

NORTHWICH TOWN COUNCIL

Town Clerk: Chris Shaw

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Northwich
town council

DATE: 3rd January 2023

To: The Members of Northwich Town Council

Dear Councillor

You are summoned to attend the meeting of the at the **Council Chamber, 78 Church Road, Northwich, CW9 5PB** held on **Monday 9th January 2023 at 6.00 pm.**

Yours Sincerely

Chris Shaw

Town Clerk

AGENDA

1. Apologies for absence or absence

2. Declaration of interest

Members to declare any interest under the following categories:

- * Pecuniary interest
- * Outside bodies interest
- * Family, friend, or close associate interest

3. Open Forum

Members of the public will be allowed to speak at the Open Forum section of this meeting on the understanding that any topics raised will have been forwarded in writing to the Town Clerk at the above address prior to the date of the meeting. Public Question Time to be a maximum of 10 minute.

4. Signing of the Minutes

Of the Town Council meeting held on Monday 12 December 2022 (minutes attached)
[Members are required to approve the minutes as a true and accurate record](#)

5. Reports of Committees

5.1 To note Finance & General Purposes Committee meeting held on Monday 19th December 2022 (minutes attached)

Please note: - There was no Planning and Environment Meeting held during December.

6. Town Mayor's Communication

List of civic events that the Town Mayor has attended during the last month

[Report attached](#)

7. Town Clerk's Report

To consider the Town Clerks Report

[Report attached](#)

8. **Northwich Town Council Surgery**
Members to discuss continuation of the surgery (report attached)
[Decision of the Council requested](#)
9. **Duke of Edinburgh Funding**
[Cllr Bob Cernik to give update.](#)
10. **CW&C Councillor Updates**
[To receive updates from Members](#)
11. **Outside Bodies**
[To receive an update from any member attending meetings of outside bodies](#)
12. **Date of next meeting**
The next meeting will be held on Monday 6th February 2023 at 6.00 pm.

NORTHWICH TOWN COUNCIL
MEETING OF THE TOWN COUNCIL
HELD ON MONDAY 12TH DECEMBER, 2022

Present:

Cllr G. Emmett

Town Mayor

Councillors:

Cllr. S. Bennett

Cllr. A. Cooper

Cllr. M. McNamee

Cllr. S. Naylor

Cllr. Ms R. Waterman

Cllr. Mrs J. Illidge

Cllr. B. Holland

Cllr. T. Melville

Cllr. L. Siddall

Cllr. Miss C. Fox

Cllr. Mrs A. Lockett

Ms. J. Thomas

Cllr. A. Stott

Also present: Chris Shaw
Theresa Cash

Town Clerk
Council Secretary/Mayor's P.A.

NTC 22/80 PRESENTATION FROM CHESHIRE SEARCH AND RESCUE.

Two members of the above were welcomed by the Town Mayor, who then proceeded to give a very Informative presentation giving background as to what their Services provide. A registered charity formed in 2004, which receives no Government funding. 55 Volunteers cover Cheshire, working with multi agencies, their main requests for rescue comes from the Police. Cover a variety of services and handle approximately 40 call outs per year. These can include, cold weather cover, floods, body recoveries, District Nurses (transporting) evidence searches and major incident support. They have various equipment and appropriate vehicles, and training which are constantly improved. Training is a long process, but there is much job satisfaction when the outcome of cases is resolved. The Town Mayor thanked them for attending.

NTC 22/81 APOLOGIES FOR ABSENCE OR ABSENCE

Apologies for absence were received from Cllrs. D. Bowden, R. Cernik, K. Cernik A. Gerrard, J. Macdonald, and O. Dean. Cllr. G. Edwards did not attend.

NTC 22/82 DECLARATIONS OF INTEREST

Members to declare any interest under the following categories:

- Pecuniary Interest
- Outside Bodies Interest
- Family, Friend or Close Associate interest

Cllr. A. Cooper declared an interest in any matters relating to Cheshire West and Chester Council.
Cllr S. Naylor declared an interest in any matters relating to Cheshire West and Chester Council.

