

Crewe Town Council

Minute Book

2017 – 18

Crewe Town Council Town Council Meeting

1 Chantry Court
Forge Street
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

Tel: 01270 756975



Minutes of Annual Town Council Meeting and ‘Mayor Making’ 11th May 2017

- 17/1/01** Present
Cllrs Appilat, Bailey, Brookfield, Hogben, B Minshall, P Minshall, Houston, Jill Rhodes, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.
- In attendance: Steve McQuade (Town Clerk) and Hannah Marr (Community Engagement Officer)
- 17/1/02** To elect the Town Mayor and sign the acceptance of office
Cllr B Minshall proposed and Cllr P Minshall seconded the nomination of Cllr Diane Yates as Mayor.
- Cllr Diane Yates accepted the nomination, was unanimously elected as Mayor and signed the acceptance of office.
- 17/1/03** To elect the Deputy Town Mayor and sign the acceptance of office
Cllr John Rhodes proposed and Cllr Houston seconded the nomination of Cllr Straine-Francis as Deputy Mayor.
- Cllr Straine-Francis accepted the nomination, was unanimously elected as Deputy Mayor and signed the acceptance of office.
- 17/1/04** To confirm and sign the minutes of the meeting held on 21st March 2017
The minutes of the previous meeting were approved and signed as an accurate record.
- 17/1/05** To consider a resolution from the Leader of Council to vary the order of business from that set out in Standing Orders so as to enhance the civic procedures (revised order set out on this agenda)
Members **resolved** to vary the order of business to that set out on the remainder of the agenda.
- 17/1/06** To receive and consider apologies for absence.
Apologies were received and accepted from Cllrs Beard, Chapman, Johnson, Lundie, Hickson and Maroni.
- 17/1/07** To note declarations of Members’ interests.
Chairman’s Initials.....

There were no declarations of interest made.

17/1/08

Cllr Simon Yates to propose a vote of thanks and to present a past Mayor's Medal to the outgoing Mayor. Cllr Houston to reply.

Cllr Simon Yates spoke warmly about the work of the Mayor over the last twelve months and noted that the 11th of May was an important date in world history. Cllr Yates named the Crewe men who had died on the 11th May (1914/18) during the Great War on this date and was proud to highlight their sacrifice.

Cllr Yates also remembered past friends and once again extended condolences to Cllr Houston following the recent death of her mother and also to the family and friends of Cllr Mike Russan who had died earlier in the year.

Cllr Yates said that the work of Cllr Houston as Mayor had had an invaluable impact on the community with over 400 engagements during the year. Events such as the Mayor's Ball had brought the community together and built lasting relationships. The Mayor's hard work on behalf of her charities, as part of events in the town such as the Christmas switch-on and in support of businesses such as the Crewe Lyceum and made a significant impact on the town.

Cllr Yates thanked the Mayor's consort, Pauline, for her effort and hard work in supporting the Mayoral function. Cllr Yates then proposed a vote of thanks to the outgoing Mayor.

Members made a vote of thanks to the outgoing Mayor.

Cllr Houston replied thanking everyone for their support over the previous twelve months. Cllr Houston hoped that she had continued to raise the profile of the Town Council and build on the work of the three previous mayors.

The outgoing Mayor expressed her pride in supporting the charities she had chosen back in 2016. She hoped in a small way that the monies collected on behalf of Cancer Research (Crewe and Nantwich) and Crewe Alex Ladies Football would help them to continue their valuable work.

Cllr Houston highlighted the friendships she had made throughout and beyond the Borough over the year and especially thanked the civic guests from across the County who had taken the time to attend the ceremony.

Cllr Houston gave special thanks to Pauline for her support as consort over the past twelve months and also extended her gratitude to the Mayor's Personal Assistant for all the hard work in managing the diary and liaising with organisations across the town.

17/1/09

To receive an address from the Town Mayor

Cllr Diane Yates welcomed everyone to the meeting and thanked Cllr Houston for all the work undertaken over the past year. Cllr Yates said it had been a huge privilege to serve as Deputy Mayor. As the new Mayor Cllr Yates highlighted her priorities for the next twelve months as:

- Working with partners to reduce the levels of antisocial behaviour.
- Increasing civic pride in Crewe through work with businesses and social organisations.
- Improving the look of the town and how it presents itself.
- Continuing to roll out the priorities set out in the Community Plan.
- Working to show the benefits of diversity and cultural exchange.

Chairman's Initials.....

Cllr Yates identified her charities as:

- Organisations working to reduce levels of homelessness including the YMCA, Salvation Army, St Luke's Hospice and the LATH Group.
- CLIMB (Children living with inherited metabolic disorders)

Finally, Cllr Yates thanked members for electing her as Mayor and gave special thanks to all those who had helped create a special ceremonial occasion.

17/1/10 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

- The Crewe and Nantwich Weaver Rotary Club formally expressed their thanks to the outgoing Mayor for the work undertaken over the past twelve months and wished the new Mayor well for the year ahead.
- Mr Dhesi (Principal of South Cheshire College) thanked the Mayor for extending the privilege of hosting the Mayor making to the college and extended his congratulations to the outgoing Mayor and to the new mayor and Deputy Mayor.

17/1/11 To consider a resolution from the Leader or Deputy Leader to approve subsequent agenda items as set out on the agenda, to request that Committees further consider any changes for recommendation to Council and to request that the Mayor close the meeting.
Members **resolved** to approve subsequent items without debate and to close the meeting.

17/1/12 To note the minutes of Committee meetings held since Council in March:

- Planning Committee – 28th March (Draft)
- Strategic Steering Group – None
- Finance and Resources – None
- Economic Development – None
- Community and Environment – None
- Community Plan – None

The minutes of the Planning Committee meeting were noted.

17/1/13 To consider and approve delegations to officers and members¹
The scheme of delegation was endorsed.

17/1/14 To consider and approve the terms of reference of Committees²
The terms of reference for committees and Council as a whole were approved.

17/1/15 To consider the approval of Committee structures and nominations to new and existing Committees³
The structures and nominations were approved as set out.

17/1/16 To consider, review and approve Standing Orders and Financial Regulations⁴
Members approved Standing Orders and Financial Regulations.

¹ Available at <http://www.crewetowncouncil.gov.uk/wp-content/uploads/2015/02/8-Scheme-of-Delegation-to-Officers-and-Proper-Officer-Provisions-Current.pdf>

² Current Terms of Reference available via <http://www.crewetowncouncil.gov.uk/agendas/>

³ Current membership available via <http://www.crewetowncouncil.gov.uk/wp-content/uploads/2015/02/Committee-List-FINAL-10-5-16-v6.pdf>

⁴ Available at <http://www.crewetowncouncil.gov.uk/policies/>

Chairman's Initials.....

- 17/1/17** To consider matters related to arrangements with and contributions to other authorities⁵
There were no matters to resolve.
- 17/1/18** To consider and approve representations on outside bodies:
1. The Local Area Partnership or equivalent (up to 2 members)
 2. Cheshire Association of Local Councils (2 members)
 3. Crewe Town Allotment Federation (2 members)
 4. Crewe Pledge (Chair of Economic Development Committee, plus one other member).
- The representation on outside bodies were approved.
- 17/1/19** To confirm the Council's adoption of the Councillor Code of Conduct⁶
Members confirmed the adoption of the Code of Conduct.
- 17/1/20** To consider and adopt the General Power of Competence and confirm that the Council meets the relevant criteria to do so⁷.
Members **resolved** to reaffirm the adoption of the General Power of Competence.
- 17/1/21** To review, consider and approve matters related to:
1. The inventories of land, assets and office equipment (copies available from the Clerk prior to the meeting)
 2. Provision of Insurance cover (copies of current schedule available from the Clerk prior to the meeting).
 3. Officer and Member membership of other bodies – Town Clerk and Deputy Town Clerk's Membership of the SLCC
 4. Affiliation to Cheshire Association of Local Councils.
- Members approved the matters set out above.
- 17/1/22** To approve current procedures relating to:
1. Complaints procedures
 2. Freedom of Information and Data Protection
 3. Media relations
- Members approved the policies.
- 17/1/23** To consider and approve the dates of Council meetings as set out on the Council's website⁸.
The dates of Council meetings for the year ahead were approved.
- 17/1/24** To confirm the names of bank signatories as the chairs of the five committees (once confirmed) and the Mayor⁹.
Members confirmed the bank signatories.
- 17/1/25** To consider, approve and authorise signing of the annual governance statement 2016/17
Members authorised the signing of the governance statement.
- 17/1/26** To consider and approve payments since the previous meeting as set out in the schedules – *to be deferred to the next meeting due to the delay in the closure of the accounts.*

⁵ There are no matters to be determined.

⁶ Available at http://www.cheshireeast.gov.uk/council_and_democracy/your_council/councillor_conduct.aspx

⁷ All members were elected at the last Council elections and at least one employee is suitably qualified.

⁸ Available at <http://www.crewetowncouncil.gov.uk/council-calendar/>

⁹ Existing signatories to remain authorised until committees appoint their Chairs.

Chairman's Initials.....

Members noted that the relevant schedules would be presented at the next meeting.

- 17/1/27** To approve the content of the Annual Report for publication
Members approved the draft text for publication and authorised the Clerk to vary the text in consultation with the Leader.
- 17/1/28** To consider the Council's risk register
Members noted the content of the risk register.
- 17/1/29** To note the date of the next meeting – 1st June 2017
Members noted the date of the next meeting.

Meeting Closed: 7:40

Chairman's Initials.....

Crewe Town Council

Town Council Meeting

1 Chantry Court
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CW1 2DL

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Minutes of the meeting held on 1st June 2017

Prior to the meeting there was a minutes silence in remembrance of the victims of the Manchester attack.

- 17/2/01** Present
Cllrs Brookfield, Chapman, Hogben, B Minshall, P Minshall, Jill Rhodes, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/2/02** To receive and consider apologies for absence
Cllr Straine-Francis indicated prior to the meeting he would arrive after the start of the meeting.
- Apologies were received and accepted from Cllrs Bailey, Beard, Hickson, Houston, Lundie and Johnson.
- 17/2/03** To note declarations of Members' interests
Cllrs B Minshall, D Yates and Straine-Francis declared pecuniary interests in relation to separate items on the payment schedules.
- Cllr P Minshall declared a non-pecuniary interest in relation to an item on the payment schedule.
- 17/2/04** To confirm and sign the minutes of the meeting held on 11th May 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/2/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no matters raised.
- 17/2/06** To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the engagements attended for the Mayor and Deputy Mayor since the March meeting.

Chairman's Initials.....

- 17/2/07** To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:
- 1) Community and Environment Committee (Cllr P Minshall) – No meeting since previous Council.
 - 2) Economic Development – No meeting since previous Council.
 - 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings held on 23rd May (Draft). Items for Council consideration: None
 - 4) Finance and Resources (Cllr Lundie) – Minutes of the meeting held on 16th May (Draft). Items for Council consideration: None
 - 5) Community Plan Committee (Cllr B Minshall) – No meeting since previous Council.
 - 6) Strategic Steering Group (Cllr S Yates) – Verbal report on the meeting held on 31st May¹.

Members noted the minutes as presented.

Cllr John Rhodes reported that a Planning meeting recently had not been quorate and asked if Council would fill the present vacancy on the Committee. Members **resolved** to appoint Cllr P Minshall to fill the vacancy.

In the absence of Cllr Lundie, Cllr S Yates reported on the most recent Finance and Resources meeting including a briefing on the progress being made to improve the markets offer in the town.

Cllr B Minshall updated members with regard to progress in delivering the community plan.

Cllr S Yates updated members on the meeting of Strategic Steering Group the previous night covering the dialogue on strategic priorities and an increase in expenditure on the Christmas Programme.

- 17/2/08** To consider urgent grant applications (Cllr P Minshall): None
There were no grants to discuss.

- 17/2/09** To note any updates from members having attended external meetings.

Members noted the update from the Leader who highlighted strategic meetings with various parties including the Leader of Cheshire East covering matters including HS2 delivery, the Crewe masterplan, town centre redevelopment, development of sites such as Flag Lane and the former library, future housing needs and the delivery of the community engagement function. Other meetings with the LEP, Guinness Partnership and the Higher Education Task Group were also discussed.

Cllr John Rhodes reported on a neighbourhood meeting called by Cheshire East to focus on fly-tipping and allied issues. Ward walks with various parties are planned to review identified hotspots and other matters.

Cllr Roberts reported on meetings related to flytipping².

¹ Draft minutes circulated prior to meeting.

² Cllr Straine-Francis joined the meeting during discussions of these matters.

Chairman's Initials.....

- 17/2/10** To consider the Annual Accounting Statement
Members considered the statement and **resolved** that the statement should be signed noting the change to box 8 from the version circulated.
- 17/2/11** To note, consider and approve payments since the previous meeting as set out in the schedule below.
Members approved the payments set out in the schedules.
- 17/2/12** To note and consider the year to date financial summary
Members noted the financial summary.
- 17/2/13** To consider an update in relation to policing in Crewe.
The Clerk indicated that the update would be forwarded to members.
- 17/2/14** Member questions to the Town Clerk/Responsible Financial Officer.
The Clerk responded to the following questions:
1) Cllr John Rhodes asked about the cost of elections in the previous financial year and the Clerk indicated the total was more than had been anticipated.
- 17/2/15** To note the date of the next meeting – 12th September 2017.
Members noted the date of the next meeting.

Meeting closed: 8:21

Chairman's Initials.....

Crewe Town Council

Town Council Meeting

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Minutes of the meeting held on 12th September 2017

- 17/3/01** Present
Cllrs Bailey, Beard, Brookfield, Chapman, Hogben, Houston, Lundie, Maroni, B Minshall, P Minshall, Jill Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk) and Alex Ilchenko (Events Officer)

- 17/3/02** To receive and consider apologies for absence
Apologies were received and accepted from Cllrs Hickson, Johnson and John Rhodes.

- 17/3/03** To note declarations of Members' interests
Cllrs B Minshall and Brookfield declared pecuniary interests in relation to separate items on the payment schedules.

Cllr P Minshall declared a non-pecuniary interest in relation to an item on the payment schedule.

- 17/3/04** To confirm and sign the minutes of the meeting held on 1st June 2017
The minutes of the previous meeting were agreed and signed as an accurate record.

- 17/3/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr Bob Jackson complimented the organisers of the Chalk it Up Festival and enquired whether it would be held again. Cllr B Minshall indicated he hoped that would be the case.

Mr Jackson asked whether the Cheshire East fly-tipping initiative was still ongoing or whether resources had been withdrawn at the end of the year-long pilot. Cllr Roberts responded by providing an update on the general situation and indicated that he would check on the position with Cheshire East officers. Cllr Yates provided an update on the Town Council's aspirations for service delivery in this area.

Mr Jackson asked about the future of the Ranger service. It was confirmed that the Ranger Service was dormant at present and would shortly be reactivated.

Mr Michael Barker asked about the future of the former Mirion Street Youth Centre. Cllr Brookfield replied indicating that a meeting is to be held later in the week with the trustees who own the premises.

Chairman's Initials.....

- 17/3/06** To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the engagements attended by the Mayor and Deputy Mayor.
- 17/3/07** To receive and consider a presentation from the Events Officer in relation to feedback from TrAction Crewe 2017 and to update Council on early plans/contingencies for 2018.
Members noted the presentation by the Events Officer.
- 17/3/08** To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:
- 1) Community and Environment Committee (Cllr P Minshall) – Minutes of the meeting held on 13th July (Draft). Items for Council consideration: None
Members noted the minutes.
 - 2) Economic Development – Minutes of the meetings held on 27th June (Final) and 5th September (Draft). Items for Council consideration:
 - That Councillor Straine-Francis be added to Economic Development Committee.
 Members **resolved** to appoint Cllr Straine-Francis to the committee.
 - 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings held on 20th June (Final) and 18th July (Draft). Items for Council consideration: None
Members noted the minutes.
 - 4) Finance and Resources (Cllr Lundie) – Minutes of the meeting held on 11th July (Draft). Items for Council consideration: None
Members noted the minutes.
 - 5) Community Plan Committee (Cllr B Minshall) – Draft Minutes of the meeting held on 10th July
 - Recommend to Council that Councillor Marilyn Houston be elected to fill the vacancy within the Community Plan Committee
 Members **resolved** to appoint Cllr Houston to the committee.
 - 6) Strategic Steering Group (Cllr S Yates) – Verbal report on the meeting held on 7th September.
Cllr Simon Yates updated members on the process for the determination of budgets at Council and Committee levels, the means by which more influence could be brought on the allocation of 106 funds through Planning Committee and to ask Economic Development Committee to take the lead on strategic transport planning/responses to the revision to the Local Transport Plan.
- 17/3/09** To consider urgent grant applications (Cllr P Minshall): None
- 17/3/10** To note any updates from members having attended external meetings.
- Members noted the Leader's engagements and noted the progress being made into rejuvenating the Railway Cottages area. Council indicated its support for the creation of a Residents Association.

Chairman's Initials.....

Cllr Bailey reported on meetings with a developer proposing to buy brownfield land in the West Street area close to the Crewe Works Wall and with representatives of the Fire Authority to talk about future service delivery in Crewe.

Cllr Brookfield reported on a meeting with the LATH group to discuss finding a new base for their operations.

Cllr P Minshall reported on a meeting of the Twinning Association and noted the recent visit by friends from Macon.

Cllr Roberts reported on meetings with Cheshire East and the Police on antisocial behaviour issues.

Cllr Jill Rhodes reported on the discussion earlier in the day at Cheshire East Cabinet focussing on the actions to resolve issues of antisocial behaviour.

To consider a verbal report from the Deputy Leader in relation to a meeting related to waste disposal activities at Arclid. A request has been made for the Town Council to express support and possibly commit resources in this area.

Members agreed to await developments on this topic prior to making any commitment.

- 17/3/11** To consider the reports and recommendations from the appointed internal and external auditors. Items for consideration:
- To make an amendment to Financial Regulations that sets out the maximum value of a single payment on the debit card. Note: the maximum value that can be 'loaded' on the card is £1000. Hence the chosen figure cannot be greater than £1k.
 - To note responses made to the recommendations of the internal auditor.
 - To note any response made to external audit and to accept the signed annual return/certificate from the external auditor.

Members **resolved** that:

- The maximum value that could be spent using the card is £1000.
- The response to the external auditor be noted.
- The signed annual return/certificate from the external auditor be accepted.

- 17/3/12** To note, consider and approve payments since the previous meeting as set out in the schedule below.

Members approved the payments schedules as presented.

- 17/3/13** To note and consider the year to date financial summary
Members noted the current financial position.

- 17/3/14** To consider resolving to commence the development of a Community Emergency Plan. The item was introduced by Cllr S Yates who explained the local context to emergency planning and the role of Town Councils in such matters. Members **resolved** to develop a Community Emergency Plan.

- 17/3/15** To consider an update in relation to policing in Crewe.
Members noted that an update would be presented to the next meeting. The Clerk was asked to chase up the provision of the report.

Chairman's Initials.....

17/3/16 Member questions to the Town Clerk/Responsible Financial Officer.

The following matters were raised:

- Cllr Bailey asked that emails from the Town Council be sent directly to his Cheshire East account.
- Cllr Bailey asked that the Fire Brigade Union be invited to any discussions with the Fire Authority/Service.

17/3/17 To note the date of the next meeting – 14th November 2017.

Members noted the date of the next meeting.

Meeting Closed: 20:24

Chairman's Initials.....

Crewe Town Council

Town Council Meeting

1 Chantry Court
Forge Street,
Crewe
CW1 2DL

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Minutes of the meeting held on 14th November 2017

- 17/4/01** Present
Cllrs Appilat, Brookfield, Chapman, Hogben, Houston, Maroni, B Minshall, P Minshall, Jill Rhodes, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/4/02** To receive and consider apologies for absence
Apologies were received and accepted from Cllrs Beard, Bailey, Lundie, Johnson and Hickson.
- 17/4/03** To note declarations of Members' interests
Cllrs B Minshall declared a pecuniary interest in relation to an item on the payment schedule (Element Hosting).
- Cllr P Minshall declared a non-pecuniary interest in relation to an item on the payment schedule (Element Hosting).
- 17/4/04** To confirm and sign the minutes of the meeting held on 12th September 2017
The minutes of the previous meeting were agreed as an accurate record and signed.
- 17/4/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions raised.
- 17/4/06** To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the list of Mayoral engagements and thanked the Mayor and Deputy Mayor for all their hard work.
- 17/4/07** To receive and consider presentations from Paul Hancock and Alex Waller (Cheshire Fire and Rescue Service) followed by Andrew Fox-Hewitt (Fire Brigades Union).
Mr Hancock briefed members on the context of proposals to change service delivery in Crewe and the wider area. The current financial pressures were explained. Crewe presently has two fire engines based at the Crewe Fire Station. Both engines are crewed 24/7. Plans are in place to change one pump such that it is delivered on a retained basis (i.e. on call).

Chairman's Initials.....

Reference was made to the potential co-location of Police and Fire Services on the existing Fire Station. It was stressed this was being looked at, but was very much at an early stage.

It was made clear that any reply from the Town Council should be made to Cllr Bob Rudd at the Fire Authority. Decisions on these matters will be made in February.

John West of the FBU apologised that Mr Fox-Hewitt could not attend. Mr West provided a presentation giving the FBU perspective on the changes that are proposed. Highlighting that a change would reduce the personnel available to deliver preventative work. The growth in Crewe and prospect of major infrastructure such as HS2 was stressed as changes likely to have an impact on service requirements.

Members listened to the presentations and asked a series of questions.

- 17/4/08** To consider the formulation of a formal response to the proposed changes to service provision related to the delivery of fire and rescue services in Crewe.
Members **resolved** to respond as follows:

This Council notes with great concern plans proposed by Cheshire Fire & Rescue Service to in effect, downgrade Crewe Fire Station by staffing Crewe's second pump solely with on-call firefighters therefore reducing the availability of Crewe's second pump. This Council recognises the contribution of Cheshire's on-call, volunteer fire fighters but cannot accept a policy through which community safety and firefighter safety will be put at risk. Cheshire Fire & Rescue Service have not proven that on-call crewing systems for second pumps are effective at large urban stations like Crewe. This Council notes with concern all of the issues surrounding the lack of fire cover in the entirety of Cheshire East. This Council wishes to see a second pump staffed 24/7 by whole-time firefighters, remaining in south east Cheshire – whether that be in Crewe or a neighbouring town. This Council remains unconvinced by the arguments to downgrade Crewe's second pump and therefore resolves:

- *Crewe Town Council formally writes to the Senior Management Team of CFRS and all members of the Cheshire Fire Authority rejecting the plans to downgrade Crewe's second pump urging an urgent re-think ahead of CFA's February meeting. This letter is to be signed by the Leader and Deputy Leader of CTC.*
- *Crewe Town Council writes to the Leader of Cheshire East and Cllr Margaret Simon, Chair of Corporate Overview & Scrutiny, requesting further scrutiny on the issue of fire cover and provision in Cheshire East.*
- *Crewe Town Council releases a press release to reassure local residents that, as a body of elected representatives, we reject the plans to downgrade Crewe's second pump.*
- *Crewe Town Council and its elected representatives support efforts by all local Borough Councillors and the Member of Parliament to resist plans to downgrade Crewe's second pump.*

- 17/4/09** To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:

Chairman's Initials.....

- 1) Community and Environment Committee (Cllr P Minshall) – Minutes of the meeting held on 5th October (Draft). Items for Council consideration: None
- 2) Economic Development – Minutes of the meetings held on 7th November (Draft). Items for Council consideration: None.
- 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings held on 26th September (Final) and 17th October (Draft). Items for Council consideration: None
- 4) Finance and Resources (Cllr Lundie) – Minutes of the meeting held on 19th September (Draft). Items for Council consideration: None
- 5) Community Plan Committee (Cllr B Minshall) – Draft Minutes of the meeting held on 23rd October. Items for Council consideration: None
- 6) Strategic Steering Group (Cllr S Yates) – Not met since previous Council.

Members noted the minutes presented.

17/4/10 To consider urgent grant applications (Cllr P Minshall): None
There were no applications.

17/4/11 To note any updates from members having attended external meetings. See agenda notes for Leader's meetings.
Members noted the meetings of the Leader.

17/4/12 To note, consider and approve payments since the previous meeting as set out in the schedules.
Members **resolved** to approve the payments.

17/4/13 To note and consider the year to date financial summary
Members noted the current financial position.

17/4/14 To receive and consider documents arising from the Member Training (Health and Safety)
Members noted the training taken and information circulated.

17/4/15 To consider an update in relation to policing in Crewe.
Members noted the written update from the Police. The Mayor also reported on recent liaison meetings with the Police.

The Leader reported on recent dialogue between members, the Police and Highways with regard to enforcement issues around speeding on Walthall Street and other changes to improve highways infrastructure in the town leading to safety improvements.

Members discussed various issues related to antisocial behaviour in particular.

17/4/16 To consider establishing a budget line to create an emergency winter fund to support agencies involved with the provision of services related to the homeless. Monies would be released using the grant award processes already established and organisations such as churches, charities and other voluntary organisations would be encouraged to make applications. The budget for such activities would be finalised once the level of demand is known.

Members **resolved** that applications be invited for submission over the next week so as to coincide with the grant processes. Monies would be drawn from the community plan budget. In the interests of urgency the Clerk would authorise expenditure in consultation with the chairs of Strategic Steering Group, Community Plan and Community and

Chairman's Initials.....

Environment Committees.

17/4/17 Member questions to the Town Clerk/Responsible Financial Officer.
There were no questions asked.

17/4/18 To note the date of the next meeting – 16th January 2018.
Members noted the date of the next meeting.

Meeting closed: 21:06

DRAFT

Chairman's Initials.....

Crewe Town Council

Town Council Meeting

1 Chantry Court
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Minutes of meeting held on 16th January 2018

17/5/01 Present
Cllrs Bailey, Brookfield, Chapman, Johnson, Hickson, Hogben, Houston, Maroni, B Minshall, P Minshall, Jill Rhodes, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk)

The Mayor welcomed members to the meeting and highlighted the collective effort to support the homeless in Crewe over the Christmas period in particular.

17/5/02 To receive and consider apologies for absence
Apologies were received and accepted from Cllrs Appilat, Beard and Lundie.

Members **resolved** to grant Cllr Beard leave of absence on grounds of ill health. To be reviewed in six months.

17/5/03 To note declarations of Members' interests
Cllr B Minshall declared a pecuniary interest in relation to an item on the payment schedule (Element Hosting).

Cllr P Minshall declared a non-pecuniary interest in relation to an item on the payment schedule (Element Hosting).

17/5/04 To confirm and sign the minutes of the meeting held on 14th November 2017
The minutes of the previous meeting were agreed and signed as an accurate record.

17/5/05 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions asked.

17/5/06 To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the meetings attended by the Mayor. Members also noted that the reference to St Michaels in the engagement list should read St Stephens.

Chairman's Initials.....

17/5/07 To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:

- 1) Community and Environment Committee (Cllr P Minshall) – Minutes of the meeting held on 7th December (Draft). Items for Council consideration: None

Members noted the minutes.

- 2) Economic Development – Minutes of the meetings held on 18th December (Final) and 9th January (Draft). Items for Council consideration: None.

Members noted the minutes.

- 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings held on 28th November (Final) and 19th December (Draft). Items for Council consideration: None

Members noted the minutes.

- 4) Finance and Resources (Cllr Lundie) – Minutes (of the meeting held on 21st November (Draft). Items for Council consideration: None

Members noted the minutes.

- 5) Community Plan Committee (Cllr B Minshall) – Not met since previous Council.
- 6) Strategic Steering Group (Cllr S Yates) – Draft minutes of the meetings held on 18th December and 11th January. Items for Council consideration:
 - That the terms of reference for Planning Committee are changed to include responsibility for matters related to Housing, landlord supervision and design guidance.

Members **resolved** that the terms of Reference be amended as indicated above.

17/5/08 To consider urgent grant applications (Cllr P Minshall):
There were no applications to determine.

17/5/09 To note any updates from members having attended external meetings.
The Leader took questions on the meetings he had attended. Cllr Bailey updated members on recent meetings of the Fire Authority referencing the proposal to change service delivery in Crewe.

Cllr Rhodes reported on his attendance at the Inter faith conference and also on his participation in a street/alley clean up exercise in the town over the previous weekend.

Members noted the update in relation to the meetings attended.

17/5/10 To note, consider and approve payments since the previous meeting as set out in the schedule below.
The payment schedules were approved by the meeting.

Chairman's Initials.....

17/5/11 To note and consider the year to date financial summary
Members noted the financial update.

17/5/12 To consider the draft budget a recommendation from Strategic Steering Group with a view to adopting a budget and setting the precept for 2018/19 at £682,875.
The Leader provided a contextual update on the proposed budget highlighting this would be the last budget of the present Council. The linkages between the budget and the delivery of the historic/future priorities were made. The change set against the previous year was highlighted in terms of Band D and Band A figures. Band A rising by £4 per annum. Context was provided on the near neighbour authorities and their levels of precept.

The growth in budget would support expansion in strategic areas such as:

- Improving the environment through the expanded Ranger Service.
- Increase in the scale of the events programme.
- Support for community groups in the town.
- Actions to help manage the transitions taking place in the town centre.

Members **resolved** to adopt the budget as presented and set the precept at £682,875.

17/5/13 To consider an update in relation to policing in Crewe.
The Clerk reported that an update would be reported at the next meeting.

17/5/14 Member questions to the Town Clerk/Responsible Financial Officer.
There were no questions.

17/5/15 To note the date of the next meeting – 13th March 2018
Members noted the date of the next meeting.

Meeting closed: 19:58

Chairman's Initials.....

Crewe Town Council

Town Council Meeting

1 Chantry Court
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

Tel: 01270 756975



Minutes of the meeting held on 13th March 2018

17/6/01

Present

Cllrs Johnson, Hickson, Hogben, Houston, Lundie, Maroni, B Minshall, P Minshall, Jill Rhodes, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk)

The Mayor thanked Council and all other parties who had provided support during the mayoral year at what was likely to be the final full Council meeting. The Mayor indicated that the chains of office were being worn to mark the occasion.

17/6/02

To receive and consider apologies for absence

Apologies were received and accepted from Cllrs Bailey, Brookfield, Appilat and Beard.

17/6/03

To note declarations of Members' interests

Cllr B Minshall declared a pecuniary interest in relation to an item on the payment schedule (Element Hosting).

Cllr P Minshall declared a non-pecuniary interest in relation to an item on the payment schedule (Element Hosting).

Cllr Walton declared a pecuniary and non pecuniary interest due to holding shares in Crewe Alex and being a season ticket holder respectively.

Cllr John Rhodes declared a non pecuniary interest due to being a season ticket holder at Crewe Alex.

Cllr Straine-Francis declared a non pecuniary interest due to being a season ticket holder at Crewe Alex.

17/6/04

To confirm and sign the minutes of the meeting held on 16th January 2018

The minutes of the previous meeting were agreed as an accurate record and signed.

17/6/05

Public Participation

A period not exceeding 15 minutes for members of the public to ask

Chairman's Initials.....

questions or submit comments

The following points were and questions were raised:

- Mr Bloor spoke in connection with the item in relation to Crewe Alex and wished it put on record that as far as he was aware there was no evidence of wrongdoing on the part of the club.

17/6/06

To consider the following motion¹:

Crewe Town Council offers its heartfelt sympathy to all the victims of the appalling abuse experienced at Crewe Alexandra FC, and other football clubs, and for the traumatic experiences they have endured. No words can remove the pain of those who suffered from sexual abuse because of their involvement with football. All victims were entitled to expect full protection from abuse and should expect a complete and thorough explanation of how that protection was not provided.

Crewe Town Council is proud of the connection between football and the town's railway heritage and is proud of the immense support that the people of Crewe have given and continue to give to their local football club. Crewe Town Council regrets the recent decision made by the Board of Crewe Alexandra FC and questions the reasonableness of not implementing the Board's original decision, made in November 2016, to undertake an independent review at the earliest opportunity

Crewe Town Council further calls on the Football Association to publish in full the Inquiry being undertaken by Mr Sheldon QC when this is completed in the Spring.

Cllr S Yates spoke on the item and proposed the motion. Cllr Hickson also spoke and seconded the item. After further comments members **resolved** to make the above resolution.

17/6/07

To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the events attended by the Mayor.

17/6/08

To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:

- 1) Community and Environment Committee (Cllr P Minshall) – Minutes of the meeting held on 6th February (Final) and 1st March (Draft).
Items for Council consideration: None

Members noted the minutes.

- 2) Economic Development – Minutes of the meeting held on 6th March (Draft). Items for Council consideration: None.

Members noted the minutes.

- 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings

¹ Cllr Walton left the room during this item.
Chairman's Initials.....

held on 30th January (Final) and 27th February (Draft). Items for Council consideration: None

Members noted the minutes.

- 4) Finance and Resources (Cllr Lundie) – Minutes of the meeting held on 23rd January (Draft). Items for Council consideration: None

Members noted the minutes.

- 5) Community Plan Committee (Cllr B Minshall) – Not met since previous Council.
- 6) Strategic Steering Group (Cllr S Yates) – Draft minutes of the meetings held on 12th March. Items for Council consideration:
- To consider if necessary a recommendation to change committee structures and associated terms of reference.

Members noted the minutes and **resolved** to adopt the new structures from Annual Council with a review later in the year.

17/6/09

To consider urgent grant applications (Cllr P Minshall)
There were no urgent applications.

17/6/10

To note any updates from members having attended external meetings. See agenda notes for Leader's meetings.

Members noted the update from the Leader and noted the following other meetings:

- Cllr B Minshall – Transport for the North meeting.
- Cllr B Minshall – Town and Parish Conference.
- Cllr Straine-Francis – Reported on his engagements as Deputy Mayor.
- Cllr Roberts – Reported on meetings to address issues related to homelessness.
- Cllr Jill Rhodes – Reported on a meeting in connection with the developments of the road network in North West Crewe earlier in the day.

17/6/11

To note, consider and approve payments since the previous meeting as set out in the schedule below.

Members **resolved** to formally approve the payments.

17/6/12

To note and consider the year to date financial summary
Members noted the financial summary.

17/6/13

To consider the formal response to the interim Audit
Members noted and approved the submission of the response.

17/6/14

To consider accepting responsibility for the John McBride Trust from Cheshire East and if so resolve to appoint all members of Crewe Town Council as trustees, by virtue of the office held. To resolve to remove all previous

Chairman's Initials.....

historic signatories to the bank account such that the Town Clerk and Deputy Town Clerk are the only names having signatory status.
Members **resolved** to act as set out above.

- 17/6/15** To consider an update in relation to policing in Crewe
Members noted the update on policing and received an update from the Mayor in connection with recent meetings with the new Sergeant.
- Cllrs John Rhodes and Roberts expressed a concern about the level of police cover in the areas outside the town centre. The Mayor and Clerk indicated they would raise this with the Police at their next meeting.

- 17/6/16** Member questions to the Town Clerk/Responsible Financial Officer.
The following questions were raised and answered:
- Cllr Hickson asked that the Clerk look into ways in which public participation could be increased. Members discussed a range of potential means by which more people may attend.

- 17/6/17** To note the date of the next meeting –
Members noted that the next meeting will be the Annual Town Council meeting on 10th May.

Meeting Closed: 20:15

Chairman's Initials.....

Crewe Town Council
Community and Environment Committee

1 Chantry Court,
Forge Street,
Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Thursday 13th July 2017

- 17/1/01** Present:-
Councillors Suzanne Brookfield, Benn Minshall, Pam Minshall, Dennis Straine-Francis and Nanette Walton
- Apologies:-
Councillors Marilyn Houston and Jill Rhodes
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 17/1/02** To elect a Chair for the Community and Environment Committee
Members **resolved** to elect Councillor Pam Minshall as the Chair of the Community and Environment Committee
- 17/1/03** To elect a Vice Chair for the Community and Environment Committee
Members **resolved** to elect Councillor Suzanne Brookfield as the Vice Chair of the Community and Environment Committee
- 17/1/04** To note declarations of Members' interests
No declarations of interests were made by Members'
- 17/1/05** To confirm and sign the Minutes of the Meeting held on Thursday 2nd March 2017
(attached)
The Minutes of the Community and Environment Committee Meeting held on Thursday 2nd March 2017 were approved by Members and were signed as an accurate record by the Chair of the Community and Environment Committee
- 17/1/06** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr James Conner introduced himself to the Community and Environment Committee and explained how J.A. Conner Events aims to support Crewe in a wide variety of ways
- 17/1/07** To note the Terms of Reference for the Community and Environment Committee
(attached)
Members noted the Terms of Reference for the Community and Environment Committee
- 17/1/08** To review the financial position of the Community and Environment Committee
(attached)
Members noted the financial position of the Community and Environment Committee

- 17/1/09** To receive a review regarding the Crewe Steampunk Convivial 2017
- Members noted the review regarding the Crewe Steampunk Convivial 2017
- Councillor Suzanne Brookfield passed on feedback she has received regarding the Crewe Steampunk Convivial 2017 to the Community and Environment Committee
- Councillor Suzanne Brookfield asked that it be noted that it was felt that the sale of alcohol on Memorial Square was very inappropriate
- Councillor Dennis Straine-Francis asked that it be noted that he felt it was very inappropriate that the event was held on Memorial Square in any form
- 17/1/10** To receive a proposal and consider matters related to Crewe Steampunk Convivial 2018
- Members received a proposal regarding Crewe Steampunk Convivial 2018
- Members **resolved** to allocate £8,000.00 towards the Crewe Steampunk Convivial 2018
- Members **resolved** that once a contract had been agreed and signed, 50% of the funds will be paid to the organiser of the Steampunk Convivial with the remainder of the funds being released in 2018 following approval by the Community and Environment Committee
- Members **resolved** to request that the organiser of the Crewe Steampunk Convivial presents regular written update reports to the Community and Environment Committee
- Members **resolved** that £2,000.00 is allocated from the Community and Environment Committee budget which is to be used by Crewe Town Council to support the promotion and marketing of Crewe Steampunk Convivial 2018
- 17/1/11** To consider a proposal from J.A. Conner Events
- Members received a proposal from J.A. Conner Events regarding sponsorship for a two day event in May 2018
- Members **resolved** to suspend Standing Orders to allow Members to pose questions to Mr Conner regarding the proposal which has been submitted to the Community and Environment Committee and that Standing Orders be reinstated at the end of this Item
- Members sought clarification on details contained within the proposal from J.A. Conner Events regarding the two day event planned to be held during the late May Bank Holiday weekend 2018
- Members **resolved** to allocate J.A. Conner Events £6,000.00 towards the proposal on the condition that the Community and Environment Committee receive a written guarantee that the two event organisers, J.A. Conner Events and Crewe Steampunk Convivial, are able to support one another regarding the events planned to be held over the late Bank Holiday weekend in 2018
- Members **resolved** to request that J.A. Conner Events submits a breakdown of costs for the event planned to be held during the late May Bank Holiday weekend and that this is brought to the next Community and Environment Meeting
- Members further **resolved** to request that J.A. Conner Events and Crewe Steampunk Convivial raises funds for the Mayor of Crewe's Chosen Charities at the events planned to be held during the late May Bank Holiday weekend
- 17/1/12** To consider matters related to a digital fitness and activity app for Crewe parks
- Members considered a request for funding towards a digital fitness and activity app for Crewe parks and **resolved not** to allocate funds towards the project

17/1/13 To consider recommendations from the Grants Working Group in relation to grant applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 2nd July 2017

- a) RedShift Radio – £1,000.00 – Crewe Month on RedShift
- b) MicWire – £500.00 – Marketing
- c) Enterprise and Education Alliance – £995.00 – Barnies Community Garden Veranda Project
- d) Organisation Caring for Ethnic and All Nations (OCEAN) – £950.00 – Black History Month Celebration Event
- e) 17th South West Cheshire Scout Group – £972.00 – Stores Racking
- f) South Cheshire Concert Band – £1,000.00 – Instruments

Members considered the Grant Applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 2nd July 2017 and:-

- a) An award of £1,000.00 was **resolved not** to be made to RedShift Radio for Crewe Month on RedShift
- b) An award of £500.00 was **resolved** to be made to MicWire for marketing purposes on the condition that Crewe Town Council branding is added on to all materials
- c) An award of £995.00 was **resolved not** to be made to Enterprise and Education Alliance towards Barnies Community Garden Veranda Project
- d) An award of £950.00 was **resolved not** to be made to the Organisation Caring for Ethnic and All Nations towards their Black History Month celebration event.

