

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes

of the

Town Council meeting held 3rd June 2019

In the Lower Council Chamber of the Town Council Offices

In advance of the meeting, the Mayor presented Cllr Peter Coan with his Past Mayor's Medal for his service as Town Mayor 2018-2019.

19/020 Present

Cllrs Malloy, Gardiner, Abel, Beswick, Coan, Dalzell, Fletcher, Forbes, Gray, Hamilton Coan, Houghton, McCulloch, Nicholson and Robertson.

In attendance: A Keppel-Green (*Town Clerk*)

19/021 To receive apologies for absence

Apologies were received from Cllr Power (personal business).

19/022 To receive declarations of members' interests

Cllr Coan declared a pecuniary interest in 19/035 on the grounds of owning property adjacent to the land.

19/023 Public Participation

A resident expressed their support for an event to commemorate D-Day and suggested the council consider how to link future events to the centennial war memorial.

A resident suggested that the Health and Social Care working group be tasked with considering the health aspiration arising from the Knutsford Neighbourhood Plan.

A trader from Knutsford Market Hall spoke on behalf of fellow traders requesting the council repair the floor and ceiling tiles expressing that they are unsightly and potentially unsafe.

A representative of the Tatton Estate expressed support for the council developing a new strategic plan and requested that their previously submitted comments be circulated to councillors.

19/024 To co-opt a councillor to fill the vacancy for Over Ward and to receive their declaration of acceptance of office or consider when it shall be received

The Mayor adjourned the meeting to allow members to raise questions of the two applicants, Colin Banks and Elizabeth Beswick. The meeting was reconvened, and it was

RESOLVED to co-opt Elizabeth Beswick to the council.

Cllr Beswick gave her declaration of acceptance of office and joined the meeting.

19/025 To receive and confirm the minutes of the meetings held 8th April and 20th May
It was **RESOLVED** to confirm the minutes subject to two corrections to the minutes of 20th May to remove the appointment of sub-committee chairmen and for 19/014 to specify 'a past mayor's medal' rather than 'the past mayor's medal'.

19/026 To note the minutes of committees which have been published since the previous ordinary meeting
The minutes were noted.

19/027 To receive reports from members
There were no reports.

19/028 To receive an update in respect of the transfer of the council offices
Cllr Forbes reported that the Cheshire East Council legal department had referred the matter back to the assets department owing to an internal procedural matter and that once it is referred back to the legal department the town council will be expecting draft transfer documentation.

19/029 To receive reports from and raise questions to Cheshire East Councillors
Cllr Gardiner reported that at the annual council meeting the council had elected Cllr Sam Corcoran as leader, leading a Labour and Independent coalition. Cllr Gardiner reported he had been appointed as Vice Chairman of the Strategic Planning Board.

Cllr Abel reported he had been appointed as Deputy Portfolio Holder for the Environment and that the council had made a unanimous declaration of a climate change emergency.

19/030¹ To consider the town's twinning with Montmorency, France
It was **RESOLVED** that the Mayor further investigate reigniting the twinning with Montmorency and that he be authorised in principle, subject to it being at no cost to the council, to visit Montmorency in an official capacity as part of this holiday.

19/031 To consider the development of a 2019-2031 Strategic Plan
It was **RESOLVED** to approve the development of a 2019-2031 strategic plan as per the process outlined in report C1905.

It was **RESOLVED** to appoint a working group as per the terms of reference in the aforementioned report and to appoint Cllrs Gardiner, McCulloch, Coan, Forbes and Nicholson to the same.

It was **RESOLVED** that subject to the completion of a risk assessment to authorise the Town Clerk to undertake the community engagement and evidence compiling in consultation with the working group.

¹ Cllr Houghton arrived during the discussion of this item.

19/032 To consider the development of a Town Centre Masterplan

It was **RESOLVED** to amend the terms of the reference of the working group to require that meetings of the working group become public meetings from January 2020.

It was **RESOLVED** to:

- establish a working group as per the amended terms of reference to develop a Town Centre Masterplan
- appoint Cllrs Gardiner, Power, Robertson and Gray to the working group
- authorise a budget of up to £1,500 to be spent by the Town Clerk in consultation with the elected members of the working group on initial research and consultation.

19/033 To establish a working group to explore the creation of a youth council

It was **RESOLVED** that the Mayor further explore the options for creating a youth council and develop a proposal for the September meeting.

19/034 Notice of motion from Cllrs Coan, Hamilton Coan, Dalzell, Fletcher, Nicholson, and McCulloch To reconsider the resolution recorded under minute 18/121

The meeting was adjourned for a five-minute recess.

It was **RESOLVED** to clarify the resolution to delete “all non-essential works” to read “all but necessary repair and maintenance”

19/035 To consider matters related to the Cheshire East Council disposal of public open space at Longridge

It was **RESOLVED**² that the Town Clerk write to the leader and relevant portfolio holders to appraise them of the background to the proposed disposal and advising them of the latest position of Manchester City Council in relation to the covenanted land and the issues raised by residents.

19/036 To consider the adoption of a revised Code of Conduct

It was **RESOLVED** to adopt the revised Code of Conduct subject to the Town Clerk clarifying within the final version to whom members report interests. It was **RESOLVED** that standing orders be updated to reflect the revised code of conduct and the requirement for members to leave the room when a meeting is considering business in which they have a prejudicial interest.

