

Crewe Town Council

Minute Book

2018 – 2019

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 10th May 2018

18/1/01 Present

Cllrs Bailey, Brookfield, Houston, Maroni, B Minshall, P Minshall, John Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.

In attendance: Sinead Wheeler (Admin Support Officer), Hannah Marr (Community Engagement Officer) and Steve McQuade (Town Clerk)

18/1/02 To elect the Town Mayor and sign the acceptance of office

Cllr Straine-Francis proposed the election of Cllr Roberts as Mayor, the item being seconded by Cllr Bailey was approved by Council.

18/1/03 To elect the Deputy Town Mayor and sign the acceptance of office

Cllr Brookfield proposed the election of Cllr Simon Yates as Deputy Mayor, the item being seconded by Cllr Walton was approved by Council.

18/1/04 To confirm and sign the minutes of the meeting held on 13th March 2017

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

18/1/05 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** as set out above

18/1/06 To receive and consider apologies for absence.

Apologies were received and accepted from Cllrs Johnson, Jill Rhodes and Hickson.

18/1/07 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 Diane Yates declared a pecuniary interest as a recipient of a reimbursement.

18/1/08 Cllr Benn Minshall to propose a vote of thanks and to present a past Mayor's Medal to the outgoing Mayor. Cllr Diane Yates to reply.

Chairman's Initials.....

Cllr B Minshall thanked the Mayor for the incredible, diligent and passionate work for Crewe and its residents during 2017/18. Cllr Minshall was thanked for the support given to her charities¹ and the special effort made to support the homeless in the town over the past twelve months.

Cllr Minshall then presented the past Mayor's Medal to Cllr Diane Yates.

In reply Cllr Diane Yates expressed her joy at having been able to undertake the role. The year had provided so many amazing and fantastic events with great moments, but also moments of sadness due to the hardship that some people in Crewe still encounter. Cllr Yates summed up saying Crewe has a great historic legacy and it is a privilege to now be part of the heritage.

Diane expressed her pride in working towards addressing the challenges of homelessness. The Mayor thanked those working in this area and to all the others who contribute to the life of the town.

Diane congratulated Cllr Roberts on his election and wished him well for the year ahead.

18/1/09 To receive an address from the Town Mayor

Cllr Roberts thanked Cllr Diane Yates for all the hard work as Mayor and promised to continue her good work in the area of homelessness. He planned to support homeless charities and others associated with disability and vulnerability.

Brian assured all in the audience that he will work his hardest for the people of Crewe.

18/1/10 Public Participation

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

The following statements and comments were made:

- Mrs C Jones asked a question about whether the Mayor would also be supporting people with mental health disabilities. Cllr Roberts confirmed he would champion that cause.

18/1/11 To consider a resolution from the Leader or Deputy Leader to approve subsequent agenda items as set out on the agenda and to request that the Mayor close the meeting.

Members **resolved** the following items as set out below.

18/1/12 To note the minutes of Committee meetings held since Council in March:

- Planning Committee – 27th March (Final) and 24th April (Draft)
- Strategic Steering Group – None
- Finance and Resources – 20th March (Draft)
- Economic Development – None
- Community and Environment – None
- Community Plan – 27th March (Draft)

Members noted the minutes as presented.

18/1/13 To consider and approve delegations to officers and members

Members approved the schedule of delegation.

¹ Firstly CLIMB; Children Living with Inherited Metabolic Diseases and secondly homelessness including YMCA, Salvation Army, LATH and St. Luke's Hospice.

- 18/1/14** To consider and approve the terms of reference of Committees
Members approved the terms of reference.
- 18/1/15** To consider the approval of Committee structures and nominations to new and existing Committees
Members **resolved** to approve the Committee structure.
- 18/1/16** To consider, review and approve Standing Orders and Financial Regulations
Members approved Standing Orders and Financial Regulations.
- 18/1/17** To consider matters related to arrangements with and contributions to other authorities
There were no resolutions necessary.
- 18/1/18** 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).
- Members approved the papers presented at the meeting.
- 18/1/19** To confirm the Council's adoption of the Councillor Code of Conduct
Members confirmed the adoption of the code of conduct.
- 18/1/20** To consider and adopt the General Power of Competence and confirm that the Council meets the relevant criteria to do so.
Members **resolved** to adopt the General Power of Competence.
- 18/1/21** 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, Deputy Town Clerk and Marketing/Events officer's Membership of the SLCC.
 4. Affiliation to Cheshire Association of Local Councils.
- Members approved the matters set out above.
- 18/1/22** To approve current procedures relating to:
1. Complaints procedures
 2. Freedom of Information and Data Protection
 3. Media relations
- Members **resolved** to approve the procedures set out above.
- 18/1/23** To consider and approve the dates of Council meetings as set out on the Council's website.
Members noted the dates of future meetings.
- 18/1/24** To confirm the names of bank signatories as the chairs of the committees (once confirmed) and the Mayor.
Members **resolved** as set out above.

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- 18/1/25** To consider, approve and authorise signing of the annual governance statement 2017/18
Members **resolved** to approve the signing of the governance statement.
- 18/1/26** To receive and note the report (with responses) from the internal auditor
Members **resolved** to accept the report and to ratify the responses.
- 18/1/27** To consider, approve and authorise signing of the Accounting Statements 2017/18
Members **resolved** to approve the accounting statement.
- 18/1/28** To consider and approve payments since the previous meeting as set out in the schedules:
- Previous meeting to year end (Cashbook 1)
 - Previous meeting to year end (Cashbook 4)
 - Year to date (Cashbook 1)
 - Year to date (Cashbook 4)
- Members noted the schedules which were signed by the Mayor.
- 18/1/29** To delegate the production and publication of the Annual Report to the Town Clerk in consultation with the Leader.
Members **resolved** that the production of the Annual Report is delegated as described above
- 18/1/30** To consider the Council's risk register
Members reviewed the risk register
- 18/1/31** To consider the adoption of a policy on the General Data Protection Regulations
Members **resolved** to adopt the policy and asked that Finance and Governance review the document in line with other recommendations related to GDPR that would be submitted by the external advisor.
- 18/1/32** To note the date of the next meeting – 12th June 2018
Members noted the date of the next meeting.

Meeting Closed: 17:35

Chairman's Initials.....

Crewe Town Council

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Minutes of the meeting held on 10th July 2018

- 18/2/01** Present
- Cllrs Brookfield, Chapman, Houston, Lundie, B Minshall, P Minshall, John Rhodes, Jill Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates.
- In attendance: Rob Mackenzie (Deputy Town Clerk)
- 18/2/02** To receive and consider apologies for absence
Apologies were received and accepted from Cllrs Bailey, Beard, Hickson, Johnson and Maroni.
- 18/2/03** 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).
- 18/2/04** To confirm and sign the minutes of the meeting held on 10th May 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 18/2/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
No questions or statements were made.
- 18/2/06** The Mayor to make an award to prize winners in the Steampunk Photographic competition.
Councillor S. Yates thanked all the contestants in the competition for their entries and time involved in participating. With the help of the Photographic Society the competition had proved a huge success and delivered a great record of the Convivial of 2018. He also thanked the Crewe Photographic Society for its support in organising and judging the competition. Councillor S. Yates referenced the earlier presentation to John Newell and Matthew Lee held in the Mayor's Parlour, Municipal Building on Monday 25th June.
- The Mayor then went on to present the trophy for the under 16's winner to Rosie Warburton.

Chairman's Initials.....

- 18/2/07** To note and welcome the establishment of a gallery of mayoral pictures in the Council Chamber.
The Mayor welcomed the new gallery on the walls of the Council Chamber and thanked all his predecessors for all their hard work in their years in office.
- 18/2/08** To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members received a report on the most recent civic events and engagements.
- 18/2/09** To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:
- 1) Finance and Governance (Cllr S Yates) - Minutes of the meeting held on 12th June (Draft). Items for Council consideration:
 - That Council consider increasing the size of the committee to eleven members.
 - That Council accepts a recommendation that the shortfall in funding of £40k for the Ranger Service and Town Centre Project Officer post arising from the end of the two year agreement with Cheshire East as of 1st April 2019 is included in the budget from April 2019 as additional expenditure.

Members **resolved** that both of the above items be accepted as described.

- 2) Town Development (Cllr P Minshall) – Minutes of the meeting held on 17th May (Draft). Items for Council consideration:
 - That Council considers increasing the number of members on the committee to eleven and that the two vacant positions be filled by Cllrs Jill Rhodes and Straine-Francis.

Members **resolved** that the above item be accepted as described.

- 3) Planning Committee (Cllr John Rhodes) – Minutes of the meetings held on 22nd May (Final) and 19th June (Draft). Items for Council consideration:
 - To note the consultation responses to Cheshire East and the Local Enterprise Partnerships in relation to transport and highways matters.

Members noted the submissions made in response to the consultations.

- 4) Community Plan Committee (Cllr B Minshall) – Minutes of the meetings held on 25th June (Draft). Items for Council consideration:
 - That the Committee has oversight of the Council's involvement with outside bodies which are relevant to the work undertaken by A Vision for Crewe – Crewe's Community Plan such as the Crewe Pledge;
 - That the Committee administers and oversees the civic function of the Council in conjunction with the Town Development Committee;
 - That the Committee compiles and submits responses to public consultations through promotion and liaison with external stakeholders which are relevant to the work undertaken by A Vision

Chairman's Initials.....

for Crewe – Crewe’s Community Plan;

Members **resolved** to accept the recommendations as set out and asked that the Clerk make the necessary changes to the relevant terms of reference.

- 18/2/10** To receive and consider information from the Leader related to the ‘Always Ahead’ project which seeks to find a community based option for the utilisation of the former Flag Lane baths site. Council is asked to support the development of a business case.
Members **resolved** that the project should receive the full support of the Council and that up to £5k be allocated to support the development of a business case funded by £2000 from the 2017/18 Mayor’s Charity, £2000 from the John McBride Trust and £1000 from the Community Plan Budget.
- 18/2/11** To consider urgent grant applications (Cllr B Minshall): None
- 18/2/12** To note any updates from members having attended external meetings. See agenda notes for Leader’s meetings.
Members noted the Leader’s meetings and received the following updates:
- Cllrs S. Yates and John Rhodes reported on an information event they attended on 10th July 2018 concerning HS2 Phase 2b.
 - Councillor John Rhodes attended the allotment judging with the Mayor on 7th July 2018. He commented on problems of anti-social behaviour on the Manor Way allotments.
- 18/2/13** To note, consider and approve payments since the previous meeting as set out in the schedule below.
Members noted and approved the payments.
- 18/2/14** To note and consider the year to date financial summary
Members noted the current financial position.
- 18/2/15** To consider an update in relation to policing in Crewe
Members noted the update from the Police.
- 18/2/16** Member questions to the Town Clerk/Responsible Financial Officer.
There were no questions asked.
- 18/2/17** To note the date of the next meeting – 25th September 2018.
Members noted the date of the next meeting

Meeting Closed: 19.55

Chairman’s Initials.....

Crewe Town Council

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Minutes of the meeting held on 25th September 2018

- 18/3/01** Present:-
Councillors Kevin Hickson, Sophie Johnson, Natasha Maroni, Benn Minshall, Jill Rhodes, John Rhodes, Brian Roberts, Dennis Straine-Francis, Nanette Walton, Diane Yates and Simon Yates

In attendance:-
Hannah Marr (Community Engagement Officer)
- 18/3/02** To receive and consider apologies for absence

Apologies were received from Councillors Damien Bailey, Terry Beard, Suzanne Brookfield, Katherine Hogben, Marilyn Houston, Joseph Lundie and Pam Minshall
- 18/3/03** To consider resolving Councillor Terry Beard a six month leave of absence for reasons of health

Members resolved to grant Councillor Terry Bear a six month leave of absence due to health reasons
- 18/3/04** To note declarations of Members' interests

Councillor Benn Minshall declared an pecuniary interest in an item on the payment schedule relating to Element Hosting
- 18/3/05** To confirm and sign the minutes of the meeting held on 10th July 2018
(minutes attached)

Members confirmed the minutes of the meeting held on 10th July 2018 and the Mayor signed the minutes as an accurate record
- 18/3/06** Councillor Brian Roberts, Mayor of Crewe, requests that Council considers a resolution to vary the order of business as set out on the Agenda to enhance the civic procedures

Members **resolved** to vary the order of business as set out on the Agenda to enhance the civic procedures
- 18/3/07** To record a vote of thanks to Councillor Diane Yates, Past Mayor of Crewe 2017 / 2018, and to formally record the contribution made to charity. Funds will be made to Metabolic Support UK (£1,000), the Lighthouse Centre in connection with the Always Ahead Project (£2,000) and the balance to support the homeless in Crewe (£2,387)

A vote of thanks was made to Councillor Diane Yates, Past Mayor of Crewe 2017 / 2018
- 18/3/08** To receive a review of the Council's activity since its creation and to note the content of the Annual Report for the Council Year 2017 / 2018 from Councillor Simon Yates, Leader of Crewe Town Council

Councillor Simon Yates gave a verbal presentation regarding the Councils activities since its creation and presented to the content of the Annual Report for the Council Year 2017 / 2018

18/3/09 Public Participation

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

A member of the public asked if the look and design of the new Royal Arcade development would be complimented throughout the rest of the town centre

Councillor Brian Roberts, Mayor of Crewe, thanked the member of the public and expressed that he anticipated that this would be the case

A member of the public expressed their opinion that a portion of the funds from the forthcoming New Homes Bonus Scheme should be allocated towards play parks and hoped that the Crewe Rangers would be able to support by keeping the parks clean and tidy

Councillors Brian Roberts and Simon Yates both thanked the public for their interest in the New Homes Bonus Scheme and their strong support towards potential projects

A member of the public presented their view that Crewe needs investment in housing and asked how the Town Council would be able to assist him

Councillor Roberts advised that the Town Council has a small influence towards planning and housing issues and would support residents in the best way possible

A member of the public enquired if there was an artist's impression of the new Royal Arcade development

Councillor Roberts advised an artist's impression has been created and that both Cheshire East and Crewe Town Councils are working in partnership to decorate the hoardings around the empty shops

A member of the public queried as to whether the timeline for the new Royal Arcade development was realistic

Councillor Roberts advised that the proposed developer had a good track record of fulfilling contracts and hoped that the redevelopment timescale would be met

18/3/10 Councillor Brian Roberts, Mayor of Crewe, requests that Council considers a resolution to approve subsequent agenda items as set out on the Agenda and that the Mayor formally commissions the new Crewe Town Council Honour Board in the Council Chamber of the Municipal Buildings

Members **resolved** to approve subsequent agenda items and Councillor Brian Roberts formally commissioned the new Crewe Town Council Honour Board in the Council Chamber of the Municipal Buildings

18/3/11 To note the date of the next meeting as Tuesday 13th November 2018

Members noted the date of the next meeting as Tuesday 13th November 2018

The meeting closed at 7.41pm

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Minutes of the meeting held on 13th November 2018

18/4/01 Present

Cllrs Appillat, Bailey, Brookfield, Houston, Hogben, Lundie, Maroni, B Minshall, John Rhodes, Jill Rhodes, Straine-Francis, Walton, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk)

A minutes silence was held in memory of Cllr John Hammond a well respected member of Cheshire East Council.

18/4/02 To receive and consider apologies for absence

Apologies were received and accepted from Cllrs Beard, P Minshall and Roberts.

As the Mayor could not be present Cllr S Yates took the Chair as Deputy Mayor. Cllr Yates read a statement from the Mayor concerning the events over the weekend to mark Armistice Day, the Mayor wished to be quoted as follows:

'I wanted to formally record tonight my sincere thanks to the CTC officers for their brilliant commitment in ensuring the weekend events were organised to perfection. I was very honoured to be part of this event and proud of our officers professionalism'

Cllr Yates then expressed his thanks on behalf of the Council for the support given by all the organisations, suppliers and individuals involved in the Armistice Day commemorations and the signing of a the new twinning agreement. The Chair showed the meeting the signed twinning agreement together with the prized gift from Macon which is a piece of trench art fashioned in France shortly after the end of the Great War. The Chair also noted that pictures had also been framed of the Mayor signing the agreement with the Deputy Mayor from Macon. These would be placed on the office wall and copies given to the Mayor as a souvenir of the events over the weekend.

As part of the summary of the events over the weekend the Chair invited Mr David Bloor forward who presented the Council with a framed picture taken on Armistice Day. The picture is to be placed on the office wall. As a sign of gratitude the Chair presented Mr Bloor with a small gift in recognition of his support over the weekend.

18/4/03 To note declarations of Members' interests

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

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Cllr Brookfield declared an interest as a recipient of a gift on the payment schedule.

18/4/04 To confirm and sign the minutes of the meeting held on 25th September 2018
The minutes of the previous meeting were agreed and signed as an accurate record.

18/4/05 Public Participation

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

The following questions and statement were made:

- 1) Mr Barker (Lyme Tree Avenue) raised an issue with regard to a refurbishment of his local play park that had been promised by Cheshire East and which had not been delivered or at least not delivered to anywhere near the required standard. The request made was for a full refurbishment. Cllr Brookfield replied that this is a matter that has and will continue to be raised with Cheshire East. Cllr Simon Yates asked that a formal response be requested from Cheshire East/Ansa.
- 2) Mr Moore submitted a written statement raising the plight of the town centre asking for a professional approach to be taken to regeneration. Cllr Simon Yates provided an update on the developments at the market and also the Royal Arcade in particular and confirmed the Council agreed with Mr Moore.

18/4/06 To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended
Members noted the Civic Engagements and expressed pride in how the Town had come together to mark the 100th anniversary of the end of the Great War and also the pride in reaffirming the twinning relationship with Macon.

Cllr S Yates reported on his attendance with Cllr D Yates at the Polish memorial service at the cemetery.

Cllr Houston reported on the exchange visit to Macon over the previous weekend and noted the differences and similarities between the two towns. Visits had been undertaken to a range engagements including support for the homeless and the Armistice Parade in the centre of Macon.

18/4/07 To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:

- 1) Finance and Governance (Cllr S Yates) – Not met since previous meeting.
- 2) Town Development (Cllr Houston) – Minutes of the meeting held on 6th November (Draft), Items for Council consideration: None
- 3) Planning Committee (Cllr John Rhodes) – Minutes of the meeting held on 16th October (Draft). Items for Council consideration: None
- 4) Community Plan Committee (Cllr B Minshall) – Minutes of the meetings held on 15th October (Draft). Items for Council consideration: None

Members noted the minutes presented and the following updates from the respective Chairs:

Town Development

Cllr D Yates flagged up the exciting range of events and activities that are expected to

Chairman's Initials.....

be delivered over the next 18 months which would build on Lumen, TrAction and Steampunk to name but three.

Cllr S Yates referred members to a report discussed at Committee that provided an analysis of the TrAction event in the summer. Amongst the most notable points were:

- Satisfaction with the event was extremely high.
- The attendance by local people was above what would have been predicted.
- The attendance by hard to reach groups also exceeded expectations and showed that arts content in particular is reaching groups that would not normally access such material.
- The return on investment was estimated at 4.95:1. That is for every pound invested nearly five pounds was levered into the local economy.

Cllr Yates stressed the importance of such reports in evidencing the impact and value for money arising from investment by the Town Council.

Planning

Cllr John Rhodes pointed out that more information is now available on the Cheshire East website with regard to the detailed project plan around the development on the market.

Community Plan

Cllr B Minshall asked all members to help promote the Tree of Light ceremony on 7th December at 4:30pm in the cemetery.

18/4/08 To consider urgent grant applications (Cllr B Minshall): None
There were no grant applications.

18/4/09 To note any updates from members having attended external meetings. See agenda notes for Leader's meetings.
Members noted the meetings attended by the Leader.

Cllr John Rhodes asked members to note his attendance at the consultation on the HS2 area action plan consultation with Cllr S Yates.

18/4/10 To note, consider and approve payments since the previous meeting as set out in the schedule below.
Members approved the schedule for payment.

18/4/11 To note and consider the year to date financial summary
Members noted the current financial position

18/4/12 To consider an update in relation to policing in Crewe
Members noted the update and welcomed the proactive way in which the Police and the Council are working together.

Chairman's Initials.....

Cllr John Rhodes reported on a chance encounter with the Police and Crime Commissioner which afforded the opportunity to discuss levels of policing especially in Crewe South.

Members also noted a meeting later in the week with the Commissioner to discuss the future of the Police station in Crewe.

18/4/13 Member questions to the Town Clerk/Responsible Financial Officer.
There were no questions asked.

18/4/14 To note the date of the next meeting – 8th January 2018.
Members noted the date of the next meeting.

Meeting closed: 19:47

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Minutes of the meeting held on 8th January 2019

18/5/01 Present

Cllrs Brookfield, B Minshall, John Rhodes, Roberts, Jill Rhodes, Straine-Francis and Walton.

In attendance: Steve McQuade (Town Clerk)

The Mayor made a statement to mark the passing of Alderman Mick Roberts and the meeting held a minutes silence as a mark of respect.

18/5/02 To receive and consider apologies for absence

Apologies were received and accepted from Cllrs Appilat, Beard, Houston, Lundie, P Minshall, D Yates and Cllr S Yates.

18/5/03 To note declarations of Members' interests

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

18/5/04 To confirm and sign the minutes of the meeting held on 13th November 2018

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

18/5/05 Public Participation

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

Questions and statements were made as follows:

- Hazel Faddes raised a question with regard to the Lidl development in relation to the objections and an ancillary question on its linkage to the Town Centre. Cllrs John Rhodes and Brookfield responded to the two questions.
- Mr Conner asked a question in relation to the start date for the work on the Market. The Mayor responded on behalf of the Council.
- Mr Moore raised a question in relation to the Town Council working hand in hand with Cheshire East to deliver improvement. Mr Moore also commented on the level of attendance. Cllr Brookfield and Cllr John Rhodes responded to both questions. The Mayor summed up the discussion and highlighted how well the Council works with all its partners including Cheshire East.

18/5/06 To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended

Members noted the Mayoral engagements after the Mayor summarised some of the highlights over the festive period.

Chairman's Initials.....

- 18/5/07** To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:
- 1) Finance and Governance – Minutes of the meeting on 11th December (Draft).
Items for Council consideration:
 - That Council note the expression of support for the installation of a Memorial on Memorial Square to commemorate the 80th anniversary of the ending of the Spanish Civil War (1939) by recognising those from Crewe and the surrounding area who participated in the conflict.
 - That Council expresses support for the Police Station relocation project on the understanding that a base of some description is retained in the Town Centre and that the Council will be involved in the dialogue pertaining to the future use of the existing town centre location.
 - That Council considers the item related to the level of sports provision in Crewe with a view to commissioning a study to identify the current level of provision and make recommendations as to the likely level of provision needed to meet the long term aspirations of the community.
 - 2) Town Development – There has been no meeting since the previous Council.
 - 3) Planning Committee – Minutes of the meetings held on 20th November (Final) and 18th December (Draft). Items for Council consideration: None
 - 4) Community Plan Committee – There has been no meeting since the previous Council.

Members noted the updates on Committee meetings and:

- Members **resolved** to support the initiative related to the Spanish Civil War Memorial.
- Members **resolved** to support the project to provide a new Police Station on the understanding a police presence remained in the town centre.
- Members deferred the item to a future date pending meetings by the Deputy Leader with Portfolio Holders at Cheshire East.

18/5/08 To consider urgent grant applications (Cllr B Minshall): None
There were no urgent applications.

18/5/09 To note any updates from members having attended external meetings.
Members noted the updates on meeting attended together with the following verbal updates:

- Cllr B Minshall updated members on a forthcoming meeting with Portfolio Holders at Cheshire East in relation to the Royal Arcade development and a meeting which is trying to be secured with the Developer. Cllr Minshall noted the views expressed by members indicating he would take them onboard.

18/5/10 To note, consider and approve payments since the previous meeting as set out in the schedule below.

Members approved the payment schedules.

18/5/11 To note and consider the year to date financial summary
Members noted the financial update

18/5/12 To consider an update in relation to policing in Crewe

Chairman's Initials.....

The Clerk provided a verbal update following communications with the Police.

18/5/13 Member questions to the Town Clerk/Responsible Financial Officer.

There were no questions.

18/5/14 To receive and consider a recommendation in relation to the setting of the budget for 2019/20 including the confirmation of the level of precept.

Cllr B Minshall introduced the budget item and set out the budget proposed and linked it into the Council's strategic ambitions and historic achievements.

Members **resolved** to adopt the budget as presented and set the precept at £877,400.

18/5/15 To note the date of the next meeting – 26th March 2019.

Members noted the suggested date of the next meeting and asked that the meeting be brought forward to another date due to the proximity of the May elections. A date of before 14th March was requested.

Meeting closed: 20:39

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Minutes of the meeting held on 26th February 2019

- 18/6/01** Present
Cllrs Beard, Brookfield, B. Minshall, John Rhodes, Roberts, Jill Rhodes, Straine-Francis and Walton.
- In attendance: Rob MacKenzie (Deputy Town Clerk)
- 18/6/02** To receive and consider apologies for absence
Apologies were received and accepted from Cllrs Appilat, Bailey, Houston, P Minshall, D Yates and S Yates.
- 18/6/03** 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 Straine-Francis declared a non-pecuniary in item 15 as a friend of the complainant.
- 18/6/04** To confirm and sign the minutes of the meeting held on 8th January 2019
Members **resolved** to approve and sign the minutes.
- 18/6/05** To consider a vote of thanks to members standing down at the forthcoming elections.
Members resolved to make a vote of thanks to all members who had chosen not to stand for Council at the forthcoming elections. Special thanks were given to Cllrs Beard and P Minshall due to their long service not only on the Town Council but also on Crewe and Nantwich Borough Council.ⁱ
- 18/6/06** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
The following questions and statements were raised:
- A member of the public suggested that the Town Council should see whether it could take on the running of the car parks in Crewe and then reinvest the income in the town
The Mayor and Councillor Brookfield responded welcoming the suggestion if it were possible.

Chairman's Initials.....

- A member of the public referred to a forthcoming USDAW trade union campaign called Save Our Shops which is to be launched on 2nd March, and asked that the Council consider supporting the initiative in the new council year

In response Councillor Brookfield asked that a formal motion be prepared for the new Council after the May elections.

It was **resolved** to suspend standing order 1d to enable a question to be asked later in the meeting in relation to agenda item 6

18/6/07 To receive and consider a presentation from Mr Adrian Fisher of Cheshire East Council on the Crewe Station Hub Area Action Plan Development Strategy. See [link](#) to background information.

Mr Fisher was welcomed to the meeting and provided an update on progress in developing the action plan, and the current consultation.

Standing order 1d having been suspended, members of the public present were invited to participate and the following comments and questions were raised:

- A member of the public asked how traffic from the proposed new road bridge will be routed through the Gresty Road area, which may result in significant disruption. Secondly, infrastructure needs to be in place for HS2 phase 2a in 2027 rather than phase 2b in 2033.
In response Mr Fisher confirmed that the start date for the plan would be 2020 or thereabouts, well before Phase 2a. With regard to the new road crossing there is a detailed supporting document but he agreed that there is need for careful consideration of the impact on the western side, and the purpose of the consultation is to evaluate the advantages and disadvantages of the proposals.
- Another member of the public commented that it is a really good plan but too early. HS2 is just an idea, not reality and the government don't know if HS2 is happening. Mr Fisher agreed that Phase 2a is not yet committed but the purpose of the plan is to be prepared, and to demonstrate the possible benefits to the government.

Members of Council then raised a number of questions and comments, and it was **resolved** that the Deputy Town Clerk be asked to draft a response to the consultation for consideration by Planning Committee on 19th March 2019.

18/6/08 To receive a report from the Town Mayor and Deputy Mayor in relation to civic engagements attended

The Mayor provided a resume of the events attended since early January.

18/6/09 To receive updates from Committee Chairs in relation to meetings held since the previous Town Council meeting:

- 1) Finance and Governance (Cllr B Minshall) – Minutes of the meeting on 29th January (Draft). Items for Council consideration:

Chairman's Initials.....

- That the sponsorship policy is adopted.
 - That the GDPR policies are adopted¹.
- 2) Town Development (Cllr Houston) – Minutes of the meeting on 22nd January (Draft). No items for Council consideration.
 - 3) Planning Committee (Cllr John Rhodes) – There has been no meeting since the previous Council.
 - 4) Community Plan Committee (Cllr B Minshall) – There has been no meeting since the previous Council.

Members resolved to adopt the policies as recommended by Finance and Governance Committee and also noted the minutes from Town Development Committee.

Members also **resolved** that the Standing orders relating to meetings where there is no quorum at the start of the meeting be reviewed and a report brought to a future meeting.

18/6/10 To consider urgent grant applications (Cllr B Minshall): None
There were no items for discussion.

18/6/11 To note any updates from members having attended external meetings.
Members highlighted the following meetings:
Several Councillors had attended a meeting organised by Cheshire East Council to consider how the New Homes Bonus should be allocated in Crewe. The meeting made recommendations for consideration and approval by the relevant Cheshire East Portfolio holder.

18/6/12 To note, consider and approve payments since the previous meeting as set out in the schedule
Members approved the payment schedules.

18/6/13 To note and consider the year to date financial summary
Members noted the financial update.

18/6/14 To consider an update in relation to policing in Crewe
Members noted the policing update and in relation to the issues on the Tesco Car Park, it was noted that a similar problem occurred on the Grand Junction Retail Park approximately two years ago, and at that time it was incumbent upon the private landowner to address it. It was also noted that the Police and Crime Commissioner had invested in additional PCSOs.

18/6/15 Member questions to the Town Clerk/Responsible Financial Officer.
There were no questions asked.

18/6/16 To consider a matter in relation to the dismissal of a complaint by Finance and Governance Committee

Chairman's Initials.....

The complainant was invited to speak. He referred to the papers he has already submitted.

Members **resolved** that a committee be formed to discuss this item and report back to Council, consisting of Councillors Beard, Brookfield, Roberts, and Walton who were not involved in the original findings of Finance and Governance Committee;

Cllrs B Minshall, John Rhodes Jill Rhodes, Straine-Francis and the complainants left the room and the meeting of Council was adjourned at 20.35.

