

MACCLESFIELD TOWN COUNCIL

Minutes of the meeting of Macclesfield Town Council Annual Parish Council Meeting held on **14th June** at **7pm**.

In attendance:

Cllr Chris Wilcock
Cllr Mick Warren
Cllr Alift Harewood MBE
Cllr Fiona Wilson
Cllr Neil Puttick
Cllr David Edwardes
Cllr Sandy Livingstone
Cllr Mike Hutchison

1. APOLOGIES FOR ABSENCE

Cllr Sarah Bennett-Wake
Cllr Janet Jackson MBE
Cllr Lloyd Roberts
Cllr Fin Shenton

2. DECLARATIONS OF INTEREST

Cllr David Edwardes declared a non-pecuniary interest in agenda item 9.4 as a Governor of Kings School.

Cllr Warren declared a non-pecuniary interest in agenda item 10.2 as the CEC Chair of the Environment and Communities Committee.

The meeting was adjourned allowing for public comments and questions.

Ruth Thompson spoke on 'local green spaces' highlighting that with the Town Centre Conservation Area Appraisal and the SADPD now could be the time to consider if Macclesfield can designate Local Green Space that can be protected like green belt. In order to do this the space has to be close to the community it serves and be demonstrably 'special' to the community. Dr Thompson did highlight that Knutsford had designated 41 area in their Neighbourhood plan and asks that the Council consider looking in to designating areas of local green space.

Ann Tunwell attended as a Trustee of Homestart, informing Councillors of the work the Charity carries out, supporting families with at least one children under 5. In the last 2 years they have helped 50 families in Macclesfield with home visits being at the heart of the service. In March 20, this changed with lockdown and they were able to create a digital service to continue support. There is an increased number of referrals since lockdown, and much more anxiety, depression and loneliness issues. The Trustees at Homestart felt it important to raise these issues to Town Councillors, as they too work in the community.

Tim Calumn- Pratt attended concerning agenda item 15, the title register for Birtles Rd Allotment, as the Chair of Birtles Rd Allotment association. He confirmed that the Association was in favour of transferring the small piece of land to Bartholomew Homes and stated it would not affect the allotment.

The meeting was then reconvened.

3. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 17TH MAY 2021

The minutes were approved.

4. MATTERS ARISING FROM THE MINUTES OF 17TH MAY 2021

No matters arising.

5. MINUTES OF THE PLANNING COMMITTEE

5.1 Minutes of the Planning Committee 09/04/21

5.2 Minutes of the Planning Committee 30/04/21

5.3 Draft Minutes of the Planning Committee 21/05/21

The minutes were noted.

Matters Arising

There were no matters arising.

5.4 Update of Conservation Area Appraisal and Character Assessment ITT

The update report was noted.

6. MINUTES OF THE FINANCE COMMITTEE

6.1 Draft minutes of Finance Committee 26/04/2021

The minutes were noted.

Matters Arising

There were no matters arising.

6.2 Spend to Date

RESOLVED: The spend to date 2021/22 (end of APR 21) of £98,039 was approved.

7. MINUTES OF THE SERVICES COMMITTEE

7.1 Draft minutes of the Services Committee 12/04/21

The minutes were noted.

Matters Arising

No matters arising.

8. COMMUNITY DELIVERY

8.1 CEC Enforcement

John Dearnaley, CEC Enforcement Officer explained the powers the team have to deal with the following environmental issues:

- Fly-tipping
- Littering
- Abandoned Vehicles
- Enforcement of Public Space Protection Orders– This mostly covers dog control and dog fouling.

John said the easiest way to report an incident is via the Cheshire East Council website or alternatively, you can ring 0300 123 5021 to report any of the above. On completion of the report, you should be given an 'SR' number.

John said if you report the incident first and generate an SR number, this saves him time. Once you have done this Councillors can then contact him directly, with the SR number and its more efficient for him.

He also said he has not had any convictions through CCTV, mainly because he needs car registrations which do not always show up. His main convictions are from witness statements and receipts he finds in litter as he can identify someone if they have paid by card. Also, for information there are only two officers covering Cheshire East North and they were redeployed to deliver PPE for four months last year, which has created a back log.

8.2 Citizens' Advice Bureau

The 2020/21 Quarter 4 report was noted and Councillors thanks CAB for their continued hard work in helping the community of Macclesfield.

8.3 CCTV

The report was noted and Councillors asked the Town Clerk to arrange a visit to the CCTV office when appropriate due to Covid restrictions and to invite the CCTV Manager to the next Full Council meeting.

9. GOVERNANCE REVIEW

9.1 Council ToR

RESOLVED: The Policy was approved with the following amendments:

- Point 9 – To change the election of Mayor and appointment of the Deputy Mayor to the election of the Mayor and the Deputy Mayor.
- Point 15 – To insert Alderwomen.
- Point 42 – To change Chairman to Chair.
- Point 48 – To change his/her (when referring to the Town Clerk) to their.

9.2 Grants over £2000 Policy(new)

RESOLVED: The Policy was approved.

9.3 Internet Email and Social Media Policy

RESOLVED: The Policy was approved.

9.4 Mayor's Handbook

RESOLVED: The Handbook, with the removal of the Mayor to serve as an ex-officio governor of King's School.

9.5 DBS Certificate Handling Policy

RESOLVED: The Policy was approved.

9.6 Sustainability Policy

RESOLVED: The Policy was approved.

9.7 Bring Your Own Device Policy

RESOLVED: The Policy was approved.

10. ANNUAL PARISH MEETING 19/04/21

10.1 Minutes

The minutes were approved.

10.2 Proposal

RESOLVED: The Environmental Impact Assessment requested has already been done. Bollington and Poynton Household Waste Centres are to remain open with Congleton to close as the lease is up. Alternative Household Waste Recycling Centres are available at Macclesfield, Alsager and Middlewich. We must encourage recycling

rather than waste disposal. Agreed to note the proposal and take no further action as the recent assessments and decisions of Cheshire East Council have already addressed the issue.

11. TOWN CENTRE RECOVERY WORKING GROUP

The report was noted.

12. ECO SUMMIT 2021

The report was noted.

13. FREEDOM OF THE TOWN

RESOLVED: The amended proposal was approved.

14. MIDDLEWOODWAY LIGHTS

RESOLVED: The amended proposal was approved for the cost of £37, 047.38. it was also approved to approach Cheshire East Council to pay for the cost of maintenance of estimated £ 2275 over 8 years.

15. TITLE REGISTER- BIRTLES RD ALLOTMENTS

RESOLVED: The proposal was approved.

SUPPLEMENTARY AGENDA ITEM CHRISTMAS LIGHTS ITT

RESOLVED: The proposal was approved.

16. MEMBER ITEMS

There were no Member items.

17. CORRESPONDENCE

There was no correspondence.

18. DATE, TIME AND PLACE OF NEXT MEETING

The date of the next meeting Council will be 20th September 2021 at 7pm at Macclesfield Town Hall.

Chair: Cllr David Edwardes

Clerk: Laura Smith

Meeting closed: 8.27pm.

MACCLESFIELD TOWN COUNCIL

PLANNING COMMITTEE

Minutes of the meeting held on **11th June** at **10am** in **Macclesfield Town Hall**.

In attendance: Cllr Mike Hutchison
 Cllr David Edwardes
 Cllr Fiona Wilson
 Cllr Sandy Livingstone
 Cllr Lloyd Roberts

1. APOLOGIES FOR ABSENCE

Cllr Janet Jackson MBE

2. DECLARATIONS OF INTEREST

Cllr Wilson declared a non-pecuniary interest in application 21/2839M as she lives on Sherwood Road, is an EE customer and is married to Cllr Puddicombe who spoke in the public session on this application.

Cllr Wilson declared a non-pecuniary interest in application 21/2549M as she lives on Sherwood Road. Cllr Wilson clarified that the applicant is not known to her.

Meeting adjournment for public comments.

A statement from Mr Towns was read out:

Objection related to Planning Application 21/2839M

1. The close proximity of Telecom Stations to residential property and population is recognised globally as a "Risk to Public Health" and is supported by many scientific papers e.g.(Khurna et.al.2010). The above proposal is 50 metres away from property and is being made ready for 5G addition in short time..5G has many unknown negative effects currently being assessed!

"You would not swim across a possible crocodile loaded river because they might not be there?"

Why sleep beneath 5G because it might be OK?

2.The perceived benefit of locating the Telecom station as proposed is to improve signal strength on passing trains that travel along a cutting for a few hundred metres.

Residents on the EE network close to the site receive adequate signal today.

Why disturb Nature in the form of wildlife and fauna and risk damage to human health for a short dip in signal on a train?

Summary

I fully understand benefits of new technology and believe communication is critical in society..

However,I believe more appropriate sites must be available and the possible risk to public health and effect on the surrounding area both population and nature suggests this application should be refused.

And as requested by Mr Towns a post from Khurana et al (2010) - Epidemiological Evidence for a Health Risk from Mobile Phone Base Stations

We looked at epidemiological studies of mobile phone base stations and found out that 8 out of 10 studies indicate increased prevalence of adverse neurobehavioral symptoms or cancer in populations living at distances < 500 meters from base stations.

"While the mechanism(s) by which base station EMFs might cause neurobehavioural symptoms remain(s) conjectural, it is notable that Science Magazine has recently acknowledged that there are several peer-reviewed papers from laboratories in at least seven countries showing that cell phone or similar LEMFs can, contrary to the expectations of such "non-ionizing" sources, damage or structurally modify DNA" [1].

Definitely, comprehensive epidemiological studies of longterm mobile phone base station exposure are urgently required to more definitively understand its health impact.

Cllr Puddicombe, who lives on Sherwood Road, spoke on application 21/2839M.

- Expressed low confidence in the application as the address on the application pack is recorded inaccurately as Sherwood Drive.
- Recognises the need for mobile phone infrastructure but this application is to improve the reception for users on trains coming in

and out of Macclesfield station with the mast sited by the maximum number of residential properties.

- All of the forty plus objections express concern on the possible adverse health effects for people living close to the masts. The mast could be sited a short distance down the line and be away from where people live.
- In its current proposed location, the mast would ruin the outlook for a significant number of people currently enjoying uninterrupted views to Byrons Wood and the hills. They would also have to endure the constant low-level hum of the station.
- There is an effect on trees and nature conservation. Vehicle access to the site would be over an ancient bridge.
- Called-in the application to be decided by the Cheshire East Council Northern Planning Committee but it's been refused and he's in discussion with the Planning Officers on the grounds for this refusal.
- Concluded by saying the application is unacceptable.

Mrs Towns spoke on application 21/2839M:

- Concerned on the impact of the 20m mast trellis structure and concrete base on the houses. Their home overlooks grazing land and woodland that is supporting numerous wildlife.
- In 2019, railtrack repaired and reinforced the bank of the River Bollin that runs through the wood with a chamber. The proposed construction site is next to the river chamber.
- The residents in the area range from young children to adults, some with serious health conditions. There is a concern about emissions from the mast and ancillary equipment that is proposed.

Mr Tann spoke on application 21/2839M:

- Recognises need for masts but there is an issue with the placement and positioning of this mast.
- Objects to the application based on: visual effect on the local environment, effect on wildlife and health implications.
- The mast is a 20m lattice structure situated in the corner of a field. The tallest trees in the woodland adjacent to the site are 16-17m high. The mast will be a dominant feature.
- The installation includes an 8x6m compound with high fencing. The planting of trees around it won't disguise the tower.
- Unsightly and not in keeping with the area.
- Current specification is 4G but in future may increase the coverage 5G, extending the installation and visual impact.
- Emission of constant hum.
- Close proximity to houses.
- Increase of traffic on a narrow road with single point of access to the site.

- The mast is in direct line of sight of several properties and will tower over roof lines.

The speakers were thanked and the meeting reconvened.

3. MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 21ST MAY 2021

RESOLVED: That the minutes are approved as a true record of the meeting.

Cllr Roberts joined the meeting just prior to Item 3 and confirmed he had no declarations of interest.

4. MATTERS ARISING FROM THE MINUTES

None.

5. OBSERVATIONS ON PLANNING APPLICATIONS

The planning authority has been informed of the date of this meeting and any delays in responses as they relate to all applications with response closing dates before the date of this meeting.

The Planning Committee considers all applications it is notified of and returns comments to the Local Planning Authority (Cheshire East Council) unless it has no objections.

Application No: 21/2839M

Proposal: Prior Approval for The installation of 1No. 20m high Swann type A column, with 3No. antennas, 2No. 0.6m dishes, 2No. ground-based equipment cabinets, and ancillary development thereto. Installed on a 8.0m x 6.0m compound within 2.1m high palisade fence.

Location: land east of , SHERWOOD ROAD, MACCLESFIELD

RESOLVED: That the committee objects to this application on the grounds that it does not meet conditions of the following Cheshire East Council planning policies:

- i. Local Plan Strategy Policy SC 3, Health and Well Being; Ensuring all development is designed to create safe environments.

- ii. Local Plan Strategy Policy SD 2, Sustainable Development Principles; Contribute positively to an area's character and identity.
- iii. Local Plan Strategy Policy SE 3, Biodiversity and Geodiversity; Development proposals which are likely to have a significant adverse impact on a site are not permitted except where the reasons for or benefits of the proposed development outweigh the impact of the development.
- iv. Local Plan Strategy Policy SE 1, Design; Ensuring design solutions achieve a sense of place by protecting and enhancing the quality, distinctiveness and character of settlements.
- v. Macclesfield Borough Plan, saved Policy DC 3, Amenity; development, including changes of use, should not significantly injure the amenities of adjoining or nearby residential property, including noise.
- vi. Local Plan Strategy Policy SE 4, Landscape; Protect and / or conserve the historical and ecological qualities of an area.

The committee acknowledged that mobile connectivity is required but that are a number of issues with this application:

- i. The application form and documentation states the location as Sherwood Drive, not Sherwood Road,
- ii. Macclesfield Town Council did not receive correspondence on the consultation despite being listed as a pre-application consultee,
- iii. Pre-application consultation was sent to the MP for Congleton not Macclesfield,
- iv. There was no pre-application consultation with CEC and few residents received a consultation letter,
- v. The mast is primarily for rail users to cover just a short distance of 400m where signal strength is perceived to be low for train commuters,
- vi. Planting to screen the 20m tall mast won't mature for years,
- vii. The application has currently been refused for 'call in' for Cheshire East Council planning board scrutiny because it is a prior-approval application,
- viii. The application references the land as identified for development in the Strategic Housing Land Availability Assessment (dated 2012) but the location is not identified for development in the more recently adopted Cheshire East Council Local Plan Strategy 2010 - 2030.

Application No: 21/2686M

Proposal: Proposed replacement of existing front and rear windows

Location: 97, GREAT KING STREET, MACCLESFIELD, SK11 6PW

The committee raised no objections, welcoming the installation of timber windows, and noted the Conservation Officer had approved the application subject to materials used.

Application No: 21/2709M

Proposal: Single storey rear extension.

Location: 2, LUTYENS CLOSE, MACCLESFIELD, SK10 3RX

No objections.

Application No: 21/2575M

Proposal: Refurbishment of the existing ICU on the First Floor at Macclesfield General District Hospital. New plant enclosure and incoming services roof dormer. Extended A&E entrance canopy and replacement windows.

Location: Macclesfield District General Hospital, VICTORIA ROAD, MACCLESFIELD, MACCLESFIELD, CHESHIRE, SK10 3BL

The committee support this application.

The committee also thanked the NHS workers.

Application No: 21/2692M

Proposal: Proposed internal alterations including the demolition of 2no existing chimney breasts, and the addition of a dormer window and 2no rooflights to the rear of the dwelling and 2no rooflights to the front, and proposed demolition of existing rear bay window to be replaced with new conservatory.

Location: 47, VICTORIA ROAD, MACCLESFIELD, SK10 3JA

The committee raised no objections and noted the Conservation Officer had approved the application subject to materials used.

Application No: 21/2239M

Proposal: The proposed upgrade of an existing base station comprising of the removal of 6 no antenna and installation of 6 no antennas to be mounted on tripods, with internal works to existing cabinets and ancillary development thereto.

Location: Artillery House, HEAPY STREET, MACCLESFIELD, CHESHIRE, SK11 7JB

No objections.

Application No: 21/2682M

Proposal: Proposed Two-storey Side Extension to provide additional living accommodation + Internal Alterations.

Location: 17, BUCKLEY STREET, MACCLESFIELD, SK11 6UH

No objections.

Application No: 21/2549M

Proposal: Demolition of existing garage and replace with double-storey extension

Location: 14, SHERWOOD ROAD, MACCLESFIELD, CHESHIRE, SK11 7RR

No objections.

Application No: 21/2538M

Proposal: 1st floor extension over existing extension to rear of house, creating a larger bedroom.

Location: 6, Lavenham Close, MACCLESFIELD, Macclesfield, SK10 2TS

No objections.

Application No: 21/2800M

Proposal: Rear single storey extension

Location: 157, WHIRLEY ROAD, MACCLESFIELD, SK10 3JL

No objections.

Application No: 21/2194M

Proposal: Alteration to shop frontage to replace existing window with fully opening doorset to create secondary entrance/exit

Location: 10, CHESTERGATE, MACCLESFIELD, SK11 6BA

The committee noted the property is located in the Town Centre Conservation Area and that the replacement windows will be timber framed.

The committee support this application subject to the Conservation Officer's approval.

Application No: 21/2848M

Proposal: Demolition of existing rear conservatory and erection of new rear extension.

Location: 7, BETCHWORTH WAY, MACCLESFIELD, SK10 2PA

No objections.

Application No: 21/2834M

Proposal: Elevational alterations to include the refurbishments of the building entrances, replacement of all 1st and 2nd storey windows, removal of existing parapet and alterations to the rear courtyard elevations.

Location: 17-19, MARKET PLACE, MACCLESFIELD, SK10 1EB

The committee raised no objections and noted the Conservation Officer had approved the application subject to materials used.

Application No: 21/2876M

Proposal: Single Storey rear and side extension

Location: 46, BODMIN AVENUE, MACCLESFIELD, CHESHIRE, SK10 3JU

No objections.

Application No: 21/0519M

Proposal: New access, dropped kerbs, re-build existing boundary wall, enlarge existing access to road.

Location: 56, BLAKELOW ROAD, MACCLESFIELD, SK11 7ED

The committee noted this application contained revised plans and at the Planning Committee meeting on 26/02/21 it had previously sought that the Planning Officer adequately addresses the neighbour's concerns on lack of privacy and noise when making the planning decision.

