

MIDDLEWICH TOWN COUNCIL  
Victoria Building,  
Lewin Street,  
Middlewich, CW10 9AT  
Telephone – 01606 833434  
Email – admin@middlewich.org.uk



Dear Councillor

You are summoned to attend a meeting of the External Committee on **Thursday 2<sup>nd</sup> July 2020 at 7.15pm.** The Meeting will be held using Zoom Video Conferencing. Councillors will receive an email invitation to join the meeting.

The public can join the meeting at <https://bit.ly/31k5Kfm> with password: MTC020720 or watch live on Facebook at [www.facebook.com/middlewich.towncouncil.3](http://www.facebook.com/middlewich.towncouncil.3)

Yours sincerely

**Lisa Benskin**

Town Clerk

## **AGENDA**

### **PART 1**

1. Apologies for Absence
2. Declaration of Interests
3. Public Participation  
*A period not exceeding 5 minutes for members of the public to ask questions or submit comments*
4. To approve the minutes of the meeting held on 4<sup>th</sup> June 2020 (**attached**)
5. Parks and Play Areas Update
  - To consider the latest Government advice regarding parks and play areas  
<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>
  - To consider the locking and un locking of Fountain Fields Park
6. To consider the F&B 30 Report EXT2003 (**attached**)
7. Christmas Light Switch On EXT2004 (**attached**)
8. Town Christmas Lights Update
9. To consider the current Planning Applications and Decisions

### **Registered**

**A) 20/2281T** Location: 11, RYECROFT CLOSE, MIDDLEWICH, CW10 0PJ

Proposal - Maple - fell because of excessive shading ,close proximity to property. John Ollier (tree surgeon) has been and viewed the tree and noticed root damage to the footpath between the two properties and mentioned there could be damage to drains and foundations. He was also concerned about the close proximity of the tree to the property

**NO COMMENTS DEADLINE**

B) **20/2227C** Location: 75, JUBILEE PASTURES, MIDDLEWICH, CW10 0AS

Proposal - Side extension to create playroom and home office, garage conversion to form additional bedroom, erection of home gym module

**Comments Deadline 29/06/2020**

C) **20/2162C** Location: Land At, POCHIN WAY, MIDDLEWICH

Proposal - Proposed additional areas associated with the approved road scheme (18/5833C), referred to as the 'Middlewich Eastern Bypass' and consisting of ecological and landscape mitigation and a revised farmer's underpass

**Comments Deadline 09/07/2020**

D) **20/2247C** Location: Land Adjacent to Newton Brewery Inn, Webbs Lane, Middlewich

Proposal - Proposed detached property (re-submission of 20/0002C)

**Comments Deadline: 10/07/2020**

E) **20/2257C** Location: Brooks Lane Industrial Estate, Brooks Lane, Middlewich CW10 0QF

Proposal - Hazardous substance consent application

**Comments Deadline: 14/07/2020**

F) **20/2258C** Location: Brooks Lane, Middlewich, CW10 0JG

Proposal - Hazardous substance consent application

**Comments deadline: 14/07/2020**

G) **20/2524C** Location: 5 Buckfast Way, Middlewich, CW10 9HU

Proposal – New detached garage in front of the principal elevation of the property.

**Comments deadline: 15/07/2020**

H) **20/2627C** Location: 17 Glastonbury Drive, Middlewich CW10 9HR

Proposal – Construction of a detached brick and tile garage at the front of my home 5m wide x 6m long with 17.5 degree pitched roof 3.5 m high. To be considered 1 metre from boundary of neighbour and public footpath

**Comments deadline: 17/07/2020**

## Decided

A) **20/1610C** Location: 40 Sutton Lane, Middlewich, CW10 0AD

Proposal – Demolition of existing conservatory and construction of single storey rear extension  
**Approved with Conditions: 11/05/2020**

