

**Community and
Environment
Enclosures**

13th October 2021



**Minutes of the Meeting of the
Community & Environment Committee
Council Chamber, Bollington Town Hall
At 7.00pm on Tuesday 15th September 2021**

Those Present:

Members with voting rights:

Town Mayor; Cllr Johanna Maitland (JM)

Cllrs: Ken Edwards (KE), Mark Fern (MF), James Nicholas and Sara Knowles (SK).

Town Clerk: Julie Mason

Chair: Cllr Johanna Maitland

Public: One member of the public and Cllr J Weston (*left at 8.10 pm*).

Cllr J Weston wished to give the committee an opportunity to consider the purchase of one or maybe two mobile CCTV cameras for use around the town. He felt there was a drug problem in the town from feedback received and gave examples of shop lifting in certain retail outlets. The Town Council had the opportunity to assist the police with by giving access to more surveillance/intelligence. Cllr Weston had contacted a local business who supplied CCTV cameras and they had been due to attend this evening to explain the concept but sadly had been delayed due to traffic. One member of the public was a member of Transition Bollington and was available for comment if needed.

PCSO Alex Camenzuli & PCSO Scott Burdock, Pool PCSO for Macclesfield North and Poynton (*left at 7.40pm*)

The police attended to receive any questions and present their report. They also gave their view on the possibility of CCTV.

To receive and approve apologies for absence:

Cllr Roland Edwards due to annual leave.

To receive any Declarations of Interest:

None declared.

CE 59/21 To receive and confirm the minutes of the Community Services & Environment Committee meeting held 10th August 2021.

The Committee **RESOLVED** to approve the minutes as a correct record.

CE 60/21 To receive updates from the minutes.

CE49/21 Cllr K Edwards wished to raise the fact that he had been approached by a past Mayor for more planting to be carried out in the Sensory Gardens. The Council debated that it was an inappropriate time to plant and there needed a period for the plants to establish and grow. It was noted the bulbs had been planted that day.

Resolved no more planting would be carried out before the next year.

CE 61/21 To note the next meeting for Events Working Group was 20th September.

Accepted

CE 62/21 To receive the minutes from Bollington 2030 on 4th August 2021

The minutes were accepted by the committee, and it was noted the questionnaire response time had been extended.

CE 63/21 To receive an update on the Business, Economy & Tourism Working Group.

Cllr S Knowles noted the next meeting was scheduled for 16th September at 7pm.

CE 64/21 To receive an update on the Community Resilience Plan

Cllr SK reported she had arranged a meeting with the Environment Agency on the 24th September to discuss the water course pollution and to gain access to a water culvert map for Bollington. The water culvert map may not include all the culverts due to some being on private land.

The plan was close to completion and was due to be brought back to committee for approval, Cllr KE asked for the management to be reminded of their responsibilities.

CE 65/21 To receive a written report on the Fire Service and make recommendations.

The officer was on holiday, so no report had been submitted

CE 66/21 To receive a report from the from the PCSO on Police, Crime and Disorder

Resolved the report was discussed and accepted by the committee.

CE 67/21 To discuss the request to undertake repair works to Greg's Fountain, Bollington Cross

A local resident group had repaired the bench next to the fountain and wished the Council to support the repair work to Greg's fountain. The committee discuss the extensive cost this would incur and agreed they would consider it at budget setting. The Mayor asked the Clerk to update the group and thank them for their efforts.

CE 68/21 To discuss installing flood lighting at the Skate Park following a resident's request to Cllr J Weston.

Deferred

CE 69/21 To discuss the feasibility of installing CCTV after recent reports of drug problems within the town.

The Committee debated this proposal and even though it was a benefit in some areas there was a concern of the privacy aspects and the implications with liability and a confirmed need for CCTV.

Resolved Cllr J Weston would carry out a Privacy Impact Assessment and bring it back to the next committee meeting for consideration.

CE 70/21 To receive the Risk Assessment on changing the flag at the Town Hall and approve subsequent actions

It was agreed Cllr MF would investigate the issue and the matter would be brought back to the committee next time.

CE 71/21 To receive a verbal update from the Clerk on the luncheon club held at the Community Centre

Cllr A Williams and the Clerk had met the Chairman of the luncheon club and asked if they needed support. They were due to recommence the luncheon on Wednesday 3rd November, this would be the first time since Covid 19 lockdown. They were due to place an advert in our newsletter and were also appealing for volunteers.

