

# MACCLESFIELD TOWN COUNCIL

## **Meeting of Full Council**

Minutes of the meeting held on Tuesday 6<sup>th</sup> October 2015 at 7.00pm at Macclesfield Town Hall.

In attendance:

- Cllr Liz Durham
- Cllr Alift Harewood
- Cllr Neil Puttick
- Cllr Janet Jackson
- Cllr Matthew Sharrocks
- Cllr Philip Bolton
- Cllr Beverley Dooley
- Cllr Gareth Jones
- Cllr Adam Schofield
- Cllr Ainsley Arnold
- Cllr Chris Andrew

Also in attendance was the Town Clerk, Pete Turner, The Civic and Administration Officer, Harriet Worrell and Cheshire East Council's Programme Manager, Chris Allman.

Cllr Alift Harewood, the Deputy Mayor of Macclesfield, opened the meeting with a prayer.

### **1. APOLOGIES FOR ABSENCE**

Cllr Martin Hardy

### **2. DECLARATIONS OF INTEREST**

Item 9 – Cllr Jones declared a non-pecuniary interest, being an allotment holder

Item 10 - Cllrs Arnold, Schofield, Jones, Dooley, Bolton and Andrew each declared a non-pecuniary interests, being acquainted with a third party listed in the report

Item 13 – Cllr Sharrocks declared a non-pecuniary interest, being a volunteer for the Sea Cadets

Item 19 – Cllrs Jackson, Puttick and Dooley declared non-pecuniary interests, having volunteered for the vent in the past and being acquainted with the Chair of Barnaby.

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The meeting was adjourned and the mayor invited questions and comments from members of the public.

- i. Paul ~~Kitchener~~ Hitchener, a Macclesfield resident. Mr ~~Kitchener~~ Hitchener explained that as a resident of Peaks and Plains Housing Association, he had grave concerns relating to the recent announcement by Peaks and Plains that 26 members of staff within the association were to be made redundant and it appeared that the majority of these were in the area of tenant neighbourhood officers.

Mr ~~Kitchener~~ Hitchener raised that there was in existence an offer document between Macclesfield Borough Council and Peaks and Plains Housing, that promised a service standard level for tenants and Mr ~~Kitchener~~ Hitchener believes that this promise is not going to be fulfilled.

Mr ~~Kitchener~~ Hitchener asked if and how the Town Council will respond to this news in light of the standing offer documentation.

Cllr Arnold responded to reassure Mr ~~Kitchener~~ Hitchener that Cheshire East Council were aware of the situation and their housing department was looking in to the matter.

The Town Clerk requested that Mr ~~Kitchener~~ Hitchener attend the offices of the Town Council with the relevant documentation for review and response from the Town Council.

- ii. Sheila Coulson explained that she was a resident and involved in the residents' association. Mrs Coulson reflected Mr ~~Kitchener's~~ Hitchener's concerns and highlighted that she felt that the housing association will be less involved with residents and that resident were not happy about the proposals. She requested that the Town Council look in to the offer document.

- iii. Mr Alec Johnson raised concerns relating to public protection and the impact of traffic-related pollution on public health in Macclesfield. Mr Johnson highlighted the level of traffic and its increasing density and the effect of development in the town on exacerbating this.

Cllr Jackson suggested that those councillors sitting on Planning Committees should consider this issue and how it might relate to planning proposals.

The Town Clerk pointed out that a later item on the agenda considers the council's vision and strategy and this might be included within that process.

- iv. Lyn Jones of the Barnaby Festival gave an overview of the festival, its achievements, and benefits for community and business in the town and highlighted the need for support and inclusion of the Town Council. Ms Jones also raised the value of the funding requested from the Town Council as it would lever in additional funding and therefore have even greater impact on the festival.

- v. Cllr Harewood made the meeting aware of the Macclesfield Pioneering Women events that have taken place and are planned for the future, including a St George's Day event in 2016.

The meeting was then re-convened.

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**3. MINUTES OF THE MEETING OF FULL COUNCIL 7<sup>TH</sup> JULY 2015**

**Resolved:** That the minutes were approved as a true record of the meeting

**4. MINUTES OF THE MEETING OF FULL COUNCIL 21<sup>ST</sup> JULY 2015**

**Resolved:**

i. That the minutes are amended to include, "Cllr Jackson stated that she was unhappy with the process to appoint the Town Clerk and felt that it had not been carried out in a competitive and open manner".

ii. That the minutes were approved with the amendment as a true record of the meeting.