The committee also noted that the Conservation Officer does not support this application due to the impact on the heritage value of the building.

RESOLVED: That the committee objects to this application on the grounds of overlooking.

Application No: 21/2548M

Proposal: Proposed new house

Location: Rear of 2 & 4 SOUTHDOWN CLOSE, MACCLESFIELD, SK10 2JU

The committee was unable to fully consider this application as not all the documents were accessible. The Cheshire East Council Planning department was contacted prior to the meeting but the issue has yet to be resolved.

The committee noted there is no clear owner of the land and sought this is addressed by the Planning Officer when considering the application.

Application No: 21/2823M

Proposal: Proposed 2 storey front extension and single storey rear extension

Location: 124, DELAMERE DRIVE, MACCLESFIELD, SK10 2PU

No objections.

Application No: 21/2981M

Proposal: Proposed Single & Two Storey Front, Side & Rear Extensions

Location: 46, CAMBRIDGE ROAD, MACCLESFIELD, SK11 8JW

No objections.

Application No: 21/2898M

Proposal: Two storey side extension and alterations including extra parking on frontage and wider dropped kerb.

Location: 31, LARK HALL CRESCENT, MACCLESFIELD, SK10 1QU

No objections.

Application No: 21/2897M

Proposal: Double and single storey rear extension and alterations

Location: 64, BROKEN CROSS, MACCLESFIELD, CHESHIRE, SK11 8TZ

No objections.

Application No: 21/2916M

Proposal: Listed building consent for change of use of Grade II Listed Building: Internal alterations to form 2no. apartments at first, second & third floor levels

Location: 12, CHESTERGATE, MACCLESFIELD, SK11 6BA

The committee support this application for in-town living and its contribution to town centre regeneration.

Application No: 21/2915M

Proposal: Change of use of Grade II Listed Building: Internal alterations to form 2no. apartments at first, second & third floor levels

Location: 12, CHESTERGATE, MACCLESFIELD, SK11 6BA

The committee support this application for in-town living and its contribution to town centre regeneration.

The committee noted the Conservation officer had approved this application subject to conditions.

Application No: 21/2978M

Proposal: Proposed Two Storey Side Extension & Alterations

Location: 41, WESTBURY DRIVE, MACCLESFIELD, SK11 8LJ

No objections.

Application No: 21/2804M

Proposal: Sun lounge to rear elevation

Location: 15, PEXHILL DRIVE, MACCLESFIELD, SK10 3LP

No objections.

Application No: 21/2905M

Proposal: Erection of 1No. detached dwelling including landscaping and car parking following demolition of existing garage and site clearance.

Location: 7, EATON LANE, MACCLESFIELD, SK11 7SD

No objections.

6. CONSERVATION AREA REVIEW

The report was noted and that the Town Centre Conservation Area Appraisal Management Plan is with Cheshire East Council for review.

7. TOWN CHARACTER ASSESSMENT

The report was noted.

A date will be scheduled for the following Members and Officers to evaluate the submitted quotes:

Cllr Mike Hutchison,
Cllr Fiona Wilson,
Cllr Janet Jackson MBE,
Town Clerk,
Admin & Governance Manager.

8. PLANNING POLICY CONSULTATION WORKING GROUP

RESOLVED: That the minutes from the meeting of the Planning Policy Consultation Working Group held on 15/03/21 are ratified.

9. CHESHIRE EAST COUNCIL BIODIVERSITY NET GAIN SUPPLEMENTARY PLANNING DOCUMENT CONSULTATION

RESOLVED: That the following is returned to the consultation:

Macclesfield Town Council welcomes the Biodiversity Net Gain SPD. The recent release of draft SPDs not only clarify policy but provide a detailed source of information on the area covered.

It is hoped that the BNG SPD will assist developers to achieve biodiversity net gain but a concern was raised on how Cheshire East Council will enforce it once the development is approved. How will the LPA ensure the delivery of the biodiversity net gain is as agreed and in proportion to the development?

Paragraph 9.12 and paragraph 9.13 indicate that the developer may be devolved of responsibility if they choose to fund a provider or the LPA. 9.22 would ease this process for developers whereas the onus should be placed on the developer to meet their responsibility.

The BNG SPD would benefit from including more detail on how to calculate biodiversity net gain, in the same way that advice is given on s106 Planning Agreements.

10. CORRESPONDENCE

10.1 21/1154M 53-55 Sunderland Street, Macclesfield

The committee noted that the applicant had revised the dimensions of rooms in response to the Planning Committee's comments on room sizes.

10.2 21/2043M 3 John Street, Macclesfield

The correspondence was noted.

11. MEMBER ITEMS

None.

12. DATE/TIME AND PLACE OF NEXT MEETING

The next Planning Committee meeting will take place on **2nd July 2021**
10am, in **Macclesfield Town Hall** (to be confirmed).

Meeting closed at 11:29am

Chair: Cllr Mike Hutchison

Clerk: Harriet Worrell

MACCLESFIELD TOWN COUNCIL

PLANNING COMMITTEE

Minutes of the meeting held on **2nd July 2021** at **10am** in **Macclesfield Town Hall**.

In attendance: Cllr Mike Hutchison
 Cllr David Edwardes
 Cllr Sandy Livingstone
 Cllr Lloyd Roberts

1. APOLOGIES FOR ABSENCE

Cllr Janet Jackson MBE
Cllr Fiona Wilson

2. DECLARATIONS OF INTEREST

Cllr Edwardes declared predetermination in planning application 21/2712M and left the room when application 21/2712M was discussed.

Cllr Livingstone declared a pecuniary interest in planning application 21/2712M as he is in employment by the Housing Association that manages the residential properties in the building.

Meeting adjournment for public comments.

Cllr Liz Braithwaite spoke on planning application 21/2712M and advised, in her capacity as a Cheshire East Councillor, she is representing the residents who live above the premises and is calling in the application. The concerns raised are:

- Detrimental impact on residential amenity,
- There is no planning application for change of use,
- Detrimental impact of the outdoor area for those residents overlooking the courtyard.

Cllr Liz Braithwaite spoke on planning application 21/3025M. A previous

application for the property was withdrawn by the developer. Cllr Braithwaite raised concerns on:

- Impact of the development on the Conservation Area
- Loss of parking for existing residents
- Restrictive vehicular access from Norbuy Street to the planned off-street parking.

Cllr Braithwaite was thanked and the meeting reconvened.

3. MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 11TH JUNE 2021

RESOLVED: That the minutes are approved as a true record of the meeting.

4. MATTERS ARISING FROM THE MINUTES

None.

5. OBSERVATIONS ON PLANNING APPLICATIONS

The planning authority has been informed of the date of this meeting and any delays in responses as they relate to all applications with response closing dates before the date of this meeting.

The Planning Committee considers all applications it is notified of and returns comments to the Local Planning Authority (Cheshire East Council) unless it has no objections.

Application No: 21/3146M

Proposal: Demolition of the existing buildings situated on the site and proposed development for a mix of 1, 2 and 3 bed apartments and retail units.

Location: Land Near Former Old Kings Head Public House, CHESTERGATE, MACCLESFIELD

RESOLVED: That the committee supports the application subject to:

- i. Approval from the Conservation Officer,
- ii. A sprinkler system is included in the design.

Application No: 21/3007M

Proposal: Proposed new showroom window, car park alterations, relocation of entrance to outdoor projects centre and covered trolley park

Location: Unit A, HULLEY ROAD, MACCLESFIELD, SK10 2SF

No objections.

Application No: 21/2001M

Proposal: Adaptation of existing rear extension, proposed two storey side extension and loft conversion

Location: 16, CAMBRIDGE ROAD, MACCLESFIELD, SK11 8JL

No objections.

Application No: 21/3132M

Proposal: Two storey side, single storey front and rear extensions.

Location: 127, ST AUSTELL AVENUE, MACCLESFIELD, SK10 3NY

No objections.

Application No: 21/2501M

Proposal: Replacement of existing dormer flat roof with new dormer pitched roof at 83 Sycamore Crescent and not 85 as previously notified

Location: 83, SYCAMORE CRESCENT, MACCLESFIELD, SK11 8LW

No objections however it was noted that the application form could not be downloaded.

Application No: 21/3129M

Proposal: Side extension over existing garage

Location: 97, KENILWORTH ROAD, MACCLESFIELD, SK11 8UX

No objections.

Application No: 21/3098M

Proposal: Two storey side / rear extension.

Location: 38, BUXTON ROAD, MACCLESFIELD, SK10 1JS

No objections.

Application No: 21/3061M

Proposal: Certificate of proposed lawful use for rear extension that includes windows to access the garden.

Location: 9 , Parkett Heyes Road, Macclesfield, SK11 8UD

No objections.

Application No: 21/2712M

Proposal: Listed Building Consent for internal alterations

Location: 8, CHESTERGATE, MACCLESFIELD, SK11 6BA

As Cllr Edwardes and Cllr Livingstone left the room prior to any discussion on this application, the committee was no longer quorate and therefore unable to make any decisions relating to this application.

An extension on the closing date will be sought to support the Planning Committee in considering this application at its next available meeting.

Application No: 21/3153M

Proposal: Proposed conversion of garage 2 into study, toilet and utility, and replacement of entrance gates with automated gates and alterations to front boundary

Location: 34, FIELD BANK ROAD, MACCLESFIELD, CHESHIRE, SK11 8PZ

Cllr Edwardes and Cllr Livingstone returned to the room for this item and the remainder of the agenda.

No objections.

Application No: 21/3003M

Proposal: Infill the 1st floor and convert from commercial to residential. Extend another floor (2nd floor) to match and extend with a 3rd floor (contemporary design) set back from the building elevations, all to create 14 No one and two bed self contained apartments. (Resubmission of application 20/2265M)

Location: 2, BROOK STREET, MACCLESFIELD, SK11 7AA

RESOLVED: That the committee supports the application dependent on the following conditions being made:

- i. The flood risk is addressed,
- ii. Sprinklers are included in the design,
- iii. The apartments are fitted with low emission boilers.

Application No: 21/3021M

Proposal: The proposed upgrade of an existing telecommunication base station consisting of the replacement of a 17.5m monopole with a 22.5m monopole supporting 6 no antenna on an open headframe, 1 no cabinet with ancillary development thereto.

Location: Existing Base Station, Macclesfield Cricket Club, VICTORIA ROAD, MACCLESFIELD

No objections.

Application No: 21/3191M

Proposal: Demolition of existing conservatory, erection of single storey lean to rear extension

Location: THE SYCAMORES, 79, BISHOPTON DRIVE, MACCLESFIELD, SK11 8TS

No objections.

Application No: 21/1810M

Proposal: Advertisement Consent for a house sign

Location: 70, PRESTBURY ROAD, MACCLESFIELD, SK10 1BL

No objections.

Application No: 21/3022M

Proposal: Two storey extension

Location: 183, CROMPTON ROAD, MACCLESFIELD, SK11 8EH

No objections.

Application No: 21/3023M

Proposal: Listed building consent for two storey extension

Location: 183, CROMPTON ROAD, MACCLESFIELD, SK11 8EH

No objections.

Application No: 21/3025M

Proposal: New dwelling

Location: 183, CROMPTON ROAD, MACCLESFIELD, SK11 8EH

RESOLVED: That the committee objects to this application on the grounds of:

- i. Impact on neighbours' amenities,
- ii. Loss of parking in the area,
- iii. The development is not in keeping with the area,
- iv. The development contravenes the draft SADPD Policy HOU8 Backland Development.

Application No: 21/3026M

Proposal: Listed Building Consent for a new dwelling

Location: 183, CROMPTON ROAD, MACCLESFIELD, SK11 8EH

RESOLVED: That the committee objects to this application.

Application No: 21/2889M

Proposal: Advertisement Consent for 2 no. part illuminated Wickes flexface signs, 2 no. product signs, 1 set of 2 poster frames, 1 no. click & collect sign & 1 no. welcome sign

Location: Unit A, HULLEY ROAD, MACCLESFIELD, SK10 2SF

No objections.

Application No: 21/3274M

Proposal: Extension and alteration of 4 apartments to form 5 dwellings with access, parking and landscaping.

Location: 123, PRESTBURY ROAD, MACCLESFIELD, CHESHIRE, SK10 3DA

No objections.

Application No: 21/3184M

Proposal: Proposed clubhouse extensions including extended terraced area and enhanced disabled access.

Location: MACCLESFIELD CRICKET CLUB, VICTORIA ROAD, MACCLESFIELD, SK10 3JA

No objections.

Application No: 21/3173M

Proposal: Variation of condition 3 on application 14/2326M - Change of use from betting shop to hot food take-away

Location: 4, WESTON SQUARE, MACCLESFIELD, SK11 8SS

No objections.

Application No: 21/2638M

Proposal: The removal and replacement of the existing 16 metre high monopole with a new 20 metre high monopole supporting 6no. antenna apertures and 1no. GPS, the removal and replacement of 1no. existing equipment cabinet and 1no. meter cabinet with 1no. new equipment cabinet and 1no. new meter cabinet along with development ancillary thereto within a fenced compound.

Location: TYTHERINGTON SERVICE STATION, MANCHESTER ROAD, MACCLESFIELD, SK10 2JJ

No objections.

Application No: 21/3182M

Proposal: Change of use from former managers accommodation to office and storage use.

Location: 131, HURDSFIELD ROAD, MACCLESFIELD, CHESHIRE, SK10 1LL

No objections.

Application No: 21/3218D

Proposal: Discharge of condition 8 on application 18/4842M - Variation of condition 2 on approval 17/3892M for demolition of existing on site buildings and erection of 67 dwellings with associated car parking and landscaping.

Location: GEORGIAN AND WATERSIDE MILL, PARK GREEN, MACCLESFIELD, SK11 7NA

No objections.

Application No: 21/3366M

Proposal: Proposed ZZNS new training facility

Location: ASTRAZENECA, CHARTER WAY, MACCLESFIELD, SK10 2NA

No objections.

Application No: 21/3123M

Proposal: Garden room extension to rear of existing detached garage.

Location: 2, BLACKLEY CLOSE, MACCLESFIELD, SK10 2SQ

No objections.

Application No: 21/3384M

Proposal: Proposed side garage extension.

Location: 22, THIRLMERE, MACCLESFIELD, SK11 7XY

No objections.

6. CONSERVATION AREA REVIEW

The report was noted and that Cheshire East Council is conducting an internal review of the draft Management Plan.

7. TOWN CHARACTER ASSESSMENT

The report was noted and that the quotations for the town character assessment are still under evaluation.

8. FLOWERPOT JUNCTION IMPROVEMENTS

The committee made the following observations on the junction improvements:

- i. The improvements are welcomed but the scheme appears to prioritise traffic flow above safety of pedestrians and cyclists.
- ii. The lack of cycle lanes is disappointing and a missed opportunity to improve the safety for cyclists at this key junction.
- iii. The committee seeks that active travel and supporting infrastructure is emphasised with the safety of pedestrians and cyclists prioritised.
- iv. The addition of traffic light filters for vehicles turning right from Oxford Road into Ivy Lane and Congleton Road to Park Lane would improve safety.

The comments will be returned to Cheshire East Council via the public engagement exercise.

9. CORRESPONDENCE

**9.1 CEC Allocations and Development Policies Document (SADPD)
Examination**

Cllr Livingstone expressed interest in attending the hearing – the date of which is not set but scheduled for September/October 2021.

10. MEMBER ITEMS

None.

11. DATE/TIME AND PLACE OF NEXT MEETING

The next Planning Committee meeting will take place on **30th July 2021 10am**, in **Macclesfield Town Hall** (to be confirmed).



Macclesfield Town Council

Planning Committee

Minutes of the meeting held on 30th July 2021 at 10am in Macclesfield Town Hall.

In attendance: Cllr Mike Hutchison
 Cllr David Edwardes
 Cllr Fiona Wilson
 Cllr Janet Jackson MBE

1 Apologies for Absence

Cllr Sandy Livingstone
Cllr Lloyd Roberts

2 Declarations of Interest

Cllr Edwardes declared predetermination in planning application 21/2712M and left the room when application 21/2712M was discussed.

Cllr Edwardes declared a non-pecuniary interest in planning application 21/3793M as the applicant is known to him.

Cllr Jackson MBE declared a non-pecuniary interest in planning application 21/3816M as she is a trustee of the museum.

Cllr Hutchison declared a non-pecuniary interest in planning application 21/3693M as the applicant is known to him.

3 Public Participation

The meeting will be adjourned to invite public comments and questions. Following which the meeting will be reconvened.

Ruth Thompson spoke on the protection of local green spaces in Macclesfield and that designated Local Green Spaces are afforded protection equivalent to Green Belt land, as documented in the National Planning Policy Framework.

Local Green spaces are special to the community e.g. have a particular local significance because of their beauty, historic value, recreational value or tranquillity.

The designation of Local Green Spaces is through local and neighbourhood plans.

The Cheshire East SADPD is with the planning inspector for examination and this would be an opportunity to seek the designation and protection of Macclesfield's Local Green Spaces.

Cllr Wilson advised that Macclesfield Town Council will be looking at green spaces as part of the development of the town's Character Assessment and that the aim is for it to be a strategic planning document.

4 Minutes of the Planning Committee Meeting held on 2nd July 2021

RESOLVED: That the minutes are approved as a true record of the meeting.

5 Matters Arising from the Minutes

Item 8 from minutes of meeting 02/07/21 - Cllr Wilson advised the committee that ward councillors had attended a briefing by Cheshire East Council on the proposed Flowerpot junction improvements and had raised the same issues as observed at the planning committee meeting on 02/07/21. At that briefing it was also raised that the junction was used by many children on the way to and from school.

6 Observations on Planning Applications

The planning authority has been informed of the date of this meeting and any delays in responses as they relate to all applications with response closing dates before the date of this meeting.

The Planning Committee considers all applications it is notified of and returns comments to the Local Planning Authority (Cheshire East Council) unless it has no objections.

Application No: 21/2712M

Proposal: Listed Building Consent for internal alterations

Location: 8, Chestergate, Macclesfield, SK11 6BA

Cllr Edwardes left the room before this application was discussed.

The committee noted this was a listed building consent application and that the CEC Conservation Officer has no objections.

The committee raised no objections but sought that:

- The Planning Officer checks a change of use application is not required,
- The Planning Officer assesses the impact of loss of amenities on the residents such as noise and fumes as a result of the courtyard pagoda.