18/6/17 Councillors Beard, Brookfield, Roberts, and Walton met as a committee. It was **resolved** that members of the press and public be excluded from the meeting because of the confidential nature of the business. The complainant's appeal was considered in detail, together with the findings of the Finance and Governance Committee on the initial complaint. It was **resolved** to recommend to Council that the Committee did not uphold the appeal or admit any liability on behalf of the Town Council, but recommended that a goodwill payment be offered to bring the matter to a conclusion.

18/6/18 The Council meeting resumed at 9:10 in public session. It was resolved to suspend Standing Order 1y to enable the meeting to conclude its business.

It was reported that the Committee did not uphold the appeal or admit any liability on behalf of the Town Council, but recommended that a goodwill payment be offered to bring the matter to a conclusion.

Members **resolved** to accept the recommendation of the Committee and make the offer in writing. Mr Conner was verbally informed.

18/6/19 To note the date of the next meeting – Annual Council, post elections in May. Members noted that the date of Annual Council would be set closer to the elections.

Meeting Closed: 9.20 pm

ⁱ In relation to minute 18/6/05, members were subsequently advised that Councillor S Yates had asked that the following messages be passed to members:

- To give apologies for Diane and himself as they could not make the changed meeting date due to a holiday booking.
- To offer thanks to all Councillors for their support to me over the last 4 years and for their contributions to the development of the Council as the voice of Crewe.

Chairman's Initials.....

-
- To offer thanks to Committee Chairs for managing Council business and to Deputy Leader Benn for taking over the reins over the last few months
 - To express best wishes and thanks to those Councillors who are not seeking re-election
 - To thank the Town Clerk and his staff who have diligently delivered the commitments we made at the last election and have made huge contributions including some fantastic ideas to implement the strategic direction we adopted at the start of this Council.

Chairman's Initials.....

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 25th June 2018

18/1/01 Present:-

Councillors Suzanne Brookfield, Benn Minshall, Jill Rhodes, Brian Roberts, Diane Yates and Simon Yates

Apologies:-

Councillor Damien Bailey and Pam Minshall

In attendance:-

Hannah Marr (Community Engagement Officer)

18/1/02 To elect a Chair of the Community Plan Committee

Members **resolved** to elect Councillor Benn Minshall as the Chair of the Community Plan Committee

18/1/03 To elect a Vice Chair of the Community Plan Committee

Members **resolved** to elect Councillor Jill Rhodes as the Vice Chair of the Community Plan Committee

18/1/04 To note declarations of Members' interests

Councillor Brian Roberts declared a non-pecuniary interest in Item 9 (Minute Reference: 18/1/09) relating to projects taking place at Edleston School in light of being a Governor of the School

Councillor Jill Rhodes declared a non-pecuniary interest in Item 9 (Minute Reference: 18/1/09) relating to projects taking place at St. Andrew's Church in light of being a member of the congregation

Councillor Suzanne Brookfield declared a non-pecuniary interest in Item 9 (Minute Reference: 18/1/09) relating to the proposed projects being planned at Monks Coppenhall Academy in light of being Trustee of the School

Councillor Brian Roberts declared a non-pecuniary interest in Item 10H (Minute Reference: 18/1/10) relating to the Cheshire Neighbours Credit Union in light of being a Member of the Credit Union Board

Councillor Jill Rhodes declared a non-pecuniary interest in Item 11F (Minute Reference: 18/1/11) relating to the grant application for St. Andrew's Church in light of being a member of the congregation

Councillor Brian Roberts declared a non-pecuniary interest in Item 11G (Minute Reference: 18/1/11) relating to the grant application for CHANCE Changing Lives in light of being a Trustee of the Charity

In the interest of transparency, Members of the Community Plan Committee wished that it be noted that they have an association with CHANCE Changing Lives and Crewe junior parkrun

18/1/05 To confirm and sign the Minutes of the Community Plan Committee Meeting held on Tuesday 27th March 2018
(minutes attached)

The Minutes of the Community Plan Committee Meeting held on Tuesday 27th March 2018 were approved by Members and signed as an accurate record by the Chair of the Community Plan Committee

18/1/06 To consider the Terms of Reference for the Community Plan Committee

Chairman's Initials

(document attached)

Members considered matters related to the Terms of Reference for the Community Plan Committee

Members **resolved** to recommend to Council that the following be added to the Terms of Reference for the Community Plan Committee:-

- That the Committee has oversight of the Council's involvement with outside bodies which are relevant to the work undertaken by A Vision for Crewe – Crewe's Community Plan such as the Crewe Pledge;
- That the Committee administers and oversees the civic function of the Council in conjunction with the Town Development Committee;
- That the Committee compiles and submits responses to public consultations through promotion and liaison with external stakeholders which are relevant to the work undertaken by A Vision for Crewe – Crewe's Community Plan;

18/1/07 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 members of the public

18/1/08 To note the financial position of the Community Plan Committee

(document attached)

Members noted the year to date financial position of the Community Plan Committee

18/1/09 To receive an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan

(document circulated)

Members received an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan from the Community Engagement Officer

18/1/10 To consider matters related to progressing the work undertaken by A Vision for Crewe – Crewe's Community Plan under the themes of:-

- a) Arts, Culture, Recreation and Heritage **(covered in Item 9 document)**
- b) Twinning and International Relations **(document circulated)**
- c) Health and Wellbeing **(covered in Item 9 document)**
- d) Environment and Wildlife **(document circulated)**
- e) Young People and Families **(document circulated)**
- f) Education, Training, Volunteering and Employment **(covered in Item 9 document)**
- g) Homeless and Vulnerable People **(covered in Item 9 document)**
- h) Cheshire Neighbours Credit Union **(covered in Item 9 document)**
- i) Supporting Community Organisations and Assets **(covered in Item 9 document)**
- j) Raising Civic Pride **(covered in Item 9 document)**

Members considered matters related to progressing the work undertaken by A Vision for Crewe – Crewe's Community Plan under the themes of:-

- a) Arts, Culture, Recreation and Heritage
- b) Twinning and International Relations
- c) Health and Wellbeing
- d) Environment and Wildlife
- e) Young People and Families
- f) Education, Training, Volunteering and Employment
- g) Homeless and Vulnerable People
- h) Cheshire Neighbours Credit Union
- i) Supporting Community Organisations and Assets
- j) Raising Civic Pride¹

Councillor Simon Yates updated the Community Plan Committee with regards to the current status of international twinning and friendships with Crewe and the Council's relationship with Crewe and Nantwich Twinning Association

¹ Councillor Dennis Straine-Francis joined the meeting at the beginning of Item 10 (Minute Reference: 18/1/10)

(CANTA)

Councillor Dennis Straine-Francis declared a non-pecuniary interest in this item in light of being a member of Crewe and Nantwich Twinning Association

Members **resolved** to adopt the Crewe Friendship and Twinning Policy presented to the Community Plan Committee and wished it be noted that the Town Council is keen to develop new relationships as well as continuing the links already established with Mâcon in France, Dzierżoniów in Poland and Bischofsheim in Germany

Councillor Simon Yates advised Members that an approach had been made by Mâcon to attend the Crewe Remembrance Sunday and the centenary activities commemorating World War One in November 2018 with the view that a reciprocal arrangement will be made to visit Mâcon.

The Community Engagement Officer advised Members that pupils from Edleston School will be writing letters to students at Szkoła Podstawowa nr 9 in Dzierżoniów with the view of becoming pen friends and developing links international connections with young people

Members **resolved** to accept the Environment Crewe branding and to establish a project to engage with community organisations to recognise their activities relating to environment and wildlife and support them to develop new initiatives

Members considered a proposal from junior parkrun to establish a junior parkrun in Crewe and requested that further information was obtained which can then be considered at a future meeting of the Community Plan Committee

Councillor Simon Yates updated the Community Plan Committee on the recent Crewe Homeless Working Group Meeting and a subsequent meeting with Cheshire East Council regarding their bid to the Ministry of Housing

18/1/11 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe Town Council Small Grants Scheme submitted to the Town Council before Sunday 10th June 2018

The Grant Applications which have been submitted are:-

- a) On Your Marks CIC – £1,000.00
- b) Sporting Communities CIC – £1,000.00
- c) The Lighthouse Centre – £1,000.00
- d) 95 Squadron (Crewe) Air Cadets – £1,000.00
- e) Action On Cancer – £1,000.00
- f) St. Andrew's Church – £250.00
- g) CHANCE Changing Lives – £1,000.00

(grant applications circulated)

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

- a) An award of £1,000.00 was **resolved** to be made to On Your Marks CIC from the Crewe Town Council Small Grants Scheme
- b) An award of £1,000.00 was **resolved** to be made to Sporting Communities CIC from the Crewe Town Council Small Grants Scheme
- c) An award of £1,000.00 was **resolved** to be made to The Lighthouse Centre from the Crewe Town Council Small Grants Scheme
- d) An award of £1,000.00 was **resolved** to be made to 95 Squadron (Crewe) Air Cadets from the Crewe Town Council Small Grants Scheme
- e) An award of £1,000.00 was **resolved** to be made to Action On Cancer from the Crewe Town Council Small Grants Scheme
- f) An award of £250.00 was **resolved** to be made to St. Andrew's Church from the Crewe Town Council Small Grants Scheme
- g) An award of £1,000.00 was **resolved** to be made to CHANCE Changing Lives from the Crewe Town Council Small Grants Scheme

18/1/12 To note the dates of future meetings of the Community Plan Committee

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

18/1/13 The Meeting of the Community Plan Committee was formally closed at 20:17pm

Crewe Town Council

Terms of Reference

Community Plan Committee

Monday 25th June 2018



The purpose of this Committee is to:-

Oversee the delivery of A Vision for Crewe – Crewe’s Community Plan and support the delivery of improvement of the lives of those who live, work and visit the town of Crewe

The functions and remit of the Community Plan Committee are to:-

- Develop, facilitate and implement A Vision for Crewe – Crewe’s Community Plan to promote and improve the health, social and cultural wellbeing of those who live, work, study and visit the town of Crewe
- To update the Community Plan as appropriate and seek Council approval for its adoption in any revised form
- To administer and oversee the civic function of the Town Council
- To compile and submit responses to public consultations through promotion and liaison with external stakeholders
- To facilitate and support statutory, community, voluntary and faith sector organisations within the town to deliver the aspirations of A Vision for Crewe – Crewe’s Community Plan
- To have oversight of Working Groups formed to support special events, projects and assist delivering the priorities set out in A Vision for Crewe – Crewe’s Community Plan
- To develop, facilitate and implement matters related to community engagement through support for community assets
- To support partner organisations in the development and implementation of local friendships, twinning arrangements and events
- To have oversight of the Grants Working Group
- To administer the policies and procedures of the Council relating to grants and donations
- To make and award grants and donations in accordance with Council policies and procedures
- To seek and maximize the benefit of external funding along with accepting and receiving grants and donations to support projects, events and activities
- To receive and accept grants and donations from external parties to support the implementation and development of A Vision for Crewe – Crewe’s Community Plan

Membership of the Community Plan Committee shall consist of ten elected members including the Mayor and Deputy Mayor supplemented by lay members, under Standing Order 15iii, and subject to approval of Council. External parties shall not take office without completing a Declaration of Interest form and membership of the Committee will be subject to review at Annual Council

The quorum of the Community Plan Committee shall be four elected members



Crewe Friendship and Twinning Policy

Version 1



1. Background

Twinning was widely promoted after World War Two to engender reconciliation and build relationships. Although twinning per se may not meet the needs of modern generations, the notion of friendship still has relevance in today's society. There are approximately 2,000 twinning arrangements in Britain and 75% are with French and German authorities

There is no fixed definition or model of town twinning or partnership arrangements. A twinning link is customarily defined as a friendship agreement involving co-operation between two communities in different countries, endorsed by both local authorities. The two twinned communities organise projects and activities around a range of issues and develop an understanding of historical, cultural and lifestyle similarities and differences. These activities should involve a wide range of community members and in keeping with any agreements which are in place

A 'friendship' can be seen as an affiliation between two communities that is considered and felt that it would be mutually beneficial to both parties

2. History of Twinning in Crewe

Crewe has been twinned with Mâcon, France, since 1957, and Dzierżoniów, Poland, and Bischofsheim, Germany, since 1991

With the historical connection at its foundation, Crewe Town Council hopes to practicably and effectively establish a sustainable civic and community friendship with Mâcon, Dzierżoniów and Bischofsheim

It will have the added value of strengthening relationships within Mâcon, Dzierżoniów and Bischofsheim as the Town Council engages with community groups to plan and deliver friendship projects

3. The Purpose and Benefits of Twinning and Friendships

- Increasing cultural awareness, including knowledge and understanding of the places of origin and understanding of the places of origin of the town's communities that can assist staff in their work and foster community cohesion;
- Instil a sense of community pride in Mâcon, Dzierżoniów, Bischofsheim and Crewe;
- Broaden horizons in all of the towns through understanding cultural, linguistic and social exchanges;
- Provide opportunities for younger people to acquire new skills and contribute positively to a partnership between all towns;

4. Management

Crewe Town Council will formulate an official working relationship with the Crewe and Nantwich Twinning Association (CANTA) whereupon it will meet at regular intervals and submit reports of their activities to Crewe Town Council. Therefore, it is expected that at least one Councillor and one Officer will have the oversight of this function

5. Principles and Visions of Twinning and Friendship

- To promote and celebrate the culture and heritage of Mâcon, Dzierżoniów, Bischofsheim and Crewe through the following exchanges:-
 - Arts, Culture, Recreation and Heritage;
 - Twinning and International Relations;
 - Health and Wellbeing;
 - Environment and Wildlife;
 - Young People and Families;
 - Business and Enterprise;
 - Education, Training, Volunteering and Employment;
 - Vulnerable People;
 - Supporting Community Organisations and Assets;
 - To promote all towns and their surrounding areas as a place to be visited;

6. Funding and Review

Crewe and Nantwich Twinning Association will need to be self-funded

Chairman's Initials

However, from time to time Crewe Town Council will make a financial contribution based on proposals submitted to the Community Plan Committee for the consideration of Councillors. Once any financial contribution is made then monies will be spent in accordance with agreed terms as stipulated by Crewe Town Council

The policy and all such agreement will be the subject of review on a periodical basis

7. Future scope

In order for twinning and friendships to survive, endure and become more relevant as society changes it is felt that the following aims and objectives must be considered and taken into account when organising activities, events and projects:-

- 1. To encourage and increase levels of engagement and involvement in line with the principles and vision listed above;
- 2. Increased awareness and knowledge of twinning and friendships within all towns;
- 3. To proactively foster additional friendships with a view to entering into additional friendships;

Any future aims and objectives will be determined on the basis of how twinning and friendships develop in the interests of all parties





What is junior parkrun?

Launched in February 2018, Crewe parkrun is a 5 kilometre run which takes place on a Saturday morning for adults (but some children do take part) and it distinctly demonstrates how these events positively contribute towards community spirit, improves people's health and fitness directly and indirectly and is a great use of Queen's Park

Junior parkrun is a series of 2 kilometre events aimed at young people aged between 4 and 14 years old. These events are open to all abilities, free to access, safe and definitely easy to take part in. Junior parkruns take place on a Sunday morning and there are currently over 210 taking place across the United Kingdom

The closest junior parkruns to Crewe are Northwich, Wilmslow and Widnes. All boast impressive turnouts and there is an overwhelming amount of enthusiasm and support for children, parents and local authorities – Northwich averages 70 runners each week, Wilmslow average 84 and Widnes 76. The weekly numbers continue to grow as the event raises its profile and they will within a matter of weeks, reach over 100 runners every week

Funding requirements

It costs parkrun UK £6,000 to set up a parkrun event. However, they are able to cover half the set up costs and all the running costs once the run starts

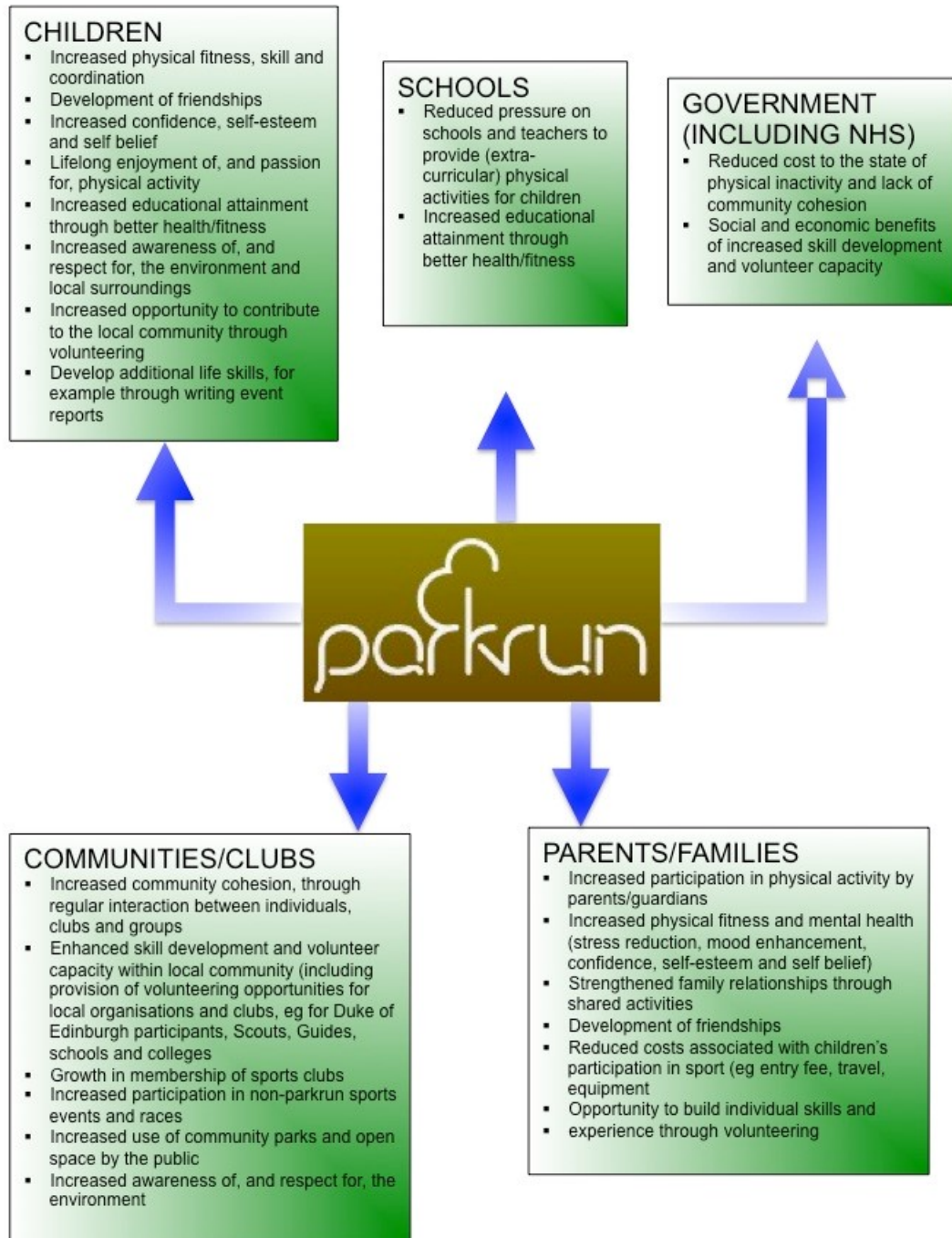
We would therefore like to approach Crewe Town Council with an ask of £3,000 to help find the remainder of the set up costs which will enable us to establish the Crewe junior parkrun as soon as possible

Benefits to the community

We feel the Crewe community will really benefit from a junior parkrun in the following ways:-

- Increase enthusiasm for sports, activity participation and healthy lifestyles in children and young people
- Provide a safe and fun environment for children and young people between 4 and 14 years old to participate in
- Provide inclusive opportunities for children and young people with disabilities to participate in as the course is fully accessible and everyone can complete the course at their own pace
- Provide a supportive, low stress environment for children who may struggle with team sports, or feel under pressure in other club environments
- Encourage independence the young people who take part can run the course themselves and achieve their running times at their own volition
- Opportunity for families to take part together – although adults do not get their times recorded, they can run alongside their children and it allows families to form a closer bond as well as additional friendships within the community in which they live
- Increase appreciation, and respect, for the natural environment e.g. the park, the ecosystem, etc.
- Showcase the beautiful Queen's Park to both local and national parkrun participants. As with the 5 kilometre adult parkrun, runners from all over the country travel to participate in the different parkrun locations
- Consolidate and build skills and experience associated with volunteering within the community

Junior parkrun: Beneficiaries and Benefits



Crewe Town Council
Community Plan Committee

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Crewe,
Cheshire,
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Tel: 01270 756975

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Minutes of the Meeting held on Monday 20th August 2018

- 18/2/01** Present:-
Councillor Benn Minshall, Pam Minshall, Diane Yates and Simon Yates
- Apologies:-
Councillors Damien Bailey, Suzanne Brookfield, Jill Rhodes and Dennis Straine-Francis
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 18/2/02** To note declarations of Members' interest
- No declarations of interests were made by Members of the Community Plan Committee
- 18/2/03** To confirm and sign the Minutes of the Community Plan Committee Meeting held on Monday 25th June 2018
(minutes attached)
- The Minutes of the Community Plan Committee Meeting held on Monday 25th June 2018 were approved by Members and signed as an accurate record by the Chair of the Community Plan Committee
- 18/2/04** To consider the Terms of Reference for the Community Plan Committee
(document attached)
- Members considered the Terms of Reference for the Community Plan Committee and **resolved** that they be approved
- 18/2/05** 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 raised or comments submitted by members of the public to the Community Plan Committee
- 18/2/06** To note the financial position of the Community Plan Committee
(document attached)
- Members noted the financial position of the Community Plan Committee
- 18/2/07** To receive an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan
(document circulated)
- Members received an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan from the Community Engagement Officer and the Chair of the Community Plan Committee¹

¹ Councillor Brian Roberts entered the Community Plan Committee Meeting at the beginning of this Item

18/2/08 To consider matters related to progressing the work undertaken by A Vision for Crewe – Crewe’s Community Plan under the themes of:-

- a) Arts, Culture, Leisure and Heritage
- b) Twinning and International Relations
- c) Health and Wellbeing
- d) Environment and Wildlife
- e) Young People and Families
- f) Education, Training, Volunteering and Employment
- g) Homeless and Vulnerable People
- h) Cheshire Neighbours Credit Union
- i) Supporting Community Organisations and Assets
- j) Raising Civic Pride

Members considered the proposed Crewe Friendship and Twinning Policy and **resolved** that it be adopted

Members further **resolved** to recommend to Council that Crewe Town Council enters into an Agreement regarding friendships or twinning arrangements with Mâcon, Dzierżoniów and Bischofsheim at the earliest opportunity

Members considered the proposal regarding establishing Compassionate Communities Projects and requested that further information on costings was obtained which was then submitted to the Community Plan Committee at a later date

Members considered information submitted regarding the Visyon Community Ambassador Programme and **resolved** to support the project and the organisation with the Programme

Members considered the proposal regarding making Crewe Makaton Friendly and **resolved** to allocate funds to support a number of Makaton training sessions to support organisations and businesses in Crewe

Councillor Brian Roberts declared a non-pecuniary interest in Item 8H (Minute Reference: 18/2/08) relating to the Cheshire Neighbours Credit Union in light of being a Member of the Credit Union Board

Members considered the proposal from Cheshire Neighbours Credit Union and **resolved** to allocate funds of £2,300.00 to the Credit Union towards new and revised marketing materials

Members **resolved** that the Mayor of Crewe presents the Community Recognition Civic Award to a deserving member of the community

18/2/09 To consider matters related to managing funds for an arts project should the bid submitted be successful

Members considered matters related to managing funds for an arts project and **resolved** to recommend to the Finance and Governance Committee that the Town Council acts as the responsible body should the bid be successful

18/2/10 To consider matters related to the Royal Arcade hoardings subject to the necessary information being received prior to the Community Plan Committee Meeting

Members **resolved** to defer discussions on this Item due to the necessary information not being received prior to the Community Plan Committee Meeting

18/2/11 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe

The Grant Application which have been submitted are:-

- 1) Central Cheshire Buddies Scheme – £850.00
- 2) St. Luke's (Cheshire) Hospice – £1,009.08
- 3) Find Your Voice CIC – £960.00
- 4) Crewe Stroke Communication Club – £960.00

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

- 1) An award of £850.00 was **resolved** to be made to Central Cheshire Buddies Scheme from the Crewe Town Council Small Grants Scheme
- 2) An award of £1,009.08 was **resolved** to be made to St. Luke's (Cheshire) Hospice from the Crewe Town Council Small Grants Scheme
- 3) An award of £960.00 was **resolved** to be made to Find Your Voice CIC from the Crewe Town Council Small Grants Scheme
- 4) An award of £960.00 was **resolved** to be made to Crewe Stroke Communication Club from the Crewe Town Council Small Grants Scheme

18/2/12 To note the dates of future meetings of the Community Plan Committee

Members noted the dates of future meetings of the Community Plan Committee as:-

- Monday 1st October 2018
- Monday 3rd December 2018
- Monday 4th March 2019

Meeting closed at 8:27pm



Purpose

The purpose of the Community Plan Committee is to oversee the delivery of A Vision for Crewe – Crewe's Community Plan and support the delivery of improvements in the social lives of those who live, study, work or visit the Town

Functions and Remit

- Develop, facilitate and implement A Vision for Crewe – Crewe's Community Plan to promote and improve the health, social and cultural wellbeing of those who live, work, study or visit the Town;
- To update the Community Plan as appropriate and seek Council approval for its adoption in any revised form;
- To administer and oversee the civic functions of the Town Council in conjunction with the Town Development Committee;
- To compile and submit responses to public consultations through the promotion and liaison with external stakeholders which are relevant to the work undertaken by A Vision for Crewe – Crewe's Community Plan;
- To facilitate and support statutory, community, voluntary and faith sector organisations within the Town to deliver the aspirations of A Vision for Crewe – Crewe's Community Plan;
- To have oversight of Working Groups formed to support special events, projects and assets in delivering the priorities set out in A Vision for Crewe – Crewe's Community Plan;
- To develop, facilitate and implement matters related to community engagement through the support of community assets and organisations;
- To support partner organisations in the development and implementation of friendships, twinning arrangements and events;
- To administer the policies and procedures of the Council relating to grants and donations;
- To make and award grants and donations in accordance with Council policies and procedures;
- To have oversight of the Small Grants Scheme Working Group;
- To seek and maximise the benefit of external funding along with accepting and receiving grants and donations to support projects, events and activities;
- To receive and accept grants and donations from external parties to support the implementation and development of the work undertaken by A Vision for Crewe – Crewe's Community Plan;
- To have oversight of the Council's involvement with outside bodies which are relevant to the work undertaken by A Vision for Crewe – Crewe's Community Plan;



Crewe Friendship and Twinning Policy

Version 2



1. Background

Twinning was widely promoted after World War Two to engender reconciliation and build relationships. Although twinning per se may not meet the needs of modern generations, the notion of friendship still has relevance in today's society. There are approximately 2,000 twinning arrangements in Britain and 75% are with French and German authorities

There is no fixed definition or model of town twinning or partnership arrangements. A twinning link is customarily defined as a friendship agreement involving co-operation between two communities in different countries, endorsed by both local authorities. The two twinned communities organise projects and activities around a range of issues and develop an understanding of historical, cultural and lifestyle similarities and differences. These activities should involve a wide range of community members and in keeping with any agreements which are in place

A 'friendship' can be seen as an affiliation between two communities that is considered and felt that it would be mutually beneficial to both parties

2. History of Twinning in Crewe

Crewe has been twinned with Mâcon, France, since 1957, and Dzierżoniów, Poland, and Bischofsheim, Germany, since 1991

With the historical connection at its foundation, Crewe Town Council hopes to practicably and effectively establish a sustainable civic and community friendship with Mâcon, Dzierżoniów and Bischofsheim

It will have the added value of strengthening relationships within Mâcon, Dzierżoniów and Bischofsheim as the Town Council engages with community groups to plan and deliver friendship projects

3. The Purpose and Benefits of Twinning and Friendships

- Increasing cultural awareness, including knowledge and understanding of the places of origin and understanding of the places of origin of the town's communities that can assist staff in their work and foster community cohesion;
- Instil a sense of community pride in Mâcon, Dzierżoniów, Bischofsheim and Crewe;
- Broaden horizons in all of the towns through understanding cultural, linguistic and social exchanges;
- Provide opportunities for younger people to acquire new skills and contribute positively to a partnership between all towns;

4. Management

Crewe Town Council will formulate an official working relationship with the Crewe and Nantwich Twinning Association (CANTA) whereupon it will meet at regular intervals and submit reports of their activities to Crewe Town Council. Therefore, it is expected that at least one Councillor and one Officer will have the oversight of this function

5. Principles and Visions of Twinning and Friendship

To promote and celebrate the culture and heritage of Mâcon, Dzierżoniów, Bischofsheim and Crewe through the following exchanges:-

- Arts, Culture, Recreation and Heritage;
- Twinning and International Relations;
- Health and Wellbeing;
- Environment and Wildlife;
- Young People and Families;
- Business and Enterprise;
- Education, Training, Volunteering and Employment;
- Vulnerable People;
- Supporting Community Organisations and Assets;
- To promote all towns and their surrounding areas as a place to be visited;

Whilst it is understood that Mâcon, Dzierżoniów and Bischofsheim are of particular importance, the Town Council requests that more activity is focussed on promoting the cultural diversity of Crewe and that CANTA engages with residents who have settled in the Town from other countries

6. Funding and Review

Crewe and Nantwich Twinning Association will need to be self-funded

However, from time to time Crewe Town Council will make a financial contribution based on proposals submitted to the Community Plan Committee for the consideration of Councillors. Once any financial contribution is made then monies will be spent in accordance with agreed terms as stipulated by Crewe Town Council

The policy and all such agreement will be the subject of review on a periodical basis

7. Future scope

In order for twinning and friendships to survive, endure and become more relevant as society changes it is felt that the following aims and objectives must be considered and taken into account when organising activities, events and projects:-

1. To encourage and increase levels of engagement and involvement in line with the principles and vision listed above;
2. Increased awareness and knowledge of twinning and friendships within all towns;
3. To proactively foster additional friendships with a view to entering into additional friendships;

Any future aims and objectives will be determined on the basis of how twinning and friendships develop in the interests of all parties

Compassionate Communities

Report to Community Plan Committee

Monday 20th August 2018



The End of Life Partnership (EoLP), through their Public Health and Wellbeing team (PHWB) have been working with communities across Cheshire since early 2013. We developed a Compassionate Communities model in 2017 working to prevent or reduce loneliness and social isolation. We are currently supporting seven towns and villages at various stages of creating their own compassionate community. By community we mean a group of people living/sharing the same place

Our definition of a Compassionate Community is fundamentally about working with communities rather than for them, by inspiring, enabling and empowering people to find their own solutions, build upon existing skills and knowledge, and by supporting each other in times of crises. We take a people centred, resident driven, strength based approach that is locally focused and is grassroots orientated

Our focus on supporting communities is due to 76,471 known unpaid carers throughout Cheshire. Loneliness and social isolation are major problems for adults with long term conditions and their informal carers. Interventions and activities aimed at reducing social isolation and loneliness are widely advocated as a solution to this growing problem (Gardener et al 2016). Our Pilot Community Chelford focussed on loneliness and social isolation of over 55's, many of whom are living with long-term conditions, are carers or are bereaved

Our expertise lies in supporting communities to develop their own interventions and activities maintaining connections throughout aging and the last phase of life. We enable those who are living with long-term conditions or are approaching the end of their life and their relatives (unpaid carers) to maintain their connections and support networks. We nurture and train people in communities to develop their knowledge, skills and behaviours around life, age, death and loss

The activities that are making an impact to preventing loneliness and social isolation include:-

- Building local partnership working
- Training in the community around future life planning (wills, lasting power of attorney, funeral planning, unexpected death, advance care planning, etc.)
- Building knowledge, skills and confidence for people to support others and raise difficult conversations
- Building knowledge, skills and confidence around practically supporting each other
- Building upon existing social groups and how people can access these (access and advertising)
- Developing and facilitating new social groups and activities
- Facilitating the development of volunteer models such as buddying/befriending services, 'Chelford Connectors', 'Street Rep's', social groups such as crafting memories, future life planning, Community Ambassadors, 'friendly neighbours' and developments similar to Senior Companion Programme (Butler 2006) and the 'Call in Time' programme (Cattan *et al.* 2011, Kime *et al.* 2012)
- Supporting the communities to act upon barriers that prevent people attending e.g. having a friendly face take them to a group for the first time, or giving someone a lift as transport is a barrier
- Carers Wellbeing Programme and bereavement training for community Volunteers

Compassionate Communities was identified within the Cheshire East Joint Strategic Needs Assessment (JSNA) 2017-2018 that highlighted the need to further 'establish and enhance community development opportunities to support the needs of our local communities' within their End of Life report

The Project emphasises a Public Health approach to end of life care. It encourages communities, including carers to support each other, and their families who are dying or living with loss and aims to enable people to live as well as they can. The project has been developed in response to the Dying Matters coalition (led by the National Council of Palliative Care 2010) and in line with the National Ambitions Framework for end of life and palliative care (2015) also of which is the basis for EoLP's strategic plan. The Public Health Team's objectives are based on Ambition 6 Each Community is prepared to help. To prepare communities we must enable, inspire and empower them by giving them the knowledge, skills and confidence around end of life issues in order for those communities to help each other in times of crises in life, age, death and loss.