**5. MINUTES OF THE MEETINGS OF THE FINANCE COMMITTEE**

**5.1 29<sup>th</sup> June 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

**5.2 19<sup>th</sup> August 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

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**EXCLUSION OF PUBLIC AND PRESS**

Due to the personal nature of items to be discussed, members of the public and press will not be admitted to the meeting under the 'Public Bodies Admissions to Meetings Act 1960' for this item of the agenda, which may be considered at the end of the meeting.

This item was deferred to the end of the meeting and considered in closed session after Agenda Item 21.

**6. MINUTES OF THE MEETINGS OF THE PERSONNEL COMMITTEE**

**6.1 23<sup>rd</sup> June 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

## **6.2 28<sup>th</sup> July 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

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## **7. MINUTES OF THE MEETINGS OF THE SERVICES COMMITTEE**

### **7.1 9<sup>th</sup> June 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

### **7.2 21<sup>st</sup> July 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

## **8. MINUTES OF THE MEETINGS OF THE PLANNING COMMITTEE**

### **8.1 20<sup>th</sup> July 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

### **8.2 10<sup>th</sup> August 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

### **8.3 7<sup>th</sup> September 2015**

**Resolved:** That the minutes of the meeting were noted by Full Council

## **9. ASSET TRANSFER AND SERVICE DEVOLUTION**

Chris Allman, Cheshire East Council Programme Manager, gave a presentation relating to the devolution and transfer of assets and services to Town and Parish Councils. After the presentation members thanked Mr Allman for the presentation and sought clarification on the following points:

What funding if any would be associated with the transfer of assets and services in the future? Mr Allman clarified that none was planned and budgeting for precept would have to take this in to consideration.

What responsibility does CEC have to transfer assets in good repair/condition? Mr Allman clarified that CEC had a statutory responsibility to maintain assets in safe and usable order and that any issues were addressed when raised with them. If the Town Council found a need for repair prior to transfer this would be considered in negotiations.

What contact has been made with users and stakeholders of the proposed assets for transfer? Mr Allman clarified that no formal contact had been made as yet.

Can the Town Council have the contact details of the appropriate officers associated with allotment services in the town? Mr Allman will provide the details to the Town Clerk.

Why are markets not currently on the transfer list? Mr Allman clarified that at the time the list was compiled, the Wilson Boden scheme was still in progress and this would not have been appropriate. Mr Allman explained that council have the opportunity to approach CEC with its ambitions and aims as they relate to asset and service devolution.

## **10. CHRISTMAS LIGHTS SWITCH ON**

Cllr Dooley delivered a detailed overview of the circulated report, identifying two options for the delivery of a Christmas Lights Switch-on Event. Delivery by Heaton House Events would be in line with the delivery of events in previous years, focussing on an event stage, snow machine and large market in Market Place and children's rides on Mill Street. Cheshire East Council's Town Centre Manager provided details of similar switch on event model that included an event stage and market in Market Place, but no rides in Mill Street.

Members raised concerns that in previous years there had been issues with the power supply in Market place not being adequate for a large number of stalls, concerns relating to overcrowding in Market Place with too many market stall.

### **Resolved:**

- i. That the cost of provision of Christmas lights is noted.
- ii. That the Town Council approves funding for the Christmas lights switch on event as detailed by the Cheshire East Council Town Centres Manager (Option 2 in the report)
- iii. That the approved budget for Christmas Lights is used for the provision of Christmas Lights, Christmas Trees and the Christmas Lights Switch On event within Macclesfield town centre.

## **11. RESPONSE TO MACCLESFIELD COURTS CONSULTATION**

Cllr Dooley gave a detailed overview of the issues surrounding the consultation on the proposed closure of Macclesfield Magistrate's and County Courts. This included the concerns relating to the loss of service to the town and its surrounding areas, the risk to justice services due to travel times for defendants and witnesses and the opportunity to make use of current capacity within the recently refurbished Magistrate's Courts building.

**Resolved:** That Macclesfield Mayor, Cllr Liz Durham, respond to the consultation on behalf of the council in the form of the circulated draft letter.

## **12. CONSTITUTIONAL DOCUMENTATION**

### **12.1 Complaints Procedure**

**Resolved:** That the policy is adopted by Macclesfield Town Council

### **12.2 Equality Policy**

**Resolved:** That the policy is adopted by Macclesfield Town Council

### **12.3 Child Protection and Vulnerable Adults Policy**

**Resolved:** That the policy is adopted by Macclesfield Town Council

### **13. MAYOR'S CADET**

Cllr Harewood delivered an overview of the circulated documentation, highlighting that the proposal will enable the Mayor to appoint a cadet escort for their civic year.