Application No: 21/3385M

Proposal: Variation of Condition 2-plans on 20/1018M - Revision to 3no apartment layouts including revision to shop front to allow direct access off Mill Street.

Location: 72, Mill Street, Macclesfield, SK11 6NH

Cllr Edwardes returned to the room for this item and the remainder of the agenda.

No objections.

Application No: 21/3032M

Proposal: Prior application for a larger home extension extending 6 metres beyond the rear wall, maximum height of 3.85 metres and eaves height 3.15 metres.

Location: 24, Orme Crescent, Macclesfield, Cheshire, SK10 2HS

No objections.

Application No: 21/3429M

Proposal: Installation of 8No. electric vehicle charging bays with associated 4No. electric vehicle charging posts together with connected remotely sited associated electrical support apparatus.

Location: Land North Of Junction To, Black Lane, Macclesfield, Cheshire

The committee raised no objections but noted the applicant needs to consider the potential limitations in infrastructure in Macclesfield.

Application No: 21/3545M

Proposal: Proposed double storey side extension

Location: 163, Chester Road, Macclesfield, Cheshire, SK11 8QA

No objections.

Application No: 21/3548M

Proposal: Proposed Bedroom Extension Over Existing Garage

Location: Hill Top Farm, 51, Pexhill Road, Macclesfield, Cheshire, SK11 9QA

No objections.

Application No: 21/3390M

Proposal: Proposed single storey rear extension to reposition and form a larger kitchen with larder, dining and snug area and internal alterations to ground floor to replace the existing kitchen/ dining area with a bedroom and shower room and first floor alterations to combine two bedrooms to form one larger bedroom.

Location: 51, Blakelow Road, Macclesfield, Cheshire, SK11 7ED

No objections.

Application No: 21/2776M

Proposal: Change of use from commercial to residential

Location: 85, Chester Road, Macclesfield, Macclesfield, Cheshire, SK11 8DL

The committee raised no objections in principle but noted there is no detail on the internal plans.

The committee sought the Planning Officer requests information on the internal layout and provision for storage of waste.

Application No: 21/3521M

Proposal: Side extension of two storeys.

Location: 48, Kenilworth Road, Macclesfield, SK11 8UX

No objections.

Application No: 21/3533M

Proposal: single storey rear extension and garage conversion

Location: 10, Penrith Avenue, Macclesfield, Macclesfield, Cheshire, SK11 8PP

The committee raised no objections but sought reassurance that there is sufficient sound proofing to limit the noise impact on the neighbouring property.

Application No: 21/3570M

Proposal: Proposed Single Storey infill Extension

Location: 51, Prestbury Road, Macclesfield, SK10 1AU

No objections.

Application No: 21/3607M

Proposal: Single storey side and front extension and drop kerb

Location: 28, Dalesford Crescent, Macclesfield, Cheshire, SK10 3LF

No objections.

Application No: 21/3587M

Proposal: Two storey side and single storey rear extensions and front porch replacement (resub of 21/0242M)

Location: 10, West Bank Road, Macclesfield, SK10 3BT

No objections.

Application No: 21/3672M

Proposal: Single Storey Rear Extension

Location: 12, Eddisbury Terrace, Macclesfield, Cheshire, SK11 7EY

No objections.

Application No: 21/3609M

Proposal: Single storey rear extension.

Location: 18, Appledale, Macclesfield, SK10 2GT

No objections.

Application No: 21/3673M

Proposal: Prior determination of proposed upgrade to existing Telecommunications Equipment

Location: British Telecom, Jordangate, Macclesfield, Cheshire, SK10 2AG

No objections.

Application No: 21/3631M

Proposal: Prior approval for the change of use from offices to dwellings

Location: 1, Silk House, Park Green, Macclesfield, Macclesfield, CHESHIRE, SK11 7QJ

The committee raised no objections subject to the implementation of the noise mitigation measures as documented in the noise assessment report.

Application No: 21/3678M

Proposal: Advertisement consent for Display of 7 internally illuminated fascia signs

Location: Central Garage, Waters Green, Macclesfield, Cheshire, SK11 6JS

The committee raised no objections and noted the new signage is an improvement on the current signage.

Application No: 21/3693M

Proposal: Erection of two storey side extension

Location: The Hollins, 262, Black Road, Macclesfield, Cheshire, SK11 7JY

No objections.

Application No: 21/3685M

Proposal: Proposed Single Storey Side & Rear Extension & Alterations

Location: 11, Knowsley Road, Macclesfield, Cheshire, SK11 8AP

No objections.

Application No: 21/3755M

Proposal: Proposed two storey rear extension and internal alterations.

Location: 17, Grange Road, Macclesfield, Cheshire, SK11 8AU

No objections.

Application No: 21/3750M

Proposal: 2 storey side extension

Location: 174, Oxford Road, Macclesfield, SK11 8JZ

No objections.

Application No: 21/3801M

Proposal: Demolition of an existing rear lean-to extension and timber frame conservatory. Proposed rear single-storey ground floor extension.

Location: Half Mile Farmhouse, 170, Prestbury Road, Macclesfield, Cheshire, SK10 3BS

No objections.

Application No: 21/3745M

Proposal: Proposed Two Storey Rear Extension & Alterations

Location: 15, Gritstone Drive, Macclesfield, SK10 3SF

The committee was unable to fully consider this application as not all the documents were accessible. The Cheshire East Council Planning department was contacted prior to the meeting but the issue has yet to be resolved.

Application No: 21/3793M

Proposal: Prior Approval for Proposed Single Storey Rear Extension, extending 5.45m beyond the rear wall, max height of 3.43m, and eaves height of 2.37m.

Location: 26, Beverley Way, Macclesfield, Cheshire, SK10 2WP

No objections.

Application No: 21/3815M

Proposal: Single Storey Rear Extension and minor alterations to front porch.

Location: 157, Crompton Road, Macclesfield, Cheshire, SK11 8EH

No objections.

Application No: 21/3316M

Proposal: Construction of a Garden Room/ Gym at the bottom of the garden.

Location: 3, Eden Drive, Macclesfield, Cheshire, SK10 1QA

No objections.

Application No: 21/3784M

Proposal: Single storey rear extension forming garden room

Location: 4, Oak Avenue, Macclesfield, SK11 7UN

No objections.

Application No: 21/3738M

Proposal: Installation of an air-source heat pump.

Location: 32, Wentworth Avenue, Macclesfield, Cheshire, SK11 8TF

The committee support this application and noted, contrary to the environmental health report, the noise levels are documented in the Valliant brochure.

Application No: 21/3864M

Proposal: Proposed upper floor rear dormer extension and ground floor side and rear extension

Location: 35, Tytherington Lane, Macclesfield, SK10 2JS

No objections.

Application No: 21/3834M

Proposal: Proposed first floor extension over existing garage with a single storey extension to the rear.

Location: 7, Carnoustie Drive, Macclesfield, Cheshire, SK10 2TB

No objections.

Application No: 20/3501M

Proposal: 3 No Proposed domestic garages.

Location: Land Off, Back Paradise Street, Macclesfield

RESOLVED: That the committee objects to this application on the grounds of:

- i. Over-development,
- ii. Inadequate vehicular access to the proposed development.

The committee noted that there is little or no change in the revised plans and that it had previously not supported the application.

Application No: 21/3816M

Proposal: Listed building consent for the reversal of 1980's alterations including removal of basement stairs (installed in 1980's), reinstatement of ground floor central spine corridor by removal of walls inserted in 1980's, refurbishment of wc areas to ground and first floor including first floor stores and kitchen area, removal of ground floor wall (inserted in 1980's) and replace with glazed screen on line of

original wall, new glazed fire screens and doors to corridors to replace previously approved temporary doors, form new external door to rear elevation, form new opening at first floor.

Location: Macclesfield Sunday School, The Heritage Centre, Roe Street, Macclesfield, Macclesfield, SK11 6UT

The committee raised no objections, noting the CEC Conservation Officer has no objections and that the changes will improve access to the building.

Application No: 21/3869M

Proposal: Installation of air-source heat pump

Location: 23, Wentworth Avenue, Macclesfield, Cheshire, SK11 8TF

The committee support this application and noted the environmental benefits.

Application No: 21/3492M

Proposal: 3 storey side and rear extension and extension of raised patio.

Location: 140, Blakelow Road, Macclesfield, Cheshire, SK11 7EF

No objections.

Application No: 21/3932M

Proposal: Retrospective application for Change of Use of land to garden

Location: Land adjacent 25, College Court, Macclesfield, SK11 8HN

The committee was unable to fully consider this application as not all the documents were accessible.

The committee sought that the Planning Officer clarifies the land ownership.

Application No: 20/4314M

Location: Land Off, Blakelow Road, Macclesfield

Proposal: Appeal - Construction of one dwelling and associated works

The committee's observation on this application from the meeting held on 16/10/20 remains unchanged.

7 Conservation Area Review

The report was noted.

8 Town Character Assessment

The report was noted.

9 Streetnaming

The committee sought that the five streets off Chelford Road are named after successful Macclesfield 2021 Olympians. Following completion of the games (8th August), the names of those Olympians will be sent to CEC Address Management.

10 Correspondence

10.1 CEC Allocations and Development Policies Document (SADPD) Examination

The correspondence was noted and that Cllr Wilson would like to attend the hearing.

10.2 Civic Society – 21/0903M, 90 Tytherington Drive

The correspondence was noted and that Macclesfield Town Council had not been notified of the new plans.

10.3 Civic Society – 20/1080W, waste recycling facility at Withyfold Drive

The correspondence was noted and that although the recommendation at the that CEC Strategic Planning Board on 16/06/21 was for refusal, the decision was deferred by the board.

The committee agreed with the Civic Society's concerns and intends to register to speak at the next Strategic Planning Board where this application is considered.

11 Member Items

11.1 Cllr Hutchison

Cllr Hutchison updated the committee following his attendance at the CEC Strategic Planning Board on 14/07/21 where he spoke in relation to 19/1069M and the failure to notify the National Amenities Societies.

The board accepted the error but voted for the development go ahead.

12 Date/Time and Place of Next Meeting

The next Planning Committee meeting will take place on 20th August 2021 10am, in Macclesfield Town Hall (to be confirmed).

Meeting closed at 11:37am

Chair: Cllr Mike Hutchison

Clerk: Harriet Worrell



Macclesfield Town Council

Planning Committee

Minutes of the meeting held on 20th August 2021 at 10am in Macclesfield Town Hall.

In attendance: Cllr Mike Hutchison
Cllr David Edwardes
Cllr Fiona Wilson
Cllr Sandy Livingstone

1 Apologies for Absence

Cllr Lloyd Roberts
Cllr Janet Jackson MBE

2 Declarations of Interest

Cllr Edwardes declared a non-pecuniary interest in Item 13.1 as he visited the site and spoke to the applicant regarding the boundary.

3 Public Participation

There were no members of the public attending the meeting.

4 Minutes of the Planning Committee Meeting held on 30th July 2021

RESOLVED: That the minutes are approved as a true record of the meeting.

5 Matters Arising from the Minutes

None.

6 Observations on Planning Applications

The planning authority has been informed of the date of this meeting and any delays in responses as they relate to all applications with response closing dates before the date of this meeting.

The Planning Committee considers all applications it is notified of and returns comments to the Local Planning Authority (Cheshire East Council) unless it has no objections.

Application No: 20/1080W

Proposal: Change of use of site from vehicle recovery depot to waste recycling centre, installation of weighbridge, removal of existing temporary building and erection of two new canopy buildings for the receipt and storage of non-hazardous wastes (temporary for 3 years)

Location: Mansfield House, Withyfold Drive, Macclesfield, Cheshire, SK10 2BD

RESOLVED: That the committee objects to this application on the grounds of:

- i. Harmful impact to the health of residents in the area,
- ii. Safety concerns resulting from large vehicles travelling on residential roads,
- iii. Noise disturbance created by large vehicles visiting the site,
- iv. Noise disturbance from the site,
- v. Noxious smells from the site,
- vi. Fumes resulting from increase in traffic,
- vii. Concerns of the potential for hazardous waste,
- viii. Disturbance of existing contaminants on the site,
- ix. Increase to air pollution,
- x. Danger from flying debris,
- xi. Contamination of the River Bollin,
- xii. Disturbance to rare wildlife.

Cllr Wilson reported to the committee that this application was refused by the CEC Strategic Planning Board on 18/08/21 due to concerns on noise, odour and disruption to amenities.

Application No: 21/3925M

Proposal: Construction of 3 no. dwellings and associated works.

Location: Land Off, SPRING GARDENS, MACCLESFIELD

RESOLVED: That the committee objects to this application on the grounds of:

- i. Impact to conservation in the local area,
- ii. Impact on the Public Right of Way,

- iii. Inadequate access,
- iv. Concerns on noise and effect on air quality from the proximity to the Silk Road,
- v. Concerns raised by the CEC Conservation Officer and Cadent.

The committee noted that Summerlea Close could provide alternative access to the site.

Application No: 21/4175M

Proposal: Re-development of an existing petrol filling station including demolition of the existing sales building, canopy link and car wash, erection of new sales building, provision of car parking spaces, EV charging bays and associated plant, new bin store, retention of the existing forecourt and canopy and associated works
Location: Shell Tytherington, 53, Manchester Road, Macclesfield, SK10 2JJ

The committee support this application.

Application No: 21/3053M

Proposal: Proposed 2 no. staff smoking shelters
Location: Astrazeneca, Charter Way, Macclesfield, SK10 2NA

The committee raised no objections but noted that not all the information in the Canal & River Trust consultation response could be accessed.

Application No: 21/4230M

Proposal: Construction of Modular Office Buildings (temporary siting for 3 years in line with Covid-compliance)
Location: Astrazeneca, Charter Way, Macclesfield, Cheshire, SK10 2NA

No objections.

Application No: 21/3980M

Proposal: Demolition of Existing Conservatory/Structure & Proposed Single Storey Rear Extension
Location: 28, Becks Lane, Macclesfield, Cheshire, SK10 3EX

No objections.

Application No: 21/4004M

Proposal: Installation of an air-source heat pump
Location: 30, Wentworth Avenue, Macclesfield, Cheshire, SK11 8TF

No objections.

Application No: 21/3662M

Proposal: Installation of an air-source heat pump
Location: 47, Wentworth Avenue, Macclesfield, SK11 8TF

No objections.

Application No: 21/4098M

Proposal: Install an air source heat pump to replace the existing oil boiler. Both the existing boiler and the new heat pump are external to the property
Location: Trugs Farm House, Macclesfield Road, Over Alderley, SK10 4SW

The committee raised no objections but noted that Cadent have placed a holding objection on the application.

Application No: 21/4064M

Proposal: Single storey rear extension, internal remodelling
Location: 271, Chester Road, Macclesfield, SK11 8RA

No objections.

Application No: 21/3995M

Proposal: Certificate of proposed lawful development for a single storey rear extension to form a larger kitchen and snug area.
Location: 24, Ivy Road, Macclesfield, Cheshire, SK11 8QB

No objections.

Application No: 21/4045M

Proposal: Dormer loft conversion
Location: 8, Wallbrook Avenue, Macclesfield, SK10 3GL

No objections.

Application No: 21/3759M

Proposal: Boundary fence
Location: 14, Prestwick Close, Macclesfield, Cheshire, SK10 2TH

The committee raised no objections but sought that the Planning Officer ensures that the saved policies DC3 and DC38 from the Macclesfield Borough Local Plan are not infringed.

Application No: 21/4102M

Proposal: Replacement of existing flat roof to pitched, with internal alterations.
Location: 34, Bedford Road, Macclesfield, Cheshire, SK11 8JQ

No objections.

Application No: 21/4129M

Proposal: Replacement conservatory

Location: Lower Blakelow Farm, 237, Blakelow Road, Macclesfield, Cheshire, SK11 7EF

No objections.

Application No: 21/4135M

Proposal: Retrospective application for summer house (re-submission of 20/3259M)

Location: 7, Cottage Street, Macclesfield, SK11 8DZ

No objections.

Application No: 21/4278M

Proposal: Single Storey rear extension

Location: 38, Park Mount Drive, Macclesfield, SK11 8NT

No objections.

Application No: 21/4241M

Proposal: The proposal is for a new Air Handling Unit and enclosure proving access around it, to be located adjacent to the existing building, on the edge of the car park. The enclosure is to be a 3m high timber fence. The Air Handling unit will support the refurbishment of 2 rooms to create an endoscopy suite.

Location: Spire Regency Hospital, WEST STREET, MACCLESFIELD, CHESHIRE, SK11 8DW

No objections.

7 Appeals

7.1 20/3767M, Plot North of 78, Beech Lane, Macclesfield, SK10 2DY

The committee's observation on this application from the meeting held on 25/09/20 remains unchanged.

7.2 21/0242M, 10 West Bank Road, Macclesfield, SK10 3BT

The committee's observation on this application from the meeting held on 05/02/21 remains unchanged.

8 Conservation Area Review

The report was noted and that final comments on the draft Management Plan have been returned to the consultant.

9 Town Character Assessment

RESOLVED: That the appointment of Lambert Hampton Smith to prepare a Macclesfield Character Assessment is ratified.

10 Streetnaming

RESOLVED: That the five roads off Chelford Road are named after successful Macclesfield and local Olympians:

- i. Karriss Artingstall,
- ii. Laura and Jason Kenny,
- iii. Sir Ben Ainslie,
- iv. Dame Sarah Storey OBE,
- v. Menna Fitzpatrick MBE.

11 Shop Front and Sign Design

RESOLVED: That Donald Insall Associates is appointed to produce a Macclesfield Shopfronts and Signage Design Guide.

12 Draft Sustainable urban Drainage Systems Supplementary Planning Document (SuDS SPD) consultation

The committee noted that the closing date for the consultation is 20/09/21 and agreed that this item will be added to the agenda for the next meeting.

13 Correspondence

13.1 21/2548M, New house, rear of 2 & 4 Southdown Close SK10 2JU

The committee noted the correspondence and that not being able to access some planning application documents is an ongoing issue. The CEC planning department will be contacted again about this and in particular that documents attached in email responses must also be scanned in order that they can be viewed.

14 Member Items

None.

15 Date/Time and Place of Next Meeting

The next Planning Committee meeting will take place on 17th September 2021 10am, in Macclesfield Town Hall (to be confirmed).

Meeting closed at 11:06am

Chair: Cllr Mike Hutchison

Clerk: Harriet Worrell

DRAFT

Report Statement

Report Purpose:

To update Full Council on the Macclesfield Character Assessment

Author:

Admin and Governance Manager

Lambert Smith Hampton, planning consultants, has been appointed to prepare a Macclesfield Character Assessment.