Each community is different, however our main aim is to recognise the importance of tackling social isolation and loneliness among people with long term conditions and their Carers. For example, in the UK *the Campaign to End Loneliness*

was established in 2011 as a network of national, regional and local organisations working together to ensure that loneliness is acted upon as a public health priority at national and local levels. Further studies (Mead et al (2010) showed that people who had taken on the responsibility of caring for a loved one with a long term condition were most at risk of loneliness and social isolation, as it prevented them from leaving their home.

To reach the people most at need the focus of the project will also benefit those that have been bereaved and others that present to professional and voluntary organisations as lonely and/or isolated. To identify those most at risk, we work in collaboration with general practices, local area coordinators, social care, Cheshire Carers Hub (and other carers organisations), Cheshire Police and Fire service, paramedics, paid care agencies, hospital staff and those in pastoral roles to refer to the community initiatives we support to establish. The project will also benefit those that volunteer and are part of the support networks, for example the volunteer befrienders in Chelford volunteered because they were lonely themselves and get so much from the volunteering process

EoLP Public Health Team have developed a Sustainable Compassionate Communities model that can be applied and is adaptable to suit differing Communities within Cheshire. The model is highlighted below:

Our approach:-

Discover and Assess –

- Identify local issues that could be supported through a Compassionate Community approach
- Asset map what is already out there –acknowledge the resources and connections developed through our extensive public health work over the last six years – this increased knowledge improves the referral processes of those feeling socially isolated, connecting them into relevant services and activities
- Give the community a voice- invite local people and community leaders from health and social care professionals, services such as libraries and schools, local charity representatives, activity, faith and community groups and local residents.

Focus and Commit –

- Analyse challenges and opportunities gained during ‘Discover and Assess’ by using data from local health centres, feedback from local residents and knowledge from these representatives, identify other activities to build on current provisions aimed at increasing access and connection – due to the extensive involvement and mapping, this means that no new activity duplicates or competes with already existing offerings
- Focus and prioritise on an area/s –set out a plan and include objectives short and long term, building further connections where needed

Build and Launch –

- Involve other community members to build momentum
- Educate the broader community about Compassionate Communities and acknowledge what is already happening within your community
- Launch a ‘kick start’ event –publicise the plan widely
- Begin the implementation of agreed action plan by bringing representatives from each of the participation groups together, to form a steering group to steer the direction based upon the needs of the community already identified
- Identify scope for volunteering as a way of increasing social connections within each community

Evaluate and Sustain –

- Monitor and measure progress and continue planning

- Celebrate successes, learn from unsuccessful efforts to inform future direction
- Communicate with the community on a regular basis and empower them to take further community development forward
- EoLP facilitate Communities to take the lead, take action for themselves and give them the confidence to build their own ideas for social connections. Each community will take a different approach as an example some communities may choose (through EoLP asset mapping sessions) to build a bank of volunteer befrienders that can support both the person with a long-term condition and their unpaid carer. This may be in the form of getting the person out and about, giving the carer some much needed time out, but can also be there to support through end of life planning and practicalities. The volunteer befrienders and Coordinator (trained by EoLP) can also provide support when caring ends and reconnect carers into the community and build up their social connections. We encourage communities to identify what they have and build upon this before tackling any gaps they have identified. This is the beginning of a sustainable model where the community starts within their own comfort zone. EoLP offer training and advice around end of life to the community to build their confidence further and prepare community members to tackle social isolation and loneliness around life, age, death and loss.

People in the communities can get involved in as much or as little as they are able. Some may offer buildings for clubs, some may be on the steering group, some may be able to provide transport or tea, and some local businesses may offer donations for refreshments at a carers group. The people in the community utilise their own knowledge and skills, and there is a sense of obligation for General Practices and services to get involved to understand the benefits of referring their patients (that are lonely and isolated) to the various social networks the community have chosen to focus on

By supporting the establishment of a steering group within the community (often made up from health, social care, church members, schools, parish councillors etc.) this group is then supported through EoLP facilitation to develop ideas for the future including knowledge about how to fund future initiatives, and developing a social isolation plan for the community

Who is Visyon?

Visyon is a mental health charity that supports young people when they most need it

Visyon provides a safe place for children, young people and their families to come to when they need help. Visyon are highly adept at working with young people to work out what's troubling them and what they can do about it. Whether they're confused, upset, worried, or feeling hurt or angry about something, somebody at Visyon is there to listen and help them to decide what they want to do next

Community Ambassador Programme

Visyon have recently launched a Community Ambassador programme where they aim to develop a team who will raise awareness of the issues affecting the emotional wellbeing of children and young people, and to engage the support of the community to tackle them

Community Ambassadors are drawn from all sections of the community and all age groups. All they have in common is commitment to the emotional wellbeing of children and young people, and a willingness to do something about it

What does an Ambassador do?

The role is to take action in the community to promote the wellbeing of children and young people and support the work of Visyon

Request

Visyon needs help to recruit Ambassadors from local groups and businesses and has made a request to Crewe Town Council for their support to do so alongside a small amount of funding to facilitate the workshop and the materials needed for them

Making Crewe Makaton Friendly

Report to Community Plan Committee

Monday 20th August 2018



Introduction

This document outlines a proposal on how training and resources could be provided to deliver a basic level of Makaton across Crewe

It will cover:-

1. The proposed vocabulary
2. The Training Programme
3. Ongoing Support
4. Becoming Makaton Friendly
5. Training Costs

This training works on the principle that each organisation would have a good number of staff complete the relevant Makaton Overview training

1. Proposed Vocabulary

To ensure a good foundation vocabulary, the Makaton Charity ask we include 20 statutory words. These 20 words facilitate everyday interactions and are listed below

The Personalised Vocabulary would be agreed per area/group trained. This is typically another 15-20 signs plus the finger spelling alphabet. See some proposed but not exhaustive ideas below

Makaton - Example Town /Shopping Centre	
	
Mandatory for Makaton Accredited	
1a I	
1b You	
2 Where?	
3 What?	
4 Hello	
5 House/Home	
6a Food (1)	
7 Car	
8 Music	
9 Book	
10 Ball	
11a Phone	
11b to Phone	
12 Toilet	
13 No	
14a Good (1)	
14b Good (2)	
15a A drink	
15b to drink	
16a to give (1)	
16b to give (2)	
17 to sit	
18 to look	
19a to come (1)	
19b to come (2)	
20 to go	
Greeting	Support
Hello	1 That way to ...
1 Goodbye	2 Restaurant
Good	3 Café
2 Help	Toilet
3 Okay	4 Baby Changing
4 My	5 Shop
5 Name	6 First Aid
6 Wait	7 Museum
7 Please	Wait/Stay here
8 Thank You	7 Bus/Train station
	Exit
	Retail
	1 Till
	2 Change Rooms
	3 Bag
	4 Help
	5 Clothing
	6 Shoes
	7 What Size
	8 What colour
	9 Finish
	10 Okay
	Café's
	1 Coffee
	2 Tea
	3 Milk
	4 Sugar
	5 Ice cream
	6 Sandwich
	7 Burger
	8 Chips
	9 Cake
	10 Coke
	11 Hot Dog
	12 Money

Full Alphabet - for finger spelling initials of names

All Participants will learn the Mandatory list plus greetings plus one other list depending on role

So for example staff in Cafés would attend training comprising of:-

- Mandatory Word List
- Greetings
- Café Words

As part of training the signs and symbols delivered are made available to attendees in a training handout to take away with them. See an example of a handout pack for medical staff

Costs do not include copies of the handouts but do include a Makaton Certificate and Makaton Badge per participant

2. The Training Programme

Chairman's Initials

The Makaton workshops each take between 120 minutes depending on the size of vocabulary taught

Participants would learn about signing with Makaton with the aim of them leaving with the confidence to Champion Makaton in their area of work

Each workshop agenda would look something like this:-

Accredited Makaton Overview Mins		
	min	max
Introductions	5	5
How we communicate	20	20
How Makaton helps	10	10
Mandatory Signs & Symbols	30	30
Personalised Signs & Symbols	20	35
Alphabet & Names	-	15
Conclusion/Questions	5	5
TOTAL TIME	90	120

3. Ongoing Support

IT Matters would be available to provide on-going support via email/telephone regarding clarity of signs/symbols and any new vocabulary required

The Makaton Charity also provide this support

Becoming Makaton Friendly

Once the site training is complete and embedded, we would be in a position to endorse an application to the Makaton Charity for Organisation to become Makaton Friendly. If around 30 Organisations meet the criteria then we can look to classifying Crewe as a Makaton Friendly Town. 30 Organisations with on average 5 people per organisation would be 150 people so approximately 8 training sessions

Once Makaton Friendly status is awarded you are licensed to use the Makaton Friendly logo and appear on the online Makaton Friendly map – see my former clients Alton Towers inclusion below as an example:

Map of Makaton Friendly places

To find Makaton Friendly places in your area, type in your postcode, select the maximum distance and click on Search.

Enter your postcode

Distance

Search

ST10 4DB

20 miles

A map showing the area around Stoke-on-Trent, with various locations marked as Makaton Friendly. The map includes labels for towns like Northwich, Macclesfield, Congleton, Leek, Matlock, Sutton-in-Ashfield, Chesterfield, Newar, Nottingham, Beeston, Long Eaton, Loughborough, Melton Mowbray, Leicester, Tamworth, Cannock, Stafford, Stone, Uttoxeter, Ashbourne, Cheshire, Burton upon Trent, and Lichfield. The map also shows major roads like the M6, M1, and A50.

The following places have been awarded Makaton Friendly status. They use Makaton to help people communicate and make their services accessible to children and adults with learning or communication difficulties.

Alton Towers	0.00 miles away
<div> <div>Alton</div> <div>Staffordshire</div> <div>ST10 4DB</div> <div>United Kingdom</div> <div>Google map</div> </div>	<div> <div>Alton Towers resort now includes a sensory garden themed around "something Special" and includes Makaton symbols and signs. Alton Towers use Makaton throughout the resort to encourage staff to attend training sessions to update and learn different signs for each specific department. They have held numerous Makaton training sessions with an external trainer to ensure all colleagues can use Makaton signs to sit alongside the opening of the resort's CBeebies Land Hotel.</div> <div>www.altontowers.com</div> </div>

4. Costs

An indication of costs, depending on number of sessions run is given here:

Chairman’s Initials

Indicative Costs			
Number of Workshops Per Day	1	2	3
Max number of participants trained	20	40	60
Cost for delivering Workshops	£200	£360	£500
Cost per participant	£10.00	£9.00	£8.33

An example may be:

Day 1:

10.00-12.00	Workshop for Food and Drink Providers	20 People max
12.30-14.30	Workshop for Retail	20 People max
15.00-17.00	Workshop for Security/First Aid	20 People max

Day 2:

10.00-12.00	Workshop for Leisure/football	20 People max
12.30-14.30	Workshop for Cinema/theatre	20 People max
15.00 –17.00	Workshop for TBC	20 People max

Day 3:

10.00-12.00	Workshop for Leisure/football	20 People max
12.30-14.30	Workshop for Cinema/theatre	20 People max
15.00 –17.00	Workshop for TBC	20 People max

The training cost to deliver this would be £1,500

To be registered as Makaton Friendly there is an additional cost

The administration fee is £50 for organisations with under £1 million turnover and £100 for organisations with over £1 million turnover

Makaton Friendly is awarded for a period of 2 years

Cheshire Neighbours Credit Union

Report to Community Plan Committee

Monday 20th August 2018



Cheshire Neighbours Credit Union (CNCU) is a not-for-profit organisation run by a volunteer board, a small number of paid employees supported by a team of volunteers

CNCU is a financial co-operative which offers a genuine ethical alternative to High Street banks and loan companies. Just like its fellow credit unions throughout the world CNCU provides safe saving and competitive affordable credit to anyone who lives or works in Cheshire

Saving regularly allows one to work towards financial goals and can provide a cushion for the unforeseen financial emergency. Regular saving can reduce the need to borrow money from costly sources such as Payday Lenders and Loan Sharks

We accept not all in our communities can afford to make regular contributions to saving schemes when needing to make ends meet. To assist, CNCU offer a Budgeting Account, commonly known as a Jam Jar Account which offers a simple and convenient way of ensuring that priority bills are paid on time, and helps takes the stress out of paying essential bills and makes managing their finances easier

Since welfare changes were made and Universal Credit was introduced, many people have found themselves in arrears with rent or mortgage payments and council tax, etc.

Using a CNCU budget account is a great way to ensure all bills are paid on time

A CNCU budget account can be used for:-

- Rent and mortgage payments.
- Council tax.
- Gas, Electricity, Water bills.
- TV Licence payments.
- Other priority bills.

CNCU Budget Accounts work on a unique system called “Lock Down”cll, not offered by high street banks. The amounts for these essential bills to be paid is placed in a lock-down state until payment is made

This account can be funded through benefits, payroll deductions, wages, standing orders and direct debits

We see this a highly beneficial facility to assist many who:-

- Struggle to budget their money.
- Anyone who does not have a high street bank account.
- Tenants whose landlords need a secure payment method for rent.
- Local Authorities who require payment assurances for Council tax arrears.

We are in the process of upgrading our IT operating system to give greater flexibility in which to meet the needs of what can be quite complex and time consuming accounts, but never the less an essential service

CNCU operate from the 3rd floor of Delamere House, Crewe. This office accommodation is provided by CEC and although this is very welcome support, it leaves us with a lack of a “high street profile”

CNCU need to promote its many services which are available to all residents of Cheshire

To do this we have identified, following consultation with our members, staff and service users, and a number of actions we need to undertake to ensure the public in most need of these service are aware of their existence

It's quite staggering how many people do not know we exist let alone how straight forward we are for them to access financial assistance available from us

It is essential for us to increase the awareness of our services in public places, such as medical and Connected Community Centres, benefit and council offices, work and leisure facilities, etc. As a precursor of this our literature needs to be updated along with our social media profile

Part of this information campaign will be to provide a comparison awareness between what is on offer by CNCU compared to the highly inflated and extortionate charges made by the weekly payment stores for essential domestic appliances and furnishings such as washing machines, beds and sofas, etc.

To do this we are looking for the support of Crewe Town Council to help us to fund the design and printing of posters and leaflets to place in the identified locations and to create a new Social Media Profile

Approximate costs subject to design update and quantities for leaflets and posters we estimate would be	£1300
Specialist “Landlords” leaflet	£350
Design and placing of Social Media Profile	£650
Total	£2,300

We feel our proposal meets the criteria of the Vision for Crewe and of the CTC community Plan

Raising the awareness in Crewe and the greater area of Cheshire East will enable residents to access an established financial assistance service where they can be provided with help in managing their financial problems and maintain their household requirements at an affordable and sustainable level

Successful Debt Management can play a major role in relieving of stress and improving the health and wellbeing of all members of a household. Providing affective means of managing household expenses can prevent the more vulnerable in our communities from falling deeper into debt and despair

Should the Community Plan Committee grant our request we would be very pleased to ensure the CTC support is recognised on the publication

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 Monday 15th October 2018

- 18/3/01** Present:-
Councillor Suzanne Brookfield, Benn Minshall, Pam Minshall, Jill Rhodes, Brian Roberts, Diane Yates and Simon Yates
- Apologies:-
Councillor Dennis Straine-Francis
- In attendance:-
Hannah Marr (Community Engagement Officer)
- 18/3/02** To note declarations of Members' interests
- No declarations of interests were made by Members
- 18/3/03** To confirm and sign the Minutes of the Community Plan Committee Meeting held on Monday 20th August 2018
(minutes attached)
- The Minutes of the Community Plan Committee Meeting held on Monday 20th August 2018 were approved by Members and signed as an accurate record by the Chair of the Community Plan Committee
- 18/3/04** Public Participation
- A period not exceeding 15 minutes for members of the public to ask questions or submit comments to the Committee
- No questions were asked by the public or comments submitted to the Community Plan Committee
- 18/3/05** To note the financial position of the Community Plan Committee
(document attached)
- Members noted the financial position of the Community Plan Committee
- 18/3/06** To receive an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan
- The Community Engagement Officer and Chair of the Community Plan Committee gave a verbal update on work undertaken by A Vision for Crewe – Crewe's Community Plan since the last meeting of the Community Plan Committee

under the themes of:-

- a) Arts, Culture, Recreation and Heritage
- b) Twinning and International Relations
- c) Health and Wellbeing
- d) Environment and Wildlife
- e) Young People and Families
- f) Education, Training, Volunteering and Employment
- g) Homeless and Vulnerable People
- h) Supporting Community Organisations and Assets
- i) Raising Civic Pride

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

Members **resolved** to recommend to Council that the £10,000.00 allocated to Chalk It Up in the 2018 / 2019 budget is placed in an earmarked reserve to be spent in the forthcoming financial year 2019 / 2020

Councillors Brookfield, Rhodes and Roberts updated members on the recent New Homes Bonus Scheme Meeting and advised that the funding would be allocated towards:-

- Road safety and street lighting
- Health and Wellbeing
- Anti-Social Behaviour
- Vulnerable people including the homeless
- Youth projects
- Green spaces

18/3/08 To consider a proposal from Everybody Sport and Recreation for specialist equipment for the Crewe Lifestyle Centre **(document circulated)**

Members considered the proposal from Everybody Sport and Recreation and requested that additional information is sought and further avenues explored with regards the proposal which is then presented to a future meeting of the Community Plan Committee

18/3/09 To consider matters related to a Compassionate Community Project in conjunction with the End of Life Partnership **(document circulated)**

Members considered matters related to a Compassionate Community Project and requested that further information is sought on the project and is presented to the Community Plan Committee at a future date

18/3/10 To consider matters related to the Youth Council

Members considered matters related to the Youth Council and **resolved** not to reinstate it and continue with the Crewe Youth Voice Group as a way of engaging with young people in Crewe

18/3/11 To consider matters related to revising the Vision for Crewe – Crewe's Community Plan action plans and priorities

Members considered matters related to revising the Vision for Crewe – Crewe's Community Plan action plans and priorities

Members **resolved** to recommend to Council that the remainder of the Annual Report budget is reallocated to support revising the Vision for Crewe Action Plans

18/3/12 To consider matters related to the draft budget for the Community Plan Committee for the forthcoming financial year 2019 / 2020 **(draft budget circulated)**

Members considered the draft budget for the Community Plan Committee for the forthcoming financial year 2019 / 2020

Members amended the proposed draft budget and **resolved** to submit that budget to the Finance and Governance Committee for consideration

18/3/13 To consider a resolution to present the Civic Awards in 2019 and to authorise the Community Engagement Officer

to compile a list of award winners in consultation with the Mayor of Crewe
(award information circulated)

Members considered the draft award information regarding the Civic Award Scheme and **resolved** to present the Civic Awards in 2019

Members further **resolved** to authorise the Community Engagement Officer to compile a list of award nominees and winners in consultation with the Mayor of Crewe

18/3/14 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe Town Council Small Grants Scheme submitted to the Town Council before Sunday 16th September 2018

The Grant Applications which have been submitted are:-

- 1) Crewe and District Bus User Group – £500.00
- 2) Gainsborough Primary and Nursery School – £1,100.00

(grant applications circulated)

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

- 1) Members requested that further information is obtained from the Crewe and District Bus Group and that the application is resubmitted back to the Committee at a future meeting
- 2) An award of £1,100.00 was **resolved** to be made to Gainsborough Primary and Nursery School from the Crewe Town Council Small Grants Scheme

18/3/15 To note the dates of future meetings of the Community Plan Committee

Members noted the dates of future meetings of the Community Plan Committee as:-

- Monday 3rd December 2018
- Monday 4th March 2019

Meeting closed at 9:04pm



Proposed Draft Budget **Community Plan Committee Meeting** **Monday 15th October 2018**



Financial Year 2019 / 2020 – Version 2

Amount	Activities and Projects
	<i>Arts, Culture, Recreation and Heritage</i>
£10,000	Heritage Strategy Peoples register, asset register, heritage plaques and information boards, creation of a plan / strategy
£2,000	Twinning and International Cohesion Projects
	<i>Health and Wellbeing / Vulnerable People</i>
£10,000	Tree of Light Ceremony
£5,000	Carers Projects Information events, group support, workshops
£5,000	Food activities Holiday hunger schemes, cooking workshops, healthy eating programmes
£10,000	Homeless Destinations Worker (commitment was made to part fund this post at this level until 2020 / 2021)
£2,500	Environment and Wildlife
	<i>Young People and Families</i>
£5,000	Crewe Youth Voice Continuation and expansion of the project
£25,000	Young People and Family Activities (£20,000 was previously committed at Community and Environment Committee) Holiday programmes, continuation of existing young people's activities, family focussed projects
£8,000	Crewe Pledge (previously committed at Economic Development Committee)
	<i>Supporting Community Assets</i>
£10,000	Large Grants Scheme for proposals and projects over £1,000
£15,000	Community Asset Support / Sustaining the Vision for Crewe Network
£1,000	Annual Report
£25,000	Small Grants Scheme
£7,500	Civic Budget
£141,000	Total

Ability for All programme

The Ability for All programme is a disability and inclusion programme which provides a range of bespoke activity programmes for the underrepresented groups and specific medical conditions to help them have a healthy and active lifestyle to maintain their personal wellbeing.

The Ability for All programme aims to:

- Increase physical activity opportunities for people with a disability, impairment or medical condition;
- Improve an individual's personal development and mental wellbeing through physical activity;
- Provide opportunities for the parents or carers to have a short break or do the activity together;
- Increasing the satisfaction of the opportunities provided;

Background

Through our Ability for All programme and the individual activities we aim to increase the opportunities available at Crewe Lifestyle Centre to help change lives through physical activity and healthy recreation.

One of our activities, Aqua Relax, is a pool session for people with specific medical conditions to move more, be active or just relax and socialise in the pool. Over the past few months we have noticed more people attending Aqua Relax who are in a wheelchair due to losing the use of their legs due to an accident or through a medical condition such as dementia where they are unable to walk any longer.

Everybody Sport and Recreation (ESAR) currently manages Crewe Lifestyle Centre which has 2 disability changing rooms, one being a Changing Places room and two aqua wheelchairs to help transport swimmers from the changing area on to poolside and in to the pool via the platform lifts.




Over the last couple of months we have noticed an increase in demand for people attending our Aqua Relax session who are in a wheelchair and may also require the hoist in the Changing Places room to transfer from their personal chair to the aqua wheelchair.

Some weeks this has led to a juggling situation where we have 3 or 4 swimmers but only have two chairs. In this instance we have to swap chairs once swimmers have entered the pool meaning people in the changing area have to get into a wet wheelchair to go on to pool side.

Proposal

To help increase the opportunities and accessibility to the pool at our Aqua Relax session and at public swim sessions for other swimmers/families with a range of disabilities or medical conditions such as Multiple Sclerosis, Parkinson's, Osteoporosis, and Fibromyalgia we wish to:-

- Increase the number of aqua wheelchairs available for swimmers with mobility issues
- Develop the facilities within the second disability changing room to include a changing bed to allow swimmers to be changed safely and a mobile hoist to transfer the swimmer from their wheelchair to the changing table.

Equipment Required		Quantity	Price	Total Price
Aqua Wheelchair		2	£2062.81 each	£4125.62
Mobile Hoist *		1	£1500.00 each	£1500.00
Changing Table **		1	£845.00 each	£845.00
Total Project Cost				£6470.62

* There is a wide range of mobile hoists where the price varies from £800 to £1500 depending on the specification. We would need to take guidance on what model and technical specification is most appropriate for the changing room which may vary the price.

** This is an example of adjustable changing table we would need but would need to take guidance on the technical specification required to ensure the correct model.

As part of the project we have £2,000 to contribute to the project but looking at other potential funding for specific equipment or contribute to the total cost of the project.

Compassionate Communities

Report to Community Plan Committee

Monday 20th August 2018



The End of Life Partnership (EoLP), through their Public Health and Wellbeing team (PHWB) have been working with communities across Cheshire since early 2013. We developed a Compassionate Communities model in 2017 working to prevent or reduce loneliness and social isolation. We are currently supporting seven towns and villages at various stages of creating their own compassionate community. By community we mean a group of people living/sharing the same place

Our definition of a Compassionate Community is fundamentally about working with communities rather than for them, by inspiring, enabling and empowering people to find their own solutions, build upon existing skills and knowledge, and by supporting each other in times of crises. We take a people centred, resident driven, strength based approach that is locally focused and is grassroots orientated

Our focus on supporting communities is due to 76,471 known unpaid carers throughout Cheshire. Loneliness and social isolation are major problems for adults with long term conditions and their informal carers. Interventions and activities aimed at reducing social isolation and loneliness are widely advocated as a solution to this growing problem (Gardener et al 2016). Our Pilot Community Chelford focussed on loneliness and social isolation of over 55's, many of whom are living with long-term conditions, are carers or are bereaved

Our expertise lies in supporting communities to develop their own interventions and activities maintaining connections throughout aging and the last phase of life. We enable those who are living with long-term conditions or are approaching the end of their life and their relatives (unpaid carers) to maintain their connections and support networks. We nurture and train people in communities to develop their knowledge, skills and behaviours around life, age, death and loss

The activities that are making an impact to preventing loneliness and social isolation include:-

- Building local partnership working
- Training in the community around future life planning (wills, lasting power of attorney, funeral planning, unexpected death, advance care planning, etc.)
- Building knowledge, skills and confidence for people to support others and raise difficult conversations
- Building knowledge, skills and confidence around practically supporting each other
- Building upon existing social groups and how people can access these (access and advertising)
- Developing and facilitating new social groups and activities
- Facilitating the development of volunteer models such as buddying/befriending services, 'Chelford Connectors', 'Street Rep's', social groups such as crafting memories, future life planning, Community Ambassadors, 'friendly neighbours' and developments similar to Senior Companion Programme (Butler 2006) and the 'Call in Time' programme (Cattan *et al.* 2011, Kime *et al.* 2012)
- Supporting the communities to act upon barriers that prevent people attending e.g. having a friendly face take them to a group for the first time, or giving someone a lift as transport is a barrier
- Carers Wellbeing Programme and bereavement training for community Volunteers

Compassionate Communities was identified within the Cheshire East Joint Strategic Needs Assessment (JSNA) 2017-2018 that highlighted the need to further 'establish and enhance community development opportunities to support the needs of our local communities' within their End of Life report

The Project emphasises a Public Health approach to end of life care. It encourages communities, including carers to support each other, and their families who are dying or living with loss and aims to enable people to live as well as they can. The project has been developed in response to the Dying Matters coalition (led by the National Council of Palliative Care 2010) and in line with the National Ambitions Framework for end of life and palliative care (2015) also of which is the basis for EoLP's strategic plan. The Public Health Team's objectives are based on Ambition 6 Each Community is prepared to help. To prepare communities we must enable, inspire and empower them by giving them the knowledge, skills and confidence around end of life issues in order for those communities to help each other in times of crises in life, age, death and loss.