However, Members requested that an alternative project be explored with the Organisation Caring for Ethnic and All Nations linked to history in Crewe

- e) An award of £972.00 was **resolved** to be made to the 17th South West Cheshire Scout Group towards stores racking
- f) An award of £1,000.00 was **resolved** to be made to South Cheshire Concert Band towards instruments

17/1/14 To note the date of the next meeting – **Thursday 5th October 2017**

Members noted the date of the next Community and Environment Committee Meeting as Thursday 5th October 2017

The meeting was closed at 8:51pm

Crewe Town Council
Community and Environment Committee

1 Chantry Court,
Forge Street,
Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Thursday 5th October 2017

- 17/2/01** Present:-
Councillors Suzanne Brookfield, Benn Minshall, Pam Minshall, Jill Rhodes, Dennis Straine-Francis and Nanette Walton
- Apologies:-
No apologies of absence were received
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 17/2/02** To note declarations of Members' interests
No declarations for Members' interests were made
- 17/2/03** To confirm and sign the minute of the meeting held on Thursday 13th July 2017
(attached)
The minutes of the Community and Environment Committee meeting held on Thursday 13th July 2017 were approved by members and were signed as an accurate record by the Chair of the Community and Environment Committee
- 17/2/04** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
No questions or comments were asked by members of the public to the Community and Environment Committee
- 17/2/05** To review the year to date financial position of the Community and Environment Committee
(attached)
Members noted the financial position of the Community and Environment Committee
- 17/2/06** To consider making a response to the consultation regarding the Public Space Protection Order (PSPO) relating to dog fouling and dog control made by Cheshire East Council
(paper circulated)
Members of the Community and Environment Committee **resolved** to make the following response to the Public Space Protection Order consultation regarding dog fouling and dog control made by Cheshire East Council.
"Crewe Town Council strongly supports the proposed PSPO regarding dog fouling and dog control and requests that the following be taken into consideration:-
 - Reassurance that enforcement activities will happen
 - That Enforcement Officers work flexibly to reflect the habits and activities of dog owners and walkers i.e. not just Monday to Friday 9am – 5pm but in the evenings, weekends and early mornings
 - Enforcement Officers are given a wide number of powers of enforcement and not just powers relating to dog fouling and dog control
 - More timely and appropriate responses are made to complaints from members of the public
 - A stronger emphasis is made on dog control enforcement than has previously occurred
 - That appropriate fines are issued and prosecutions take place for breaches of the PSPO
We would also welcome that the Public Space Protection Order is extended to cover other areas of anti-social behaviour such as vandalism, graffiti, littering, fly tipping, parking, loitering, drinking, etc."

- 17/2/07** To note information from Active Cheshire regarding the Active Halloween Project
(information circulated)
- Members noted the information from Active Cheshire regarding the Active Halloween Project
- 17/2/08** To receive an update from Everybody Sport and Recreation regarding the children's activities project
(update circulated)
- Members received an update from Everybody Sport and Recreation regarding the children's activities project
- 17/2/09** To receive an update regarding the Urban Stage Project
(review circulated)
- Members received an update regarding the Urban Stage Project
- 17/2/10** To note information relating to the Letters of War World War One Project
(information circulated)
- Members noted information regarding the Letters of War World War One Project
- 17/2/11** To consider matters related to a Town Crier and Macebearer
- Members received the idea of a Town Crier and Macebearer favourably however requested that further information be sought which is then presented back to the Community and Environment Committee for a decision to be made before the matter is taken any further
- 17/2/12** To consider a resolution to present the Civic Awards in 2018 and to authorise the Community Engagement Officer to compile a list of award winners in consultation with the Mayor of Crewe
- Members **resolved** to present that Civic Awards in 2018 and further resolved to authorise the Community Engagement Officer to compile a list of award winners in consultation with the Mayor of Crewe
- 17/2/13** To consider a resolution to present the Civic Roll of Honour to a deserving Crewe based community organisation who has carried out outstanding good work in the community or achieved something of great significance
- Members of the Community and Environment Committee **resolved** to present the Crewe Town Council Civic Roll of Honour to the students and staff of the South Cheshire College Crewe Campus on Danebank Avenue, Crewe, in recognition of their 175 years' service to the community and education.
- This Honour will automatically be extended to any heirs or successors of the South Cheshire College Crewe Campus should such an activity occur in the future.
- 17/2/14** To consider matters related to the draft budget for the Community and Environment Committee for the financial year 2018 / 2019
(draft budget circulated)
- Members considered the draft budget for the Community and Environment Committee for the financial year 2018 / 2019 and **resolved** to make revisions to the proposed draft budget presented to the Committee and that it is then submitted to the Strategy Steering Group for consideration¹
- 17/2/15** To consider recommendations from the Grants Working Group in relation to grant applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 24th September 2017
- a) Body Positive – £950.00 – We Are Family Project
 - b) South West Cheshire District Scout Council – £1,000.00 – Crewe Gang Show
 - c) Matrix Cheer Squad – £500.00 – Junior Leadership Courses
- Members considered the Grant Applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 24th September 2017 and:-
- a) An award of £950.00 was **resolved** to be made to Body Positive for their We Are Family Project
 - b) An award of £1,000.00 was **resolved** to be made to South West Cheshire District Scout Council towards the Crewe Gang Show
 - c) An award of £500.00 was **resolved** to be made to Matrix Cheer Squad towards their Junior Leadership Courses

¹ Councillor Marilyn Houston joined the Community and Environment Committee Meeting at the beginning of this item

17/2/17 To note the date of the next Community and Environment Committee Meeting – **Thursday 7th December 2017**
Members noted the date of the next Community and Environment Committee Meeting as Thursday 7th December 2017
The Community and Environment Committee Meeting was closed at 8.22pm

DRAFT



Revised Draft Budget
Community and Environment Committee Meeting
Thursday 5th October 2017



Financial Year 2018 / 2019

	Events
£40,000.00	trAction Crewe
£15,000.00	Advent Programme
£5,000.00	Remembrance Sunday
£10,000.00	Children's activities
£10,000.00	Adhoc / Small Projects
£50,000.00	Christmas Lights Switch On
£130,000	Total

£25,000.00	Grants
£25,000.00	Floriculture
£10,000.00	Town Centre Enhancements
£60,000	Total

	Civic Budget
£15,000.00	Civic Events and Allowances
£15,000	Total

£205,000	Total Request
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Minutes of the Meeting held on Thursday 7th December 2017

- 17/3/01** Present:-
Councillors Suzanne Brookfield, Marilyn Houston, Benn Minshall, Pam Minshall, Jill Rhodes and Nan Walton
- Apologies:-
No apologies of absence were received
- In attendance:-
Hannah Marr (Community Engagement Officer) and Councillor Brian Roberts
- 17/3/02** To note declarations of Members' interests
- Councillor Brian Roberts declared a Disclosable Pecuniary Interest in Agenda Item 7 Point 6 (Minute Reference: 17/3/08) relating to the Winter Emergency Fund Application made by St. Stephen's Methodist Church
- 17/3/03** To confirm and sign the minute of the meeting held on Thursday 5th October 2017
(attached)
- The minutes of the Community and Environment Committee meeting held on Thursday 5th October 2017 were approved by Members and were signed as an accurate record by the Chair of the Community and Environment Committee
- 17/3/04** Public Participation
- A period not exceeding 15 minutes for members of the public to ask questions or submit comments
- Mr Jackson asked the Committee if there was any update following on from the consultation relating to the Public Space Protection Order relating to dog fouling and dog control made by Cheshire East Council. Members advised that no update was available at present following the end of the consultation in October 2017
- Mr Jackson raised concerns regarding proposed environmental charges for the disposal of select items of household waste at the Pym's Lane Recycling Centre and asked where the decision was being made. Members advised Mr Jackson that Crewe Town Council had not been involved in the decision making of such charges and that comments and questions need to be put to Cheshire East Council regarding the matter who make decisions on matters such as this
- Mr Jackson raised a further question regarding an area of land in the west end of Crewe and whether if the Town Council was aware of any plans for its development. Members asked Mr Jackson to contact the Community Engagement Officer by email with more information on the area so that investigations could be made
- 17/3/05** To review the year to date financial position of the Community and Environment Committee
(attached)
- Members noted the year to date financial position of the Community and Environment Committee
- 17/3/06** To consider making a recommendation to Council that SpareParts take the lead and underpin the delivery of TrAction Crewe and that a partnership agreement is entered into
- Councillor Pam Minshall verbally outlined the draft partnership agreement made by SpareParts.
- Members **resolved** to recommend to Council that SpareParts take the lead and underpin the delivery of the TrAction Crewe and that a partnership agreement is entered into

17/3/07 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 26th November 2017

- a) Polish Domestic Abuse Helpline – £983.00
- b) Crewe Parkrun – £1,000.00
- c) Crewe and District Military Vehicle Club – £1,000.00
- d) Crewe and District Parkinsons UK – £1,000.00
- e) Crewe YMCA – £1,000.00
- f) End of Life Partnership – £689.35
- g) INdIGO Recovery Café – £837.91
- h) ATMA Enterprise CIC – £1,000.00
- i) Community Recycle Cycles – £177.58
- j) 18th South West Cheshire Scout Group – £644.10
- k) What's Happening on North Street – £1,000.00
- l) Motherwell – £948.00
- m) Creative Action Team – £1,000.00
- n) The Cat Community Radio – £998.00
- o) Ruskin Park Rovers Football Club – £977.00
- p) Autism Inclusive – £1,000.00
- q) Shavington Village Festival Committee – £840.00
- r) Wistaston Memorial Hall Bowling Club – £625.00

Members considered the Grant Applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 26th November 2017 and:-

- a) An award of £983.00 was **resolved** to be made to the Polish Domestic Helpline
- b) Members were minded to make an award to Crewe Parkrun. However, it was delegated to the Community Engagement Officer to explore other avenues to assist the Group to secure the additional funding required to set up the Crewe Parkrun which is then discussed with the Grants Working Group and the Community and Environment Committee at a future meeting
- c) An award of £1,000 was **resolved not** to be made to Crewe and District Military Vehicle Club
- d) An award of £1,000.00 was **resolved** to be made to Crewe and District Parkinson's UK
- e) An award of £1,000.00 was **resolved** to be made to Crewe YMCA
- f) An award of £500.00 was **resolved** to be made to the End of Life Partnership
- g) An award of £837.91 was **resolved** to be made to INdIGO Recovery Café
- h) Members **resolved** to defer the decision regarding the ATMA Enterprise CIC application. Members requested that the Community Engagement Officer obtains further information to support the application which is then presented at a future meeting for a decision by the Community and Environment Committee
- i) An award of £177.58 was **resolved** to be made to Community Recycle Cycles. However, Members asked the Community Engagement Officer to liaise with Community Recycle Cycles to determine if any additional support was needed, and, if so, that this be discussed with the Grants Working Group for consideration
- j) An award of £644.10 was **resolved** to be made to the 18th South West Cheshire Scout Group
- k) An award of £1,000.00 was **resolved not** to be made to What's Happening on North Street
- l) An award of £948.00 was **resolved** to be made to Motherwell
- m) Members **resolved** to defer the decision regarding the Creative Action Team application. Members requested that the Community Engagement Officer obtained additional information from the Creative Action Team which is then presented at a future meeting for a decision
- n) An award of £998.00 was **resolved** to be made to The Cat Community Radio
- o) Members **resolved** to defer the decision regarding the application made by Ruskin Park Rovers Football Club subject to further information being obtained and which is then presented at a future meeting
- p) An award of £1,000.00 was **resolved** to be made to Autism Inclusive

q) An award of £840.00 was **resolved not** to be made to the Shavington Village Festival Committee

r) An award of £625.00 was **resolved not** to be made to Wistaston Memorial Hall Bowling Club

Members **resolved** to appoint Councillor Marilyn Houston to the Grants Working Group in addition to the Chair and Vice Chair of the Community and Environment Committee

Members wished it be noted with great sadness and regret that statutory bodies and agencies were having to resort to make requests to the Town Council to fund projects and activities

17/3/08 To consider recommendations from the Grants Working Group in relation to applications submitted before Sunday 26th November 2017 to Crewe Town Council's Winter Emergency Fund to support the homeless in Crewe

- 1) Changing Lanes CIC – £1,605.00
- 2) Churches Together in Crewe – £1,000.00
- 3) Looking After the Homeless – £1,000.00
- 4) The Lighthouse Centre – £1,490.00
- 5) Rotary Club of Bentley Cheshire – £1,470.00
- 6) St. Stephen's Methodist Church – £1,500.00
- 7) Crewe YMCA – £1,300.00

Members **resolved** that the Town Clerk uses the delegated powers resolved to him by Council under Minute Reference: 17/4/16 at the Crewe Town Council Meeting held on Tuesday 14th November 2017 to allocate funds from the Community Plan Committee budget towards establishing a Winter Emergency Fund accessible to organisations in Crewe who support the homeless

Members considered the applications submitted before Sunday 26th November 2017 to Crewe Town Council's Winter Emergency Fund and:-

- 1) An award was **resolved** to be made to Changing Lanes CIC
- 2) An award was **resolved** to be made to Churches Together in Crewe
- 3) An award was **resolved** to be made to Looking After the Homeless
- 4) An award was **resolved** to be made to The Lighthouse Centre
- 5) An award was **resolved** to be made to the Rotary Club of Bentley Cheshire
- 6) An award was **resolved** to be made to St. Stephen's Methodist Church
- 7) An award was **resolved** to be made to Crewe YMCA

Members further **resolved** that funds of up to £10,000.00 be allocated to the Winter Emergency Fund from the Community Plan Committee budget and responsibility for the distribution of the funds be delegated to the Community Engagement Officer in consultation with Councillor Simon Yates, Brian Roberts and Benn Minshall

17/3/09 To note the date of the next Community and Environment Committee Meeting – Thursday 1st March 2018

Members noted the date of the next Community and Environment Committee Meeting as Thursday 1st March 2018. However, Members that an additional meeting be held on Tuesday 6th February 2018

The Community and Environment Committee Meeting was closed at 21:13pm

Crewe Town Council
Community and Environment Committee

1 Chantry Court,
Forge Street,
Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Tuesday 6th February 2018

- 17/4/01** Present:-
Councillors Suzanne Brookfield, Marilyn Houston, Benn Minshall, Pam Minshall, Jill Rhodes, Dennis Straine-Francis and Nan Walton
- Apologies:-
No apologies of absence were received from Members of the Community and Environment Committee
- In attendance:-
Hannah Marr (Community Engagement Officer) and Simona Garner (Events Officer)
- 17/4/02** To note declarations of Members' interests
No declarations of Members' interests were made
- 17/4/03** To confirm and sign the minute of the meeting held on Thursday 7th December 2017
(attached)
The minutes of the Community and Environment Committee meeting held on Thursday 7th December 2017 were approved by Members and were signed as an accurate record by the Chair of the Community and Environment Committee
- 17/4/04** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
No questions or comments were asked by members of the public to the Community and Environment Committee
- 17/4/05** To review the year to date financial position of the Community and Environment Committee
(attached)
Members noted the year to date financial position of the Community and Environment Committee
Members made a request that more informative detail is added to the Committees Financial Report regarding income and expenditure made against the Community and Environment Committee Budget
Members also requested that budget headings become more detailed and that miscellaneous expenses is no longer used as a budget line
Members further requested that items of expenditure over £5,000 are highlighted in the Committees Financial Report along with an explanation regarding the reasons that expenditure was incurred

17/4/06 To consider additional information requested by the Community and Environment Committee to support applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 26th November 2017

- a) Community Recycle Cycles
- b) Creative Action Team
- c) Ruskin Park Rovers Football Club

Members considered the additional information received regarding applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 26th November 2017 and:-

- a) An award of £615.00 was **resolved** to be made to Community Recycle Cycles
- b) Further information has been requested from the Creative Action Team
- c) An award of £977.00 was **resolved** to be made to Ruskin Park Rovers Football Club

17/4/07 To consider matters related to the events programme

The Events Officer, updated Members of the Community and Environment Committee on the events programme

Members **resolved** to request that funds are not distributed to partners without a formal contract or partnership agreement being in place and signed by all parties involved

17/4/08 It is recommended to the Community and Environment Committee to consider a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of Item 9 (Minute Reference: 17/4/09) on the grounds that the matters contain commercially sensitive information and by reason of the confidential nature of the business being conducted

Members **resolved** to exclude the public and representatives of the press from the Community and Environment Committee meetings under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 during the consideration of Item 9 (Minute Reference: 17/4/09) on the grounds that the matters contain commercially sensitive information and by reason of the confidential nature of the business being conducted

17/4/09 To consider matters regarding proposals and contractual agreements related to the events programme

Members **resolved** to defer matters related to proposals and contractual agreements to a later date subject to the Events Officer seeking clarification on information which is then presented back to the Community and Environment Committee at a future meeting

17/4/10 To note the date of the next meeting – **Thursday 1st March 2018**

Members noted the date of the next Community and Environment Committee Meeting as Thursday 1st March 2018

On the centenary of the Representation of the People Act 1918, Members of the Community and Environment Committee wished to recognise the significance of 6th February 1918 as the first steps towards universal suffrage which without, many women would not be where they are today

The meeting was closed at 21:04pm

Crewe Town Council
Community and Environment Committee

1 Chantry Court,
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Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

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Minutes of the Meeting held on Thursday 1st March 2018

- 17/5/01** Present:-
Councillors Marilyn Houston, Benn Minshall, Pam Minshall, Jill Rhodes, Dennis Straine-Francis and Nan Walton
- Apologies:-
Councillor Suzanne Brookfield and Pam Minshall
- In attendance:-
Hannah Marr (Community Engagement Officer) and Simona Garnero (Events Officer)
- Apologies were received from both the Chair and the Vice Chair of the Community and Environment Committee, therefore Members unanimously **resolved** to elect Councillor Jill Rhodes to Chair the Meeting held on Thursday 1st March 2018
- 17/5/02** To note declarations of Members' interests
- Councillor Dennis Straine-Francis declared a non-pecuniary interest in Item 6 (Minute Reference 17/5/06) relating to a proposal submitted by J.A. Conner Events due to their personal association.
- Councillor Dennis Straine-Francis declared a pecuniary interest in Item 7 Grant Application J (Minute Reference 17/05/07 Item J) relating to Greenspaces CIC in light of being a Director of the Community Interest Company
- Councillor Dennis Straine-Francis declared a non-pecuniary interest in Item 7 Grant Application P (Minute Reference 17/05/07 Item P) relating to Crewe and Nantwich Senior Forum in light of being a member of the group
- 17/5/03** To confirm and sign the minute of the meeting held on Tuesday 6th February 2018
(attached)
- The minutes of the Community and Environment Committee meeting held on Tuesday 6th February 2018 were approved by Members and were signed as an accurate record by the Chair of the Community and Environment Committee
- 17/5/04** Public Participation
- A period not exceeding 15 minutes for members of the public to ask questions or submit comments
- Mr and Mrs Conner from J.A. Conner Events provided Members of the Community and Environment Committee with information regarding the Crewe Cosmopolitan Food Festival planned for October 2018
- 17/5/05** To review the year to date financial position of the Community and Environment Committee
(attached)
- Members noted the year to date financial position of the Community and Environment Committee
- Members of the Community and Environment Committee **resolved** to request that more informative detail was provided against budget lines and that any expenditure over £5,000 was identified in the Budget Report along with an explanation and that these are presented at each Community and Environment Committee Meeting

17/5/06 To consider matters related to the events programme

The Events Officer provided an update to Members of the Community and Environment Committee regarding the events programme for the forthcoming financial year 2018 / 2019

Members **resolved** to delegate responsibility for the promotion and marketing of the Crewe Steampunk Convivial 2018 to the Events Officer as per Minute Reference 17/1/09

Members further **resolved** to request that once a marketing plan is in place for the Crewe Steampunk Convivial 2018, that she circulates the information to the Community and Environment Committee

Members **resolved** defer the decision regarding the proposal for the Crewe Cosmopolitan Food Festival planned for October 2018 subject to further information being obtained by the Events Officer which is then presented to the Community and Environment Committee at a future meeting

Members **resolved** to allocate £5,000 from the Community and Environment Committee budget for 2018 / 2019 towards the Wavemaker Project in Crewe

Members further **resolved** that Councillors and the Community Engagement Officer have input into where and when the Wavemaker events take place

Members **resolved** to allocate Everybody Sport and Recreation £3,000 from the 2017 / 2018 Community and Environment Committee budget and a further £3,000 from the 2018 / 2019 budget towards children and families activities in Crewe

17/5/07 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe Town Council Grants Scheme

- a) ATMA Enterprises CIC – £1,000.00
- b) Crewe Amateur Musicals Society – £1,000.00
- c) Coppenhall Methodist Bowling Club – £690.00
- d) South Cheshire CLASP – £959.00
- e) Jude Theatre Company – £997.00
- f) Inner Trusts CIC – £959.74
- g) ChuffChuff.co.uk – £1,000.00
- h) Autism Networks (A.N.) – £922.00
- i) New Life Community Church – £1,000.00
- j) Greenspaces South Cheshire CIC – £1,000.00
- k) Friends for Leisure – £1,000.00
- l) SWaNS CIC – £1,000.00
- m) South Cheshire ABC – £1,000.00
- n) Cheshire Young Carers – £900.00
- o) OCEAN – £1,000.00
- p) Crewe and Nantwich Senior Forum – £650.00

Members of the Community and Environment Committee considered applications submitted to the Crewe Town Council Small Grants Scheme and:-

- a) An award of £1,000.00 was **resolved not** to be made to ATMA Enterprises CIC from the Crewe Town Council Small Grants Scheme as the application did not meet the
- b) An award of £1,000.00 was **resolved** to be made to Crewe Amateur Musicals Society from the Crewe Town Council Small Grants Scheme
- c) An award of £690.00 was **resolved** to be made to Coppenhall Methodist Bowling Club from the Crewe Town Council Small Grants Scheme
- d) An award of £959.00 was **resolved** to be made to South Cheshire CLASP from the Crewe Town Council Small Grants Scheme
- e) An award of £997.00 was **resolved** to be made to Jude Theatre Company from the Crewe Town Council Small Grants Scheme
- f) An award of £959.74 was **resolved** to be made to Inner Trust CIC from the Crewe Town Council Small Grants Scheme
- g) An award of £1,000.00 was **resolved not** to be made to ChuffChuff.co.uk from the Crewe Town Council Small Grants Scheme as the organisation does not meet the criteria set out in the guidance
- h) An award of £922.00 was **resolved** to be made to Autism Networks (A.N.) from the Crewe Town Council Small Grants Scheme

- i) An award of £1,000.00 was **resolved** to be made to New Life Community Church from the Crewe Town Council Small Grants Scheme
- j) An award of £1,000.00 was **resolved** to be made to Greenspaces South Cheshire CIC from the Crewe Town Council Small Grants Scheme
- k) An award of £1,000.00 was **resolved** to be made to Friends for Leisure from the Crewe Town Council Small Grants Scheme
- l) An award of £1,000.00 was **resolved** to be made to SWaNS CIC from the Crewe Town Council Small Grants Scheme
- m) An award of £1,000.00 was **resolved** to be made to South Cheshire ABC from the Crewe Town Council Small Grants Scheme
- n) An award of £900.00 was **resolved** to be made to Cheshire Young Carers from the Crewe Town Council Small Grants Scheme
- o) An award of £1,000.00 was **resolved not** to be made to OCEAN from the Crewe Town Council Small Grants Scheme as a previous grant application from the organisation was rejected during the current financial year and therefore does not meet the Small Grants Scheme criteria
- p) An award of £650.00 was **resolved** to be made to Crewe and Nantwich Senior Forum from the Crewe Town Council Small Grants Scheme

At the end of this item, Members of the Community and Environment Committee **resolved** to suspend Standing Orders to allow the Community and Environment Committee Meeting to continue after 9.00pm

17/5/08 To consider the allocation of funds from the Crewe Town Council Small Grants Scheme to support community projects under specific themes

Members of the Community and Environment Committee resolved to allocate funds from the Crewe Town Council Small Grants Scheme to community organisations under the following themes:-

- a) Dementia – £1,000.00
- b) Flytipping and Littering – £1,000.00
- c) Crewe Passion Play Activities – £500.00
- d) Young people activities facilitated by the uniformed services organisations – £1,000.00

Members **resolved** to delegate responsibility for the distribution of the funds to the Community Engagement Officer in conjunction with the Small Grants Scheme Working Group in accordance with the current Small Grants Scheme Procedures

Members further **resolved** that funds must be allocated before 31st March 2018

17/5/09 To note the date of the next meeting

The date of the next Community and Environment Committee Meeting will be confirmed in due course

The meeting closed at 9.14pm

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 16th May 2017

- 17/1/01** Present
Cllrs Lundie, P Minshall, Jill Rhodes, Roberts and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/1/02** To elect a Chairman and Deputy Chairman for the Committee
Members **resolved** that Cllr Lundie be elected as Chair and that Cllr Maroni be elected as Deputy Chair.
- 17/1/03** To receive apologies for absence
Apologies were received and accepted from Cllrs Beard, Maroni and D Yates.
- 17/1/04** To note declarations of Members' interests
There were no declarations of interest made.
- 17/1/05** To note the terms of reference for the Committee
Members noted the terms of reference for the Committee.
- 17/1/06** To confirm and sign the minutes of the meeting held on 7th March 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/1/07** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr Jackson welcomed the appointment of the Crewe Ranger and highlighted the good work that is already being undertaken.
- 17/1/08** To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council – Note information not available due to the closure of accounts not yet being complete.
Members noted the delay in the closure of accounts.
- 17/1/09** To receive and consider an update in relation to joint projects with Cheshire East.
- To note the commencement of the work of the Crewe Ranger.
 - To note the appointment of a Town Centre Projects Officer.
 - To note an update on the infrastructure work planned for the town centre.

The Clerk confirmed that the Ranger is now in post and his work has been very well received in the community. The Town Centre Project Officer has been appointed and will commence work in June. The installation of new infrastructure in the town centre is expected to commence in a matter of weeks.

Chairman's Initials.....

17/1/10 To receive and consider an update in relation to Crewe Markets.
Cllr Yates updated members with regard to the latest Crewe Partnership Board meeting. The likely improvements to the market building were identified, this would include a return to the architecture that mirrored its original design, investment internally to improve the flexibility of the space allowing events and other activities to be undertaken.

A variety of holistic management options are under consideration with the aim of maximising complimentary utilisation and increased footfall. All market activities to be brought into a single space and optimising the use or reuse of the 'sheds' and links to the Market Centre.

Cheshire East are now working on the relevant processes to seek approval for the implementation of a two-year programme of work and full consultation.

17/1/11 To receive and consider an update in relation to the allotments in Crewe.
The Clerk updated members with regard to the issues of land ownership and finalisation of site leases. All strands of the work appear to be drawing to a positive conclusion.

17/1/12 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard).
Cllr Rhodes reported that an audit visit would be scheduled.

17/1/13 To consider approving an extension to the scope of the CCTV system at the Council offices. Work to include extending coverage to the front of the building and fitting a second monitoring screen upstairs to enable monitoring of the front door.
Members **resolved** that the Clerk talk to neighbours about sharing costs.

17/1/14 To consider an update on the installation of CCTV to cover Sandon Street (Town Clerk).
The Clerk reported that the application for funding to the Police and Crime Commissioner had not been rejected, but had been held back for consideration when further funds were available (possibly September). The Clerk confirmed that problems are still occurring on Sandon Street and that there may be an option to meet 50% of the costs with Cheshire East meeting the balance.

Members **resolved** to increase its contribution to 50% if matched by Cheshire East and simultaneously progress the funding application to the Police and Crime Commissioner.

17/1/15 To consider the adoption of a procedure related to job evaluation and associated appeals. Members **resolved** to ratify the procedure. Subject to para four being amended as follows (see italics/underlined/bold added):

The Clerk will also forward the papers **with the clerk's comments and verification of the factual accuracy of the statement** to a nominated Clerk from outside Cheshire East, that independent person will read the papers, take the opportunity to ask questions of the employee concerned and then make a written recommendation setting out the reasons for that recommendation to the Clerk.

17/1/16 To consider proposals for the installation of one or more information screens in the town centre.
Members **resolved** that the suppliers be invited to make presentations to members in order that a decision could be made.

Chairman's Initials.....

17/1/17 To consider a review of Council policies, identify priorities for consideration over the next twelve months and allocate responsibilities for conducting the review of individual policies and reporting to subsequent meetings.

Members identified the following priorities:

- To firm up its priorities in terms of asset transfer from Cheshire East.

17/1/18 To consider the date of the next meeting (11th July 2017)

Members noted the date of the next meeting.

Meeting closed: 20:21

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Chairman's Initials.....

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 11th July 2017

- 17/2/01** Present
Cllrs Lundie, P Minshall, Jill Rhodes, Roberts, D Yates and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/2/02** To receive apologies for absence
Apologies were received and accepted from Cllrs Beard and Maroni.
- 17/2/03** To note declarations of Members' interests
There were no declarations made.
- 17/2/04** To confirm and sign the minutes of the meeting held on 16th May 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/2/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions asked.
- 17/2/06** To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council – See agenda notes, income & expenditure tables for Council and Committee and debt summary.
Members noted the information presented.
- 17/2/07** To receive and consider an update in relation to Crewe Markets (Cllr Yates).
The Leader updated members with regard to the latest information on the Markets project.
- Since the last meeting Cllr Yates had briefed one of the traders and also took the opportunity to speak to traders on the previous Saturday during a visit to the market. The key date ahead was identified as Cabinet in September when reports would be received formally by Cheshire East members.
- A Crewe Partnership Board meeting is expected in advance of Cabinet to review the progress to date and make comments to Cabinet.
- 17/2/08** To receive and consider an update in relation to the allotments in Crewe (Town Clerk).
The Clerk updated members as follows:
1. The legal process with regard to the formal transfer of the land from Cheshire East remains in progress at the Land Registry.
 2. Lawyers acting for the Town Council and the three sites not in the Allotment Federation are progressing the finalisation of the leases. The Clerk is seeking to

Chairman's Initials.....

access s106 monies for work at the Hulme Street site and the monies held for the three sites at the Allotment Federation has been returned to the Town Council. The sites have been asked to suggest how those monies could be best spent.

3. Three leases between the Federation and the other eight sites have been formally signed with the other sites progressing in the same direction via the respective legal teams.

17/2/09 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard). Members noted that the audit had not yet taken place and that a revised date was being identified.

17/2/10 To consider revised procedures related to the management of the Welcome to Crewe signs
Members **resolved** to implement the new management arrangements in line with the report presented. The agreement to be reviewed after two years.

17/2/11 To consider the date of the next meeting (19th September 2017)
Members noted the date of the next meeting.

Meeting Closed: 20:20

Chairman's Initials.....

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 19th September

- 17/3/01** Present
Cllr Maroni¹, P Minshall, Jill Rhodes, Roberts, D Yates and S Yates.
- In attendance: Cllrs B Minshall and Straine-Francis. Steve McQuade (Town Clerk)
- 17/3/02** To receive apologies for absence
Apologies were received and accepted from Cllr Lundie.
- 17/3/03** To note declarations of Members' interests
There were no declarations made.
- 17/3/04** To confirm and sign the minutes of the meeting held on 11th July 2017
The minutes of the previous meeting were signed as an accurate record.
- 17/3/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr Jackson asked a number of questions in relation to Sandon Street and measures to help address the issues of cleanliness.
- 17/3/06** To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council – See agenda notes, income & expenditure tables for Council and Committee and debt summary
Members noted the date presented.
- 17/3/07** To receive and consider an update in relation to Crewe Markets
Cllr S Yates provided an update in relation to the investment by Cheshire East in the markets. Cllr Yates emphasised the need to ensure that traders are kept fully informed around the process and the likely impact on businesses. The Town Council is actively supporting and leading on parts of that process.
- 17/3/08** To consider an update from the Leader in relation to the provision of streetscene and public space management services in Crewe and to seek a resolution to authorise negotiations with Cheshire East on transfer / devolution of functions²
Cllr S Yates updated members on dialogue with Cheshire East on the devolution or transfer of functions.

Members **resolved** that the Clerk and Leader be authorised to conduct formal negotiations with Cheshire East in line with the parameters set out in the paper

¹ Cllr Maroni took the chair.

² Cllr Straine-Francis joined the meeting during this item.

Chairman's Initials.....

presented.

- 17/3/09** To receive and consider an update in relation to the allotments in Crewe
The Clerk provided an update on the present situation with regard to allotments. The Clerk explained that:
- 1) the situation with Cheshire East is now very close to final resolution and sign off.
 - 2) the Council's legal advisor continued to chase the legal representative of the three sites not in the Federation.
 - 3) the finalisation of a number of leases between the Federation and Associations remain to be completed.

- 17/3/10** To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard).
Cllr Rhodes updated members on the audit carried out on 15th September. All matters were in order, but audit recommended that the processes on securing project completion information from grant recipients be strengthened as very few grant recipients were providing evidence of the benefits that accrued as result of receiving Council funding.

- 17/3/11** To consider matters related to the use of Chantry Court:
1. Installation of honour's boards and civic portraits.
 2. Upgrade of projection system.
 3. Office furniture requirements.
 4. Storage/disposal of unused furniture items.
 5. Upgrade to CCTV system.

Members made the following **resolutions**:

1. That framed portraits be installed in the meeting room and efforts continue to have the names placed on the boards in the Municipal Building.
2. That no action be taken.
3. That the budget be increased by £500.³
4. That a formal valuation is undertaken and that the piano be moved to storage.
5. That the CCTV system be upgraded as per the quote.

- 17/3/12** To consider policy in relation to the use of roundabouts in Crewe by Cheshire East for the purposes of sponsorship and advertising.
Cllr Rhodes and Roberts updated members on the emerging policy at Cheshire East. Members welcomed the introduction of policies in this area by Cheshire East especially given the offer that the Town Council's logo could appear on the signs.

Members discussed the potential need for an iconic item on the new Crewe Green Island.

- 17/3/13** To consider matters related to the routine publication of member attendance at meetings.
Cllr S Yates asked members to approve the publication of member attendance data on the Council website. Members **resolved** that the data should be published routinely.
- 17/3/14** To consider matters related to the Council's establishment and note that a Post Review had taken place in line with the Council's policy.
Members noted the completion of the process related to a post review.
- 17/3/15** To consider an update on joint working arrangements with another Town Council.

³ Cllr Roberts joined the meeting at this point on the agenda.

Chairman's Initials.....

Cllr S Yates provided an update to members on discussions with Kidsgrove Town Council and members agreed that the dialogue continue.

- 17/3/16** To consider the date of the next meeting (21st November 2017)
Members noted the date of the next meeting.

Meeting Closed: 20:05

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Chairman's Initials.....

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 21st November 2017

17/4/01 Present
Cllr Lundie, P Minshall Roberts and S Yates.

In attendance: Cllr Straine-Francis and Steve McQuade (Town Clerk)

17/4/02 To receive apologies for absence
Apologies were received and accepted from Cllrs Beard, Maroni, Jill Rhodes and D Yates.

17/4/03 To note declarations of Members' interests
There were no declarations of interest.

17/4/04 To confirm and sign the minutes of the meeting held on 19th September 2017
The minutes of the previous meeting were agreed and signed as an accurate record.

17/4/05 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments¹

Miss D Owen commented on the item on CCTV and questioned expenditure in this area.
Miss Owen also asked about the potential arrangement with Kidsgrove Town Council.