The Committee hoped it would be a success.

CE 72/21 To consider the budget heading requests from the Community & Environment Committee

Continued floral displays and bulb planting

Resolved £2,000 plus VAT within the budget would be allocated to planting bulbs throughout the town.

It was agreed the locations would be agreed by Cllr JN and the Mayor and circulated for approval by the committee.

Toilets at the Recreation Ground

The report was considered by the committee, and it was agreed this would be a benefit to the community.

Resolved the committee would recommend £5,000 in the budget plus cleaning costs of £3,600 per annum.

Defibrillators

Cllr MF raised a concern that all the defibrillators were not being checked in the town.

The Clerk noted the pads were out of date at the TH and needed replacing.

Resolved the Clerk would locate the defibrillators in the town and check the processes were in place.

The committee discussed budget headings and it was agreed that members needed to ensure the figures and headings were agreed at the next meeting.

CE 73/21 To agree a plan for the remaining Covid 19 funds

Resolved it was agreed to allocate the funds to improving the Civic gardens.

It was agreed the Clerk would obtain a quote for works before the next meeting.

CE 74/21 It was noted the next meeting would be held at the Town Hall on the 13/10/21 @ 7pm.

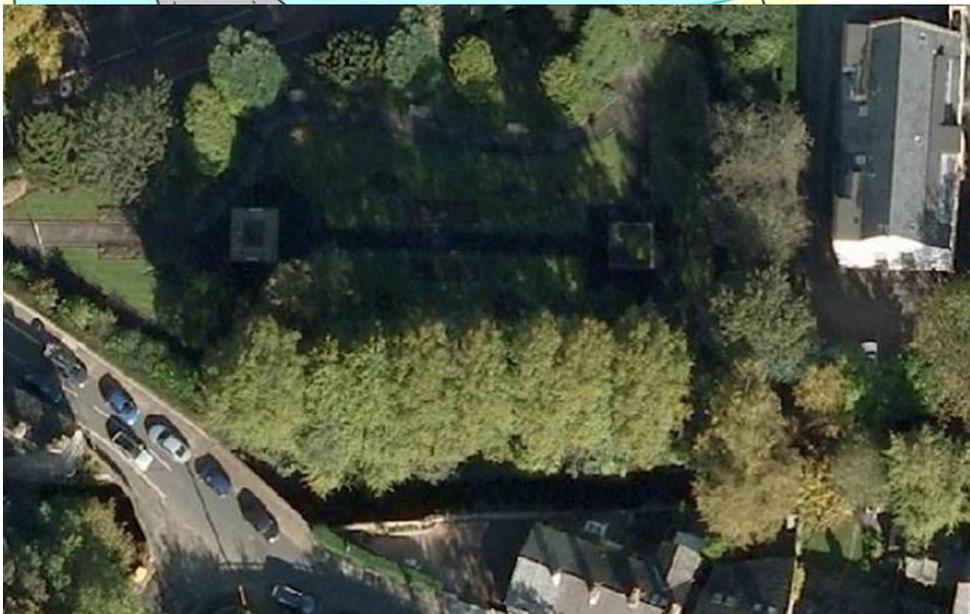
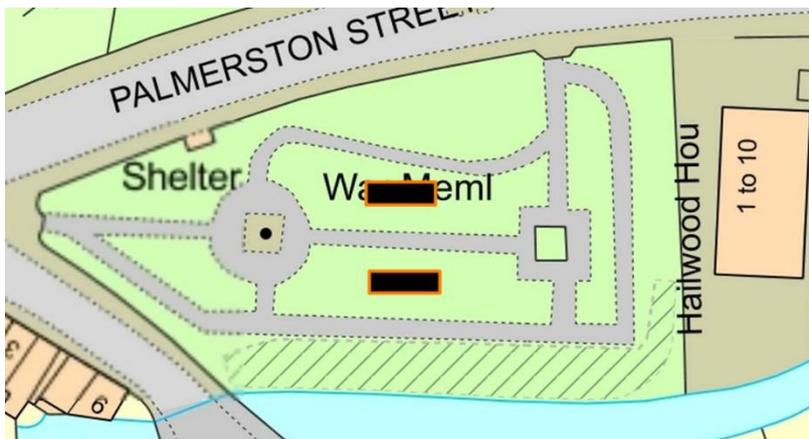
The meeting closed at 9.05pm 8.45pm