Each community is different, however our main aim is to recognise the importance of tackling social isolation and loneliness among people with long term conditions and their Carers. For example, in the UK *the Campaign to End Loneliness* was established in 2011 as a network of national, regional and local organisations working together to ensure that loneliness is acted upon as a public health priority at national and local levels. Further studies (Mead et al (2010) showed that people who had taken on the responsibility of caring for a loved one with a long term condition were most at risk of loneliness and social isolation, as it prevented them from leaving their home.

To reach the people most at need the focus of the project will also benefit those that have been bereaved and others that present to professional and voluntary organisations as lonely and/or isolated. To identify those most at risk, we work in collaboration with general practices, local area coordinators, social care, Cheshire Carers Hub (and other carers organisations), Cheshire Police and Fire service, paramedics, paid care agencies, hospital staff and those in pastoral roles to refer to the community initiatives we support to establish. The project will also benefit those that volunteer and are part of the support networks, for example the volunteer befrienders in Chelford volunteered because they were lonely themselves and get so much from the volunteering process

EoLP Public Health Team have developed a Sustainable Compassionate Communities model that can be applied and is adaptable to suit differing Communities within Cheshire. The model is highlighted below:

Our approach:-

Discover and Assess –

- Identify local issues that could be supported through a Compassionate Community approach
- Asset map what is already out there –acknowledge the resources and connections developed through our extensive public health work over the last six years – this increased knowledge improves the referral processes of those feeling socially isolated, connecting them into relevant services and activities
- Give the community a voice- invite local people and community leaders from health and social care professionals, services such as libraries and schools, local charity representatives, activity, faith and community groups and local residents.

Focus and Commit –

- Analyse challenges and opportunities gained during ‘Discover and Assess’ by using data from local health centres, feedback from local residents and knowledge from these representatives, identify other activities to build on current provisions aimed at increasing access and connection – due to the extensive involvement and mapping, this means that no new activity duplicates or competes with already existing offerings
- Focus and prioritise on an area/s –set out a plan and include objectives short and long term, building further connections where needed

Build and Launch –

- Involve other community members to build momentum
- Educate the broader community about Compassionate Communities and acknowledge what is already happening within your community
- Launch a ‘kick start’ event –publicise the plan widely
- Begin the implementation of agreed action plan by bringing representatives from each of the participation groups together, to form a steering group to steer the direction based upon the needs of the community already identified
- Identify scope for volunteering as a way of increasing social connections within each community

Evaluate and Sustain –

Chairman’s Initials

- Monitor and measure progress and continue planning
- Celebrate successes, learn from unsuccessful efforts to inform future direction
- Communicate with the community on a regular basis and empower them to take further community development forward
- EoLP facilitate Communities to take the lead, take action for themselves and give them the confidence to build their own ideas for social connections. Each community will take a different approach as an example some communities may choose (through EoLP asset mapping sessions) to build a bank of volunteer befrienders that can support both the person with a long-term condition and their unpaid carer. This may be in the form of getting the person out and about, giving the carer some much needed time out, but can also be there to support through end of life planning and practicalities. The volunteer befrienders and Coordinator (trained by EoLP) can also provide support when caring ends and reconnect carers into the community and build up their social connections. We encourage communities to identify what they have and build upon this before tackling any gaps they have identified. This is the beginning of a sustainable model where the community starts within their own comfort zone. EoLP offer training and advice around end of life to the community to build their confidence further and prepare community members to tackle social isolation and loneliness around life, age, death and loss.

People in the communities can get involved in as much or as little as they are able. Some may offer buildings for clubs, some may be on the steering group, some may be able to provide transport or tea, and some local businesses may offer donations for refreshments at a carers group. The people in the community utilise their own knowledge and skills, and there is a sense of obligation for General Practices and services to get involved to understand the benefits of referring their patients (that are lonely and isolated) to the various social networks the community have chosen to focus on

By supporting the establishment of a steering group within the community (often made up from health, social care, church members, schools, parish councillors etc.) this group is then supported through EoLP facilitation to develop ideas for the future including knowledge about how to fund future initiatives, and developing a social isolation plan for the community

It is estimated that the project will cost approximately £6,968.00

Crewe Town Council
Community Plan Committee

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Minutes of the Meeting held on Monday 11th March 2019

18/4/01 Present:-
Councillor Suzanne Brookfield, Benn Minshall, Jill Rhodes, Brian Roberts and Simon Yates

Apologies:-
Councillor Pam Minshall and Diane Yates

In attendance:-
Hannah Marr (Community Engagement Officer)

18/4/02 To note declarations of Members' interests

Councillor Brian Roberts declared a non-pecuniary interest in Item 9 (Minute Reference : 18/04/09) relating to the Cheshire Neighbours Credit Union in light of being a Member of the Cheshire Neighbours Credit Union Board

Councillor Jill Rhodes declared a non-pecuniary interest in Item 8 (Minute Reference: 18/04/08) relating to project with St. Andrew's with St. John the Baptist Church in light of being a member of the congregation

Councillor Jill Rhodes declared a non-pecuniary interest in Item 9 (Minute Reference : 18/04/09) relating to the Cheshire Neighbours Credit Union in light of being a Member of the Cheshire Neighbours Credit Union Board

18/4/03 To confirm and sign the Minutes of the Community Plan Committee Meeting held on Monday 15th October 2018
(minutes attached)

The Minutes of the Community Plan Committee Meeting held on Monday 15th October 2018 were approved by Members and signed as an accurate record by the Chair of the Community Plan Committee

18/4/04 Public Participation

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

Mr Jackson raised a question to Members of the Community Plan Committee regarding the Royal Arcade and Crewe Town Centre Redevelopment Project which was responded to by Councillor Suzanne Brookfield

Mr Jackson raised a further question regarding the geothermal project which was proposed for the Manchester Metropolitan University Cheshire Campus which was responded to by Councillor Brian Roberts

The Chairman of Crewe FC made a statement to Members of the Community Plan Committee in support of the organisations application to the Crewe Town Council Small Grants Scheme

18/4/05 To note the financial position of the Community Plan Committee
(document attached)

Members noted the financial position of the Community Plan Committee

18/4/06 To receive an update regarding the work undertaken by A Vision for Crewe – Crewe's Community Plan
(document circulated)

Members of the Community Plan Committee were given an update regarding the undertaken by A Vision for Crewe – Crewe's Community Plan since the last meeting of the Community Plan Committee on Monday 15th October 2018

18/4/07 To note the establishment of a mental wellbeing project for young people in Crewe in conjunction with
Chairman's Initials
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Cheshire Arts for Health
(document circulated)

Members of the Community Plan Committee noted the establishment of a mental wellbeing project for young people in Crewe in conjunction with Cheshire Arts for Health

- 18/4/08** To note the establishment of a community orchestral programme in Crewe in conjunction with St. Andrew with St. John the Baptist Church
(document circulated)

Members of the Community Plan Committee noted the establishment of a community orchestral programme in Crewe in conjunction with St. Andrew with St. John the Baptist Church

- 18/4/09** To note a report from Cheshire Neighbours Credit Union
(document circulated)

Members of the Community Plan Committee noted a report received from Cheshire Neighbours Credit Union

- 18/4/10** To receive a report from Crewe Lyceum regarding the recent Doodle Safari
(document circulated)

Members of the Community Plan Committee noted a report received from Crewe Lyceum regarding the recent Doodle Safari at Crewe Lyceum

- 18/4/11** To receive a report from YMCA Crewe regarding the Destinations Worker supporting the homeless in Crewe
(document circulated)

Members of the Community Plan Committee noted a report received from YMCA Crewe regarding the Destinations Worker supporting the homeless in Crewe

- 18/4/12** To consider matters related to the Crewe Verdun Oaks Project and Peace Day 2019
(document circulated)

Members of the Community Plan Committee considered matters related to the Crewe Verdun Oaks and Peace Day 2019

Members **resolved** to support the Crewe Verdun Oaks Project and to mark Peace Day 2019

- 18/4/13** To consider matters related to the Crewe Pledge
(document circulated)

Members of the Community Plan Committee considered matters related to the Crewe Pledge

Members wished to convey its congratulations to the Crewe Pledge on securing funds from the European Social Fund to develop activity across Cheshire and Warrington

Members **resolved** to create an earmarked reserve of £8,000.00 in the Community Plan Budget for 2018 / 2019 (Budget Line : 474 / 4995) towards Pledge related activity in Crewe

- 18/4/14** To consider matters related to twinning and international relations
(document circulated)

Members of the Community Plan Committee considered matters related to twinning and international relations

Councillor Simon Yates expressed a desire to attend the Liberation Day celebrations in Mâcon, France, at his own expense to act as an Ambassador for Crewe

Members thanked Councillor Yates for his offer of support and **resolved** that he could act in the capacity of Ambassador for Crewe

- 18/4/15** To consider matters regarding the 80th Anniversary of 95 (Crewe) Squadron Air Training Cadets
(document circulated)

Members of the Community Plan Committee considered matters relating to the 80th Anniversary of 95 (Crewe) Squadron Air Training Cadets

Members **resolved** to allocate funds of £1,680.00 towards the purchase of new Squadron Colours to mark the 80th Anniversary of 95 (Crewe) Squadron Air Training Cadets

- 18/4/16** To consider matters related to a community counselling project in conjunction with

Member of the Community Plan Committee considered matters relating to a community counselling project in conjunction with Supporting Wellbeing and Nurturing Strength (SWaNS) CIC

Members **resolved** to allocate funds of £3,000.00 towards the community counselling project which will be facilitated by Supporting Wellbeing and Nurturing Strength (SWaNS) CIC

18/4/17 To consider matters related to the Crewe Debt Centre facilitated by Christians Against Poverty (CAP)
(document circulated)

Members of the Community Plan Committee considered matters related to the Crewe Debt Centre facilitated by Christians Against Poverty (CAP)

Members requested that further information was obtained regarding the project which can then be presented for future consideration by the Community Plan Committee

18/4/18 To consider matters related to supporting a strategic investment plan for the St. Paul's Centre
(document circulated)

Members of the Community Plan Committee considered matters related to supporting a strategic investment plan for the St. Paul's Centre

Members **resolved** to allocate funds of £1,000.00 towards items which will support the strategic investment plan for the St. Paul's Centre

18/4/19 To consider matters related to supporting an After School Club facilitated by YMCA Crewe in Crewe East
(document circulated)

Members of the Community Plan Committee considered matters related to supporting an After School Club facilitated by YMCA Crewe in Crewe East

Members requested that further information was obtained regarding the project which can then be presented for future consideration by the Community Plan Committee

18/4/20 To consider matters related to sponsorship towards:-

- i.) Local Hero Awards 2019
- ii.) Berries, Beans and Beer Festival 2019
- iii.) Crewe Pride in the Park 2019

(document circulated)

Members of the Community Plan Committee considered matters related to sponsorship towards local events

Members **resolved not** to allocate funds towards the Local Hero Awards 2019

Members **resolved not** to allocate funds towards the Berries, Beans and Beer Festival 2019

Members **resolved** to allocate funds of £750.00 towards Crewe Pride in the Park 2019

18/4/21 To consider recommendations from the Grants Working Group in relation to applications submitted to the Crewe Town Council Small Grants Scheme submitted to the Town Council before Sunday 17th February 2019

The Grant Applications which have been submitted are:-

- 1) Crewe and District Bus Users Group – £1,000.00
- 2) World Project Management – £1,000.00
- 3) Crewe FC – £1,000.00
- 4) Berkeley Academy – £1,000.00
- 5) Migraine and Me – £996.70
- 6) South Cheshire Pensioners Association – £750.00
- 7) West Street Christian Fellowship – £1,000.00
- 8) Cheshire Academy of Integrated Sports and Arts – £1,330.00

(grant applications circulated)

Members of the Community Plan Committee considered the applications submitted to the Crewe Town Council Small Grants Scheme before Sunday 17th February 2019 and:-

- 1) Members of the Community Plan Committee supported the project in principle subject to further discussions with the Crewe and District Bus Users Group regarding information contained within the grant application
- 2) Members of the Community Plan Committee requested that further information is added to the Grant Application submitted by World Project Management which is then to be presented at a future meeting of the Community Plan Committee
- 3) An award of £1,000.00 was **resolved** to be made to Crewe FC from the Crewe Town Council Small Grants Scheme
- 4) An award of £1,000.00 was **resolved not** to be made to Berkeley Academy from the Crewe Town Council Small Grants Scheme
- 5) An award of £996.70 was **resolved** to be made to Migraine and Me from the Crewe Town Council Small Grants Scheme
- 6) An award of £750.00 was **resolved not** to be made to the South Cheshire Pensioners Association from the Crewe Town Council Small Grants Scheme
- 7) Members of the Community Plan Committee requested that further information is added to the Grant Application submitted by West Street Christian Fellowship which is then to be presented at a future meeting of the Community Plan Committee
- 8) An award of £1,000.00 was **resolved** to be made to the Cheshire Academy of Integrated Sports and Arts from the Crewe Town Council Small Grants Scheme

18/4/22 To consider matters related to the work undertaken by A Vision for Crewe – Crewe’s Community Plan under the themes of:-

- a) Arts, Culture, Recreation and Heritage
- b) Twinning and International Relations
- c) Health and Wellbeing
- d) Environment and Wildlife
- e) Young People and Families
- f) Education, Training, Volunteering and Employment
- g) Homeless and Vulnerable People
- h) Supporting Community Organisations and Assets
- i) Raising Civic Pride
- j) Small Grants Scheme

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

Members of the Community Plan Committee **resolved** to place the remainder of the Environment and Wildlife Project funds in an earmarked reserve for wildlife and environment projects in the town centre

Members of the Community Plan Committee **resolved** to place the remainder of Small Grants Scheme funds in an earmarked reserve for grant making purposes

Members of the Community Plan Committee **resolved** to place the remainder of the funds in the Community Plan Budget in an earmarked to be used to progress the work undertaken via A Vision for Crewe – Crewe’s Community Plan following the refresh of the current Action Plans

18/4/23 To note the date of future meetings of the Community Plan Committee as:-

- Monday 20th May 2019
- Monday 16th July 2019
- Monday 9th September 2019
- Monday 4th November 2019
- Monday 27th January 2020
- Monday 23rd March 2020

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

Meeting closed at 9:15pm

Mental Wellbeing for Young People Project

Report to Community Plan Committee

Monday 11th March 2019



Who we are

Cheshire Arts for Health is a charitable organisation run by a board of six trustees who have a variety of backgrounds including; a hospital physician, a mental health practitioner, an artist with autism, a recovered substance misuse addict, accountancy and business management. We are currently in the process of transferring from being a charitable company to a Charitable Incorporated Organisation which will mean that we will receive a registered charity number which should be completed in January 2019. We have also been accepted as an approved supplier on Cheshire East Council's Early Help Framework

We employ arts tutors / practitioners, counsellors and project staff on a sessional basis. We have a strong team of volunteers – around 20 at present

We run a vibrant community arts and wellbeing centre in Sandbach, which is a friendly, safe and supportive space, offering creative workshops, self-care programmes, peer support groups, wellbeing sessions for adults, teenagers and children

We run one to one sessions for young people with Autism, learning difficulties and severe anxiety

The facility is open six days a week and currently runs 15 group sessions per week, 5 specialist individual sessions and around 10 individual counselling sessions per week. This equates to approximately 100 people per week

We run specialist Arts for Dementia sessions out in the community. Volunteers run Sunday Socials, mainly aimed at middle aged and older adults, in an effort to reduce social isolation and encourage participation

We run and take part in community events and health projects in towns across South Cheshire. Two of our members are self-care champions and run information stands in supermarkets, GP surgeries and out in the streets. We chat about mental health (we are champions / ambassadors for Young Minds and Mind), coping with Dementia as a carer (all our volunteers are Dementia Friends)

We run outreach sessions at many other organisations in the area such as Friends for Leisure, Motherwell Crewe, Memory cafés in Alsager, Holmes Chapel and Congleton. Our volunteers run a children's craft stall at the Sandbach Makers market and at the Rode Hall farmer's market each month. This gives us good opportunity to chat to parents and to promote our services. We use these as fundraising opportunities

In the last year we worked face-to-face with more than 2,000 people from across Cheshire, enabling them to stay well and improve self-esteem

An important aspect of our work is our inclusive volunteering and training programme, which gives adults and young people the support and volunteering opportunities they need to help build confidence and new skills. We aim to help people reintegrate with friends, family and pursue education and employment opportunities

Many of our service users go on to do some form of volunteering for the organisation, quite often as either a way of '*paying something back*' or needing a purpose in life, when there are few opportunities open to them, either due to illness or limited mental capacity

Our current strategic aims include increasing our geographical reach hopefully through community hubs

Who do we work with?

We work with:-

- Adults, young people and children with mental health issues;
- Adults with Dementia;
- Adults and young people with long term health conditions;
- Young people with autism, learning difficulties;
- Home educated children;
- Pre-school children at the libraries;
- Mums of young children (some of whom have mental health difficulties);
- Older adults who may become isolated;
- Peer support and focus groups for adults and young people (especially around mental health);

About our mental wellbeing project for young people in Crewe

This project aims to replicate a successful service started in Sandbach in September 2018. The project will provide support for young people, of high school age, experiencing emotional and / or mental distress who live in Crewe. The emphasis will be on early intervention to stop problems reaching crisis point, where there is a real danger of escalating anxiety, self-harm, becoming depressed / isolated and having suicidal thoughts

We work closely with the Connected Communities staff in Crewe to try and get involved in as many outreach programmes as possible in the Crewe area, especially with regards to young people. Staff have seen what we do in Sandbach and have indicated that this service is much needed in the Crewe area

In discussions with Cheshire East Council staff we have talked about finding a suitable venue and have been offered the use of the community hub building on Coronation Crescent in Crewe, which is ideal, as it is directly opposite Sir William Stanier School. The service will be open to all pupils from any of the Crewe high schools and will be promoted at each one. However, we are open to discussions on where best to place the service

When we did our research before setting up the service in Sandbach we talked to many high school pupils through events in the community and also campaign days in the schools (for instance a stall in the yard over a lunchtime to promote Young Minds and the work they do). We have also taken part in assemblies and organised joint ventures with the high schools

The young people start to recognise and trust us and are willing to offer their opinions and thoughts about what is needed to support their emotional wellbeing. One of the overwhelming statements we came across was the fact that they would not feel comfortable accessing counselling services or chatting to someone at school about their mental health due to what others might think. Unfortunately, there still exists a stigma around mental health and they stated that they didn't feel it was always handled with sensitivity i.e. someone would walk into a classroom and announce that it was time for a pupils counselling session, in front of the rest of the class. Also if you were seen going to the counsellor that it might be viewed in a derisory way

Teachers have told us that some pupils do not want to go home as this is the cause of the problems. We see it as our job to build strength and resilience in that individual so they can cope better with the situation

Having interviewed a number of parents (including those who have pupils in Crewe high schools) the overwhelming message was that there is a lack of mental health services for young people in the area and of long waiting times for counselling, especially from CAMHS (Children's and Adolescent Mental Health Services), to the point where some parents had been left with no option but to seek emergency care through A&E as problems had escalated. More than one parent described having been refused access to CAMHS as their child was not thought to be serious enough and then contacting CAMHS again when the problem had escalated and then told it was too severe for CAMHS now and to go to A&E

This project aims to address this need in the following way:

- To provide a suitable facility where young people can come together once per week after school to share experiences in a safe and confidential environment, away from the pressures of school;
- To provide professionally guided (although still ensuring that the sessions are person-centred) mental wellbeing sessions specifically designed for teenagers;
- To use all forms of the arts as a vehicle to aid relaxation, break down barriers and as a form of expression;
- To provide young people with the necessary tools that can be used in everyday life to help them cope better;
- Create a culture of 'Can Do' rather than a fear of failure;
- Assure individuals they are not alone, not *'The Odd One Out'* and encourage individuality;

The sessions will be run by 2 qualified counsellors (who have experience in working with young people) and an arts practitioner. We have found that running the sessions with 2 counsellors, allows one to be with the group guiding the topic and one available for 1:1 counselling for any young person that feels they need it on that particular day

The session will run on the same day each week after school for 1.5-2 hours. The sessions will be free of charge, to ensure that cost is not a barrier to accessing the service. This is particularly important in Crewe as there are large areas of deprivation. There will also be food available at the session

Each young person will be given their own personal A5 sketch book / journal which they can do as much or as little as they feel comfortable. They will be encouraged to try lots of different art forms, with the emphasis on expression, self-belief, resilience and self-care. Away from the session, the journals will act as a reminder and also a place to make notes during the time away from the session

The topics discussed at the sessions are very much dictated by the young people themselves, ensuring that a person-centred approach is used

Young people will be asked to complete a nationally approved wellbeing questionnaire (Strengths and Difficulties questionnaire for 11 - 18 years old) which will be analysed and reported on each month. All data is anonymised in reports and storage of any data is conducted in line with GDPR

We will also ask the young people to complete a feedback form after attending a few times to ensure that we are picking up suggestions or criticisms about the sessions, environment, staff etc. We look at these as soon after completion as possible and implement any changes that are needed

The project will be setup, managed and reported on by a former NHS Public Health project manager

Why is the project needed?

There is a severe lack of, early intervention, mental health support in the area. If problems are tackled as soon as possible this has been shown, through national studies, to reduce the demand for GP appointments and hospital admissions

We take part in health and wellbeing fairs in local towns and listen to the concerns of parents around the mental wellbeing of their child and family pressures that have an impact on this

The sessions will accommodate up to 10 young people at any one time. There is no necessity for young people to commit to attending every week. There is no set course length. We promote person-centred support which means that the young people themselves dictate what they would like to talk about. We have found this works well and gives them control and opportunity to tell us what’s bothering them

Many of the problems the young people talk about are centred on the home / family life. Teachers and support staff have told us, through joint working groups with the schools, that some pupils just don’t want to go home – which is very sad. It is our mission to provide them with the skills to deal with these situations and how to look after themselves

We will let them know that they can ring the counsellors at any time. We have setup a separate mobile number for this project and have handed out hundreds of postcards with the information on. The counsellors are then able to do 1 to 1 counselling outside of the sessions as the need arises. We have been informed by the high schools that if the waiting time is long for school counsellors then pupils could be referred to us and we can recoup the cost of the counselling session through the school (pupil premium allocation)

Our counsellors are charging a reduced rate for their sessions, in an effort to ensure the project is viable and will be sustainable

As the Crewe Community Plan shows there are 22.9% (16k+) of people living in health deprivation in Crewe, compared to a National average of 19.6%

It also states that 3,225 children under 16 years are living in poverty (as at 2011)

The research done for the plan with the Youth Advisors questionnaire states that young people do not feel proud of their town and there is a perception that you have to leave the town to be successful in life. This in turn leads to low self-esteem and feelings of apathy

Our young people’s sessions focus on the good, and on building confidence in themselves and in their abilities to succeed

Through getting involved in Connected Communities events in Crewe for young people, we are starting to form a bond with young people and they can relate to our young artists running the sessions, as they have had their own difficulties. Especially in terms of low self-esteem and lack of confidence

It is hoped, through tackling problems early, that the number of young people accessing emergency care services will be reduced, which in turn will reduce stress on the family as a whole

Costings

Assuming 1 session per week, after school, for young people aged 11-18 years.
Sessions will last for 1.5-2 hours and run for 40 weeks of the year.

Item	Total Costs
Postcard and poster printing	£100
2 X Counsellor fees (£20 / counsellor. £40 per week) 40 weeks X £40	£1600
Arts practitioner (£20 / week) 40 weeks X £20	£800
Project coordinator (2 hours per week @ £10 per hour) 40 weeks X £20	£800
Refreshments (£5 per week) 40 weeks X £5	£200
Personal Journals 100 X £2.50 each	£250
Arts materials £10 per week X 40 weeks	£400
Grand Totals	£4,150

Note

Following a discussion with Members on Monday 4th February, the Community Engagement Officer and the Chair of the Community Plan Committee met with Cheshire Arts for Health where an offer was made to fully fund the project at a total cost of £4,150.00. Cheshire Arts for Health accepted this offer

A number of venues were discussed to ensure that the project it could be accessible for young people from The Oaks Academy, Ruskin Community High School, Sir William Stanier Academy, St. Thomas More Catholic High School, Crewe Engineering and Design University Technical College and Cheshire College – South and West Crewe Campus. Cheshire Arts for Health are working alongside the Community Engagement Officer to source an adequate location and to begin to establish the project in Crewe

An update will be presented to the Community Plan Committee at a future meeting

Community Orchestral Programme

Report to Community Plan Committee

Monday 11th March 2019



St. Andrew's Church on Bedford Street has met with Andrew Bassey the Music Director of Worleston Music School (www.worlestonmusicschool.co.uk). His initial approach was for St Andrew's to host an orchestral NHS benefit concert in February 2019 which the Church has agreed to and, as a gesture of goodwill and to support the event, they will be able to hire the Church building free of charge

Following on from those discussions, the Music School and Orchestra would like to provide three concerts across 2019 in St. Andrew's Church with a varied musical programme – for example a Last Night of the Proms, a full choir and orchestral performance around Easter and perhaps a string quartet performance – which the Music School and Church aim to provide each concert completely free of charge to the community. Reverend Cullens who has worked as a Local Authority Arts Officer, understand that there is great enthusiasm for the arts in deprived communities but that money and affordability, especially for families, is a factor. Were the partners able to provide the concerts at no cost, they would begin to build a local audience for orchestral and classical music over the year which might then be taken forward with external art-based funding having shown the local appetite and need

The Music School has also been approached about as to whether they would be able to facilitate at least one lead-in workshop per concert either with a local school such as Pebblebrook or Vinetree or with the Little Fish Pre-School, whereby some of Andrew's colleagues come along with instruments and allow children to engage with them and explain more about the concerts and give them a taste of how they might sound. These participants would then come to the concerts free of charge, thus taking away a major potential barrier to taking enthusiasm from these workshops forward. Andrew has also suggested that he would provide a mini Children's Concert in the afternoon of each one, being perhaps half an hour, tacked on after our Saturday Café and to which families are invited

For the three concerts and including the workshops and mini children's concerts Andrew has given a total fee of £1,500 and we would ask please a hire charge of £50 per time to cover costs. So our total grant bid is £1,650

We would therefore like to ask the Town Council to support this not only financially, but in terms of using the Vision for Crewe Network to publicise and raise awareness. This would be a ground breaking series of accessible, quality concerts with which we are able to bring orchestral music to a community where affordability for such an art form is very low indeed

Note

Following the discussion with Members on Monday 4th February, the Community Engagement Officer liaised with Reverend Lynne Cullen where an offer was made to fully fund the project at a total cost of £1,650.00. Reverend Cullens accepted the offer

Work has now begun on the project and an update will be presented to the Community Plan Committee at a future meeting

1. Background

In September 2018, Cheshire Neighbours Credit Union gratefully received financial support from Crewe Town Council (CTC) amounting to £2,300. The aim of that financial support was to raise awareness of the Credit Union (CU) as many local residents were under the impression that the CU had ceased trading and as a consequence of this, membership and business was dropping dramatically and the Union was at risk of closure. The importance of raising the awareness of the CU could not be underestimated as future viability was questionable. All the Board Members resigned in April 2018 and a new Board was appointed. Promotion of the CU was vital and business growth was absolutely critical in order to retain a CU within the area

The purpose of this report is to provide evidence to CTC of (a) how the financial support had been spent, (b) the impact that this additional support has had on the business and (c) the current levels of performance

2. How the money has been spent

The focus has been twofold, firstly on raising the profile of the CU, getting the message out there to local residents that the CU is still in existence, and secondly on developing and promoting a range of products that are now available

Four separate publicity leaflets have been specifically targeted as follows:-

- **Child Benefit Leaflet**

This was suggested to us by Stockport CU where it had been exceptionally successful. We posted 5,000 leaflets through the doors in targeted areas of Crewe from October / November 2018, these were Barnabas Ward, Crewe South and Crewe Central. This leaflet promoted Christmas loans secured through the deposits of child benefit into accounts that also provided a savings element as well as paying back the Christmas loan

- **Jam Jar Accounts**

These leaflets continue to be delivered to the above wards but with the inclusion of Crewe East. This is a budgeting account where all payments are taken out of the account before the remaining money is released to the account holder. CU pays the landlord, council tax, etc. on behalf of the member. We have also promoted this facility to social housing providers

- **Landlord Leaflet**

Where the money is locked down and rent is paid direct to landlords. Promoted to letting agencies, employment agencies so that wages can be paid directly into account and to social housing providers

- **Tenant / Rent Payments**

This is similar to the landlord leaflet but is promoted to the tenant. It clearly offers more security to the landlord that rent will be deducted from income

In addition to the leaflets, we have also attended a range of community events at the Salvation Army; Lifestyle Centre; South and West Cheshire College. The Operations Manager has also targeted Connected Community Hubs and is training the staff at the Hubs to promote the CU and assist potential customers to complete the application forms. The Community Hubs are provided with a portfolio of products and a range of the advertising leaflets. Furthermore, the Operations Manager is marketing the business to a range of businesses and employers in order to promote payroll deductions into bank accounts and bespoke loan packages

In October 2018, we invested in a new and improved database which provides a range of electronic support that we were hitherto undertaking manually, it is faster and more responsive to the needs of the CU. The CU also has a new website which is much more user friendly and works! We have a full range of information and all the products and application forms are available on the website. We also now have a very active Facebook page, which is '*relevant*' with promotions targeted at the demographic that is most likely to require CU support

Through the new electronic promotions, we have recruited an additional 10 volunteers who have assisted in the delivery and development of the business. New ideas and new ways of working are being embraced. The working hours / working week have been expanded to include a full day on Friday (previously only open Monday – Thursday), this has been achieved through the recruitment of a part time customer service officer who is supported by volunteers

3. Impact on the business

The impact on the business has been very positive, with increasing numbers becoming aware that the CU is 'open for business'. There has been an increase in the number of customer contacts, which has created a more dynamic and vibrant atmosphere in the office. As mentioned, new volunteers and new trustees have been recruited with new and fresh ideas and expertise. The Operations Manager was appointed in September 2018 and a part time customer service officer appointed in February 2019; the staff roles have now been aligned and the business operates more smoothly, offering an improved customer experience. The loan application process is much speedier and the working week has been expanded. Customers can apply on line without the need to attend the office or use the postal service. In effect, CNCU banking services have joined the 21st century and offer a comparable service to other high street banks. We are consolidating our developments by networking with other local organisations, charities and businesses in order to get the message across and further develop the membership base. The more people in the connected community hubs that are trained to recruit new CU members, the better the growth potential