Cllr S Yates responded to the items and explained Council policy in these areas.

Lindsay Cooper raised an issue about access for her mother to get from the bus station to the Lifestyle Centre to use the library. Cllr Roberts highlighted the existence of the 'little bus' service.

17/4/06 To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council – See agenda notes, income & expenditure tables for Council and Committee and debt summary
Members noted the present financial position.

17/4/07 To receive and consider an update in relation to Crewe Markets (Cllr Yates).
Cllr S Yates provided an update on the outcome of the most recent Crewe Partnership Board meeting, noting that:

- The traders consultation period has now ended, all traders have had the opportunity to attend 1-2-1 meetings.
- A significant number of traders are seeking permission to use the 'sheds' as an interim solution while the hall is being upgraded.
- The development scheme is expected to be signed off before the end of the

¹ Cllr Roberts joined the meeting during this item.

Chairman's Initials.....

month. That would include procurement of an operator and commissioning of the works.

- The notice period for traders may be extended to give more time for Cheshire East and traders to determine their future.

17/4/08 To consider an update from the Leader in relation to the provision of streetscene and public space management services in Crewe.

Cllr S Yates updated members with regard to the ongoing dialogue in this area. Members noted that:

- Meetings had taken place with Ansa to discuss the Town Council commissioning street scene and public space works. Street cleaning regimes are seen as easier to define in terms of routine work. Ansa have been asked to provide further information and quantify the value of the contract.
- There could not be an issue of double taxation which must be avoided.
- The Council commissioning the service would lead to more local control and the ability to blitz areas that were causing problems.
- Proposals have been made to the Leader of Cheshire East asking for further dialogue in exploring these issues. Cheshire East intend to pick up this interest from April 18.

Cllr Roberts stressed the need for Ansa and Cheshire East to maintain facilities to the same standard provided elsewhere in the Borough and to maximise the usage of funds such as s106 monies.

17/4/09 To consider an update from the leader on the provision of CCTV services in Crewe
Cllr Yates updated the Committee with regard to his recent meetings with members of the CCTV team. Members noted the update from the CCTV service and expressed their thanks for the quality of support provided to Crewe in this area.

17/4/10 To receive and consider an update in relation to the allotments in Crewe (Town Clerk).
The Clerk updated members as follows:

- The matters regarding the three sites in Crewe have been resolved and the papers were signed at the meeting.
- The land ownership matters with Cheshire East now simply need completion at the Land registry which is on-going.
- The finalisation of arrangements between the Federations and Associations remains on-going.

17/4/11 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard).
Cllr Rhodes updated members on the recent audit which had covered financial procedures related to the support being given to Kidsgrove Town Council and an overview of Christmas expenditure.

17/4/12 To consider a draft budget for the Committee
Members considered the budget and asked for no changes to be made, noting the payroll cost centre may need further discussion at SSG and Council.

17/4/13 To consider the disposal of all or some of the items presently held in storage in light of the valuation of those items and the ongoing cost of storage.
Members deferred the matter to the next meeting. Cllr P Minshall was asked to talk to a number of people to consider matters related to the 'historic' value of the items.

17/4/14 To consider making a response to the Cheshire East budget consultation
Chairman's Initials.....

Members noted that the budget consultation is on-going. A response could be made once the Council had the chance to establish the priorities and reaction from other quarters such as the voluntary and community sector.

17/4/15 To consider making policy recommendations to Council with regard to Honorary Freeman status.

Councillor S Yates had asked for the item to be placed on the agenda in order that members could gain an understanding of what powers the Council had in this area. The Clerk confirmed to members that Council may create Honorary Freeman but not Aldermen.

17/4/16 To consider an update on joint working arrangements with another Town Council². Members resolved to discuss this matter following a resolution to exclude press and public on the grounds that commercial and employee contractual matters may be discussed.

Members advised the Clerk that:

- The Clerk seek to identify an interim solution backed up with a longer term model.
- Income from work at Kidsgrove could be utilised to back fill roles.

17/4/17 To consider the date of the next meeting (23rd January 2018)
Members noted the date of the next meeting.

Meeting Closed: 20:20

² Members discussed this item following a resolution to exclude press and public by virtue of the employee contractual element to the discussion.

Chairman's Initials.....

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 23rd January 2018

- 17/5/01** Present
Cllr Jill Rhodes, Maroni, Lundie, P Minshall, Roberts and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/5/02** To receive apologies for absence
Apologies were received and accepted from Cllrs Beard and D Yates
- 17/5/03** To note declarations of Members' interests
There were no declarations made.
- 17/5/04** To confirm and sign the minutes of the meeting held on 21st November 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/5/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions asked.
- 17/5/06** To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council¹
Members noted the present financial position and level of debt.
- 17/5/07** To receive and consider an update in relation to Crewe Markets (Cllr Yates).
Cllr Yates provided an update on the Crewe Markets and the status of the ongoing project. It was noted that:
1. The scheme for the improvement of the hall is going through the pre-planning stage prior to the formal planning process.
 2. Traders have been given notice in the indoor market and meetings are planned to finalise the arrangements for individual traders.
- 17/5/08** To consider an update from the Leader in relation to the provision of streetscene and public space management services in Crewe.
Cllr Yates updated members with regard to his meetings with Cheshire East. It was noted:
- That the Crewe Ranger service would be extended from April.
 - The Town Centre Manager has been asked to set out a report to the next meeting that details the working arrangements of the Ranger Service. The focus is to be on those matters that have the greatest impact on people's lives, how the town looks, improvement in the pocket parks and avoidance of double taxation issues.
 - Dialogue with Ansa would be taking place to ensure there was a three year rolling

¹ Cllr Roberts joined the meeting at this point.

Chairman's Initials.....

contract to ensure continuity and planning of the service could be on a stable basis.

- The Leader would be meeting the Cheshire East Leader to discuss environmental matters including the use of surplus monies from the enforcement activity in Crewe.

Cllr Robert's updated members on other issues including the introduction of Public Space Protection Orders.

17/5/09 To receive and consider an update in relation to the allotments in Crewe.

Members noted the update from the Clerk and **resolved** that

- Council incur the capital expenditure at the Ford Lane and Walker Street for the purposes specified by the sites i.e. fencing provided that the final registration of the leases are completed and that the sites provide evidence of three quotes.
- Council authorise the Hulme Street site to enter into dialogue with Cheshire East to access the £7k of s106 funding for the purposes of providing toilet and washing facilities, secure storage, digger hire and hardcore. This to be subject to the site providing evidence of three quotations and to a future meeting giving the formal permission to proceed with the works.

17/5/10 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard).
Members provided an update on internal audit indicating there had been no opportunities to conduct an audit over the Christmas period.

17/5/11 To consider a report from the appointed internal auditor
Members considered the report of the internal auditor and agreed that the Clerk implement the recommendations and issue a formal response. Members asked that the Clerk report back on the GDPR compliance arrangements at the next meeting.

17/5/12 To consider the disposal of all or some of the items presently held in storage in light of the valuation of those items and the ongoing cost of storage.
Members **resolved** that Cllr P Minshall accompany Cllr Flude (Cheshire East) to look at the items and consider what needed to be retained.

17/5/13 To consider accepting the transfer of the John McBride Trust account into the remit of the Town Council.
Members noted the recommendation of the internal auditor on this matter and on that basis agreed that the Clerk proceed to arrange a transfer. The Clerk would add an item to Council to ensure formal approval of acceptance.

17/5/14 To consider an update on joint working arrangements with Kidsgrove Town Council.
The Clerk provided an update on the joint working relations.

17/5/15 To consider the date of the next meeting (20th March 2018)
Members noted the date of the next meeting.

Meeting closed: 20:00

Chairman's Initials.....

Crewe Town Council

Finance and Resources Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 20th March 2018

- 17/6/01** Present
Cllr Jill Rhodes, Maroni, P Minshall, Roberts and S Yates.
- In attendance: Steve McQuade (Town Clerk)
- 17/6/02** To receive apologies for absence
Apologies were received and accepted from Cllrs D Yates, Beard and Lundie.
- 17/6/03** To note declarations of Members' interests
There were no declarations made.
- 17/6/04** To confirm and sign the minutes of the meeting held on 23rd January 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/6/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions raised.
- 17/6/07** To review the year to date expenditure for the Committee and for Council as a whole and to review and consider debts to the Council
Members noted the financial position.
- The Clerk was asked to report back on the level of reserves at the next meeting.
- 17/6/08** To consider information identifying:
- The added value being leveraged into Crewe via the Town Council through access to in kind support, grant funding etc.
 - The key suppliers to the Council in monetary and geographical terms. This should allow Council to estimate the proportion of expenditure that is spent locally.
 - To identify strategic means by which others buy and spend locally

Members noted the report and asked that a log be kept of future contributions be kept to record benefits in the next financial year.

Members noted the positive level of local spend. Members asked that this information is disseminated to encourage others to follow suit. Grants were also noted as a means by which money raised by way of the precept is recycled to deliver community benefit.

Members considered the Preston model to maximise local spend. Members asked that a policy be developed in partnership with other bodies such as the Chamber.

Chairman's Initials.....

- 17/6/09** To receive and consider an update in relation to Crewe Markets (Cllr Yates).
Cllr S Yates updated members with regard to the latest position on the market noting that:
- The planning application process is ongoing.
 - A contractor is expected to start the physical work.
 - The choice of a market operator is becoming critical.
 - Traders have received notices inviting them to move into temporary accommodation.
- 17/6/10** To consider an update from the Leader in relation to the provision of streetscene and public space management services in Crewe.
Cllr S Yates provided an update noting that:
- Recruitment of the two Crewe Rangers is ongoing.
 - The commissioning role of the Town Council in this area will be on the agenda for future meetings with the Leadership at Cheshire East.
- 17/6/11** To receive an update on the Ranger Service
Members noted the report from the Town Centre Manager.
- 17/6/12** To receive and consider an update in relation to the allotments in Crewe (Town Clerk).
The Clerk updated members with regard to the sign off of the lease with the three remaining sites. This had been delayed due to capacity issues with the association's legal advisor.
- The Ford Lane site has asked to reopen its shop which has been agreed to on the understanding that:
- Nothing is sold from the site to the public that was not grown on the site.
 - Items for use on site such as compost may be sold but only to plot holders.
 - No flammable materials are sold.
- The issue with Cheshire East is still being progressed via the Land Registry.
- 17/6/13** To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Beard).
Internal audit briefed members on the two most recent audits.
- Members noted that Cllr Houston is also supporting the Audit function.
- 17/6/14** To consider an update on the implementation of the General Data Protection Regulations.
Members discussed a quote from a specialist who is in position to support the Council meet its legal obligations and deferred any decision.
- Members asked that the Clerk to investigate whether the training package used by Cheshire East can be made available to officers and members.
- 17/6/15** To consider the disposal of all or some of the items presently held in storage in light of the valuation of those items and the ongoing cost of storage.
Cllr P Minshall indicated that there had not been an opportunity to review the items in storage and that the matter would be progressed.
- 17/6/16** To consider an update on joint working arrangements with Kidsgrove Town Council.

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The Clerk confirmed that there had been no change in arrangements and that strategic decisions would not be taken at Kidsgrove until after the May elections.

- 17/6/17** To consider the date of the next meeting (To be confirmed)
Members noted that the new calendar for 2018/9 would be confirmed at Council.

Meeting closed: 19:58

FINAL

Chairman's Initials.....

Crewe Town Council

Planning Committee

St Paul's Community Centre,
Hightown,
Crewe
CW1 3BY

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 23rd May 2017

Present Councillors Appilat, Bailey, Brookfield, John Rhodes and Straine-Francis

In attendance: Rob Mackenzie (Deputy Town Clerk)

17/1/01 TO ELECT A CHAIR AND DEPUTY CHAIR FOR THE COMMITTEE

Cllrs John Rhodes and Straine-Francis were elected as Chair and Deputy Chair respectively.

A minute's silence was held out of respect for those who lost their lives in Manchester on 22 May 2017.

17/1/02 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Councillor Beard

17/1/03 TO NOTE DECLARATIONS OF MEMBERS' INTERESTS.

No were declarations made

17/1/04 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 28TH MARCH 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/1/05 PUBLIC PARTICIPATION

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions raised.

17/1/06 TO NOTE THE TERMS OF REFERENCE FOR THE COMMITTEE

Members noted the terms of reference.

17/1/07 TO CONSIDER MAKING RESPONSES TO ANY URGENT PLANNING APPLICATION CONSULTATIONS THAT HAVE ARISEN SINCE THIS AGENDA WAS PUBLISHED.

Members **resolved** to respond as follows:

- 17/2322N Link through storage/stock building including cold stores (Retrospective) 156, EDLESTON ROAD, CREWE, CW2 7EZ

The Town Council is disappointed to note that this is a retrospective application. In determining the application, Cheshire East Council should establish whether the

development affects parking provision for the shop and flats above, or existing waste disposal arrangements.

- 17/2461N Proposed alterations and ground floor extension. 13, LUDLOW AVENUE, CREWE, CW1 6DX

No comments

17/1/08 TO NOTE THE COMMENTS SUBMITTED BY THE DEPUTY TOWN CLERK ON PLANNING APPLICATIONS WITH RESPONSE DEADLINES IN ADVANCE OF THIS MEETING. The full responses are available for inspection on the [Cheshire East Council website](#). In summary:

- 16/5584N Change of use from dwelling (C4) to sui generis house in multiple occupation for 7 people 84, EDLESTON ROAD, CREWE, CW2 7HD.
Further to the Town Council's previous comments, revised plans were submitted by the applicant. A further objection was made on the grounds of inadequate internal space and insufficient parking. It was also noted that if the annex shown on the plan is new build, impact on neighbouring dwellings must be assessed. The response is available in full on the Cheshire East Council website.
- 16/5584N Change of use from dwelling (C4) to sui generis house in multiple occupation for 7 people 84, EDLESTON ROAD, CREWE, CW2 7HD. *Objection because of lack of internal space and inadequate parking.*
- 17/1583N To develop 6no. three bedroom semi-detached houses Land at, WALTHALL STREET, CREWE. *Objection because of inadequate private amenity space and bedroom sizes.*
- 17/1725N Proposed conversion of existing properties to form four self-contained apartments 331- 333, HUNGERFORD ROAD, CREWE, CW1 5EZ. *Objection because of insufficient parking for increased density of occupation.*
- 17/1718N Demolish existing bungalow and outbuildings and erect five, three storey dwelling houses and associated works 271A, WALTHALL STREET, CREWE, CW2 7LE. *Acknowledged that principle of development established and welcome enhancement to access, but object to the revised scheme because of the lack of private amenity space and the impact on neighbouring properties.*
- 17/1574N Demolition of an existing building, part demolition of the former PET Hire building, erection of a retail unit (Class A1) measuring 1.207 sq.m. (GIA), alterations to access road, service area and car park layout. LAND AT GRAND JUNCTION WAY, CREWE, CW1 2AT. *Object because of impact on the town centre, availability of suitable alternative premises in the town centre, traffic congestion and safety, and impact on Rainbow Street businesses.*

Members noted the responses made.

17/1/09 TO NOTE THE RESPONSE MADE TO THE CHESHIRE EAST COUNCIL COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE.

Members noted the response.

17/1/10 TO NOTE THE DATE OF THE NEXT MEETING – 20TH JUNE 2017

Members noted the date of the next meeting. Councillor Brookfield offered her apologies

Meeting Closed: 7.56 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

St Paul's Community Centre,
Hightown,
Crewe
CW1 3BY

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 20th June 2017

Present Councillors Houston, P. Minshall, John Rhodes and Straine-Francis

In attendance: Councillor Roberts and Rob Mackenzie (Deputy Town Clerk),

17/1/01 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Councillor Appilat, Beard, and Brookfield

17/1/02 TO NOTE DECLARATIONS OF MEMBERS' INTERESTS.

No declarations were made

17/1/03 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 23rd MAY 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/1/04 PUBLIC PARTICIPATION

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

A member of the public expressed concerns about application 17/2710N (Former Edleston Road Primary School) on the grounds of

- Insufficient parking provision for the number and size of units, and
- Lack of lift provision for disabled residents.

17/1/05 TO CONSIDER MAKING A RESPONSE TO THE FOLLOWING PLANNING APPLICATIONS:

Members **resolved** to respond as follows:

- **17/2710N** - Conversion of existing building and new build to create 14 No.2 bed and 15No. 1 bed apartments, including on-site parking. - FORMER EDLESTON ROAD PRIMARY SCHOOL, EDLESTON ROAD, CREWE, CW2 7HB
The Town Council considers that
 - 1) *The design of this scheme is an improvement on previous proposals, and welcomes the retention of large parts of the original building and its design features. However, it would like to see the new central block made less obtrusive through more careful choice of external materials.*
 - 2) *The Parking provision proposed is inadequate. The Cheshire East Parking Standards set out in the Local Plan Strategy would require the provision of 42 parking spaces (14 spaces for 14 1-bed units and 28 spaces for 14 2- bed units). The Town Council is aware that other applications for apartments have been approved on the basis of 1 space per unit (in this case 28 spaces). The 22*

Chairman's Initials.....

spaces proposed do not even meet this reduced standard. Edleston Road is subject to parking restrictions. There is already pressure on on-street spaces on Stalbridge Road or Derrington Avenue at certain times and parking overspilling from the proposed development will impact on the existing residents. Parking on public car parks such as Oak Street is not a reasonable alternative, and it is unlikely that residents would use it. A number of the proposed spaces directly abut the living accommodation which is likely to cause disturbance to residents and compromise their amenity. The Town Council therefore objects to this application as it stands on the grounds of insufficient on-site parking and inappropriate layout.

- 3) *Bin storage, outdoor amenities (seating and recreation) and cycle parking.* *The Town Council would like conditions applied to any approval requiring details of bin storage, cycle storage, and outdoor amenities to be submitted and approved to ensure adequate provision.*
- 4) *Disabled access and means of escape.* *It is important that means of escape, and access for disabled persons is given full consideration at the Building Regulations stage. It is noted that there is no provision for disabled access to the upper storeys.*

- **16/5584N** - (Revised Plans) Change of use from dwelling (C4) to sui generis house in multiple occupation for 7 people 84, EDLESTON ROAD, CREWE, CW2 7HD
The Town Council:

- 1) *Understands from the Housing Standards and Adaptation Team Leader's comments that the revised plans are compliant with the requirements for Houses in Multiple Occupation based on single room occupancy. Nevertheless, it feels that Bedroom 1 on the first floor (by virtue of size) and Bedroom 7 - the loft bedroom (by virtue of limited headroom) do not meet the Town Council's expectations for decent living conditions and would like to see better quality accommodation provided for Crewe residents.*
- 2) *The Town Council sustains its previous objection to this proposal because of the inadequate provision of off-street parking for the number of bedrooms.*

17/1/06 TO CONSIDER MAKING RESPONSES TO ANY URGENT PLANNING APPLICATION CONSULTATIONS THAT HAVE ARISEN SINCE THIS AGENDA WAS PUBLISHED.

Members **resolved** as follows:

- Appeal against the refusal of **17/0388N** Variation of Condition 2 on approved planning application 16/4784N, to facilitate the addition of two apartments to those already permitted, minor alterations, associated parking, bin storage, cycle storage and access arrangements. Land adjacent 11 WALTHALL STREET, CREWE, CW2 7JZ
That the Deputy Town Clerk submits representations to the Planning Inspectorate objecting to the application on the grounds of:
 - *Overdevelopment;*
 - *Insufficient off-street parking, given the existing pressure on on-street spaces and other proposed developments in the area; and*
 - *Harm to the amenity of residents of the new development as a result of car parking directly under windows*

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- 17/3047 Variation of condition 3 on approval 15/5063N Land West Of, BROUGHTON ROAD, CREWE.
That consideration of this application be deferred until the next meeting of this committee.

17/1/07 TO NOTE THE DATE OF THE NEXT MEETING – 18th JULY 2017

Members noted the date of the next meeting. Councillor Houston offered her apologies.

Meeting Closed: 8:40 p.m.

FINAL

Chairman's Initials.....

Crewe Town Council

Planning Committee

St Paul's Community Centre,
Hightown,
Crewe
CW1 3BY

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 18th July 2017

Present Councillors Appilat, Bailey, P Minshall, John Rhodes, Brookfield and Straine-Francis.
In attendance: Cllr Roberts and Rob Mackenzie (Deputy Town Clerk)

17/3/01 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Councillors Houston and Beard.

17/3/02 TO NOTE DECLARATIONS OF MEMBERS' INTERESTS.

No declarations were made.

17/3/03 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 20TH JUNE 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/3/04 PUBLIC PARTICIPATION

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

17/3/05 TO CONSIDER MAKING A RESPONSE TO THE FOLLOWING PLANNING APPLICATIONS.

Members **resolved** to respond as follows

- **17/3047 Land West Of, BROUGHTON ROAD, CREWE** Variation of condition 3 on approval 15/5063N Residential development (Use Class C3) consisting of 81 no. new affordable dwellings comprising 10 no. three bed houses, 45 no. two bed houses, 6 no. two bed apartments and 20 no. one bed apartments in three two storey apartment blocks with associated infrastructure including a new estate road off Broughton Road.
No objection

- **17/3096N Land At, CREWE GREEN ROAD ROUNDABOUT, CREWE** Redevelopment and extension of Crewe Green Roundabout to provide additional traffic lanes and improvements to pedestrian and cyclist facilities, landscaping and re-contouring of the roundabout, and ancillary works.

The Town Council would like to be assured that:

- 1) *The roundabout is designed to the appropriate standards for cyclists and pedestrians.*
- 2) *That the traffic management systems will in place before work starts and will be enforced and adhered to.*

Chairman's Initials.....

- **17/3111N 8, GRAND JUNCTION WAY, CREWE, CW1 2RP** Advertisement consent for four non-illuminated directional signs to entrance columns, two replacement fully illuminated PVC flex to existing boxes on front elevation, two replacement vinyl overlays for existing retail park totem, one non-illuminated sign above entrance and one replacement fully illuminated PVC flex to existing box on rear elevation
No comment

- **17/3341N The Earle of Chester, 102/104 Wistaston Road, Crewe, CW2 7RE**
Number 102 Wistaston Road - change of use back to 2 bed terrace house. Number 104 Wistaston Road - change of use to 4 flats.
The Town Council objects because there is no off street parking provision and there are parking restrictions outside the premises which lead to parking pressure on nearby streets. The Town Council has serious concerns about air quality within the building as a result of standing traffic at the traffic lights and if this application is approved, appropriate safeguards need to be in place to protect the health of residents.

- **17/3387N 1 B, Grand Junction Retail Park, Earle Street, Crewe, CW1 2RP**
Application for the installation of 765 sq. m. of floorspace at mezzanine level and physical alterations to the external elevations.
 - 1) *The Town Council objects to this application because of the adverse impact of the proposed development cumulatively with previous approvals on the viability and vitality of the Town Centre contrary to the NPPF, Policy S10 of the Borough of Crewe and Nantwich Local Plan 2011, and Policy EG5 of the Cheshire East Local Plan Strategic Policies. Since July 2015 and additional 4,214 sq.m. of floorspace has been approved for Grand Junction Retail Park in a series of incremental applications. The current application would take this to 4,979 sq. m. This incremental approach has by-passed the requirement in the NPPF for a retail impact assessment which would have been required if that floorspace had been the subject of a single application. It is clear that Grand Junction Retail Park is already having an impact on the Town Centre, and further development will make this worse.*
 - 2) *The Council notes and endorses the comments of Mr Stephen Bratt about the inaccurate representation of public transport in the transport statement.*
 - 3) *The Town Council continues to have concerns about the connectivity between Grand Junction Retail Park and the town centre.*

- **17/3430N 263-265, EDLESTON ROAD, CREWE, CW2 7EA** Prior approval of change of use of ground floor from class A1 shops to form 2no apartments class C3.
The Town Council objects to this proposal
 1. *Because of the lack of off-street parking, which is likely to create road safety issues in the vicinity. These road safety issues will be exacerbated by the cumulative effect of the number of other apartments without parking in the same block.*
 2. *There does not appear to be any provision for bins or waste disposal for any of the units.**The Town Council questions whether the proposal meets the criteria for prior approval since the building as a whole exceeds 150 sq m., as does the cumulative*

Chairman's Initials.....

floorspace of the proposed apartments in it.

17/3/06 TO CONSIDER MAKING RESPONSES TO ANY URGENT PLANNING APPLICATION CONSULTATIONS THAT HAVE ARISEN SINCE THIS AGENDA WAS PUBLISHED.

Members **resolved** to make the following urgent responses:

- **17/3447 38 High Street Crewe CW2 7BN** Prior approval for change of use of ground floor from class A1 shop to class C3 to form one apartment.
The Town Council objects to this proposal
 1. *Because of the lack of off-street parking, which is likely to create road safety issues in the vicinity. These road safety issues will be exacerbated by the cumulative effect of the number of other apartments without parking in the same block.*
 2. *There does not appear to be any provision for bins or waste disposal for any of the units.**The Town Council also questions whether the proposal meets the criteria for prior approval since the building as a whole exceeds 150 sq m., as does the cumulative floorspace of the proposed apartments in it.*

Members requested that Cheshire East Council inform the Town Council of all prior approval applications in future.

- **17/3491N 331, 333 HUNGERFORD ROAD, CREWE, CW1 5EZ** To convert existing dwellings to form 4 self-contained apartments
The Town Council objects to this application because:
 - 1) *The proposal by reason of design would result in an overdevelopment of the site and would fail to provide adequate private amenity space, would provide inadequate light to serve principal rooms to the rear and poor access to unit 333A. As a result the development would therefore provide an unacceptable living environment for future occupants. The proposed development would be contrary to Policy BE.1 (Amenity) of the Borough of Crewe and Nantwich Replacement Local Plan 2011 and Policy SD2 (Sustainable Development Principles) of the Cheshire East Local Plan Strategy*
 - 2) *it does not provide sufficient off-street parking provision. The proposal is for four 2 bed apartments. The Cheshire East Parking Standard requires 2 spaces for each apartment, a total of 8 spaces. This compares to a requirement for 4 spaces in total for the two existing 3 bedroom houses. The application provides no off-street parking. Parking restrictions apply on Hungerford Road, so there is no available on-street parking. The increased occupation density resulting from this proposal will create road safety issues as a result of inadequate parking provision*

Chairman's Initials.....

- **17/3576 Travis Perkins Trading Co Ltd, NORTH STREET, CREWE, CW1 4NN**

Proposed re-arrangement of existing builders merchant yard including additional racking and storage areas up to 4m high (re-submission of application 16/6128N)

The Town Council notes that the height of the proposed storage has been reduced by varying amounts compared to the previous application, but remains concerned about its impact on the amenity of the residents in adjoining properties.

17/3/07 TO NOTE THE DATE OF THE NEXT MEETING – 26TH SEPTEMBER 2017

Members noted the date of the next meeting. Councillor P Minshall offered her apologies.

Meeting closed 8:51

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 26th September 2017

- 17/4/01** Present
Councillors Houston, John Rhodes, Brookfield and Straine-Francis.
In attendance: Councillor Roberts and Rob Mackenzie (Deputy Town Clerk)
- 17/4/02** To receive apologies for absence.
Apologies were received and accepted from Councillors Appilat, Bailey, Beard, and P Minshall.
- 17/4/03** To note declarations of Members' interests.
There were no declarations of interest
- 17/4/04** To confirm and sign the minutes of the meeting held on 18th July 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/4/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
No questions were asked.
- 17/4/06** To consider making a response to the following planning applications:
- 17/4011N Hybrid Planning Application for – Outline planning application (with all matters reserved except for means of access and layout for Production and Manufacturing Facility 2) for the erection of 2 no. production and manufacturing facilities; two covered links connecting one of the production and manufacturing facilities with Bentley's existing manufacturing facility; an engine testbed facility together with associated car parking, landscaping and associated infrastructure. Full planning application for the erection of a gatehouse, security fencing, pedestrian turnstile and associated turning facilities to the west of the existing Bentley Motors site on Pym's Lane; the erection of a gatehouse, security fencing, pedestrian turnstile, bin store, reconfiguration of visitor parking and associated turning facilities to the east of the existing Bentley Motors site on

Chairman's Initials.....

Pym's Lane; the erection of a gatehouse, security fencing, pedestrian turnstile and associated turning facilities together with a further gate on Sunnybank Road. Bentley Motors Ltd, PYMS LANE, CREWE, CW1 3PL

- 17/4272N Proposed new single-storey Parish Centre - scheme includes external courtyards to rear and 3no. new car parking spaces Land adjacent to St. Mary's R.C Church and St. Mary's Presbytery 13 GATEFIELD STREET CREWE CW1 2JP

Members resolved to comment as follows:

- 17/4011N Bentley Motors Ltd., Pym's Lane, Crewe – *detailed comments were agreed and are appended to these minutes*
- 17/4272N St. Mary's R.C Church and St. Mary's Presbytery 13 Gatefield Street Crewe CW1 2JP: *No objection*

17/4/07 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

Three items were tabled at the meeting by the Deputy Town Clerk:

- **17/4785N** Prior Notification of Change of Use from B1 (General Office) to C5 (Residential) to all 13 floors. RAIL HOUSE, GRESTDY ROAD, CREWE, CW2 6EA
The Town Council notes that the applicant's noise consultants recommend that this use is only acceptable noise insulating windows and doors are fitted, windows remain closed and an acoustic ventilation is fitted. The Town Council considers that the absence of opening windows would not provide an acceptable quality of living for the occupants.
- **17/2710N** Redevelopment of school to provide 14 No.2 bed and 14 No. 1 bed apartments, including on site parking involving Partial demolition and Conversion of existing building and new build elements (amended description of development). Former Edleston Road Primary School, Edleston Road, Crewe, CW2 7HB.
No further comment
- **17/4640N** Extension to existing building and conversion of existing building to create 4no self-contained flats. 254, BROAD STREET, CREWE, CW1 3UB
Object because it is overdevelopment, with insufficient parking, amenity space or cycle storage

The following responses were agreed:

- **17/4785N.** Rail House, Gresty Road, CREWE, CW2 6EA
The Town Council notes that the applicant's noise consultants recommend that this use is only acceptable if noise insulating windows and doors are fitted, windows remain closed at all times and an acoustic ventilation system is fitted. The Town Council considers that

Chairman's Initials.....

the absence of opening windows would not provide an acceptable quality of living for the occupants.

- **17/2710N** (amended description of development). Former Edleston Road Primary School, Edleston Road, Crewe, CW2 7HB.

No further comment

- **17/4640N** 254, Broad Street, Crewe, CW1 3UB

Object because it is overdevelopment, with insufficient parking, amenity space or cycle storage

17/4/08 To receive and note the latest update on s106 agreements from Cheshire East Members received an update on the latest position related to 106 agreements in Crewe. Members noted that the Clerk had sought to arrange a meeting for members with the 106 Officer but that the s106 officer was unable to attend Town and Parish Council meetings. The Deputy Town Clerk was asked to investigate the recommendation of the Cheshire East Council Task and Finish Scrutiny Group and report further to members.

17/4/09 To note the date of the next meeting – 17th October 2017
Members noted the date of the next meeting. Councillor Straine-Francis offered his apologies.

Meeting Closed: 8.36 p.m.

Addendum to minute 17/4/07

COMMENTS ON APPLICATION 17/4011N BENTLEY MOTORS LTD., PYMS LANE, CREWE

Introduction

Bentley Motors is one of Crewe's largest employers, providing high quality skilled jobs, and it is important for the local community to support the enterprise. The Town Council welcomes wholeheartedly the prospect of further investment in the site.

However, the current planning application requires further work before its approval can be supported.

The adopted Development Framework and Masterplan

In January 2017 Cheshire East Council consulted local residents on a draft Development Framework and Masterplan. Whilst there was support for the principle of expansion on the site, there was widespread concern from local residents about the impact of road closures on the surrounding road network, local bus services and access to Leighton Hospital. Residents of the Sunnybank Road/Marshfield area were also concerned about the continued and possibly worsening effect on their amenity of employees' vehicles exiting the plant and parking indiscriminately on residential roads.

Subsequently the Development Framework was revised in the light of these and other comments, and the revised version was approved on May 9th 2017 by Cheshire East Council's Cabinet. It is a material consideration in the determination of the current planning application.

Chairman's Initials.....

The current application does not adequately address, or in some cases does not address at all, several of the following requirements of the adopted Bentley Motors Development Framework and Masterplan (9 May 2017):

1. Design and Development Principles – Key Principle 1 Highways (page19) – *“any transport assessment will also require consideration of transport improvements, where possible, to limit any significant impacts of the development”.*
2. Design and Development Principles – Key Principle 2 Sustainable Transport (page19). *Any future planning applications for the site would be accompanied by a detailed Travel Plan that will identify a strategy for placing sustainable transport at the heart of the future Bentley Campus including:*
 - *Identifying appropriate improvements to public transport and in particular ensuring that current bus services are re-routed to ensure that the existing service provision is not lost;*
 - *Enhance pedestrian links, both within the existing campus and to surrounding destinations, whilst alleviating staff car parking in neighbouring areas;*
 - *Improved cycle access, including maximising connections for cyclists to the Connect2Crewe to Nantwich Greenway; and*
 - *Improved education and incentives for Bentley staff in order to utilise the enhanced connectivity of the site, including the wider implementation of current car sharing and cycle to work schemes.*
3. Design and Development Principles – Key Principle 5 Car Parking (page19). *As part of the Parking Strategy for the development of the campus, Bentley is committed to developing a plan to ensure that staff utilise the parking provision within the secure campus. Initiatives that are currently in place will be built upon, including cycle to work incentives, additional and improved secure cycle storage and the promotion of car share opportunities.*
4. Creating a long term home for Bentley – Strategic Highway Network Improvements (page 22). *The masterplan shows 3 site entrances....Bentley will proactively manage the use of the 3 site entrances as part of the future campus proposals. This may involve restricting the use of an entrance where there is an impact on the local community associated with Bentley traffic, including the Marshfield estate to the south.....*

There are two existing bus routes which travel along Pym's Lane adjacent to Bentley which will require a diversion.....A detailed Transport Assessment to accompany any future planning application would need to ensure that any adverse effects on bus services in terms of serving the local community and journey times are minimised.

5. Creating a long term home for Bentley – Short term Highways Mitigation Measures (page 23). *The plan across identifies the location within which highway capacity assessments will be required.....The types of measures required have been identified for each particular location...these measures would need to be in place prior to any road closures...*

Chairman's Initials.....

Shortcomings of the current planning application.

The Town Council is of the view that the application as currently submitted fails to meet the requirements of the Framework or to meet the concerns expressed by local residents. In particular:

- a) **Highways impact.** The applicant's Transport Assessment concludes that the local highway network has sufficient capacity to accommodate the proposals including the traffic displaced by the road closures. Given that the network already suffers from congestion and pinch points (for example on stretches of Minshull New Road between Badger Avenue and West Street and outside Leighton Academy, and at the Flowers Lane/Middlewich Road traffic lights) this flies in the face of experience. The assertion that the overall development will create no additional employment is surprising. The Leighton West Link Road will provide an alternative to Pyms Lane once constructed, and there must be a clear timetable for its provision before the road closures.
- b) **Access to the hospital.** The Town Council supports the view of Mid Cheshire Hospitals Trust that for reasonable access to and from the hospital to be maintained after the closure of Pyms Lane, junction improvements are required before closure takes place
- c) **Bus services.** Both the Framework Travel Plan appended to the Transport Assessment, and the Design and Access Statement make reference to the existing bus services along Pyms Lane, but we can find no assessment of the effects of the road closures on these services. This is a serious omission as it affects both local residents and the sustainable travel options for employees. The simple assertion in the Supporting Planning Statement (section 4.9, page 13) that diverting the 78 bus route onto West Street and Minshull New Road "would have no significant implications on either journey time of passenger catchments" ignores the practical difficulties of routing a bus down Minshull New Road, and disregards the impact on residents of the Sunnybank Road area. It should also be noted that the Transport Assessment (Table 4.1) does not take account of potential changes to routes and frequencies currently under discussion.
- d) **Marshfield/Sunnybank.** The Development Framework refers to the possible need to restrict the use of the proposed Sunnybank Road entrance to address the impacts on the local community and this is repeated in the Transport Assessment (para 5.3.1) but no commitment or detail is provided in the application. It is important for residents that this is clarified, with a clear commitment that this entrance will only be for access to the Legends facility and not for employees by car or (generally) on foot (to prevent parking on the residential streets). Presumably the entry systems could be programmed to allow entry on foot by local residents only. Employee parking on other residential roads may also increase once access to the car parks is only available from Middlewich Road. This already causes considerable distress to residents of Minshall New Road.
- e) **Sustainable means of travel.** The Development Framework requires that any application be accompanied by a Travel Plan that puts sustainable travel at the heart of the future campus. The Framework Travel Plan submitted as an appendix to the Transport Assessment includes at Section 5.1.1 a cycle to work initiative and 3 specific 1 day events. It falls a long way short of the sort of interventions required to address congestion and pollution in the town. More detail on bus, pedestrian and cycle links and improvements is required.

Chairman's Initials.....

In summary, the application is welcomed, but more detail is required to address the concerns of local residents which were clear from the January consultation exercise.

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Chairman's Initials.....

Crewe Town Council

Planning Committee

St Paul's Community Centre,
Hightown,
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Minutes of the meeting held on 17th October 2017

- 17/5/01** Present
Councillors Brookfield, Houston, P Minshall and John Rhodes.
In attendance: Councillor Roberts and Rob Mackenzie (Deputy Town Clerk)
- 17/5/02** To receive apologies for absence.
Apologies were received and accepted from Councillors Beard and Straine-Francis
- 17/5/03** To note declarations of Members' interests.
There were no declarations made.
- 17/5/04** To confirm and sign the minutes of the meeting held on 26th September 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/5/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions asked.
- 17/5/06** To consider making a response to the following planning applications:
- **17/4093N** - Conversion of 1no dwelling into 2no self contained units 83, HUNGERFORD ROAD, CREWE, CW1 5EY
No objection
 - **17/4882N** - Terraced 3 new dwellings 315, WEST STREET, CREWE, CW1 3HU
The Town Council has concerns about
(1) Overlooking of a neighbouring property. The 18m distance between first floor window in the west elevation and principal windows in the nearest property quoted in the design and access statement does not meet the standard of a minimum separation 21 m set out in the Borough of Crewe and Nantwich Development on Backland and Gardens SPD.
(2) It is not a suitable site for residential development having no street frontage with substandard access via an unlit alleyway prejudicing the safety of occupants, and does not create a sense of place as required by the SPD.

