

**MIDDLEWICH TOWN COUNCIL**

**Victoria Building, Lewin Street,**

**Middlewich, CW10 9AT**

**Minutes of a Meeting of the Town Council's Community, Environment and Assets Committee, held on Wednesday 7<sup>th</sup> October 2015 in the Town Clerk's office at the above address, commencing at 6.35pm**

**PRESENT**

Councillor S Moss (in the Chair), Councillors CL Bulman, D Latham, K Kingston, SN McGrory, B Walmsley and W Walmsley.

Officer Present:

JPA Williams, Town Clerk and DJ French, Assistant Town Clerk

**APOLOGIES**

None

**129 APPOINTMENT OF CHAIRMAN**

**RESOLVED**

That Councillor S Moss be appointed Chairman of the Committee for the ensuing year.

**130 APPOINTMENT OF VICE CHAIRMAN**

**RESOLVED**

That Councillor B Walmsley be appointed Vice Chairman of the Committee for the ensuing year.

**131 DECLARATIONS OF INTEREST**

Councillors S Moss and B Walmsley declared personal interests on the grounds that they were Trustees of the Middlewich Community Trust.

**132 TERMS OF REFERENCE**

**RESOLVED**

That the Terms of Reference be approved without amendment.

**133 MINUTES**

**RESOLVED**

That the Minutes of the previous meeting of the Committee held on Wednesday 11<sup>th</sup> March 2015 be approved as a correct record.

### **134 POTENTIAL TRANSFER OF CAR PARKS IN MIDDLEWICH**

The Town Clerk reported on an initial meeting that had taken place on 4<sup>th</sup> August with James Howard of Cheshire East Council regarding the potential transfer of car parks. There were still a number of issues to be discussed including lighting, access, costs and liabilities; information was still awaited from Cheshire East Council.

#### **RESOLVED**

That the update be noted and the matter be considered further at the next meeting, subject to further information being available.

### **135 LITTER AT THE PLAY AREA BY THE CANAL**

The Committee considered an email from a resident who was concerned about overflowing rubbish bins at the play area by the canal. Members reported that litter issues on the canal towpaths had also been raised at the Town Council surgery. Members noted that litter on the canal towpath was the responsibility of the Canal and River Trust; play areas were the responsibility of ANSA. The Town Council had a good working relationship with both organisations. Cllr Walmsley explained that there had been some staffing issues at ANSA which had caused some disruption to their service. There was currently an on-going programme to change dog waste bins for "Jubilee" bins which could hold both dog waste and general litter and a review of the location of bins was also underway. The Committee discussed the role of the Clean Team who had a good relationship with ANSA and a number of local retailers; they also carried out an educational role.

#### **RESOLVED**

That the Town Clerk thanks the resident for his email and advises him that the Town Council works closely with ANSA regarding issues with litter and dog waste; the Town Council also supports Middlewich Clean Team who work with ANSA and undertake an educational role within schools in the town.

### **136 MIDDLEWICH COMMUNITY TRUST**

The Community Trust was progressing and an Action List was being developed. The Town Clerk had provided information to the Trust Members on various utility bills, hire charges and suppliers for the building.

Part of the investigation into the building had revealed that the Council was being partly overcharged for electricity so this had now been resolved and a rebate was to be received.

The Council received a regular income from tenants, with all office space now filled. Income from the Hall was variable but there were a number of regular bookings.

Once established, the Trust would be able to access benefits that were not available to the Town Council, such as Business Rate rebates.

#### **RESOLVED**

That the update be noted.

**137 MAINTENANCE CONTRACT**

The Committee considered a quote for a yearly maintenance contract to cover both the Town Hall offices and the Function Suite. The contractor had provided maintenance services to the building for a number of years. The contract included boiler service and emergency light testing.

**RESOLVED**

That the Town Council enter into a one year maintenance contract with Integral at a fee of £1,275, plus VAT, to commence from 1<sup>st</sup> November 2015.

**138 CHRISTMAS LIGHTS**

The Town Clerk advised the Committee that the Council was in Year 2 of a 3 year contract with Blachere for the hiring and installation of Christmas lights. Prior to the installation of the lights, he would organise a meeting with Blachere and Cheshire Highways regarding lighting columns and infrastructure. The Council was in partnership with Winsford and Northwich Town Councils for the provision and erection of a Christmas tree.

**RESOLVED**

That the update be noted.

**139 TABLE CLOTHS AND CHAIR COVERS**

The Town Clerk advised that the cost of purchasing table cloths and chair covers could be recouped after a couple of hirings but he did not have the information about the actual costs at the moment.

**RESOLVED**

That the matter be deferred to the next meeting, pending a costed report from the Facilities Officer.

The next meeting of the Committee is Wednesday 4<sup>th</sup> November at 6.30pm after Events and Communications Committee.

The Meeting concluded at 7.20 pm

**S Moss**

**Chairman of the Committee**

Signed.....