4. Operational performance

The full extent of the impact is yet to be felt as we only embarked on the developmental phase from October, once the operations manager was appointed and could lead the recovery plan. Here are some of the measurable figures, taken from our base point of August 2018 before we received the CTC funding, we also show our most up to date figures, as follows:-

Activity	August 2018	February 2019
Active savings accounts	1347	1611
Loans applied	12 new applications (9 successful)	19 new applications (15 successful)
Loans approved	£7,628.79 9 new loans (5 members topped up loans)	£15,890.00 15 new loans (6 members topped up loans)
Jam Jar budget accounts	32	38

Additionally, we have an active Facebook page and for every post we share we expect to reach 10,500 people, with between 400 – 500 engagements. Both the volume of 'reaches' and 'engagements' are increasing all the time. We have every confidence that the business will continue to grow exponentially. The growth that has been evidenced above is really over a 4 month period and we anticipate that there is much more to be achieved

5. Conclusion

In conclusion, it is beyond doubt that CTC provided a lifeline to CNCU at a very critical stage in its developments. We at CNCU are of the view that we are on the right track, we know that there is so much more to do but at least we now have the right people and an improved set of tools to do it with. We remain optimistic that the CNCU can provide local people with a reliable and ethical money management option, and for good measure here is our recently agreed mission and vision

Thank you for Crewe Town Council support, it is very much appreciated

Sandra Link

HR Director and Secretary to CNCU Board

Doodle Safari Trail

Doodle Safari was a free half term activity open to all young people in Crewe, specifically targeted at primary aged children. Inspired by the show “*Tom Gates: Live on Stage!*” playing at the Crewe Lyceum Theatre from 27th February to 2nd March, we used the ‘doodle’ style artwork from the original book series as a starting point

The Doodle Safari activity created a trail round Crewe, encouraging participants to visit key landmarks and complete a “doodle challenge” in each place. This allowed us to draw support and partner with local businesses and organisations, including:-

- Crewe Lifestyle Centre;
- Crewe Library;
- Waterstones;
- Rhode Island Coffee;
- Crewe Train Station;

Participants followed a specially created doodle map, which featured each of the stops and encouraged children to visit each to complete a doodle on the reverse of the map. The trail could be started and finished at any time during the half term week with a trail going in no particular order to offer flexibility to parents. The map also allowed us to advertise additional activity, such as workshops at the library and the workshops we hosted at the theatre with the support of Crewe Town Council

Doodle Workshops

As an additional free activity, support from Crewe Town Council allowed us to engage with local artist Jamie Neville, to run doodle workshops. These used the Doodle Your Town activity sheets that had been designed previously as a competition activity. The workshops encouraged families participating to find their creative style through doodling and draw a place in their town. We also opened the theatre auditorium for participants to complete their doodle challenge of drawing a piece of our theatre, inspired by Jamie’s drawings. The workshops were an hour long and took place on Monday, Wednesday and Friday of half term week



Aims and Objectives

The aims of the Doodle Safari workshop were to:-

- Offer a free activity for families to involve their children in during half term;
- Encourage young people to take part in a creative activity;
- Create an opportunity for young people to visit and explore our theatre;
- Encourage increased footfall and time spent in Crewe Town Centre;
- Increase civic pride by highlighting key Crewe landmarks;
- Advertise other activity going on during half term at other local sites, such as the Library;
- Build partnership relationships with local businesses and organisations locally the town;

The further aims of the workshops were to:-

- Encourage young people to take part in a creative activity, express their creativity and gain artistic skills and confidence;
- Engage with a local artist;
- Create an opportunity for young people to visit and explore our theatre;
- Increase civic pride by focusing on drawing parts of Crewe that people liked, enjoyed or were proud of;
- Increase our family engagement and promote our new Creative Learning and Engagement offer;

Outcomes

Chairman’s Initials

For Doodle Safari, we engaged with **107** young people who collected maps from one of the collection points

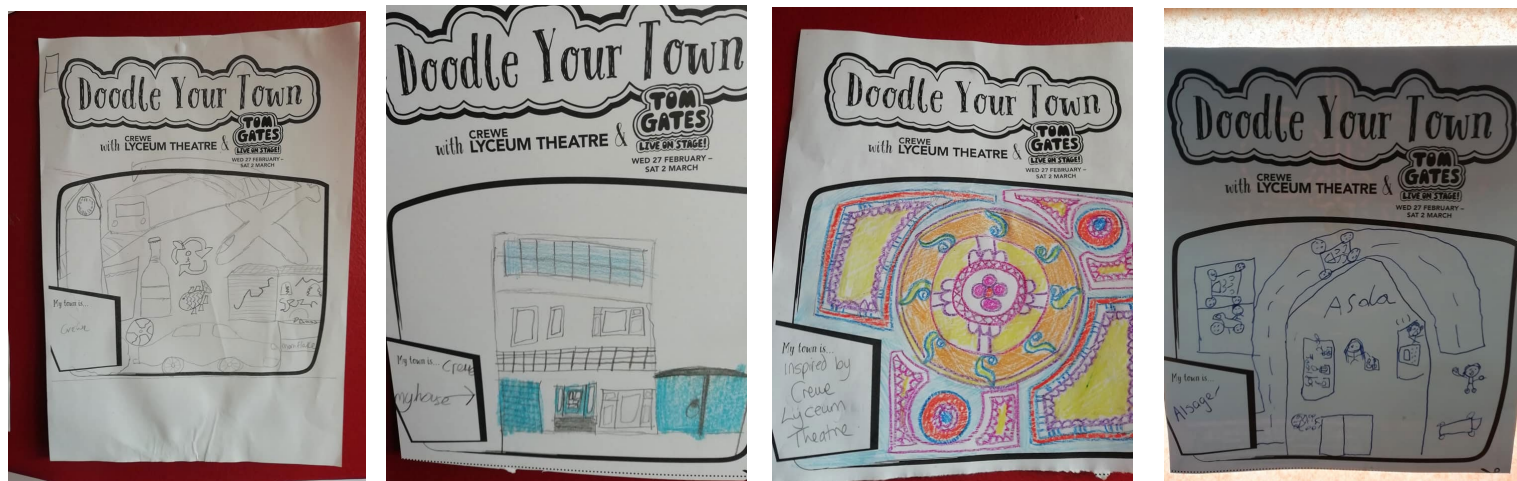
This included:-

- 55 from the Lyceum;
- 1 from Waterstones;
- 11 from the Lifestyle Centre;
- 40 from the library;

For the doodle workshops, we engaged with **82** people – 54 children / 28 adults over the course of 3 workshops. Wednesday was the busiest day, with 34 children and 18 adults visiting to take part in the workshop

Feedback was really positive, with many people saying how great it was to have fun and flexible activities during half term. Many drawings and doodles completed as part of the workshop were displayed in our Circle Bar as part of our Doodle Your Town display. Please see some of these pictures below

We also had great success working with local partners, all of whom have been very supportive and happy to work together again on future activity



Doodle Safari

Challenges to do this half term in Crewe by following your Doodle Safari Map...

with CREWE LYCEUM THEATRE & TOM GATES (LIVE ON STAGE!)

Crewe Library

Visit your local library for some fun, free activities during half term and find your Doodle Safari challenge.

● FRIDAY 22 FEBRUARY 2-4PM: TINY TINKERS

Crewe Train Station

Crewe Lifestyle Centre

Find your Doodle Safari challenge and get moving with fun holiday activities throughout the week (admission applies).

Join us at the Lyceum for free workshops with a professional artist to help hone your doodle style!

● MONDAY 18 FEBRUARY 11am-12pm
● WEDNESDAY 20 FEBRUARY 11am-12pm
● FRIDAY 22 FEBRUARY 11am-12pm

Workshops will be held in the Crewe Lyceum theatre auditorium and are open to children of all ages. Children must be accompanied by an adult at all times.

More doodle challenges in...

Waterstones

Rhode Island Coffee

What else can you draw in Crewe?

CREWE LYCEUM THEATRE crewe.lyceum.co.uk

FREE half term activity for all young people!
MONDAY 18 - FRIDAY 22 FEBRUARY 2019

Supported by Crewe Town Council

Crewe Homeless Destinations Worker

Chairman's Initials

Report to Community Plan Committee

Monday 11th March 2019

Crewe Town Council (CTC) have kindly contributed funded hours towards our Destinations Worker Lead, Kay Robaszek. The funds were focused on Kay carrying out outreach work to the harder to reach rough sleepers in Crewe. This was in recognition that strong individual casework was needed to seek to get people into accommodation or work was needed with people keep them safe if they decided to stay on the streets

Since the funding began further opportunities emerged for YMCA Crewe to secure resources to work with more individuals. This meant we could add value to the resource provided by CTC and to offer more emergency beds (through a Night Shelter) and to develop housing led placements (accommodation in the community with visiting support). Working with Cheshire East Housing Options (who secured funds from central government via a Ministry of Housing Bid) we have been able to reach more people needing the services on offer than ever before

Giving as rounded a picture as possible of the work of the last year which thanks to the contribution from CTC has helped to achieve, I would make the following points:-

- Our Outreach has extended to attending individuals sleeping on the street as we are contacted by any individual. YMCA Crewe regularly visit areas where we know rough sleepers are dwelling and we have been able to respond to people who would not present as homeless and support them to find housing;
- YMCA Crewe visits Drop In Centres regularly to meet with individuals and staff. All the daytime services provision have Kays contact number and have been advised on the process needed to trigger a call out or referral;
- YMCA Crewe has increased the number of complimentary and funded bed spaces at Gresty Road;
- YMCA Crewe has opened an additional night shelter in Hungerford Road and this will currently remain open until 31st March (it may be extended further depending on funding). On any one night we are providing beds (in both Hungerford Road and at Gresty Road) for 18 or on occasion more people who are from or would have been on the streets;

YMCA Crewe's most critical contribution is to work with people beyond their immediate needs which the Salvation Army, LATH, CHANCE, etc. do and to try and get them on a supported housing pathway as they leave the streets

We do not rest easy on our laurels over this complex and hard to estimate problem – but steadily there has been a real impact on the homeless community in Crewe. This was demonstrated by the evidence provided from a recent head count of rough sleepers across Crewe very early in the morning in January (4:00am). Of the 15 people identified, all were known to our Outreach Workers and had been offered / received support. During this period we have worked in close partnership with the Police Navigate Team, daytime providers and health services

We are still waiting to hear if there will be any further funding from April from Cheshire East Council to continue to meet the need for this type of work

However, the ongoing support from Crewe Town Council is very much appreciated and still needed

Richard Holmes
Development Worker

The Crewe Pledge

Report to Community Plan Committee

Monday 11th March 2019



At the Crewe Pledge Management Board held on Tuesday 22nd January 2019, Trevor Langston provided an update on the ESF bid (European Social Fund) which is currently being processed by the DWP (Department for Work and Pensions)

Should the bid be successful, the operational element of Youth Federation will serve as the accounting body as they are approved to receive ESF monies; the Local Enterprise Partnership will serve as the delivery vehicle for all Pledge activity; which will in effect make *"The Pledge"* a *"Cheshire and Warrington Pledge"*

The *"Cheshire and Warrington Pledge"* will be underpinned by a Regional Board which will consist of representatives from 10 sub-regional Boards similar to The Crewe Pledge Management Board – except this could become *"The Crewe and Nantwich Pledge"*

Trevor Langston will sit as the Director of the *"Cheshire and Warrington Pledge"*; and would be directly employed by the Local Enterprise Partnership. There would also be a Youth Worker, who would operate one day a week and it is anticipated this would be Mark Waters. There will also be a number of Project Workers who would hold the responsibility for overseeing Pledge activity in *"patches"*; i.e. Crewe and Nantwich would have a dedicated Project Worker who would oversee all of the Pledge activity at local level

The target imposed by the ESF would be for the *"Cheshire and Warrington Pledge"* to connect 20 SMEs (Small – Medium Employers) with young people over 3 years – although The Pledge themselves will be aiming for a much higher number – but at present this is the only proven requirement

The DWP have requested additional information to support the ESF bid and indicated that they might look to issue a decision by the end of February

However, as of Monday 4th March 2019, no notification of a decision has been received

There is £8,000.00 allocated in the former Economic Development Budget for the financial year 2018 / 2019 which has been transferred into the Community Plan Budget. The recommendation to the Community Plan Committee is that these funds are placed in an earmarked reserve pending the outcome of the European Social Fund application

Twinning and International Relations

Report to Community Plan Committee

Monday 11th March 2019



In 2019, it is anticipated that international friendships and twinning – and indeed cultural cohesion / relations – will become the subject of much greater significance and focus moving forward. There have been a number of successful visits in previous years from our current international connexions and with recent developments, there is a potentially more strategic implications

Below are some examples of previous visits; as well as a number of wider initiatives which have been, or are beginning to be, undertaken: -

- Crève and Mâcon, France: -
 - A visit from Crève to Mâcon took place in May 2017;
 - A delegation from Mâcon visited Crève in September 2017 where they were hosted at The Crève Arms Hotel and Crève Bowling Club. During this visit, Crève Town Council worked with Crève and Nantwich Twinning Association (CANTA) to organise the arrangements and assisted them with sourcing venues, activities, etc.;
 - Reciprocal visits between Crève and Mâcon to mark the centenary of the end of the Great War in November 2018 when the Twinning Agreement was formally signed by both parties and incorporated a range of activities over the weekend which included a visit to Crève Lyceum, attending the When the Lights Go Out Event and Remembrance Sunday;
- Crève and Bischofsheim, Germany: -
 - In September 2016, a large delegation visited from Bischofsheim. With the aim of emphasizing our involvement in the community, the delegation attended a Community Day and BBQ at St. Andrew's on Bedford Street where they mixed with the congregation and local residents and then moved on to Crève Bowling Club for an afternoon of Crown Green Bowling. The following day, Crève Town Council hosted an Afternoon Tea at Crève Lyceum followed by afternoon of entertainment inside the theatre and then a guided tour of the building;
- Crève and Dzierżoniów, Poland: -
 - In September 2016, a small delegation from Dzierżoniów joined the contingent from Bischofsheim and partook in the above arrangements;
 - Following discussions with a number of parties, Crève Town Council was advised that the Polish were keen to find out more about the community in Crève and develop social and information sharing links. Edleston Primary School was approached and pupils began a 'Pen Pal Project' where over 40 letters were sent to a school in Dzierżoniów;
 - Discussions have taken place with a number of local community organisations and volunteers to establish other links and initiatives between Crève based Polish residents including via student based projects through Cheshire College – South and West;

It is anticipated, where possible, that each town visits Crève independently to enable each to have equal footing with an emphasis on activities and events being based within the Crève community. Over the next two years, Members are asked to approve and note the following approach with regards to planned visits and events: -

- Mâcon, France
 - To accept a provisional invitation from Mâcon to send a delegation and Sports Team to participate in the Bastille Day ceremonies on 14th July 2019 as well as to witness the stage of the Tour de France starting in Mâcon on 13th July 2019. The Town Clerk has approached Crève FC and Crève Clarion to consider sending delegations and Crève FC has shown willingness to host a four-way tournament in 2020 with Sports Teams from all twin towns;
 - Crève FC have asked for financial assistance from Crève Town Council to support their transportation to and from Mâcon for the visit in July 2019. Crève FC have submitted a grant application;
 - To note the intention of the Town Clerk to participate in a charity bike ride from Crève to Mâcon in July 2019;
- Bischofsheim, Germany
 - An invitation to a delegation from Bischofsheim is made to attend Remembrance Sunday 2019 with the anticipation that the new Friendship Agreement will be signed by both parties;
- Dzierżoniów, Poland
 - An invitation to a delegation from Dzierżoniów is extended for a visit in 2019 and another for Remembrance Sunday 2020;
 - To continue to nurture ideas and projects in the Crève community with Polish residents and develop links with Dzierżoniów;

In relation to cultural cohesion, Crewe Town Council is currently engaged in talks with Portfolio Holders at Cheshire East Council following the recent restructuring of the Communities Team. Below are some examples of those more recent developments which hold potential strategic implications for twinning and cultural cohesion: -

- The Cultural Cohesion Manager within the Communities Team has now left Cheshire East Council as a result of the contract reaching its end;
- The Cultural Cohesion Strategy, which is currently being developed by Cheshire East Council, and it has been discussed how Crewe Town Council can work with them in terms of the detail and timeframe for implementation of that Strategy;
- Encourage organisations such as Everybody Sport and Recreation and local community organisations to proactively engage more with other nationalities whom are known to be living within the community and access their facilities with the view to develop cohesion projects
- To continue to nurture and develop engagement projects between the current and new twinning and friendship towns through building connections with the community, voluntary and faith-based organisations, schools and businesses in line with the principles and visions set out in the Town Councils Friendship and Twinning Policy;
- A *'Brexit – Know your rights!'* information session was held on 11th February organised in partnership with VESTA – Specialist Family Support CIC and the Salvation Army primarily focussed on the Polish community. Approximately 107 local residents attended and it proved very useful;
- An approach has been made to run an additional *'Brexit – Know your rights!'* session. It is anticipated that this session will be held in April 2019;

The emphasis should now be on Crewe Town Council to establish a much more structured and strategic approach to twinning and cultural cohesion which should seek to establish a regular calendar of events with Mâcon, France; Bischofsheim, Germany and Dzierżoniów, Poland

It should also seek to determine what other nationalities reside within the Crewe community; as well as both identifying and maximising opportunities which will help to create deeper, richer and greater levels of integration

In the budget for 2018 / 2019, the allocation for twinning and international cohesion was set at £2,000; however, the majority of that allocation was utilised on hosting the visiting delegation from Mâcon in November 2018

The budget for 2019 / 2020 has sought to maintain the allocation of £2,000

If the aforementioned approach does gain approval from members, then this could have budgetary implications, and it may be the case that we look to draw from the General Reserves in order to support the Town Council in meeting the wider aspirations and objectives which might arise from a much more strategic approach being taken

95 (Crewe) Squadron Air Training Corps

Report to Community Plan Committee

Monday 11th March 2019



On 23rd March 2019, 95 (Crewe) Squadron will celebrate its 80th anniversary. The Unit was formed with 100 personnel as part of the Air Defence Cadet Corps to provide support to the defence of Crewe Works and Rolls Royce back in 1939. The Unit went onto become part of the Air Cadet organisation when that was formed in 1941, albeit its role to still support the air defence and educate young people on how to fly and conduct other RAF related roles

The Unit is also famous for being the first Cadet Band to perform on BBC Radio and the Co-op Band originated from former Cadets and Crewe Town Council has supported the Band to be reinstated over the last five years through grant funding towards new instruments

Over the years, the Squadron has supported many local charities, events, provided honour guards, corps of drums and made many other contributions to the local community

The Squadron would like to mark the occasion with an event which could possibly be held on Memorial Square, with both the Squadron Flag and RAF Flag on the flag poles. The event could include a parade which would likely include other Squadrons that were formed as detached flights from 95 (Crewe) Squadron including surrounding units such as Nantwich, Sandbach and Northwich. The parade through Crewe would follow the same protocol which set out for Remembrance Sunday – subject the relevant permissions being obtained – and could then be followed by a reception hosted by the Mayor of Crewe who would receive an invitation re-present the Colours in commemoration

95 Squadron would also wish to know of any adults who could potentially join as adult instructors – particularly female volunteers – as there is a shortage of female adult instructors

Following the discussion with Members on Monday 4th February, the Community Engagement Officer and the Chair of the Community Plan Committee met with Sergeant Chesters and Flight Lieutenant Lloyd. An offer was made to 95 (Crewe) Squadron that Crewe Town Council would contribute towards covering the cost of replacing the current Squadron Colours with new as those currently used are extremely fragile. An additional offer was also made to support the Squadron with their new digital archive, assist to collate stories from local residents who were part of the Squadron and also to publicise this milestone anniversary

95 (Crewe) Squadron accepted this offer of support and are currently obtaining quotes for the new Colours which are estimated to be approximately £1,000. Once this along with the estimated timescale it will take for the Colours to be produced has been received, a further meeting will be organised to develop the project and event further

SWaNS Community Counselling Service
Report to Community Plan Committee
Monday 11th March 2019



Supporting Wellbeing and Nurturing Strength (SWaNS) CIC is a local not for profit organisation delivering counselling throughout Cheshire East but predominantly in Crewe. SWaNS deliver and supply programs and training based around emotional resilience and wellbeing, provide individual emotional support through counselling services and run emotional education and training days

Thanks to a grant from Crewe Town Council in February 2018, we have been able to deliver counselling specifically for Crewe residents thanks to a partnership formed with Cheshire and Warrington Carers Trust at Brierley Business Centre. Although we have been able to offer a very low cost service to the clients we have already seen, we have also received numerous enquiries from residents who are not able to afford even this small amount

With this in mind, we would like to request additional funding from Crewe Town Council which would enable SWaNS to provide a free counselling service to these potential clients who are struggling with their mental health and wellbeing

Through our work we have become aware that there is a severe lack of mental health support in the Crewe area. People are struggling to find appropriate services at a price they can afford, without an extremely lengthy wait, which is not conducive to addressing mental health difficulties appropriately and in a timely fashion. We have also been working with Alternative Solutions and have found that many of the clients they refer to us are unable to afford even low cost counselling and we are aware that this is the case for many other people in the Crewe area

The referrals will be from Alternative Solutions, Carers Trust, Motherwell and the general public will also be able to self-refer. We will also promote to Men in Sheds, Community Recycle Cycles and other such organisations to help address the shortfall in counselling services available for the male population

We have become aware of a paucity in the services for the male population in the area. For example, we have a good relationship with Motherwell who are well known for providing excellent support for mothers in the community. They have reported that fathers are also seeking suitable counselling support but are unable to access anything without an unreasonably long wait. We believe that support should be available at the time of need and not at some distant date in the future

Working on £3,000 we would be able to offer one initial consultation and five counselling sessions free to 20 people in Crewe who badly need the support

We have had excellent feedback from our existing clients who all report that they are highly pleased with our service, in particular the fact that we have been able to help them address their needs quickly. Clients have commented that they are now able to deal with issues in their lives more proactively, they have improved wellbeing and are now able to move forward positively

Bev Daniel, Clare Foster and Kirsty Halm
SWaNS CIC

St. Pauls Centre Strategy Investment Plan 2019 – 2022
Report to Community Plan Committee
Monday 11th March 2019

Introduction

In the coming months the team at St Paul's Centre will be seeking support to draw up a strategic plan for developing the site. After more than 30 years of servicing the community in numerous capacities, we have come to recognise the need to pass the baton for furniture reuse to another organisation. This will release capacity to pursue our other key project areas and, more importantly, open up St Paul's Centre to the wider community. We believe St Paul's Centre to be a community asset, in and through which many local groups and projects can find a home and the support to grow

Our current focus includes:-

- Undertaking the initial exploratory work to assess the viability of the furniture reuse project in light of external trends in furniture reuse charities locally;
- Exploring options for partnership / transition to another provider for furniture reuse;
- Producing a proposed 3D floor plan and a fly-by video plus a 3D image of our vision for a new entrance to St Paul's Centre;
- Completing the independent living training room in partnership with The Guinness Partnership;

Once we have these things complete we will move on to the second stage which will require more in depth analysis and significant funding. It is our intention to produce a strong case for support, and to take this out for funding from a variety of partners including crowd funding, trust funds and local businesses

Might we ask if Crewe Town Counsel could join us at this early stage by putting some funds towards the 3D floor plan and a fly-by video plus a 3D image of our vision for a new entrance to St Paul's Centre? We have appointed Wyvern Partnership LLP whose fee is £500 + VAT

Any contribution you are able to make at this time would be received with gratitude, and help form an important link between us in this venture

Every Blessing

Revd. Rob Wykes
Chief Executive Officer

Support information

St Paul's Centre has served the community of Crewe and Nantwich for more than 32 years. The centre has enjoyed being part of the community's journey through the delivery of many practical projects. Situated on the corner of West Street and Hightown with easy access to the bus station and town centre, St Paul's Centre offers an open door to many of those in the community experiencing isolation or life on the margins of society

Founded in 1986 to serve the local community, St Paul's Centre is a place where people of all abilities thrive. Joining the team in 1996, Rob Wykes helped the charity begin a new journey towards the transformation of the building into a creative multi-purpose centre. Over the past 23 years, and in addition to infrastructure development funds, we have raised and managed 3.8 million pounds in running costs

Today St Paul's has a new roof, is fully rewired and has a first floor. Part of the building known as John Ashe Hall has been completely renovated and now offers 6 start-up / business enterprise spaces and a conference room that seats 40 people whilst doubling up as a café on Fridays. The main building houses a cycle workshop, craft room, St Paul's Pantry food bank, fully equipped training room, offices and storage facility. The charity has provided a supported working and learning environment for adults with additional needs since 1986. Today, up to 10 young supported adults form part of a wide team engaged in the charity's practical activities

Over the years, St Paul's Centre has run a gardening business, a white goods refurbishment workshop, a computer literacy training centre, the Prodigals non-alcoholic youth event bar, the Kerith Crisis Pregnancy Counselling Service, a school uniform recycling shop, a woodworking and upcycling workshop, the Whole Child Project, the furniture reuse project, office services, Sustrans, Dial A Ride, young vulnerable adults support services, cycle reuse workshop, Enterprise Coaching service and John Ashe Hall conference room and desk space

The journey continues because we still have big exciting dreams for St Paul's

At the core of the charity we seek to serve the community through the availability of the building. It is unique and offers a whole host of opportunities for local projects to find a home. ***Our vision for the coming three years is to open up the rear of the building as a new entrance, reshaping the centre to accommodate a cafe in the altar area and new rooms to provide space for other local groups and projects.*** We specifically aim to support those facing and tackling isolation and marginalisation

Why a café in the altar?

In 2016 we opened a Friday café in John Ashe Hall – the results have been amazing. We have developed a group of regular service users and a number of them are offering to volunteer on other days of the week, were we to open more often. In addition to this, on 4 occasions since December 2018 we have turned customers away for shortage of space. So the café in the altar is a development and growth of an existing community café

Isolation and marginalization

St Paul's Centre is geographically central for folk across the Crewe area. It is easily accessed, with car parking for 500 cars near the new proposed entrance. It has been recognised that more and more people are affected by the challenges of Dementia, Alzheimer's and isolation through age and infirmity. We aim to open up the centre for activities such as a Dementia Cafés, singing for the brain, creative arts

As a charity we plan to open up a new woodworking workshop and an upcycling project. The purpose of this is to broaden the practical opportunities local people will have to explore their creative side and meet people in a social setting. St Paul's Centre will also have a number of functional utilitarian rooms for hire, including a suite of counselling rooms, art studio, prayer room and bookshop

We are primarily focused on the local community and its development through transformation of individuals. Our aim is to facilitate other charities and small local groups as they stimulate a change in those they serve

Why invest in St Paul's Centre?

Investment in St Paul's Centre is to join with 32 years of successful fund management, 32 years of successful local project development, 32 years of practical sustainable community support. The team at St Paul's Centre have birthed, managed and successfully wound up many short-term funded projects, all with a 100% delivery outcome. We have managed this whilst continuing to maintain core activities over three decades

We have a track record which has stood the test of 5 Prime Ministers, 6 elections, 2 recessions and countless social policy redirections. Through all this, we remained faithful to the community of Crewe, servicing those most affected by change

St Paul's Centre is owned and managed by a team of 16 paid staff, a group of local trustees and over 30 volunteers



St Paul's Centre
Hope | Dignity | Confidence | Opportunity

St Paul's Centre, Hightown, Crewe, Cheshire, CW1 3BY
01270 586186 admin@stpaulscentre.org.uk www.stpaulscentre.org.uk VAT Reg No 932 9673 90

Crewe Town Council

Finance and Governance Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 12th June 2018

- 18/1/01** Present
Cllrs Lundie, B Minshall, John Rhodes, Jill Rhodes, Straine-Francis, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk)
- 18/1/02** To elect a Deputy Chair¹
Cllr Lundie was confirmed as Deputy Chair.

Members **resolved** that a recommendation be made to Council to increase the committee size to eleven so as to include the chair of Town Development Committee.
- 18/1/03** To note the terms of reference for the Committee
Members noted the terms of reference.
- 18/1/04** To receive apologies for absence
Apologies were received and accepted from Cllrs Houston and Roberts.
Apologies also accepted from Cllr Jill Rhodes as being late to the meeting.
- 18/1/05** To note declarations of Members' interests
There were no declarations made.
- 18/1/06** To confirm and sign the minutes of the meeting (Finance and Resources Committee) held on 20th March 2018
The minutes of the above meeting were approved and signed as an accurate record.
- 18/1/07** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments²
Mrs Faddes raised a question on the pace of progress for the development of the town centre. Cllr S Yates replied saying he understood the concerns and that he would be raising the rate of progress with the Leader of Cheshire East later in the month.
- 18/1/08** 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 – See agenda notes, income & expenditure tables for Council and Committee and debt summary.³
Members reviewed the latest financial reports. The need to annually review levels of reserves, spent pattern, major suppliers and geographic spend distribution was noted.

¹ Council previously agreed that this committee will automatically be chaired by the Leader of Council.

² Cllr Jill Rhodes joined the meeting at the start of this item.

³ Cllr Straine-Francis joined the meeting at the start of this item.

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- 18/1/09** To consider items referred to the Committee by Town Development Committee (TDC) identifying:
- To consider additional support for the Festival of Lights which has been agreed by the TDC subject to an increase in budget by a maximum of up to £30k. TDC have supported the idea and the report reviewed by the Committee was *circulated*.
 - To consider additional support for the provision of the October Cosmopolitan Food Festival of £1k
 - To consider adjustments to the 2019/20 budget to meet the pressures from the end of Cheshire Easts two year support for the Ranger Service and Town Centre Project Officer post

Members **resolved** that⁴:

1. Up to 30k be made available from the Strategic Allowance to support the Festival of Lights. On the understanding that the Town Development Committee finalises and approves the scheme in detail as a whole.
2. That the extra funding not be released.
3. That the Payroll and Ranger budgets for 2019/20 be adjusted to meet the pressures identified. That is to meet the 40k pressure as a result of the end of the agreement with Cheshire East and to recommend this to Council at its next meeting.

The Clerk was asked to talk to ANSA to seek further clarification on the scope of works done by ANSA in the town for Cheshire East.