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- **17/5016N** - Hybrid planning application comprising (1) Full Planning Application for the erection of two Class A1 retail units and one Class A1/A3 unit with associated car parking and servicing areas, access, landscaping and associated works, including relocation of electricity sub-station, following demolition of existing buildings and structures; (2) Outline Planning Application with all matters reserved except for access for the erection of up to 53 dwellings with associated infrastructure. LAND AT, MILL STREET & LOCKITT STREET, CREWE
Detailed comments are appended to these minutes

Members **resolved** to make the responses as set out above in italics.

17/5/07 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- 17/4669N Proposed motor vehicle dealership for sale, service and MOT of vehicles LAND OFF DUNWOODY WAY, CREWE
No objection in principle, but the application is not acceptable in its current form because of the total absence of soft landscaping. It is a prominent site on a major route and landscaping is essential to soften its impact as recommended by the applicant's own Tree Survey report (Westwood Landscaping paras 3.2, 6.1, 6.2, and 8.4), and to accord with the Green Infrastructure strategy for Crewe.

In addition, the Town Council would like Cheshire East Council to consider the cumulative impact of existing and future developments on traffic flows at the junctions with Wistaston Road and West Street, including the implementation of the Flag Lane Link.

- 17/5165N Change of use from A4 (Licenced concert room) to C3 (Apartments) 149, EDLESTON ROAD, CREWE, CHESHIRE, CW2 7HR
The Town Council objects to this application for the following reasons:
 - 1) The lack of any parking provision for this building which is being increasingly intensively occupied. There are parking restrictions on Edleston Road, so there is no immediate on-street parking.*
 - 2) The lack of outside amenity space for residents, which is particularly significant in view of the limited internal natural light in the units.*
 - 3) The lack of amenity for future occupants due to inadequate room sizes and insufficient natural light. The rearmost apartment has a bedroom of 6.89 sq.m. which is less than the minimum of 7.5 sq.m. for a single bedroom in the DCLG Technical housing standards – nationally described space standard (March 2015). The adjoining studio apartment has a total floor area significantly less than the 39 sq.m. minimum standard for a 1 bedroom, 1 bedspace dwelling unit.*

Members **resolved** to make the responses as set out above in italics.

17/5/08 To consider a response to a consultation by Cheshire East Council on the Chairman's Initials.....

Community Infrastructure Levy Draft Charging Schedule

Members **resolved** that the following comments be submitted to Cheshire East:

- a. Crewe Town Council supports the proposed charging schedule as it relates to the Parish of Crewe, but does not understand why the proposed charging rates are so much lower in the peripheral areas to the south of Crewe compared to the north. This could have the effect of diverting or skewing development patterns around the town.
- b. That the Town Council requests that the boundary of the Grand Junction Retail Park charging area be extended to include all of the current ownership by the addition of the former PET Hire Building
- c. That the Town Council may wish to be represented at the Examination.

17/5/09 To note the date of the next meeting – 28th November 2017

Members noted the date of the next meeting. Councillor P Minshall offered her apologies.

Meeting closed: 8:50 p.m.

Addendum to minute 17/5/06

COMMENTS ON APPLICATION 17/5016N, LAND AT MILL STREET & LOCKITT STREET, CREWE

The Town Council acknowledges that the principle of mixed retail and residential development is established on this site through the lapsed outline permission and Policy LPS1 of the recently adopted Cheshire East Local Plan Strategy (LPS).

The application relates to a key site on the Town Centre/Station corridor, and appropriate regeneration can contribute to:

- i. Improved linkage between the town centre and the station area
- ii. Improved image of the town to visitors travelling from the station into the town
- iii. Improved image for train travellers passing through Crewe
- iv. Additional housing near to the town centre, meeting local housing needs and increasing the potential spend in the town.

To achieve these outcomes will require well-designed, high quality buildings in a well-landscaped setting. The development will need to contribute to the wider regeneration ambitions held for Crewe, including improved pedestrian and cycle routes, improved public transport and reduced traffic congestion (and thereby improved air quality).

However, the current application is not satisfactory and should not be approved in its current form. It does not contribute to the regeneration of Crewe in the manner referred to above, and importantly, does not meet the “Site Specific Principles of Development” set out in Policy LPS1 of the LPS as follows (the lettered paragraphs correspond to the lettered principles in Policy LPS1):

Chairman's Initials.....

- a. *"The creation of stronger physical connections between the Town Centre, the railway station and Grand Junction..."* The site offers the opportunity to create part of an attractive, landscaped, corridor of high quality development linking the station to the town centre, incorporating cycle and pedestrian routes. The current proposal misses this opportunity completely.
- d. *"New buildings should be of a high design quality and respond to Crewe's railway heritage and contemporary living."* The retail development is a standard retail park design, inoffensive, but without any attempt to reflect local character or excellence in contemporary design. It fails to contribute to raising standards or promoting a positive image of Crewe. The indication that the residential development will comprise semi-detached and terraced dwellings and apartments (para 3.6 of the Planning and Retail Statement) does not inspire confidence that this development will be of high quality contributing to a positive image of Crewe for passing rail travellers on the London to Holyhead mainline which abuts the site. Any reserved matters application will need to be more ambitious than is currently indicated.
- e. *"Provision of Green Infrastructure to reflect "The Green Infrastructure Plan for Crewe" (TEP 2010), including tree planting; the creation of tree lined boulevards with the provision of greenspaces in new developments. The creation of green spaces including those linking green infrastructure and safe and secure pedestrian and cycle routes should be integrated into any development proposals."* Mill Street is one of the key routes identified in the Green Infrastructure Plan. The landscaping proposed in the full application for retail development does not address this requirement. Only 4 trees are proposed, partly hidden to the rear of the store. Residents' concerns about security are well understood, but it is perfectly possible to incorporate trees without unduly interfering with informal supervision of the site, or prejudicing the safety of site users or residents. A wider distribution of low shrub planting would also contribute to the greening of the area. Cycle and pedestrian routes are referred to below.
- g. *"Provision of new and improvements to existing pedestrian, cycle and public transport links..."* The applicant acknowledges in the Design and Access Statement (para 2.2) that the provision of a pedestrian route from the town centre to the station was a particular concern in pre-application consultations. The proposed provision of a circuitous route around the southern edge of the car park sandwiched between a fence and a hedge is neither convenient nor attractive and would not present visitors to the town with the best impression. A more direct, open and attractive route is required. The transport assessment refers to bus services within 400m. of the site, but does not mention the absence of services along Mill Street itself (notwithstanding the existence of the now-disused bus shelter).
- j. *There are three Air Quality Management Areas (AQMAs) within the site at Earle Street, Nantwich Road and Wistaston Road. Development proposals will need to include appropriate mitigation measures if they are located within these AQMAs or could have an adverse effect on them".* The development will result in increased traffic using Mill Street, adding to the congestion at the Mill Street/Nantwich Road junction where air quality standards are already breached. For this development to proceed, improvements to traffic flows at that junction must be effected. The applicants'

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transport study suggests that during the Saturday peak hour, the development will generate an extra 514 trips compared to an existing peak flow of 1339. Whilst not all of these will be new trips, the assumptions in the traffic assessment that 50% will already be passing by does not take account of local geography, the remaining 50% will be new to Mill Street (a little less when linked trips to the 2 stores are taken into account). This is still a sizeable change likely to increase queue lengths at the Mill Street/Nantwich Road junction. This will lead to a further deterioration in already unacceptable air quality unless some means of significantly improving traffic flows can be implemented.

In addition to failing to meet the requirements of LPS1, the developer also needs to address:

1. The impact of the additional traffic to the new development on existing road safety issues identified on Mill Street, particularly the conflict between vehicles and pedestrians and cyclists.
2. The siting and orientation of the retail units. It is important that on a main route into the town there is an active street frontage rather than an uninterrupted view of a carpark. Accepting that retailers may want the store entrance to face the car park, it would be possible to align the development east-west so that a suitable designed and fenestrated side elevation faces Mill Street, so reducing the expanse of car park fronting Mill Street. The relocation of the coffee shop to the street frontage would further improve the sense of an active street.

The Town Council would like to have some input into the terms of any s106 agreement relating to this development, with a view, for example, to ensuring that there is a contribution to improvements in local highway safety to mitigate the impact of the development, improvements to pedestrian and cycle routes to the site to reduce vehicle movements, and contributions to support bus services along Mill Street for the same reason.

In conclusion, the Town Council welcomes the prospect of the regeneration of this site, but only if it contributes to its aspirations for the area and the town, and amongst other things creates a “wow” factor. **The Town Council considers that this particular application should not be approved in its current form unless the issues above are addressed.**

Crewe Town Council

Planning Committee

1 Chantry Court,
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CW1 2DL

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Minutes of the meeting held on 28th November 2017

Present: Councillors Houston, P Minshall, and John Rhodes.

In attendance: Councillor Walton and Rob Mackenzie (Deputy Town Clerk).

17/6/01 To receive apologies for absence.

Apologies were received and accepted from Cllr Appilat, Beard, Brookfield and Straine- Francis.

17/6/02 To note declarations of Members' interests.

There were no declarations made.

17/6/03 To confirm and sign the minutes of the meeting held on 17th October 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/6/04 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

17/6/05 To receive and consider a presentation by Steve Hughes, Associate Director Planning, Countryside Properties re redevelopment proposals for land at West Street (former Bombardier site).

Members listened to the presentation and asked a number of questions before thanking Mr Hughes for taking the time to attend the meeting.

17/6/06 To consider making a response to the following planning applications:

17/5552N The proposal is to utilize an area at the north end of are plot A car park to construct a modular building of approx. 1000m² with a concrete base. The building would be used to complete any re-work required on cars once they have been manufactured. Bentley Motors Ltd, PYMS LANE, CREWE, CHESHIRE, CW1 3PL

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Members **resolved** that the following comments be made:

The Town Council has no objection in principle to this proposal but seeks reassurance that the amenity of nearby residents will not be adversely affected by noise, fumes or dust emanating from the building. It is also requested that details of the colour of the cladding be provided, or made the subject of a condition.

17/6/07 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

There were no urgent applications.

17/6/08 To note the comments submitted by the Deputy Town Clerk on a planning application with response deadlines in advance of this meeting as follows:

17/5391N *Proposed single retail unit to be split back into 2no. retail units. Proposed change of use to allow 5no. Apartments to part of the ground floor and entire first floor 15-17 Edleston Rd.*

Crewe Town Council objects to this proposal for the following reasons:

1. The proposed apartments are too small to provide adequate living space and there is no room for internal storage space for occupants in apartments 2, 3 or 4. The design would therefore be prejudicial to the amenity of future residents. The DCLG "Technical Housing Standards – nationally described space standard" requires a minimum gross internal floor area of 37 sq.m. for a 1 person 1 bed space dwelling with a shower, including 1.0 sq.m. of built in storage. The equivalent for a 1-bedroom, 2 person unit is 50 sq.m total internal floorspace including 1.5 sq.m. built in storage. The apartments are illustrated with double beds suggesting they are for dual occupancy, in which case the 50 sq.m. standard would apply. The floor area of units 2 to 5 is approximately 25 sq.m. or less, well short of the standard for either single or dual occupancy. Apartment 1 is about 35 sq.m., excluding lobby and stairs, also well short of the standard for 2 persons. Apartments 1 and 5 can accommodate a wardrobe, but the others do not have any space for storage.
2. There is no outdoor amenity space.
3. There is no off street parking for the 5 units.

The Town Council therefore considers that this proposal represents overdevelopment and is prejudicial to the amenity of future occupants and therefore should be refused.

Members noted the comments as set out above.

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17/6/9 To consider the draft budget

Members agreed the budget as presented and that it be formally submitted to the Strategy Steering Group and Council for consideration.

17/6/10 To note the date of the next meeting – 19th December 2017

Members noted the date of the next meeting.

Meeting Closed: 8.15 p.m.

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Chairman's Initials.....

Crewe Town Council

Planning Committee

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Minutes of the meeting held on 19th December 2017

Present: Councillors Appilat, Brookfield, Houston, P Minshall, John Rhodes and Straine-Francis.

In attendance: Councillor Roberts and Rob Mackenzie (Deputy Town Clerk).

17/7/01 To receive apologies for absence.

Apologies were received and accepted from Councillors Bailey and Beard

17/7/02 To note declarations of Members' interests.

There were no declarations made.

17/7/03 To confirm and sign the minutes of the meeting held on 28th November 2017

The minutes of the previous meeting were agreed and signed as an accurate.

17/7/04 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

Members of the public spoke in relation to Planning Application 17/5294N (land adjacent to 179 Alton Street) as follows:

Mr Adams objected to the development primarily because of the impact of additional on-street parking resulting from visitors to the new houses in particular. On street parking is already overcrowded and this was made worse by another recently completed development. It created road safety issues. He also noted that the 4 bed houses were not in keeping with the predominantly 2 and 3 bed houses in Alton Street.

Mr Armstrong had a number of objections:

- The lower part of the site is subject to occasional flooding from the River Waldron. Increased hard surfaced areas will add to the run off into the river and so make the problem worse. Any protective bunding will displace the flooding elsewhere in the catchment.
- The applicant states that a cedar will need to be felled to enable the development to take place. This tree is on Mr Armstrong's land, is not within

Chairman's Initials.....

the applicant's control, and it is inappropriate for him to refer to it.

- The site was greenfield garden land rather than brownfield and the applicant cleared the site immediately upon acquisition. There is wildlife in the area.
- During the site clearance, vehicular access had been taken via the alley behind the existing Alton Street houses. If any development is approved on the site, Mr Armstrong would seek assurance that construction access would be direct from Alton Street only, as there is a main sewer running under the alleyway, and the rear boundary wall of Alton Villa abutting the alleyway the external wall of his office/study.

Mr Butterworth noted that in the latest plans the developer had extended the application site into the rear garden of 179 Alton Street to accommodate additional parking and asked whether this was permissible. He also questioned whether the developer had any rights to use the alleyway behind the Alton Street houses for access as it was 50% owned by the adjoining properties. He had the following objections to the application:

- The northern 3 houses are in Flood Risk Zone 3. The car ports are designed to allow floodwater to drain through, but there is no alternative parking in the event that the car ports are under water.
- The gardens of the northern plots are in flood zone 3 so would not be useable if there is flooding
- The latest flood risk assessment indicates an escape route across the first floor balconies. It is indicated as 0.625m wide, which is not wide enough for wheelchairs or buggies, and may be obstructed by furniture or outward opening doors.
- The northern properties would have a view of a 3m high bund wall
- There is no wheelchair access to the northern houses, and no pedestrian footway onto Alton Street

He therefore considered it to be a poorly designed development.

Members of the Planning Committee asked a number of questions of the residents regarding the frequency and extent of flooding that takes place, and the Chair thanked them for their attendance

17/7/05 It was **resolved** to vary the order of the agenda items in order to consider Agenda Item 6 (responses to urgent applications) next for the convenience of members of the public attending for that item.

17/7/06 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- **17/5294N Land Adjacent to 179, ALTON STREET, CREWE** The proposed development to consist of 6 no terraced/semidetached properties on site including associated access and garden/open green area. The 6 no properties consist in two types 3 no in front row that are in line with the existing houses on Alton Street are Type A units and the 3 no properties at back of the site are Type B units. The proposed layout of the dwellings is shown on the plans

Chairman's Initials.....

attached to the application. The two house types are split over 4 no floors (including developed roof space). All houses area designed to suit the design of the existing properties on Alton Street. The 3 no houses at front row are to be at same height as existing properties and 3 no houses at back to be 2 no meters lower than the houses at front row (2 no meter difference is from ridge to ridge of properties).

- **17/6277N 175, MINSHULL NEW ROAD, CREWE, CW1 3PW** Proposed outline permission for single dwelling

Members **resolved** to respond as follows:

- 17/5294N Land adjacent to 179 Alton Street. *The Town Council objects strongly to the development for the following reasons:*
 - *The northern 3 houses are in Flood Risk Zone 3 with a high risk of flooding, impacting on the amenity of future residents of those houses. The proposed mitigation measures, including an escape route across the first floor balconies are not acceptable or practical. The route 0.625m at its narrowest, and is liable to obstruction by balcony furniture and outward opening doors. The site is former garden land, and so not brownfield as stated in the revised Flood Risk Assessment submitted by the applicant. There is no overriding shortage of development land in Crewe to justify development in flood risk zone 3. Any hard surfaces associated with the development will increase run-off into the brook, exacerbating the risk of flooding elsewhere, and the proposed bund wall will also displace floodwater onto other sites through the loss of flood plain.*
 - *There is no parking provision for visitors. There is already pressure on on-street parking on Alton Street, and this development will add to that with consequential risks to road safety.*
 - *For the above reasons, the proposal is overdevelopment of the site, and is out of keeping with the size and appearance of surrounding property.*
 - *For the development to proceed it is proposed to fell a mature cedar tree in a neighbouring property not in the applicant's control. The alternative of lopping all limbs of the tree overhanging the applicant's property could render the tree unsafe, resulting in its loss. The tree contributes to the visual amenity of the area and should be retained.*
 - *If the development is approved, the Town Council would like to see the hedges retained and protected during the development.*

Chairman's Initials.....

- 17/6277N Proposed outline permission for single dwelling 175, MINSHULL NEW ROAD, CREWE, CW1 3PW

The Town Council considers that there is insufficient information with this outline application to determine whether it can be satisfactorily accessed, or whether the amenity of residents would be affected by noise dust or fumes as a result of the established use of the adjoining property as a car repair workshop

17/7/07 To consider making a response to the following planning application:

- **17/6014N IMPERIAL CHAMBERS, PRINCE ALBERT STREET, CREWE, CHESHIRE** - Proposed vertical extension of the existing building by two additional storeys to accommodate 14 one bedroom apartments and associated bin storage and secure cycle storage arrangements

Members **resolved** to respond as follows:

The Town Council objects to this application for the following reasons:

- 1. It is an inappropriate development which is out of scale with its surroundings for example the neighbouring Albert's Corner*
- 2. It will adversely impact on the settings of listed buildings including the Britannia memorial, the Municipal Building and The Market Hall.*
- 3. There is no parking for residents and visitors. There will be a cumulative effect with the existing conversion of the ground and first floor which took place as permitted development and also lacks parking. The area is subject to parking restrictions and expensive car park charges, and is therefore likely to result in illegal parking in Sandon Street and Prince Albert Street prejudicing road safety and inconveniencing disabled drivers.*
- 4. The Town Council is also concerned about the means of escape in the event of fire, as the proposal relies upon a single stairwell, unlike the first and ground floor which are served by two additional stairwells.*

17/7/08 To consider making a response to the Cheshire East Draft Housing Strategy 2018/23.

The Deputy Town Clerk's report was considered and it was **resolved** that since the consultation period expires before the next meeting of the Committee, the Deputy Town Clerk be given delegated powers to draft, and after consultation with Committee members, submit a response. The response should be based upon the recommendations in the report with additional emphasis given to compulsory private landlord registration and the need for greater consideration of social housing provision and management.

17/7/09 To consider making a response to the [proposed stopping up of highways at Pym's Lane/Sunnybank Road](#).

It was **resolved** that since the consultation period expires before the next meeting of the Committee, the Deputy Town Clerk be given delegated powers to

Chairman's Initials.....

draft, and after consultation with Committee members, submit a response. The response should be based upon the Town Council's comments upon the associated planning application, with emphasis on the need for the provision of highway improvements and the Leighton Link Road before any closure takes place.

17/7/10 To consider making a response to the [Crewe Hub Master Plan Vision](#) statement. Members **resolved** that since the consultation period expires before the next meeting of the Committee, the Deputy Town Clerk be given delegated powers to draft, and after consultation with Committee members and Economic Development Committee, submit a response. The response will support the "seven key moves" in the Masterplan Vision, call for a complementary strategy for the regeneration of the whole Town, and emphasise the importance of making sure that the local workforce is equipped with the skills needed to ensure that the local community benefits from future employment growth.

17/7/11 To note the date of the next meeting – 30th January 2018 Members noted the date of the next meeting. Councillor P. Minshall offered her apologies.

Meeting Closed: 9.05 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

01270 756975



Minutes of meeting held on 30th January 2018

Present: Councillors Brookfield, Houston, John Rhodes and Straine-Francis.

In attendance: Councillor Roberts and Rob Mackenzie (Deputy Town Clerk)

18/8/01 To receive apologies for absence.

Apologies were received and accepted from Councillors Appilat, Bailey, Beard and P. Minshall.

18/8/02 To note declarations of Members' interests.

There were no declarations made.

18/8/03 To confirm and sign the minutes of the meeting held on 19th December 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

18/8/04 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

18/8/05 To consider making a response to the following planning applications:

- **18/0228N BENTLEY MOTORS LTD, PYMS LANE, CREWE, CHESHIRE, CW1 3PL**
Construction of two 7,200sqm, 4 storey office blocks and related external works
- **18/0079N BOMBARDIER TRANSPORTATIONS, WEST STREET, CREWE, CW1 3JB**
The demolition of the existing industrial buildings and structures (including the boundary wall along West Street) and the construction of 269 dwellings comprising 24 apartments and 245 houses, together with other associated works, including the provision of public open space, the laying out of roads and footways (with two new accesses from West Street), and hard and soft landscaping

Chairman's Initials.....

- **18/0185N FORMER EDLESTON ROAD COUNTY PRIMARY SCHOOL, EDLESTON ROAD, CREWE**

Reserved matters application. The outline planning application was not subject to environmental impact assessment. Landscaping details including paving and car parking details and specification of planting/turfing and maintenance.

Members **resolved** to respond as follows:

- 18/0228N BENTLEY MOTORS LTD, PYMS LANE, CREWE, CHESHIRE, CW1 3PL
No objection
- 18/0079N BOMBARDIER TRANSPORTATIONS, WEST STREET, CREWE, CW1 3JB
The Town Council deeply regrets the lack of affordable housing in the scheme. It can confirm that the boundary wall was indeed camouflaged during the war, contrary to the assertions contained within application documents. The principle of residential development is acceptable on this site, but the Town Council has concerns about certain details of the proposals as follows
 - *There is no access to rear of the proposed terraced properties for bins, bikes and maintenance*
 - *Noise mitigation measures are identified in the specialist report but it is not clear if they have been incorporated in the submitted scheme, eg bunding to the railway line. CTC does not consider it acceptable to require occupiers to keep windows closed to maintain acceptable noise levels as suggested in the report. The layout could be redesigned to reduce railway noise impact to the nearest properties, for example by orientating dwellings so that blank gable ends face the railway line*
 - *Open space – there is a complete lack of designated play space on the estate, and the nearest available open space is 700m away according to the design and access statement which is too far for young children to have to travel.*
 - *The proposed street pattern uniform and uninteresting with no sense of place.*
 - *There are concerns about possible pressure of additional traffic on the local road network eg Minshall New Road, particularly in conjunction with other proposals in the vicinity.*

- **18/0185N FORMER EDLESTON ROAD COUNTY PRIMARY SCHOOL, EDLESTON ROAD, CREWE**

No objections

Chairman's Initials.....

18/8/06 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

No urgent applications had arisen

18/8/07 To consider a request for suggestions of a name for new street off Manor Way
Members considered the request and **resolved** that Clover Close be suggested as the name for the new street.

18/8/08 To note that Government proposes to extend HMO licensing and introduce minimum room sizes
Members noted the report

18/8/09 To note the date of the next meeting – 27th February 2018
Members noted the date of the next meeting.

Meeting Closed: 8.00 pm

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

01270 756975



Minutes of meeting held on 27th February 2018

Present: Councillors Brookfield, Houston, John Rhodes and Straine-Francis.

In attendance: and Rob Mackenzie (Deputy Town Clerk)

18/9/01 To receive apologies for absence.

Apologies were received and accepted from Councillors Appilat, Bailey, Beard and P. Minshall.

18/9/02 To note declarations of Members' interests.

There were no declarations made.

18/9/03 To confirm and sign the minutes of the meeting held on 30th January 2018

The minutes of the previous meeting were agreed and signed as an accurate record.

18/9/04 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

18/9/05 To consider making a response to the following planning applications:

- **18/0523N 68-70, EARLE STREET, CREWE, CW1 2AT**
Proposed works to reconfigure existing floorspace and create 3 new units and change the use to include Classes A1 and A3
- **18/0678N 19, CASTLEMERE DRIVE, CREWE, CW1 4SP**
Proposed rear ground floor garden room extension and rear first floor bedrooms extension

Members **resolved** to respond as follows:

- **18/0523N 68-70, EARLE STREET, CREWE, CW1 2AT**
No objection. In the past the Town Council has expressed concern about the cumulative impact of additional floorspace on the viability and vitality of the

Chairman's Initials.....

town centre, but in this case the extension of the active frontage towards the town centre offsets this objection. Whilst it is outside the red line area, we would like to see the pedestrian route into town across the new service road made as easy as possible for pedestrians to navigate.

- 18/0678N 19, CASTLEMERE DRIVE, CREWE, CW1 4SP
The Town Council is concerned about the impact of the extension on the amenity of the adjoining property through loss of light.

18/9/06 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- **18/0690N - Land off, MAW GREEN ROAD, CREWE**
Erection of 10 No. dwellings, vehicular access, associated car parking and landscaping
- **18/0958N Market Hall, Earle Street, Crewe, CW1 2BL**
Listed Building Consent for the refurbishment of Grade II listed Market Hall, with two new external extensions and a change of use application for the markets.

Members **resolved** to respond as follows:

- **18/0690N - Land off, MAW GREEN ROAD, CREWE**
Object to the proposal for the following reasons:
 1. *The proposed access is too close to the roundabout. Maw Green Road will get busier as new development takes place. Visibility could be impaired by the double garage on the adjacent property. Access should be taken off Ridding Drive.*
 2. *To avoid overlooking of the bungalows on Sidney Road, plots 1 and 2 should be true bungalows rather than dormer bungalows, as required in the previous approval.*
 3. *The coniferous boundary hedge between the development plot and the rear of the Sidney Road should be retained to screen the development from the existing bungalows.*

Members **resolved** to defer consideration of the following application until the next meeting of the committee.

- **18/0958N Market Hall, Earle Street, Crewe, CW1 2BL**

18/9/07 To note the comments submitted by the Deputy Town Clerk on planning applications with response deadlines in advance of this meeting as follows:

- **18/0407N, 182 Wistaston Road, Crewe CW2 7RJ** Conversion of the basement and adding a rear extension to add 2 ensuite bedrooms on the lower ground floor and also conversion of the loft room to another ensuite bedroom, which then makes the property a 7no. bed HMO

Object for the following reasons:

Chairman's Initials.....

1. The proposal will be detrimental to the amenity of future residents by virtue of inadequate accommodation. Bedroom 6 will have no natural light or ventilation. Bedroom 7 is illustrated as a double bedroom, but has a floorspace of only 6.65 sq.m. (note that the width of 2605 marked on the plan appears to be a typographical error - it scales at 2.505 m.). Under the proposed HMO licencing requirements (DCLG "Houses in Multiple Occupation and residential property licensing reforms" December 2017), rooms below 6.51 sqm may not be used as bedrooms, and rooms between 6.51 and 10.21 sqm may only be used as sleeping accommodation by one person. Even if the adjoining room marked "ST" on the plan is included, the floor area is 8.74 sqm, still less than required for double occupancy.
2. Insufficient details are provided for the proposed loft conversion mentioned in the description of the development. It is not clear how much of the available floorspace is above 1.5m in height, and can therefore be counted as usable in accordance with the proposed HMO licencing arrangements. It is therefore not possible to determine if this will provide suitable living accommodation. The drawing of the rear elevation does not show any roof lights.
3. There is no off-road parking provision for the extra occupants. This property is in the middle of a terrace row where parking is allowed only on one side of the road and it is difficult to find a parking space now. Experience suggests that some residents in HMOs do have vehicles, contrary to the advice of your highways officers.
4. No details are provided of provision for waste or cycle parking.

The comments were noted.

18/9/08 To consider matters related to street naming and numbering:

- Two new streets off Broughton Road, Crewe;
- Nine new streets off Stoneley Road, Crewe (Phase 3).

It was resolved:

1. Not to propose any names for Broughton Road
2. That for the streets off Stoneley Road the following names be submitted, to be used in conjunction with the appropriate description for the road in question (Close, Street, etc.):
Brick Kiln Field, Maul Field, Long Croft, Purse End, and Barn Field.
3. To recommend to Council that a policy be developed in relation to naming streets after former Councillors.

18/9/09 To note the date of the next meeting – 27th March 2018

Meeting closed at 8.12 pm

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 27th March 2018

Present: Councillors Brookfield, Houston, P. Minshall, John Rhodes and Straine-Francis.

In attendance Rob Mackenzie (Deputy Town Clerk)

17/10/1 To receive apologies for absence.

Apologies were received and accepted from Councillors Appilat, Bailey and Beard

17/10/2 To note declarations of Members' interests.

There were no declarations made.

17/10/3 To confirm and sign the minutes of the meeting held on 27th February 2018

The minutes of the previous meeting were agreed and signed as an accurate record.

17/10/4 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

17/10/5 To consider making a response to the following planning applications:

- 18/0957N & 18/0958N Refurbishment of Grade II listed Market Hall, with two new external extensions and a change of use to allow for the creation of event space. MARKET HALL, EARLE STREET, CREWE, CW1 2BL
 1. *The Town Council welcomes the proposed sympathetic refurbishment of the Market Hall.*
 2. *It would like to see every effort made to ensure disabled access is available to all areas.*
 3. *Hill Street forms part of the setting of two listed buildings including the Market Hall. As such it has statutory protection*

Chairman's Initials.....

under the NPPF and Planning (Listed Buildings and Conservation Areas) Act 1990 as referred to in section 2.5 of the Heritage Impact Assessment (page 14). As part of the scheme, the Town Council would like to see the setts in Hill Street re-laid to form an even surface and the inappropriate tarmac repairs made good with matching setts.

- 17/4640N (Appeal notice received) Extension to existing building and conversion of existing building to create 4 self-contained flats
254, BROAD STREET, CREWE, CW1 3UB
Deputy Town Clerk to submit a representation to the inspector reiterating the Town Council's previous objection and making reference to the loss of light to neighbouring property
- 18/1291N Erection of KFC restaurant and drive thru (Use Class A3/A5) on existing car park area. WM MORRISON SUPERMARKETS PLC, DUNWOODY WAY, CREWE, CW1 3AW
No objection

Members **resolved** to make the responses set out above in italics under the respective items.

17/10/6

To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- 18/1292N WM MORRISON SUPERMARKETS PLC, DUNWOODY WAY, CREWE, CW1 3AW Advertisement consent for erection of signs in relation to the erection of KFC restaurant and drive thru (Use Class A3/A5) on existing car park area. *As 18/1291N above*
- 18/1369N Royal Hotel, 7, NANTWICH ROAD, CREWE, CW2 6AG
Demolition of redundant outbuildings and the erection of a 8 storey multi-storey car park with up to 385 spaces including a car wash to the rear. *Deferred consideration until the next meeting*
- 18/1494N Grosvenor Works, DERBY STREET, CREWE, CW1 3ER
Change of Use from B1(c) to C3 - 6no. 1 bed apartments *Deferred consideration until the next meeting*

Members **resolved** to make the responses set out above in italics under the respective items.

17/10/7

To consider responding to the consultation from Cheshire East Council on the North West Crewe Package road proposals.

Members agreed to make the following response:

The Town Council welcomes the proposed investment in the road infrastructure.

Chairman's Initials.....

17/10/8 To give further consideration to the Council's objections to proposals for the stopping up of sections of Pyms Lane and Sunnybank Road following the grant of planning permission.

Members discussed the update provided by the Deputy Town Clerk and the Chairman and a letter submitted by WYG (highways consultants to Bentley Motors Ltd.). Members **resolved** to withdraw the previous objection in the light of developments since the Town Council's original decision, namely that:

- Planning permission has now been granted by Cheshire East Council despite the concerns of residents and the Town Council;
- Conditions on the planning approval require (1) the provision of additional parking laybys on Minshull New Road to relieve congestion outside the school and (2) improvements to the junction between Sunnybank Road and West Street;
- The company have committed to tarmacing the road behind the properties on Minshull New Road (subject to approval from the owners) to reduce on-street parking;
- The company have identified further ways of controlling inappropriate parking in surrounding residential streets through controlling access to the site at road closure points;

and these commitments on behalf of Bentley are taken in good faith

17/10/9 To note the date of the next meeting – 24th April 2018

Members noted the date of the next meeting.

Meeting closed: 8.35 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

01270 756975



Minutes of the meeting held on 24th April 2018

- 17/11/01** Present
Councillors Brookfield, Houston and John Rhodes.
- In attendance: Steve McQuade (Town Clerk)
- 17/11/02** To receive apologies for absence.
Apologies were received and accepted from Cllrs Appilat and P Minshall.
- 17/11/03** To note declarations of Members' interests.
There were no declarations made.
- 17/11/04** To confirm and sign the minutes of the meeting held on 27th March 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/11/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions asked.
- 17/11/06** To consider making a response to the following planning applications:
- **18/1369N Royal Hotel, 7, NANTWICH ROAD, CREWE, CW2 6AG**
Demolition of redundant outbuildings and the erection of an 8 storey multi-storey car park with up to 385 spaces including a car wash to the rear.
- Council reiterates the need for such facilities to be compatible with the emerging Crewe Master Plan and recognises the need for extra parking space to support the opportunities afforded by HS2.*
- Council expresses concern in relation to the impact on air quality of the development which will impact on an existing AQMA. Council seeks assurances that there will be no detrimental impact and welcomes enhancements such as spaces for the charging of electric*

Chairman's Initials.....

vehicles.

The impact on congestion and general highways issues is a major concern and the development would not be unacceptable unless it sits within a new scheme to manage traffic in an area that is already heavily congested and affect by air pollution.

Council is mindful of sustainable transport policies and would support improved public transport and other sustainable means of travel rather than over reliance on the use of motor vehicles.

Council would welcome a design that provides a bold and imaginative façade that projects a positive and quality image of Crewe.

- **18/1494N Grosvenor Works, DERBY STREET, CREWE, CW1 3ER**
Change of Use from B1(c) to C3 - 6no. 1 bed apartments.

Council expresses concerns in a number of areas and objects. The objection includes the lack of sufficient information related to parking to support the number of units, space for the storage of bins and cycle parking.

- **18/1290N 5 , Bowness Road, WISTASTON, CW2 8RW**
First floor extension to side, single storey extension to rear and single storey extension to side of dwelling.

Council raises no objections.

Members **resolved** to submit the responses set out in italics above.

17/11/07

To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

18/1845N 1, Farmer Close, CREWE, CW2 7UD

Proposed two storey side extension and single storey rear extension to existing semi detached dwelling, this will require the moving forward of the existing garage and also removal of the existing conservatory

Council raises no objection subject to due regard being given to the comments of neighbours.

18/0678N 19, CASTLEMERE DRIVE, CREWE, CW1 4SP

Proposed wraparound two-storey side/rear extension and single-storey rear extension

Chairman's Initials.....

Council reiterates its original comments and asks for more information to highlight the changes that the revised plans have made to the original plan as these are unclear from the information provided.

Members **resolved** to submit the comments set out in italics above

17/11/08 To note the date of the next meeting – 22nd May 2018

Members noted the date of the next meeting.

Meeting Closed: 19:30

DRAFT

Chairman's Initials.....

Crewe Town Council
Economic Development Committee

1 Chantry Court,
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 27th June 2017

Present Cllrs Hickson, Johnson, John Rhodes, Roberts, D Yates and S Yates.

In attendance: Councillor Straine-Francis, and Rob Mackenzie (Deputy Town Clerk)

17/1/01 TO ELECT A CHAIR AND VICE-CHAIR.

Members resolved that Cllr John Rhodes take the chair for the evening and that the election of a chair for the remainder of the municipal year be re-considered at the next meeting of the Committee. Cllr D Yates was elected vice-chair.

17/1/02 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Cllrs Beard and B Minshall

17/1/03 TO NOTE DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest made.

17/1/04 TO NOTE THE TERMS OF REFERENCE OF THE COMMITTEE

Members noted the terms of reference for the Committee.

17/1/05 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 14TH FEBRUARY 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/1/06 PUBLIC PARTICIPATION

A period not exceeding 15 minutes for members of the public to ask questions or submit comments

There were no questions asked.

17/1/07 TO CONSIDER AN UPDATE IN RELATION TO THE CREWE PLEDGE PARTNERSHIP

The Deputy Town Clerk provided a resume of progress being made by the Pledge. Members noted:

- The increased activity and buy in. There were 42 representatives of employers and education providers at the last meeting. All the Crewe schools and colleges, and many employers, large and small are active partners. Between September 2016 and April 2017 1899 students took

part in Pledge activities across Cheshire East.

- Whilst some funding decisions are still awaited, the Pledge is on a sounder financial footing.
- The need to raise the profile to encourage young people and their parents/carers to engage with the Pledge.
- The opportunities to recognise achievements through the presence of the mayor.
- The need to brief the new MP for Crewe and Nantwich
- That future Town Council funding should be more clearly linked to outcomes.
- That if resources permit, the Town Council believes that a town centre presence would encourage the engagement of parents/carers and young people.

17/1/08 TO CONSIDER AN UPDATE ON MATTERS RELATED TO HS2

The Deputy Town Clerk provided a briefing on the latest situation with regard to HS2 and indicated that an approach had been made by HS2 for an opportunity to informally update the Council.