A kickoff meeting with stakeholder groups is to be scheduled followed by surveys of wards to identify the character and features of Macclesfield.

Report Statement

Report Purpose:

To update Full Council on the Macclesfield Town Centre Conservation Area Appraisal Review

Author:

Admin and Governance Manager

The final draft of the Macclesfield Town Centre Conservation Area Appraisal and the Gazetteer have been completed.

Comments from Cheshire East Council on the Macclesfield Town Centre Conservation Area Management Plan were discussed at a meeting on 20/07/21, attended by a CEC Conservation Officer, the CEC Regeneration Manager, Cllr Hutchison, Cllr Wilson, Cllr Jackson MBE and the lead consultant from Donald Insall Associates.

The consultant has amended the Management Plan and issued the updated draft for review and comment.

The final draft of all three documents, namely the Macclesfield Town Centre Conservation Area Appraisal, the Gazetteer and the Management Plan, will undergo a Cheshire East Council public consultation exercise prior to adoption.



Planning Policy Consultation Working Group

Terms of Reference

Purpose and Scope

Planning policy is the development framework under which decisions on planning applications are made and is set by central government and local planning authorities.

Macclesfield Town Council is committed to providing an objective and considered response to new or revised planning policy. This working group will provide that function as and when the town council becomes aware of planning policy consultations.

Terms

To consider and submit a response to planning policy consultations issued at a national or local level, notwithstanding that a response at town council level may not be applicable to all consultation questions.

To respond to consultations within the deadline set by the consulting body.

To report to the Planning Committee and Full Council.

Membership

- Any Member of Macclesfield Town Council.
- Officers of Macclesfield Town Council as delegated by the Council.
- Co-opted members may be appointed by the Working Group for their expertise and knowledge.
- Co-opted members may not propose a motion or vote on a motion proposed and seconded by a Councillor.

Meetings

1. Meetings to be held as required, in response to the notification of consultations and the deadline for responding.
2. Meetings are to be held as regularly as required, via Zoom in accordance with Covid legislation and face to face when conditions allow. Any relevant papers will be sent electronically, at least five working days before the meeting.
3. A Chair/Vice-Chair will be discussed at the first meeting of the working group and agreed by the working group.
4. The group will consist of at least three Members and a maximum of six Members.
5. Responses to the consultation questions will be ratified at the next available Planning Committee.

Report Statement

Report Purpose:

To update Full Council on consultation responses from the Planning Policy Consultation Working Group

Author:

Admin and Governance Manager

Background

The Planning Policy Consultation Working Group considers and submits responses to planning policy consultations issued at a national or local level. It reports its responses to the Planning Committee.

Update

In March 2021, the Working Group responded to the National Planning Policy Framework and National Model Design Code Consultation. The response can be found at the end of this report.

In May 2021, the Working Group responded to the CEC Final draft Houses in Multiple Occupation Supplementary Planning Document and the CEC Draft Housing Supplementary Planning Document. The response can be found at the end of this report.

In June 2021, the Planning Committee responded to the CEC Biodiversity Net Gain Supplementary Planning Document Consultation. The response can be found at the end of this report.

Planning Policy Consultation Working Group response to the National Planning Policy Framework and National Model Design Code consultation

Chapter 2: Achieving sustainable development

Q1. Do you agree with the changes proposed in Chapter 2?

Request an amendment to paragraph 8b:

A social objective – to support strong, vibrant, and healthy communities, by ensuring that a sufficient number and range of homes, including affordable homes, can be provided to meet the needs...

Chapter 3: Plan-making

Q2: Do you agree with the changes proposed in Chapter 3?

Disagree with the addition of text to paragraph 22:

“Where larger-scale development such as new settlements form part of the strategy for the area, policies should be set within a vision that looks further ahead (at least 30 years), to take into account the likely timescale for delivery.”

This will have an impact on land prices and reduce the viability of affordable housing in new developments.

Chapter 4: Decision making

Q3: Do you agree with the changes proposed in Chapter 4? Which option relating to change of use to residential do you prefer and why?

Disagree with the new text in paragraph 53, and express concern on how the new criteria can be applied. Article 4s should continue to be limited to situations where necessary to support local amenities and wellbeing of an area, and in particular to protect communities from the proliferation of HMOs which can have a negative impact in a local area.

Paragraph 59 – request “They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area” is amended to;

“They should publish a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area.”

We have seen the cumulative detrimental effect on our town centre conservation area of uPVC window installations, satellite dishes and unsympathetic shop frontages that could have been prevented with proactive enforcement measures.

Chapter 5: Delivering a wide choice of high quality homes

Q4: Do you agree with the changes proposed in Chapter 5?

Paragraph 63 – remove b) so that affordable housing is prioritised.

Chapter 8: Promoting healthy and safe communities

Q5: Do you agree with the changes proposed in Chapter 8?

No comments

Chapter 9: Promoting sustainable transport

Q6: Do you agree with the changes proposed in Chapter 9?

No comments

Chapter 11: Making effective use of land

Q7: Do you agree with the changes proposed in Chapter 11?

No comments

Chapter 12: Achieving well-designed places

Q8: Do you agree with the changes proposed in Chapter 12?

Paragraph 126 – retain existing wording. Parish/town councils are comprised of elected members and represent the community. Neighbourhood groups risk undermining this important planning function.

Paragraph 127 - retain existing wording. If a neighbourhood plan has a policy on design or develops a design code, this should be the standard against which design will be measured in that area.

Paragraph 128 – don't agree. As above, if a neighbourhood plan has a policy on design or develops a design code, this should be the standard against which design will be measured in that area.

Paragraph 130 is welcomed. Macclesfield Town Council is actively seeking opportunities for planting trees in the town.

Chapter 13: Protecting the Green Belt

Q9: Do you agree with the changes proposed in Chapter 13?

No comments

Chapter 14: Meeting the challenge of climate change, flooding and coastal change

Q10: Do you agree with the changes proposed in Chapter 14?

No comments

Chapter 15: Conserving and enhancing the natural environment

Q11: Do you agree with the changes proposed in Chapter 15?

No comments

Chapter 16: Conserving and enhancing the historic environment

Q12: Do you agree with the changes proposed in Chapter 16?

No comments

Chapter 17: Facilitating the sustainable use of minerals

Q13: Do you agree with the changes proposed in Chapter 17?

National Model Design Code

No comments

Q14: Do you have any comments on the changes to the glossary?

No comments

Q15: We would be grateful for your views on the National Model Design Code, in terms of:

- a) the content of the guidance
- b) the application and use of the guidance
- c) the approach to community engagement.

No comments

Public Sector Equality Duty

Q16: We would be grateful for your comments on any potential impacts under the Public Sector Equality Duty.

Reducing the cost of land will increase affordability. Development should reflect the needs in society and provide safe homes that promote health and wellbeing with a residential mix. At least 30% of homes should be affordable and distributed, as too rented properties, throughout a development site to prevent a cluster of housing types that may foster perceptions of inequality between residents of diverse economic means.

There is real concern that offsetting affordable houses to alternate sites dedicated for this market will lead to an extreme sense of inequality and discrimination, with the

potential for such areas to decline and impact negatively on residents' health and wellbeing.

There should a focus on homes for life so people may feel connected to their community, instilling a sense of civic pride and community cohesion. Affordability could aid the ambition of greater integration.

New homes must meet high environmental standards such as electric charging points, low energy boilers and insulation to future proof the world in a time when climate emergencies have been declared by many councils. The health and wellbeing of future generations is dependent on responsible and decisive action now.

Larger developments in particular should have a responsibility to ensure there is no detrimental impact to existing services and infrastructure (health service, education, transport) that may indirectly discriminate against minority groups. This can be achieved through CIL or S106 injections or the development providing its own services, providing there is a sustainable infrastructure link to the town centre and the development does not divert footfall from the town centre.

Planning Policy Consultation Working Group response to CEC Final Draft Houses in Multiple Occupation Supplementary Planning Document

Whilst it is disappointing that Macclesfield Town Council's former comment regarding licensing was not addressed, the following detail is welcomed and will assist the Planning Committee when considering HMO planning applications:

- Reference to existing Planning Policies,
- Internal layout and room sizes,
- Waste disposal and storage,
- Car parking,
- Cycle parking facilities,
- Residential amenity.

The concern remains on the control of properties housing less than five people if a licence is not required.

Macclesfield Town Council will monitor the progress of Article 4 Directions in Cheshire East in relation to HMOs.

Planning Policy Consultation Working Group response to the CEC Draft Housing Supplementary Planning Document

Detail on the following is welcomed:

- Reference to existing Planning Policies,

- Inclusion of key worker housing,
- Meeting the needs of older persons,
- Detail on affordable housing including 'pepper potting' and integration,
- Meeting accessibility and wheelchair standards.

Concern was raised regarding the standards in Table 8.1. Cheshire East Council recognises there is a climate emergency. All applicants/developers should have a duty to meet energy and renewable standards or offset elsewhere in the local area.

The addition of a new paragraph following 8.5 that refers to the SADPD policy INF 3 Highway safety and access, incorporating charging infrastructure for electric vehicles with a standard of a charge point for every new dwelling.

Planning Committee response to the CEC Biodiversity Net Gain Supplementary Planning Document Consultation

Macclesfield Town Council welcomes the Biodiversity Net Gain SPD. The recent release of draft SPDs not only clarify policy but provide a detailed source of information on the area covered.

It is hoped that the BNG SPD will assist developers to achieve biodiversity net gain but a concern was raised on how Cheshire East Council will enforce it once the development is approved. How will the LPA ensure the delivery of the biodiversity net gain is as agreed and in proportion to the development?

Paragraph 9.12 and paragraph 9.13 indicate that the developer may be devolved of responsibility if they choose to fund a provider or the LPA.

9.22 would ease this process for developers whereas the onus should be placed on the developer to meet their responsibility.

The BNG SPD would benefit from including more detail on how to calculate biodiversity net gain, in the same way that advice is given on s106 Planning Agreements.



Macclesfield Town Council Services Committee

Minutes of the meeting to be held on the 5th July 2021 at 7pm at Macclesfield Town Hall.

In Attendance:

CLlr Chris Wilcock
CLlr Sarah Bennett-Wake
CLlr Sandy Livingstone

1. Apologies for Absence

CLlr Janet Jackson MBE
CLlr Fiona Wilson
CLlr Fin Shenton
CLlr Neil Puttick

2. Declarations of Interest

There were no declarations of interest.

The meeting was adjourned for public questions.

There were no public questions.

The meeting was then reconvened.

3. Minutes of the Services Committee Meeting held on

The minutes will be approved at the next Services Committee meeting on 13th September 2021, as there was only one Councillor present who had attended the previous meeting.

4. Matters arising from the Minutes

Matters arising from the minutes will be moved to the agenda of the next Services Committee on 13th September 2021.

5. Community

The following reports were noted:

5.1. Community Engagement Update

5.2. CVSCE

6. Local Service Delivery

6.1. Events Update

The report was noted.

6.2. Weston Community Centre

The report was noted.

6.3. Christmas Lights

Resolved: The purchase of new town centre Christmas tree lights at a cost of £2585 was approved.

6.4. Floral Displays

The report was noted.

6.5. Public Toilets

The report was noted.

6.6. Festoon Lights

The report was noted.

6.7. Whalley Hayes Tree Lights

The report was noted.

6.8. Tunicliffe Trail

The report was noted.

6.9. Barnaby Redux

The report was noted.

7. Leisure and Outdoor Activities

7.1. Parks and Play Areas

The report was noted.

7.2. South Park Pavilion

The report was noted.

7.3. Rugby Drive Playing Field

Resolved: It was resolved not to asset transfer the Rugby Drive Playing fields at this time.

7.4. Playing Out

The report was noted.

7.5. Allotments

The report was noted.

7.6. Street Sports

The report was noted.

7.7. Premier League Kicks

The report was noted.

8. Street Scene

8.1. Street Furniture

Resolved: The purchase of new town centre bins at the cost of £5266.63 was approved.

8.2. Town Ranger

The report was noted, and Councillors commented on the fantastic work the Rangers do.

8.3. Noticeboards

The report was noted.

8.4. Middlewood Way Lighting

The report was noted, and the Clerk updated that CEC Highways were in the process of ordering the lanterns. They will advise on a lead time and there are supply issues.

9. Town Centre Re-generation

The following reports were noted:

9.1. Town Centre Recovery Working Group Update

9.2. Footfall Mapping Data

9.3. Town Centre Free Wi-Fi Data

10. Council Identity and Communications

The following report was noted:

10.1. Communication and Events Officer report

11. Environment

The following report was noted:

11.1. Future Forest

12. Members Items

There were no Member items.

13. Correspondence

There was no correspondence.

14. Date, Time and Place of Next Meeting

The next meeting of the Services Committee will be held on 13th Septmeber 2021, at a location and format to be confirmed subject to relevant current Covid-19 guidance.

Chair: Cllr Wilcock

Clerk: Laura Smith

Meeting closed: 8:31pm

MACCLESFIELD TOWN COUNCIL

FINANCE COMMITTEE

Minutes for the meeting on 7th June 2021 at 7.00pm at Macclesfield Town Hall.

In attendance: Cllr Chris Wilcock
Cllr Aliff Harewood MBE
Cllr Fiona Wilson
Cllr Neil Puttick
Cllr Mike Hutchison
Cllr Sarah Bennett-Wake

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

- Cllr Puttick declared a non-pecuniary interest in item 6.1, as he is involved with Artspace and item 5.2 as a previous Satellite as a child.
- Cllr Wilson declared a non-pecuniary interest in item 8, as a Director of Park Run.
- Cllr Wilcock declared a non-pecuniary interest in item 7, as the Town Councillor for Broken Cross and Upton Priory Ward.

PUBLIC QUESTIONS

The meeting was adjourned to invite comments and questions from the public.

There were no public questions.

The meeting was then reconvened.

3. MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON 26TH APRIL 2021

RESOLVED: That the minutes are approved as a true record of the meeting.

4. MATTERS ARISING FROM THE MINUTES

No matters arising.

5. GRANT APPLICATIONS

5.1 Macc in October

RESOLVED: The application for £880 was approved on the following conditions:

- The event goes ahead in October 2021.
- The Town Clerk to investigate if the requested toilets are environmentally friendly.
- The Chair and Vice Chair can consider and approve if the cost increases to gain environmentally friendly toilets.

5.2 Satellites

RESOLVED: The application for £2000 was approved.

It was also suggested that the Satellites should be informed that they could consider approaching Prestbury Parish council and Bollington Town Council for funding, as their activities are located in these areas.

5.3 CORE

RESOLVED: The application for £2000 was approved.

Further information is requested – although the grant is not dependent on this information:

- To understand how the foodbanks 'buy food' from each other, to aid The Town Council's understanding.
- To investigate if there are continued collections for foodbanks on Broken Cross and Upton Priors ward and confirm if these collections are going to Core.
- CORE identify and promote the types of foods they need to be donated.

5.4 Circus Starr

RESOLVED: The application for £1000 is approved on the following condition:

- The event goes ahead as planned on 3rd August 2021.

Total grants approved with conditions: £5800.

6. GRANT UPDATES

To note the received grant updates.

6.1 Art Space.

The report was noted, and it was commented that the update shows that the project is behind schedule due to Covid, and that there are some changes to the original application. The Town Clerk and Vice Chair, Cllr Wilson, will request a visit with Artspace to review.

6.2 Child Safety Media.
The report was noted.

6.3 Princes Trust.
The report was noted.

7. WARD BUDGET

RESOLVED: The application from Broken Cross and Upton ward was approved for £157.64.

8. HAND SANITISERS

RESOLVED: The purchase of more hand sanitising stations for the town was approved for £1500 and to investigate if Junior Park Run and Park Run can have stands that can go into the ground.

9. SPEND TO DATE

RESOLVED:

9.1 The spend to date (end of APR 21) of £98,039 is approved for recommendation to Full Council on 14th June 2021.

9.2 The following reports were noted:

- Receipts and Payments.
- Bank Reconciliation.
- Income and Expenditure.

10. MEMBER ITEMS

None.

11. DATE, TIME AND PLACE OF NEXT MEETING

The date of the next meeting of the Finance Committee is 7pm 6th September 2021 format/venue to be confirmed subject to C-19 restrictions and related regulations.

Chair: Cllr Neil Puttick.

Clerk: Laura Smith.

Meeting closed: 8:18pm



Macclesfield Town Council

Finance Committee

Minutes of the meeting held on the 6th of September 2021 at 7pm at Macclesfield Town Hall.

1 Apologies for Absence

Apologies received from Cllr Bennett- Wake.

2 Declarations of Interest

Cllr Puttick declared a non-pecuniary interest in item 9.1 as he helps at the repair café and a non-pecuniary interest in item 5.1 and 7 as a member of ArtSpace.

Cllr Harwood declared a non-pecuniary interest in item 6.8 as her husband is a member of the Eye Society.

3 Public Questions

There were no public questions.

4 Minutes of the Finance Committee Meeting held on 7th June 2021

Resolved: The minutes were approved.

5 Matters Arising from the Minutes

5.1 Update on ArtSpace Grant

The report was noted.

5.2 Update on Circus Starr Application

The report was noted.

5.3 Update on CORE Application

The report was noted.

5.4 Update on Macclesfield in October Application

The report was noted.

6 Grant Applications

6.1 Age UK Cheshire East

Resolved: The grant application for £1,968 was approved, on the condition that the funding from MTC does not go towards staff costs as per the Town Council's policy.

6.2 Cheshire Wildlife Trust

Resolved: The grant application for £2000, on the condition that the funding from MTC does not go towards staff costs as per the Town Council's policy.

6.3 Home Start Cheshire

Resolved: The grant application for £250 was approved.

6.4 Just Drop In

Resolved: The grant application for £1,468 was approved.

6.5 Macclesfield College

Resolved: The grant application for £2000 was approved and the Town Clerk is to confirm that the garden can be accessed by the community.

6.6 St. Peter's Church

Resolved: The grant application for £625 was approved.

6.7 Disability Information Bureau / Shopmobility

Resolved: The grant application for £1,618.89 was approved.

6.8 The Eye Society

Resolved: The grant application for £250 was approved.

Total Approved: £10,179.89

7 Grant Updates

7.1 Grant update report

The report was noted.

8 Ward Budget Applications and Updates

8.1 West and Ivy Community Garden Update

The report was noted.