- 18/1/10** To receive and consider an update in relation to Crewe Markets (Cllr Yates). Cllr S Yates provided a brief update noting:
- A Partnership Board meeting would be convened.
 - Dialogue with traders is continuing with each trader taking an independent choice on their respective futures.
 - Work was starting to procure an operator and look at how space in the town centre would be managed.
 - The need to get an update on the progress of the planning application for the market hall.

- 18/1/11** To consider an update in relation to strategic dialogue with Cheshire East. Cllr S Yates updated members and indicated he is meeting the Leader of Cheshire East later in the month. The priorities being:
- Processes around the New Homes Bonus Community Fund Scheme.
 - Measures to reduce the level of fly tipping, including consultation with Crewe Town Centre on the allocation of £74k of funding to address these matters.
 - Homelessness funding allocation to reduce the levels of rough sleeping using a proportion of the £350k allocated across Cheshire East.

- 18/1/12** To consider the means by which the Annual Report should be published. Members **resolved** that the report is produced but only made available in electronic form supplemented with limited numbers of copies in public places (Libraries, community centres etc.) and through a feature in the local press.

- 18/1/13** To receive and consider an update in relation to the allotments in Crewe (Town Clerk). The Clerk reported that the finalisation of matters with Cheshire East is ongoing and the delays seem to be resource related at Cheshire East.

⁴ The second two items were discussed in closed session at the end of the meeting.

Chairman's Initials.....

Papers have been signed with the three sites not members of the Allotment Federation and the Clerk awaits a request for funds to be released.

The Federation held its AGM and continues to resolve outstanding matters with a number of the associations.

18/1/14 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston)
Members reviewed the report from Internal Audit.

18/1/15 Policy Review – To review Standing Orders and Financial Regulations and make any recommendations to Council for changes
Members made no recommendations to change Standing Orders.

With regard to Financial Regulations it was agreed to defer the item until the next meeting. All members were asked to submit through the Clerk a list of clauses that they wished discussed and to identify for each the issue/risk that needed to be addressed by making a change. It was noted that consequential updates on committee names needed to be done.

Members would also review, using the same process the Scheme of Delegation. Copies of both to be sent out in advance of the agenda going out to allow members a number of months to consider the matter.

18/1/16 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.
There was no update available. The Clerk was asked to invite Cllr P Minshall to the next meeting to report back.

18/1/17 To consider the joint sponsorship (with Nantwich Town Council) of the South Cheshire Chamber of Commerce and Industry award for ‘Ambassador of the Year 2018’ at the Annual Awards Diner on 23rd November 2018. Cost to Crewe Town Council £600 plus VAT. Members **resolved** to agree to supporting the funding of the award subject to it being matched by Nantwich TC, that the Mayor receive an invite to the event and that it is awarded to a business in Crewe or Nantwich.

18/1/18 To consider an update on joint working arrangements with Kidsgrove Town Council⁵. Members discussed matters and agreed that the Leader meet his counterpart at Kidsgrove to look into the potential relationship such that a recommendation can be made to Council.

18/1/19 To consider the date of the next meeting (11th September)
Members noted the date of the next meeting.

Meeting closed: 20:56

⁵ Members discussed this item in closed session due it relating to employees contracts of employment.

Chairman’s Initials.....

Crewe Town Council

Finance and Governance Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 11th September 2018

18/2/01 Present
Cllrs Houston, B Minshall, John Rhodes, Jill Rhodes, Roberts, Straine-Francis, D Yates and S Yates.

In attendance: Steve McQuade (Town Clerk)

18/2/02 To receive apologies for absence
Apologies were received and accepted from Cllrs Lundie and P Minshall

Cllr Minshall asked it to be noted that there may be a number of future absences due to medical treatment.

18/2/03 To note declarations of Members' interests
Cllrs Jill Rhodes and Roberts declared a none pecuniary interest in the item relating to the establishment.

18/2/04 To confirm and sign the minutes of the meeting (Finance and Governance Committee) held on 12th June 2018
The minutes of the previous meeting were agreed and signed as an accurate record.

18/2/05 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr Conner raised a number of issues related to the delivery of the Crewe Cosmopolitan Market. The Leader asked Mr Conner to write to the Clerk explaining the issues he wished to raise with the Council.

Ilona Humphries (Manor Way Allotment Association) provided information with regard to the request for the Council to fund work at the site to improve site security. Cllr John Rhodes replied in his capacity as lead member on allotments.

18/2/06 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 reviewed and noted the information presented.

18/2/07 To receive and consider an update in relation to Crewe Markets (Cllr Yates).
Cllr S Yates provided an update noting that:

- The Partnership Board had met in August.
- Joint work is planned to push out updates in relation to the markets and also general town centre development.
- Physical work to the market building is due to commence and procurement of an

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operator has started.

18/2/08 To consider an update in relation to strategic dialogue with Cheshire East (Cllr Yates).
Cllr S Yates provided an update in relation to:

- Highways
- Town Centre Development/Regeneration
- Public relations management

18/2/09 To receive and consider an update in relation to the allotments in Crewe (Town Clerk) and to consider a request for capital funding from Manor Way Association for the installation of security fencing. Three quotes have been sought of which the cheapest is £11,550k (Inc VAT)

The Clerk reported on the latest position with regard to the allotments including the payment from the three sites that are not part of the Federation and the progress in releasing capital to the sites now that matters were resolved.

With regard to Manor Way members **resolved** that Members allocate the existing budget and the remainder is drawn from reserves if it cannot be absorbed from within the Committee budget.

18/2/10 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston)
Members received an update from Cllr Rhodes in relation to the latest internal audit and noted the next meeting would be tomorrow.

18/2/11 To note correspondence from the External Auditor in relation to the completion of the audit for 2017/8. Papers to be submitted to Council in line with governance requirements. Members noted the successful completion of the audit process and noted that the papers would be submitted to Council later in the month.

18/2/12 Policy Review – To review Financial Regulations, Standing Orders and the Scheme of Delegation and to make any recommendations to Council for changes.
Members reviewed the information presented and asked that the suggested changes be sent to Council with a recommendation that the changes be accepted and made.
Amended changes set out at the foot of these minutes.

18/2/13 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 received an update. Due to health matters the work had not yet been undertaken. It is anticipated that the work will be undertaken in the near future.

18/2/14 To consider making a recommendation to Council that the venue for Town Council meetings is varied on an ad hoc basis to allow Council to meet at other venues by invitation from community organisations.
Members **resolved** to recommend to Council that the Clerk in consultation with the Mayor should accept invitations where appropriate and facilities permitted.

18/2/15 To consider an update on joint working arrangements with Kidsgrove Town Council together with an update on matters related to the general establishment of the Town Council.
Members discussed this item following a resolution to exclude press and public on the grounds that it related to contractual matters of one or more employee. The item was discussed at the end of the meeting.

Members **resolved** that a months-notice be given bringing the support arrangement to an
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end and that as a consequence of the change in income the establishment should return to that in place prior to the inception of the arrangement with Kidsgrove.

Members noted matters raised by the Clerk in relation to succession management and capacity issues.

- 18/2/16** To consider a presentation on the New Homes Bonus and consider how the Council will contribute to determining the use of the funds. To consider proposals arising from Committees on priorities for consideration in the use of the New Homes Bonus (see below).
Members noted the presentation from the Leader Cllr S Yates and agreed that the Council should participate in the scheme and bring forward bids in line with its strategic priorities. This might include streetscene, parks/greenspaces and homelessness/vulnerable individuals projects.
- 18/2/17** To consider a request from Town Development Committee for an increase in budget of £2k to cover the development of a bid for New Homes Bonus funding connected to the improvement in play areas
Members **resolved** that the increase in budget should be authorised.
- 18/2/18** To consider a request from Town Development Committee to allocate 4k to cover the costs of an additional Christmas Tree.
Members **resolved** that the increase in budget should be authorised to provide for a real tree on Market Square.
- 18/2/18** To consider a request from Community Plan Committee for the Council to act as responsible authority and manage funds were a bid to the Creating Civic Change Fund be successful. This may mean managing up to £300k over three years.
Members **resolved** that should it be necessary the Council could act as the responsible financial organisation, subject to more information being provided from the Clerk in relation to the benefits the project will bring and subject to members informally confirming no objection.
- 18/2/19** To consider working with Cheshire East to deliver Street Scene improvements with particular reference to the management of fly-tipping and littering in hot spot locations that supports the priorities identified by the communities most affected.
Members **resolved** to accept the offer of funding made by Cheshire East and to work with partners and residents to determine how the monies are to be spent in ways that maximise the community impact. The Town Centre Project Officer would be asked to develop an agreed programme of work.
- 18/2/20** To consider the date of the next meeting (11th December)
Members noted the date of the next meeting.

Meeting closed: 21:30

Annex: Recommended changes to Standing Orders, Scheme of Delegation and Financial Regulations

Appendix A1: Suggested improvements to Financial Regulations

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- 1) To confirm existing bank signatories (Committee Chairs plus the Mayor and Deputy Mayor) as the members authorised to approve/reject payments using the established processes for routine approvals.
- 2) To include a call in procedure for delegated actions by officers. Where an officer plans to take an action which they believe might be contentious or involves new/unforeseen expenditure >1k, they will contact all members indicating that the matter will be actioned in five working days unless the action is 'called in'. A call in will be taken to the next available meeting and is defined as a quorum of the Council/Committee or more members contacting the officer asking for a call in. A log will be retained to record requests for call in. Note: members should generally avoid calling in any matter in which they have an interest.
- 3) That the debit card only be topped up to a maximum of £2k.
- 4) To remove references to the use of cheques.
- 5) To amend 6.1 to add 'written' before the word confirmations.
- 6) To amend 6.2 such that the Clerk and other officers would undertake the role of checking invoices.
- 7) To delete 10.1
- 8) To replace 10.2 to confirm that the order book is held as part of the Purchase Ledger on the finance system.

Appendix A2: Suggested improvements to the Scheme of Delegation

- 1) To delete section 7 (as this is picked up by the call in procedure (see Financial Regs changes)
- 2) To include reference to the Town Centre Project Officer at relevant points.
- 3) To include a general condition applying to any urgent spending decision. 'Where any urgent spending decision is thought necessary the officer concerned will consult with both the chair and vice chair of committee or in the case of Council with the Mayor and Leader and proceed if both agree the matter is of urgency. All members should be informed (Council or Committee as relevant) as soon after as practicable and in all cases the matter should be noted at the next relevant formal meeting'.

Appendix A3: Suggested improvements to Standing Orders

- 1) To make consequential changes including such items as committee names.
- 2) Add to section 3b an indication that the expectation is where possible to circulate the summons a week in advance of meetings.

Chairman's Initials.....

Crewe Town Council

Finance and Governance Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 11th December 2018

18/3/01 Present
Cllrs Houston, B Minshall, John Rhodes, Jill Rhodes, Roberts and Straine-Francis.

In attendance: Steve McQuade (Town Clerk)

18/3/02 To receive apologies for absence
Apologies were received and accepted from Cllrs Lundie, P Minshall, D Yates and S Yates.

In the absence of the Chairman and Deputy Chair, Cllr Roberts agreed to chair the meeting.

18/3/03 To note declarations of Members' interests
Cllr Straine-Francis declared an interest being known to Mr Connor.

All members present noted that Mr Connor had sent them correspondence, with the exception of Cllr John Rhodes who had not received any letter.

18/3/04 To confirm and sign the minutes of the meeting held on 11th September 2018
The minutes were approved and signed as an accurate record.

18/3/05 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions or statements made.

18/3/06 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
Members reviewed and noted the financial updates.

18/3/07 To receive and consider an update in relation to the allotments in Crewe (Town Clerk)
The Clerk updated members with regard to the works at Manor Way and Ford Lane allotments.

Members also noted that costs were still being incurred as a consequence of Cheshire East not finally closing off the matter of the legal land transfer.

18/3/08 To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston)
Members noted that the last audit had been postponed and that an audit would be conducted before the end of December.

18/3/09 Policy Review – To consider the update in relation elements of civic protocol
Members noted the position as set out in the annex to these minutes which were

Chairman's Initials.....

amended on the evening in line with changes requested by members.

The Mayor raised his concerns about the management of mayoral invitations. The Clerk replied that the matter could be discussed under the item related to the establishment as in his opinion some of the problems were related to lack of capacity.

18/3/10 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 received an update on the present situation. Cllr Houston and Cllr Jill Rhodes agreed to take the lead on this matter.

18/3/11 To consider making a recommendation to Council in relation to the award of Freedom of the Town¹ (Cllr Straine-Francis)
Cllr Straine-Francis made the case for greater use of the award of Freedom of the Town.

The matter was deferred and Community Plan Committee was invited to look into the matter further.

18/3/12 To consider policies in relation to the establishment of memorials on Memorial Square. Members agreed to recommend that Council makes the following resolution².

‘That Council expresses its support for the installation of a memorial on Memorial Square that commemorates the role of the International Brigades, including those members from Crewe, during the Spanish Civil War. Council asks that Cheshire East facilitates the installation of the memorial and agrees to match a contribution from the Town Council to the costs of the project. The Memorial will recognise the 80th anniversary of the end of the Spanish Civil War’.

18/3/13 To consider a request from Crewe FC and other football agencies for support
The Clerk briefed members with regard to a meeting with various agencies and identified a need for a fundamental review of football and allied sports facilities.

Members considered the matter and determined that committee:

- recognised the need for improved sports facilities in the town.
- that improved facilities could only be achieved through the release of land or better use of existing land currently dedicated for sports usage.
- may be willing to fund a study if a degree of match funding were available from other sources.
- hoped meetings with portfolio holders at Cheshire East take place to review provision in Crewe.
- would consider the item at a future meeting.

18/3/14 To note and consider information from Cheshire East concerning a planned review of parish boundaries and other governance matters. It is recommended that:

- An ad hoc working group is created to draft a response.
- That liaison with third parties having an interest in such matters forms part of the process, which would include dialogue with neighbouring parishes in particular.

Members, after discussion, deferred the item to the January meeting.

¹ The item was held in confidential session due to the sensitive nature of the discussion.

² The item was discussed in closed session to respect the sensitivities associated with the use of Memorial Square.

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18/3/15 To consider information from the Police and Crime Commissioner in relation to the future of the Police Station in the town centre with a view to making recommendations to Council as to the likely role of the Town Council in such matters.
Members received an update from the Clerk in relation to the provision of policing in Crewe in the context of the likely relocation of the primary Police Station in Crewe. Members were advised that the Police were looking at their options and would be consulting on the relocation of the Police Station. That would allow further comments on what provision should remain in the town centre. Members stressed the need for a physical presence to remain in the town centre.

Members were also updated on the plans to physically relocate the Police Station and what that might mean in the context of a vacant site in the town centre.

18/3/16 To consider a report in relation to the future establishment of the Council. Note that this may have implications for the budget item below.
Members reviewed the paper presented and determined to consider the matter alongside the budget item (below).

18/3/18 To consider the draft budget for the Committee 2019/20. Note that the Council tax base tends to increase each year due to the increasing in number of properties. Provisionally, if there was no change in Band D value this would result in approximately 12.2k of additional income.
Members reviewed the committee budgets in turn and then reviewed the budget in totality. Members agreed to accept the budget as presented and recommend its adoption to Council in January.

Members noted the Clerk's comments about pressures on the team and the need to balance the establishment. Resource was found in the budget that would provide for flexibility and if necessary recruitment, but at this stage members were not content to commit to a permanent admin resource.

18/3/19 To receive and consider an update from the Deputy Leader in relation to the Council's complaints policy.
Members deferred the item to the next meeting which would heard in private session.

18/3/20 To consider the date of the next meeting (29th January)
Members noted the date of the next meeting

Meeting Closed: 22:45

Annex – Civic Protocol

The purpose of this note is to reconfirm the protocols on attendance at civic and other events to which the Council is invited. Note that this does not include business meetings. The present arrangements are set out below and members are invited to review the protocols:

- 1) The Mayor shall have first refusal on any invitation to attend a civic or other social function.
- 2) If the Mayor is not available then the Deputy Mayor shall be invited.
- 3) If the Deputy Mayor is not available then the immediate past Mayor will be invited and so on until all past Mayors have been asked.

Chairman's Initials.....

- 4) At this point officers will use their discretion in seeking to invite other members or to send apologies.
- 5) Any member attending an event may invite any other person to attend with them if the invitation is for two or more.
- 6) If a member invites an officer it should be made clear if that is in the capacity of a friend or as an officer. Officers if invited may decline without fear or favour and will be credited with time if attending as an officer and not guest.

Chairman's Initials.....

Crewe Town Council

Finance and Governance Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 29th January 2019

- 18/4/01** Present
Cllrs B Minshall, John Rhodes, Jill Rhodes, and Straine-Francis.

In attendance: Steve McQuade (Town Clerk)
- 18/4/02** To receive apologies for absence
Apologies were received and accepted from Cllrs Houston, Lundie, P Minshall, D Yates and S Yates.

In the absence of the Chairman, Cllr Jill Rhodes agreed to chair the meeting.
- 18/4/03** To note declarations of Members' interests
There were no declarations made.
- 18/4/04** To confirm and sign the minutes of the meeting (Finance and Governance Committee) held on 11th December 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 18/4/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Mr Moore asked a question about how the Council Tax is collected and the level of precept. This was answered by the Clerk.
- 18/5/06** To review the year to date expenditure for the Committee and for Council as a whole, to review and consider debts to the Council and to review the levels of ear marked reserves— See agenda notes, income & expenditure tables for Council and Committee and debt summary.
Members reviewed and noted the current financial position.

Members reviewed the levels of ear marked reserves and determined to keep matters under review.
- 18/4/07** To consider and receive funding in relation to the appointment of two employees to positions fully funded by Cheshire East whose role is to help tackle issues related to 'Fly tipping and Grot Spots'¹
Members noted and welcomed the appointments.
- 18/4/08** To consider an update in relation to strategic dialogue with Cheshire East.
Cllr B Minshall reported on meetings with portfolio holders at Cheshire East focussed

¹ The two posts are fixed contracts linked to the funding stream from Cheshire East.

Chairman's Initials.....

on streetscene and also at a separate meeting with Cllr Jill Rhodes on matters related to the town centre.

- 18/4/09** To receive and consider an update in relation to the allotments in Crewe (Town Clerk) The Clerk reported that the matter relating to ownership had been completed and that the ownership dispute with Cheshire East is concluded.

The Clerk also reported that fencing work at Manor Way and Ford Lane had been installed. Further works at Walker Street were planned and at Hulme Street (£106 monies).

Members were also updated with regard to potential plans at Ford Lane to utilise adjacent public space.

- 18/4/10** To receive an update from internal audit (Cllrs Jill Rhodes, P Minshall and Houston) and to consider Cllr John Rhodes being appointed as an internal auditor allowing Cllr P Minshall to stand down.

Members noted the report from the members of internal audit (22nd January) and **resolved** that:

- The relevant changes are made to the procedures on card payments. To initial indicating who placed the order and a little more detail as to the purpose.
- That future Mayor's are encouraged to be as specific as possible on their choice of charities.
- Cllr John Rhodes appointed as an internal auditor

Members made a vote of thanks to Cllr P Minshall for her service on internal audit.

- 18/4/11** To consider an update from the Clerk in relation to compliance with GDPR
Members received an update from the Clerk on progress towards completing the GDPR action plan. Members **resolved** that the policies needing to be introduced were submitted to Council for consideration and approval.

- 18/4/12** Policy Review – To consider a draft sponsorship policy and authorise the update of the Council's complaints procedures by the Clerk and Deputy Leader (To be submitted as urgent item to next Council)
Members **resolved** that the draft policy be submitted to Council for approval and asked that the Deputy Leader bring forward a draft complaints policy for consideration at the next meeting. A draft policy would be circulated to all members as soon as possible for early informal consideration.

- 18/4/13** To consider members feedback on the operation of the new committee structure introduced in 2018.
Members reviewed the working of the new structures and indicated no desire to make any changes at the present time. It was agreed that the new Council should review the matter once it is established.

- 18/4/14** 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 noted the progress made and that Cllrs Houston and Rhodes together with Cllr Flude would be visiting the storage location on 7th February to make an assessment.

- 18/4/15** To consider a report from the Clerk in relation to the management of the John McBride Chairman's Initials.....

Trust

The Clerk updated members with regard to the management of the Trust and emphasised the distinct roles of members as Councillors and Trustees.

- 18/4/16** To receive and consider a report from the Deputy Leader in relation to a complaint Members **resolved** to debate the matter in closed session due the confidential and personal matters to which the complaint related.

Members welcomed the report from the Deputy Leader and having considered it dismissed the complaint².

- 18/4/17** To consider the date of the next meeting (12th March)
Members noted the date of the next meeting.

Meeting closed: 20:43

² Cllr Straine-Francis declared a non pecuniary interest by virtue of being known to the complainant.

Chairman's Initials.....

Crewe Town Council

Finance and Governance Committee

1 Chantry Court
Forge Street
Crewe
CW1 2DL



Minutes of the meeting held on 12th March 2019

18/5/01 Present
Cllrs B Minshall, John Rhodes, Jill Rhodes, Roberts, Straine-Francis, D Yates and S Yates

In attendance: Steve McQuade (Town Clerk)

18/5/02 To receive apologies for absence
Apologies were received and accepted from Cllr Houston and Lundie.

18/5/03 To note declarations of Members' interests
See declaration related to minute 18/5/14.

18/5/04 To confirm and sign the minutes of the meeting (Finance and Governance Committee)
held on 29th January 2019
The minutes of the previous meeting were agreed and signed as an accurate record.

18/5/05 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or
submit comments¹
Mr Lawson, Brookhouse Allotment Association, spoke in support of a request for an
upgrade on part of the external fencing.

18/5/06 To review the year to date expenditure for the Committee and for Council as a whole,
to review and consider debts to the Council – See agenda notes, income & expenditure
tables for Council and Committee and debt summary
Members reviewed and noted the current financial position.

Cllr S Yates asked the Clerk to report back on:

- The position on general and earmarked reserves.
- The current top ten suppliers by total spend and the levels of local spend.

The Clerk was asked to facilitate requests for committees to carryover funds related to
ongoing projects and to create the requested sinking funds.

18/5/07 To receive an update on external income and benefits in kind
Members noted the efforts being made to increase financial and operational capacity
through building relations with partners and funders.

18/5/08 To consider an update in relation to strategic dialogue with Cheshire East (Cllr B
Minshall)
Cllr Minshall updated members and noted that there would be a period of quiet whilst

¹ Cllr Jill Rhodes joined the meeting at this point.

Chairman's Initials.....

elections took place.

Members and officers had attended a meeting related to Flytipping in Crewe at Cheshire East to coordinate an approach aimed at cleaning Crewe.

Community Development had been discussed by the Leader with Portfolio Holders at Cheshire East in the previous week.

A number of written responses are expected to questions raised with Portfolio Holders at Cheshire East.

18/5/09 To receive and consider an update in relation to the allotments in Crewe (Town Clerk) and to consider an update from Cllr John Rhodes with regard to fencing at Brookhouse allotments.

The Clerk updated members with regard to a legal matter at Manor Way.

Cllr Rhodes updated members with regard to a matter at the Brookhouse site and members **resolved** that the fencing requested is funded (circa 2k).

18/5/10 To receive an update from internal audit (Cllrs Jill Rhodes, John Rhodes and Houston) Members noted the update from the Clerk on the audit session that had been conducted on the 11th March by Cllr Houston. Members noted the increased significance of GDPR due to the new roles being undertaken by the Streetscene Improvement Officers.

18/5/11 Policy Review – To consider²:

- a revision to Standing Orders such that where a quorum is not reached after a delay of fifteen minutes from the advertised time that the meeting is deemed to have been cancelled.
- An update from the Leader in relation to the development of a revised complaints procedure.

Members agreed not to change Standing Orders and to afford an opportunity for the new Council to take a view on the matter.

Members considered recent lessons learnt and agreed to review a new complaints procedure after the election. The Leader was asked to use his experience to create a draft for consideration after the election.

18/5/12 To consider a matter raised at Council in relation to the USDAW 'Save our Shops' campaign.
Members **resolved** to support the campaign in principle, but also indicated a desire for further information.

18/5/13 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 (Cllr Houston)
Cllr Rhodes updated members following a visit to review the items in storage and members **resolved** that the coffee tables (pie crust) and the corner table could be disposed of through charitable outlets. The remaining items to be kept under review and relocated to a suitable and member approved location, if one could be found.

² Cllr Roberts joined the meeting at this point.

Chairman's Initials.....

18/5/14 To consider matters related to a third party contractor.
Members **resolved** to consider matters in confidential session due to the legal issues involved³.

Members were updated on the matter and agreed that as the partner had sought to unilaterally terminate the partnership agreement, Council raised no objection to the termination and therefore considered all matters closed.

18/5/15 To consider the date of the next meeting – To be confirmed
Members noted that a date would be published on the Annual Council agenda. A vote of thanks was proposed by Cllr John Rhodes to retiring members and especially to both Cllr Yates for their contributions to the Council and the civic life of the town.

Meeting closed: 20:31

³ Cllr Straine-Francis declared an interest in this item, by virtue of being known to the party concerned.

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 22nd May 2018

- 18/1/01** Present
Cllrs Appilat, Brookfield, Houston, P Minshall, John Rhodes, Roberts and Straine-Francis.
- In attendance: Rob Mackenzie (Deputy Town Clerk)
- 18/1/02** To consider the election of a Chair and Deputy Chair for Planning Committee
Members resolved that Cllr John Rhodes be elected as Chair and that Cllr Houston be elected as Deputy Chair.
- 18/1/03** To note the terms of reference for the committee
Members noted the terms of reference.
- 18/1/04** To receive apologies for absence.
Apologies were received and accepted from Cllrs Bailey and Beard
- 18/1/05** To note declarations of Members' interests.
There were no declarations made.
- 18/1/06** To confirm and sign the minutes of the meeting held on 24th April 2018.
The minutes of the previous meeting were agreed and signed as an accurate record.
- 18/1/07** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
There were no questions asked.
- 18/1/08** To receive and consider a presentation from the Spatial Planning Team in relation to the Cheshire East Site Allocations And Development Policies Document (SADPD)
Members received the presentation from Jeremy Owens, Development Planning Manager, and Cheshire East on progress with the preparation of the SPD. Mr Owens answered questions, and he was thanked for his attendance.

Chairman's Initials.....

18/1/09 To consider making a response to the following planning applications:

- **18/2081N - 24A, HIGHTOWN, CREWE, CW1 3BS** Proposed extension to form 2 bedroom apartment (with attic bedroom).

No objection

- **18/2071N - BOMBARDIER TRANSPORTATIONS, WEST STREET, CREWE, CW1 3JB** Variation of condition 2 (plans) on application 17/6358N - Variation of condition 2 on application 16/4971N - To erect two storey 84 Bed Care Home (Class C2) following site removal of an existing car park.

No objection to the proposed revisions but the additional palisade fencing on the boundary should be set back behind a landscaped strip.

- **18/2111N - WEBB HOUSE, VICTORIA AVENUE, CREWE, CREWE, CHESHIRE, CW2 7SQ** Proposed Change of Use and alterations of Webb House to form 18 Class 'C2' extra care apartments, proposed erection of a new three storey block to the rear comprising 36 Class 'C2' apartments, together with associated demolitions and extensions to provide a 'Wellbeing' Hub linking the two developments. Proposed extensions to West Cottage to form four Class 'C2' apartments, South Lodge to provide a single Class 'C2' apartment and the erection of 5 new Class 'C2' bungalows with associated landscaping and car parking. (Total 64 units).

Whilst the Town Council would welcome sympathetic development which retains Webb House and gives it a sustainable future, the current proposal does not respect the existing listed building or its setting. The proposed 3 storey block to the rear of the site is too large and over dominates the listed building. The proposed bungalows on the frontage will obscure views of the listed building from the road frontage and should be removed from the scheme. It is vital that the existing views of the building from the pavement are retained. The details of the extensions to the lodges should be sympathetic to the character of the listed building. The landscaping around the car parking areas should be of sufficient height to screen views of the cars, but no more than 2m in height when mature so as not to obscure views of the building.

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

18/1/10 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

The following items were raised as urgent:

- **18/1770N Northern Dairies, Groby Road, Crewe, CW1 4PE** Change of use of part of premises, in to a 9 bedroomed House in Multiple occupation with shared kitchen / bathroom facilities.
The Town Council strongly objects to this application because the creation of living accommodation on a site in general industrial use is prejudicial to the amenity of future residents through noise, dust and

Chairman's Initials.....

disturbance. There is insufficient detail in the application to determine the internal layout and construction of the building and so ensure the wellbeing of residents. Approval of this application would set an unacceptable precedent for the provision of accommodation within industrial premises.

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

18/1/11 To note the date of the next meeting – 19th June 2018

Members noted the date of the next meeting. Councillor Brookfield gave her apologies and those of Councillor Bailey.

Meeting Closed: 9.00 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

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Minutes of the meeting held on 19th June 2018

Present Cllrs Houston, John Rhodes, Roberts and Straine-Francis.
In attendance: Rob Mackenzie (Deputy Town Clerk)

18/2/01 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Cllr Appilat, Bailey, Beard, Brookfield, and P Minshall

18/2/03 TO NOTE DECLARATIONS OF MEMBERS' INTERESTS.

Councillor Houston declared a non-pecuniary interest in application 18/2521N as she is acquainted with the operator of the business.

18/2/03 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 22ND MAY 2018

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

18/2/04 PUBLIC PARTICIPATION

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

Ms H. Faddes commented on matters on the agenda as follows:

- Will the application for change of use to HMO at 6-10 High Street result in additional fly-tipping in an area in which it is already a problem?
- The LTP consultation has not been well publicised and local residents may not respond in numbers. It is hard not to agree with the high level objectives, but the issues which affect people are more detailed, for example the reduction in the Little Bus service which may increase rural isolation and the burden on Social Services.

The Chair thanked Ms Faddes for her attendance and comments and stated that they would be taken into account when the relevant items were considered.

18/2/05 TO RECEIVE A PRESENTATION BY RICHARD HIBBERT OF CHESHIRE EAST COUNCIL ON THE CURRENT CONSULTATION ON A DRAFT LOCAL TRANSPORT PLAN AND POSE QUESTIONS. FOLLOWED BY DISCUSSION AND CONSIDERATION OF A RESPONSE.

