

SANDBACH TOWN COUNCIL

AGENDA

For the meeting of the Sandbach Town Council to be held on
Thursday, 10 July 2003
in the Council Chamber, Westfields.

7.15 p.m.

1. **APOLOGIES FOR ABSENCE**
2. **CHAIRMAN'S REMARKS**
3. **TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THURSDAY 22 MAY 2003**
4. **TO APPROVE THE MINUTES OF THE MEETINGS OF THE PLANNING COMMITTEE HELD ON THURSDAYS 15 MAY 2003, 5 JUNE 2003 AND 19 JUNE 2003**
5. **TO APPROVE THE MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON THURSDAY 29 MAY 2003**
6. **SANDBACH PARTNERSHIP**

Presentation by the Sandbach Partnership Project Manager, Mrs Helen Beech.

7. **MATTERS ARISING FROM THE FINANCE MEETING OF 29 MAY 2003**

7.1 Sandbach School

Confirmation of second grant of £5,000.

7.2 Training Budget

The Finance Committee recommended that an additional item for Member and Council employee training amounting to £1,500 be inserted into the 2003/4 budget

7.3 Recommendations for a Training Programme and membership of Cheshire Association of Town and parish Councils.

The Clerk attended the Local Council Advisory Service Annual Health & Safety Seminar at Winsford on 25 June. Subjects covered were Accident Reviews, Working Alone, Manual Handling and Risk Assessment. Items learnt have been included in the Risk Assessment report item 9.2.

It is recommended that members and the Clerk attend the Basic Induction Course. Other courses that cover the subjects required for a Clerk's accreditation are: -

Roles & Responsibilities, Law & Procedures, Finance, Planning and Partnership Working and Community Engagement.

It is recommended that these are attended by the Clerk and those members who feel they would benefit. Courses will cost between £20 and £25 per

person per course. It is also recommended that the Council purchase a copy of the NALC distance learning pack "Working with your Council" at a cost of £130.

8. REPORTS FROM COUNCIL DELEGATES / SUB-COMMITTEES

8.1 CBC Market Management Committee – Cllr D Robinson

9. EXTERNAL AUDIT FOR THE YEAR 2002/3

The papers have to be sent to the external auditor by 18 July 2003. This date is before the next scheduled Finance committee meeting on 24 July 2003 therefore the following are submitted to members for approval: -

9.1 Accounts for the year 2002/3

Attached for approval.

9.2 A Sandbach Town Council Risk Assessment

The attached risk assessment report has been prepared by the Clerk for approval.

9.3 Sandbach Town Council Statement of Assurance

The attached form must be returned to the external auditor. The Council is asked to give the required assurance.

10. QUALITY COUNCILS

It was agreed at the last meeting of the Town Council that members of a sub-committee would be selected to organise the achievement of Quality status.

11. CORRESPONDENCE

11.1 Charlotte Peters Rock - RAF Cranage

Mrs Peters Rock response to invitation.

11.2 Sandbach RUFC

Cllr Lloyd Griffiths' response to the Council's comments about floodlights and light spillage is attached.

11.3 Sandbach Partnership

The Council's comments to the Partnership and the Project Manager's reply are attached

11.4 Post Office – Carry on Collecting Initiative

The Council's comments and the Post Office reply is attached.

11.5 CBC Comprehensive Performance Assessment

Letters from CBC are attached. The Clerk went to the presentation on 12 June at Congleton Town Hall. The Borough's self-assessment had concluded that they were too self-critical. The representatives from the parish and town councils were able to highlight a number of areas where improvement could be made.

The Clerk has a draft copy of the Self-assessment report which is also available on the Borough website.

11.6 Cheshire County Council – Equestrian Strategy

An attached letter has been received inviting comment. The consultation document is available from the Clerk.

11.7 CBC – Market Management

The attached letter accepts the Council's request for two members on the Market Management Committee.

11.8 Action for Market Towns

The attached letter and a brochure have been received describing the benefits of membership for Town Partnerships, Town & Borough Councils and other organisations that are supporting activities in a single market town.

11.9 APP Ltd – Sandbach Town Guide

We are being pressurised to prepare the guide.

11.10 CBC – Crewe Road Schoolchildren's concern about litter

The attached reply has been received from the Chief Executive.

11.11 CBC Review of Car Park Management

The Council's views on the management of CBC owned car parks are sought.

11.12 CBC Bus Shelters Offer

The Council is invited to suggest places where a new bus shelter is desirable.

11.13 The Standards Board for England Training Video

A very useful video and booklet accompanied the attached letter. It is suggested that councillors take it in turns to view the material.

11.14 Association of Larger Local Councils

They are holding a seminar in Oswestry on 25 July on "Partnerships and the Modern Local Council". Details are attached. Oswestry appears to be using partnerships the way Sandbach hopes to do.

11.15 Clerk of Hassall PC – Malkins Bank Contaminated Land Investigation

He suggests that since the pollution from the golf course crosses the Hassall Parish Boundary into Wheelock, Sandbach Town Council might wish to be represented on the Liaison Committee.

11.16 Forum of M6 Councils

Minutes of meetings held on 23 January and 4 April are attached.

11.17 DEFRA – The Quality Parish Council Scheme

The Minister for Rural Affairs and Urban Quality of Life has sent a copy of the guidance to accompany the Quality Parish Council Scheme.

11.18 The Boundary Committee for England

The Committee has been directed to start reviews of the structure of local government in the two-tier areas of the North West. The Secretary of State has decided that there is sufficient interest in the North West to hold a referendum

on elected regional assemblies. It is the Government's policy that there should be a single tier of local government below an elected regional assembly.

11.19 CBC – Pedestrian Crossing, London Road, Elworth

Correspondence attached.

11.20 Cheshire Local Authority Support Programme – Energy Issues Update

Letter attached.

11.21 CVS – AGM

A representative of the Council is invited to attend the AGM at Sandbach Town Hall on Monday 28 July at 7pm.

12. MEMBERS' ITEMS – MATTERS AFFECTING THE TOWN OF SANDBACH

12.1 328 - Cllr Scragg - Litter at Foundry Lane Footbridge, Elworth.

12.2 329 - Cllr Moore - CCTV Cameras in Sandbach.

13. DATE, TIME AND PLACE OF NEXT MEETING

The next Town Council meeting is scheduled for 4 September 2003.