**Resolved:**

- i. That the Mayor's Cadet is also issued with a sash on uniform badge
- ii. That the council adopts the Mayor's cadet policy as circulated.

### **14. CIVIC AWARDS**

Cllr Jackson gave a detailed overview of the proposed scheme and circulated the award badges commissioned by the Macclesfield Charter Trustees. Members commented on the success of the scheme in previous years and the positive impact of recognising the achievements of the members of the community.

**Resolved:** That the council adopts the Mayor of Macclesfield's Civic Award Scheme as circulated.

### **15. COUNCIL VISION**

The Town Clerk asked members to consider the strategic development of the council and its aims, ambitions and vision and in so doing to structure inclusive meetings to inform the development and delivery of the council's strategic vision for Macclesfield. Members commented on the value of community engagement and the importance of including the town's heritage and history in the vision for the future.

**Resolved:**

- i. That a working group is created to develop draft corporate strategy and council vision documents to be brought before full council for consideration.
- ii. That the working group agree their terms of reference and appoint a chair.
- iii. That the group includes all chairs of committees, the Mayor, Deputy Mayor, with an open invitation to all meetings to all members.
- iv. That such community interest groups and individuals are invited to the working group meetings as is necessary to properly inform the documents.

### **16. BUDGET SETTING**

Members were asked to consider the need for a budget-setting schedule.

**Resolved:** That the budget setting schedule is approved as circulated.

### **17. CVS MEMBERSHIP**

The Town Clerk gave a brief overview of the benefits of membership of CVS Cheshire East, including clarifying that attendance at training events for staff and Councillors would be at reduced or nil cost and that the Council will be responsible for the training costs.

**Resolved:** That the Council joins CVS Cheshire East at a cost of £375

## **18. CHEHSIRE PENSION FUND**

Members were asked to consider the need, as a new employer, to join a pension fund for the employees of the council.

**Resolved:** That the Council becomes an employer in the Cheshire Pension Fund with eligibility to join the scheme extended to all members of staff, subject to the relevant governing legislation.

## **19. GRANT APPLICATION**

**Resolved:** That the application is referred to the next Finance Committee, where the applicant will be given the opportunity to present on their application, and that the committee return to Full Council with its recommendation.

## **20. WEBSITE & COMMUNICATIONS STRATEGY WORKING GROUP UPDATE**

Cllrs Schofield and Puttick gave a detailed overview of the work of the group so far, highlighting the creation of corporate email addresses, the design options for the council's logo and the estimated schedule for the delivery of the Town Council website. Cllrs Puttick and Schofield were thanked for their work on the design and delivery of the WCSWG.

**Resolved:** That the "Circular Blue" design, as circulated, is adopted as the council's preferred logo.

## **21. MEMBER ITEMS**

### **21.1 Mayor's Allowance**

Members considered Cllr Hardy's circulated report.

**Resolved:**

- i. Basic Allowance
  - a. Until such time as CEBC arranges a Parish Remuneration Panel, no basic allowance is payable with the exception of an Allowance for the Mayor and Deputy Mayor
  - b. For the Civic Year 2015 – 2016, The allowance for Mayor is £2500 per year and Deputy Mayor is £500 per year for the
- ii. Travel and Subsistence



- a. Macclesfield Town Council pays a travel allowance in accordance with what whatever the Inland Revenue's Approved Mileage Payment is at the time currently Car 45p for first 10,000 miles or 25p thereafter; Motor cycle 24p (all miles) Cycle 20p (all miles)
  - b. Macclesfield Town Council reimburse expenditure for subsistence for approved duties outside the parish on production of receipts and up to maximum figures in section 3.4.3 of the report which are based on the maximum payments to Cheshire East Borough Councillors:
- iii. Miscellaneous
- a. Macclesfield Town Council reimburses expenditure for limited out of pocket expenses such as telephone and internet. This is limited to £5 per month on receipt of the necessary claims form.
  - b. All stationary and postage will be obtained through the Town Council Office

## **22. DATE, TIME AND PLACE OF NEXT MEETING**

The date of the next meeting of Macclesfield Town Council is 7pm, 10<sup>th</sup> November 2015, at Macclesfield Town Hall.

Meeting Closed at 8.59pm

Chair – Cllr Liz Durham (Mayor)

Clerk – Pete Turner