NTC 22/83 OPEN FORUM

A member of the public addressed Councillors to congratulate NTC on the fine work they did in the massive clear up of litter and detritus left following the Krazy Races event which took place during the summer. He commented that everywhere was left in a very tidy state considering the thousands of people who attended.

Date.....

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Cllr. G. Emmett Town Mayor

NTC 22/84 SIGNING OF THE MINUTES

The minutes of the Town Council Meeting held on Monday 7th November, 2022 be confirmed and approved as a true and accurate record.

Proposed by Cllr. Stott seconded by Cllr A. Lockett . Minutes to be signed by the Mayor. All in favour.

NTC 22/85 REPORTS OF COMMITTEES

- 6.1 To note the Finance and General Purposes Committee Meeting held on Monday 21st November 2022. Noted by Cllr. Thomas.
- 6.2 To note the Planning and Environment Committee Meeting held on Monday 28th November 2022 was noted by Cllr. Stott.

NTC 22/86 TOWN MAYOR'S COMMUNICATIONS

There were 10 events attended by the Town Mayor and Deputy during November

Friday 4 th November	REM Hairdressing	Friday Club
Saturday 5 th November	N'wich Rotary and Round Table	Firefest Bonfire
Friday 11 th November	NTC/RBL	Minute silence at Cenotaph
Sunday 13 th November	NTC	Service of Remembrance
Sunday 13 th November	Rudheath Parish Council	Remembrance Sewrvice
Wednesday 23 rd November	Vale Royal School Sport Partnership	Awards Presentation
Thursday 24 th November	Lord Mayor of Chester	Charity Evening Mayor and Deputy attended
Saturday 26 th November	NTC	Christmas Extravaganza
Sunday 27 th	Vale Royal Lions	47 th Charter lunch Deputy Mayor attended
Monday 28 th November	Changing Lives Together	Christmas Box Project

Updates were given by both Town Mayor and Deputy on the events they have attended.

Date.....

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Cllr. G. Emmett Town Mayor

Remembrance Sunday

This year's Remembrance Parade in partnership with the Royal British Legion and St Helen's Church was very well attended with St Helen's Church standing room only for the service.

This year NTC worked with local veterans to ensure they took their rightful place in the parade and at the cenotaph. For the first time had our own Union Flag which led the parade to and from the cenotaph. Marched to Brio Leisure Centre, where the Mayor took the salute.

Christmas Extravaganza

On Saturday 26th November NTC staged the Northwich Christmas Extravaganza which gets bigger and better year after year. This year was the biggest ever with thousands of visitors converging on the town.

Activities throughout the day kept everybody entertained and included, games, crazy golf, Santa's Sleigh, Santa's grotto, fairground, various props, hot food and our very own Northwich Ice Rink.

The grand finale was the lantern parade in which 6 primary schools took part marching behind Batala Mersey, followed by the light switch on accompanied by snow in Barons Square.

The day finished with a fantastic firework display from Riverside Park. This event could not happen without the hard work and dedication of our staff and partners and in particular Adam Gerrard from Northwich BID.

We were all in at 5.00 am and worked throughout the day until 9.00 pm ensuring the event was run safely and efficiently for all.

Thanks to everyone who made this event probably the best Christmas Switch on in Cheshire this year.

Tree of Lights Witton Cemetery

On Friday 2nd December our annual tree of lights ceremony took place in Witton Cemetery with good numbers in attendance. Many thanks to all who make this very special event happen which allows people to remember their loved ones no longer with us.

Northwich Skate Park

The Town Clerk was pleased to advise members that the funding application from FCC Communities has been successful for the skate park.

Date.....

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Cllr. G. Emmett Town Mayor

Old Hall Road Play Area

We will soon be installing an Apple Inclusive Musical Station at Old Hall Road play area which has been funded by Cllr Coopers Member's budget. The panel will be sited to the side of the main path for easy access and the new kit will be installed into carpet for year-round use.

This panel has been installed after consultation with end users who wish to see additional accessible equipment in the play area.