B) **20/1702C** Location: 69 Chester Road, Middlewich CW10 9EU

Proposal – Proposed construction of a roof a domer on side elevation

**Approved with Conditions: 18/06/2020**

10. Air Quality Update

- Terms of Reference of Air Working group **(to follow)**
- Membership of Working group

11. Resolution Log **(attached)**

**PART 2**

**None**

DATE OF NEXT MEETING: Thursday 3<sup>rd</sup> September 2020 at 7.15pm

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## **EXTERNAL COMMITTEE**

**Minutes of a meeting of the Town Council's External Committee held via Zoom video conferencing on Thursday 4<sup>th</sup> June 2020, commencing at 7.15pm**

### **PRESENT**

Councillor C Jones (in the Chair), S Boyle C Bulman, D Latham, G Orme, V Perez and G Williams

In attendance: N Antoney, Deputy Town Clerk and D Thompson Events Manager

### **EX2 – 132 Appointment Of Chairman**

#### **Resolved:**

It was **resolved** that Cllr C Jones was appointed as Chairman of the Committee for the coming year.

### **EX2 – 133 Appointment of Deputy Chairman**

#### **Resolved:**

It was **resolved** that Cllr G Williams was appointed as Deputy Chairman for the coming year.

### **EX2 – 134 Apologies for Absence**

#### **Resolved:**

Apologies for absence were received from Cllr M Hunter (illness).

### **EX2 – 135 DECLARATIONS OF INTEREST**

#### **Resolved:**

Cllr D Latham declared an interest in all matters relating to F&B Business Support, receiving payment as a F&B supplier and in Planning application 20/2024C on a personal level.

Cllr G Orme declared an interest as his wife works for the Police and Crime Commissioner

Cllr J Parry declared an interest as Chair of the Folk & Boat Working Group

### **EX2 – 136 Public Participation**

To consider any public questions raised on the night or submitted in advance.

#### **Resolved:**

No public questions were raised on the night or submitted in advance.

## EX2 – 137 Terms of Reference

### Resolved:

It was **resolved** that the Terms of Reference be accepted and adopted with the amendment to the reference of Mayor and Deputy Mayor being amended to include Chair and Deputy Chair.

## EX2 – 138 MINUTES

### Resolved:

It was **resolved** that the Minutes of the meeting of the External Committee held on the 5<sup>th</sup> March 2020 be approved.

## EX2 – 139 Appoint Members to the Folk and Boat Working Group

It was **resolved** to approve the appointment of the following Councillors J Parry, G Williams, S Boyle, V Perez, C Jones and D Latham to the Working Group for the coming year. Non Council Working Group members to be written to confirm appointment.

## EX2 – 140 To consider current Planning Applications

The committee considered and discussed the current planning applications for Middlewich.

It was **resolved** to submit the Committee's planning decisions.

- a) **20/2024C** - Land adjacent to Watermeet, Nantwich Road, Middlewich, Cheshire CW10 0LQ  
**Proposal** Outline planning application for the erection of up to 4 no. phased self-build residential dwellings, with primary access defined, ancillary facilities and associated infrastructure  
  
**Committee Decision** - Objection – Vehicular access during construction and after completion. Area is prone to flooding, which no Flood Risk Assessment has been supplied along with the application even though Part of the area is in a Flood Zone 2.
- b) **20/2064C** - Land at, Pochjin Way, Middlewich  
Variation of condition no. 2 (approved plans) on planning approval 18/5833C Proposed two-way single carriageway road scheme to bypass Middlewich and referred to as the 'Middlewich Eastern Bypass', together with associated highway and landscaping works.

**Committee Decision** – No Objection

## **EX2 – 141 To Consider F&B 30 Report EXT2001**

The committee considered and discussed the EXT2001 report.

It was **resolved** to approve the recommendations of the F&B 30 report EXT2001

- Friday Night replacements – the Lottery Winners at a cost of £1000 +VAT and local band Deja Vega
- Saturday Night replacement – The Fizz at a cost of £6000 +VAT
- That F&B sponsorship be reduced by 50% due to current climate
- Agreed to maintain the current position on postponement of the F&B30 up to and including the decision being made at either June or July Full Council Meeting.