19/037 To consider an amendment to Standing Orders to amend the terms of reference of the Personnel Committee to increase its membership from a total of six to eight

It was **RESOLVED** to suspend Standing Order 115 to enable a decision to be made without the need for the item to be adjourned to the next meeting, noting that it was a minor change to standing orders.

² Cllrs Gardiner and Coan abstained from voting.

It was **RESOLVED** to amend the terms of reference of the Personnel Committee to increase its membership from a total of six to eight.

19/038 To appoint members to the Health and Social Care working group

It was **RESOLVED** to:

- appoint a Health and Social Care working group comprising at least five members including a representative from each town council ward
- set the working group remit as to review and secure modern health facilities for Knutsford, to secure funding for the development of health facilities and to develop a preventative health strategy
- appoint Cllrs Abel, Beswick, Dalzell, Gardiner and Houghton to the working group

19/039 To consider marking the 75th anniversary of D-Day

It was agreed that anniversary should be marked annually, and that the illumination of the centennial war memorial be considered by the Assets and Operations committee.

It was **RESOLVED** that the Mayor laying a wreath at the centennial war memorial on the evening of 6th June and to publicise the event in the local press.

19/040 To consider appointments to committee carrying vacancies

It was **RESOLVED** to appoint Cllr Beswick to the Events and Town Centre Management, Environment and General Purposes and Personnel committees.

It was **RESOLVED** to appoint Cllr Dalzell to the Personnel committee

19/041 To approve the Annual Governance and Accounting Records

The meeting was adjourned for a five-minute recess.

It was **RESOLVED** to approve the annual governance statement. It was **RESOLVED** to approve the annual accounting records subject to the correction of a rounding error.

19/042 To note payments

The payments were noted.

19/043 To receive a report of Mayoral Duties

The Mayor reported on attendances as detailed below.

19/044 Member questions to the Town Clerk

It was requested that the Town Clerk circulate the log-on details to the ChALC website.

19/045 Public Participation

A resident requested that reports be published on the town council website to enable them to be referred to after the agendas for meetings are taken down.

19/046 To note date of next meeting

The date was noted.

MAYORAL ENGAGEMENTS

CLLR COAN'S CIVIC YEAR - 09/04/2019 TO 20/05/2019

Date	Event	Attended By
09/04/2019	Northwich Town Mayor's Charity Curry Meal	Town Mayor
11/04/2019	Celebration of Edwards and Emmess's 55th anniversary at Knutsford Market Hall	Town Mayor
11/04/2019	Knutsford Beer Festival Sponsors Night & Opening	Town Mayor
12/04/2019	Winsford Town Mayor's Ball	Town Mayor
14/04/2019	Macclesfield St George's Day Parade and Service	Town Mayor
23/04/2019	Sherriff of Chester's St George's Day Dinner	Town Mayor
25/04/2019	Manor Park School MUGA Opening	Town Mayor
25/04/2019	Cheshire Girl Guiding County Celebration Evening	Town Mayor
28/04/2019	Macclesfield Town Crier's Competition	Town Mayor
02/05/2019	Knutsford Talking Newspaper Recording	Town Mayor
02/05/2019	Knutsford May Fair Official Opening	Town Mayor
04/05/2019	Knutsford Royal May Day Opening	Town Mayor
30/04/2019	Knutsford Lions Poetry Competition Awards	Town Mayor
09/05/2019	Maguire Family Law Launch Party	Town Mayor
10/05/2019	Nantwich Mayor Making Ceremony	Deputy Town Mayor
11/05/2019	Opening of <i>Plastic Free Weigh</i> at Knutsford Market Hall	Town Mayor
13/05/2019	Winsford Mayor's Charity Indian Meal	Town Mayor
14/05/2019	Bollington Mayor Making Ceremony & Reception	Deputy Town Mayor
14/05/2019	Knutsford Heritage Centre May Day Exhibition Opening	Town Mayor
15/05/2019	Manchester Airport Community Tea Party	Town Mayor
16/05/2019	Knutsford Mayor's Fundraising Dinner	Town Mayor
17/05/2019	Opening of Love Your Local Market celebrations	Town Mayor
17/05/2019	Opening of Hooked on the Heath	Town Mayor
18/05/2019	Mayor of Cheshire East Fundraising Dinner	Town Mayor
19/05/2019	Knutsford Lions 43 rd Charter Lunch	Town Mayor
20/05/2019	Cheques Presentation for Mayor's Charities	Town Mayor

CLLR MALLOY'S CIVIC YEAR - 21/05/2019 TO 03/06/2019

Date	Event	Attended By
21/05/2019	Knutsford Rotary Club 80 th Anniversary Dinner	Town Mayor
22/05/2019	Cheshire East Council Mayor Making	Town Mayor
23/05/2019	Congleton Town Council Mayor Making	Town Mayor
23/05/2019	Sandbach Town Council Mayor Making	Deputy Town Mayor
24/05/2019	Tutored Wine Tasting Evening	Town Mayor
25/05/2019	Knutsford Musical Theatre Company performing Grease	Town Mayor
27/05/2019	Lion's Street Fair	Town Mayor
01/06/2019	World Hopscotch Day on the Moor	Town Mayor
02/06/2019	Congleton Civic Service	Deputy Town Mayor
02/06/2019	Lord Mayor of Chester Civic Service	Town Mayor