It was **resolved** that Councillor Yates discuss with the Leader of Cheshire East Council a joint approach to government to explain the benefits of having a hub station in Crewe at the site of the existing station, and the importance of ensuring that there are high frequency services stopping at a high quality accessible Crewe hub station.

17/1/9 TO CONSIDER AN UPDATE ON MATTERS RELATED TO THE CREWE MASTER PLAN AND REDEVELOPMENT OF THE TOWN CENTRE

Councillor S Yates briefed members on the latest information with regard to strategic plans for the town centre. The preferred developer for the Royal Arcade development has been announced by Cheshire East Council along with broad details of the development. The following points were noted:

- The opportunity to focus on car parking, and to bring in leisure uses is welcomed, but the residential element is missing, and it is not yet clear how the Royal Arcades development will fit into the rest of the town centre. The Town Council hopes that it will contribute to the delivery of an integrated masterplan linking to surrounding developments.
- Progress on the Crewe Masterplan expected to be reported to Cheshire East Council's Cabinet in the autumn.

17/1/10 TO CONSIDER AN UPDATE ON DESTINATION CREWE

The Deputy Town Clerk advised members of the progress being made on the delivery of the Destination Crewe project. A map has been produced and printed aimed at business visitors, and arrangements for its promotion and distribution are being drawn up.

Members noted that:

- 1) The Town Centre Project Officer will take the lead role in this area on a day to day basis.

Chairman's Initials.....

- 2) A launch event was being planned to publicise the availability of the Destination Crewe leaflet and to promote the use of branding guidance/template/toolkit for Crewe Town Centre.

17/1/11 TO CONSIDER AN UPDATE FROM THE LEADER IN RELATION TO THE CREWE PARTNERSHIP BOARD INCLUDING PLANS FOR THE MARKET OFFER IN CREWE

The Leader briefed members on variety of issues that had arisen since the previous meeting. A report is expected to be made to Cheshire East Council's Cabinet in September.

17/1/12 TO CONSIDER THE DATE OF THE NEXT MEETING (5TH SEPTEMBER 2017).

Members noted the date of the next meeting.

Meeting closed: 8.15 p.m.

Chairman's Initials.....

Crewe Town Council Economic Development Committee

1 Chantry Court,
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 5th September 2017

- 17/2/01** Present
Cllrs Beard, B Minshall, John Rhodes¹ and Roberts.
- In attendance: Cllr Straine-Francis. Rob Mackenzie (Economic Development Officer) and Steve McQuade (Town Clerk)
- 17/2/02** To receive apologies for absence. Apologies have been offered by Councillors, D Yates and S Yates.
Apologies were received and accepted from Cllrs Hickson, D Yates and S Yates.
- 17/2/03** To note declarations of Members' interests
There were no declarations made.
- 17/2/04** To confirm and sign the minutes of the meeting held on 27th June 2017
The minutes of the previous meeting were accepted and signed as an accurate record.
- 17/2/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Two questions were asked about HS2. Members indicated that these issues would be picked up under the relevant item.
- 17/2/06** To consider an update on matters related to HS2 and to recommend to Council a response to the Crewe Hub Station consultation.
The Economic Development Officer took members through the latest update report.

Members **resolved** that the Deputy Town Clerk, after consultation with the Leader and the Chair of Economic Development Committee, submits a response to the consultation based on the following principles, taking into account any further information that becomes available before the consultation deadline of 17th October 2017:

Crewe Town Council wants to work with local, regional and national stakeholders to secure the best outcomes from the investments in HS rail and associated work at Crewe. The key outcomes we would like to see are:

¹ In the absence of a Chair, Cllr John Rhodes agreed to chair the meeting.

Chairman's Initials.....

- *Economic Growth in the Midlands and the North supported through the provision of frequent high speed links between the Midlands Engine and the Northern Powerhouse. For example links from the Midlands to Northern Powerhouse Rail via HS2. Links to the Midland Main Line to provide direct services to the Nottingham and Leicester City regions might be possible with the construction of an appropriate chord, vastly reducing journey times.*
- *Support for Economic Growth in other regions, for example through consideration of direct service from London to Edinburgh, and possibly South Wales to Edinburgh using HS lines as far as the West Coast Main Line near Wigan.*
- *Promoting economic growth in the region around Crewe.*
 - *More frequent services would improve the business case for HS2 by attracting more passengers, and spread the economic benefits across the surrounding areas. For example service frequency of 4 trains per hour to key destinations would bring waiting times down to 15 minutes and create a 25 mile hub catchment. Scenario 3 in the consultation is the minimum necessary to create the conditions for investment and growth. Taking into account practical limitations, the Town Council would like to see a minimum service of 3 trains per hour to and from London, Birmingham and Manchester.*
 - *The catchment could be further strengthened by improvements to local and regional connecting services. Better and more frequent regional services to and from the hub will spread the accessibility and economic growth to many towns within the hub catchment. More frequent local services will help to offer “walk-on” capability.*
 - *There must be no reduction in the current levels of service at any time. In particular, the service levels between Crewe and Manchester are important. It is important that after 2027, at least one of the HS London to Manchester trains stops at Crewe to replace the current Virgin Pendolino service that will cease.*

To make this possible the Crewe Hub station design will need to:

- *Accommodate not only the currently planned HS services, but also have the capacity for additional HS and regional services needed to achieve the desired outcomes. It also needs to have some spare capacity for future growth.*
- *Accommodate freight movements, allowing not only for existing traffic, but also for future growth*
- *Minimise the inevitable disruption to services during re-development by combining the redesign of the station with upgrades to signalling and junctions north and south of the station which would be required regardless of HS2.*
- *Improve accessibility by road, bus, taxi, cycle and on foot*
- *Take any practical steps to reduce speed restrictions on through trains*

Chairman's Initials.....

- *Provide a customer experience to meet 21st century expectations*
- *To make it possible for HS trains to stop at Crewe (in addition to the Liverpool services) a junction between HS 2b and WCML is required north of Crewe.*

The Town Council would regret the loss of any listed features at or close to the station and notwithstanding the provisions of the Phase 2a Hybrid Bill, exhorts all parties to seek to avoid or minimise any detrimental impact as a result of the station re-design.

Members also **resolved** that Cheshire East be contacted offering support and seeking increased involvement in the internal processes at Cheshire East and ensure the continued consistency of messages that are sent to the key decision makers involved with HS2.

Members welcomed the intervention of the local MP and supported an invitation being made to the Minister to visit Crewe and talk to local elected representatives and other local partners.

17/2/07 To consider an update from the Leader in relation to the Crewe Partnership Board including plans for the market offer in Crewe
The matter was deferred until Council on the 12th September.

17/2/08 To consider matters related to the accuracy of air quality data in Crewe.
Members expressed concern in relation to the publication of inaccurate air quality data and the impact that might be having on public health of generations to come.

Members stressed the importance of tackling poor air quality as a means of removing potential barriers to long term investment. New and enhanced traffic management and highways systems are seen as the prime means of addressing issues and lead to long term improvements in air quality.

Members wished to see measures to increase the take up of and investment in new technology such as the infrastructure for electric vehicles.

Members also wished to see more activity to improve sustainable transport options including walking and cycling.

Members called upon Cheshire East to implement actions that would lead to existing Air Quality Management Areas (AQMA) being tackled and to ensure there was no need to create further AQMA.

The Clerk was asked to identify the costs of undertaking independent air quality testing at one or more locations in Crewe. The purpose being to verify the data being published by Cheshire East.

17/2/09 To note the actions of Cheshire East in terms of strengthening housing enforcement policies relating to landlords
Members noted the update to policies by Cheshire East, welcomed the strengthening

Chairman's Initials.....

of enforcement policies and encouraged Cheshire East to continue to pursue all means to improve housing quality in the private rented sector including landlord registration.

17/2/10 To consider the date of the next meeting (7th November 2017).
Members noted the date of the next meeting.

Meeting closed: 20:30

DRAFT

Chairman's Initials.....

Crewe Town Council Economic Development Committee

1 Chantry Court,
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 7th November 2017

- 17/3/01** Present
Cllrs B Minshall, John Rhodes, Roberts, D Yates and S Yates.
In attendance Rob MacKenzie (Deputy Town Clerk), Trevor Langston and Mark Waters (both South Cheshire Chamber of Commerce and Industry for item 17/3/07)
- 17/3/02** To elect a member to chair the committee. Note: Cllr D Yates was previously elected as vice-chair.
Members **resolved** to elect Cllr Straine-Francis as Chairman
- 17/3/03** To receive apologies for absence.
Apologies for absence were received and accepted from Cllrs Beard, Johnson and Hickson.
- 17/3/04** To note declarations of Members' interests
There were no declarations made.
- 17/3/05** To confirm and sign the minutes of the meeting held on 5th September 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/3/06** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
A member of the public spoke
- Supporting the comments by the Town Council on HS2 referring to the need for good bus links to the Hub Station.
 - Asking whether it would be possible to create a "winter wonderland" in the town centre. Cllr S Yates responded by confirming that such suggestions for improvements are always welcome and the Town Council wishes to expand the Christmas activities programme as and when resources allow.¹

¹ Cllr Straine Frances joined the meeting and took the chair
Chairman's Initials.....

17/3/07 To receive and consider a presentation in relation to progress on the delivery of the Crewe Pledge

Members received an update from Mr Langston and Mr Waters in relation to the work of the Pledge. The Pledge aims to develop young people's employability skills; help them to explore the opportunities for employment, education and training which are available in the area; help employers to identify future employees; and to develop employer's skills to work with young people. Information on activities and achievements in 2016/17 in Crewe was circulated (copy appended to minutes). Examples of specific activities in the hospitality industry were given to illustrate the type of work done.

Members asked a number of questions, including in relation to helping young people to access better paid jobs, working with minority ethnic groups, disadvantage young people, and measuring outcomes.

Mr Langston explained that the Pledge has been working closely with schools, but would like to extend its reach to the wider community.

Members agreed to help with the following

- suggestions as to community groups the Pledge could work with;
- inform the Pledge of community events that the Pledge could engage with;
- an introduction from the Mayor to the local Police Chief Inspector with regard to the re-establishment of Police Cadets;
- an introduction from the Mayor to GAP Personnel;
- contact details of any employers who might be interested in working with the Pledge either to help recruit young people or to assist with Pledge programmes such as Employment Readiness;

Members supported the suggestion that the annual Crewe Jobs Fair be revived.

Messrs. Langston and Waters were thanked for their presentation and work with the Pledge, and the Chair assured them of the Committee's continuing support.

17/3/08 To note the submission of the response to the latest HS2 consultation.
Members noted the submission and thanked the Deputy Town Clerk for the comprehensive nature of the response.

17/3/09 To consider the draft budget
Members asked the Town Clerk and Deputy Town Clerk to circulate further information on the breakdown of the current year's budget, and recommendations for 2018/19 with a view to members commenting on the proposals before the next meeting of the Strategic Steering Group.

17/3/10 To consider the date of the next meeting (9th January 2018).
Members noted the date of the next meeting.

Meeting closed: 8:25 p.m.

Chairman's Initials.....

Crewe Town Council
Strategy Steering Group

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL



Minutes of the meeting held on 31st May 2017

- 17/1/01** Present
Cllrs S Yates, John Rhodes, P Minshall and B Minshall
- In attendance: Cllrs Jill Rhodes and Steve McQuade (Town Clerk)
- 17/1/02** To receive apologies for absence
Apologies were received and accepted from Cllr Lundie.
- 17/1/03** To note declarations of Members' interests
There were no declarations made.
- 17/1/04** To note the terms of reference for the Committee
Members noted the terms of reference.
- 17/1/05** To approve the minutes of the meeting held on 10th January 2017
The minutes of the previous meeting were agreed as an accurate record and signed.
- 17/1/06** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions raised.
- 17/1/07** To consider the strategic financial position
Members noted the financial position at year end. Noting the level of the reserves and the need to keep these under review.
- 17/1/08** To consider an update on the Strategic Direction of the Council from the Leader and receive updates from Committee Chairs on the contribution being made to that strategy, including any relevant proposals and new projects.
Members reviewed the strategic context and considered the threats and opportunities presented by the present and future operational environment.
Issues discussed included:
- Potential asset and service transfer.
 - Impact of the master plan for Crewe.
 - Continued improvement in the town centre.

Chairman's Initials.....

- Support for third party investment in major projects.
- The delivery of a balanced housing supply.

17/1/09 To consider a request from Community and Environment Committee for additional expenditure to expand the Christmas Illumination scheme
Members **resolved** that the total budget for the Christmas and advent programme be increased to 69k.

17/1/10 To note the date of the next meeting – 7th September 2017.
Members noted the date of the next meeting.

Meeting closed:

Chairman's Initials.....

Crewe Town Council
Strategy Steering Group

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL



Minutes of the meeting held on 7th September 2017

- 17/2/01** Present
Cllrs S Yates, John Rhodes, P Minshall and B Minshall
- In attendance: Cllr Straine-Francis and Steve McQuade (Town Clerk)
- 17/2/02** To receive apologies for absence
Apologies were received and accepted from
- 17/2/03** To note declarations of Members' interests
There were no declarations of interest.
- 17/2/04** To approve the minutes of the meeting held on 31st May 2017
The minutes of the previous meeting were accepted and signed as an accurate record.
- 17/2/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions asked.
- 17/2/06** To consider the strategic financial position
Members noted the financial position.
- 17/2/07** To consider the strategic context for the budget and identify priority areas and cost pressures for Committees to consider in recommending their budget requirements for 2018/9
The Leader outlined the process for setting budgets which would be the same as in the previous year.

Members discussed the likely factors to be taken into consideration:

- Possible devolution of functions and services.
- Organisational and capacity issues.
- Potential impact of any 106 and CiL monies. Planning committee to lead on this area and seek to gain greater influence on how such monies are spent. The Cheshire East 106 officer to be invited to the next planning meeting.
- The likely pressures from transport and highways related issues. Members asked that Economic Development take the lead on matters such as the

Chairman's Initials.....

- development of the Local Transport Plan and minor works improvement.
- The pressures arising from changing housing needs.
- Economic development Committee would be expected to face pressures around HS2 funding and the marketing/image for Crewe.
- Pressures on the Community Plan Committee related to the growth in activities and demand for involvement/support. The need to support town centre investment and activities including support for the resource needs of the Ranger service. Pressures that may arise from the creation of community groups to support for example the smaller parks and play areas.

Strategic Steering Group confirmed budget setting advise to Committees and asked that they note the following points:

- 1) Committees to consult as widely as possible with interested parties.
- 2) Committees are asked to firstly consider the Council's overall strategic priorities and identify any issues that might have a positive or negative impact on the budget. Is the Committee resourced such that it can deliver the desired strategic outcomes in the context of the evolving operational landscape.
- 3) Committees are asked to specifically consider those strategic priorities that relate to transfer/devolution of assets and or services.
- 4) Committees are then asked to review any issues that arise from the ongoing delivery of the Committee's obligation. Do resources match priorities and commitments for instance?
- 5) Strategic Steering Group will give guidance on policy related to the potential parameters within which any change in precept could be considered.
- 6) Strategic Steering Group to consider policy in relation to the management of adequate general and specific earmarked reserves.

17/2/08 To note the date of the next meeting – 9th November 2017.
Members noted the date of the next meeting.

Meeting Closed: 20:30

Crewe Town Council Strategy Steering Group

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL



Minutes of the meeting held on 18th December

- 17/3/01** Present
Cllrs S Yates, John Rhodes, P Minshall and B Minshall.
- In attendance: Cllrs Johnson, Hickson and Steve McQuade (Town Clerk)
- 17/3/02** To receive apologies for absence
Apologies were received and accepted from Cllrs Lundie and Straine-Francis.
- 17/3/03** To note declarations of Members' interests
There were no declarations of interest.
- 17/3/04** To approve the minutes of the meeting held on 7th September 2017
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/3/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions asked.
- 17/3/06** To consider recommending to Council that the terms of reference for Planning Committee include responsibility for matters related to Housing, Landlord supervision and design guidance.
Members **resolved** to make the above recommendation to Council.
- 17/3/07** To consider the strategic financial position
Members noted the current financial position
- 17/3/08** To consider the emerging budget position
Members considered the budget and asked that:
- Total allotment budget moved to 5k from 10k.
 - Civic cost centre changed from 15k to 7.5k.
 - Create sinking fund on Christmas Lights using half of the proposed increase in budget i.e. 6.5k.
 - Extra expenditure be included to provide for a second Ranger. That Council would commit to a three-year rolling contract with Ansa, provided that the

Chairman's Initials.....

terms of employment are agreed with the Town Council. £20k to be added to cost centre 307 to cover the costs.

- The RFO was asked to reconfigure the budget related to the Community Plan to clearly show the individual projects.

17/3/09 To note the date of the next meeting – 9th January 2018.
Members noted the date of the next meeting.

Meeting closed: 21:00

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Chairman's Initials.....

Crewe Town Council
Strategy Steering Group

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL



Minutes of the meeting held on 9th January 2018

17/4/01 Present

Cllrs S Yates, John Rhodes, Straine-Francis and B Minshall.

In attendance: Cllr Johnson, Cllr Hickson and Steve McQuade (Town Clerk)

17/4/02 To receive apologies for absence

Apologies were received and accepted from Cllr B Minshall.

17/4/03 To note declarations of Members' interests

There were no declarations made.

17/4/05 To approve the minutes of the meeting held on 18th December 2017

The minutes of the previous meeting were agreed and signed as an accurate record.

17/4/06 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

There were no questions asked.

17/4/07 To consider making a recommendation to Council on the budget and the setting of the precept for 2018/9

Cllr John Rhodes thanked Cllr Minshall for preparing the supporting documentation around the Community Plan budget.

Members considered the budget and focussed on the finalisation of the Community Plan part of the budget. Members asked that:

- The 5k allocated to the Tour of Britain be deleted.
- That a further 20k be trimmed from the cost centres prior to the submission of the overall draft budget to Council.
- The Chair of Community Plan Committee determine which budget lines should be trimmed and notify the RFO.

Members welcomed the change in the way Community Plan activities are reflected in the accounts as this affords a more transparent means for members to identify the outturn of individual projects. Members accepted that the change

Chairman's Initials.....

would impact on the quality of some management data on a council wide basis.

The Chair of Community Plan Committee was asked to circulate an analysis of a number of projects in the current year to show the total costs of certain projects. This would help members understand on projects that are annual what the costs were and if projections for next year show an increase allow for that difference to be explained e.g. due to expansion in the scope and ambition of a project.

Members having taken into account these changes **resolved** to recommend Council agree the budget as presented to Strategic Steering Group but with a reduction of 25k (in the Community Plan cost centres) and set the precept at £682,875.

17/4/08 To note the date of the next meeting – 12th March 2018.
Members noted the date of the next meeting.

Meeting closed: 22:08

Chairman's Initials.....

Crewe Town Council Strategy Steering Group

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL



Minutes of the meeting held on 12th March 2018

- 17/5/1** Present
Cllrs S Yates, John Rhodes, Lundie, Straine-Francis and P Minshall.

In attendance: Cllr Roberts and Steve McQuade (Town Clerk)
- 17/5/2** To receive apologies for absence
Apologies were received and accepted from Cllr B Minshall.
- 17/5/3** To note declarations of Members' interests
There were no declarations made.
- 17/5/4** To approve the minutes of the meeting held on 9th January 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 17/5/5** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions or statements.
- 17/5/6** To consider a report from the Leader in relation to the organisational structure of committees and their terms of reference and make relevant recommendations to Council
Members **resolved** that the organisational structure be recommended to Council for adoption from Annual Council in May.

Members indicated that the structures would be reviewed after 3 meeting cycles, in order that Council in November/December could have feedback from each Committee.
- 17/5/7** To note the date of the next meeting
Members deferred a decision on this pending the future of the Group.

Meeting closed: 19:53

Chairman's Initials.....

Crewe Town Council
Community Plan Committee

1 Chantry Court,
Forge Street,
Crewe,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Monday 10th July 2017

- 17/1/01** Present:-
Councillors Benn Minshall, Pam Minshall, Brian Roberts, Dennis Straine-Francis, Diane Yates and Simon Yates
- Apologies:-
Councillor Jill Rhodes
- In attendance:-
Hannah Marr (Community Engagement Officer), Lindsay Lewis (Town Centre Projects Officer) and Councillor Marilyn Houston
- 17/1/02** To elect a Chair for the Community Plan Committee
Members **resolved** to elect Councillor Benn Minshall as the Chair of the Community Plan Committee
- 17/1/03** To elect a Vice Chair for the Community Plan Committee
Members **resolved** to recommend to Council that Councillor Marilyn Houston be elected to fill the membership vacancy within the Community Plan Committee
Members further **resolved** to elect Councillor Marilyn Houston as the Vice Chair of the Community Plan Committee once the recommendation is resolved by Council
- 17/1/04** To note declarations of Members' interests
No declarations of interests were made by Members'
- 17/1/08** To confirm and sign the Minutes of the Meeting held on Monday 6th February 2017
(attached)
The Minutes of the Community Plan Committee Meeting held on Monday 6th February 2017 were approved by Members and were signed as an accurate record by the Chair of the Community Plan Committee
- 17/1/09** To note the Terms of Reference for the Community Plan Committee
(attached)
Members noted the Terms of Reference for the Community Plan Committee
- 17/1/10** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
No questions were asked or comments submitted by members of the public
- 17/1/11** To note the financial position of the Community Plan Committee
(attached)
Members noted the financial position of the Community Plan Committee
Members sought clarification on Cost Centres 4181 and 4183 which is then to be fed back at the next meeting

- 17/1/12** To receive a report from the Town Centre Projects Officer
(report circulated prior to the meeting)

The Town Centre Projects Officer presented a report to the Community Plan Committee and provided members with an update on the work carried out since starting her role in June 2017¹

- 17/1/13** To consider an update regarding the work undertaken by A Vision for Crewe – Crewe’s Community Plan
(report circulated prior to the meeting)

The Community Engagement Officer presented a report to the Community Plan Committee and provided members with an update on the work undertaken by A Vision for Crewe – Crewe’s Community Plan between January 2017 and July 2017

- 17/1/14** To consider matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan
Members considered matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan

- 17/1/15** To note the date of the next meeting

The date of the next meeting was set for **Monday 16th October 2017**

The meeting was closed at 8:38pm

Final

¹ Lindsay Lewis, the Town Centre Projects Officer left the meeting at the end of Item 17/1/12

Crewe Town Council
Community Plan Committee

1 Chantry Court,
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Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Monday 23rd October 2017

- 17/2/01** Present:-
Councillors Marilyn Houston, Benn Minshall, Pam Minshall, Brian Roberts, Jill Rhodes, Dennis Straine-Francis, Diane Yates and Simon Yates
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 17/2/02** To note declarations of Members' interests
No declarations of interests were made by Members'
- 17/2/03** To confirm and sign the Minutes of the Meeting held on Monday 10th July 2017
(attached)
The Minutes of the Community Plan Meeting held on Monday 10th July 2017 were approved by Members and were signed as an accurate record by the Chair of the Community Plan Committee
- 17/2/04** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments to the Community Plan Committee
No questions were asked or comments submitted to the Community Plan Committee by the public
- 17/2/05** To review the year to date financial position for the Community Plan Committee
(attached)
Members noted the financial position for the Community Plan Committee

17/2/06 To note Crewe Town Councils response to the Supported Bus Service Review undertaken by Cheshire East Council
(paper circulated)

Members noted Crewe Town Councils response to the Supported Bus Service Review undertaken by Cheshire East Council which was as follows:-

Crewe Town Council wishes to respond to the review and sets out its response in two groups. Matters of general nature and those specific to the current services and bus routes.

Taking general matters first:-

- 1. The proposals are regressive and indeed a case could be made for the increase in the level of support for local services.*
- 2. The reduction in supported service will inevitably impact on those who have the least access to private means of travel.*
- 3. The reduction in supported services will target the most vulnerable in our society.*
- 4. The Town Centre Regeneration Strategy refers to establishing an approach to future bus services for the town which meets modern and future bus passenger needs, the Council questions whether the proposed reduction in service aligns itself with the Regeneration Strategy.*
- 5. The proposals will eliminate travel options in the evening and on Sundays. This will increase social isolation and inhibit residents and visitors accessing valuable amenities such as retail and leisure opportunities in the town centre.*
- 6. The impact of key investments such as the Lifestyle Centre will be influenced as users will find it harder to access services such as the library and sports facilities.*
- 7. The changes will have a negative impact on businesses such as town centre traders.*
- 8. The Council calls for a full equalities impact assessment to be undertaken and published.*
- 9. The Council calls on Cheshire East to look again at its methodology used to underpin the survey data.*
- 10. The proposals are environmentally unfriendly, can only lead to increased car usage which in turn raises pollution levels. Council asks if the impact of such changes have been modelled and the effect on the current Air Quality Management Areas quantified.*

Turning now to issues specific to the current service. The following points are made:-

- 1. At present most services into Crewe stop at around 8pm. There is for example no service into the town centre after that time. This situation will get worse under the proposal with services stopping around 5pm and none on a Sunday.*
- 2. Services need to be improved as that would increase usage. The '6' service for instance is frequently cancelled at short notice and this detracts from passenger numbers and acts a deterrent to using the service.*
- 3. There is only one bus that leaves late enough to permit it to be used by those wishing to access performances at the Lyceum. It is proposed that this service should cease.*

Council hopes that you will give due consideration to these points as part of this consultation.

Councillors Jill Rhodes and Brian Roberts updated the Committee regarding a Cheshire East Council meeting they attended in Macclesfield today (Monday 23rd October 2017) regarding the Supported Bus Service Review

Members requested that a response be drafted covering all their concerns related to the proposed cuts in services

Councillors Rhodes and Roberts were requested to collate a list of key points which will then be passed on to the Town Clerk so that the response can be submitted before the end of October 2017

17/2/07 To receive an update regarding work undertaken by A Vision for Crewe – Crewe's Community Plan
(report circulated)

Members received an update report regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan which was circulated prior to the Community Plan Committee Meeting

- 17/2/08** To consider matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan under the themes of:-
- Arts, Culture, Leisure and Heritage
 - Health and Wellbeing
 - Housing
 - Environment
 - Town Centre
 - Young People
 - Homelessness
 - Raising Civic Pride

Members considered matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan

Members **resolved** that the main areas of focus going forward would continue to be:-

- Arts, Culture, Leisure and Heritage
- Health and Wellbeing
- Environment
- Town Centre
- Young People
- Homelessness
- Raising Civic Pride

- 17/2/09** To consider matters related to the draft budget for the Community Plan Committee for the forthcoming financial year 2018 / 2019
(draft budget circulated)

Members considered the draft budget for the Community Plan Committee for the financial year 2018 / 2019 and **resolved** to make revisions to the proposed draft budget presented to the Committee and that it is then submitted to the Strategy Steering Group for consideration

- 17/2/10** To note the date of the next meeting – Monday 5th February 2018

The date of the next Community Plan Committee Meeting was noted by Members as Monday 5th February 2018

The Community Plan Committee Meeting was closed at 8:23pm



**Proposed Draft Budget
Community Plan Committee Meeting
Monday 23rd October 2017**



Financial Year 2018 / 2019

Amount	Activities and Projects
£5,000	Carers Information Days
£5,000	Annual Report
£10,000	Chalk It Up
£2,000	Crewe Women's Day
£10,000	Environmental and Wildlife Projects
£10,000	Tree of Light Ceremony
£5,000	Tour of Britain Related Projects
£10,000	Public Realm Art Installation
£5,000	Town Centre App
£5,000	Town Centre PR
£10,000	Town Centre Projects and Activities with Retailers
£10,000	Community Asset Support
£10,000	Outreach Worker
£25,000	Sustaining the Vision for Crewe Network
£2,000	International Cohesion Projects
£124,000	Total

Crewe Town Council
Community Plan Committee

1 Chantry Court,
Forge Street,
Crewe,
Cheshire,
CW1 2DL
Tel: 01270 756975

www.crewetowncouncil.gov.uk



Minutes of the Meeting held on Tuesday 27th March 2018

- 17/3/01** Present:-
Councillors Benn Minshall, Diane Yates and Simon Yates
- Apologies received from:-
Councillors Marilyn Houston, Pam Minshall and Brian Roberts
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 17/3/02** To note declarations of Members' interests
- No declarations of interests were made by Members'
- 17/3/03** To confirm and sign the Minutes of the Meeting held on Monday 23rd October 2017
(attached)
- The Minutes of the Community Plan Meeting held on Monday 23rd October 2017 were approved by Members and were signed as an accurate record by the Chair of the Community Plan Committee
- 17/3/04** Public Participation
- A period not exceeding 15 minutes for members of the public to ask questions or submit comments to the Community Plan Committee
- No questions were asked or comments submitted to the Community Plan Committee by the public
- 17/3/05** To review the year to date financial position for the Community Plan Committee
(attached)
- Members noted the financial position for the Community Plan Committee
- 17/3/06** To receive an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan
- The Community Engagement Officer updated the Community Plan Committee on work undertaken by A Vision for Crewe – Crewe's Community Plan

17/3/07 To consider matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan under the themes of:-

- Arts, Culture, Leisure and Heritage
- Health and Wellbeing
- Environment
- Young People
- Homelessness
- Supporting Community Organisations and Assets
- Raising Civic Pride

Members considered matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan during this financial year, 2017 / 2018, and the next financial year, 2018 / 2019

Members **resolved** to allocate £2,500.00 to Crewe YMCA towards the Community Café Proposal from the Community Plan Budget for 2017 / 2018

Members **resolved** to allocate £5,000.00 to What’s Happening on North Street towards the Outreach Centre Proposal from the Community Plan Budget for 2017 / 2018

Members **resolved** to allocate £5,000.00 to Family Ties CIC towards continuing the Crewe Youth Voice Engagement Project from the Community Plan Budget for 2017 / 2018

Members **resolved** to formally close the Crewe Town Council Youth Council and replace this with the Crewe Youth Voice Group to enable the Town Council to continue to engage with young people in Crewe. Members wished to thank the Chairman and Councillors of the Youth Council for their work and support whilst serving their time in office

Members **resolved** to adopt the Hedgehog and Wildlife Planning Initiative and that this be taken into consideration when reviewing and responding to future planning applications

Members noted the Ecological Appraisal completed for Crewe Central and **resolved** to establish an Environmental Crewe Project to recognise and support new and existing activities, projects and ideas aimed to improve the environment, ecology and wildlife in Crewe

Members **resolved** to allocate £10,000.00 from the 2018 / 2019 Community Plan Budget towards a Destinations Worker to support the homeless in Crewe

Members **resolved** to recommend that the Crewe Homelessness Work Group reports back to the Community Plan Committee as part of the work being undertaken by A Vision for Crewe – Crewe’s Community Plan

Members **resolved** to allocate £5,000.00 to CVS Cheshire East toward a Volunteering Crewe Project from the Community Plan Budget 2017 / 2018

Members **resolved** to allocate £7,000.00 to a Youth Club ran in Crewe South by Crewe YMCA from the Community Plan Budget 2017 / 2018

Members **resolved** to allocate funds from the 2018 / 2019 Community Plan Budget towards supporting Edleston School to purchase translation software to assist learning and teaching within the school

Members noted the formation of the Crewe Heritage Working Group and thanked the Group for their input so far. Members **resolved** to recommend that the Crewe Heritage Working Group reports to the Town Development Committee at future meetings

Members **resolved** to recommend that the Crewe Town Council Annual Report is compiled and is presented at a future meeting of the Community Plan Committee for further discussion

Members **resolved** that the Mayor of Crewe presents two Awards to deserving residents and / or causes from Crewe at the Annual Town Meeting on Thursday 19th April 2018 under the categories of Bravery and Community Recognition with the view that these Awards will be presented in exceptional and outstanding circumstances

17/3/08 To note the current Crewe Town Council Small Grants Scheme guidance and documents and consider any amendments to the Small Grants Scheme for implementation from 1st April 2018

Members noted the current Crewe Town Council Small Grants Scheme guidance and documents

Members **resolved** to make amendments to the Crewe Town Council Small Grants Scheme documents which are to be implemented from 1st April 2018

Members **resolved** to recommend that the Small Grants Scheme Working Group reports and makes recommendations to the Community Plan Committee as part of the work being undertaken by A Vision for Crewe – Crewe’s Community Plan

17/3/09 To note the date of future meetings of the Community Plan Committee as:-

- Monday 25th June 2018
- Monday 20th August 2018
- Monday 1st October 2018
- Monday 3rd December 2018
- Monday 4th March 2019

Members noted the dates for future meetings of the Community Plan Committee

17/3/10 Meeting closed at 8.12pm

Crewe YMCA Community Café Proposal
Report to Community Plan Committee
Wednesday 27th March 2018



Background

Crewe YMCA was formed in 1982 and we currently operate services which include:-

A Foyer Service

This supports single young people experiencing homelessness. We work with people aged 16 – 30 years old to develop their personal assets so that they can live independently, work or train. We ensure that we create opportunities to counter homelessness by offering a wide range of programmes that build the skills they need for a positive future

A Destination Service

This is a cluster of services comprising of several groups experiencing or threatened with homelessness which includes services for rough sleepers, floating support services based in the community and an accommodation project for single mothers with children

Communities Service

This delivers eight After School Clubs across Crewe and a range of parenting and other programmes

The aim of all our services is to provide *'Better lives and better futures for young people and communities'*

Overview of the Project

The Pilot Project will start in September 2018 and will utilise the well-equipped catering kitchen and café area currently used for general community work and for the people who live in the main YMCA building where it is located

We want to develop a working café that has a dual purpose – it operates for the benefit of our service users to learn basic catering and retail skills and it will also create a context for the YMCA to develop community groups in a café environment

We envisage the café providing food by starting small and growing with demand which will then support community groups and local residents across the year as it develops

Aims and Objectives of the Project

We have previous experience of running a café on site which means that we are clear on market needs to enable us to attract customers in the timescale detailed below

The main aims of the project are:-

- To increase the opportunities for single homeless people to build their confidence by learning new skills and gaining a sense of ownership of the project
- Provide tasters in catering and retail skills increasing experience for further training and employment
- Increase skill bases by providing opportunities to undertake a food hygiene and other qualifications
- Provide essential employability skills and qualifications in areas such as timekeeping, personal hygiene, taking direction, team working, customer service, etc.
- Provide our local community with a vibrant café context for drop in sessions with local PSCOs, delivery of parenting groups, services and supporting other community organisations with a venue and more besides

What are the issues which this project will address?

We work with over 130 single people every year each of whom are experiencing homelessness and who live on site at the YMCA. They face multiple issues underpinning their experience of homelessness which include widespread alcohol and substance misuse, emotional trauma and poor mental health. Many have backgrounds in the criminal justice system, large numbers are estranged from any meaningful family support and most are unemployed or unskilled

The café will operate as an effective platform for working with young people in a positive way. We will capture the growth of each person participating by ensuring clear goals are set so that in addition to learning new skills, we will measure individual's confidence, teamwork skills gained through the project using an Asset Tracker that captures the goals and journeys of each of our service users. This provides an audit and evidence of individual improvement and which also maps against the issues that contribute to increased anti-social behaviour, crime, substance misuse and societal disaffection

Who will benefit?

The project will be piloted for one year between September 2018 and September 2019

We will aim to:-

- Work with a minimum of 30 people experiencing homelessness learning retail and catering skills and building a range of personal assets using our Tracker App
- Offer a café experience to a minimum of 40 people per week including members of the local community
- Provide drop in sessions around parenting, welfare, benefits, gym and fitness, etc. to a minimum of 40 people from the local community

What will happen after the funding has been spent?

We have already done considerable research into the café project through evaluating our previous catering and retail experience over the last few years

From this and the experience gained from the new pilot project, we will develop a sustainability plan that is based around the outcomes for the individuals and the groups which the café will serve. This will include income generation, further grant support and links to other projects in the pipeline

Funding Streams

The project will cost approximately £25,000

We have approached the Police and Crime Commissioner for £5,000 and would like to approach the Town Council for funding of £2,500 towards the project.