Cllr. Cooper explained the background to this initiative came as a result of feedback from residents that this would be particularly beneficial to the high number of disabled children living on the estate. Of course, this equipment will be available to all users.

Friendly Bench

We have now ordered the friendly bench from the Friendly Bench Society with funding from the Care Community, the bench will be installed in Vickersway Park and we will be working with partners to promote the bench and encourage all local groups to use the new facility. It is hoped that we can start walks from the bench to help with mental illness and isolation and get as many people as possible meeting and chatting in the park.

If the new facility is popular we will look to open the small kiosk at certain times to enable users to purchase refreshments.

At this point, Cllr. Naylor commented on the presentation given by the Town Clerk, together with Adam Gerrard (BID) to members of the Rotary Club at their recent lunch date.

Highlighting what is done within this partnership. Promoting the partnership was the main focus of the speech which was very well received.

NTC 22/88 INTERNAL AUDIT FROM JDH BUSINESS SERVICES

Referring to the 2022/23 first interim audit report which was attached to the agenda for approval.

Cllr. Cooper referred to one point of follow up recommendations in respect of sample checks of SLA's by Councillors along with the already regular checks they carry out. This will be added to the follow up remarks. On the understanding that this will be adjusted, it was proposed by Cllr. Fox, seconded by Cllr. Illidge. All in favour.

Resolved

NTC 22/89 REQUEST FOR LEAVE OF ABSENCE.

Cllr. D. Bowden has requested a Leave of absence due to personal reasons for a period of 4 months. Proposed by Cllr. Illidge, seconded by Cllr. Thomas. All in favour.

Approved

NTC 22/90 LOCAL GOVERNMENT PAY CLAIM 2022

A report was distributed among members prior to this meeting. Regarding the new pay scales and the arrangements for annual leave, this was proposed to accept by Cllr. Cooper, seconded by Cllr. Melville. All in favour.

Approved

Date.....

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Cllr. G. Emmett Town Mayor

NTC 22/91 SIR JOHN DEANE'S COLLEGE EXPANSION

Cllr. Cooper explained the proposal to increase classroom space. This can only go ahead with a funding bid. Failing which, there would be increased entry requirements. Cllr. Cooper has agreed to work with Cheshire West strategic transport team to support routes for students. Has agreed to the opportunity of responding to SJD consultation, and has agreed to compose a suitable response.

Cllr. Naylor commented regarding the traffic congestion for both 6th Form Colleges - SJD and The Grange. Northwich children should have priority for places at SJD.

Cllr. Siddall added that this will result in getting more selective in Northwich and will affect local students finding it more difficult to get educated.

Cllr. Fox made further comments regarding Winsford Academy.

NTC 22/92 CW&C COUNCILLOR UPDATES

Cllr. Cooper updated members on the Library, which is now safe to enter. Has been emptied and moved to the Weaver Museum until works completed. Surveys to be carried out on windows etc. Design costings to be made. Not yet possible to confirm an opening date but should be mid January 2023.

In relation to the Duke of Edinburgh Award Scheme, previously CW&C covered the cost of the licence required to all schools and voluntary organisations. This is no longer the case as these will have to be purchased separately by schools and organisations. Cllr. Holland has been in touch with the Duke of Edinburgh and it would appear that sponsorship has to be obtained for registering groups and individuals. Edsential quotes that this could be in excess of £1000 plus VAT. It is believed that Cheshire East, Wirral and Greater Manchester Councils are subsidising the cost of running the Duke of Edinburgh Awards.

Cllr Naylor shared Cllr Holland's concerns and agreed there needs to be clarification sought on CW&C stance on this matter.

NTC 22/93 OUTSIDE BODIES

In respect of L.S.E.P. Plant at Lostock, The variation of plans submitted have been refused by the Secretary of State for an increase in volume to and from the Plant. Cllr. Naylor wished to register his thanks on behalf of NTC to the Town Mayor for the detailed letter of objection to the proposals he composed. Other organisations also objected, so this is a great result. It is believed that the Owners now want to reconsider regarding the movement of waste by rail, and will be arranging a meeting. The matter of obnoxious odour coming from the Reniescience premises is still trying to be eradicated and assistance is being sought from Environment Agency. A desktop exercise has been carried out by Cheshire Fire and Rescue for a flood reliance plan. A report is being produced to show improvements.

