	708	4017	101	Advertising	
6	45	2,660	4018	101	Communications	
6	0	2,987	4019	101	Equipment	
6	0	2,183	4020	101	Audit Fee	
6	1,750	1,350	4021	101	Accountancy Support	
6	0	279	4022	101	Legal & Professional	
6	0	2,700	4022	104	Legal & Professional	
6	420	1,680	4023	101	HR & H&S Support	
6	0	3,189	4024	101	Subscriptions	
6	0	2,593	4025	101	Insurance	
6	0	1,200	4026	101	Stationary	
6	0	689	4027	101	Catering	
6	0	82	4028	101	Bank Charges	
6	0	3,549	4029	101	Room Hire	
6	5,354	0	4031	101	Other Expenses	

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Working details for ANNUAL RETURN - Year ended 31 March 2017

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
6	0	313	4031	104	Other Expenses
6	343	0	4031	115	Other Expenses
6	2,350	0	4032	103	Allotment Expenditure
6	22,411	41,283	4050	115	Christmas Lights Installation
6	425	11,300	4051	115	Christmas Lights Renewals
6	7,202	8,193	4052	115	Christmas Lights Switch On
6	31,450	31,450	4053	107	CCTV
6	0	5,121	4056	107	Town Entry Signs
6	0	20,000	4057	108	MIM
6	1,510	2,365	4058	107	Remembrance
6	0	20,000	4059	108	Citizens Advice Bureau
6	0	5,000	4060	108	Barnaby Festival
6	5,077	19,971	4062	107	Floral Displays
6	0	9,783	4065	107	Projects & Events
6	45,024	5,312	4067	112	S137 Grants
6	0	23,126	4068	112	Other Grants & Donations
6	20,185	19,598	4076	114	Contingency
6	Total other payments	168,320	266,662	Total expenditure or payments as recorded in the cashbook minus employment costs(Line 4) and loan / interest expenditure / payments(Line 5)	
7	Balances carried forwrd	401,307	729,836	Total balances and reserves at the end of the year.[Must equal (1+2+3)-(4+5+6)]	
8	76,886	199,672	200	0	Current Bank A/c
8	300,079	501,600	201	0	CCLA Deposit
8	Total Cash & Investments	376,965	701,272	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March	
9	4,742	4,742	9	0	Total Fixed Assets
9	Total Fixed Assets	4,742	4,742	The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register	
10	Total Borrowings	0	0	The outstanding capital balances as at 31 March of all loans from third parties(usually PWLB)	

Month No : 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>101</u> Administration							
4000 Wages & Salaries	-2,637	84,702	107,717	23,015		23,015	78.6 %
4005 Rent & Utilities	0	8,500	8,500	0		0	100.0 %
4010 Photocopier	177	1,046	1,000	-46		-46	104.6 %
4011 Travel/Expenses	0	337	1,000	663		663	33.7 %
4014 Training	400	1,670	2,000	330		330	83.5 %
4015 Postage	103	664	2,000	1,336		1,336	33.2 %
4016 IT	307	1,900	2,500	600		600	76.0 %
4017 Advertising	0	708	2,000	1,292		1,292	35.4 %
4018 Communications	311	2,660	5,000	2,340		2,340	53.2 %
4019 Equipment	0	2,987	3,000	13		13	99.6 %
4020 Audit Fee	0	2,183	3,000	818		818	72.8 %
4021 Accountancy Support	-150	1,350	2,500	1,150		1,150	54.0 %
4022 Legal & Professional	0	279	4,500	4,221		4,221	6.2 %
4023 HR & H&S Support	-980	1,680	1,800	120		120	93.3 %
4024 Subscriptions	616	3,189	3,500	311		311	91.1 %
4025 Insurance	0	2,593	3,200	607		607	81.0 %
4026 Stationary	157	1,200	5,000	3,800		3,800	24.0 %
4027 Catering	179	689	3,000	2,311		2,311	23.0 %
4028 Bank Charges	15	82	500	418		418	16.5 %
4029 Room Hire	-201	3,549	3,500	-49		-49	101.4 %
4080 Election Costs	0	0	2,000	2,000		2,000	0.0 %
Administration :- Expenditure	-1,703	121,969	167,217	45,248	0	45,248	72.9 %
1007 Income - Interest	0	1,521	0	1,521			0.0 %
1176 Precept	0	679,857	679,857	0			100.0 %
1177 Council Tax Support Grant	0	1,015	0	1,015			0.0 %
Administration :- Income	0	682,393	679,857	2,536			100.4 %
Net Expenditure over Income	-1,703	-560,424	-512,640	47,784			
<u>102</u> Civic							
4012 Mayors Allowance	2,500	2,500	3,000	500		500	83.3 %
4013 Civic Events	966	3,881	5,000	1,119		1,119	77.6 %
Civic :- Expenditure	3,466	6,381	8,000	1,619	0	1,619	79.8 %
Net Expenditure over Income	3,466	6,381	8,000	1,619			
<u>103</u> Allotments							
4032 Allotment Expenditure	0	0	14,460	14,460		14,460	0.0 %
Allotments :- Expenditure	0	0	14,460	14,460	0	14,460	0.0 %
Net Expenditure over Income	0	0	14,460	14,460			