9 Micro Grant

9.1 Successful grant for Repair Café £100.

The grant was noted.

10 Finances

10.1 Spend to Date

Resolved: The spend to date (end of JUL 21) of £283,871 was approved for recommendation to Full Council on 20th September 2021.

10.2 Reports

Resolved: The following reports were noted:

- Receipts and Payments
- Bank Reconciliation
- Income and Expenditure

10.3 Notice of Conclusion of Audit year ending 31 March 2021

The report was noted.

11 Governance Review

11.1 Grant Policy

Resolved:

- That the Grants and Donations Policies keep the point that staff costs will not be covered.
- Staff Costs can be put in the application if funded elsewhere and are used as match funding.
- The Grants forms have an additional question: 'What will the amount you request from the Town Council specifically pay for?'
- In the Grants over £2,000 policy in order to be completely clear that the Town Council expects match funding for large grants, it is removed on page 2 '*Any match funding would be advantageous*' as on page 6 (point 5i) it states '*it is essential that large community grants demonstrate a match funding commitment*'. Therefore, the above point on page 2 and also point 5h on page 6 will be removed.

12 Budget 2022/23

The Town Clerk updated on the budget setting process for the year 2022/3, the budget will be on the agenda of Services Committee on 8th November 2021, Finance Committee on 22nd November 2021 and Full Council for final approval on 6th December 2021

13 Member Items

There were no Member Items.

14 Correspondence

There was no correspondence.

15 Date/Time and Place of Next Meeting

The next meeting of the Finance Committee will be held at 7pm on 22nd November 2021, at a location and format to be confirmed subject to relevant current Covid-19 guidance.

Meeting closed at 8:16pm.

Chair Cllr Neil Puttick.

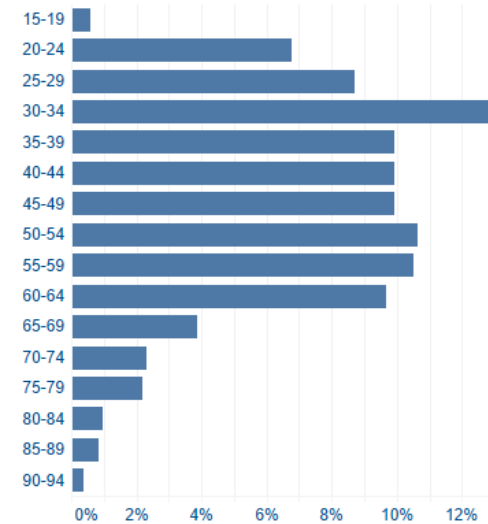
Cler Laura Smith.



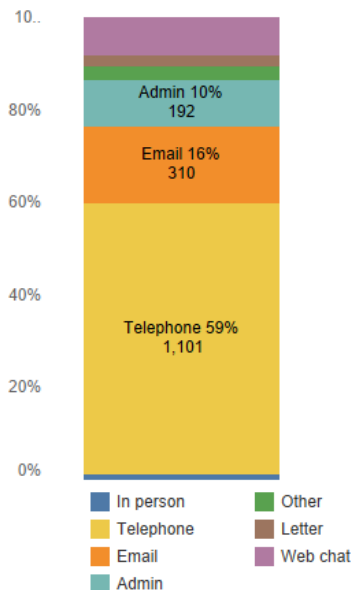
Key Statistics - Citizens Advice Cheshire North in Macclesfield Q1 2020-21

Clients	913
Quick client contacts	
Issues	1,547
Activities	1,880
Cases	833
Outcomes	
Income gain	£31,852

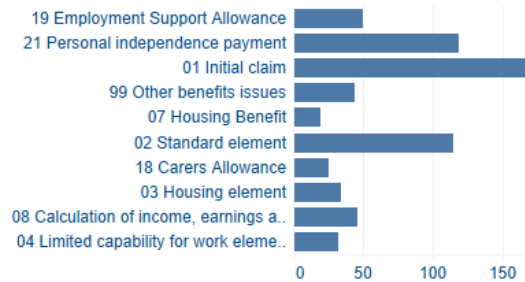
Issues	
Benefits & tax credits	339
Benefits Universal Credit	443
Consumer goods & services	49
Debt	235
Education	4
Employment	99
Financial services & capability	12
GVA & Hate Crime	3
Health & community care	25
Housing	114
Immigration & asylum	27
Legal	55
Other	18
Relationships & family	87
Tax	9
Travel & transport	15
Utilities & communications	13
Grand Total	1,547



Channel including follow up work



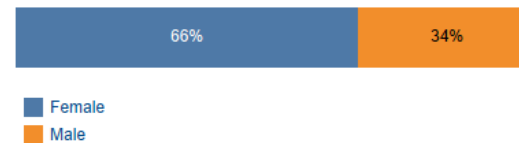
Top benefit issues



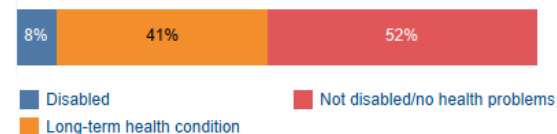
Top debt issues



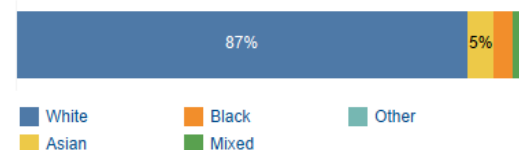
Gender



Disability / Long-term health



Ethnicity





Macclesfield Q1 2020-21

Citizens Advice Cheshire North provides 10 sessions in Macclesfield every week from our offices on Sunderland Street and a half day session at Just Drop-In every Thursday afternoon – Pre-Covid

Clients



913 Clients
76 Clients per week

Issues



1,547
Issues dealt with

Macclesfield

We have continued to deliver our services throughout the Covid crisis, with none of our staff furloughed. We are still able to provide a service by virtue of 19 volunteer advisers who are working from home, supporting clients through telephone, email and webchat.

During this quarter we increased the number of people working in our Macclesfield office, where we now have some volunteers attending the office to deliver advice via telephone and webchat, as well as to undertaking some training.

We have also introduced some face to face advice for clients who are unable to engage via remote methods. This is limited to those clients who have an urgent issue and who cannot take this forward via telephone, webchat or email. However we have found that a number of people are still reluctant to engage in this way due to fear of Covid.

More recently, due to the increasing number of positive cases locally, especially Macclesfield town, face to face advice is under review.

We are still dealing with a high number of problems that are Covid associated, although after a predicable post-Christmas spike in numbers, there has been a settling in the numbers of people seeking our help. This is still higher than pre Covid 2019-20 Q1 figure of 793 clients.

The problems we are dealing with remain mostly - Welfare Rights, Debt, Housing and Employment.

With the easing of restrictions on debt recovery, we are now seeing some increase in this area and clients being “driven” to get help by the actions of creditors and landlords.

Outcomes



“You have made such a difference, I did not know what to do” –
Retired man who was struggling with a scam letter

“This will mean that I can eat better and look after myself” –
Young man assisted with benefit claims

Enquiry areas in Macclesfield:

	Quarter 3	Quarter 4	Quarter 1
Benefits	881	1,164	782
Consumer	57	59	49
Debts	237	349	235
Employment	102	148	99
Housing	128	191	114
Legal	52	94	55
Relationships	87	134	87
Tax	22	11	9
Health	25	45	25
Education	2	4	4
Immigration	16	20	27
Utilities	31	30	13
Financial	21	28	12
Travel	21	32	15
Discrimination	6	8	3
Other	33	41	18
Total:	1,721	2,358	1,547

Case Studies**Case1**

Client has previously visited the Macclesfield service. Citizens Advice Cheshire North always encourages clients to contact us if they have a query regarding benefits. Benefit rules can be a very complicated and a client not being aware of the rules cannot be used as a defence where a Client claims a benefit incorrectly. The Government Department of Work and Pensions (DWP) can interview a client under caution and can bring criminal charges against a client who has not informed them of any relevant information of client's situation or any relevant changes in circumstances.

Client believed that they were about to be the beneficiary of an inheritance. Client asked about the impact this may have on any benefit claim that client had in place. Citizens Advice Cheshire North were able to advise client on what information would be relevant and should be disclosed to DWP and Cheshire East Council, and in what timescales.

The client stated how grateful they were to have an organisation that they can speak to, to check the rules and what they should do to stay within these rules.

Case2

Client contacted Citizens Advice for the first time. Client owns a property in Macclesfield where both client and their ex-partner are named on the property title deeds and mortgage.

Client separated from ex-partner a year ago, and ex-partner has continued to live in the property. A buyer has been found for the property, but ex-partner is refusing to sign necessary documents. Client wanted advice on what options were available for client to progress the sale of the property.

We were able to offer advice on what law the client could look to for assistance and assured them that there was a process that could be followed to remedy the situation. CACN also directed client on how to find an appropriately qualified solicitor, should they wish assistance to progress the issue through the courts.

Client expressed his thanks for the advice that he had received. Client felt he was now aware of his options to help move the issue forward and felt a weight had been lifted from him, just knowing that there were steps that he could take.

Case 3

Citizens Advice empowered the client to speak with Cheshire East Housing team, and to outline to them the information that would help obtain the correct support.

The client is employed and currently on maternity leave. Lives in accommodation that the client has no actual right to occupy and consequently these arrangements are having an impact on the client's mental health.

The client was offered advice on options, with what action was available, relevant information sources were emailed to the client as requested. We also outlined the housing options available to the client and how best to represent their needs along with relevant supporting evidence.

The client acted on the options discussed and came back to Citizens Advice Cheshire North when a response had been received. After further support the client was then able to provide CEC with further information. This allowed client to be allocated the resources they were eligible for.

**Will McKellar
Chief Officer
July 2021**

Report from the CCTV Control Room for Macclesfield Town Council

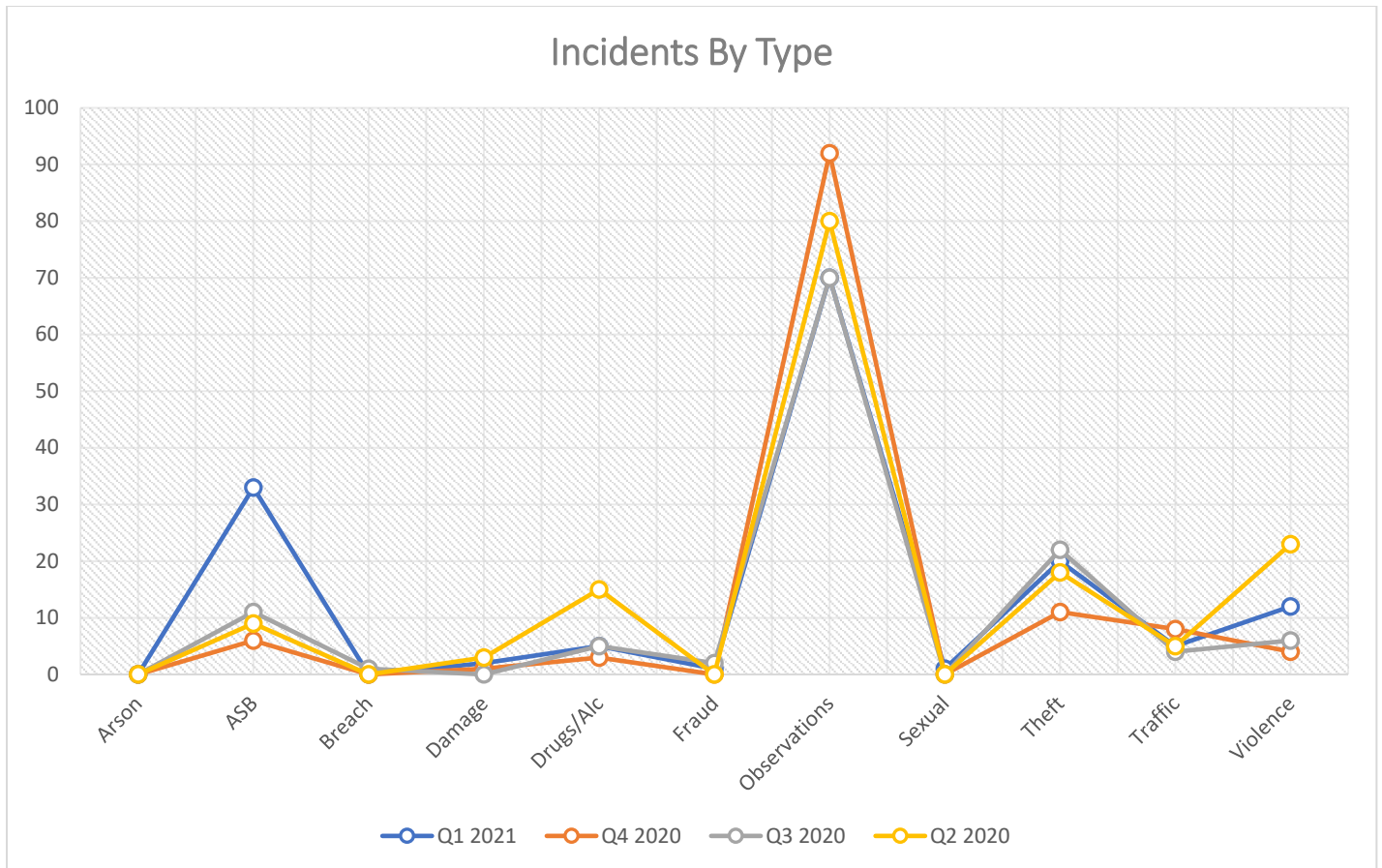
Quarter 1 2021

As we start a new quarter, a quick recap for members. The Control Room changed greatly during 2020. We invited members of the Home Office to the Control Room in late 2020 to audit our operation in great detail. They did this in person and took a full day. We are proud to say we were accredited in full to the UK Surveillance Camera Commissioner Code which we now hold until 2025 showing we are operating to the governments best practice for CCTV Operation. We also employed a new Supervisor for Operations who is an ex Cheshire Police Officer of 21 years. Jim comes with a wealth of experience and really has hit the ground running given he joins us in the middle of a pandemic.

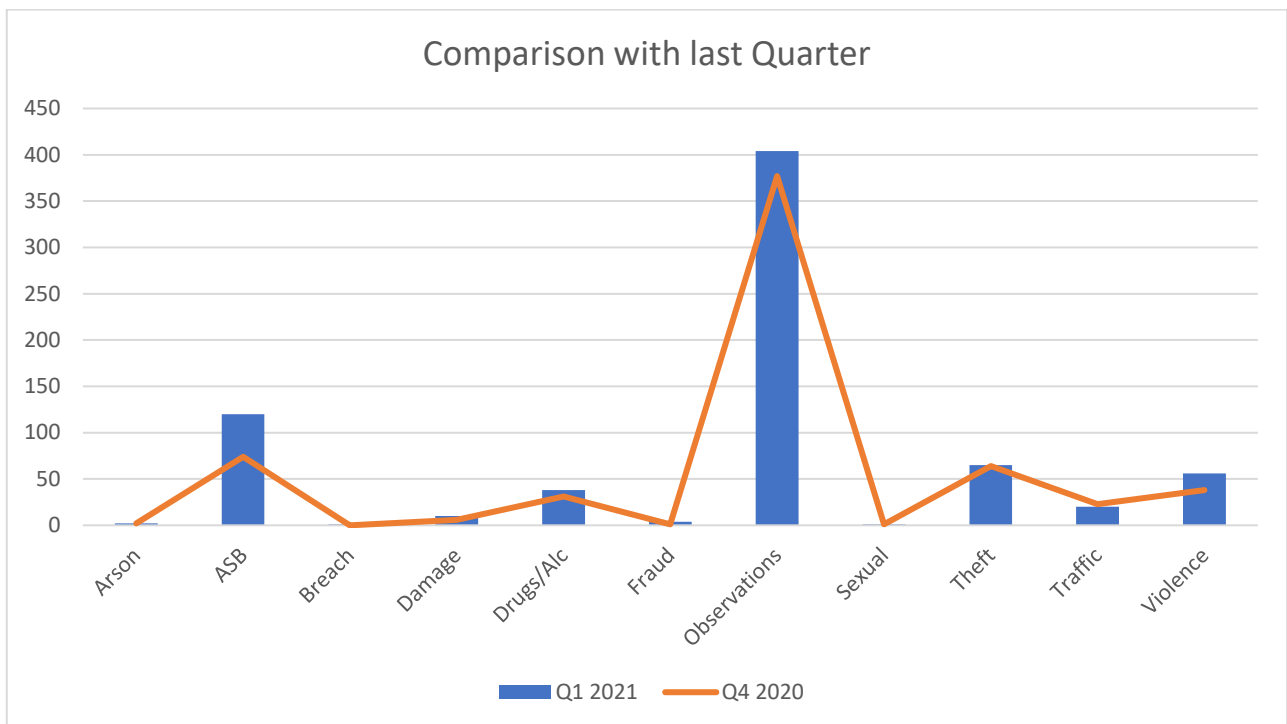
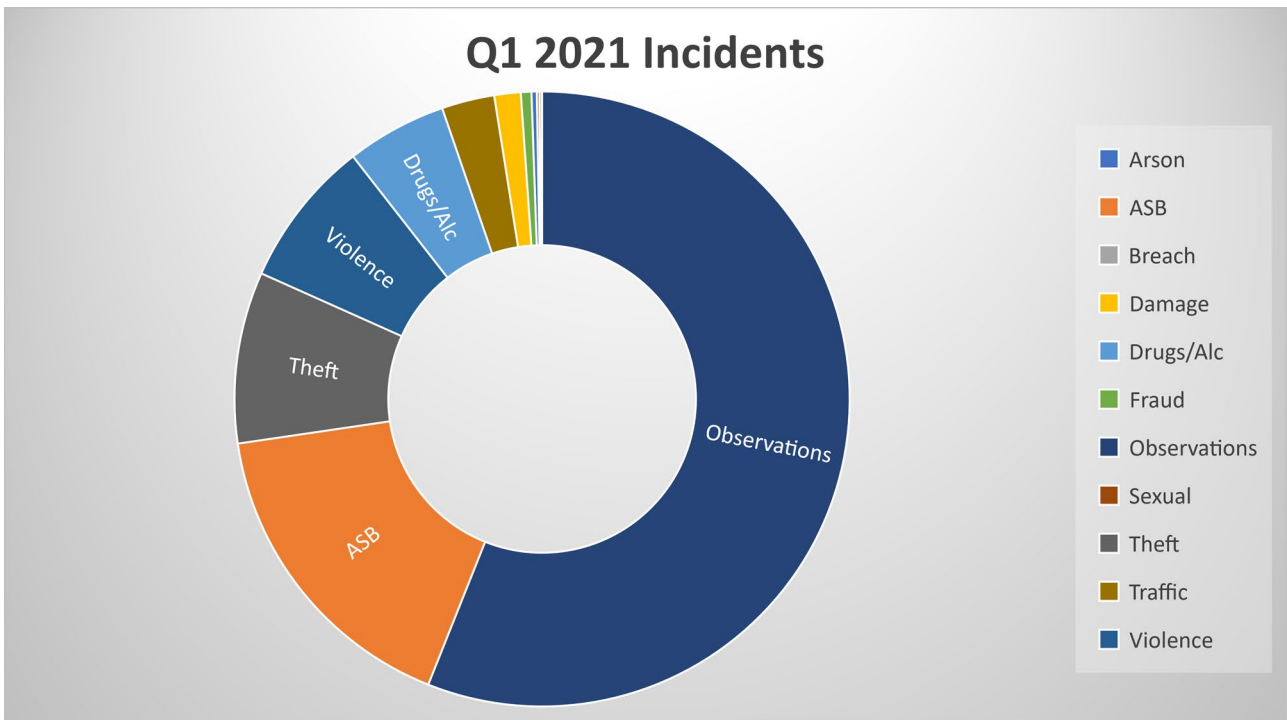
Moving onto incidents, this is the new style of report whilst we await our new reporting systems. They will have an introduction for anything that has happened with CCTV since the last report, there will then have a breakdown of the incidents for the last quarter, for the last quarter compared to the quarter before and for the last four overall. I will then open up just a couple of reports to give a very brief overview of them in more detail followed by a round up on the incidents.