Cllr. Naylor referred to a handout which was distributed to members regarding the planned sale of the Canal and River Trust Boatyard at Navigation Road. The heritage of this needs to be preserved, and NTC need to object to this proposal, and be fully represented and involved.

Proposed by Cllr. McNamee and seconded by Cllr. Illidge to follow this suggestion. All in favour.

Resolved

NTC 22/94 DATE OF NEXT MEETING

Date of the next Full Council Meeting will be held on Monday 9th January, 2023 at 6.00 pm.

Meeting ended at 8.05 p.m.

Date.....

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Cllr. G. Emmett Town Mayor

NORTHWICH TOWN COUNCIL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON
MONDAY 19TH DECEMBER 2022 at 6.30 pm

Members Present : Cllr Mrs K Cernik
Cllr Ms J Thomas
Cllr Ms R Waterman
Cllr G Emmett
Cllr L Siddall
Cllr M McNamee
Cllr Ms C Fox
Cllr Ms J Macdonald

Also Present : Chris Shaw - Town Clerk
Liza Clansey – Assistant Town Clerk

FIN 22/49 APOLOGIES FOR ABSENCE OR ABSENCE

There were no apologies of absence given but Cllr T Melville and Cllr S Naylor were not present.

FIN 22/50 DECLARATIONS OF INTEREST

Declarations of interest were given from Cllr Mrs K Cernik in relation to CW&C, Cllr G Emmett in relation to Freshwater View and Cllr J Macdonald in relation to Northwich Metals.

FIN 22/51 SIGNING OF THE MINUTES

Minutes of the Finance and General Purposes Committee meeting held on 21st November 2022 and noted at Full Council meeting on Monday 12th of December 2022 were approved.

Proposed Cllr G Emmett, seconded Cllr Ms J Thomas, all agreed

FIN 22/52 DETAILED INCOME & EXPENDITURE BY BUDGET

TC & AC answered various members questions relating to budget headings.

- Wages – Old Hall Road – over budget due to extra work carried out after install
- Income – bank interest – TC to investigate other options to see if we can find a better investment for return
- Telephone offices – over budget due to new phone system being slightly more expensive and over lap where we were still paying for the old line two months
- Bank Charges – due to amount of cash we pay in over the summer months with the shops
- Christmas extravaganza – there is still more expenditure to go on the line

- Income Skate Park – TC explained the complications with Space Hive and how difficult it is to use the site. Finance agreed Chris to look at other options other than using Space Hive such as funding the shortfall ourselves.

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Date

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Cllr Ms Catherine Fox
Vice Chair

- The Friendly Bench – TC discussed with members location of the bench within Vickersway Park, it was agreed that the old unused tatty pens could be demolished and the Friendly Bench to be located here. NTC team to start work this week.
Proposed Cllrs Ms C Fox, seconded Cllr Ms J Thomas, all in favour
- NOW Northwich – TC informed members that he had received an email regarding next years event. Finance agreed this was a great event and they want to be involved in the 2023 event. Finance would like to see proper calibration of all costs before committing to this event financially. TC to report back to Finance when he has more information.

Proposed by Cllr Mrs K Cernik and seconded by Cllr M McNamee, all agreed

FIN 22/53 BACS DUE FOR PAYMENT

Bacs payments and direct debit figure approved £130,217.87

Proposed by Cllr Mrs K Cernik and seconded by Cllr Ms R Waterman, all agreed

FIN 22/54 BANK PAYMENTS TO BE CHECKED BY FINANCE

Members approved evidence for payments made in September (September 22 invoices)

Warnhill Tools & Fasteners - £1831.98
J Harding - £313.20

Proposed by Cllr G Emmett seconded by Cllr Ms J Thomas, all agreed

Members picked two suppliers from November payments (October invoices), evidence to be brought to finance meeting in January 2023

Earth Anchors - £3950.40
Swan Petroleum - £1106.41

Proposed by Cllr Mrs K Cernik and seconded by Cllr Ms R Waterman, all agreed

FIN 22/55 FCC COMMUNITIES FUNDING

Northwich Town Council has applied for funding from FCC Communities Foundation for the Northwich Skatepark redevelopment which has now been approved totalling £100,000.00. FCC are now requesting a payment of £10,750.00 as a third-party fund be made to them. TC explained this is normal procedure with this kind of funding and we have done this in the past.