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>104</u> <u>Weston Community Centre</u>							
4022 Legal & Professional	0	2,700	0	-2,700		-2,700	0.0 %
4031 Other Expenses	0	313	25,000	24,687		24,687	1.3 %
Weston Community Centre :- Expenditure	0	3,013	25,000	21,987	0	21,987	12.1 %
1001 Income - Bookings	0	0	5,000	-5,000			0.0 %
Weston Community Centre :- Income	0	0	5,000	-5,000			0.0 %
Net Expenditure over Income	0	3,013	20,000	16,987			
<u>105</u> <u>Public Conveniences</u>							
4031 Other Expenses	0	0	25,000	25,000		25,000	0.0 %
Public Conveniences :- Expenditure	0	0	25,000	25,000	0	25,000	0.0 %
Net Expenditure over Income	0	0	25,000	25,000			
<u>106</u> <u>Economic Development</u>							
4031 Other Expenses	0	0	63,180	63,180		63,180	0.0 %
Economic Development :- Expenditure	0	0	63,180	63,180	0	63,180	0.0 %
Net Expenditure over Income	0	0	63,180	63,180			
<u>107</u> <u>Projects & Events</u>							
4053 CCTV	0	31,450	35,000	3,550		3,550	89.9 %
4055 Capital Asset Management Fund	0	0	5,000	5,000		5,000	0.0 %
4056 Town Entry Signs	2,618	5,121	25,000	19,879		19,879	20.5 %
4058 Remembrance	688	2,365	4,250	1,886		1,886	55.6 %
4061 Street Furniture	0	0	15,000	15,000		15,000	0.0 %
4062 Floral Displays	4,384	19,971	20,000	29		29	99.9 %
4065 Projects & Events	0	9,783	10,000	217		217	97.8 %
Projects & Events :- Expenditure	7,689	68,689	114,250	45,561	0	45,561	60.1 %
Net Expenditure over Income	7,689	68,689	114,250	45,561			
<u>108</u> <u>Community Delivery</u>							
4057 MIM	0	20,000	30,000	10,000		10,000	66.7 %
4059 Citizens Advice Bureau	0	20,000	20,000	0		0	100.0 %
4060 Barnaby Festival	0	5,000	5,000	0		0	100.0 %
Community Delivery :- Expenditure	0	45,000	55,000	10,000	0	10,000	81.8 %
Net Expenditure over Income	0	45,000	55,000	10,000			

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Month No : 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>112</u> <u>Grants & Donations</u>							
4067 S137 Grants	0	5,312	0	-5,312		-5,312	0.0 %
4068 Other Grants & Donations	4,250	23,126	65,000	41,874		41,874	35.6 %
Grants & Donations :- Expenditure	4,250	28,438	65,000	36,562	0	36,562	43.8 %
Net Expenditure over Income	4,250	28,438	65,000	36,562			
<u>113</u> <u>Neighbourhood Plan</u>							
4031 Other Expenses	0	0	30,000	30,000		30,000	0.0 %
Neighbourhood Plan :- Expenditure	0	0	30,000	30,000	0	30,000	0.0 %
Net Expenditure over Income	0	0	30,000	30,000			
<u>114</u> <u>Other Operational Costs</u>							
4075 Operational M'ment & Support	0	0	37,750	37,750		37,750	0.0 %
4076 Contingency	3,007	19,598	30,000	10,402		10,402	65.3 %
Other Operational Costs :- Expenditure	3,007	19,598	67,750	48,152	0	48,152	28.9 %
Net Expenditure over Income	3,007	19,598	67,750	48,152			
<u>115</u> <u>Christmas Lights</u>							
5001 Transfers from reserves	-14,828	-14,828	0	14,828		14,828	0.0 %
Other Operational Costs :- Expenditure	-14,828	-14,828	0	14,828	0	14,828	
4031 Other Expenses	0	0	50,000	50,000		50,000	0.0 %
4050 Christmas Lights Installation	0	41,283	0	-41,283		-41,283	0.0 %
4051 Christmas Lights Renewals	0	11,300	0	-11,300		-11,300	0.0 %
4052 Christmas Lights Switch On	450	8,193	0	-8,193		-8,193	0.0 %
Christmas Lights :- Expenditure	450	60,776	50,000	-10,776	0	-10,776	121.6 %
4049 Transfer from reserve	-14,828	0	0	0			0.0 %
Christmas Lights :- Income	-14,828	0	0	0			
Net Expenditure over Income	450	45,948	50,000	4,052			

The Council

Broken Cross Ward

Cllr Liz Durham (Mayor)
Cllr Martin Hardy

Central Ward

Cllr Beverley Dooley
Cllr Janet Jackson

East Ward

Cllr Philip Bolton

Hurdsfield Ward

Cllr Matthew Sharrocks

South Ward

Cllr Chris Andrew
Cllr Neil Puttick

Tytherington Ward

Cllr Ainsley Arnold
Cllr Gareth Jones

West & Ivy Ward

Cllr Alift Harewood (Deputy Mayor)
Cllr Adam Schofield

The Committees

Finance Committee	Services Committee	Planning Committee	Personnel Committee
Cllr Andrew (Chairman) Cllr Schofield (Vice Chairman) Cllr Durham Cllr Jones Cllr Dooley Cllr Hardy Cllr Harewood	Cllr Hardy (Chairman) Cllr Bolton (Vice Chairman) Cllr Dooley Cllr Jackson Cllr Puttick Cllr Jones Cllr Arnold	Cllr Jones (Chairman) Cllr Bolton (Vice Chairman) Cllr Harewood Cllr Dooley Cllr Durham	Cllr Arnold (Chairman) Cllr Schofield (Vice Chairman) Cllr Jackson Cllr Jones Cllr Durham Cllr Sharrocks Cllr Puttick

The Offices

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We can also be found on Facebook, Twitter and Instagram