Incidents

We break our incidents down to 12 incident types of which 11 are reported these 11 umbrella incident types never change to allow for easier comparison. I made the decision early in my tenure to remove the 12th incident type which was council related incidents from the reports as I didn't feel they were crimes or related to the CCTV. Figures are all over the shop at the moment which I will detail towards the end due to the pandemic affecting behaviour and indeed deciding who can go out and when.



Report from the CCTV Control Room for Macclesfield Town Council



Incident Discussion

What I have done here is randomly selected a couple of the incidents we have dealt with to add a little more detail and show what the Control Room is doing.

One of these incidents was reports of an assault outside a pub in the town. CCTV locate both the offender making off and the victim still outside. Both kept on separate cameras and Police called. CCTV guide police in to where the offender is and they are arrested. Assistance then organised for the victim.

Second of the incidents was a person spotted on CCTV brandishing a weapon. CCTV radio for police who make as CCTV guide them in. Police soon with person who was arrested for assault and for possession of an offensive weapon.

Conclusion

I have said in all bar this report that incident figures can be strange at the best of times, however, Covid 19 has certainly shaken that up somewhat. I can't say that with Macc however because if you take a look at the 4 quarter trend, it tells the exact story of the rollercoaster that has been locking down and easing of restrictions as time has gone on. Its quite fascinating and in a way and is a testament to Macclesfield as on the whole, they have obviously followed government advice.

As restrictions have now lifted, I am hearing reports that the last two weekends have been very busy indeed. There does seem to be a higher than normal jump in ASB which I have not seen in other reports and have to put down to the issues within the town at the moment with drinkers etc which we are really struggling to get any response to. We will do what we can to remain on top of that though.



MACCLESFIELD TOWN COUNCIL

SAFEGUARDING POLICY



Document Version Control

Document Title: Safeguarding Policy

Version No	Date Change Made	New Version No	Changes Made by (initial)	Comment
	Aug 2015			Approved at MTC 06 10 15 Agenda Item 12.3
00.02	December 2018		GA	Reviewed at MTC 10 12 18 Agenda Item 13.6
01.00				Reviewed at MTC 16 12 19 Agenda item 10.7
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1. Introduction
2. Operating Procedures



1. Introduction

1.1 Overview

Macclesfield Town Council is committed to protect children and vulnerable adults from harm.

Staff and Members will accept and recognise their responsibilities to develop awareness of the issues which may cause harm to children or vulnerable adults. It is acknowledged as a sensitive and difficult issue but one which must be addressed.

1.2 Protection Policy Statement

Macclesfield Town Council endeavour to safeguard children and vulnerable adults by:

- Stating that the welfare of children/vulnerable adults is paramount;
- Adopting child protection/vulnerable adult guidelines through an operational procedure for staff and members;
- Sharing information about child protection and good practice with children/vulnerable adults, and parents/guardians;
- Sharing information about concerns with agencies that need to know, and involving parents/guardians and children/vulnerable adults where appropriate;
- Investigating and responding to all suspicions and allegations of abuse;
- Following carefully the procedures for recruitment and selection of staff and volunteers;
- Providing effective management for staff throughout supervision, support and training;
- Provide suitable training for relevant staff.

The Council's child/vulnerable adult protection policies and guidelines are there to be acted upon to protect staff and Members as well as children and vulnerable adults.

Child/vulnerable adult abuse can and does occur outside the family setting and it is important to understand what to look for and how to react.



2. Operating Procedures

2.1 Macclesfield Town Council's standards

1. All staff, members and volunteers must be DBS, Disclosure and Barring Service (or equivalent government agency), checked prior to working in a regulated activity.
2. On initial appointment all volunteers must submit two references (including phone numbers) by reputable individuals (who cannot be family members), which the Town Clerk will check.
3. If the Council becomes aware or is informed of information from a reputable source (e.g. Police, NSPCC, Social Services etc.) that an individual is not suitable to be involved with a Council project, it has the right to stop the individual from having any further involvement in any Council projects or services.
4. A copy of the Child and Vulnerable Adult Protection Policy will be available for inspection at any of the Council's premises by parents, carers, etc.
5. The Town Clerk is appointed as the responsible officer for implementing the Council's Child & Vulnerable Adult Protection Policy.
6. The Town Clerk will report all incidents to the Council's insurers, where the project or service is covered by the Council's insurance policy.

2.2 Good Practice

The Council's activities and services do not generally require the direct supervision of children/vulnerable adults, however the Mayor's Cadet Scheme will be regulated under current legislation.

The following good practice will however be brought to the attention of all staff. Promoting good practice can reduce the possibility of potentially abusive situations and help to protect staff, councillors and volunteers. The following are more specific examples of care which should be taken when working within a Council context:

- Always be publicly open when working with children/vulnerable adults. Avoid situations where a single member of staff and an individual child/vulnerable adult are working unobserved.
- If any form of physical manual support is required, there should always be a second member of staff present or another responsible adult. Care is needed, as it is difficult to maintain hand positions when the child/vulnerable adult is constantly moving. Some parents/guardians are becoming increasingly sensitive about physical manual support and their views should always be carefully considered.
- Council staff should not get directly involved in supervising children/vulnerable adults except in an emergency situation. This should otherwise be left to parents, guardians or siblings or to the leaders of organisations.



- As a general rule it makes sense for staff/volunteers not to spend excessive amounts of time alone with children/vulnerable adults.

You should never:

- Engage in rough, physical or sexually provocative games, including horseplay;
- Allow or engage in any form of inappropriate touching;
- Allow children/vulnerable adults to use inappropriate language;
- Make sexually suggestive comments to a child/vulnerable adult, even in fun;
- Allow allegations made by a child/vulnerable adult to go unchallenged, unrecorded or not acted upon;
- Do things of a personal nature for children/vulnerable adults they can do for themselves.

It may, in the case of an emergency, be necessary for staff to do things of a personal nature for children/vulnerable adults, particularly if they are young or have impairments. These tasks should only be carried out with the written consent of a parent, parents or formal guardian(s) in charge and the children/vulnerable adults involved. You need to be responsive to the child's/vulnerable adult's reactions - if a child is fully dependent upon you, talk with him/her about what you are doing, give choices where possible, particularly, if you are involved in any dressing or undressing, or where there is physical contact or lifting or assisting a child to carry out a particular activity.

If you accidentally hurt a child/vulnerable adult; he/she seems distressed in any manner; appears to be sexually aroused by your actions; or misunderstands or misinterprets something you have done, report any such incident as soon as possible to the Town Clerk or another colleague and make a brief written note of it. Parents/guardians or carers should be informed of the incident.



Macclesfield Town Council

Volunteers' Handbook

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Introduction

Volunteering with the Council is not about replacing paid staff, but about complementing and adding value to the work we already do. Volunteers bring specialist knowledge and skills to their roles and the Council recognises that some of the work it does would not be possible were it not for volunteers.

This handbook is designed to give you the information you'll need as a volunteer and direct you where to go with any further questions.

The information in this handbook is not intended to be comprehensive; individual voluntary roles may differ in their requirements and implementation. Any such deviations will be covered in your induction and/or in your training.

Whatever your volunteering role, you will have access to relevant training, preparation, support and guidance throughout.

We will do everything we can to ensure your volunteering experience is positive, enriching and enjoyable.

Thank you for volunteering for Macclesfield Town Council.

Volunteering with us – Code of Conduct

We hope that you enjoy your time volunteering with us and we do value the time that you are able to give. However, there are certain guidelines that we expect volunteers and staff to follow to make sure that volunteering is a positive experience for all.

As a volunteer you agree to adhere to the following Code of Conduct:

- Make sure you know what you are doing and what is needed of you – don't be afraid to ask!
- Take responsibility for yourself and ensure that you are physically able to do the work – there are always other things that need doing!
- Look after each other.
- Let us know if you cannot attend an agreed volunteering session.
- Let us know of any medical conditions that might affect your volunteering.
- Turn up with appropriate clothing for the task and weather.
- Use equipment and tools only for the task for which they are designed and report any damage to the Council.
- Do not discriminate against fellow volunteers, staff or members of the public.
- Treat others with the respect and courtesy that you would expect to be treated.
- Notify the Council immediately if you become involved in any investigations by Social Services or the Police.

You will not be allowed to volunteer if under the influence of drink or drugs. If you are suspected of being under the influence, you will be asked to leave the volunteering session.

What You Can Expect from Macclesfield Town Council

Equality

We are committed to ensuring that no applicant or volunteer will be treated less favourably than another because of their age, race, gender reassignment, sexual orientation, marital status, physical disability or medical condition, or religious beliefs.

We recruit and manage all of our volunteers in accordance with our Equality Policy and will always seek to make our volunteer roles accessible to all, as much as is safe and practicable.

For further information on our Equality policy, please ask for a copy or go to:

www.macclesfield-tc.gov.uk/your-council/governance-documents/

Support

Every volunteer role will be supported by a Council Officer known for the purposes of the role as the volunteer's Supervising Officer. The Supervising Officer is responsible for ensuring that volunteers are well prepared for the activities they perform and that their capabilities and skills always remain in line with the requirements of their volunteer roles.

You will have regular opportunities to meet with the Supervising Officer to discuss your activities and any adjustments which may be required. The Supervising Officer will be your main point of contact with any work-related questions, suggestions or concerns.

You may also have a Task Supervisor. This could be another Council Officer or another volunteer who works alongside you. Task Supervisors may give direction on the work to be undertaken, provide training or demonstrate how a task should be completed.

If you have any problems or concerns regarding your volunteering role, it is important that you voice them. In this instance, you are encouraged to meet with the relevant Officer to discuss them. If you do not feel this discussion has satisfactorily dealt with your concern, you may wish to begin the Council's complaints procedure which can be found at: www.macclesfield-tc.gov.uk/your-council/governance-documents/

Training

You will have an induction into your volunteering role, where your Supervising Officer will provide information on the role and responsibilities, health and safety requirements and provide you with access to the relevant Council procedures.

As a volunteer, you will receive training appropriate to your role. If you are attending a single volunteering session, there will be an information briefing at the beginning of the session. Longer-term roles will have a formal induction before duties begin. This

will include general information about the Council and information specific to the service in which you are volunteering, relevant health and safety instruction, guidance on good practice (for example, advised dress) and a detailed discussion of the duties.

Some roles will require further training such as carrying out duties with the support of staff or experienced volunteers, and learning skills via practical sessions. Refresher and extra training will also be provided as appropriate.

You may also be offered the opportunity to attend courses, which are relevant to your volunteering role, free of charge.

Much of the training will take place 'on the job' from other volunteers and staff – never be afraid to ask if you are unsure what you are doing or have been asked to do.

A learning record will be held by the Council to document any training sessions or refresher courses you attend and any new skills you acquire or update.

Well-Being and Safety

Contact Details All volunteers are required to complete a form with their contact details and an emergency point of contact.

Risk Assessments We carry out detailed risk assessments for each Council run project and event in order to identify and address any potential hazards. These risk assessments will contribute to the material used in your training sessions.

Health and Safety Training Where relevant, volunteers will receive appropriate health and safety training for each volunteering role they undertake. All the health and safety training you receive will be documented in your learning record.

The Council will provide you with the correct equipment for your volunteering role. If it is not disposable, this equipment remains the property of the Council and must be returned at the end of each session or, if the Council has loaned it to you, when you conclude your volunteering role. Once we give you equipment, it is your responsibility to take care of it and store it correctly. If you have any problems, you should report it to your Supervising Officer.

Following the relevant Health and Safety training, we ask you to commit to working safely, to take reasonable care for your own health and safety and not to put others at risk through your actions or omissions.

If you are concerned about a health and safety issue related to your volunteering role, you should refer it to your Supervising Officer immediately.

Smoking Policy It is against the law to smoke in buildings and in public/work vehicles. You are free to smoke whilst driving your own vehicle but should consider whether you are carrying other volunteers before doing so. You must not smoke in the vicinity of anyone receiving services from the Council.

Insurance

As a volunteer assisting in the delivery of Council services, you will be covered by the Council's insurance policies, including Public Liability Policy and Employers' Liability Policy.

The insurance policies will only apply if you are acting with the knowledge, support, supervision or direction of the Council.

Refreshments

You will be provided with free drinking water, tea and coffee whilst on Council premises.

If Council staff are supplied with food, volunteers will be offered food as well.

Expenses

The Council offers reimbursement for certain 'out of pocket' expenses incurred through volunteering.

'Out of pocket' expenses refer to payments which have been made directly by a volunteer in order to participate in a volunteering session or carry out a volunteering duty. These could be payments for travel and equipment.

We will not pay expenses for a session a volunteer has not attended. Volunteers can only receive expenses for sessions which have been agreed with the Supervising Officer; we can only reimburse expenses for extra sessions if your Supervising Officer asked you to attend them.

You will receive a full explanation of how to make a claim for 'out of pocket' expenses as part of your induction. All volunteers are entitled to claim for expenses, but we request that you do not discuss your expense claims with other volunteers.

If a volunteer is discovered to have made a claim in error, they will be asked to return the expenses.

Travel

If you use public or private transport to attend a volunteering session or to carry out a volunteering duty, you are eligible to make an expense claim.

We request that all volunteers limit their claims for travel as much as is practical and reasonable and that they use the lowest cost mode of transport available whenever possible. For example: using a bicycle in place of a car, walking in place of riding a bicycle, and only taking second class train travel.

We would not expect a volunteer who lives within manageable walking distance of the location where the volunteering takes place ('manageable' being relative to the individual), or who has a free travel bus pass, to make a claim for travel. If you have a reduced rate travel pass, your expense claim should only be for the sum you paid.

Public Transport If you make a claim for travel by public transport, you must provide proof of purchase (tickets/receipts) with your expense claim.

If you have a travel pass which covers a set period of time, you will receive reimbursement for one day of the travel pass cost for each day you use it to attend volunteering duties. For example, a weekly pass which costs £14 would result in £2 reimbursement for a day spent carrying out volunteering duties.

Private Transport If you are using your own vehicle for travel to or from volunteering sessions or to carry out volunteering duties, you are eligible to make an expense claim:

- Car and van drivers can claim 45p per mile regardless of engine capacity.
- Motorcyclists can claim 24p per mile regardless of engine capacity.
- Cyclists can claim 20p per mile.

The private transport expense rates are in keeping with HMRC's thresholds and will be reviewed thereby on a regular basis. Any changes to these rates will be relayed to you by your Supervising Officer.

We do not currently reclaim VAT for volunteer expenses, so it is not necessary for you to collect fuel VAT receipts.

Parking We ask that you aim to find free parking whenever possible, but parking costs can be claimed if no free parking is available. You must provide a ticket or receipt with your claim.

Protective Clothing and Specialist Equipment (PPE)

If required, PPE will usually be provided by the Council. If you are asked to purchase any protective clothing or equipment in order to undertake volunteer duties safely, it must be to relevant 'British Standard'; you may then make a claim for the cost. This must be accompanied by a formal dated receipt.

All expense claims must be submitted within three months of the related volunteering duty.

References Requested by Volunteers

If you require an academic, professional or character reference, your Supervising Officer will be able to provide you with one. This could detail the training you have received and any skills you have acquired or updated.

Your Commitment as a Volunteer

Availability for Volunteering

The Volunteer Role Description will state the number of sessions you are expected to participate in and how long each session is. We ask that you make every effort to undertake these sessions.

Volunteering hours could involve mornings, afternoons, evenings or any days of the week. The role description will specify what constitutes a session within your role.

Some roles will ask you to state your general availability for a six-month period or for however long the role is expected to last; other roles will ask for your availability over a shorter period. You can also state specific dates when you are unavailable.

We aim to give you at least one month's advance notice before a volunteering session is scheduled; however, due to the nature of certain roles, some volunteering sessions may not be confirmed until closer to the time.

We ask that you attend all your agreed volunteering sessions unless you are unwell or an exceptional circumstance occurs. We also ask that you give reasonable notice for any changes you later wish to make. If you are unable to attend a session, you should let your Supervising Officer know as soon as possible to allow time to find another volunteer.

As well as fulfilling your agreed volunteering sessions, we ask that you commit to attending all training sessions relevant to your role and all meetings with your Supervising Officer, for which mutually convenient dates will be agreed.

If you have any queries or concerns about your volunteering hours, you can discuss them with your Supervising Officer.

Whether you are in a position to give a little time or a lot, your contribution is highly valued.

Driving whilst Volunteering

If you are undertaking driving as part of your volunteering duties, the Council require confirmation from your insurers that you are insured when driving to volunteering sessions. We will repeat this process annually or at any time your insurance cover changes so long as you continue in that role.

It is against the law to use a hand-held mobile phone whilst driving; the use of hands-free phones while driving is not prohibited by law, but the Department for Transport's road safety advice recommends that employers do not ask their staff to make or receive calls while they are driving. The Council asks that volunteers do not use the hands-free function on their mobile phones when driving on its behalf.