Finance approved the payment of £10,750.00 to be made to FCC.

Proposed by Cllr M McNamee and seconded by Cllr L Siddall, all agreed

FIN 22/56 DATE OF NEXT MEETING

Date of the next meeting Monday 16th January 2023 at 6.49 pm

There being no further business the Chairman declared the meeting closed at 6.50pm

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Date

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**Cllr Ms Catherine Fox
Vice Chair**

Report to : Full Council

Meeting Date : 9th January 2023

Agenda Item : 6

Prepared By : Theresa Cash

Subject : Town Mayors Communications



There were 10 events attended by the Town Mayor and Deputy during December		
Friday 2 nd December	NTC	Tree of Lights
Sunday 4 th December	St Luke's Hospice	Light Up A Life
Sunday 11 th December	The Grange Theatre	Sleeping Beauty Panto Deputy Mayor attended
Tuesday 13 th December	Sarah Belcher Events Ltd	Northwich Krazy Races Charity Press Launch
14 th December	Sir John Deane's	Spirit of Christmas
Friday 16 th December	Changing Lives Cheshire	Awards Afternoon
Tuesday 20 th December	Covid19families UK	Candlelight 4 Christmas
Wednesday 21 st December	Cheshire Police Northwich	Young People Awards ceremony Deputy Mayor accompanied Town Mayor
Thursday 22 nd December	St Helen's Church	Christmas Drop In
Friday 23 rd December	Bethel Church	Christmas Drop In Deputy Mayor attended

Report to : Full Council

Meeting Date : 9th January 2023

Agenda Item : 7

Prepared By : Chris Shaw

Subject : Town Clerks Report



Northwich Skate Park

As discussed at the last Full Council meeting we have now been successful in our funding application to FCC Communities for £100,000, this is a great achievement and means that we are nearly there with the funding requirements for this project to now go ahead.

We have also been successful in our application to Spacehive and we have received £16,000 towards the project from CW&C Council.

Next steps are to finalise the plans, appoint a contractor and look to start the project in the Spring if all goes to plan.

Christmas Lights & Trees

Our Christmas lights and trees have started to be removed along with our contract schemes throughout the borough. Lights will be stored as usual within our containers and all trees will be chipped and composted.

Old Hall Road

The new inclusive equipment has now been installed at Old Hall Road.

Vickersway Park/Verdin Park

Our staff are now undertaking winter works within our parks.

Report to : Full Council

Meeting Date : 9th January 2023

Agenda Item : 8

Prepared By : Chris Shaw

Subject : Northwich Town Council Surgery



Background

Northwich Town Councillors have always held some form of surgery over the years, these surgeries enable residents to raise concerns to members regarding issues in our community and for the members to follow up and try to help resolve any ongoing problems.

The Northwich Artisan Market has been the location for these surgeries for the last 7 years and have proved popular with residents who are visiting the town centre. These surgeries are beneficial before a large event to get as much marketing material out as possible to ensure the events are well attended. We also have leaflets when available to promote local organisations/services and other organisations will come on the stand with us to promote their events.

Proposal

- a. To carry on with the surgery but invest in some pop-up banners so that our residents know who is on the stand and have more information to hand out to the community. We will also market more and advertise through our social media networks. Approximate cost will be £250 for the banners/pop ups and we will also incur costs for staff members to erect and de rig the stand on each market which will be approximately £50 per market.
- b. To cease attending the market and look at alternative locations for Councillor surgeries.

Decision

Members to decide on the options above.

Decision of the Council is requested.