## **EX2 – 142 To Consider the Events Calendar 2020 Report EXT2002**

It was **resolved** to move the Calendar of Events report to the next meeting due to it not being available.

## **EX2 – 143 Parks and Play Areas Update**

The committee considered the verbal update of Deputy Clerk regarding parks and play areas within the boundary of Middlewich the concerns raised regarding the Skate Park on Booth Lane.

It was **resolved** to note the update provided by the Deputy Clerk and accept the recommendation of the Committee:

- Write to Cheshire East calling for the immediate closure of the Skate Park on Booth Lane due to the health and safety concerns regarding the unprecedented current situation we find ourselves in.

## **EX2 – 144 Air Quality Update**

The committee considered the verbal update of Cllr G Orme

It was **resolved** to note the update provided by Cllr Orme along with the recommendations below:

- Write to Cheshire East to request to provide information on where and why the tubes were removed and how long before they were replaced
- What the data of the tubes are?
- Call an emergency meeting of the Liaison Group to discuss the Town Council concerns the current situation regarding the odour from the Ansa site on Cledford Lane and the increased vehicle movement at this time.

- To invite a representative of Ansa to join the next Zoom Meeting of the Full Council.
- Request a copy of the report that Ansa sent to the Environmental Agency.

### **EX2 – 145 Resolution Log**

The committee considered the Committee resolution log.

It was **resolved** to note the resolution.

### **EX2 – 146 Questions to the Clerk**

The committee asked for an update on the new Town boundary signs, the Deputy Clerk to pick this up again and update at next meeting.

### **PART TWO**

#### **RESOLVED:**

There were no Part Two

**Date of next meeting** – Thursday 2<sup>nd</sup> July 2020 at 7.15pm.

The Meeting concluded at 8.29 pm

**Councillor C Jones, Chairman**

Signed .....

**Report to: External Committee**

**Report Ref:** EXT2003  
**Meeting Date:** 2 July 2020  
**Agenda Item:** 6  
**Prepared By:** Events Manager



**Subject: FAB Report- June 2020**

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## 30<sup>th</sup> Middlewich Folk & Boat Festival postponed to 2021

Dates for the 2021 festival are confirmed as 16-20 June with main stage concerts taking place 18-19-20 June on Market Field.

- 1) Wherever possible artists originally booked for this year will be re-booked for the above dates. Headline artists Scouting For Girls and 80s artists Toyah and China Crisis are confirmed subject to contract. However due to both 80s artists being booked for Lets Rock Scotland on 19 June, this means our 80s Night will have to take place on Sunday 20 June. The event manager is devising options for the FAB Working Group to consider for the main stage on Saturday night. The Working Group will then recommend to the committee for approval.
- 2) The event manager will work with Cllr Boyle to devise a detailed Project Plan to advise all required elements of the festival c/w a work plan to ensure all actions are completed on time.
- 3) The event manager is contacting all caterers-contractors booked this year, to advise next year`s dates and confirm their attendance.
- 4) FAB Fringe; the event manager will work with fringe venues to stage a `FAB Winter Warmer Weekend- a weekend of lively music in cosy venues`. This will be staged when it is safe to do so.
- 5) 30<sup>th</sup> Anniversary; the event manager will provide the Working Group the programme planned for this year, and revise all content with the group for the committee to consider.
- 6) FAB Box Office; the Working Group will discuss options for suitable `incentives to buy tickets` before they go back on sale and in the lead-up to Christmas.
- 7) Traders; a new booking form for general traders and the Floating Market will be posted on the festival website and social media.
- 8) FAB Marketing; a new contract is required and 3 quotes will be sought to provide a suitable supplier. To achieve best value and continuity the event manager suggests a 2 year contract will provide a more competitive quotation.

### Decisions required;

To receive the report.

Agree a new marketing contract.

