

MINUTES OF THE FACILITIES & INFRASTRUCTURE AND ECONOMIC DEVELOPMENT (FIED) COMMITTEE MEETING HELD AT 8.00PM ON MONDAY 14<sup>TH</sup> JANUARY 2019 AT THE CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr L Berry

Cllrs: L A Clarke, Mrs S Horsman, Mrs J Saunders, Mrs J Sewart and G Smith

Cllr M Sewart arrived during item 42

Officers in attendance: L Osborn (Town Clerk), H Barlow (Deputy Clerk), P Cunningham (Operations Manager) and T Juss (Minute Taker)

Deputy Clerk, H Barlow, left at item 45

37. Anyone attending or present at the Committee meeting declares that they are making, or intend to make, an audio recording and/or film the meeting

The shorthand assistant confirmed that the meeting is recorded for the purposes of minute taking and the recording is deleted within a week when the draft minutes are produced.

There were no other declarations.

38. Questions from members of the public

A member of the public addressed the meeting to comment on agenda item 43; whether the Town Council should apply for a premises licence to serve alcohol in the Civic Hall. The resident objected to the availability of alcohol for public health reasons. The Chair clarified that there is already a bar in place at the Civic Hall. The bar is used for specific events and alcohol is served by an outside contractor. The agenda item is to consider the method of service and to consider the available options. The resident thanked members for the clarification and was satisfied with the response received.

39. Apologies for absence

Cllr Mrs S-J Gilmore.

It was noted that Cllr M Sewart would be arriving late to the meeting after attending a meeting at Adlington Parish Council.

40. Declarations of disclosable pecuniary or other interests

None.

41. Approve as an accurate record the minutes of the Facilities, Infrastructure and Economic Development Committee meeting held on 29<sup>th</sup> October 2018

A member requested an update on the painting of the roundabout at Dickens Lane. The Operations Manager confirmed that the issue had been brought to the attention of Cheshire East Highways (CEC) Highways and the issue will continue to be pursued.

**RESOLVED: That the minutes of the Facilities, Infrastructure and Economic Development Committee meeting held on 29<sup>th</sup> October 2018 are approved (NC)**

42. Receive and consider a report about the Council Chamber and Civic Hall refurbishment

The Deputy Clerk spoke on the written report about the Council Chamber and Civic Hall refurbishment. It was noted that because the infrastructure is interconnected there is an impact on the collective works and there are items which need to be prioritised.

A member suggested that there should be a Scheduled and Preventative Maintenance Task and Finish Group. This would also help ensure better controls on the works required.

Members discussed the proposal to improve the kitchen to enable hirers to heat food. There is an increase in the demand for this service by hirers who use the facilities for a party. A member raised their concern and cautioned that any such facility must be compliant with regulations such as Health and Safety, insurance and with the required training for staff; these areas would require further investigation.

*Cllr M Sewart arrived at 8.20pm.*

Members also considered the proposal to improve the Reception area; the issue is a lack of storage, the hollow ramp on access and constraints of the work area. A member noted that at the time of design the Reception area was designed to provide security to staff and before any changes are made consultation with a professional is required.

It was agreed that when the Civic Hall was first improved that designs were amended to reduce costs. Since then the use of the Civic Hall has evolved and this needs to be reviewed and reconsidered. Any improvements needed require consultation with professionals and should meet the required regulations and compliance.

Members agreed the recommendations as stated in the written report by the Deputy Clerk. It was also proposed that a Scheduled and Preventative Maintenance Working Group is established to encompass both so that the appropriate works are prioritised as necessary.

**RESOLVED: That the written report about the Council Chamber and Civic Hall refurbishment from the Deputy Clerk is received. That the recommendations as stated in the written report by the Deputy Clerk are approved. That the remit of the Council Chamber Refurbishment Task and Finish Group is reviewed to include capital projects for approval at the next FIED committee meeting. That a Scheduled and Preventative Maintenance Task and Finish Group is established so that the appropriate works are prioritised as necessary (6 for, 1 abstention)**

43. Consider whether the Town Council should apply for a premises licence to serve alcohol in the Civic Hall

The Deputy Clerk spoke on the three available options to consider whether the Town Council should apply for a premises licence to serve alcohol in the Civic Hall.

In general, there have been very few requests for a bar; there have been about 10 in total during the last year. Existing hirers would need to be informed if the bar service ceased.

The three options were considered and the benefits and risks of each identified and reviewed.

Members agreed that in principle a full premises licence is considered with further options to be considered. A detailed costed proposal is first required starting with the assumption that the Town Council will not be running the bar.