Hi All,

Just a quick email to confirm what we discussed at the meeting this afternoon:-

- Bollington Town Council have replanted the sensory bed
- The site is shaded for a large part of the year so the rose beds are no longer appropriate. Large conifers make some areas very dry, however some areas are also damp dark and damp making it a particularly challenging site.
- ANSA/CEC and the Town Council will work together to improve planting on site
- There is approximately £600 in S.106 money for new planting pending discussion at BTC meeting . The money is for Public Open Space and is the remaining balance following improvements at Bollington Rec a few years ago.
- ANSA will turf over the existing beds (with exception of one rose bed) over winter and re-establish a 2 new large beds for perennial planting – approximate locations shown on the plan below.
- ANSA will design and price a new planting scheme more suited to shade for the two new beds
- Any funding in addition of the £600 will need to be sourced via external options.

I trust this is adequate for your BTC meeting but do let me know if you need anything else. Also I thought it might be useful to show you from above just how shaded the site actually is. See satellite image below.



Kind Regards,

Ruth Morgan
Parks Strategy and Development



Minutes of the Events Working Group

20 September 2021 at 10am
Town Hall, Council Chamber

Councillors Present: Cllr. Johanna Maitland (Town Mayor)

Non-Voting Members: Cllr. Mark Fearn

Officers Present: Events & Mayoral Officer, Emma Bambrook, Town Clerk, Julie Mason

Chair: Cllr. Johanna Maitland

- 1. Apologies for absence:** Cllr. Angela Williams and Cllr. Judy Snowball.
Due to absences the meeting was not quorate, however, there was a need to discuss developments and make budget requests in a timely fashion, so it was agreed to proceed with the meeting.
- 2. Declarations of interest:** None
- 3. The minutes of the meetings held on 26/07/21 were approved as an accurate record.**
- 4. Matters arising from the minutes:** Any matters arising appear as items on the agenda.
- 5. Civic Sunday Parade & Service – Review:** It was felt that the event was the best that it could have been under the circumstances and positive feedback had been received. Feedback also suggested that the guests felt that they were in a Covid safe environment. The group looks forward to being able to return to full normality next year.
- 6. To provide an update on planning for the Mayor's Boundary Walk (26/09/21):**
The Boundary Walk has been publicised on the website and social media which is in addition to the advertising that the Walking Festival themselves have been doing. The Windmill Inn will just need a phone call to confirm numbers arriving for the lunch stop, if this isn't known beforehand, then a phone call on the day will be sufficient. Emma will print off a few of the Boundary Walk leaflets for the Mayor.
- 7. To provide an update on planning for Remembrance Sunday (14/11/21) and Armistice Day (11/11/21):** Revd. Nancy Goodrich will be leading the

Remembrance Service and has suggested printing the service in full this year to help ensure that everyone feels included. It is the standard 2010 Remembrance service agreed between Churches Together in Britain and Ireland and the Royal British Legion, amended slightly to follow the format and the hymns that Bollington uses. It doesn't create a longer service but does mean that printing costs will be higher. Emma confirmed that she has saved money on other events and can therefore cover the additional costs plus any unused service sheets can be returned and used in future years. Mark Fearn will consult on the content and let Emma know the outcome so that she can produce the copy for the printer. It was suggested that the Youth Consort and the other applicant for the role, who is keen to be involved in events, be asked to read the Exhortation and the Kohima Epitaph, Emma will organise this.

Mark Fearn is working with Emma on the planning for this event which is working well, with both providing an update on their assigned actions.

The issue of the lights on the tree at the entrance to the Memorial Gardens was raised, as it has been suggested that having them lit at all times may be viewed as inappropriate. It was agreed that the Clerk will ask the council's electrician, when she sees him this week, whether the lights could be turned off until the Christmas Lights Switch On.

The Mayor and the Town Clerk will attend the Memorial Gardens on Armistice Day, Emma will put this in the diary.