The remaining funds will come through grant funding and fundraising through Crewe YMCA

**What's Happening on North Street
Outreach Centre Proposal
Report to Community Plan Committee
Wednesday 27th March 2018**



Owned and run by the Methodist Church, What's Happening on North Street has been open for over two years and built on the site of a former Methodist Church. The remit was to create a new 'Church' from scratch, provide a range of information, advice, support and activities for the local community and to help and support people outside the reach of existing churches

There is a Coffee Shop which is open five days per week and this has become the hub around which everything else centres. There is currently a range of activities most of which have come from building relationships with local people and matching their needs to what we are able to provide, often in partnership with other local organisations. We have so far exceeded our expectations and plans

Proposal

We have worked closely with the Town Council over the last two years to support the work carried out via your Community Plan. The Council regularly holds meetings in the Café, has been a great advocate of our work and has frequently signposted organisations and residents to use our facilities as well as introducing us to a number of community partners and businesses for which we are very grateful

We have evolved a number of projects and ideas together with the Town Council which have included developing a pilot project called Make Space which were a series of art therapy workshops funded through the Vision for Crewe Small Resources Project Funding. This pilot was very successful and we have now obtained external funding to enable this to continue on an ongoing basis and the Vision for Crewe Network helped us to find the right person to facilitate the project

Through our partnership with the Town Council and the Local Area Coordinators we have established a Friendship Group which meets weekly and provides social interaction and activities for local people who are socially isolated or struggle to get to other activities. This regularly has an attendance of around 20 – 25 people of all ages each week and provides a variety of activities for them to participate in, in a safe environment with informal counselling on hand when they need it and sessions are organised in accordance with the groups wishes, wants and needs

As you may be aware, Cheshire East Council is creating Connected Community Centres across the county with the idea of these being to partner with local community centres to deliver around local neighbourhood priorities and needs

What's Happening on North Street has taken the decision not to become a Connected Community Centre as we felt that the model did not suit our ethos and ways of flexible working with our neighbourhood in a proactive way

However, we are very keen to establish a partnership with the Town Council to become an 'Outreach Centre' in the North area of Crewe to strengthen your connections with the community

What's Happening on North Street feels this will bring the following advantages to the Town Council:-

- This would build on an existing successful partnership giving us both an opportunity to build upon this work through the existing groups, such as those mentioned previously, and enables the ability to start new groups, projects and initiatives
- It would give the Town Council a clear presence in another area of Crewe where many people, especially the elderly and those who are socially isolated, find it difficult to get into the Town Centre
- It gives the Town Council the opportunity to pilot the idea of an 'Outreach Centre' by putting it into practice and use this learning and evidence to potentially replicate a similar model in other areas of Crewe when required or necessary
- It would lead to activities or ideas taking place at What's Happening on North Street which may not have been thought about previously or possibly without a 'base' but which our partnership will lead to more creative ideas and thinking whilst engaging with the community

From April, we would want to explore with the Town Council an agreed usage of rooms and facilities which could be used for partnership work and delivering on the Town Councils priority areas of focus especially on those located in our neighbourhood of Crewe

This would include the Town Council supporting the costs of:-

- Continuing the Friendship Group each week for 12 months
- Supporting the new Mental Health Recovery Café for 12 months
- Supporting Town Council led community consultations, events and network meetings
- Developing new projects, ideas and initiatives in accordance with the Town Councils priorities and the needs of the local neighbourhood which can be used proactively where needed but in agreement with the Town Council such as developing connections with new residents moving into the new homes being built on the former Cross Keys site

We anticipate that funding of approximately £5,000 would support our joint partnership over the next twelve months and during that time we will jointly seek external funding to support the projects and activities where possible

Crewe Youth Voice Group Continuation Proposal

Slide 1



Youth Voice Group

Slide 2

Survey Results

Do you like living in Crewe?	24% of participants do not like living in Crewe
	76% do like living in Crewe

Slide 3

Survey Results

Do you feel safe living in Crewe?	59% of participants feel safe
	41% of participants do not feel safe

Reasons given for not feeling safe	Lack of lighting
	Alleyways
	West Street
	Young people hanging around
	Neighbours

Survey Results

What could be done by Crewe Town council to help young people feel safer?

Suggestions given.....

Get rid of "druggies"

Get rid of "smack heads"

More lighting in alleyways


More police/ ambulances

A scale of 1 - 10 how safe young people feel?

1	2	3	4	5	6	7	8	9	10
			5	4	1	1	2	2	2

Any other comments on safety in Crewe?

More CCTV to be installed in the town



Perceptions.....

Are your views informed by....

- First hand account?
- Other peoples views?



- 41% of Participants did not answer this question
- Of the 59% that answered...
 - 60% of these were influenced by parents or teachers
 - 40% were first hand account.

Survey results....

How likely are you to communicate with Crewe Town Council via Social Media?

76% are unlikely to communicate with Crewe Town Council using Social Media

24% said they would communicate using social media



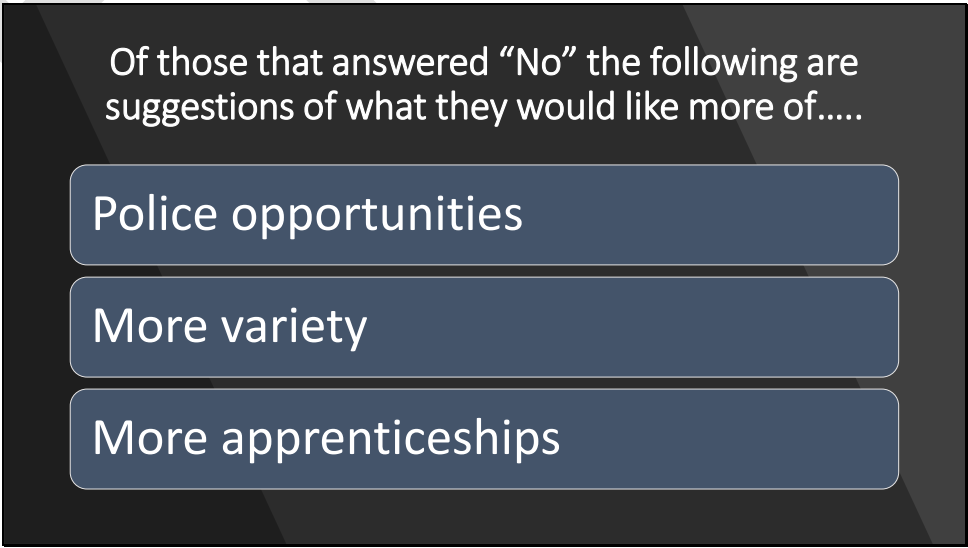
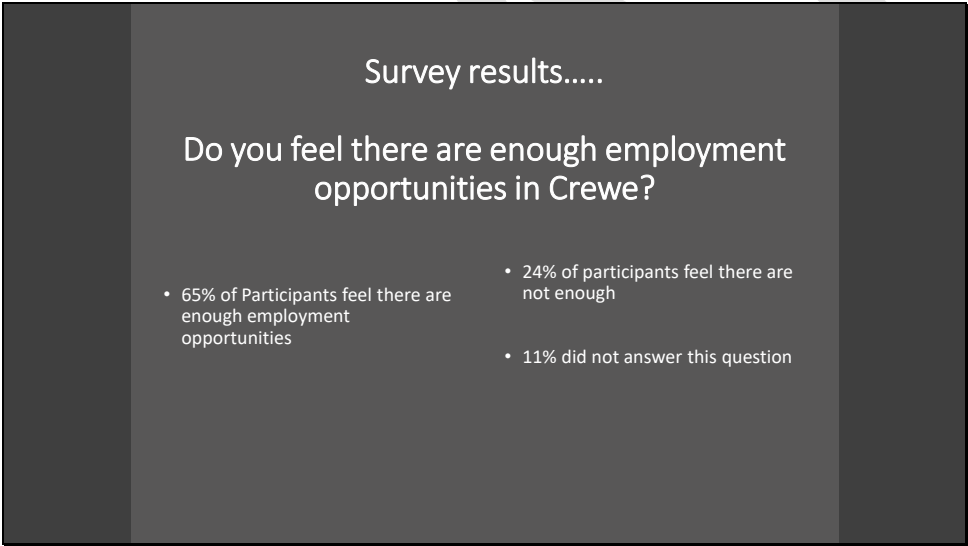
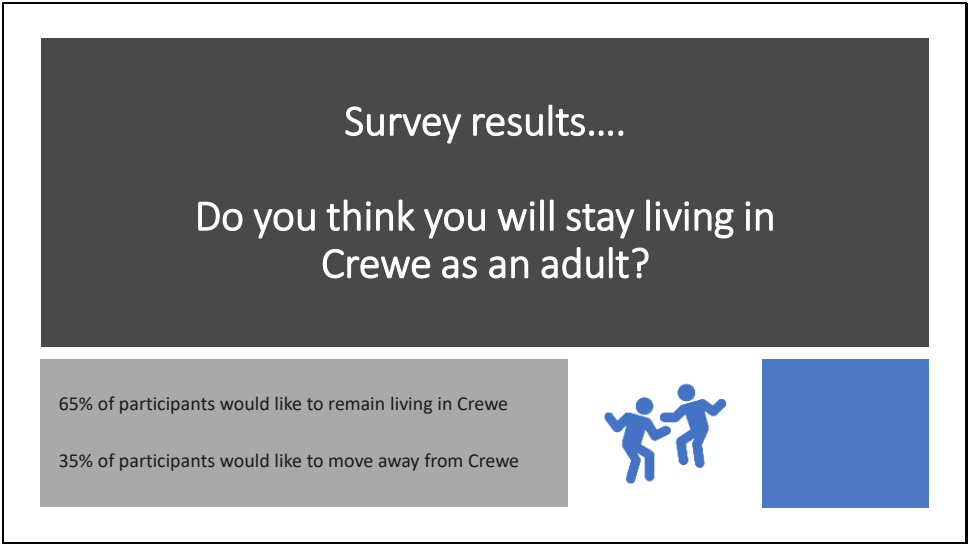
Do you use Social Media?

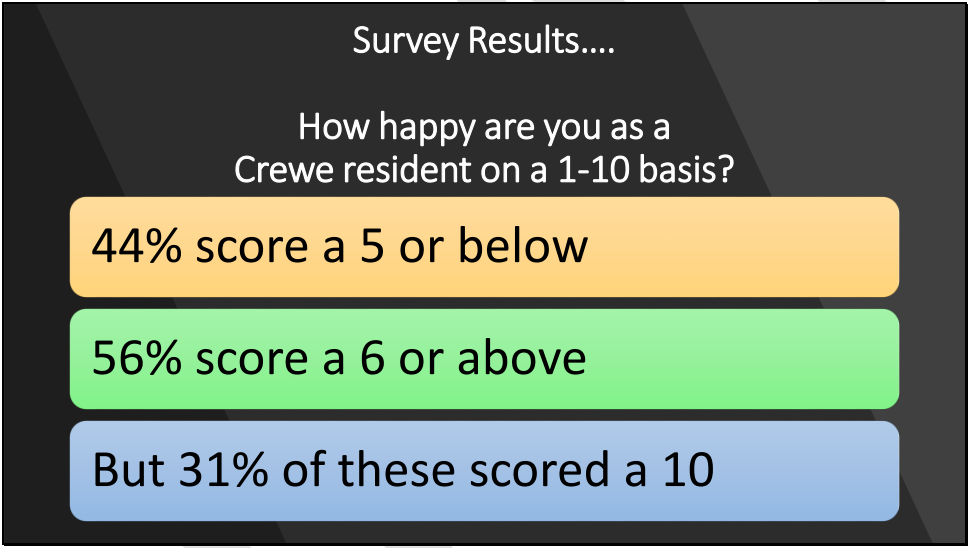
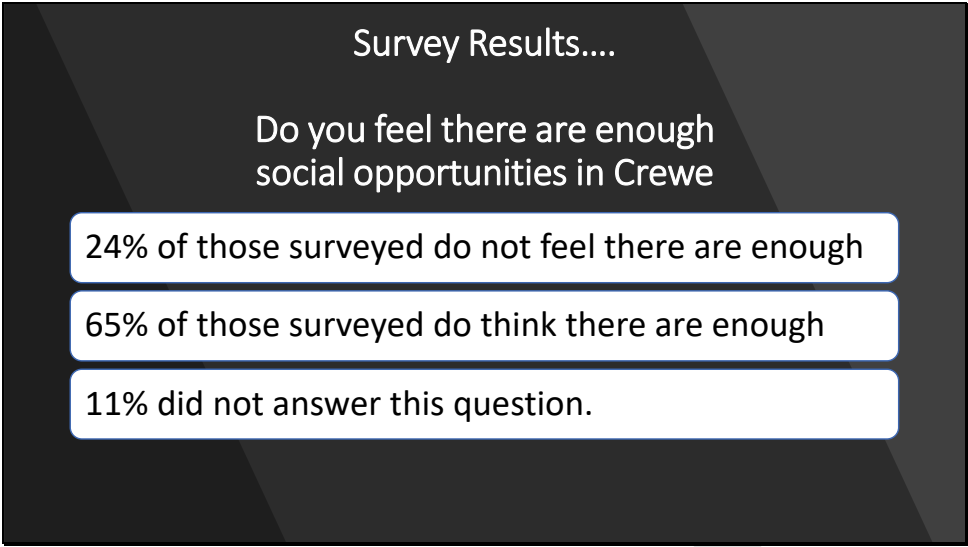
Survey results....

65% of young people do
35% don't

Most popular sites used....

Facebook
Instagram
Twitter
Snapchat





Continuation

Family Ties CIC would like to propose the following for your consideration in respect to becoming a community partner

- Ongoing ‘Youth Voice’ Participation to continue on a monthly basis;
- Guest speakers to address issues identified during the first year of the ‘Youth Voice’ project;
- Resources;
- Refreshments;
- Transport;

Reasoning

Family Ties are very excited to have secured a building on Timbrell Avenue thanks to the Guinness Partnership. We feel this brings a perfect opportunity to facilitate the Youth Voice Group from this base, making the group independent from schools. We feel the young people will be more open in a less formal environment and will improve the outcome of the project as the young people develop a sense of belonging. Family TIES intend to allocate space within the office for the young people to personalise to make their own, this is key in developing resiliency also

Monthly Youth Voice Groups will continue the independency to strengthen already established relationships and enable the Group to act as a task force to ascertain the view of their wider school population and peers

Guest speakers will address issues identified in year one which will include areas such as drug awareness, workshops on perceptions, stereotypes and more besides



Hedgehog and Wildlife Planning Initiative

Community Plan Committee

Tuesday 27th March 2018



Background

Hedgehogs are a much loved native wild mammal, yet it's estimated that the UK has lost a third of its hedgehogs in the past decade¹. They are now thought to be declining in the UK at the same rate as tigers globally, at around 5% per year, with fewer than one million hedgehogs now left

In 2007, hedgehogs were made a priority conservation species under the UK Biodiversity Action Plan; this offers theoretical support but very little by way of practical help. A ten year strategy for national hedgehog conservation is now in place until 2025

Hedgehogs make use of gardens, amenity grassland and any other green spaces around the UK and typically between March and October, they can cover one mile in a single night to find food, mates and nesting sites. In recent decades, the loss of hedges and the proliferation of impermeable brick walls and fences, together with housing development and road building², tarmacked drives, decking, paving and reduced plant life, have seen hedgehog populations plummet dramatically throughout the country

The loss of hedges negatively impacts on hedgehogs because this is where they tend to nest and rely on them for protection (hence the species name). For this reason, in terms of wildlife, planting native hedges should always be preferred over walls or fences. This also affects a wide range of wildlife species, animals and insects

Walling or fencing off gardens has resulted in a dramatic loss of connectivity between green spaces for hedgehogs and other wild animals. While hedges should be preferred over walls or fences, stipulating that house builders and private home owners install wildlife tunnels as part of every solid wall or fence will help combat the huge fall in hedgehog numbers

"Ensuring hedgehogs can pass freely through your garden is the most important thing you can do to help them" – www.hedgehogstreet.org.

Practicalities

- A 13cm by 13cm hole is big enough for hedgehogs but small enough to stop almost all pets from getting through. This can be done on a DIY basis by removing one brick from the bottom of a wall or by cutting a hole into wooden fencing
- Hedgehog-friendly gravel boards are also widely available from retailers and outlets
- New housing developments and adaptations to existing buildings in particular often feature no connectivity between gardens, so this is a priority area where the Town Council could stipulate the use of wildlife tunnels. *"Every new build risks creating more boundaries... using hedges or suitable gaps will help mitigate this"* – British Hedgehog Preservation Society. Developers are supposed to check for the presence of hedgehogs and other wildlife and put mitigation procedures in place under the UK Biodiversity Action Plan, but this rarely happens in reality or clearly documented

Recommendation

That the Town Council stipulates that the planting of native hedging where possible, instead of walls or fences for all new planning applications brought before the Town Council, and that any new-built solid walls or fences that are built – whether in private gardens, business premises or housing developments – specifically incorporate 'wildlife tunnels' to help promote wildlife corridors, and particularly to help hedgehog populations, within Crewe



¹ Source: www.hedgehogstreet.org

² It's estimated that around 100,000 hedgehogs are killed on British roads annually (Source: British Hedgehog Preservation Society and the PETS, Mammals on Roads survey)

ECOLOGICAL APPRAISAL OF CREWE CENTRAL



November 2017

1.0 INTRODUCTION

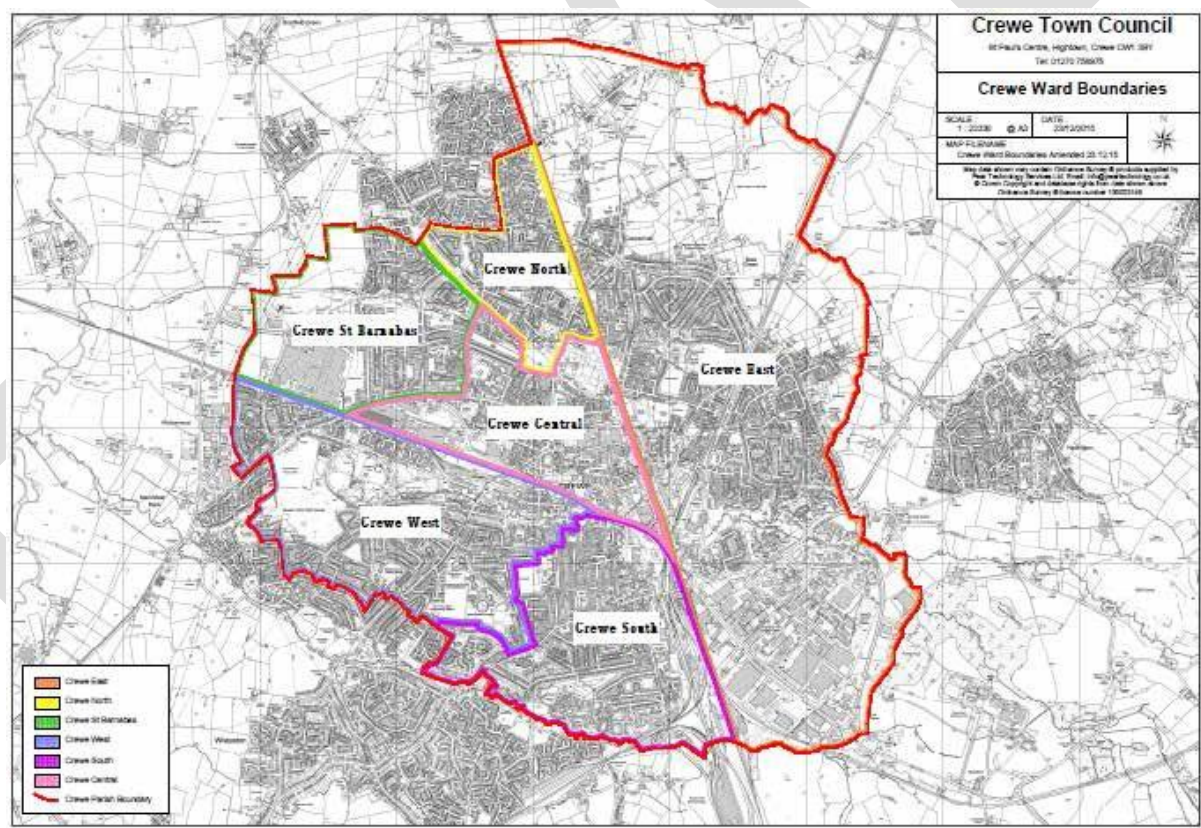
- 1.1 Cheshire Ecological Services Ltd. (CES), the consultancy arm of Cheshire Wildlife Trust, to which all profits are covenanted, was commissioned by Crewe Town Council to undertake an ecological appraisal of the town of Crewe.
- 1.2 Crewe is a large town with a population in the region of 75,000. It is situated in central Cheshire, and lies within the administrative borough of Cheshire East.
- 1.3 The purpose of the appraisal was to gain baseline ecological information to identify any habitats or features of ecological value that currently exist within the appraisal area, and to recommend ways in which the nature conservation value of the town could be enhanced as Crewe Town Council prepares to enter into Britain in Bloom.
- 1.4 Britain in Bloom is a nationwide competition that is entered by the communities of towns, villages and cities, and is assessed on the achievements of horticultural excellence, environmental responsibility and community participation.

2.0 APPRAISAL AREA

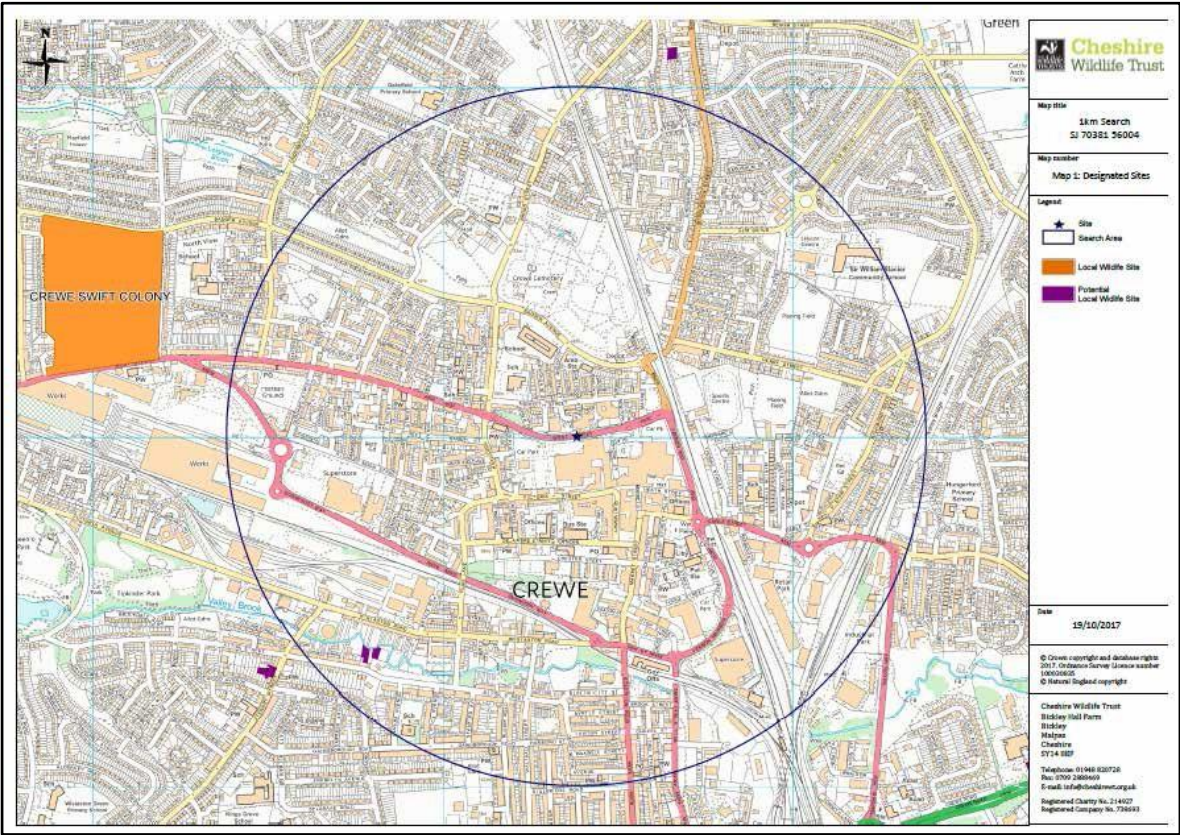
Desk-based Study

- 2.1 The town of Crewe is divided into various ward boundaries, as shown below.

Table 1: Crewe Ward Boundaries

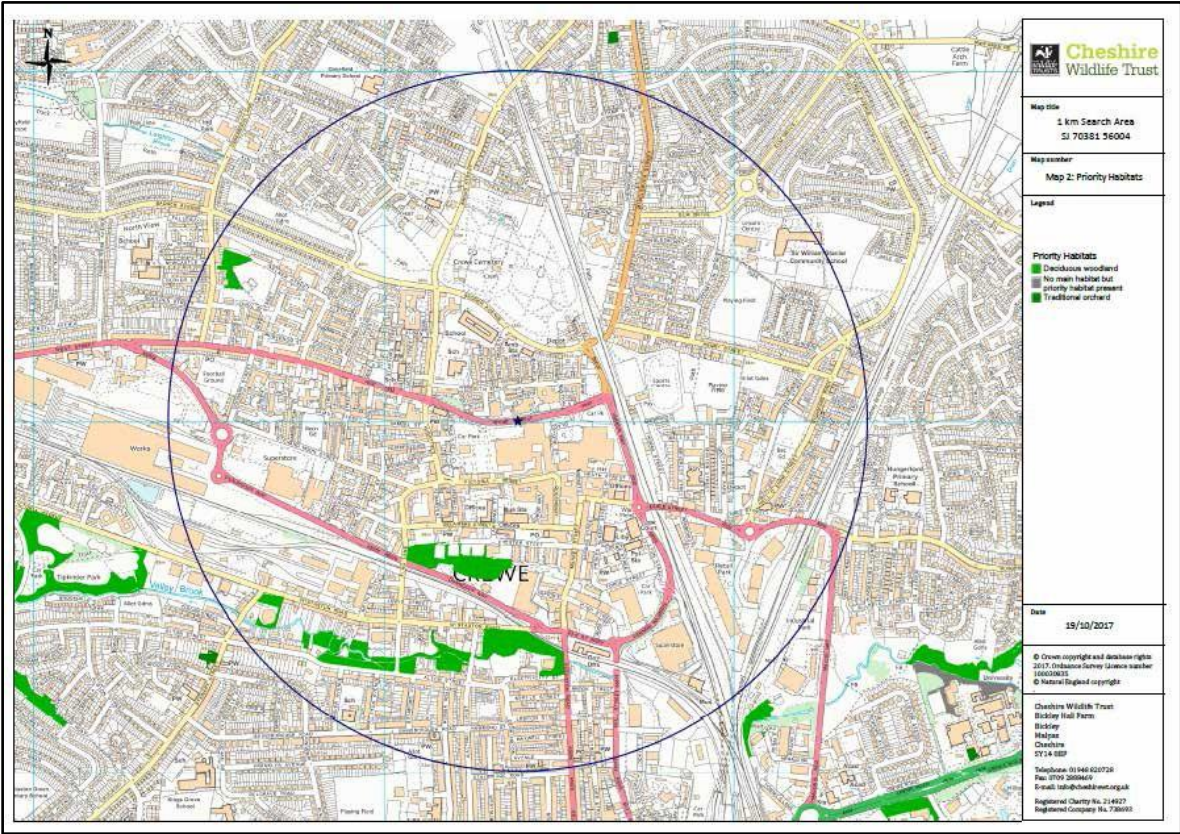


- 2.2 The focus of the appraisal was the ward of Crewe Central. However, areas of the town beyond this ward identified as being of potential ecological interest were also visited and considered.
- 2.3 As part of the appraisal, a desk-based study was undertaken to identify any areas/regions of the town that contain designated nature conservation sites and/or Priority habitats (as defined under Section 41 of the Natural Environment and Rural Communities Act, 2006).
- 2.4 Cheshire Wildlife Trust was asked to provide details of any non-statutorily designated Local Wildlife Sites (LWS) and Priority habitats that currently occur within (and beyond) 1km of the centre of Crewe Central. The government's online mapping facility 'MAGIC' was also searched for the potential presence of statutorily designated nature conservation sites within the appraisal area.



- 2.5 Cheshire Wildlife Trust identified that there are currently three Potential Local Wildlife Sites within approximately 1km of the centre of Crewe Central and one Local Wildlife Site, which occurs at a distance of approximately 1.5km from the centre of Crewe Central within the ward of Crewe St Barnabas; namely Crewe Swift Colony LWS.
- 2.6 The citation for Crewe Swift Colony LWS provided by Cheshire Wildlife Trust states that it is an area of Crewe consisting of six residential streets which support a breeding colony of swifts. Surveys in 1995 & 1996 found that there were approximately 450 breeding pairs of swift, which was approximately five times larger than the next largest known colony in Cheshire. At that time the British Trust for Ornithology (BTO) suggested that this was possibly the largest colony of breeding swifts in Great Britain.
- 2.7 More up-to-date information relating to swifts sourced from the Cheshire & Wirral Ornithological Society's (CaWOS) Breeding and Wintering Bird Atlas states that a local census of southeast Cheshire in 2001 showed a 38% drop in the county population from 1995/96, with almost every colony showing a decline and the massive west Crewe colony down from 450 nests to 120. The 'massive west Crewe colony' refers to Crewe Swift Colony LWS.
- 2.8 No further information is currently known regarding the Potential Local Wildlife Sites that have been identified, however each appear to be relatively small and occur within residential areas.

Table 3: Priority Habitats



- 2.9 Cheshire Wildlife Trust identified the presence of several areas of deciduous (native) woodland within the appraisal area, as highlighted above, and three areas of traditional orchard; two of which correlate with Potential Local Wildlife Sites identified in Table 2 which appear to be located in private gardens. The main bodies of native deciduous woodland identified occur along the river corridor of Valley Brook.
- 2.10The government’s online mapping facility ‘MAGIC’ did not indicate the presence of any statutorily designated nature conservation sites within the appraisal area.
- 2.11In summary, the desk-based study has identified that the appraisal area supports only limited areas of Priority habitat and sites that have been designated for their nature conservation value. The appraisal area does however support extensive areas of public open space in the form of parks and cemeteries, and also railway works, which may be of ecological interest.

Walkover inspection

- 2.12The appraisal area is large and not all of it accessible, i.e. predominantly comprising residential properties and gardens, and railway networks. The walkover inspection was therefore aimed at areas where access could be gained and where there was greatest potential for enhancement of for wildlife.
- 2.13The walkover inspection focused on six key areas:

3.0 RESULTS & RECOMMENDATIONS

Crewe Cemetery

- 3.1 Crewe Cemetery is a large (c.17Ha) area with numerous established scattered broadleaved trees over regularly mown grassland within the graveyards. As such the habitat type is best described as parkland.
- 3.2 The cemetery contains many native and non-native trees (including sycamore, Norway maple, plane and lime); many of which are in mid-maturity and are significant features of ecological interest in their own right, as well as collectively.
- 3.3 Of particular note was a mature hawthorn tree with a girth of 170cm at 1m above the ground. This tree would qualify as a Local Wildlife Site under the LWS selection criterion 'Veteran and Ancient Trees', and it is thought that many other trees within the cemetery would qualify as LWS under this criterion. Local Wildlife Sites is a non-statutory nature conservation designation afforded to habitats, trees and populations of species that are important at the county level.
- 3.4 Many of the mature trees within the cemetery have been fitted with bird nest boxes, however they are old and damaged by squirrels and no longer fit for nesting.



Mature hawthorn qualifying as LWS



Avenue of Acer trees with damaged bird nest box

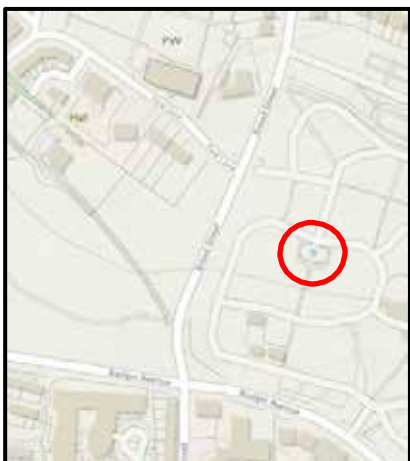
- 3.5 The recommendation is made that the bird nest boxes be replaced with new boxes and that they should feature a metal plate around the entrance holes to prevent the predation of eggs or young (and destruction of the nest boxes) by grey squirrel. New nest boxes should be fixed to the trees with aluminum nails and be constructed out of FSC sustainably sourced timber. They should include nest boxes with 28mm, 32mm & 42mm diameter holes, suitable for common species of tit, house sparrow and starling, respectively. Bat boxes may also be provided, as per the manufacturers' instruction. Bat boxes suitable for the species of bat most likely to be associated with the cemetery (e.g. pipistrelles and brown long-eared bats) are the Schwegler 2F design.



- 3.6 A sycamore tree was fitted with a nest box suitable for tawny owl, which is now dilapidated and unsuitable for the species. This should also be replaced as the cemetery provides excellent habitat for tawny

owl, and it is likely to be relatively undisturbed.

- 3.7 Ordnance Survey mapping of the cemetery indicates the presence of a pond (circled below). Inspection of this area showed that it has now dried out.



- 3.8 The recommendation is therefore made that the pond should be reinstated to provide amphibians with a suitable breeding site and birds with a drinking and bathing resource; ponds are notably absent from the appraisal area. Given that the pond is dry, there are no ecological constraints to its reinstatement, such as the presence of great crested newts.



- 3.9 Adjacent to the pond area is a linear strip of tall, un-mown grassland. This provides excellent shelter and foraging habitat to amphibians and hedgehog, as well as other small mammals. It should be retained and cut only at the end of summer to prevent the invasion of brambles and other woody plants (which although are of ecological value, can appear untidy within the context of the location). Where possible, tall grass should be allowed to develop within other areas of the cemetery to provide a range of sward heights and as such a niche for small mammals and invertebrates.

- 3.10 The root plate of a fallen tree destruction. If left, it will, in time, invertebrates and shelter sites for



appears to be awaiting removal or provide excellent habitat for amphibians and small mammals.

3.11 It is therefore recommended that, if possible, it be moved to a secluded location within the cemetery where it may decay – it could be provided within or adjacent to the pond area once it has been reinstated.

Parkland off Badger Avenue/Broad Street

3.12 An area of parkland off Badger Avenue and Broad Street is comprised of extensive areas of short mown amenity grassland with a few mature scattered trees. This area would greatly value from taking certain areas of grassland out of regular mowing to allow the sward to develop more structure (for invertebrates and small mammals) and to allow plants to flower and set seed before being cut in late summer/early autumn (i.e. August or September ideally). The embankments within the park may be most suitable given their likely free drainage and south facing, which creates suitable conditions for wildflower species.

3.13 Various native wildflower species may be introduced to increase species diversity and add colour. Annual species such as yellow rattle, corn flower and poppy may be introduced by seeding if it is acceptable to break the clod and prepare the soil to a fine till. If not, it may be more appropriate to introduce plants in the form of 'plugs', planted directly into the ground, providing that grass growth will not be so vigorous so as to out compete them. In any event, further advice should be sought from a suitably experienced horticulturalist and/or nature conservationist with experience in establishing wildflower meadows (such as Cheshire Wildlife Trust).

Ford Lane Allotment Gardens

3.14 These allotment gardens are fenced and the gates were locked during the walkover inspection, which prevented access from being gained. The allotments provide suitable foraging and perhaps nesting habitat for a range of common small bird species, and terrestrial habitat to amphibians (subject to there being ponds in the local vicinity which allow them to breed). It is not known if there are any ponds within the allotment gardens, however, if there is not, then provision of a wildlife friendly pond that is not stocked with fish would greatly improve the wildlife value of this area.

3.15 It was noted that the metal fencing that surrounds the allotment gardens is intact and dug into the ground, and is therefore impenetrable to hedgehogs. Cutting occasional holes measuring 13cm x 13cm in the base of the mesh fencing would allow hedgehogs a means of access to the allotments, where they would have a beneficial effect on the allotments in eating slugs and snails. A shelter site for hedgehogs could also be provided within any unoccupied areas within the allotment gardens. It should be constructed of piled logs and brash with a central chamber. Further advice should be sought before construction.



View from the gates of the



View of the metal mesh fencing allotment gardens surrounding the allotment gardens

3.16 Adjacent to the allotment gardens, in between the gardens and Dutton Way, is an area of short mown grassland that is bounded by a dense hedgerow. This hedgerow was observed to support high numbers of house sparrows. Unlike many other species of small bird which nest in vegetation, house sparrows require cavities such as gaps in brickwork to nest, or purpose-built nest boxes to nest. Such opportunities may be lacking in the local area, therefore it is recommended that nest boxes suitable for house sparrow (with a 32mm diameter hole) are provided within the allotment gardens. Wooden nest boxes (constructed of FSC sustainably sourced timber) may be mounted to the boundary fencing providing they are sheltered from the mid-day sun by vegetation or structure. Again, they should feature an aluminum plate to prevent squirrel damage and/or predation.

3.17 Beyond the allotment gardens is an area of semi-natural habitat on the northern banks of Leighton Brook. This is an extensive area, totaling approximately 0.5Ha, and it consists of tall herbs and scrub. It was observed to support large numbers of house sparrow. Although not of sufficient quality or importance to qualify as Local Wildlife Site or as habitat of Principal Importance, it is of considerable ecological value when viewed in the context of the appraisal area; offering suitable habitat to a range of bird, amphibian and small mammal species.

- 3.18 The southern bank of Leighton Brook consisted of short-mown grassland and is, in comparison with the northern banks, poor for wildlife due to its intensive management. It is therefore recommended that mowing ceases along the edge of the southern bank of Leighton Brook; providing as much of a natural buffer along Leighton Brook as possible. This will allow a range of tall herb species to develop as well as a more diverse structure in sward height, which will provide a range of niches for invertebrates.



Crewe Swift Colony (Local Wildlife Site)

- 3.19 Crewe Swift Colony LWS is comprised of Kettell Avenue, McNeill Avenue, Darlington Avenue, Bowen Cooke Avenue, Frank Webb Avenue and Barnabas Avenue, and located in the ward of Crewe St. Barnabas. As previously mentioned, surveys in 1995 and 1996 found that there were approximately 450 breeding pairs within this colony, which was approximately five times larger than the next largest known colony in Cheshire and was thought to be the largest colony of breeding swifts in Great Britain. Surveys since then found the breeding populations at this location to have dropped from 450 nests to 120.
- 3.20 Swifts winter south of the equator in central and southern Africa. They mostly return to the UK in early May, and are conspicuous by their fast flight, and their noisy, screaming flocks. Their ancestral nest sites are probably in trees and caves, but nowadays swifts are entirely depend on man, with their nests exclusively in buildings, mostly houses.
- 3.21 The six streets that make up Crewe Swift Colony LWS are a development of 1930s-type housing, which, with their large overhanging eaves, provide swifts with suitable nesting opportunities (swifts are able to gain access into the roof-spaces via any gaps between the masonry and exposed eaves). The extent of this type of housing and the nesting opportunities they offer (i.e. their condition) is undoubtedly the reason for the swift colony being at this location.



3.22 Over recent years this nationally notable swift colony has been recorded as being in decline. A possible, if not likely, reason for this is modernisation of the houses, which was apparent during the walkover inspection – many eaves were covered over by PVC soffits and barge boards, and some houses have been insulation rendered. It is understood that Wulvern had installed special nest boxes for swifts whilst carrying out external insulation work in 2012.



Image of recently applied PVC soffit, which excludes swifts from their historic nest sites. N.B. droppings on the wall are most probably from an old house sparrow nest site as swifts are generally 'clean' and leave no trace externally.