**RESOLVED: That the Town Council consider a full premises licence with further options to be considered. That a decision is subject to investigation and a further report to be received by the committee. That the assumption is that the Town Council will not be running the bar (6 for, 1 against)**

44. Receive and note the income and expenditure report for the first three quarters of 2018/19 for the Facilities, Infrastructure and Economic Development Committee

The Deputy Clerk spoke on the income and expenditure report for the first three quarters of 2018/19 for the Facilities, Infrastructure and Economic Development Committee highlighting the following areas:

- 2102 Supervisor wages are as stated in the budget. The Civic Hall room hirings are at 92.2%, this demonstrates the correlation between the service and the increase in supervisor wages.
- 2106 Water Rates; will be more over budget. Two bills have been amalgamated into one.
- 2109 Security; this is slightly over budget. No further spend is anticipated.
- 2126 Civic Hall furniture; the safety of four lights was identified and addressed.
- 2302 Play area; this is over budget due to the purchase of one piece of equipment. The accountant may decide to capitalise this cost.
- 3101; energy bills are significantly high for the same reasons as outlined in previous meetings.
- 3406; allotments are over budget due to significantly high water bills. These were incurred during the summer when there was very dry weather.

**RESOLVED: That the income and expenditure report for the first three quarters of 2018/19 for the Facilities, Infrastructure and Economic Development Committee is received (NC)**

*The Deputy Clerk, H Barlow, left the meeting at 9pm.*

45. Receive and consider the report for mid October 2018 to 7th January 2019 from the Operations Manager

The Operations Manager spoke on the written report for mid October 2018 to 7th January 2019.

The work on the stream which runs under Park Lane was completed by Cheshire East Council (CEC) Highways. Members complimented the good work.

It was noted that the Christmas tree at Fountain Place was small and options for an alternative supplier are being considered for next year.

In general, the immediate environment of the Town Council and Civic Hall needs improving; more modern planting which is low maintenance is required. This remains an identified area for improvements.

London Road gully; a survey report is awaited from CEC Highways.

A bid for New Homes Bonus Funding for Deva Park has been submitted.

A member noted the excessive wood chippings deposited at Woodside Lane. The Operations Manager will explore this matter. Also the condition of the grid camber located near Charter House on South Park Drive will be checked by the Operations Manager.

The Operations Manager will find out the arrangements and contact person for the meeting of the New Homes Bonus and liaise with the Town Council CEC Ward councillors for a suitable meeting date.

Work on the muddy patches at Poynton Pool will be addressed by S106 monies.

It was noted that the milestone has been damaged again.

Barnaby Park; the palisade fencing has nine pales missing. The Operations Manager proposed that the Town Council purchase 10 pales at a cost of £10 each and ANSA will fit the pales, as agreed, free of charge.

**RESOLVED: That the Town Council purchase 10 pales at a cost of £10 each and ANSA will fit the pales free of charge at Barnaby Park was approved (NC)**

**RESOLVED: That the report for mid October 2018 to 7th January 2019 from the Operations Manager is received (NC)**

46. Receive and consider a report from the Operations Manager about the Park Lane asset audit carried out by Cheshire East Council

**RESOLVED: That the report from the Operations Manager about the Park Lane asset audit carried out by Cheshire East Council is deferred to the next FIED committee meeting (NC)**

47. Receive and consider a report on Prince's and Lady's Inclines including a draft procedure on mis-use and an update on tree management

The Operations Manager provided a report on Prince's and Lady's Inclines and an update on tree management. The mis-use by residents includes fly-tipping and erecting garden fences into the Inclines to extend their gardens. It was confirmed that fixed penalty notices can be issued subject to evidence.

Tree work is due to take place this quarter. The work is due to be completed in March 2019.

**RESOLVED: That the report on Prince's and Lady's Inclines and an update on tree management is received (NC)**

48. Receive updates from the Task and Finish Groups

a) Poynton Heritage Garden – Link Cllr Mrs Sandra Horsman

Cllr Mrs Horsman provided a verbal report on the Poynton Heritage Garden and confirmed that the garden is well kept and regularly maintained by the team. A statue will be displayed to replace the Christmas tree that was displayed during the festive period.

b) Shared Space – Leader Cllr Graham Smith

Cllr Smith confirmed that the next walk round to review the area is due.

**RESOLVED: That updates from the Task and Finish Groups are received (NC)**

49. Consider and agree any communication messages arising from this meeting.

The new equipment at Hockley play area and the tree works on the Inclines were agreed as the communication messages arising from this meeting.

**RESOLVED: That the communication messages as stated are approved (NC)**

Meeting end time: 9.40pm

Chair.....

Dated.....