The Council does not own or lease out vehicles.

Access to Macclesfield Town Council IT Facilities

Some volunteer roles may require access to the Council's IT network. If this is necessary for your role, your Supervising Officer will arrange it. In order to use our IT facilities, you are required to sign an agreement saying you will comply with the relevant parts of the Council's ICT Policy.

The Council reserves the right to monitor use of all its internet connections; these are corporately owned, therefore no automatic right to privacy exists in relation to activities conducted through them. The Council's internet connections must not be used in any way which could negatively impact its reputation. Access to the Council's IT systems is given via protected usernames and passwords.

If you are using the Council's computer facilities, please remember the following:

- Do not share your username and password with anyone else. If you share these details with someone and they use the internet connection inappropriately, you could be held to account for their actions.
- Do not make any downloads and please keep personal use of the facilities (such as email or social networking) to a minimum.
- Only use Council approved software and corporately encrypted USB memory sticks on Council computers. Other memory sticks must not be used.
- When using a Council computer or carrying out Council business on a personal computer do not leave the computer switched on and unattended. Computers should be locked – particularly if you are in a public location.
- If loaned a laptop for the purposes of fulfilling a volunteer role, do not leave the laptop in a vehicle due to the risk of theft which could also result in loss of data.
- If, as part of your volunteering role, you are using your own computer to connect to the Council network (locally or remotely), the computer must meet the Council's standards for security configuration.

Confidentiality

Some volunteer roles may include access to privileged and/or sensitive information. This information must be treated in absolute confidence. All personal information is covered by the Data Protection Act, which requires that this information be protected. Data protection and confidentiality rules apply equally to volunteers and employed staff.

Confidential information may only be shared with Council staff and volunteers who also require the information to carry out their roles.

Information accessed via the Council network as part of a volunteering role must not be passed directly or indirectly to people who do not have the right to view it. Passing this information on without being authorised to do so may be treated as misconduct.

There may be specific situations in which confidential information is shared with others, but this will stem from a direct instruction from your Supervising Officer.

Safeguarding

Safeguarding is a process of protecting children, young people and vulnerable adults from abuse, neglect or harm. All volunteers who come into contact with vulnerable groups have a duty of care to safeguard, protect and promote their welfare.

Should your volunteering role involve contact with vulnerable groups, you will receive extensive training on safeguarding and child protection.

During your time as a Council volunteer, whatever your role, should you become aware of any safeguarding issues you must disclose them to your Supervising Officer immediately.

Health

If your health undergoes any changes whilst you are volunteering for the Council, you must inform your Supervising Officer so that we can continue to ensure your safety whilst volunteering.

Should you develop a condition which could negatively impact your ability to carry out your role or your well-being whilst doing so, you will have a review meeting with your Supervising Officer.

All reasonable adjustments will be made to enable you to begin or continue volunteering duties, but there may be occasions when we cannot allow you to undertake or persist in your chosen role. Should this happen, you may wish to have another discussion with your Supervising Officer to determine an alternative volunteering role you would like to do instead.

Disclosure and Barring Service (DBS) Checks

DBS checks are the new name for Criminal Records Bureau (CRB) checks. DBS is short for the Disclosure and Barring Service, an organisation which checks for any crimes a person may have committed and any times when they have been involved with the police.

If at any time during your span as a volunteer you are notified or become aware that you may be subject to new police proceedings, or that you have been referred to the DBS, you must inform your Supervising Officer as soon as possible. This circumstance does not automatically mean you can no longer volunteer, but the continuation of your role would have to be considered.

If you take a break from your volunteering role which exceeds three months and the role required you to undergo a DBS check, the DBS process will have to be repeated. (As with the initial DBS check, the Council will cover the cost of this.)

Should you wish to apply for an additional or alternative volunteering role which requires a DBS check, and you have already undergone a check for your current role, you may not need another one. This will be dependent upon whether your existing check was at an appropriate level.

Volunteer Agreement

All Council volunteers involved in a longer-term volunteering role will have a Volunteer Agreement. This agreement states what you can expect from the Council and what

the Council expects from you in return. The agreement is to be signed by the volunteer and their Supervising Officer.

The Volunteer Agreement is not a legal contract; it is more a statement of understanding between you and us.

Raising Concerns

Occasionally we may have to speak to volunteers who cause concern to staff and volunteers through behaviours, actions or breach of health and safety. If the instance cannot be dealt with on site or is continuous, the Council will deal with it in the following manner:

- a) A meeting between the volunteer and Supervising Officer to discuss the issue;
- b) If behaviour and concerns persist a meeting with the Town Clerk;
- c) If a solution cannot be reached the volunteer will be unable to continue their duties with us. This may be decided upon after point a) above.

Leaving Your Volunteering Role

You are free to leave your volunteering role at any time. However, we ask that you give as much notice to your Supervising Officer as you reasonably can to avoid possible impact on the service in which you have been volunteering.

When you have left us, we must retain your information (such as application forms, learning records and general contact details) for six years after your volunteering role finishes. If your role involved working with vulnerable adults or children, we have to retain them for 30 years by law. However, if you are aged 65 or over when you leave, your file need only be retained for six years.

There may be times where we feel it appropriate or necessary to withdraw a volunteer role and/or reallocate a volunteer to another role elsewhere. This could be because the associated project has come to a close or changes in the nature of the role or the volunteer's health mean it is no longer suitable. Legal reasons could also be a factor if there is a conflict of interest or if criminal proceedings are being brought against the volunteer. Misconduct or persistent inappropriate behaviour in the face of advice may also result in the withdrawal of a role. Should reallocation or withdrawal of a role be appropriate, your Supervising Officer will discuss it with you first.

When you leave a volunteer role, we may ask you to fill out an evaluation form or invite you to an evaluation meeting with your Supervising Officer. These evaluations are an excellent opportunity for both the volunteer and the Council to identify aspects that worked particularly well and discuss potential areas for improvement. By participating, you are helping us to improve our volunteer engagement and helping us to ensure we are fully supporting our volunteers.

Thank You

Thank you for choosing to become a Council volunteer. We are very happy to supply any further information you may need and sincerely hope you enjoy your volunteering experience with us.

If you have any further questions or queries, please feel free to contact us by emailing admin@macclesfield-tc.gov.uk.

Key Contacts

Use the space below to make a note of your Supervising Officer and any other useful contacts appropriate to your role. Your Supervising Officer will be able to help with this.

Supervising Officer:	
Tel No.:	
Email address:	

Task Supervisor:	
Tel No.:	
Email address:	



MACCLESFIELD TOWN COUNCIL

PENSIONS DISCRETION POLICY



Document Version Control

Document Title: Pensions Discretion Policy

Version No.	Date Change Made	New Version No.	Changes Made By (initial)	Comment
				Approved at MTC 10 11 15 Agenda Item 8.1
				No changes made as continues to be appropriate.



Contents

1. Introduction
2. Approach to the use of Pensions



1. Introduction

- 1.1 There is a legal requirement for the Council to publish a policy statement on its approach to specified pensions discretions. The policy also sets out the Council's approach to other discretions.

Policy

- 1.2 The policy addresses the discretions available to the Council under the Local Government Pension Scheme (LGPS) Regulations.

Aims/Principles

- 1.3 To operate pensions discretions in a way that is fair and equitable to employees and that manages the liabilities of the pension fund in the overall interests of its members and of the Council.

Scope/Application

- 1.4 The Policy applies to all Council employees who are eligible for membership of the Local Government Pension Scheme.
- 1.5 The exercise of discretions outside the general approach detailed in Appendix 1 will be subject to a decision of the Council or of a Committee or Panel with appropriate delegated powers.

Definitions

Augmentation: an employer may resolve to increase the total membership of an active [LGPS] member, up to 10 additional years.

Active member: an employee who is currently a member of the Council's Pension Scheme.

Deferred member: an employee or former employee who has benefits in the Council's pension scheme from an earlier period of service



Appendix 1 (Policy on Pensions Discretions)

2. Approach to the use of Pensions Discretions

2.1 Regulation 12 - Power to increase total membership of active members (augmentation of service)

Explanation - An employer may resolve to increase the total membership of an active member. The maximum that can be awarded, including additional membership from different employers, is 10 years. The award is funded by a payment made by the employer to the pension fund.

Policy - The Council has agreed to adopt this provision to enable redundant employees to purchase additional service with any additional redundancy payment over and above the payment made under the Statutory Redundancy Scheme.

The power to increase total membership will not be used in any other cases other than in exceptional circumstances.

2.2 Regulation 13 - Power to award additional pension (of up to £5,000 per year)

Explanation - An employer may resolve to award a member with an additional pension of not more than £5,000 p.a. payable from the same date as their pension. The additional pension may be paid in addition to any membership awarded under Regulation 12 and the same funding requirement applies as under that regulation.

Policy - This power will not be used, other than in exceptional circumstances

2.3 Regulation 18 - Flexible retirement

Explanation - This discretion allows members to "wind down" towards full retirement by receiving immediate payment of their accrued pension whilst continuing in employment. A member who is age 55 or over (age 50 if they make an election before 31 March 2010) may, with their employer's consent, reduce their hours and/or grade and receive all or part of their pension without retiring. If payment occurs before age 65 the benefits are actuarially reduced but the employer may waive part or the whole of the reduction with the cost of this being paid to the pension fund.

Policy - May be agreed where an employee reduces their hours by at least one fifth, and/or their pay grade by at least two grades. Approval must be granted in conjunction with the change in contract and will take account of the Council's overall best interests and value for money.

Where pension is released under this discretion, it will be on an actuarially reduced basis where the current Pension Scheme Regulations allow for this.



2.4 Regulation 30 - Choice of early payment of pension

Explanation - Leavers before age 60 may, with the consent of their employer, choose to receive their benefits from age 55 (age 50 if they make an election before 31 March 2010). The benefits are actuarially reduced (unless they are in the protected "85 year rule" group) but the reduction may be waived on compassionate grounds. The cost of paying unreduced benefits early is paid by the employer to the pension fund.

Policy for Active Members - Early release of pension to an active employee will only be approved where the Council is satisfied that such release represents value for money, or is on compassionate grounds. The Council will release benefits on compassionate grounds in full for active members.

Policy for Deferred Members - Early release of pension to a former employee will only be approved where the Council is satisfied that such release is on compassionate grounds.

2.5 Regulation 3 - Contributions payable by active members

Explanation - Employers will determine the contribution rate to be paid by employees at commencement of membership based on their whole-time equivalent pensionable pay and in accordance with the table (bands increased by RPI each April) in this regulation.

Where there has been a permanent material change to a member's pensionable pay in the course of a financial year, the employer may re-determine the contribution rate to be applied.

Policy - Employees will be allocated to a contribution band once a year from 1st April and this will only change if their contract changes permanently (i.e. a promotion or downgrading). Any other changes to pay will be taken into account when the band is reviewed on the following 1st April.

2.6 Regulation 16 - Re-employment and rejoining deferred member

Explanation - Where a deferred member becomes an active member again before becoming entitled to the immediate payment of retirement benefits in respect of his former membership, he may elect to have his former membership aggregated with his current active membership.

An election must be made in writing to the member's appropriate administering authority before the expiry of the period of 12 months, beginning with the date that he again became an active member (or any such longer period as his employer may allow).

Policy - An employee may elect to aggregate current and previous periods of membership within 12 months of current membership commencing. Extensions to the 12 month period will not normally be allowed, although



sympathetic consideration will be given where the current employment is initially temporary.

2.7 Regulation 22 - Applications to make absence contributions

Explanation - Where members have been absent without pay due to maternity leave, industrial dispute or an authorised leave of absence they have 30 days from returning to work or termination of employment to opt to pay the relevant contributions to enable the membership to count. Employers have the discretion to extend the 30 day period from the end of the absence for a person to apply in writing to make contributions.

Policy - An employee may elect within 30 days of notification of an unpaid absence to make up the lost contributions. Extensions to the 30 day period will not normally be allowed, other than in exceptional circumstances.

2.8 Regulation 83 - Inward transfer of pension rights

Explanation - A person who becomes an active member who has relevant pension rights may request their fund authority to accept a transfer value for some, or all, of his former rights. An election must be made in writing before the expiry of the period of 12 months, beginning with the date that he became an active member (or any such longer period as his employer may allow).

Policy - An employee may elect to transfer rights from a previous pension scheme within 12 months of joining the LGPS. Extensions to the 12 month period will not normally be allowed, although sympathetic consideration will be given where the employment is initially temporary.

2.9 Regulation 11 - Final pay: fees

Explanation - Where a variable time employee's final pensionable pay consists of fees, the final pay is calculated by averaging the sum of all fees earned in a consecutive three year period ending with the termination date. Employers have the discretion to allow the fee earner to average all fees in a three year period ending on 31st March in the last ten year period.

Policy - The power to allow a fee earner (e.g. returning officer) to average all fees in a three year period within the last ten year period will not be used (the three years prior to the termination date will be used).

2.10 Regulation 20 - Early leavers – ill health

Explanation - The Council can award one of three tiers of ill health benefits to employees at any age. Before doing so the case must be referred to an Independent Registered Medical Practitioner (IRMP) who will provide an opinion and medical certificate as to whether or not the employee is permanently incapable of undertaking the duties of their employment and whether they have a reduced likelihood of obtaining any gainful employment before age 65.



Policy - The power of the employer to award one of the three tiers of Ill health pension benefits.

2.11 Regulation 31 - Early payments of deferred pension – ill health

Requests from former employees with deferred benefits who seek early release of their pension on the grounds of ill health will be considered in accordance with the guidance issued by the Department of Communities and Local Government.

Report Statement

Report Purpose:

To consider match funding for a CEC bid for a Changing Places Toilet in Macclesfield Town Centre.

Author:

Town Clerk

Background

A Changing Places facility is a fully accessible toilet that includes a hoist and an adult changing table, in addition to what can be found in an accessible toilet.

According to Changing Places Toilets, who campaign for these facilities 'Standard accessible toilets do not meet the needs of all people with a disability. Over ¼ million people in the UK with a disability need extra equipment and space to allow them to use the toilets safely and comfortably. These needs are met by Changing Places toilets.'

Further information and statistics can be found at Changing Places Toilets (changing-places.org).

Macclesfield has one changing places facility located in Macclesfield Leisure Centre, and none located in the Town Centre. In comparison, Crewe has one at the station, one at the lifestyle centre and one in the town centre located at Lyceum Square.

A central government 'Changing Places Fund' has opened, to encourage local authorities to apply for a share of £30,000,000 to install changing places toilets in areas that are lacking in these facilities.

Cheshire East Council, Macclesfield Town Council and the Disability Information Bureau have come together to discuss putting in an application to fund a toilet in Macclesfield Town Centre.

CEC are currently looking at different possible locations, all of which are in the Town Centre.

The funding bid will be led by Cheshire East Council who will work with DIB to provide evidence of the need for the facility.

Recommendation

The funding bid requires match funding, and therefore the recommendation is for Macclesfield Town Council to support the bid, with £15,000 worth of match funding, this will be budgeted as £5000 per annum for 3 years. The funding will be taken from Ear Marked Reserves for Public Conveniences which stands at £100,000.

An addition of this facility will encourage more footfall in the town centre and promote inclusivity for the residents.

Report Statement

Report Purpose:

Visitor Information Centre

Author:

Town Clerk

Background

The Town Council currently has a Service Level Agreement (SLA) with Cheshire East Council with relation to the Macclesfield Visitor Information Centre. It was agreed in 2018 and runs until 31st March 2022.

Key Points of the SLA:

1. MTC agreed to fund a grant to Cheshire East Council for a total of £78,000 over a 4 year period.
2. The grant increased year on year as follows:
 - 2018 - £3,000
 - 2019 - £20,000
 - 2020 - £25,000
 - 2021 - £30,000
3. To provide the following services:
 - Provide a Visitor Information Service situated within Macclesfield Town Hall or other agreed locations.
 - Promote & sell the local area and further afield, including for example, what's on and local products
 - Assist visitors to plan and book their trip and to find the information they need to make the most of their stay.
 - Contribute positively to the visitor economy of Cheshire East through promotional activity & the added value of knowledgeable staff.
 - Ensure Macclesfield; Cheshire East and the wider Cheshire offer are promoted to address opportunities and visitor needs.
 - Ensure those in contact with visitors are understanding of the area & what it has to offer through relevant training courses and material.
 - Implement partnership working to gain, share & impart knowledge & experience; including Cheshire East Council, tourism associations or networks & sub-regional destination management in Cheshire.

The VIC is open during the high season 9-5 Monday to Friday and 10-2 on a Saturday. They are open every Treacle Market. During the low season the hours are 10-4 Monday to Friday and 10-1 on a Saturday.

The VIC has been open fully since early May. Footfall is increasing every week and sales of gifts is recovering. Once events and day drips are fully running, they are confident to reach pre-Covid levels of around 60,000 visits per year.

Potential Service Options for the Future

With the SLA ending in March 2022, the future funding of the Visitor Information Centre needs to be reviewed. Cheshire East Council have previously explored the following options prior to agreeing a SLA with Macclesfield Town Council in 2018. Many of these options may still be valid and could be explored again.

1. Continue with the current operation operating a SLA with MTC to help financially support the centre while CEC continue running the operations to work to reduce the net costs. This option would maintain the status quo.
2. Macclesfield Town Council take on the provision of visitor information. The Cheshire East Visitor Economy team will work in partnership with the Town Council to share knowledge, experience and training, while the Town Council can ensure that the service meets the needs of the community. This is provided the Town Council has the capability, resource and financial ability to take the Visitor Information Centre on and the ability to retain a strategic focus. Exploration of this would also need to consider the premises and potentially funding from CEC.

CEC have also previously explored the following options which were dismissed:

1. Explore opportunities to merge the VIC with 3rd party interests including museums and community groups.

Dismissed due to additional cost implications which these organisations could not afford.

2. Move the visitor information function into a new high street location.

Dismissed due to the cost implications.

3. Explore the potential for Marketing Cheshire to run the visitor information functions. Based on the initial discussion, Marketing Cheshire's interest relates to ensuring that quality visitor information is made available, rather

than any advantage in them running the service. Their primary interest would be in a strategic role, working with Cheshire East to support and develop good access to visitor information from a range of sources, including direct VIC provision where appropriate. This is not necessarily the same as being best placed to deliver the direct operation of the service.