3.23 In light of the above, further demise of the swift colony is considered likely as more properties inevitably become renovated/modernised over time. This may be undertaken as a blanket approach for houses that are owned by the council or housing trust, therefore significant losses in the breeding population could be expected if sufficient compensation is not provided, i.e. provision of artificial nesting sites.

3.24 There are a range of nest boxes on the market that are suitable for use by swifts, but in this instance the most appropriate type would be those which may be retrofitted to a building (as opposed to being built into the brickwork). These types of swift nest boxes should be fitted beneath the overhang of the eaves and should not face due south to avoid the risk of overheating. Nest boxes should be positioned where swifts would have a clear flight path to them and be easily visible to the birds.

3.25 The provision of swift nest boxes provides an opportunity for community engagement with the residents of Kettell Avenue, McNeill Avenue, Darlington Avenue, Bowen Cooke Avenue, Frank Webb Avenue and Barnabas Avenue, and perhaps collaborative work with a local wildlife charity/organisations – residents could be provided with an information leaflet raising awareness of the swift colony; highlighting its national importance and its decline over recent years, and invite residents to install/have installed for them a swift nest box on their property if funds can be obtained to purchase the nest boxes.

3.26 Provision of a sufficient number of nest boxes could, potentially, help reverse the downward trend experienced over recent years by this colony and help restore it to its former numbers.

Tipkinder Park

3.27 Tipkinder Park is an area of amenity grassland surrounded by areas of native (but not ancient) deciduous woodland.



3.28 The woodland, although largely not mature, supported a diverse structure and a range of common woodland species. In some areas dogwood (*Cornus sanguinea*) was showing signs of becoming invasive at the cost of other plants, in which case some selective thinning out of this species would be beneficial.

3.29 Due to the relative immaturity of most woodland trees, they are unlikely to have developed age-related features such as cracks or holes in which cavity nesting birds may nest or bats may roost. The erection of bird nest boxes (with metal plates around the holes to prevent predation and/or damage by grey squirrel) would enable many species of common and woodland bird to utilise the park for more than just feeding. Bat boxes may also be provided, as per the manufacturers' instruction. Bat boxes suitable for the species of bat most likely to be associated with this area of woodland (e.g. pipistrelles and brown long-eared bats) are the Schwegler 2F design.

3.30 There appears to be ample opportunity to provide a pond(s) at Tipkinder Park; ponds appear to be notable only by their absence from the appraisal area. Any new ponds should be created where: a) they are likely to receive sufficient amounts of ground water to hold water throughout the year; b) will not be shaded by trees or fill with leaf litter; c) do not pose a risk to the public, and; d) are not likely to be vandalised or have fish introduced (fish predate amphibian larvae). Further consultation should be sought before creating any new ponds with regards to shape and profiles.

Crewe Town Centre

3.31 Crewe Town Centre generally lacks open green space and supports only low numbers of standard trees and limited areas of amenity planting. Due to the infrequency of trees and shrubs in this area of the town, occupation by wild species of bird will be very limited. However, that is not to say that wildlife could not be encouraged into the centre of Crewe; bird species such as pied wagtail assemble in large numbers (hundreds, sometimes thousands) for night roosting within the centres of towns and cities where they huddle in large flocks in small trees and shrubs. Waxwings are a colourful thrush-sized bird that overwinters in the UK, feeding on fruits and berries. Despite leaving their remote breeding grounds of Scandinavia and arctic Russia, waxwings readily take to town centres and retail parks in winter to where they feed on the berries of amenity trees and shrubs such as rowan, cotoneaster and pyracantha.

3.32 The potential for enhancing the wildlife value of Crewe Town Centre is limited given its built-up nature, however the provision of more standard trees (either within free-standing planters or planted directly into the ground) and shrubs wherever possible, could add considerable value. Planting should ideally be focused in certain areas to achieve greatest benefit if high levels of planting throughout cannot be achieved. A list of wildlife-friendly plants has been appended to this report.

3.33 The general rule is that pollinating invertebrates require fruiting plants and trees for their nectar, overwintering thrushes require a source of berries, and smaller birds require areas of cover for sheltering and nesting (so thorny vegetation is often favoured).

3.34An example of missed wildlife potential is shown in the image below, where a laurel hedge has been planted.



3.35Although it has dense foliage and therefore offers some level of cover/protection to small birds such as house sparrow, the woody stems within this laurel hedge will be too thick and well-spaced to allow other species of small birds to construct nests. A more suitable hedging plant would have been pyracantha or the native hawthorn, which not only offer suitable shelter and nesting sites to small birds, but also provide flowers for insects during the spring and summer months and berries for birds during the winter.

Queens Park

3.36CES understands that there is an active Queens Park 'friends of' group which undertakes various land management activities within the park. As such the survey was not requested to consider this park. However, whilst passing through the park, an area of grassland of potential ecological value was inspected further and it was found to be of botanical interest. The area is an embankment located to the north of the cafe and the adjacent bridge, which slopes downwards towards a flowing brook. Here, autumn hawkbit and a species of waxcap, thought to be ballerina waxcap, was found to be growing. The likely presence of ballerina waxcap is indicative that grassland habitat here is 'unimproved' (i.e. it has not been improved with fertilisers or drainage), and is therefore suitable to support species more typical of wildflower meadows/species-rich grassland, than amenity parkland. Due to the close mowing of this area it was not possible to compile a list of other species that are present.



A species of waxcap fungi thought to be Ballerina waxcap

3.37Two management prescriptions are made for this area:

- Leave this area of grassland to grow tall between late April and August/September; mow and rake all cuttings in late summer; then resume mowing until late April in the following year (as appropriate) AVOIDING areas where waxcaps/fungi are emerging.
- Thinning out of non-important trees in this area would reduce the shading pressures they are exerting on the grassland below and create more favourable conditions for wild flower species to grow / become established naturally.

Peregrine falcon

3.38 Finally, it is understood that a pair of peregrine falcons nested on the Crewe Alexandra football stadium in the early 2000s, but that the species hasn't nested on the building, or anywhere else in Crewe, since. Increasingly so, peregrine falcons are nesting in urban areas where suitable nesting opportunities exist (i.e. large ledges with some protection from the elements). It is not known whether the football stadium remains suitable to support nesting by peregrine falcon (e.g. it may have been modified).

3.39 Artificial nest sites for peregrine falcon can be purchased (or fabricated) and erected on tall buildings to encourage this species to nest in towns and cities. There are a number of buildings in Crewe that are sufficiently tall (e.g. Rail House) to support an artificial nest site for peregrine falcon. Urban peregrine falcons predate feral pigeons, and so can provide an economic, as well as social, benefit.

DRAFT

APPENDIX 1

LIST OF NATIVE & WILDLIFE FRIENDLY PLANTS

Important note: It is entirely the responsibility of the client to ensure that any species chosen from the list provided is suitable for the specific attributes of the location

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Trees						
Field Maple <i>Acer campestre</i>	to 25m	Leaves: Green then amber in Autumn. Flowers: Yellow/green. Seeds: Green then brown with wings	Flowers May to June	51 species of insects/mites and 24 species of lepidoptera. Fruits eaten by small mammals	Calcareous or clay soils preferably in full sun	Deciduous
Alder <i>Alnus glutinosa</i>	6 - 15m	Leaves: Green, Catkins: Yellow/brown, Fruits: Cone-like, small and brown	Catkins in March to April	141 species of insects/mites and 71 species of lepidoptera. Seeds are good for birds such as siskins	Damp soil. Plant hardwood cuttings in the open in late autumn	Deciduous
Silver Birch <i>Betula pendula</i>	to 18m	Leaves: Green turning yellow in Autumn, Catkins: Yellow/brown then seeding, Bark: White	Catkins open in April and break up in winter releasing it's seeds	Excellent for insects and to attract insect eating birds. Best tree for moth larvae. Catkins good food source for birds such as redpolls and tits	Dry acid best.	Deciduous
Downy Birch <i>Betula pubescens</i>	to 24m	Leaves: Green turning yellow in Autumn, Catkins: Yellow/brown then seeding, Bark: White	Catkins open in April and break up in winter releasing it's seeds	Excellent for insects and to attract insect eating birds. Catkins good food source for birds	Favours wetter more peaty soil	Deciduous
Hornbeam <i>Carpinus betulus</i>	to 24m	Leaves: Green, Catkins: Green/crimson then seeding	Flowers in May	51 species of insects/mites and 32 species of lepidoptera. Seeds for birds. Can provide dense nesting cover	Woods and copses on clay soils, will tolerate shade. Sow seeds or fruits in spring	Deciduous
Hazel <i>Corylus avellana</i>	to 10m	Leaves: Green, Flowers: Long Yellow/Crimson tassels. Seeds: Brown nuts	Flowers in February	106 species of insects/mites and 68 species of lepidoptera. Nuts eaten by birds and mammals i.e. squirrels, mice and jays	Hedgerows, scrub and woodland in well-drained soil. Full sun or light shade preferable. Remove and plant rooted suckers or offsets in autumn	Deciduous
Beech <i>Fagus sylvatica</i>	to 46m	Leaves: Green then orange to red/brown in Autumn, Flowers: Green/white. Seeds: Brown nuts encased in a brown husk	Flowers March to April	98 species of insects/mites and 51 species of lepidoptera. The masts are eaten by birds and mammals including wood mice and jays	Well-drained soils. Can survive in shallow soil. Sow seeds or fruits in autumn	Deciduous. Can hold dead leaves through the winter
Ash <i>Fraxinus excelsior</i>	to 37m	Leaves: Green, Flowers: Green/Purple prior to the leaves. Seeds: Green single seeds in bunches with a long wing	Flowers: April-May	68 species of insects/mites and 32 species of lepidoptera. Seeds eaten by birds and mammals	Will survive on most soils with reasonable light. Sow seeds or fruits in autumn	Deciduous
Juniper <i>Juniperus communis</i>	Shrub or tree to 7m	Leaves: Spiky Green needles, Flowers: Small green to yellow flowers, Berries: Green ripening to purple in the second year	Flowers May to June. Berries take two years to ripen	32 species of insects/mites and 14 species of lepidoptera	Well-drained limestone and acid sandstone	Evergreen

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Trees						
Crab Apple <i>Malus sylvestris</i>	to 10m	Leaves: Green, Flowers: White and pink. Fruits: Green/yellow/red apples	Flowers: April to May. Fruits ripen in Autumn	118 species of insects/mites and 76 species of lepidoptera. Fruits are eagerly consumed by birds and mammals despite its bitter taste	Well-drained soil in full sun	Deciduous
Scots Pine <i>Pinus sylvestris</i>	to 36m	Leaves: Green needles, Flowers: Yellow and crimson, Cones: Short and brown		172 species of insects/mites and 36 species of lepidoptera. Cones are a valuable food source for birds and other mammals	Prefers sandy well- drained soil in full sun	Evergreen
Black Poplar <i>Populus nigra</i>	33m	Leaves: Green turning yellow in Autumn, Flowers: Green and crimson catkins, turning fluffy when fruiting	Catkins produced in March	153 species of insects/mites and 69 species of lepidoptera found within all the poplar species. Good for larger moth species i.e. Hawk moths	Fertile soil near water. Remove and plant rooted suckers or offsets in autumn. Reduced in numbers due to easy hybridisation with other poplars	Deciduous
Aspen <i>Populus tremula</i>	to 24m	Leaves: Green turning yellow in Autumn, Flowers: Green and brown catkins, turning fluffy when fruiting	Catkins arrive in March and set seed in May	Good for invertebrates and birds. Food plant of the hairstreak butterfly	Will survive on most soils with full sun or partial shade	Deciduous
Wild Cherry <i>Prunus avium</i>	9 - 12m	Leaves: Green turning crimson in Autumn, Flowers: White, Berries: Bright red	Flowers: April, Berries: July	Birds feed on the cherries	Prefers fertile soil, will tolerate some shade	Deciduous
Bird Cherry <i>Prunus padus</i>	Shrub or tree to 19m	Leaves: Green, Flowers: White, Berries: Black cherries	Flowers in May	9 species of lepidoptera. Berries eaten by birds	Woods and scrub. Well- drained soil with full sun or light shading	Deciduous
Oaks (native) <i>Quercus spp.</i>	to 42m	Leaves: Green, Flowers: Slim yellow catkins, Seeds: Green acorns turning brown when ready to fall	Flowers in May. Acorns produced in Autumn.	423 species of insects/mites and 193 species of lepidoptera. Acorns eaten by a variety of birds and mammals. Very important for insect eating birds	Variety of soils with reasonable depth and preferably in full sun, below 300m altitude. Sow seeds or fruits in autumn	Deciduous
Willows <i>Salix spp.</i>	to 25m (species dependent)		Flowers February to March	450 species of insects/mites and 166 species of lepidoptera	Damp areas. Plant hardwood cuttings in the open in late autumn	Deciduous
Goat Willow aka 'pussy willow' <i>Salix caprea</i>	Shrubby tree to 10m	Leaves: Oval, dark grey/green on top with a hairy underside, Flowers: Green and yellow short catkins turning fluffy when seeding	Flowers March to April	Early provider of pollen and nectar for insects	Most soils as long as they are at least slightly damp	Deciduous
Grey Willow <i>Salix cinerea</i>	Shrubby tree to 6m	Leaves: Grey/green on top with a lighter hairy underside, Flowers: Yellow catkins turning fluffy when seeding	Flowers March to April	Good for insects and birds	Most soils as long as they are at least slightly damp	Deciduous
Crack Willow <i>Salix fragilis</i>	Can reach 25m	Leaves: Long, shiny green on top with a grey/green underside, Flowers: Green and yellow catkins turning fluffy when seeding	Flowers in April with the catkins appearing in May and ripening in the summer	Good for insects and birds	Most soils as long as they are at least slightly damp	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Trees						
Bay Willow <i>Salix pentandra</i>	to 10m	Leaves: Long, shiny green on top with a grey/green underside, Flowers: Yellowish catkins turning fluffy when seeding	Flowers May to June	Good for insects and birds	Wet ground by water	Deciduous
Elderberry <i>Sambucus nigra</i>	to 10m	Leaves: Green, Flowers: Small creamy white flowers in large numbers. Berries: Dark purple/black in bunches	Flowers May to June	Berries for birds and nectar for insects	Sun or partial shade	Deciduous
Whitebeam <i>Sorbus aria</i>	10 to 24m	Leaves: Green with white hairy underside turning yellow/crimson in Autumn, Flowers: White, Berries: Green ripening to bright red	Flowers: May	Flowers attract insects and the fruits are eaten by birds	Prefers calcareous soil	Deciduous
Rowan <i>Sorbus aucuparia</i>	18m	Leaves: Pinnate green leaves turning crimson in Autumn, Flowers: Small white flowers in clusters, Berries: Bright red	Flowers in May. Produces berries in autumn	58 species of insects/mites and 28 species of lepidoptera. The ripe berries attract birds such as redwings and fieldfares	Will tolerate most soils apart from very heavy soils	Deciduous
Wild Service Tree <i>Sorbus torminalis</i>	to 20m	Leaves: Shiny green leaves with a lighter coloured underside, turning purple/red in Autumn, Flowers: Creamy white in clusters, Seeds: Brown speckled seeds in clusters	Flowers: May or June Fruit: September	Good for insects. Fruits eaten by birds	Withstands shade. Prefers clay and limestone soil	Deciduous
Lime <i>Tilia europaea</i>	to 46m	Leaves: Green heart-shaped leaves with slightly hairy underside, Flowers: Greenish/yellow flowers, Seeds: Small round and hairy with a grey-brown colour	Flowers June to July	57 species of insects/mites and 31 species of lepidoptera. The nectar is highly sought by bees	Needs well-drained soil with full or partial sun	Deciduous
Wych Elm <i>Ulmus glabra</i>	to 37m	Leaves: Green turning yellow in autumn, Flowers: very small purplish flowers, Seeds: Circular winged fruits with the seed in the centre	Flowers produced in spring prior to the leaves, with winged fruits produced in July	Good tree for insects and birds	Full sun or light shade on most soils especially limestone. This species is less susceptible to Dutch elm disease	Deciduous
Dutch Elm <i>Ulmus hollandica</i>	to 32m	Leaves: Green, Seeds: Circular winged fruits with the seed in the centre	Winged fruits produced in July	Good tree for insects and birds	A native tree which has occurred naturally as a hybridisation between two other elms. Full sun or light shade. This species is less susceptible to Dutch elm disease	Deciduous

English Elm <i>Ulmus procera</i>	to 33m	Leaves: Green, Flowers: Small crimson flowers, Seeds: Circular winged fruits with the seed in the centre	Crimson flowers produced in spring with winged fruits produced in July	124 species of insects/mites and 24 species of lepidoptera are associated with elm trees	Full sun or light shade. 1 in 5 trees have caught Dutch elm disease to which English elms are susceptible	Deciduous
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Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Trees						
Sweet Chestnut <i>Castanea sativa</i>	to 35m	Leaves: Green, Flowers: Long yellow tassels. Seeds: Brown nuts encased in a green spiky husk	Flowers July. Seeds produced in autumn decreasing in size the further north the plants are situated	11 species of insects/mites and 1 species of lepidoptera. Seeds eaten by a variety of mammals	Well-drained soil, in full or partial sun. Sow seeds or fruit in spring	Deciduous
European Larch <i>Larix decidua.</i>	to 46m	Leaves: light green needles, Flowers Yellow/dull-red small globes, Cones: Light brown	Spring	38 species of insects/mites and 15 species of lepidoptera. Cones provide food for tits and finches	Likes plenty of space in full sun	Deciduous
Magnolia <i>Liriodendron</i>				Early source of nectar for insects		
Apple <i>Malus domestica</i>	to 11m	Leaves: Green, Flowers: Deep pink. Fruits: Reddish- purple	Flowers: April to May. Fruits ripen in Autumn.	Good for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous
Purple Crab <i>Malus purra</i>	to 10m	Leaves: Green, Flowers: White and pink. Fruits: Green/yellow/red apples	Flowers: April to May. Fruits ripen in Autumn	Good for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous
Norway Spruce <i>Picea abies</i>	to 46m	Leaves: Green needles, Flowers: Yellow and pink, Cones: Long and brown	Flowers open in May. Cones ripen in autumn	70 species of insects/mites and 13 species of lepidoptera. The cones are eaten by birds and mammals which include crossbills, treecreepers and red squirrels	Any reasonable soil, preferably in good sun	Evergreen
White Poplar <i>Populus alba</i>	24m	Leaves: Dark green upper with pale hairy underside, Flowers: Green catkins, turning fluffy when fruiting	Catkins produced in March	Good for invertebrates and birds especially larger moth species	Full sun or partial shade. Remove and plant rooted suckers or offsets in autumn. Can tolerate pollution well, but the roots can damage pipelines and paving	Deciduous
Wild Plum <i>Prunus domestica</i>	to 8m	Leaves: Green, Flowers: White, Fruits: Small purple plums	Flowers: March to May. Fruits ripen in Autumn	Nectar and fruits for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous
Peach <i>Prunus persica</i>	6m	Leaves: Dark green, Flowers: Deep pink, Fruits: Usual peach	Flowers: April to May. Fruits ripen in Autumn.	Nectar and fruits for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous
Pear <i>Pyrus communis</i>	to 15m	Leaves: Dark glossy green, Flowers: White, Fruits Yellow-green to brown	Flowers: April to May. Fruits ripen in Autumn.	Good for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Trees						
Wild Pear <i>Pyrus pyraeaster</i>	to 15m	Leaves: Dark glossy green, Flowers: White, Fruits Yellow-red to brown, 1-4cm. The tree/shrub is usually spiny	Flowers: April to May. Fruits ripen in Autumn	Good for invertebrates. Fruits are eagerly consumed by birds and mammals	Well-drained soil in full sun	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Shrubs						
Box <i>Buxus sempervirens</i>	to 3m	Leaves: Small, dark green and glossy, Flowers: Small green/yellow, Seeds: Black encased in blue green capsules turning brown in September	Flowers April to May	Provides good nesting cover and winter roosting cover for birds	Calcareous soils in full sun or partial shade	Evergreen
Heather <i>Calluna vulgaris</i>	50-100cm	Leaves: Green and minute, Flowers: Pink/purple, Seeds: Very small replacing flowers	Flowers in July to November	Good for invertebrates with a late supply of nectar	Well-drained acid soil in full sun	Evergreen
Dogwood <i>Cornus sanguinea</i>	to 4m	Leaves: Green and hairy turning crimson in Autumn, Flowers: Greenish white in groups, Berries: Black in clusters	Flowers in June. Produces bitter black berries in August- September	17 species of lepidoptera. Larval food plant of the green hairstreak butterfly. Flowers produce an unpleasant smell which is attractive to insects. Some birds manage to eat the berries	Woods and scrub on limestone or base rich clays	Deciduous
Hawthorn <i>Crataegus monogyna</i>	6m	Leaves: Small and green, Flowers: Bright yellow, Seeds: In green pods	Flowers: White – mid May. Berries: Red/orange in Autumn	Nectar. Berries good food source for thrushes, redwings and fieldfares. Good nesting if dense. Excellent for moth larvae	Any soil	Deciduous
Broom <i>Cytisus scoparius</i>	2.5m	Leaves: Small green and deeply lobed, Flowers: White, Berries: Red	Yellow flowers April- June	Good for 39 species of lepidoptera. Food plant of the hairstreak butterfly	Calcifuge, heathland, sandy banks, open woodland and rough ground. Well drained soil in full sun. Plant semi- ripe cuttings in a cold frame in summer	Semi- evergreen
Spurge Laurel <i>Daphne laureola</i>	1m	Leaves: Light green, Flowers: White/green, Berries: Black	Flowers in February to April	Early source of nectar for insects. Berries for birds which are poisonous to man	Well-drained humus-rich or chalky soil in full sun or deep shade	Evergreen
Mezereon <i>Daphne mezereum</i>	1m	Leaves: Light green with cream tinged edges, Flowers: Bright pink, Berries: Red	Flowers in February to April	Early source of nectar for insects	Well-drained humus-rich soil in full sun or light shade	Deciduous
Heath 'Bell' <i>Erica cinerea</i>	to 50cm	Leaves: Green and minute, Flowers: Pink/purple, Seeds: Very small replacing flowers	Flowers July to August	Provides nectar for invertebrates	Well-drained acid soil in full sun	Evergreen

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Shrubs						
Heath 'Cross-leaved' <i>Erica tetralix</i>	to 50cm	Leaves: Green and minute, Flowers: Pink/purple, Seeds: Very small replacing flowers	Flowers July to August	Provides nectar for invertebrates	Damp acid soil in full sun	Evergreen
Spindle <i>Euonymus europaeus</i>	5m (8m max)	Leaves: Light green turning to crimson in Autumn, Flowers: Greenish yellow, Seeds: encased in a four lobed pink capsule	Fruit October to December	10 species of lepidoptera. Nectar is good for insects. Berries are good for birds but induce vomiting in people	Woods, hedgerows and scrub on calcareous or base rich clays. Plant semi-ripe cuttings in a cold frame in summer	Deciduous
Alder Buckthorn <i>Frangula alnus</i>	2.5m	Leaves: Shiny green, Flowers: very small greenish flowers, Berries: Green berries turning red then purple	Flowers: Early summer. Berries: Autumn	Berries for birds. Important food plant for brimstone butterfly larvae	Damp acidic soil/peat	Deciduous
Tutsan <i>Hypericum androsaemum</i>	80cm	Leaves: Green turning red in autumn, Flowers: Yellow, Berries: Black	Flowers June to October followed by berries	Flowers attract insects especially bees. Berries are eaten by birds and small mammals	Full sun or light shade in damp soil. Plant semi-ripe cuttings in a cold frame in summer	Deciduous
Holly <i>Ilex aquifolium</i>	300 x 150+ cm	Leaves: spiky glossy green, Flowers: Small pink/white, Berries: Bright red	Flowers: May. Berries: (only on female trees) October to December	Berries good for birds and small mammals. Caterpillars of the holly blue butterfly feed on the leaves. Holly leaf miner provides winter food for birds	Not wet. Layer stems in spring. Need male and female plants near each other to produce berries	Evergreen
Privet <i>Ligustrum vulgare</i>	3m	Leaves: Green, Flowers: White, Berries: Small black berries	Flowers: July	24 species of insects/mites, nectar for the butterflies. Berries eaten by birds	Hedgerows and scrub, especially on base rich soil. Plant hardwood cuttings in the open in late autumn	Deciduous or semi-evergreen in mild areas
Shrubby Cinquefoil <i>Potentilla fruticosa</i>	1m	Leaves: Green, Flowers: Yellow	Flowers May to September	Nectar source for bees and butterflies	Well-drained soil in full sun or light shade. Semi-ripe cuttings in a cold frame in summer	Deciduous
Blackthorn <i>Prunus spinosa</i>	4m	Leaves: Green, Flowers: White, Berries: Blue/black	Flowers: spring	Good for nesting birds if grown as thicket or in hedge. Rich in insects. Fruit for birds. Black hairstreak butterfly lays its eggs mainly on blackthorn	Well-drained soil preferably in a sunny location	Deciduous
Buckthorn <i>Rhamnus catharticus</i>	5m	Leaves: Yellow green, Flowers: Yellow/green, Berries: Black. Stems with spines	Flowers: May to June	Larval food plant for brimstone butterfly	Damp, peat or base-rich soils	Deciduous
Dog Rose <i>Rosa canina</i>	3 - 4m	Leaves: Green, Flowers: Pink/white, Hips: Red	Flowers: June to July. Hips: autumn	Provides nectar for bees and butterflies. Hips good for small birds and mammals	Dislikes wet or exposed sites Can tolerate poor fertility	Deciduous
Sweet Briar <i>Rosa rubiginosa</i>	240 x 240cm	Leaves: Green, Flowers: Pink, Hips: Red/orange	Flowers: mid summer. Berries: autumn	Hips food source for small mammals and birds. Good nesting cover	Prefers sun and well drained soil	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Shrubs						
Raspberry <i>Rubus idaeus</i>	1.5 - 2.5m	Leaves: Green with thorns on underside, Flowers White, Berries: Red, Stems also have thorns	Flowers May to August with berries following	Nectar source for bees and butterflies. Berries for birds and mammals	Any reasonable soil in full sun or partial shade	Deciduous shrub
Gorse <i>Ulex europaeus</i>	2 - 2.5m	Leaves: Thin and spiky, green in colour, Flowers: Yellow	Autumn flowers, can flower throughout the year	29 species of insect. Provides good protection for birds nests frequently used by linnets, whinchats and stonechats.	Sandy or peaty well-drained soil in full sun. Grassland, heathland and open woods. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Wayfaring Tree <i>Viburnum lantana</i>	3m	Leaves: Green, Flowers: Whitish yellow, Berries: Red then becoming black	Flowers in June to July	Berries for birds and nectar for insects	Most soils especially base rich	Deciduous
Guelder Rose <i>Viburnum opulus</i>	300 x 250cm	Leaves: Green, Flowers: White, Berries: Bright red	Flowers: May to June. Berries: autumn	Nectar for insects, particularly hoverflies. Fruits for birds and small mammals, especially liked by woodmouse. Note: leaves, bark and berries are all poisonous	Plant semi-ripe cuttings in a cold frame in summer	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Juneberry <i>Amelanchier lamarkii</i>	to 6m	Leaves: Pink when unfolding, turning green then yellow-brown in Autumn, Flowers: White in large quantities, Berries: Round red fruits turning purple when ripe	Flowers April to May with berries in the summer	Nectar source for bees and butterflies. Berries for birds	Full sun or partial shade on light acid soils	Deciduous
Spotted Laurel <i>Aucuba japonica</i>	2 - 3m	Leaves: Dark green with yellow speckles, leathery in texture, Flowers: Small and white, Berries: Green, ripening to red the following spring	Berries: October-January	Berries for birds	Sun or deep shade, all soils	Evergreen
Darwin's Barberry <i>Berberis darwinii</i>	to 3m	Leaves: Sharp holly-like green leaves, Flowers: Orange in small clusters, Berries: Blue berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Evergreen
Hooker's Barberry <i>Berberis hookeri</i>	to 3m	Leaves: Sharp green leaves, Flowers: Yellow in small clusters, Berries: Black berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Evergreen

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Hedge Barberry <i>Berberis stenophylla</i>	to 3m	Leaves: Small sharp green leaves, Flowers: Yellow in small clusters, Berries: Blue/black berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Evergreen
Thunberg's Barberry <i>Berberis thunbergii</i>	to 1.5m	Leaves: Bright red in Autumn, Flowers: Yellow in small clusters, Berries: Red berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Deciduous
Thunberg's Barberry <i>Berberis thunbergii</i> 'Atropurpurea'	to 2m	Leaves: Bronze leaves bright red in Autumn, Flowers: Yellow in small clusters, Berries: Red berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Deciduous
Thunberg's Barberry <i>Berberis thunbergii</i> 'Atropurpurea Nana'	60cm	Leaves: Bronze leaves bright red in Autumn, Flowers: Yellow in small clusters, Berries: Red berries in bunches, Stems: Almost spineless	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Deciduous
Barberry <i>Berberis vulgaris</i>	to 3m	Leaves: Green leaves, Flowers: Yellow in small clusters, Berries: Red berries in bunches, Stems: with spines	Flowers in spring. Berries in autumn	Berries for birds and nectar for insects. Can provide good nesting cover for small passerines	Sun or light shade. Various propagation methods. Note: this shrub is a winter host for wheat rust - agricultural fungal pest	Deciduous
Alternate-Leaved Butterfly-Bush <i>Buddleia davidii</i>	Willow like shrub to 8m	Leaves: Green , Flowers: Lilac found on long drooping stems covered in globular shaped flower bunches, Seeds: Found in the flower heads which stay on the plant for most of the winter	Flowers July to September	Nectar for bees and butterflies. The best bush available for butterflies especially if planted in a sun trap	Dryish soil in full sun or partial shade. Plant semi- ripe cuttings in a cold frame in summer or plant hardwood cuttings in the open in late autumn	Deciduous
Buddleia (butterfly-bush) <i>Buddleia davidii</i>	300 x 180cm	Leaves: Dark green above with a lighter hairier underside, Flowers: Long spikes with a lavender colour, Seeds: Found in the flower heads which stay on the plant for most of the winter	Flowers July to September	Nectar for bees and butterflies. The best bush available for butterflies especially if planted in a sun trap	Dryish soil in full sun or partial shade. Plant semi- ripe cuttings in a cold frame in summer or plant hardwood cuttings in the open in late autumn	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Orange Ball Tree <i>Buddleia globosa</i>	to 5m	Leaves: Dark green above with a lighter hairier underside, Flowers: Orange in a globular shape, Seeds: Found in the flower heads which stay on the plant for most of the winter	Flowers May to June	Nectar for bees and butterflies	Dryish soil	Deciduous to semi-evergreen
Weyer's Butterfly-Bush <i>Buddleia weyeriana</i>	300 x 180cm	Leaves: Green, Flowers: Yellow found on inflorescence which is interrupted with spaces slightly globular in shape, Seeds: Found in the flower heads which stay on the plant for most of the winter	Flowers May to June	Nectar for bees and butterflies. Flowers slightly later than <i>davidii</i> attracting the butterflies from these bushes	Dryish soil in full sun or partial shade. Plant semi-ripe cuttings in a cold frame in summer or plant hardwood cuttings in the open in late autumn	Deciduous to semi-evergreen
Blue Spiraea <i>Caryopteris clandonensis</i>	1m	Leaves: Blue/green, Flowers: Blue in clusters	Flowers, September to October	Provides a late source of pollen and nectar	Requires well-drained soil in full sun	Deciduous
Californian Lilac <i>Ceanothus 'Autumnal Blue'</i>	1.8 x 1.8+m	Leaves: Green and shiny, Flowers: Purple in clusters	Flowers in July to October	Nectar for bees and butterflies	Fertile soil in a sunny location	Evergreen
Californian Lilac <i>Ceanothus 'Gloire de Versailles'</i>	1.8 x 1.8m	Leaves: Dark green and shiny, Flowers: Light blue in clusters	Flowers in July to October	Nectar for bees and butterflies	Fertile soil in a sunny location	Deciduous
Japanese Quince <i>Chaenomeles japonica</i>	1m	Leaves: Green, Flowers: Red, Fruits: Large, golden brown	Flowers March-May followed by fruits which ripen in October	Berries for birds and mammals	Full sun	Deciduous
Quince variety <i>Chaenomeles speciosa</i>	Bush to 1.5m or train as a Climber to 3m x 30cm thick	Leaves: Green sparser than <i>japonica</i> , Flowers: depends on variety, Fruits: Large, golden brown	Flowers March-May and the fruits ripen in October	Nectar source for bees and butterflies. Berries for birds and mammals. Good for birds to nest in as branches are sturdy with spines to deter cats	Sun or shade	Deciduous
Smoke Bush <i>Cotinus coggygria</i>	3m	Leaves: Green turning orange or red in autumn, Flowers: Light pink feathery flowers	Flowers June - July	Good for bees and birds	Sandy infertile soil best, full sun preferred	Deciduous
Daphne <i>Daphne odora</i>	1m	Leaves: Dark green, Flowers: Bright pink	Flowers in February to April	Early source of nectar for insects	Well-drained humus-rich soil in full sun or light shade	Evergreen
Broad-leaved Oleaster <i>Elaeagnus macrophylla</i>	to 3m	Leaves: Silvery when unfolding turning dark glossy green, Flowers: Creamy yellow bell shaped, Berries: Red	Flowers in October to November	Provides a late source of pollen and nectar	Any reasonable soil, preferably in good sun	Evergreen
Spreading Oleaster <i>Elaeagnus umbellata</i>	2 - 6m	Leaves: Silvery when unfolding turning bright green, Flowers: Creamy yellow bell shaped, Berries: Red	Fragrant flowers in May to June. Berries in October to December	Provides nectar for bees and butterflies, and food for wild birds	Any reasonable soil, preferably in good sun	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Hydrangea <i>Escallonia macrantha</i>	1 - 3m (Species dependent)	Leaves: Dark green and glossy, Flowers: Pinkish red	Flowers June to September	Provides nectar for bees and butterflies	Full sun or light shade	Evergreen
Fuchsia <i>Fuchsia magellanica</i>	2 - 3m	Leaves: Dark green leaves, Flowers: Purple and red	Flowers: July to October	Attracts bees	Full sun or light shade	Deciduous
Hebe <i>Hebe spp.</i>	80cm		Flowers May- September (depending on variety)	Food source for 26 species of butterfly including the Speckled Wood	Well-drained soil in full sun. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Hebe <i>Hebe albicans.</i>	30cm x 90cm	Leaves: Small and Green, Flowers: White	Flowers in June to July	Nectar for bees and butterflies	Well-drained soil in full sun. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Hebe <i>Hebe andersonii 'variegata'.</i>	to 2m	Leaves: Small and Green, Flowers: Mauve	Flowers in August to September	Good for invertebrates with a late supply of nectar	Well-drained soil in full sun. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Hebe <i>Hebe brachysiphon.</i>	to 2m	Leaves: Small and Green, Flowers: White	Flowers in June to July	Nectar for bees and butterflies	Well-drained soil in full sun. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Hebe <i>Hebe salicifolia.</i>	90 - 150cm	Leaves: Small and Green, Flowers: White	Flowers in June to September	Nectar for bees and butterflies	Well-drained soil in full sun. Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Shrubby Helichrysum <i>Helichrysum italicum</i>	60cm	Leaves: Grey-green silvery leaves, Flowers: Yellow	Yellow flowers in June to August	Nectar source for bees and butterflies	Well-drained sandy soil in full sun	Evergreen
Hydrangea <i>Hydrangea spp.</i>	1 - 2.5m	Leaves: Green, Flowers: Depends upon species/varieties	Flowers July to September	Provides nectar for bees and butterflies	Well-drained fertile soil in full sun, needs watering through dry spells	Deciduous
St. John's Wort aka 'Rose of Sharon' <i>Hypericum calycinum</i>	to 1m	Leaves: Green turning red in autumn, Flowers: Yellow, Berries: Red	Flowers June to October	Flowers attract insects especially bees. Berries are eaten by birds and small mammals	Full sun or light shade. Plant semi-ripe cuttings in a cold frame in summer	Semi-evergreen
Hyssop <i>Hyssopus officinalis</i>	60cm	Leaves: Green, Flowers: Small blue flowers on spikelets	Low evergreen shrub	Attractive for some butterflies	Well-drained fertile soil in full sun	Semi-evergreen
Holly 'Golden King' <i>Ilex altaclerensis</i>	300 x 150+ cm	Leaves: Glossy green with yellow borders and small spines, Flowers: Small pink/white, Berries: Bright red	Flowers: May. Berries: (only on female trees) October to December	Berries good for birds and small mammals. Holly leaf miner provides winter food for birds	Any reasonable soil in full sun or partial shade. Need male and female plants near each other to produce berries	Evergreen
Lavender <i>Lavandula angustifolia</i>	75 x 75 cm	Leaves: Greyish-green, Flowers: Blue/purple	Flowers: July to September	Attracts butterflies	Plant semi-ripe cuttings in a cold frame in summer	Evergreen
Oregon Grape <i>Mahonia aquifolium</i>	1m	Leaves: Green and glossy with small spikes, Flowers: Yellow	Flowers March to April	Nectar for bees and butterflies	Thrives best in partial shade	Evergreen
Daisy Bush <i>Olearia haastii</i>	1 - 2m	Leaves: Green and glossy, Flowers: White	Flowers white, July to August	Nectar for bees and butterflies	Well drained soil in full sun	Evergreen