Members welcomed Mr Hibbert to the meeting and listened to his presentation.

Following discussion members **resolved** that the Deputy Town Clerk should respond

Chairman's Initials.....

to the consultation as follows:

“The Town Council:

1. Welcomes the overall direction of the Strategy, and the commitments to protecting and improving the environment, promoting active transport, supporting economic development, supporting investment in quality of place and high quality town centres.
2. Welcomes the specific proposals for Crewe.
3. Considers that Air Quality should be a top priority and be treated with urgency in view of the high levels of pollution in parts of the town. Air pollution can have an adverse impact on health, and more focus is required on the subject in the LTP. In addition to prioritising the enhancement of sustainable modes of transport (bus services, walking and cycling), tree planting using suitable species and containers, water features and green walls would improve the environment and reduce pollution. For the same reason, existing green spaces and features should be protected
4. Expects that when the Crewe Town Strategy is developed, there will be a clear emphasis on managing the local environment, for example through greening, parking strategy and enforcement, traffic management in residential areas, and addressing the pinch points created by the rail network.
5. Notes that in Crewe there is lower car ownership and lower average household incomes than in the rest of the Borough. The availability of good and frequent bus services is therefore particularly important and so in considering proposals for new developments, rather than prioritising capital works, it may be appropriate to require commuted sums from developers to provide revenue subsidy for new services bus services to establish demand. There are particular gaps in services to Leighton Hospital and in the Queens Park area.
6. Believes that the risk based approach to road maintenance should take into account bus routes. Many of the minor roads in Crewe are old and in poor condition, but experience greater traffic flows than B roads in other parts of the Borough. It is important that there is accurate and comprehensive data on traffic flows on minor roads to inform the analysis
7. Considers that a more balanced approach to rail freight is required. Rail freight is important to the national economy and to the economy of Crewe in particular being the home to a nationally important freight depot at Basford Hall sidings. It also reduces HGV traffic on the roads. Action 9.11 in the draft LTP promises to promote rail freight “except in instances where there are conflicts with passenger services”. Whilst sharing the view that it is important to enhance passenger services, this should not be at the expense of rail freight and the needs of the two users of the network should be given equal weight. Indeed additional investment may be required in the hub station layout to ensure that freight services are not disadvantaged.”

18/2/06

TO CONSIDER RESPONDING TO A CONSULTATION FROM CHESHIRE AND WARRINGTON LOCAL ENTERPRISE PARTNERSHIP ON A DRAFT TRANSPORT STRATEGY.

Members considered the report presented and **resolved** that the Deputy Town Clerk should respond to the consultation as follows:

The Town Council

Chairman’s Initials.....

1. Welcomes the overall thrust of the draft strategy
2. Welcomes the inclusion of Crewe and the Constellation Partnership as one of the strategic areas of focus
3. Notes that there is a unique window of opportunity for the regeneration of Crewe in the period between the completion of HS2 Phase 2a and Phase 2b during which Crewe will be the most northerly point on the HS network. The Town Council would like to ensure that the opportunity to build on HS2 between Phase 2a and 2b is not missed, and that the supporting road, rail, and bus service improvements are planned and implemented as a matter of urgency to ensure that the greatest benefits can be derived from this short window.

18/2/07 TO CONSIDER MAKING A RESPONSE TO THE FOLLOWING PLANNING APPLICATIONS:

- **18/2794N 68-70, EARLE STREET, CREWE, CW1 2AT**
Variation of condition 5 on 18/0523N - Proposed works to reconfigure existing floorspace and create 3 new units and change the use to include Classes A1 and A3.

Members **resolved** to make no comment

- **18/2814N 6-10, HIGH STREET, CREWE, CHESHIRE, CW2 7BN**
Change of use to 1st floor from D1 to C3 (small house of multiple occupancy)

Members **resolved** to make the following comments

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

1. Bedrooms 2 to 5 have a floor area of about 6.5m² and so will not meet the requirements of HMO licencing when the regulations are revised. The rooms are too small and this will be prejudicial to the amenity of future residents.
2. The only access to showers and toilets is through the communal lounge which is prejudicial to the amenity of future residents.
3. The applicant should provide a plan showing how bins and cycle storage can be accommodated with in the yard space.

The Town Council welcomes further residential accommodation in the Town Centre, but does not wish to see a further concentration of HMOs. Self-contained apartments would be preferable.

18/2/08 SUSPENSION OF STANDING ORDERS

It was **resolved** to suspend standing order 1y to enable the Committee to continue sitting in order to complete the consideration of Planning Applications

Chairman's Initials.....

18/2/07
Continued

- **18/2880N Travis Perkins Trading Co Ltd, NORTH STREET, CREWE, CW1 4NN**
Re-arrangement of existing builders merchant yard including additional racking and storage areas up to 4m high
(Comments by 4th July)

Members **resolved** to make the following comments

It is acknowledged that the storage racking to the rear of the North Street has been removed compared to previous applications, but this has resulted in HGV movements being brought closer to the rear of the properties on North Street, and therefore there is concern about potential noise impacts. If this application is approved, the Town Council would like (1) for it to be subject to conditions requiring the provision of acoustic fencing to the boundary; (2) that vehicles operating within the site should have appropriate low distance impact reversing warning beepers; and (3) the hours of operation be limited to 08.00-18.00 weekdays and 08.00-12.00 Saturdays with no bank holiday or Sunday working.

- **18/2521N Coppenhall House, Groby Road, Crewe, CW1 4PE**
Change of use of former stables with a floor area of 84 sq. m to B1 business use

Members **resolved** to make no comment.

18/2/09 **TO CONSIDER MAKING RESPONSES TO ANY URGENT PLANNING APPLICATION CONSULTATIONS THAT HAVE ARISEN SINCE THIS AGENDA WAS PUBLISHED.**
There were no urgent items.

18/2/10 **TO NOTE THE DATE OF THE NEXT MEETING – 17TH JULY 2018**
Members noted the date of the next meeting.

Meeting Closed: 9.40 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

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Minutes of the meeting held on 17th July

18/3/01 Present

Cllrs Brookfield, Hogben, Houston, John Rhodes, Roberts and Straine-Francis.
In attendance: Rob Mackenzie (Deputy Town Clerk)

18/3/02 To receive apologies for absence.

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

18/3/03 To note declarations of Members' interests.

There were no declarations made.

18/3/04 To confirm and sign the minutes of the meeting held on 19th June 2018

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

18/3/05 Public Participation

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

A number of residents and business representatives attended and commented in relation to Planning Application 18/2481N, Land off Browning Street, Crewe. They included representatives from Westside Taxis and Abbey Taxis, residents from 19 Richard Moon Street and 25 Richard Moon Street and Mr Anthony Critchley. All the speakers objected strongly to the application. In summary, the following points were made:

- Access and emergency vehicles – the proposed access from Browning Street is very narrow, especially given the proximity of the taxi waiting area, and manoeuvring will be difficult. The access from Richard Moon Street is said to be wide enough for refuse trucks, but there are concerns about access for emergency vehicles to the new properties.
- The car park is currently full during the working day and increasingly well used at night. The number of residential properties in the area without parking is increasing, for example Hightown apartments (the former Technical College), flats over the Blitz property, and now the conversion of the Limelight Club. The proposed reduction in spaces will “squeeze the area”. Residents believe that there may be a “covenant” allowing residents of the Hightown apartments to park on the site.

Chairman's Initials.....

- Work has commenced on the conversion of the Limelight Club which has permission for 23 apartments. The current application shows 10 spaces for those apartments which is at variance with the permission granted for the Club.
- There will be an impact on local businesses. Westside Taxis and Blitz are investing heavily and will be affected as will the cycle shop.
- The applicant proposes the removal of a yellow line on Richard Moon Street to provide an additional 10 spaces, but this is subject to a statutory consultation process and is not certain to take place
- The occupant of 2 Browning Street requires wheelchair access to the rear of the property. This will not be possible down the narrow alleyway proposed.
- The owner of 19 Richard Moon Street will not be able to access her end gable for maintenance if a new house is constructed alongside.
- The houses are likely to be occupied by families, but there is no safe outside playspace.
- There are better options for housing development in the vicinity, for example on the corner of West Street and Hightown; and off Goddard Street.

18/3/06 To consider making a response to the following planning applications:

- **18/2481N Land off Browning Street, Crewe.**

Proposed 8 houses and associated infrastructure, plus remodel of car park.

The Town Council objects very strongly to this proposal for the following reasons:

1. *The application would be contrary to Policy TRAN8 of the Borough of Crewe and Nantwich Replacement Local Plan which states that "Proposals for new development involving the loss of existing car parks as shown on the proposals map will not be permitted unless the developer provides:*

- *Improvements to public transport systems in order to serve the development; or*
- *As part of the scheme a direct replacement for the number of car parking spaces lost."*

Browning Street Car Park is extremely well used and is full for most of the working day. This proposal could result in a 50% reduction in spaces available to the public from 72 (current) to 38 (allowing for 8 spaces for the new dwellings and 10 spaces for the Limelight development as shown on drawing 50797_PL(90) 09). The loss of 38 spaces is clearly significant for local residents, businesses and town centre employees as demonstrated by the objections submitted to this application. It is clearly contrary to Policy TRAN8, notwithstanding the applicant's contrived argument that as the car park is not lost, but merely halved in size, it is not in conflict with TRAN8.

2. *The provision of 10 spaces will be insufficient for the needs of the 23 unit Limelight development, and so there will be additional pressure on the remaining spaces. The submitted layout plan is inconsistent with the plans approved for the Limelight development (ref 11/3168N) which provides for 15 spaces in a different layout. As highlighted by Cheshire East Council's Parking Service Team Leader, there will be difficulties in the management*

Chairman's Initials.....

of spaces allocated for the new houses and for the Limelight if they are designated; and since the car park is full, these residents will be unable to park during the day if they are undesignated.

- 3. There is already pressure on off-street parking in this area from recent and proposed developments including Hightown apartments, residential conversions on Hightown, as well as the recently commenced conversion of the former Limelight Club. There is also pressure from adjoining areas of terraced housing where there is insufficient on-street parking to meet growing needs. This currently results in informal off-street parking either side of Flag Lane Bridge. It is understood that Cheshire East Council proposed to dispose of at least one of these informal sites, which will displace yet more parking demand. More off-street parking is required, not less. The developer proposes as mitigation the removal of a yellow line on Richard Moon Street. This is subject to statutory process, and so cannot be guaranteed, and cannot be taken into account. There must have been a safety reason for the original TRO, what has changed since?*
- 4. The application would be contrary to Policies BE 1 and 2 of the Borough of Crewe and Nantwich Replacement Local Plan. The proposal is overdevelopment providing insufficient private amenity space. Plots 2, 3 and 4 have private amenity spaces of 30 to 32 sq. m. This is significantly less than the minimum standard of 50 sq.m., and has to include bin and cycle storage. There are no suitable areas outside the curtilage for safe play or recreation. Whilst the available space may be commensurate with adjacent dwellings, those dwellings were constructed before the streets were taken over by the motor car, and it is not appropriate to use them as a yardstick.*
- 5. The new scheme provides bin storage within the curtilage of the proposed dwellings, but where will bins be left on collection day, and how will refuse vehicles access them? There will be further loss of parking if bins are left on the car park, with the potential obstruction of drivers' sight lines.*
- 6. There is no adequate provision for disabled access to 2 Browning Street. Notwithstanding the statements in para 5.8 of the Planning Statement, the occupier has submitted an objection. The ramped wheelchair access to the house is at the rear, and adequate space is required for access to nearby waiting vehicles. The development would also prevent access for maintenance to the end gable of 19 Richard Moon Street.*
- 7. If approved, this development would set a precedent for the redevelopment of other free car parks which are essential for people employed in the town centre, especially those on low wages, and for the increasing number of residents in apartment and HMO conversions without off-street or on-street parking provision.*
- 8. There are other alternative sites in the ownership of Cheshire East Council which could be developed for affordable housing, for example the former Macon House site.*
- 9. This application would not be entertained if submitted by a private developer, and would not be considered in other parts of the Borough. It is shameful that having once been refused, a subsidiary of Cheshire East Council has re-submitted the scheme, and it should once again be refused.*

Chairman's Initials.....

- **18/3123N LAND SOUTH EAST OF CREWE ROAD ROUNDABOUT, UNIVERSITY WAY, CREWE**

Erection of a new foodstore (Use Class A1), access, substation and associated car parking and landscaping.

The Town Council makes the following observations:

- *The additional employment which would be created is welcomed, but*
- *There is concern that approval would set a precedent for retail development on the edge of the town at the expense of the town centre and the environment*
- *There is a lack of public transport realistically available to shoppers visiting the site. The acceptable distances for commuting and education referred to in the applicant's transport assessment are not appropriate for retail development, and few of the residential areas within the store's catchment would be directly served by the existing bus routes. As a consequence, the majority of residents without access to a car would be denied access to low cost shopping at this site.*
- *The positioning of the building at the rear of the site does not positively contribute to the streetscene.*

- **18/3380N 15, BIRCHMUIR CLOSE, CREWE, CW1 3UG**

The removal of the garage doors and roof. A window & wall at the front over the drive way in place of the old garage doors, and roof windows will be place on the new roof.

No comment

- **18/3262N MAW GREEN LANDFILL SITE, MAW GREEN ROAD, CREWE, CW1 5NG**

Installation of a GRP kiosk to support the flexible operation of natural gas engines to generate low carbon energy.

No objection

18/3/07 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- **18/3256N The Bungalow, 93, HALL O SHAW STREET, CREWE, CW1 4AD**

Full planning permission for the erection of a residential building containing 16 self-contained specialised supported living apartments (Use Class C3), together with associated parking and open space.

Members resolved to submit the following comments:

The Town Council has no objection to this proposal and welcomes the provision of supported housing. It requests that consideration is given to a s106 contribution to Queen Street park in recognition of the loss of the bowling green as required of the recent residential permission on this site

Chairman's Initials.....

18/3/08 To consider Cheshire East Council's Well Managed Highways Consultation
https://www.cheshireeast.gov.uk/council_and_democracy/council_information/consultations/consultations.aspx#WMHI

Members reviewed the consultation and made the following comments in response to the highway safety Inspection Policy and Code of Practice:

- That the classification hierarchy should reflect usage in addition to the proposed hierarchy. Bus routes and heavily trafficked local roads should be inspected at least quarterly.
- That the policy does not address the prioritisation of limited resource within categories of defect, or the need to ensure that temporary repairs are subsequently fixed permanently in a timely manner to avoid repeated temporary repairs.
- There should be flexibility so that if a category 1 repair is situated alongside a category 2 fault they are both dealt with at the same time rather than by separate visits.

18/3/09 To note the date of the next meeting – 18th September 2018

Members noted the date of the next meeting.

In the intervening period the Deputy Town Clerk will respond in accordance with the scheme of delegation to any urgent applications following consultation with members of the committee.

Meeting closed: 21.00

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

www.crewetowncouncil.gov.uk

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Minutes of the meeting held on 18th September 2018

- 18/4/01** Present
Cllrs Brookfield, Houston, P Minshall, John Rhodes, and Straine-Francis.
In attendance: Rob Mackenzie (Deputy Town Clerk).
- 18/4/02** To receive apologies for absence.
Apologies were received and accepted from Cllr Bailey, Beard and Roberts.
- 18/4/03** To note declarations of Members' interests.
There were no declarations made.
- 18/4/04** To confirm and sign the minutes of the meeting held on 17th July 2018.
The minutes of the previous meeting were agreed and signed as an accurate record.
- 18/4/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
- 18/4/06** To consider the draft Cheshire East Sites and Development Policies Document.
Mr. Jeremy Owens, Development Planning Manager, Cheshire East Council will attend for this item.
Members received the presentation from Mr Owens noting that:
- Crewe's development requirements are already met by the allocations within the adopted Cheshire East Local Plan Strategy and the previous Crewe and Nantwich Borough Plan, but nevertheless two additional sites are allocated in the draft plan, at Gresty Road and Bentley Motors to meet the needs of local employers.
 - Consultation on the draft Plan continues until 22 October
 - Alongside the draft Plan, Cheshire East Council has published detailed background information including for example the rationale for setting the settlement boundary.
 - There is a specific policy for Crewe Town Centre, RET10.
 - Local authorities such as Cheshire East are required as part of the Local

Chairman's Initials.....

Plan to assess the needs of Gypsies and Travellers, and to make appropriate levels of provision in the Local Plan. A site is proposed just outside the Town Council boundary.

It was agreed to hold a seminar to consider the plan at 6.00 pm on 16th October 2018, and to consider a formal response at the next meeting of this committee.

18/4/07 To note the publication of a revised National Planning Policy Framework. Members noted the update on the revisions to the National Planning Policy Framework.

18/4/08 To consider a policy on Street naming
Members **resolved** to recommend to Council that the policy be adopted.

18/4/09 To consider making a response to the following planning applications:

- **18/4497N 24A, HIGHTOWN, CREWE, CW1 3BS**
Amendments to approved plans on application 18/2081N
No comment
- **18/4270N 1, DELAMERE STREET, CREWE, CREWE, CHESHIRE, CW1 2HR**
Prior change of use from Office Use (Class B1(a)) to a dwellinghouse (Class C3)
The Town Council has concerns about:
 1. *Whether there is accessible provision for bin storage,*
 2. *The lack of off-street parking, bearing in mind that on street parking is not available and that public car parks are expensive.*
 3. *The submitted plan shows pedestrian access from the adjoining private car park. Is there safe pedestrian access through this car park?*
 4. *Residents may suffer from noise and disturbance from use of the car park immediately in front of the windows of some units.*

The Town Council also notes that the development may require an HMO licence depending upon the future internal arrangements.

- **18/4017N 1A, RUSSET CLOSE, CREWE, CW1 4FR**
Conversion of derelict barn to 4 small apartments
The Town Council objects to this proposal:
 1. *The proposed development on this constrained narrow site, because of its siting and scale would have an unacceptable adverse impact upon the amenity of the existing dwellings to the north, namely numbers 8 and 9 The Haven, resulting in unacceptable visual intrusion.*
 2. *There is insufficient parking for 4 dwellings. This will result in on-street parking which, given the narrow width of the carriageway, is likely to lead to conflict with other road users.*

Chairman's Initials.....

3. *There is insufficient useable outdoor amenity space to meet the needs of four units.*

- **18/2987N 50, HIGH STREET, CREWE, CW2 7BN**

Change of use of the first floor of a currently commercial property to two, one bed room flats. The ground floor will not be changed and stays as it is now.

Further information is needed to show how residents will access bin storage. The only door is onto the street. There is no parking and cycle storage provision, which could result in road safety issues on this busy road.

- **18/4269N 14, STALBRIDGE ROAD, CREWE, CW2 7LP**

Change of use from a 6-bedroom House in Multiple Occupation (C4 Class) to 7-bedroom House in Multiple Occupation (Sui Generis).

(Deadline for comments: 19th September 2018)

No comment

Members **resolved** to approve the comments as set out above.

18/4/10 To note responses made under delegated powers to consultations on Planning Applications and Street Naming proposals since the last meeting of this Committee.

Members noted the responses made since the previous meeting.

18/4/11 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- 18/4542N Convert existing dwelling to form two self-contained apartments 101, HUNGERFORD ROAD, CREWE, CW1 5EY

No comment

18/4/12 To note the date of the next meeting – 16th October 2018

Members noted the date of the next meeting. Preceded by a seminar at 18.00 to discuss the draft Cheshire East Sites and Development Policies Document.

Meeting Closed: 8.47

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,

Forge Street,

Crewe

CW1 2DL

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01270 756975



Minutes of the meeting held on 16th October 2018

- 18/5/01** Present
Cllrs Appilat, Brookfield, P Minshall, John Rhodes, and Straine-Francis.
In attendance: Cllr B. Minshall and Rob Mackenzie (Deputy Town Clerk).
- 18/5/02** To receive apologies for absence.
Apologies were received and accepted from Cllrs Roberts, Bailey, Beard and Houston.
- 18/5/03** To note declarations of Members' interests.
There were no declarations made.
- 18/5/04** To confirm and sign the minutes of the meeting held on 18th September 2018
The minutes of the previous meeting were agreed and signed as an accurate record.
- 18/5/05** Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
Mr David McDonald of Crewe Clean Team asked the following questions:
1. Does the Council plan to extend the Wildlife Planning Initiative referred to in agenda item 6 in accordance with the recommendations of the Crewe Clean Team?
 2. Can he be confident that the Wildlife Planning Initiative will be considered when the Town Council looks at all major planning applications?
 3. Is there an opportunity at this stage to introduce wildlife friendly measures into the Bombardier scheme?
- Councillor Rhodes assured him of the Planning Committee's commitment to consider the Wildlife Initiative in future comments on planning applications, and would welcome recommendations from Community Plan Committee for further extensions to the initiative. The Bombardier application is now a matter for Cheshire East Council as the Planning Authority which has resolved to approve the scheme.
- 18/5/06** To consider the draft Cheshire East Sites and Development Policies Document ([Link](#)).
Members considered the draft documentation and **resolved** that the Deputy Town Clerk circulate a draft response to members based on their comments, and subject to there being no objection, submit it before the comment deadline of 22nd October 2018.

Chairman's Initials.....

18/5/07 To note that Council on 11th May 2017 approved a minute of the Community Plan Committee relating to a Hedgehog and Wildlife Planning Initiative. The recommendation was: 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.

Members considered the above matters and **resolved** that the Committee will consider wildlife implications in making its response to all relevant planning applications and would welcome further development of the initiative.

18/5/08 To consider making a response to the following planning applications:

- **18/4966 - New build detached house.** 1, COPPENHALL LANE, CREWE, CW2 8TT
No objection but need to maintain and preferably improve the wildlife habitat on the site and accordingly to maintain the existing trees and shrubs where possible.
- **18/1369 Demolition of redundant outbuildings and the erection of a 6 storey multi-storey car park with up to 243 spaces including a car wash to the rear.** Royal Hotel, 7, NANTWICH ROAD, CREWE, CW2 6AG
Crewe Town Council has looked at the revised plans it received in September 2018. It considers that the comments made on the original submission remain valid. The Council sought assurance that there will be no detrimental impact on Air Quality Management Areas. It notes that the revised Air Quality Assessment submitted by the applicant concludes that there will be moderate adverse impact on receptors R3 and CE203. It believes that no worsening of air quality is acceptable in areas already exceeding safe limits, and therefore remains of the view that the development would only be acceptable if it sits within a new scheme to manage congestion in this area.

The revised proposals are still too dominant and, if approved, a further height reduction of 1 storey is required to minimise impact on the Hotel which is an important locally listed building, and probably the first public building in Crewe. The heritage impact study is incorrect about the age of the Hotel. The building was first constructed in the early 1840s and subsequently extended.

It is noted that the highways officer has referred to the dedication of land to the adopted highway as mitigation. It is not clear what land is being referred to or how it relates to the submitted plans. The Town Council would like to know precisely what is being proposed, given the existing traffic problems in this area.

Chairman's Initials.....

- 18/4977 **Change of Use from HMO (C4) to Residential Children's Home (C2).** 4, LAWTON STREET, CREWE, CW2 7HZ
The Town Council is concerned that this property is unsuitable for use as a residential children's home because of the lack of outdoor amenity or play space, and the nature of the other uses in the immediate environs.

Members **resolved** to submit comments as set out above.

18/5/09 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.
There were no urgent applications.

18/5/10 To note the date of the next meeting – 20th November 2018
Members noted the date of the next meeting.

Meeting closed: 8.45 pm.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,
Forge Street,
Crewe
CW1 2DL

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01270 756975



Minutes of the meeting held on 20th November 2018

Present Cllrs Brookfield, Houston, P Minshall, John Rhodes, Roberts and Straine-Francis.

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

18/6/01 To receive apologies for absence.

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

18/6/02 To note declarations of Members' interests.

No declarations were made.

18/6/03 To confirm and sign the minutes of the meeting held on 16th October 2018

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

18/6/04 Public Participation

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

It was **resolved** to suspend Standing Orders 1(e) and 1(f) to allow 20 minutes to each of the participants to make a presentation.

- Mr. Mark Freeman of Clowes Developments (North West) Ltd. and colleagues described application reference 18/5040N for Mill St./Lockitt St. and the changes made since the previous application was refused. They then responded to a number of questions relating to the scheme asked by Members.
- Mr. Steve Grimster of Barton Wilmore and Ms. Aimee Law of Galliford Try, described application reference 18/5510N for Land off Sydney Road and the changes made since the previous application was refused. The housing mix had been amended to include single person units, which has enabled the developer to reintroduce some open space. A number of questions relating to the scheme asked by Members were responded to.
- Mr Ben Wye raised a number of matters in connection with the Crewe Station Hub Area Action Plan consultation and planning policies generally relating to priority for pedestrians, sense of place, active travel, psychologically informed environments and related matters.

Chairman's Initials.....

18/6/05 To consider a consultation from Cheshire East Council on [the Crewe Station Hub Area Action Plan Issues Paper](#)

Members reviewed the consultation and received an explanation of the context and purpose of the Action Plan from Mr Tom Evans of Cheshire East Council. Following discussion of a number of the questions posed in the consultation document, it was **resolved** that the Deputy Town Clerk be asked to draft a response to the questions posed in the consultation and circulate the draft to members for comment; and that a final submission be made by the deadline of 6th December 2018.

18/6/06 To consider the [HS2 Working Draft Environmental Statements \(Crewe\)](#)

Members considered the Deputy Town Clerk's report, and **resolved** that the Deputy Town Clerk be asked to draft a response for consideration at the next meeting of the Committee.

18/6/07 To consider making a response to the following planning applications:

During the course of this item, it was **resolved** to suspend standing order 1(y) to allow the meeting to consider all matters on the agenda requiring a response before the date of the next meeting.

- **18/5040N** - 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 structures and (2) Outline Planning Application with all matters reserved except for access for the erection of up to 70 dwellings with associated infrastructure. **Land At Mill Street And, Lockitt Street, Crewe**

The Town Council supports the principle of this development, subject to the following modifications to its detail:

- *Improvements to the building facades with higher quality materials reflecting local vernacular, for example using red brick on the end elevations.*
- *Ensuring good access for disabled customers with provision for mobility scooters*
- *A denser planting scheme with as many trees as possible. Where necessary to protect pedestrian safety standard or heavy standard trees should be used within the car park to ensure visibility. The scheme should include plant varieties suited to absorbing traffic pollution*
- *The inclusion of electric vehicle charging points*
- *Creating a more attractive, direct, safe and user friendly footpath and cycleway across the site as part of the route from the station to the town centre.*

The Town Council stresses the importance of the last point.

- **18/5510N** - Development of 40 affordable dwellings, the creation of a new vehicle and pedestrian access from Sydney Road, internal shared surface roads, car parking, landscaping and public open space. **Land Off, SYDNEY ROAD, CREWE**

Chairman's Initials.....

The Town Council has no objection in principle to residential development on this site, but would like to see:

- *An acoustic barrier to railway line, preferably in the form of a green wall. It is unrealistic and unreasonable to expect families to keep windows closed all year round to reduce noise.*
- *The highway authority take this development into account when determining the location of the pedestrian crossing to be installed in connection with the Sydney Road Bridge Improvement Scheme.*

- **18/5407N** - Bungalow with upper floor **175, Minshull New Road, CREWE, CREWE, CW1 3PW**

The Town Council objects to this proposal due to unsuitable access and insufficient parking and manoeuvring space.

- **18/5305N** - Creation of an additional 297 sq. m (GIA) of retail floorspace (Class A1) at mezzanine level and physical alterations to external elevations **2B, GRAND JUNCTION WAY, CREWE, CHESHIRE, CW1 2RP**

The Town Council objects to this application because of

- i. *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 4,979sq.m. floorspace has been approved for Grand Junction Retail Park in a series of incremental applications. The current application would take this to 5,276 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.*
- ii. *Continuing concerns about the connectivity between Grand Junction Retail Park and the town centre.*
- iii. *Insufficient parking in peak periods, and extreme traffic congestion already experienced within the Grand Junction Retail Park, together with the congestion caused at the roundabout on Earle Street by traffic entering and leaving the site. Additional floorspace can only exacerbate these problems.*

- **18/5121N** - Variation of condition 2 on approved application **16/0341N** - Demolition of all existing on-site buildings and structures, the construction of a five storey engineering technical centre comprising offices at the front of the building and warehousing at the rear, the construction of a two storey design centre comprising offices and a workshop together with associated works **Land North Of, PYMS LANE, CREWE**
No comment

Members **resolved** to make the responses as set out under each application.

Chairman's Initials.....

18/6/08 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- 18/5690N Proposed change of use of 6 bed HMO (C4) to 7 bed HMO (Sui Generis). 29, Stalbridge Road, Crewe, CW2 7LW.

Members **resolved** to object to this application due to the lack of off-street parking in an area where on-street parking is already inadequate for the existing residents, and query whether there is enough space for necessary number of bins (only 3 bins shown on the plan for 7 households). The proposal also lacks any outdoor amenity space for the occupants.

18/6/09 To consider the Government consultation on Planning Reform: [Supporting the high street and increasing the delivery of new homes.](#)

Members noted the consultation and **resolved** to defer consideration of this item until the next meeting.

18/6/10 To review the draft budget and submit a request to Finance and Governance Committee for consideration

Members reviewed the budget and **resolved** to submit the request as presented to the meeting.

18/6/11 To note the date of the next meeting – 18th December 2018

Members noted the date of the next meeting.

Meeting closed: 9:17 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 18th December 2018

18/7/01 Present

CLRs Brookfield, Houston, John Rhodes, and Straine-Francis.

In attendance: Rob Mackenzie (Deputy Town Clerk).

18/7/02 To receive apologies for absence.

Apologies were received and accepted from Cllr Bailey and Beard.

18/7/03 To note declarations of Members' interests.

Councillor Houston declared a non-pecuniary interest in item 7 (application reference 18/5807N) as a friend of the applicant.

18/7/04 To confirm and sign the minutes of the meeting held on 20th November 2018

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

18/7/05 Public Participation

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

No comments or questions were made or raised

18/7/06 To consider the Government consultation on Planning Reform: [Supporting the high street and increasing the delivery of new homes.](#)

Members received the Deputy Town Clerk's report and **resolved** to submit the comments as presented in the report.