Dave Thompson 27-06-2020



**Report to: External Committee**

**Report Ref:** EXT2004  
**Meeting Date:** 2 July 2020  
**Agenda Item:** 7  
**Prepared By:** Event Manager



**Subject: Christmas Report- June 2020**

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## Middlewich Christmas Lights & Market. Budget £5000

A new date of Friday 4<sup>th</sup> December was agreed. However we have now been advised this is also the date for Sandbach Christmas Market.

Knutsford-Sandbach-Winsford have their Christmas events the weekend before ie 27-28 November. Officers have discussed possible date`s and agree to recommend staging our event on Saturday 5<sup>th</sup> Dec. 11am-7pm

Saturday allows more trading time for the market and retailers, and for more families to attend the event. It also allows venues more options for a `festive fringe` event.

### Lights Switch-on 6pm

- Previous sponsors SP Energy and Cliff Dickensons will be contacted to help with costs of the event. Other sponsors will be invited to support the event.
- A variety of activities and attractions will be sought to provide a programme of entertainment leading up to and after the Lights Switch-on. Details will be advised when they are confirmed.
- A proposed new site layout will provide more options for food traders around the Bull Ring.
- Following issues last year the event manager requests security is hired to deal with unwanted traders. He suggests members/staff should not have to deal with issues as experienced last year.
- The Town Clerk will meet with Middlewich PCSOs to discuss their roles at the event. The Town Clerk also suggests the Fire and Police Services to provide engagement activities at the event.
- It is hoped the Northwich Pantomime will go ahead and that cast/stars from the show will once again be part of this event. The event manager is talking to the production company to see what is possible should the Pantomime not take place.

### Market 11am-7pm

- Officers will source quotes for three contractors to provide gazebo`s and related infrastructure for the market, to ensure best value. Hire cost will determine how much rent is charged per stall. A 6x3mt gazebo has potential to have 4 stalls. 3x3mt can accommodate 2 stalls.
- Alcohol and hot food traders have potential to much higher revenue and should be charged accordingly.
- Olive & Stitch Market have offered to help the event manager to source traders.
- A booking form will be produced when all details are confirmed.

## St. Michael`s Church

The event manager is waiting on replies from the church regarding them taking part by hosting a Schools Carol Concert plus their traditional Festive Carols Concert, after the Lights Switch-on.

The church and café provide important amenities for audiences and staff attending this event including; First Aid Point. Changing rooms for performers. Toilets and refreshments.

## New activities/attractions for Middlewich Christmas Lights & Market

- `A Festive Fringe` will provide venues with a chance to engage with the large numbers of residents and visitors coming into town for the event. The event manager will contact venues over the coming weeks to see who will take part.
- `Late Night Shopping` to encourage retailers to stay open later to benefit from the large numbers of people in the town centre.  
The event manager will talk to businesses and retailers to encourage them to take part.
- New Attractions will be difficult to hire, given the relatively small budget for this event. Officers will enquire to see what is possible and advise the committee at the September meeting.

## Other Town Council Events 2020

- Community Awards 23 October.  
A decision is required to advise if this event can go ahead and if so, what format it will take.
- Remembrance Sunday 8 November.  
The Town Clerk and event manager will meet with Middlewich RBL to discuss how this event can take place.
- Over 70s Party 6 December.  
A decision is required to advise if this event can go ahead, and if so on what date.
- Activities, Events and Concerts in Victoria Hall for 2021.  
The event manager will meet with the Town Clerk and Deputy Clerk to discuss ideas and proposals, for member to consider.

## Decisions Required

1. To receive the report.
2. For this year`s Christmas Lights & Market to take place on Saturday 5<sup>th</sup> December.
3. To have security at the Christmas Lights & Market event.
4. Should the following event take place; Community Awards 23 October, Victoria Hall.
5. Should the following event take place and if so on what date; Over 70s Party 6 December, Victoria Hall.

Dave Thompson 27-06-2020