- 8. To provide an update on the progress of planning for Christmas Events and discuss the Christmas budget:** There had been some uncertainty over the date for the Lights Switch On event, however, following discussions on Friday, it has been confirmed that the event will take place on 28th November, as originally planned. Representatives from Friends of Bollington Recreation Ground will meet with Emma and the Clerk to finalise plans and timings. There had also been some difference of opinion on the lighting for the event, it has now been established that prices for lighting the Recreation Ground for the event be sought from the original company who had met with Emma and the Clerk. Mark Fearn offered his help in planning this event.
- 9. To discuss plans to celebrate the Queen's Platinum Jubilee and to make an appropriate budget request based on recommendations:** Following on from discussions at the last meeting about events to mark the Queen's Jubilee the group **RESOLVED** to request that a budget of £2000 is made available in 2022/23 to cover the cost of marking the occasion. This will include, but isn't limited to, the cost of advertising the various events, decorations and supporting an event on the Recreation Ground (The Big Jubilee Lunch).
- 10. Items for next agenda:** No additional items were requested.
- 11. Date of next meeting:** Monday 1st November 2021 at 10am in the Council Chamber.

Minutes of the Business, Economy & Tourism Working Group

Via Microsoft Teams
16/09/21 at 7.00-8.30pm

Those Present:

Members with voting rights:

BTC: Cllr Sara Knowles (Chair); Deputy Town Mayor Cllr John Stewart (JS); Cllr Ken Edwards (KE); Cllr Jon Weston (JW); Cllr Amanda Stott (AS).

Other members: Graham Barrow (GB) and Ivor Williams (IW) of Destination Bollington.

Agenda:

1. To receive and approve apologies for absence:
2. To receive any declarations of Interest
3. To elect a Secretary to prepare the agenda and minutes
4. To approve the minutes of the previous meeting (date)
5. Matters arising from the minutes
6. Discussion about the Tourism Draft Plan 4.5.21 prepared by Cllr Sara Knowles and priorities for delivery of the plan.
7. Discussion about a brand for Bollington
8. The role of Destination Bollington
9. Any Other Business
10. Date of Next Meeting: 18th November 2021 7.00-8.00pm

Minutes

1. To receive and approve apologies for absence

Apologies were received from Cllr Johanna Maitland.

2. To receive any declarations of Interest

None were received.

3. To elect a Secretary to prepare the agenda and minutes

Cllr Sara Knowles agreed to take the minutes and prepare the agenda for the next meeting.

4. To approve the minutes of the previous meeting 19th July 2021

The minutes were approved.

5. Matters arising from the minutes

Contacting stakeholders.

Cllr Sara Knowles (SK) referred to the discussion that had taken place on 19th July regarding contacting stakeholders to gain their feedback on the plan. SK referred to the list on page 3 of the plan.

ACTION: It was agreed that Cllr Jon Weston would liaise with the Town Clerk to obtain a list of voluntary organisations based in Bollington so that we could contact them via email.

Cllr Ken Edwards (KE) suggested contacting larger businesses in the town to explore how they might be able to support the plan. Cllr John Stewart (JS) offered to support KE with this.

ACTION: KE and JS to approach companies to discuss their potential support for the Business, Economy & Tourism plan, to include: Tullis Russell, Slater Harrison, RS Smart, Adelphi Group, Stein IAS and others to be identified.

Cllr Jon Weston (JW) explained that he had attended the Destination Bollington meeting earlier in the day (16.9.21) to discuss how it may continue to work alongside this Working Group. It was agreed that Destination Bollington will continue to meet as a separate entity and keep the Council informed about any initiatives requiring Council support. It was acknowledged that the Council is one of a number of stakeholders that Destination Bollington may work with. SK suggested that any

project proposals submitted to Council would need to identify the required human and/or financial resource or investment from Council or other stakeholders.

ACTION: JW to attend future Destination Bollington meeting to represent this Working Group.

6. Discussion about the Tourism Draft Plan 4.5.21 prepared by Cllr Sara Knowles and priorities for delivery of the plan.

SK provided an overview of the draft plan, highlighting its current context, guiding principles, proposed visitor product, marketing and brand, required investment and resources. SK referred to the 3-stage plan for delivery and that the period May-September 2021 was focused on supporting economic recovery from the Covid-19 pandemic, particularly with regard to hospitality and entertainment businesses; Oct-December 2021 should focus on development on a brand for Bollington (see below).