18/7/07 To consider the updated report on the HS2 Phase 2b Working Draft Environmental Statement

Members received the Deputy Town Clerk's report and **resolved** to submit the comments as presented in the report with the addition of a request for assurance that material excavated during the tunnelling process will be moved along the line of the proposed railway to the Wymboldsley site and will not be transported by road.

Chairman's Initials.....

18/7/08 To consider making a response to the following planning applications and prior approvals:

- **18/5856N** – Change of use of upper floors from staff accommodation into bed & breakfast accommodation – **Duke Of Bridgewater, 2 WISTASTON ROAD, CREWE, CW2 7RA**

The proposal will result in a very high density of occupation, and will need careful monitoring to ensure that it is operating as a bed and breakfast rather than a hostel or HMO.

- **18/5807N** – 12 months temporary permission to use 84 sq. m former agricultural building using 27sq. m for B1use and 50sq. m for B8 usage – **COPPENHALL HOUSE STABLES, GROBY ROAD, CREWE, CW1 4PE**

The Town Council objects to this proposal as it is not materially different from previously refused application

(Cllr Houston did not take part in the discussion or decision on this item).

- **18/4879N** - Change of use from Milk Dairy Storage and Distribution (B8) to metal fabrication company with associated workshops, offices and yard (B2) (re-submission of 18/1270N) - **NORTHERN DAIRIES, GROBY ROAD, CREWE, CW1 4PE**

The Town Council objects to this proposal as it is not materially different from previously refused application. There are continuing reports of noise disturbance.

- **18/5927N** - Proposed new build office units and re-configure central parking area(s) and create new car parking area(s) to front of site (resubmission) - **Macon Court, Herald Drive, CREWE**

The Town Council welcomes the additional employment opportunities that this development will create and the extra parking that will be provided. The site fronts Macon Way which is an important route into the town and requires careful landscaping.

- **18/5782N** – Sub-division of two existing apartments to form two extra apartments – **Brookbank Court, 13, WALTHALL STREET, CREWE**

The Town Council objects to this proposal because of the failure to provide additional parking. The original approval provided 1 space per apartment which is less than the normal standard (2 spaces for 2 bed units). This application creates an additional 2 apartments and should not be approved unless 2 additional parking spaces are provided to maintain the ratio of 1 space per apartment..

- **18/5715N** - Single storey community centre and associated car parking facilities - **LAND AT DELAMERE STREET, CREWE**

The Town Council notes that this application involves the loss of parking which is currently publicly available and paid for and so the proposal is contrary to the saved Policy TRAN8 of the Borough of Crewe and Nantwich Replacement Local

Chairman's Initials.....

Plan. There is an extant permission for a Parish Centre within the curtilage of St Mary's (17/4272N).

On balance, the Town Council does not object to this application given the benefits to the community of an additional community facility, and the previous use of the site as a community centre. However, the design and materials are not consistent with the surrounding area, do not achieve the ambition of raising design standards in the town, and so need to be revised.

- **18/5743N** – Conversion of redundant offices into additional residential accommodation for existing dwelling (Change of use from office to residential) – **8 – 10, BROWNING STREET, CREWE, CW1 3BB**

The Town Council objects to this application. The plans are not clear in that the existing "dwelling" does not appear to have any bedrooms. It is now proposed to put a windowless bedroom on the ground floor adjacent to a garage/workshop. This would provide unsatisfactory living conditions for future residents.

Members **resolved** to submit the responses as set out under each item above.

Prior approvals for consideration:

- **18/5872** - Prior approval for change of use of offices to dwellinghouse - **31, NANTWICH ROAD, CREWE, CW2 6AF**
In the absence of plans it is impossible to know which part of the building is proposed for change of use. Clear plans are requested.
- **18/6015** - Prior Approval for change of use from B1 to B1 ground floor and C3 first floor - **130-132, NANTWICH ROAD, CREWE, CW2 6AX**
The Town Council welcomes the proposal to bring the upper floor back into use.

Members **resolved** to submit the comments as set out under the two items above.

18/7/09 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.

- **18/3477N** Outline application for residential development with matters of scale and layout included. **Sydney Cottage Farm, HERBERT STREET, CREWE, CW1 5LZ.** (REVISED PLAN)
The Town Council notes the revised layout is an improvement with a reduced number of houses and improved landscaping. The Town Council's previous comments on access and the need to provide affordable housing still stand.
- **18/6185N** Change of Use from HMO to Residential Children's Home (C2) **47, DELAMERE STREET, CREWE, CW1 2JX**
No comments

Chairman's Initials.....

- **18/6187N** Change of use from HMO to residential children's home (C2) **Lynwood, 374, HUNGERFORD ROAD, CREWE, CW1 6HD**
No comments
- **18/6182N** Change of Use from HMO to Respite Care Facility (C2) **158 Nantwich Road, Crewe, CW2 6BG**
No comments
- **18/6180N** Change of Use from HMO to Respite Care Facility (C2) **98, NANTWICH ROAD, CREWE, CW2 6AT**
No comments
- **18/5939N** Conversion of vacant building, formerly Women's Hostel, into 6no self-contained flats **189, FORD LANE, CREWE, CHESHIRE, CW1 3JH**
No comment
- **18/6118N** A proposed series of highway infrastructure measures and associated works, in the Leighton area of Crewe, and known as the North West Crewe Package **Land Between Flowers Lane Minshull New Road The A530 Middlewich Road And North Of, PYMS LANE, CREWE** (Note response deadline is 30 January 2019)
Consideration of this application was deferred until the January meeting of the Committee.

Members **resolved** to submit the responses as set out under each item above.

18/7/10 To consider a consultation on the naming of new street off Broad Street, Crewe (SNN000001734)

Members **resolved** to submit the following response:

The Town Council is not in favour of the 2 names suggested by the developer because Olive Close has no local connection, and Junction Close is too general. Alternative suggestions are Coppenhall Halt Close after the former nearby station, Britannia Close after the former Britannia brickworks across the road or Brickyard Close.

18/7/11 To note the date of the next meeting – 15th January 2019
Members noted the date of the next meeting.

Meeting Closed: 8.59 p.m.

Chairman's Initials.....

Crewe Town Council

Planning Committee

1 Chantry Court,

Forge Street,

Crewe

CW1 2DL

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01270 756975



Minutes of the meeting held on 12th February 2019

Present Cllrs, Houston, Roberts and Straine-Francis.

In attendance: Rob Mackenzie (Deputy Town Clerk).

- 18/9/01** To receive apologies for absence.
Apologies were received and accepted from Councillors Appilat, Beard, Brookfield, P. Minshall, and John Rhodes.
- 18/9/02** To note declarations of Members' interests.
There were no declarations of interest.
- 18/9/03** To confirm and sign the minutes of the meeting held on 18th December 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 receive and consider a presentation from Mr Adrian Fisher of Cheshire East Council on the Crewe Station Hub Area Action Plan Development Strategy, and to consider a response to the associated consultation. See [link](#) to background information.
Members **resolved** to defer this item until the next meeting of the Committee.
- 18/9/06** To consider making responses to the following planning applications:
- **19/0339N** Land Adjacent To 179, ALTON STREET, CREWE **Erection of two sets of two semi-detached properties and a rear extension to the property of no 179.**

Chairman's Initials.....

The Town Council objects to this proposal:

- *The frontage will be dominated by parked cars and bin stores which are out of keeping with the prevailing character of the area.*
 - *Vehicles will have to reverse into or out of the designated parking spaces directly on to the street which will be prejudicial to road safety.*
- **19/0216N** Bridge Farm, 112, SYDNEY ROAD, CREWE, CW1 5NF
Retention of existing dwelling and erection of 3 additional dwellings, garages, access, car parking and associated works.
No objection
- **19/0463N** Ivy Farm, 5, WALDRONS LANE, CREWE, CW1 4PT
Retrospective planning application for two mobile homes for travellers and formation of hardstanding
No objection
- **19/0128N** Aldi, 11, Grand Junction Way, CREWE, Crewe, CW1 2RP
Application to extend the building and associated physical works to the site layout

Members **resolved** to submit the comments as set out under each of the applications above.

18/9/07 To consider making responses to any urgent planning application consultations that have arisen since this agenda was published.
The following applications were considered and members **resolved** to submit comments as set out below:

- **19/0322N** Change of use from six bedroom, six person HMO (C4 use) to eight bedroom, ten person HMO (Sui Generis use) 91, FLAG LANE, CREWE, CW2 7QT
- **19/0650N** Construction of 33KV electricity substation compound with fencing and alterations to existing car park layout LAND AT CHESTER SQUARE CAR PARK, CREWE, CHESHIRE
- **19/0625N** Change of the use of the former public house (Use Class A4) to retail store (Use Class A1) including retention of existing accesses, reconfiguration of car park and associated works including fencing THE MERLIN, BRADFIELD ROAD, CREWE, CW1 3RH

Chairman's Initials.....

18/9/08 To note the date of the next meeting – 19th March 2019
Members noted the date of the next meeting.

Meeting closed:

Chairman's Initials.....

Crewe Town Council

Town Development Committee

1 Chantry Court,
Forge Street,
Crewe,
Cheshire,
CW1 2DL

www.crewetowncouncil.gov.uk

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Minutes of the Meeting held on Thursday 17th May 2018

Present Councillors Roberts, B Minshall, P Minshall, Walton

In attendance: Cllrs Jill Rhodes and Straine-Francis. Simona Garnero (Marketing and Events Officer), Lindsay Lewis (Town Centre Project Officer).

18/1/01 To elect a chair and vice-chair

Cllrs Pam Minshall and Cllr Houston were elected as Chair and Deputy Chair respectively.

It was **noted** that Cllr Jill Rhodes and Cllr Straine-Francis requested to be appointed members of the Town Development Committee.

18/1/02 To receive apologies for absence

Apologies were received and accepted from Cllrs D Yates, S Yates, Hickson, Johnson and Houston.

18/1/03 To note declarations of Members' interests

With reference to items on the agenda, there were no declarations of interest.

18/1/04 To note the terms of reference of the committee

Members **noted** the terms of reference for the Committee.

18/1/05 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments
There were no questions asked.

18/1/06 To receive an update on the Events Programme 2018/2019

The Marketing and Events Officer provided an update to Members of the Town Development Committee regarding the events programme.

18/1/07 To consider matters related to the Festival of Lights and associated request of ad hoc budget to the Finance and Governance Committee. To consider the creation of a Festival of Lights Working Group that will supervise the planning and management of the event. And to consider to delegate to the working group the authority to appoint the suppliers for the festival and the video mapping

The Marketing and Events Officer briefed Members on the latest information with regard to the Festival of Lights event.

Chairman's initials.....

Crewe Town Council - Town Development Committee

Members **resolved** to request an ad hoc budget for the festival to the Finance and Governance Committee and to give an agreement in principle to the Festival of Lights proposal, subject to the resolution from the Finance and Governance Committee.

Members **resolved** to delegate to the Chair and Deputy- Chair of the Town Development Committee the authority to appoint the suppliers for the festival and the video mapping.

It was **noted** that Members requested that the normal procedures for the selection of the suppliers are followed.

18/1/08 To consider a proposal from J.A. Conner Events

Standing Orders were suspended to allow Mr Conner to brief Members on his proposal for the Crewe Cosmopolitan Food Festival (October 2018).

Members **resolved** to allocate £4,000 from the Town Development Committee budget towards the Crewe Cosmopolitan Food Festival (October 2018) and to submit a request to the Finance and Governance Committee for £1,000 to sponsor the Crewe Cosmopolitan Food Festival (October 2018).

18/1/09 To receive an update on the Crewe Place Branding Project

The Marketing and Events Officer provided a briefing on the Crewe Place Branding Project.

18/1/10 To consider a proposal from TheCat 107.9 FM radio

The Marketing and Event Officer briefed Members on TheCat 107.9 FM's proposal.

Members **resolved** to accept the proposal from TheCat 107.9FM.

18/1/11 To receive an update from the Heritage working group

The Town Centre Project Officer updated Members on the Heritage working group project and activities.

18/1/12 To consider the appointment of a CTC representative for Christ Church project

The Marketing and Events officer provided an update to Members of the Town Development Committee regarding the Christ Church project.

Members **resolved** to appoint Cllr B Roberts as a representative for the Christ Church project.

It was **noted** that Cllr Pam Minshall hopes to represent Crewe Historical Society on the Christ Church Project

18/1/13 To consider an update on the Crewe Ranger project

The Town Centre Project Officer provided a brief on the latest situation with regards to the Crewe Ranger Project.

18/1/14 To receive an update on the Crewe Film Project

The Town Centre Project Officer updated Members on the Crewe Film Project.

18/1/15 To consider to extend the current planting schemes and introduce an environmental element

The Town Centre Project Officer briefed Members of the Town Development Committee on the current planting scheme and advised Members on the opportunity to increase this scheme with the introduction of environmental elements.

Members **resolved** to allocate £3,605 from the floriculture budget to extend planting schemes and introduce an environmental element.

18/1/16 To receive an update on the Town Centre Business Group and the marketing strategy from the Town Centre Project officer

The Town Centre Project Officer provided a brief on the latest situation with regards to the Town Centre Business Group and the marketing strategy.

18/1/17 To consider a proposal to support the local Police to fund purse bells for officer to hand out at key town centre events to improve relations and promote security awareness with shoppers

The Town Centre Project Officer updated Members on the Security Awareness project.

Members **resolved** to allocate £140 from the Town Development Committee budget to the project.

18/1/18 To consider a proposal to take over the Town Centre premises licence from Cheshire East Council

The Town Centre Project Officer updated Members on the Town Centre premises licence matter.

Members **resolved** to allocate a budget from the Town Development Committee budget to the project and to extend the licencing hours to 11pm.¹

18/1/19 To consider addressing the financial impact of the end of support funding (£40k) from Cheshire East at the start of the next financial year and agree the necessary budget adjustments for recommendation to Council later in the year ²

Members **resolved** to refer the matter to the Finance & Governance Committee.

18/1/20 To note the date of the next meeting – Tuesday 24th July 2018

Members noted the date of the next meeting

Meeting closed: 20:45 pm

¹ Lindsay Lewis (Town Centre project officer) left the meeting (8:36pm)

² This item was discussed following a resolution to exclude press and public, due to the matter relating to individuals personal circumstances of employment

Chairman's initials.....

Crewe Town Council

Town Development Committee

1 Chantry Court,
Forge Street,
Crewe,
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www.crewetowncouncil.gov.uk

Tel: 01270 756975



Minutes of the Meeting held on Tuesday 4th September 2018

Present Councillors Houston, B Minshall, P Minshall, Jill Rhodes, Roberts, Straine-Francis, Walton, D Yates and S Yates

In attendance: Simona Garnero (Marketing and Events Officer), Lindsay Lewis (Town Centre Project Officer)

18/03/01 To note the resignation of Cllr P Minshall as Chair of the Town Development Committee
Members **noted** the resignation of Cllr P Minshall as Chair of the Town Development Committee.

18/03/02 To elect the Chair and Deputy Chair of the Town Development Committee
Cllrs Houston and Cllr D Yates were elected as Chair and Deputy Chair of the Town Development Committee respectively.

18/03/03 To offer a vote of thanks to Cllr P Minshall
Cllr Houston offered a vote of thanks to Cllr P Minshall.

18/08/04 To receive apologies for absence
There were no apologies offered.

18/08/05 To note declarations of Members' interests
There were no declaration made.

18/08/06 To confirm and sign the minutes of the meeting held on 24th July 2018
The minutes of the previous meeting were agreed and signed as an accurate record.

18/08/07 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments
Members of the Crewe & District Bus Users raised the following concerns to Members:

1. The low frequency of the bus service on weekends and bank holidays badly affect the possibility of Crewe residents to take part to the events planned in the Town Centre. Members **noted** the concern of the Crewe & District Bus Users members present and will seek for clarifications from Cheshire East Council on the possibility of a flexible service of the bus in presence for town centre events
2. The future of the Little Bus (flexible transport service). Members noted the concern of the Crewe & District Bus Users and agreed to refer the matter to the Clerk of the Planning Committee, and to back up the response that Crewe Town Council made to Cheshire East Council during the consultation process.

Ms Sinead Wheeler ¹ raised her concern on the level of empty buildings in Crewe, and briefed Members on the opportunity to co-operate with the social enterprise Dot Dot Dot for the development of a property guardian system in Crewe. Members asked the Town Clerk to identify a Crewe Town Council officer to lead the investigation of this opportunity.

18/08/08 To review the year to date financial position for the Town Development Committee

Members **noted** the year to date financial position of the Town Development Committee.

18/08/09 To consider a proposal for temporary hoardings for the Royal Arcade

The Town Centre Project Officer updated Members on the proposal for temporary hoardings for the Royal Arcade.

Members **resolved** to act as responsible body for the procurement of the supplier in the understanding that Cheshire East Council will then cover the cost of the entire project.

18/08/10 To consider a proposal on the Heritage scheme and first plaque

The Town Centre Project Officer updated Members on a proposal on the Heritage scheme and first plaque.

Members **resolved** to sponsor the Mirion House blue plaque. Members **resolved** that the plaque's style will follow the traditional blue plaque's style and will include the Mayoral Crest.²

18/08/11 To consider a project to install a large screen in Crewe Town Centre

The Town Centre Project Officer updated Members on a project to install a large screen in Crewe Town Centre.

Members **noted** the update and requested the Town Centre Project Officer to produce a more detailed project plan to be discussed at the next Committee.

18/08/12 To receive an update on the Crewe Ranger project

The Town Centre Project Officer updated Members on the Crewe Ranger project

Members **noted** the update.³

18/08/13 To receive an update on the Crewe Place Branding Project

The Marketing and Events Officer provided a briefing on the Crewe Place Branding project.

Members **noted** the update.

18/08/14 To receive an update on the Crewe Remembrance Service

The Marketing and Events Officer updated Members on the Crewe Remembrance Service event.

Members **noted** the update.

18/08/15 To receive and consider an update on the Let It Glow

The Marketing and Events Officer provided a briefing on the Let It Glow event.

Members **noted** the update.

18/08/16 To receive and consider an update on the Events Programme 2018/2019

Members **resolved** to exclude the public and representatives of the press from the Town Development Committee meetings under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 during the

¹ Ms Wheeler is a Crewe Town Council Officer, but in this circumstance she speaks privately on behalf of her community

² Cllr D Yates left the room at 20:05hrs, and joined the meeting again at 20:07hrs

³ Lindsay Lewis left the meeting at 20:26hrs

consideration of Item 16 due to the confidential nature of the businesses to discuss.

The Marketing and Events Officer provided updated Members on the Events Programme 2018/2019.

Members **noted** the update.

18/08/17 To note the date of next meeting – Tuesday 6th November 2018
Members **noted** the date of the next meeting.⁴

⁴ Meeting closed at 21:30hrs

Crewe Town Council

Town Development Committee

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Minutes of the Meeting held on Tuesday 6th November 2018

Present Councillors B Minshall, P Minshall, Jill Rhodes, Roberts, Straine-Francis, D Yates, S Yates and Walton

In attendance: Simona Garnero (Marketing and Events Officer), Lindsay Lewis (Town Centre Project Officer)

18/04/01 To receive apologies for absence¹

Apologies were received and accepted from Cllr Houston

18/04/02 To note declarations of Members' interests

There were no declaration made

18/04/03 To confirm and sign the minutes of the meeting held on 4th September 2018

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

18/04/04 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 raised

18/04/05 To review the year to date financial position for the Town Development Committee

Members **noted** the year to date financial position of the Town Development Committee

18/04/06 To consider matters related to the draft budget for the Town Development Committee for the forthcoming financial year 2019 / 2020²

Members **resolved** to discuss **item 6** at the end of the meeting.

Members amended the **proposed** draft budget and **resolved** to submit the budget to the Finance and Governance Committee for consideration

18/04/07 To consider an update from the Heritage Working Group

The Town Centre Project Officer updated Members on the Heritage Working Group project.

Members **noted** the update.

18/04/08 To receive an update on the Crewe Ranger project

The Town Centre Project Officer updated Members on the Crewe Ranger project.

Members **noted** the update

18/04/09 To receive an update on Regeneration Projects

The Town Centre Project Officer updated Members on the Regeneration Projects.

Members **noted** the update. Members **resolved** to support Christmas activities and small events to

¹ Meeting started at 19:08 hrs

² This item was discussed at after item 17

Chairman's initials.....

encourage the footfall into the Town Centre between LUMEN and Christmas

18/04/10 To receive an update on the Crewe Film Project

The Town Centre Project Officer provided a briefing on the Crewe Film Project.

Members **noted** the update

18/04/11 To receive an update on the Crewe Remembrance Service

The Marketing and Events Officer updated Members on the Crewe Remembrance Service event.

Members **noted** the update

18/04/12 To receive and consider an update on LUMEN – Crewe’s Night of Lights

The Marketing and Events Officer provided a briefing on the LUMEN- Crewe’s Night of Lights’ project and on the amount of sponsorship achieved so far for the event (£5,000)

Members **noted** the update

18/04/13 To receive and consider update on the Steampunk 2019 tender process

The Marketing and Events Officer updated Members on the Steampunk tender process.

Members **noted** the update and **resolved** to delegate the Marketing and Events Officer to sign an agreement with the successful tenderer.

It was **noted** that Cllr Straine Francis abstained from voting

18/04/14 To receive and consider an update on the Events Programme 2018/2019

The Marketing and Events Officer provided a briefing on the Events Programme 2018/2019 and updated Members with regards to the trAction 2018’s evaluation report.

Members **noted** the update.

Member **resolved** to commission an audience report for LUMEN – Crewe’s Night of Light to evaluate the ROI of the event

18/04/15 To consider TheCat 107.9FM proposal for community events in Crewe

The Marketing and Events Officer provided a briefing on TheCat107.9FM’s proposal.

Members **noted** the update and **resolved** to delegate Officers to engage with third party for the delivery of Community events

18/04/16 To receive and consider an update on Crewe Place Branding project

The Marketing and Events Officer provided a briefing on the Crewe Place Branding project.

Members **noted** the update

18/04/17 To consider an outline draft of a bid (street scene/environment) for NHB funding

The Marketing and Events Officer provided a briefing for the NHB funding.

Members **noted** that the thrust of the application meets expectations and **resolved** to delegate its final submission to the Town Clerk in consultation with the Leader.

Members **noted** that a similar application is in preparation that relates to improvement in local park(s) and **resolved** to make a similar delegation provided that all members have sight of the outline draft once produced

18/08/17 To note the date of next meeting – Tuesday 22nd January 2019

Members **noted** the date of the next meeting.³

³ Meeting closed at 20:47 hrs
Chairman’s initials.....

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Minutes of the Meeting held on Tuesday 22nd January 2019

Present Councillors Houston, B Minshall, Jill Rhodes, Roberts, S Yates and Walton

In attendance: Simona Garnero (Marketing and Events Officer), Lindsay Lewis (Town Centre Project Officer)

18/05/01 To receive apologies for absence¹

Apologies were received and accepted from Cllr P Minshall, Straine-Francis and D Yates

18/05/02 To note declarations of Members' interests

There were no declaration made

18/05/03 To confirm and sign the minutes of the meeting held on 6th November 2018

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

18/05/04 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 raised

18/05/05 To review the year to date financial position for the Town Development Committee

Members **noted** the year to date financial position of the Town Development Committee

Members requested that future financial reports should include notes to highlight the main expenses incurred by the Town Development Committee

18/05/06 To consider an update from the Heritage Working Group

The Town Centre Project Officer updated Members on the Heritage Working Group.

Members **resolved** to fund the Heritage Scheme's plaque dedicated to Ada Nield Chew

18/05/07 To receive and consider an update on the Crewe Ranger Project and the employment of Street Scene Improvement Officers

The Town Centre Project Officer updated Members on the Crewe Ranger project and the employment of Street Scene Improvement Officers.

Members **noted** the update.

18/05/08 To receive and consider a report on the Regeneration Projects including feasibility of a Business Improvement District

The Town Centre Project Officer briefed Members on the Regeneration Projects including feasibility of a Business Improvement District (BID).

Members **noted** the update and **resolved** to agree in principle to fund the cost of a professional risk assessment of the Christ Church site for further and alternative use of the building. Members asked the Town Centre Project Officer to carry on the discussion on this matter and to share with them a proposal with the final costs to be considered at the next Town Development Committee.

¹ Meeting started at 19:02 hrs
Chairman's initials.....

Members asked the Town Centre Project Officer to carry on the discussion with Cheshire East Council and Castlefield Gallery for an alternative use of the old M&S building, in the understanding that some financial support for the project might be required. Detailed costs will be considered on the next TD Committee

18/05/09 To receive and consider an update for LUMEN 2018

The Marketing and Events Officer provided a briefing on the LUMEN- Crewe's Night of Lights' project.

Members **noted** the update

18/05/10 To receive and consider an update on the Events Programme 2018/2019 and 2019/2020

The Marketing and Events Officer provided a briefing on the Events Programme 2018/2019 and updated Members with regards to the plans for 2019/2020.

Members **noted** the update

18/05/11 To consider an update for NHB funding

The Town Centre Project Officer updated Members on the NHB funding.

Members **noted** the update

18/05/12 To receive and consider an update on Crewe Place Branding project

The Marketing and Events Officer provided a briefing on the Crewe Place Branding project.

Members **noted** the update

18/05/13 To note the date of next meeting – Tuesday 5th March 2019

Members **noted** the date of the next meeting.²

² Meeting closed at 20:14hrs
Chairman's initials.....

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Minutes of the Meeting held on Tuesday 5th March 2019

Present Councillors B Minshall, Straine-Francis, Jill Rhodes, Roberts, D Yates, S Yates and Walton

In attendance: Simona Garnero (Marketing and Events Officer), Lindsay Lewis (Town Centre Project Officer), Mark Mountford (Street Scene Improvement Officer) and Bronwen Hough (Street Scene Improvement Officer)

18/06/01 To receive apologies for absence¹

Apologies were received and accepted from Cllr Houston, P Minshall

18/06/02 To note declarations of Members' interests

There were no declarations made

18/06/03 To confirm and sign the minutes of the meeting held on 22nd January 2019

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

18/06/04 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 raised

Members **resolved** to alter the order of the agenda and discuss item 6 first

18/06/05 To review and consider the year to date financial position for the Town Development Committee

Members **noted** the year to date financial position of the Town Development Committee

Member **resolved** to carry forward into next year budget the under-spend from the following TD projects budgets:

- **307 Town Centre (Repairs):** to support the activities and projects of the CTC SIOs – (except for cost code 307/4999 earmarked for Town Regeneration projects)
- **310 Floriculture:** to support the improvement of floral displays in Crewe
- **460 TD Projects:** to support the Crewe Place Branding project
- **473 Town Promotion:** to support CTC Promotion and Animation projects

Members **resolved** to earmarked the under-spend of the whole Town Development budget as a reserve for a "Crewe Town Centre Re-launch" project, to be delivered once the Town Centre Regeneration project is completed

18/06/06 To receive and consider an update on Street Scene Improvement Officers from Mark Mountford and Bronwen Hough

The Street Scene Improvement Officers introduced themselves and -together with the Town Centre Project

¹ Meeting started at 1900 hrs

Officer- updated Members on their daily duty and actions for Crewe.

Members **noted** the update²

18/06/07 To consider an update from the Heritage Working Group

The Town Centre Project Officer updated Members on the Heritage Working Group.

Members **noted** the update

18/06/08 To receive and consider an update on the Regeneration Projects and on the Town Centre expenditure

The Town Centre Project (TCP) Officer and the Marketing and Events Officer briefed Members on the Regeneration Projects and on the Town Centre projects.

Members **noted** the update from the TCP Officer on the Castlefield Gallery project and **resolved** to support the project and to allocate £3,500 for Gallery to be set up.

The TCP Officer **updated** members on the award of the NHB fund to the Valley Park regeneration project (£63k). Members confirmed their willingness to support the project and **resolved** to match fund the project as stated in the application submitted with £2,000.

Members **noted** the update on the Christ Church project from the Marketing and Events Officer and TCP Officer and **resolved** to support in principle the Church Lighting project with a semi-permanent scheme (budget: £10k) -subject to the Diocese's approval- in the understanding that the officers will circulate with Members the final project and costs as detailed in Crewe Town Council Financial Regulation, s 6(8).

Members **noted** the update from the Marketing and Events Officer and TCP Officer and **resolved** to support in principle the "Umbrella display" project in Victoria square. Members tasked officers to consider alternative venues for the display (such as Victoria Street). Officers will then circulate with Members the final proposals and costs as detailed in Crewe Town Council Financial Regulation, s 6(8)

18/06/09 To receive and consider a proposal for LUMEN 2019

The Marketing and Events Officer provided a briefing on the LUMEN- Crewe's Night of Lights 2019 proposals and plans.

Members **noted** the update and **resolved** to delegate the Marketing and Events Officer to discuss plans and sign the agreements with the two main suppliers in the understanding that the Marketing and Events Officer will circulate with Members the final projects and costs as detailed in Crewe Town Council Financial Regulation, s 6(8). Members requested the Marketing and Events Officer to programme a calendar of events for Crewe on the leading up to Christmas '19

18/06/10 To receive an update on trAction 2019

The Marketing and Events Officer updated Members on trAction 19.

Members **noted** the update

18/06/11 To receive and consider an update on the Events Programme 2019/2020

The Marketing and Events Officer briefed Members with regards to the Events Programme 2019/20 and on the sponsorship package developed to support the events.

Members **noted** the update

18/06/12 To receive and consider an update on the Future High St fund

The Town Centre Project Officer and Cllr B Minshall provided a briefing on the Future High St fund.

Members **noted** the update and **resolved** to task the Town Centre Project Officer and Cllr B Minshall to provide the supporting documentations for the CEC application and agree on a shared vision for Crewe.

² Mark Mountford and Bronwen Hough left the meeting at 1924hrs

Chairman's initials.....

Members **resolved** to write to Cheshire East confirming support for the initiative and to stress the strategic importance of Crewe as the largest and most significant town in the Borough which has the greatest proven need for town centre regeneration

18/06/13 To note the DRAFT Town Development Committee meeting calendars 2019/2020

Members **noted** the date of the next meetings.³

³ Meeting closed at 2108 hrs
Chairman's initials.....