Dismissed due to high cost implications to enable Marketing Cheshire to run the service, based on the historic level of income generated. No interest or capacity from Marketing Cheshire at the funding levels available.

4. Move the visitor information function into a local Library. There would be minimal costs to this option but the service offering would be significantly reduced. The location and space available for visitor information will be minimal and there is a real danger that ticket sales will decrease resulting in revenue loss for events and there will be no scope for growth (Gifts/souvenirs).

Recommendations

The Macclesfield Town Council Strategy 2019-23 states the following:

To act as a focus and catalyst for community empowerment, driving Macclesfield forward and promoting it as a centre for commerce, retail, administration, and tourism, providing and supporting inclusive and sustainable services and constantly working towards continuing improvement for residents, businesses, and visitors to Macclesfield.

Macclesfield Visitor Information Centre is an important aspect for the town providing visitors and residents with information of what's on offer in the town. It also provides a platform for local people to have a 'shop front' for their businesses without huge overhead costs.

At this point the recommendation would be to fund a further grant of £30,000 for Cheshire East Council to maintain the service. This would then give MTC and CEC time to explore in detail the option of Macclesfield Town Council taking over the provision, negotiating another SLA, or assisting Cheshire East Council with other potential options.

If approved a working party would be set up to investigate and evaluate the options. and bring a proposal to Full Council no later than DEC 2022.

Report Statement

Report Purpose:

Community Governance Review

Author:

Town Clerk

Background

CEC have launched a consultation on community governance stating that it is good practice to review governance arrangements every 10/15 years. We are now in a consultation period, which started 6th September 2021 and will run until 28th November 2021.

For Macclesfield the proposals are as follows:

An overall increase in Councillors from 12 to 19 -23 details below:

Ward	Current Number Councillors	Current Electorate	Current Ratio
Broken Cross and Upton	2	6838	3419
Central Ward	2	7156	3578
Hurdsfield	1	3495	3495
East	1	3597	3597
South	2	6003	3001.5
Tytherington	2	7393	3696.5
West and Ivy	2	6364	3182

Ward	Proposed Number Councillors	Proposed Electorate/2025 Predictions	New Proposed Ratio
Broken Cross and Upton	3 or 4	7316	2483 or 1829
Central Ward	3 or 4	7523	2507 or 1880
Hurdsfield	2	3489	1744.5
East	2	3939	1969.5
South	3 or 4	8040	2680 or 2010
Tytherington	3 or 4	7877	2625 or 1969
West and Ivy	3	6709	2236.3

Boundary changes are proposed as follows:

Ward	Increase in Residents
Broken Cross and Upton	273 from Henbury
Hurdsfield	431 or 605 from Higher Hurdsfield
South	828 from Gawsworth and 821 from Sutton
Tytherington	157 from Bollington

Considerations:

It is important to take into account that although a review is due every 10/15 years that Macclesfield Town Council has only been in existence for 6 years since 2015, therefore a review of Macclesfield Town Council could be viewed as premature.

A comprehensive public consultation regarding the parishing of Macclesfield took place in 2013/2014 with open meetings and a consultative vote and residents chose a 12 Councillor Parish Council of all the options available. The results can be viewed here:

https://www.cheshireeast.gov.uk/council_and_democracy/community-governance/Macclesfield_governance_review/Macclesfield_cgr_outcome.aspx

This specifically based the Wards on the existing CEC boundaries (with one exception – Macclesfield South).

The current CEC review states that they consider that about 20 seats are appropriate for a Town Council of Macclesfield's size. This, however, does not accord with what residents thought as recently as 2014.

A pre-consultation survey took place from October 2019 to January 2020. MTC was not sent any direct information that this review was taking place so were unable to respond.

There were a total of 19 responses from residents to the pre-consultation survey. These covered three areas:

- Confusion over which Council does what (something we do try hard to cover in our literature/leaflets),
- Planning in LPS areas, boundaries including Macclesfield South.
- A suggestion of a local Parish Council for Tytherington.

No-one suggested a larger Town Council/more Councillors.

Macclesfield South is an anomaly in that it is the only ward which doesn't mirror the CEC boundaries, as Gawsworth Moss is in Gawsworth Parish and CEC Macclesfield South.

There are currently 474 residents in this Ward. Gawsworth Parish Council conducted a resident's survey in December 2019 to which 61 residents responded of which 88% (54) wanted to stay in Gawsworth Parish.

The figures quoted in the CEC Review suggest that Macclesfield South would require 4 Councillors. The stated elector figures for Gawsworth Moss and Sutton Lyme Green are double what they are at the moment. It is possible that these figures have included elements of potential future house building but this in the future.

Both Gawsworth and Sutton Parish Councils are opposed to these suggested boundary changes and have the support of the MP for this. The current elector figure for Macclesfield South is 6506. Whilst house building is planned for LPS 13 (Macclesfield South Development Area) this will be some time away as issues over the 'relief' road remain unresolved.

Further Considerations:

- Increase in staffing resources will be a necessity, when there is no current demand for this. Will there be enough time to recruit.
- There will be a need to hire more office space to accommodate additional staff.

Both the above will mean increased costs.

- Feedback so far is high resistance of residents of the other Parishes of Sutton, Gawsworth, Bollington and Higher Hurdsfield who do not want this change.
- At present we are in line with the number of CEC Councillors for each ward.
- The Town Council is working very effectively, meetings are well attended and Councillor engagement is high.

Action: For Full Council to consider a response to the Community Governance Review Consultation.

Report Statement

Report Purpose:

Town Centre Recovery Working Group

Author:

Town Clerk

Update

It was agreed at the Macclesfield Town Centre Recovery Group to continue the successful work of the group and therefore the Terms of References were updated as follows:

2.3. This is a 'Task and Finish' Group, which existed to develop a Recovery Plan. Initially it was not anticipated the group would remain beyond a 12 month period from the inauguration meeting on 4th September. The group have reviewed this and will extend the group for another 12 month period from 20th July 2021, with the caveat that this may be extended if necessary.

Matthew Baqueriza-Jackson, Co Chair of the group representing Make it Macclesfield, resigned from the group and was thanked for his hard work. Chris Draper of Peaks and Plains was unanimously selected to be the new Co-Chair. Becky Thompson, of Macclesfield Hospitality Action, also joined the group as a member as did Matt Todd, of Scoop and Scales. Matt will lead the Environmental sub group.

The group also met with Joe Manning, Deputy Chief Executive of the Local Enterprise Partnership and Trevor Brocklebank, Chair of Marketing Cheshire for a walk around the town, exploring what has been done and ideas of what could be done for the town. It was a very positive meeting.

An update is in the process of being prepared and will go out on the Macclesfield Town Council website and emailed to all of those on the mailing list. Paper copies are available from the Town Clerk.

Report Statement

Report Purpose:

To update Full Council on Canal Bridge 36 and consideration of funding for assessment works

Author:

Admin and Governance Manager

Background

David Wilson Homes NW and Homes England are developing the former Fence Avenue Kings site for housing.

The canal forms a boundary to the southern side of the site with the towpath on the opposite side. The Design and Access Statement in 20/0246M indicates a key pedestrian link over bridge 36, yet this bridge is closed at the mid-point and does not have access to the towpath.

It is worth noting that the bridge is listed and that the height of the parapet is not currently suitable for cycling use.

Opening the bridge would provide a pedestrian link to schools and shops on Buxton Road and on Hurdsfield Road, supporting sustainable travel and promoting active lifestyles.

The photo below shows the bridge in profile.



Below is a section of the illustrative masterplan produced at Outline Consent stage by Kings School/Savills and has been included in the report to illustrate the geography of the site in relation to the canal and has been included with the consent of David Wilson Homes NW. (It should be noted that the site layout in the reserved matters application differs to that shown here).



Bridge condition

In principle, the Canal and River Trust support the use of the bridge for pedestrians and the creation of a towpath access from the bridge. But this is dependent on an assessment of the bridge's condition to inform of any structural works required. The original estimate for the assessment was £10,000 with the Canal and River Trust advising it did not have the financial resources for the survey and/or remedial works.

On 16/03/21, Cllr Wilson, Cllr Hutchison and Cllr Jackson MBE met virtually with representatives of The Canal & River Trust, David Wilson Homes NW, Homes England and the Kings School to discuss support for the opening of Canal Bridge 36 including costs for the survey and repair works, and the potential for funding and grant opportunities. All parties in principle supported the opening of the bridge but none was able to fund the work.

Further to that meeting, The Canal & River Trust reported a revised estimate of £2,300 plus expenses (excl VAT) for the Trust's consulting engineers, Arcadis, to

carry out an investigation for assessment (IFA), a MEXE assessment (a means of assessing the carrying capacity of arch bridges developed by the Military Engineering Experimental Establishment) and reporting. The cost assumes that there will be no requirement to undertake any intrusive investigation work or material testing, however this may still be required and can only be determined following the survey.

If additional investigation works (coring and material testing) is required, it will require costing separately.

Following the revised estimate, the Admin & Governance Manager wrote to Homes England to enquire about its support for funding but was advised that as the bridge lies outside of the land in their ownership it is not something it could fund.

The Canal & River Trust have also confirmed they do not have the funding available.

Consideration

1. The funding of the assessment works to a value of £2,300 excl VAT by Macclesfield Town Council.
2. The funding of expenses in support of the works to a value of £150 by Macclesfield Town Council.

Report Statement

Report Purpose:

To formally accept a painting of Victor Farr, Mayor of Macclesfield 1964.

Author:

Town Clerk

Background

A local resident has written to offer to donate a painting of the once Mayor of Macclesfield, Victor Farr for the safe keeping of Macclesfield Council.

Mr Victor Farr lived on Hurdsfield Road, and later he moved to either Park Lane or Gawsorth Road (depending on different recollections).

The painting was found in an attic in Hurdsfield and very nearly got taken to the tip. It was offered to Macclesfield Town Council, via Cllr Edwardes.

The artist is Eleanor Mather.

The family of Mr Victor Farr have verified that the portrait is of him.

The residents donating are delighted that it will take up residence amongst the paintings of other previous Mayors in the Town Hall.



Recommendation

To formally accept the gift of the portrait to Macclesfield Town Council.

Report Statement

Report Purpose:

Parks and Play Areas

Author:

Town Clerk

Background

Macclesfield Town Council has committed £100,000 towards parks and play areas in the 2021/22 budget, £50,000 has been allocated to West and Ivy Ward, and the Council must consider allocation of the remaining £50,000.

Position

For 2020/21 it was approved to provide the budgeted £100,000 to:

Banbury Park £50,000

Lanark Walk £50,000

Work at Lanark walk is almost complete and is waiting for the swings to be repainted.

After consultation it was agreed to have drainage work completed on Banbury Park and to resurface the MUGA, this is currently in progress.

South Park and West Park will go out to consultation this year, so once that has taken place, we may wish to consider investment in these parks with the budget for 2022/23.

Recommendations

With consideration for the aim to provide equipment and to seek to spread that provision across the town.

Research and feedback from residents shows that at present there are no fully accessible pieces of play equipment available in any Macclesfield Parks. The nearest piece of accessible equipment is in Bollington.

In order to ensure inclusivity, the proposal is to fund and install at least one piece of accessible play equipment, working with ANSA to ensure it goes in the most appropriate location, however with preference to West Park or South Park.

Examples of accessible equipment are:

Inclusive See Saw



Approx price £15,000 with installation

Accessible Roundabout



Approx price £5000+ before installation. This is truly inclusive as all abilities can use and share.

The second part of the proposal is to fund the BMX track as part of the 2nd phase of Windmill Park. Residents are extremely devoted to the project and a group has been set up so that can do short term maintenance and repairs so the track is safe for use this summer. Longer term the track needs an overhaul which is the region of approx. £40,000. The proposal is to contribute to this amount, with the remainder being raised by the resident group through crowdfunding and grant applications. Ansa are

currently drawing up a specification for the track that could go out to tender for the project.

Therefore, the recommendation is to allocate £50,000 for the above 2 projects at £25,000 each.

Report Statement

Report Purpose:

To update Members on plans for observing Remembrance and to consider the provision of a PA system.

Author:

Admin and Governance Manager

Background

Since 2015, Macclesfield Town Council has organised the town's Remembrance Sunday Parade and Service in collaboration with the Macclesfield Branch of the Royal British Legion.

The council has a Remembrance budget to fund the event which is well attended both in terms of the parade and the public attendance at the Park Green cenotaph. It is estimated that some 2000 people attend, with an even larger attendance for the 2018 service which marked 100 years since the armistice was signed bringing an end to World War I.

Due to the covid pandemic, there was no Remembrance Sunday parade in 2019. There was a small service at the Cenotaph that complied with the lockdown measures. Following the service, organisations were invited to lay wreaths at specific times to comply with social distancing and group size.

Commemorations in 2021

With Covid cases still high in Cheshire East, it is imperative that events planned by the Council have measures in place to mitigate risk of transmission. Observing Armistice Day and Remembrance Sunday are key civic events, and whilst outdoor, are occasions where the public congregate in large crowds.

The following proposals have been considered acceptable by the CEC Events Manager on the proviso that should there be a local surge in Covid cases, they may need to be scaled back.

Armistice 11/11/21 – two-minute silence outside the Town Hall. The Chair of the Macclesfield Branch of the Legion and the Mayor to make a short speech to mark the occasion.

Remembrance Sunday 14/11/21 – small parade led by Silk Brass and comprised of invited individuals including the Choir who are asked to register with track and trace. The service proceeds as normal with a PA system to broadcast to the public.

For both events, social media messages to be sent regularly to remind the public to wear a face covering in crowded spaces and stay at home if unwell.

PA system

With the public set back from the Cenotaph, they cannot hear the proceedings or follow the order of service. To facilitate their participation, it is recommended that a sound system comprising of microphones and speakers is installed.

Quotes were sought from four companies to provide a PA system and additionally a large screen for live broadcast of the service.

Two responded.

As Option 1 for Company 1 totals over £3000 (for a 5 year contract), the quotes must be presented to committee/Full Council for consideration.

Company 1

Option One - Based on a 5 year agreement

- 750watt passive 12" loudspeakers X 12
- Custom designed heavy duty clamping bracket for mounting speakers X 12
- Stainless steel catenary wires, grips, turnbuckle tensioners and thimbles for running overhead cables infrastructure X 14
- H07RNf 2.5mm2 speaker cable + Neutrik speakon connects (custom length) x 14
- 2Ohm 2000w audio amplifiers X 2
- Microphones for
- 1 x Lectern for speeches
- 2 x Sennheiser G4 radio microphones with stands
- 5 X Choir overhead boundary microphones with stands
- Initial installation costs (one-time fee) 1
- Audio engineering + Single event equipment hire 1
- 1 X 6x3 black Pro50 gazebo **£125.00+Vat**
- Fabrication and initial system setup (one-time fee): **£1,400.00+Vat**
- Initial installation costs (One-time fee): **£475.00+Vat**
- Total per event (audio engineering and extras as required): **£750.00+Vat**

Total for the initial install and setup for Year 1: **£2,750.00+VAT**

Then **£875+VAT** for Years 2, 3, 4 and 5. per event after within the 5 year period.

Option Two - Bespoke PA system

Tower flown PA system to provide audio.

- 8 X RCF line array speakers flown from 2 aluminium towers. This would provide far improved coverage than option 3 but not on the same level as option 1.
- 1 X 6x3 Black Gazebo
- 1 X Sound engineer
- 1 X Rigger
- 1 X Lectern
- 2 X wired microphones
- 4 X Choir Microphones
- Installation & transportation

Total for the initial install and setup per event: **£1,150.00+VAT**

Option Three - PA system

Ground based PA system to provide audio.

- 8 X speakers on stands facing out
- 1 X 6x3 Black Gazebo
- 1 X Sound engineer
- 1 X Rigger
- 1 X Lectern
- 2 X wired microphones
- 2 X Choir Microphones
- Installation & transportation

Total for the initial install and setup per event: **£700.00+VAT**

Company 2

Main Speakers

Pa Package 3c (Nxl44 X2) Rental 1 £225.00

Secondary Delay Speakers

Pa Package 4e (Hdl6 X4 + 705 X2) Rental 1 £270.00

Microphones & Mixer

Mackie DL32r Rental 1 £90.00

Apple iPad Air 2 Rental 3 £30.00

USB to lightning Rental 3 £0.00

Wireless router kit Rental 1 £0.00

Ethernet 1m Rental 2 £0.00

Wireless package - handheld x4 Rental 1 £120.00

RF rack - 4 receivers, range E Rental 1 £0.00

13A to powercon 2M Rental 1 £0.00

Sennheiser NT1-UK Rental 1 £0.00

Multicore 3m - 8 sends 0 returns Rental 1 £0.00

Sennheiser SKM300-835 G3 Range E Rental 4 £0.00
Microphone clip - large Rental 4 £0.00
Mic stand - tall - with boom Rental 5 £0.00
Sennheiser A1031-U antenna Rental 2 £0.00
Stereo bar Rental 1 £0.00
BNC Cable 3M Rental 2 £0.00
GP ReCyko+ Rechargeable Battery Rental 16 £0.00
EBL smart battery charger Rental 2 £0.00
13A to IEC C7 (fig8) Rental 2 £0.00
GP ReCyko+ Rechargeable Battery Rental 16 £0.00
Staffing
Sound engineer Service 1 x 1 Day £150.00
Total for PA: £885.00

Video
ADJ AV6 video panel Rental 12 £720.00
Powercon 0.5m Rental 12 £0.00
Ethernet 1m Rental 12 £0.00
ADJ AV6RB1 flybar Rental 4 £0.00
Bow shackle - 1T - Screw pin Rental 8 £0.00
Eye Clamp 200kg SWL Rental 8 £0.00
Video engineer Service 1 x 1 Day £150.00
Total for Video: £870.00

Generator
Hyundai 6kW 'Silent' Standby Diesel Generator DHY8000SE Rental 1 £250.00
1L Diesel Sale 10 £11.00
Parker Brand PPG-3750 petrol generator Rental 1 £120.00
1L Petrol Sale 10 £11.00
16A 1P inline RCD 30mA Rental 1 £0.00
Total for Generator: £392.00

(Note – prices excl. VAT)

(Note – more expensive generator is for the screen, less expensive to support the PA system)

Consideration

The selection of a contractor to broadcast the Remembrance Sunday service.

Option 1 from Company 1 would provide a bespoke sound system for a 5 year period. The contractor has advised this will provide 'surround sound'. Selecting this option will secure a contract for five years.

Other options aim to provide good sound coverage but officers would be required to seek quotes for the following years' service.