SK thanked Destination Bollington for their work over the years, since 2007, and that the new plan had built upon some of their existing and proposed projects (please refer to the draft plan itself for detail). Some of the projects/proposals have already been fulfilled and some are yet to be realised. Graham Barrow (GB) suggested that we revisit the plan and identify any projects that had not yet been delivered.

ACTION: GB agreed to prepare a list of projects that had yet to be delivered ahead of the next meeting on 18th November. - This will be added to the agenda of the next meeting for further discussion.

A discussion took place about the potential impacts of car parking charges at Pool Bank car park on local business. It was agreed this was a matter for discussion at the next Town Planning meeting 21.9.21 - the view was that the main use of the car park is for residents living in the conservation area who cannot park on their own street; customers of the local shops on Palmerston and High Street tend to pull up and park outside the shops/pubs/restaurants or walk there when visiting during the day.

ACTION: The impact of proposed car park charges by Cheshire East on residents, leisure visitors and businesses to be discussed at the Council's next Planning meeting.

ACTION: All to review the draft plan 5.4.21 and provide any further feedback at the next meeting.

7. Discussion about a brand for Bollington

SK referred to the importance of a brand as a way of encouraging investment into the town and to define and promote its uniqueness as a destination. She referred to how many other towns and cities have brands e.g. Make it Macclesfield that provide

a basis for their marketing, economic and social activities. Ivor Willians (IW) suggested that Marketing Cheshire might also be able to provide support for development of the plan. SK suggested that in approaching larger businesses we may invite them to consider supporting the Brand for Bollington via sponsorship.

JW referred to work that had been done a few years ago by Andrew Greenwood of Visual Sense and suggested reviving this piece of work.

ACTION: JW to contact Andrew Greenwood with a view to discussing whether the work could be revisited and built upon and to invite Andrew to the next meeting.

ACTION: JS & KE to discuss the possibility of sponsorship for a Brand for Bollington when speaking to larger businesses.

8. The role of Destination Bollington

A discussion took place about the group and communication between this working group/Council and Destination Bollington. It was agreed the Destination Bollington group, comprising 10-12 members, will continue to meet to focus on Tourism projects. Some of Destination Bollington's projects may be submitted to Council while others may go to other investors and stakeholders e.g. Peak District Foundation. Members of Destination Bollington will be welcome to attend the Business, Economy & Tourism working group and invited to the next meeting.

9. Date of Next Meeting

18th November 2021 7.00pm-8.00pm via MS Teams.

Further to my report on the meeting below, I've drafted text with a view to posting a communication about this area of work on social media. Improving communication on projects we are working on is something that we discussed at the September Planning meeting and agreed we should do more to bring what we do to the attention of the public.

Let me know if you think this will be a suitable post for the Bollington etc FB groups and other channels.

Thanks, Sara

Bollington Town Council have a working group dedicated to emergency resilience planning. We recently met with the Environment Agency to discuss flood warning monitoring with a view to having a monitoring and alert station installed upstream from Bollington. We also discussed culvert maintenance and mapping as part of our flood resilience planning and the Environment Agency advised how they monitor known culverts and the responsibility of landowners who have culverts on their property.

Cheshire East Council's gully clearing programme for gully clearing in Bollington began this week in Bollington and will continue in October. This is obviously an important factor in flood resilience - please report any local concerns with blocked gullies at <https://www.cheshireeasthighways.org/report-it-general.aspx>. Your report will then be assessed for priority and actioned, as appropriate, with priority given to those locations affecting property or danger to highway users. At this time of year gullies can become easily blocked with leaves that can cause surface drainage problems when we

have heavy rainfall. It helps enormously if you can clear leaves covering grids outside your property as/when this arises.

If you are concerned about how to protect your home or business from flooding you'll find useful guidance at <https://thefloodhub.co.uk/>

We will soon be publishing a new emergency resilience plan on the Bollington Town Council website, outlining the activation triggers, response and recovery plan should emergencies, such as flooding, arise in our town. We will post an update on this once it has been published.

Thank you for your support on helping to keep our community safe - the community itself is often best placed to report problems and be the first response in emergency situations, as we have seen on many occasions.

Please contact me at Sara.knowles@bollington-tc.gov.uk if you have any queries or concerns regarding flood or emergency resilience or can offer knowledge, skills and resources to support our planning.

Cllr Sara Knowles
Chair Emergency Resilience Working Group