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Russian Sage <i>Perovskia atriplicifolia</i>	1m	Leaves: Greyish-green, Flowers: Blue/purple	Flowers: August to October	Good for bees	Full sun essential	Deciduous
Mock Orange <i>Philadelphus coronarius</i>	1.5 - 3m	Leaves: Yellow and green, Flowers: White	Flowers June to July	Nectar for bees and butterflies	Full sun	Deciduous
Firethorn <i>Pyracantha atalantioides</i>	3m	Leaves: Dark green, Flowers: White, Berries: Red/orange	Berries: October-January	Good for nesting thrushes and a site or an open robin box. Nectar for bees, berries for birds	Thrives in most good soils	Evergreen
Firethorn <i>Pyracantha coccinea</i>	to 3.5m	Leaves: Dark green, Flowers: White, Berries: Red/orange	Berries: October-January	Good for nesting thrushes and a site or an open robin box. Nectar for bees, berries for birds	Thrives in most good soils	Evergreen
Black Currant <i>Ribes nigrum</i>	2m	Leaves: Green, Flowers: Pink, Berries: Black	Flowers: April	Good for bees, birds and small mammals	Thrives in full sun or partial shade	Deciduous
Ornamental Currant <i>Ribes odoratum</i>	2m	Leaves: Green turning purple in Autumn, Flowers: Yellow, Berries: Black	Flowers: April	Good for bees and birds	Thrives in full sun or partial shade	Deciduous
Flowering Currant <i>Ribes sanguineum</i>	2m x 1.5m	Leaves: Green, Flowers: Pink, Berries: Black.	Flowers March to April	Provides nectar for bees and butterflies	Full sun or light shade	Deciduous
Rosemary <i>Rosemarinus officinalis</i>	1.5m	Leaves: Green and thin, Flowers: Lilac	Flowers April to May	Nectar source for bees and butterflies	Well-drained soil in full sun.	Evergreen
Blackberry <i>Rubus fruticosus</i>	Sprawling plant 1.5 - 2.5m	Leaves: Green with thorns on underside, Flowers White, Berries: Red turning black when ripening	Flowers May to September with berries following the flowers until mid-September	Nectar source for bees and butterflies. Berries for birds and mammals	Any soil in full sun or partial shade. Can be very invasive	Deciduous shrub
Loganberry <i>Rubus loganobaccus</i>	1.5 - 2.5m	Leaves: Green with thorns on underside, Flowers White, Berries: Dark red, Stems also have thorns	Flowers May to August with large berries following	Nectar source for bees and butterflies. Berries for birds and mammals	Any reasonable soil in full sun or partial shade	Deciduous shrub
Skimmia <i>Skimmia japonica</i>	to 1m	Leaves: Dark glossy green, Flowers: White, Berries: Red (but only if male and female trees are located near each other)	Flowers in April to May	Nectar source for bees and butterflies	Well-drained, neutral to acid soil in full sun or partial shade	Evergreen
Bridal Wreath <i>Spiraea arguta</i>	2m	Leaves: Green, Flowers: Masses of white flowers	Flowers April to May	Nectar for bees and butterflies	Full sun on most soils	Deciduous
Snowberry <i>Symphoricarpos albus</i>	1 - 2m	Leaves Green, Flowers: Small and pink in terminal spikes, Berries: White	Flowers: June to September	Caterpillars of the death's head hawk moth feed on the leaves. Good ground cover. Birds may feed on the berries when other food is scarce	Forms dense thickets unless regularly pruned	Deciduous
Lilac <i>Syringa vulgaris</i>	150 x 300cm	Leaves Green, Flowers: Colour depends on variety, in terminal spikes	Flowers May to June	Nectar for bees and butterflies	Best in full sun	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Shrubs						
Viburnum <i>Viburnum bodnantense</i>	1 - 2.5m	Leaves: Green, Flowers: Pink	Flowers January to March	Provides early nectar source for invertebrates and berries for birds. One of the most valuable winter flowering shrubs	Sun or shade in most soils	Deciduous
Laurustinus <i>Viburnum tinus</i>	2 - 6m	Leaves: Green, Flowers: White to pink, Berries: Blue/black	Flowers November - February	Provides late nectar source for invertebrates and berries for birds	Sun or shade in most soils	Evergreen
Weigela <i>Weigela florida</i>	1.2m x 1.2m	Leaves: Green or green with yellow tinges (variety dependant), Flowers: Pink	Flowers May to June	Provides nectar for bees and butterflies	Rich, moist soils in full sun or partial shade	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Herbaceous						
Teasel <i>Dipsacus fullonum</i>	2m	Leaves: Green, Flowers: Light purple	Flowers: July to August	A food source of the Brimstone butterfly. Attracts other insects for its nectar and birds for its seeds	Well-drained soil in full sun or light shade	Biennial
Purple Loosestrife <i>Lythrum salicaria</i>	to 1.8m	Leaves: Green, Flowers: Purple	Flowers in June to September	Provides nectar for bees and butterflies	Humus-rich soil in full sun or light shade with plenty of water, preferably boggy	Border perennial
Musk Mallow <i>Malva moschata</i>	60cm	Leaves: Green Flowers: Pink	Flowers between July and August	Provides nectar for bees and butterflies	Well-drained soil in full sun	Border perennial
Cat-mint <i>Nepeta cataria</i>	60 - 90cm	Leaves: Green above, white below. Flowers: White	Flowers July to September	Berries for birds and nectar for insects	Well-drained soil in full sun	Perennial
Wild Marjoram <i>Origanum vulgare</i>	50 - 70cm	Leaves: Green Flowers: Pale pink	Flowers July to September	Good plant for butterflies and bees	Dry soil preferably on calcareous soil	Perennial
Tormentil <i>Potentilla erecta</i>	30 - 45cm	Leaves: Green, Flowers: Yellow	Flowers June to September	Good plant for butterflies and bees	Well drained soil preferably acidic	Perennial
Goldenrod <i>Solidago virgaurea</i>	70 - 100cm	Leaves: Green. Flowers: Yellow	Flowers July to September	27 species of lepidoptera	Open woodland, grassland and hedgerows. Well- drained soil. Full sun or light shade	Perennial
Betony <i>Stachys officinalis</i>	to 60cm	Leaves: Green. Flowers: Pink/purple	Flowers June to September	Nectar source for bees and butterflies	Well-drained soil in full sun or partial shade	Border perennial
Common Valerian <i>Valeriana officinalis</i>	Stems to 1m	Leaves: Green. Flowers: Pink/white	Flowers June to September	Provides nectar for bees and butterflies	Dry or damp grassy or rough ground	Perennial

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Herbaceous						
Rockery Alyssum <i>Alyssum saxatile</i>	20cm	Leaves: Green, Flowers: Bright yellow	Flowers April to June	Provides nectar for bees and butterflies	Grows well in poor, well-drained soil in full sun. It can soon spread if left unchecked	Perennial
Michaelmas Daisy <i>Aster novae-belgii</i>	to 75cm	Leaves: Green, Flowers: Dark pink	Dark pink flowers in September to October	Good for invertebrates with a late supply of nectar	Well-drained soil in full sun. Needs watering in dry weather	Border perennial
Perennial Wallflower <i>Erysimum 'Bowles Mauve'</i>	to 75cm	Leaves: Dark green, Flowers: Mauve	Blooms nearly all year round	Provides nectar for insects	Well-drained non-acid soil in full sun	Evergreen perennial
Dame's-violet <i>Hesperis matronalis</i>	60 - 100cm	Leaves: Green Flowers: Pink	Flowers May to July	Very good nectar source for bees and butterflies	Well-drained soil in full sun or partial shade	Border perennial
Candytuft <i>Iberis sempervirens</i>	20cm high with 60cm spread	Leaves: Dull yellowish green, Flowers: White	Flowers May to June	Very good nectar source for bees and butterflies	Well-drained soil in full sun	Rocky perennial
Golden Rays aka Leopardplant <i>Ligularia dentata</i>	to 1m	Leaves: Bluish green, Flowers: Yellow	Flowers July to September	Provides nectar for bees and butterflies	Humus-rich soil in light shade with plenty of water, preferably boggy	Border perennial
Ice Plant <i>Sedum spectabile</i>	60 x 30cm	Leaves: Grey/green. Flowers: Pink	Flowers, June to October	Provides nectar for bees and butterflies. The plant is extremely good for butterflies	Average garden soil in full sun	Perennial
Nasturtium <i>Tropaeolum majus</i>	1.8m	Leaves: Green. Flowers: Red, orange and yellow	Flowers: June-October	Good for bees and beetles. Seeds eaten by birds and small mammals. Good insect plant	Plant in sun or partial shade. Likes poor soil	Climbing annual

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Native Climbers						
Clematis 'Old Mans Beard' <i>Clematis vitalba</i>	Climber to 30m	Leaves: Green. Flowers: White/green	Flowers in July	Provides nectar for bees and butterflies	Prefers calcareous and alluvial soils	Deciduous
Ivy <i>Hedera helix</i>	Climber	Leaves: Dark green, shiny. Flowers: Green/yellow. Berries: Black	Flowers October to November	Provides late nectar source and cover/hibernating sites for invertebrates. Food source for the Holly Blue butterfly larva	Trees, banks, rocks and crawling over the floor. Thrives in shade. Remove and plant rooted runners in spring	Evergreen
Hop <i>Humulus lupulus</i>	Climber to 8m	Leaves: Yellowish- green, Flowers: Small yellowish brown	Flowers July to August	Provides nectar for bees and butterflies	Well-drained soil in full sun or light shade	Perennial
Honeysuckle <i>Lonicera periclymenum</i>	Climber to 6m	Leaves: Dark green on top and bluish underneath. Flowers: red outside cream within Berries: Bright red	Flowers July to August	Excellent food source for invertebrates including the Speckled Wood butterfly. Berries eaten by birds	Woods, scrub and hedges. Sun or light shade. Plant semi-ripe cuttings in a cold frame in summer or Layer stems in spring	Deciduous

Species	Height/Spread	Colours	Flowers/Berries	Wildlife benefits	Plant conditions and notes	Deciduous or Evergreen
Introduced Climbers						
Everlasting Pea <i>Lathyrus latifolius</i>	Spreading climber to 1.8m	Leaves: Green, Flowers: Pink-purple. Has long thin seed pods	Flowers in July to September	Provides nectar for bees and butterflies	Well-drained soil in full sun or light shade	Border perennial
Japanese Wisteria <i>Wisteria floribunda</i>	Climber (needs tying)	Leaves: Yellowish- green Flowers: Blue- purple in large drooping clusters	Flowers early to mid-summer but may not flower for the first year or two	Provides nectar for bees and butterflies	Well-drained soil in full sun or light shade. Needs plenty of space	Evergreen

Crewe YMCA
Destinations Worker Proposal
Report to Community Plan Committee
Tuesday 27th March 2018



YMCA Crewe provides supported accommodation and Floating Support services in the community for over 350 people who are experiencing or threatened with homelessness every year

Our work takes us into the complex and wide ranging areas of homelessness which include Youth Homelessness, Rough Sleeping, Severe Weather Provision, No Second Night Out as well as accommodation and support services for Care Leavers and Unaccompanied Children from abroad

Over recent years we have worked with other agencies providing emergency 'day services' which include the Salvation Army Drop In every Friday to work with them in seeking accommodation options for Rough Sleepers. We hosted and supervised a month long Winter Night Shelter organised by Churches Together in Crewe for the fourth year in a row working with over 25 people experiencing homelessness

We are aware of the rise in homelessness nationally (169% from 2010) and of the concerns raised of an increase in people sleeping rough particularly in Crewe. Our experience of this reflects the national picture. The main groups of people experiencing street homelessness fall broadly (avoiding caricature and simplistic evaluation) fall into two groups. The first (and possibly smaller group) are European Migrants with no recourse to public funds who are often more difficult to help due to the political and economic drivers beyond our control. The second are people with 'complex needs'. These are people who often have chaotic lifestyles due to alcohol and / or substance misuse and / or mental health needs. They have often been accommodated several times but been unable to settle due to the issues they face. One cannot underestimate the complexities of human experience found case by case

For many years YMCA Crewe have sought funds to work with this most vulnerable group (the so called embedded Rough Sleepers) who need a different approach and offer to others who would access existing accommodation/support provision. The positive news is that there is an increased amount of 'day provision' where people can access food, informal support, bedding, etc.

YMCA Crewe wants to add to this offer a Destinations Worker who will Case Manage the most vulnerable of this group

The work will have the following elements:-

A Casework Approach

Clients in this group easily '*slip through the net*' due to accessibility, eligibility, and other issues. The focus of the Destinations Worker will be to develop a '*professional relationship*' with the most vulnerable Rough Sleepers and undertake a case-working approach to each one. This will ensure that time and thought and planning is provided case by case to suit and meet the needs of the individual and their circumstances

Risk Need and Support Planning

The Destinations Worker will focus on the main areas of need through a rigorous process of risk and need assessment. This will enable the individual to feel that there is a pathway through their current circumstances and get '*underneath*' some of the issues that cause and perpetuate street homelessness

The following areas are the priorities and will be the main focus of the Destinations Workers tasks:-

Safety

The first priority is to try and ensure that people who are sleeping rough are safe as they do so. This will mean collaboration with day services to ensure that client are accessing these services in terms of basic needs they provide: food, clothing, sleeping bags and informal support

Health and Wellbeing

Clients will be supported to access appropriate health and social care services. This will mean GP Registration, access to drug and alcohol services, counselling and much more. The value of the Casework approach is that Clients will be supported to attend appointments which will in turn decrease the likelihood of serious illness and demand on both primary and secondary services

Housing

Support to access housing especially Housing Options appointments. A unique feature of this project will be to offer housing '*tasters*'. For people who regularly use the streets housing means '*isolation*' or '*bullying*'. This scheme will offer short tasters to assess the experience and build a positive view of a safe place to stay using services available through a number of agencies

Management and Partnerships

This three year pilot project will be funded from a number of sources which includes Crewe Town Council, the churches across Crewe as well as a mixture of donors, trust funding and grants

The Destinations Worker will be a trained professional employed by Crewe YMCA and will utilise the YMCA policies, procedures and practices

The Worker will use Crewe Salvation Army as a town centre '*base*' to operate from, as well as the YMCA on Gresty Road and other centres if that is needed across Crewe

All services will be able to refer individuals to the Destination Worker who will assess each person on a case by case basis and support their individual needs

The Worker will be able to use YMCA housing stock as '*tasters*' and will also ensure that any who are eligible, are fast tracked into existing housing provision and services available i.e. winter provision, no second night out

In addition, the YMCA will collate critical information to assess just the right type of housing and support need that emerges from our work and begin to see what additional accommodation / support provision is required which can be fed back to organisations and statutory agencies

At all times, we will maximise local, regional and national knowledge and partnerships to develop a longer term service and inform best practice

The Destinations Worker will work collaboratively and closely with the range of day and evening service provisions in Crewe by making consistent visits to them and information exchanges

CVS Cheshire East
Volunteering in Crewe Proposal
Report to Community Plan Committee
Tuesday 27th March 2018



CVS Cheshire East works towards achieving its aim of inspiring volunteering within the community in Cheshire East. Our priorities for 2018 – 2020 are to promote and recognise the value of volunteering, to stimulate and increase in the number of people volunteering and to work with the VCFS to develop creative and inspiring volunteering roles

During 2018, we are planning on working with stakeholders to deliver a Volunteering Campaign to raise the profile of volunteering, to address some of the myths around volunteering and to increase the number of people volunteering within our community

In 2015 we identified that 21% of the population in Cheshire East Volunteer at least once a year and we want to increase this to at least 25%.

Volunteering in Crewe

Since April 2017 CVS has had:-

- Volunteer enquiries from 487 individuals with 228 of those wanting to volunteer within the Crewe area;
- Advertised 495 volunteer roles that were specifically within Crewe and 623 that covered the whole of Cheshire East;

Crewe has a vibrant and active voluntary sector and there are a large number of people already volunteering. However, we want to increase this and ensure that as many volunteering roles are filled providing much needed support within our community

Aims of the Campaign

- Raise the profile of volunteering within Crewe promoting and recognising the value that this brings to the individual and the local community;
- Encourage individuals within Crewe to volunteer within their local community;
- Increase the number of volunteer roles available within Crewe;
- Encourage and raise awareness of the benefits of Employer Supported Volunteering for both the individual and the business;

Campaign Activities

We know that we can't deliver this campaign by ourselves and the success will lie in support that we can gather from stakeholders. We aim over the 12 month campaign to gather support from:-

- Statutory partners including the Local Authority, Cheshire Police, Cheshire Fire and Rescue, Clinical Commissioning Groups, Schools and also local NHS providers and services;
- Town and Parish Councils;
- Small and larger employers;
- Chambers of Commerce;
- Local media;
- The wider VCFS organisations;

We will be asking these groups to support the campaign in a range of ways including funding the activities, developing taster volunteering roles, encouraging their staff to undertake volunteering and supporting the campaign through their media channels and community links

We will be delivering a rolling programme focusing on the different towns in Cheshire East and within each area we will:-

- Create video clips from:-
 - existing volunteers and businesses within that area to showcase the impact that volunteering can have;
 - new volunteers and businesses talking about why they wanted to engage with the campaign and inspire volunteering locally;
- Place printed media in local businesses, shops, community venues such as libraries and Doctors surgeries;

- Place larger banners and signs up in approved areas to promote volunteering. We plan to utilise our building in Crewe to have a permanent sign promoting volunteering;
- Deliver drop in sessions and talks to businesses and other organisations to encourage volunteering;
- Work with the local VCFS organisations to develop taster volunteer roles to encourage people to give it a try;
- Deliver our introduction to volunteering free of charge to any individuals interested in finding out more;
- Deliver a social media campaign to encourage individuals of all ages to volunteer;

All the above activities would be delivered within Crewe over the whole campaign with intensive focus for at least two months of the campaign.

Success Measures

It is important to us that we can clearly identify if the activities undertaken are successful. To do this we have a range of measures that will be used to identify if we have achieved our aims.

Measures 1 to 4 can be reported specifically for Crewe:-

1. Number of volunteer roles created for the campaign;
2. Number of volunteer roles that are filled during the campaign;
3. Number of individuals registering/pledging to undertake volunteering in their community;
4. Number of individuals going onto volunteer within their community;
5. An increase in the level of awareness of volunteering and the range of roles available;

Resources to deliver the campaign

Staffing / Volunteers

CVS will be involving our existing volunteers within this campaign to support the activities. We have Event and PR volunteers who have been recruited to support with this and who are currently based at our Crewe office

Our Marketing and Design Manager will be leading on the campaign with support from our Marketing Apprentice

The wider CVS staff and volunteer team will all be supporting the campaign and will be given specific tasks within this

We will also be asking some of our stakeholders to support the deliverable activities of the campaign to ensure we are able to have a broad enough reach

Financial Detail

CVS has some funding in place for resources, staffing and design work but we would like to approach the Town Council for £5,000 to support our Crewe specific project which we hope will go some way in helping organisations to support more residents in Crewe and bridge some of the gaps which are rapidly arising following the recent extensive cuts to service provision

These funds will cover marketing and promotional materials such as banners, leaflets, etc., equipment hire so we can record and create video clips, volunteer expenses and a small provision towards other resources

The campaign is also seeking additional funding to cover activities in the rest of Cheshire East from other sources however, this funding request would cover activities delivered within the Crewe area

Crewe YMCA
Youth Clubs / After School Clubs
Report to Community Plan Committee
Tuesday 27th March 2018



YMCA Crewe run six After School Clubs each free of charge and all on the most difficult and challenging estates in Crewe:-

- Sherbourne
- West End (2)
- Lime Tree Avenue
- Gresty Road (2)

We reach over 120 children per week in term time and we also provide supplementary Holiday Clubs and extra events to enhance the lives of the children. The Clubs provide activities, support, and engagement to smooth and support the transitions of children through primary to high school and then on to early adolescence. This serves to ensure that there is a consistent positive presence in the lives of children from 9 – 16 years old on each estate to prevent future NEET increases and to counter involvement in anti-social behaviour, the criminal justice system and homelessness. We also have a weekly Youth Club called FUSE that picks up young people leaving the Clubs at 15 years old and upwards

The services are very successful and still sorely needed. Funding has been provided the Cheshire East Early Help for the last five years, this has now been cut and will come into effect from 1st April 2018:-

YMCA Crewe have worked hard to secure replacement funding for the clubs and so far we have secured:-

- A three year grant for the Sherbourne Estate Club
- Funding (in principle) from a private donor for our West End Clubs

We are asking Crewe Town Council to consider a year's funding for our Gresty Road Clubs (BASE 9 – 11 years old and Connect 11 – 15 years old)

Club Activities

Both Clubs operate during term time and provide summer club activities in the summer holidays. Weekly activities focus on developing life skills, positive activities and support. We have a programme of activities that build life skills using craft, games and sports and we get children involved in projects. We ensure that other agencies are able to refer to the Clubs and various agencies have participated in delivering specialist activities

The Clubs are free at the point of delivery to children and young people and are highly valued by the children, their families and by the local primary schools. I would stress that this is the only type of activity available to children who are mainly from the Cloughton and Brookhouse estates. We hope to develop family work with parents for the future as we have done through our West End clubs and we also run a Youth Club called FUSE at the YMCA for those coming through the Clubs to 15 / 16 year olds and beyond

Statistics

- 62 registered children at both clubs
- 9-15 age range
- 21 average attendance per club
- Even ratio between males and females

Staffing and costs

Each Club is operated by four members of staff at each session which comprises the main costs with food and activities in addition. If we could raise £14,000, we would be able to run both Clubs for a period of one year

YMCA Crewe have developed a strong '*spine of provision*' for children from the hardest to reach areas. The consistent nature of the work, trusted relationships and along with a fun and relaxed atmosphere of our provision have made massive differences as children make the critical transitions to teenage years from often difficult backgrounds



A Working Group has been established to focus on the Heritage of Crewe and its members currently consist of the following people:-

- Peter Kent
- Peter Ollerhead
- Councillor Dorothy Flude
- Councillor Pam Minshall
- Mike Christelow

Between the members, there is a good breadth of knowledge and understanding of the assets, information and resources available and connection to other organisations such as the History Society and Heritage Centre. The group is supported by the Town Centre Projects Officer and will also be joined by the Administration Assistant who supports the Railway Cottages Residents Group

The group is in its early stages but its aims are to support the protection of assets which form part of Crewe's heritage, to educate the residents of Crewe and its visitors to the history and significance of the town, and to encourage greater civic pride, which aligns with the Vision for Crewe. Running concurrently they are compiling a list of issues, key people, properties and assets

The group will work with other organisations as appropriate and are actively seeking a representative from education and one from business to enhance the knowledge and skills base. In due course they will produce a report for further consideration by the Town Council. The report will set down a context – why heritage is important, paint a broad picture of a heritage strategy for the future, and also suggest some ideas or “quick wins” which can be put in place fairly quickly. It is hoped that this report will be considered at the earliest point convenient in the new calendar

There is an immediate concern which they would like to be considered, which is the imminent demolition of the town clock tower and the preservation of the blue glass which is currently stored in the tower. The group recommends that whilst the clock mechanism and bells will be removed during the process of demolition, the glass should be removed to a safe place as soon as possible to retain for future re- purposing. They ask that the Town Council considers making approaches to Cheshire East Council for this to be organised



Crewe Town Council

Small Grants Scheme Guidance



Crewe Town Council wishes to make donations and allocate grants to fund projects that support organisations which are based within or which directly benefit the Town of Crewe and its residents

The Town Council highly recommends that you read the 'A Vision for Crewe – Crewe's Community Plan' document and the eligibility criteria detailed below before starting your Small Grants Scheme Application Form, as the information you provide will be considered against four themes:-

Young People	Health and Wellbeing
Arts, Culture, Heritage, Sport and Leisure	Environment and Wildlife

Projects funded through the Crewe Town Council Small Grants Scheme **MUST** support the aims of 'A Vision for Crewe – Crewe's Community Plan' which are:-

- Develop activities which involve the community in arts, culture, heritage, sport and leisure;
- Engage young people and help to address educational, recreational and training needs;
- Develop and improve 'green spaces', the physical environment and wildlife;
- Encourage events, activities and functions that will bring social and economic benefits to the Town;
- Assist the development of sustainable initiatives that will benefit Crewe in both the short and longer term;
- Support and improve the health and wellbeing of residents in Crewe;
- Enhance and enable the community for the benefit of all by raising civic pride;

If you have any questions, queries or need assistance to complete your application, please contact the Community Engagement Officer by email grants@crewetowncouncil.gov.uk or by calling 01270 756975 Opt: 1

Eligibility

When applying for funding from the Crewe Town Council Small Grants Scheme, organisations must take into account the criteria detailed below:-

To qualify for a grant from Crewe Town Council, organisations **MUST**:-

- Be a voluntary, community or not-for-profit group, registered charitable organisation, social enterprise, community interest company or community amateur sports club which has a governing document and an active management committee or board;
- Operate within the Crewe town boundary which provides value for money and that the proposed project will directly and positively benefit residents within the Crewe Town Council area;
- Be able to provide proof of a bank or building society account in the organisations name which requires at least two signatures and, where possible, an audited set of accounts;
- If a project involves vulnerable people or children, the organisation must have the appropriate safeguarding policies and procedures in place and be able to evidence them;
- Complete the application form in full and provide all required information and documentation;
- Not have already received funding from the Crewe Town Council Small Grants Scheme in this or the previous financial year or had an application rejected in the current financial year;

Applications will **NOT** be considered for:-

- Organisations which are not based within the Crewe town boundary unless they can significantly show that the project, and the organisation, will positively benefit its residents;
- Projects which **DO NOT** involve, include or benefit residents within the Crewe town boundary;
- Applications from individuals or general appeals, sponsorship or fundraising requests from organisations;
- Applications for projects, events or activities whose primary aim is for fundraising purposes;
- Applications from national bodies without a local link, branch or association to Crewe or who are unable to demonstrate their effectiveness in the town of Crewe or benefit to residents;
- Activities which are mainly of a political or religious nature;
- Loan against loss or debt;
- Work which has already taken place or been started;
- General running costs such as utilities, insurance, broadband, etc. along with salaries and staffing costs;

- Organisations which have already received funding from the Crewe Town Council Small Grants Scheme in this or the previous financial year or had an application rejected in the current financial year;

General conditions to consider when applying for a grant

- Applications must be completed in full. Incomplete application forms will be returned to the organisation which could incur a delay or deferral of the application until the next evaluation round;
- Applications will not be considered by the Grants Working Group until all supporting documentation and additional information requested is supplied. If this information is not received, the application will be deferred until the next evaluation round and may result in the application being declined. Failure to supply all the required documentation will result in the application being treated as incomplete;
- Organisations which have applied, received funding or had an application rejected by the Crewe Town Council Small Grants Scheme in the current or previous financial year, will only be considered in exceptional circumstances;
- Applications for funding **OVER** £1,000 will only be considered in exceptional circumstances;
- Funds awarded must only be used for the stated purpose and project outlined in the original application. If an organisation wishes to vary the project or purpose in which the funds will be used for, they must formally write to the Town Council to seek approval. No further works should be carried out on the project until formal approval is granted by the Town Council;
- Crewe Town Council reserves the right to request for all funds to be repaid should funds not be used for the stated purpose or project outlined in the original application;
- If an organisation is unable to spend the funds allocated, any unspent monies must be returned to the Town Council at the earliest opportunity;
- If an organisation is unable to fulfil the project to which funding has been allocated, an organisation must repay the grant funding in full immediately;
- Funds granted by Crewe Town Council are awarded on a one-off basis. Repeat applications from organisations in consecutive financial years, for the same purpose, will not be considered;
- Awards cannot be made retrospectively. Therefore, any work which has started, or taken place prior to acceptance of the funding, will not be eligible and funds will not be given to that organisation;
- In cases where a funded project turns a profit, the Town Council must be informed in writing. Crewe Town Council reserves the right to request for the profit to be paid back to the Small Grants Scheme unless the Small Grants Scheme Working Group is satisfied that the profit will be utilised to benefit the organisation positively and the community which it supports;
- A complete copy of an organisations latest accounts, or at least three bank statements, governing documentation and relevant policies such as equal opportunities and safeguarding, must be supplied within seven days of an application being submitted. Where a new project is being launched, an appendix must be attached detailing anticipated costings and quotations;
- Following a successful application, an End of Grant Report must be submitted to the Town Council upon completion of the project. The report shall include, but not be limited to, how many people the project has benefitted, how funds were used and what difference the project has made to the organisation and / or the local community;
- Organisations are requested to attend the Annual Crewe Town Meeting in April 2019 to speak publically about the project which has received funding from the Crewe Town Council Small Grants Scheme;

The Application Process

How to apply for funding from the Small Grants Scheme

Crewe Town Council highly recommends that organisations read 'A Vision for Crewe – Crewe's Community Plan' prior to making their application. A copy of the Community Plan can be found [here](#) or by contacting the Community Engagement Officer by email, communityplan@crewetowncouncil.gov.uk, or by calling 01270 756975 Opt: 1

- Applications must be made in writing and only on the most current Crewe Town Council Small Grants Scheme Application Form. This can be downloaded [here](#) or requested by email on grants@crewetowncouncil.gov.uk;
- Forms must be clear, legible and preferably submitted by email to grants@crewetowncouncil.gov.uk. If applications are not clear or legible, forms will be returned to the applicant upon receipt may incur a delay in the application being considered;

- Grants will not be awarded retrospectively. Any works begun on a project prior to a formal acceptance of the funding, renders the application ineligible and will be rejected upon receipt;

Applications will be considered by the Small Grants Scheme Working Group throughout the financial year therefore applications for the Crewe Town Council Small Grants Scheme 2018 / 2019 must be submitted before **midnight on Sunday 10th June 2018, 5th August 2018, 16th September 2018, 18th November 2018 and 17th February 2019**

Once your application has been submitted and how your application will be considered

Once received, your application will be checked and evaluated by a Crewe Town Council Officer and then the Small Grants Scheme Working Group before it is submitted to a Council Committee for ratification

Crewe Town Council reserves the right to seek further clarification on any details contained within the application, to return applications if they are incomplete and to liaise with external parties to verify information contained within the application

Where possible and felt necessary, organisations will be asked to meet the Town Council to discuss their application in more detail before it is presented to the Small Grants Scheme Working Group

The Working Group will judge each application on its own individual merits and how each project best supports the aims of 'A Vision for Crewe – Crewe's Community Plan'. The Small Grants Scheme Working Group will then make their recommendations to the Community Plan Committee and a formal resolution will take place before organisations are informed of the outcome of their application

Crewe Town Council has delegated powers to the Community Plan Committee and the Small Grants Scheme Working Group to consider and make recommendations on allocations of grant funding and to make donations to organisations

The Town Council strives to allocate funding and donations in a fair and open manner, judging each application on its own merit. When allocating, funds are granted under the provision of various Local Government Acts, the General Power of Competence and Audit Regulations

It should also be noted that all Crewe Town Councillors are governed by a [Code of Conduct](#) and have an obligation to declare any personal and / or prejudicial interest when considering the allocation of funds

If your application is successful

- All applicants will be notified in writing following the decision made by the Community Plan Committee;
- Successful applicants will be asked to complete and sign a Grant Acceptance Agreement before payment of funds is released;
- Funds will be passed on to organisations via a direct bank transfer and **NOT** by cash or cheque;
- Organisations will be required to complete an End of Grant Report highlighting how the project has benefitted and made a difference to both the organisation and the community and include details such as how the funds were spent;
- Crewe Town Council will support each organisation to document and record a Case Study regarding how the grant funding has been to support the project. This Case Study will then be used for Crewe Town Council purposes to promote the Small Grants Scheme and its ongoing commitment in the community;

Assistance

If you have any questions about applying to Crewe Town Council's Small Grants Scheme or would like some help to complete your application form, please contact:-

Hannah Marr, Community Engagement Officer

Address: Crewe Town Council, 1 Chantry Court, Forge Street, Crewe, Cheshire CW1 2DL

Email: grants@crewetowncouncil.gov.uk

Telephone: 01270 756975 Opt: 1



Crewe Town Council

Small Grants Scheme Application Form



The information contained on this form will help us process your application
Guidelines on the Crewe Town Council Small Grants Scheme are available [here](#)
We highly recommend that you read '[A Vision for Crewe – Crewe's Community Plan](#)'
and / or contact the Community Engagement Officer before completing your application

Contact Details

Name of Organisation:			
Address of Organisation:			
			Postcode:
Name of Applicant:			
Position:			
Telephone Number:			
Email address:			
Website:			
Facebook:		Twitter:	

About your organisation

Type of organisation:	Charitable Organisation / Unregistered Community Group / Club / Society <small>*delete as appropriate</small> Other (please state): _____ Registered Number: _____
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Tell us about your organisation, its aims and the work you undertake

What groups and who do you work with?

Details of Funding Requested

What is your project called?
How will your project benefit the local community within the Crewe town boundary?
Why is this project needed? What advantage will it bring to Crewe? How many people within the Crewe town boundary will benefit from the project?
How does this project meet the aims of 'A Vision for Crewe – Crewe's Community Plan'? ** We highly recommend that you read the Vision for Crewe document before completing this section **

Project Costs and Finances

How much will your overall project cost?

What will funds from Crewe Town Council be used to pay for?		
Item **	Total Costs	Requested from Crewe Town Council
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
Grand Totals	£	£

** Where possible, please provide any quotes and estimates

Who else have you approached for funding for this project? Please indicate if any of these contributions have been secured with a *	
Contribution requested from	Total

Have you previously applied grant funding from Crewe Town Council?	Yes	No
If Yes, when did you apply?		

If you were successful, please briefly tell us about the project which was funded

Declaration

I am authorised to make this application on behalf of the above organisation

I certify that the information contained in this application is correct

If the information in the application changes, I will inform Crewe Town Council as soon as possible

I give permission for Crewe Town Council to record the details of my organisation electronically and contact my organisation by phone, mail or email with information from time to time

Signed:

Date:

Checklist

Please enclose the following with your application. Applications will only be processed once all this information has been received

Latest annual accounts <input type="checkbox"/>	Governing document <input type="checkbox"/>	Copy of a bank statement less than three months old <input type="checkbox"/>
Policy documents <input type="checkbox"/> (if applicable)	Copies of written estimates <input type="checkbox"/>	

Please send your completed application to:-

Small Grants Scheme
Crewe Town Council
1 Chantry Court
Forge Street
Crewe
Cheshire
CW1 2DL

Email: grants@crewetowncouncil.gov.uk

Tel: 01270 756975

Please ensure you keep a copy of this application form for your records

Deadline for submissions are:

Sunday 10th June 2018

Sunday 5th August 2018

Sunday 16th September 2018

Sunday 18th November 2018

Sunday 17th February 2019



Crewe Town Council Small Grants Scheme

Grant Acceptance Form



Project Name:

Organisation has been awarded **£XXX.XX** grant funding from the Crewe Town Council Small Grants Scheme

Before the Grant Funding can be released, you **MUST** to complete and return this Grant Acceptance Form on behalf of your organisation. Please read the Grant Acceptance Form carefully and seek clarification on anything you may be unsure of

Once this Grant Acceptance Form has been completed and signed, please return it to:-
Crewe Town Council Small Grants Scheme, 1 Chantry Court, Forge Street, Crewe CW1 2DL

Alternatively, you can email the completed and signed Grant Acceptance Form to grants@crewetowncouncil.gov.uk provided that the form has been signed by hand and a scanned copy of the signed Grant Acceptance Form is emailed

No funding will be released until this Grant Acceptance Form has been signed and returned to the above address, confirming your acceptance of the requirements set out in the Grant Acceptance Form on behalf of your organisation

Awards are not made retrospectively therefore any work which has started prior to the completion of the Grant Agreement Form being received renders your grant award ineligible and payment of funding will not be released

Acceptance

On behalf of **Organisation**, I confirm that all the information provided by during the application process is true and accurate. **Organisation** agrees that the grant funding awarded will only be used for the purpose detailed in the initial application form

By accepting the grant funding, **Organisation** have made a commitment to acknowledge Crewe Town Council's support publicly. Where possible, all advertising, brochures, programmes, visual images and any other materials related to the project features the Crewe Town Council logo and the acknowledgement 'Supported using funds from Crewe Town Council' or 'Supported by Crewe Town Council'. All press releases, interviews and public statements should also feature a written or verbal acknowledgement of the Town Council's support using the words 'Supported using funds from Crewe Town Council' or 'Supported by Crewe Town Council'

As part of accepting funding from the Crewe Town Council Small Grants Scheme, **Organisation** is aware that they will be required to attend the Annual Town Meeting in April 2019 to speak publically about how funding from the Town Council has supported the project

Organisation agrees to abide by the Crewe Town Council Small Grants Guidance

Signed:

Date:

Your Details

Organisation Details	
Organisation Name:	
Contact Name:	
Position:	
Telephone Number:	
Email:	
Website:	
Facebook:	
Twitter:	
Type of Organisation:	
Registration Number:	

Bank Details	
Bank Name and Address:	
Name of Account:	
Sort Code:	
Account Number:	

On behalf of **Organisation**, I accept the grant award from Crewe Town Council and confirm that we have answered all of the questions accurately and truthfully

Signature:	
Print Name:	
Date:	



Crewe Town Council Small Grants Scheme

End of Grant Report



Please complete, sign and return this form as soon as your project has finished

Project Name:

Organisation Name:

Grant Award received from Crewe Town Council

£XXX.XX

How was your grant spent?

Please give a breakdown of the items or activities funded by the grant award from Crewe Town Council

Item or activity	Actual total cost of the item / activity for the project	Amount of Crewe Town Council grant spent on item / activity
Total amount spent	£	£

If how you spent your grant is different to what was outlined in your application form, you must explain why and advise how this has allowed you to achieve your outcomes

What has your project achieved?

Tell us how you feel that your project has met the aims of 'A Vision for Crewe – Crewe's Community Plan'?

How many people directly benefited from the grant?

Tell us about the difference your project has made and the wider benefit you feel it has had to Crewe and residents within the town boundary

Is there anything you would have done differently with this project?

Title	Forename	Surname

Position within organisation

Telephone Number	Email

Signed	Date

Please attach any photographs you are able to share about the funded project. These will be used to publicise your grant award and to promote the Crewe Town Council Small Grants Scheme

Please return your form by email to grants@crewetowncouncil.gov.uk