

**Bollington Town
Council**

**Community &
Environment
Committee**

Meeting

Enclosures

14th June 2022

Table of Contents

2. Community & Environment Minutes 10-05-2022	3
4. Road Closures	7
6. Bench on Grimshaw Lane	8
7. Memorial Garden Statue	9
11. Visitor Economy & Tourism Plan	10
12. Representation of Members to Outside Bodies	16



Minutes of the Meeting of the Community and Environment Committee

held at the Town Hall in the Chambers
At 7.00pm on Tuesday 10th May 2022

Those present:

Members with voting rights:

Cllrs: Judy Snowball (JS), Johanna Maitland (JM), Angela Williams (AW), Helen Ellwood (HE) substituting for Cllr James Nicholas

Chair: Cllr Johanna Maitland (elected at minute CE57/22)

Town Clerk: Julie Mason

Town Manager: Harriet Worrell

The Town Clerk opened the meeting by seeking a **resolution to move without notice** to elect a chair for agenda items:

- i. Declarations of Interest
- ii. Public speakers
- iii. To elect a Chair

Resolved: That Cllr JM would act as chair.

Declarations of Interest

None declared.

Public and press present

One member of the public attended as an observer.

CE57/22 To elect a Chair.

Resolved: That Cllr JM was elected as Chair of the Community and Environment Committee for the ensuing year 2022-23.

CE58/22 To receive and approve apologies for absence.

Cllr Nicholas due to be being on vacation.

CE59/22 To review the committee Terms of Reference.

Resolved: That the committee Terms of Reference are accepted.
It was noted that the C&E committee quoracy is 3 voting members.

CE60/22 To receive and confirm the minutes of the Community Services & Environment Committee meeting held on 12th April 2022.

The committee noted that the minutes dated 12th April 2022 had been resolved as an accurate record of the meeting at the AGM on 3rd May 2022.

Cllr JS sought clarification of the revised deadline for Town (Civic) Awards which has been set as end of July 2022.

Cllr JS expressed her interest in attending the next Police and Crime Commissioners meeting.

CE61/22 To accept the minutes from Events Working Group on Tuesday 26th April 2022.

Resolved: That the minutes are accepted as an accurate record of the meeting.

CE62/22 To note the 2022-23 membership of the Events Working Group and the date of the next meeting Monday 13th June 10am.

The committee membership (Cllrs Snowball, Maitland, Stewart and Williams) and date of the next meeting was noted.

Cllr HE asked that she is invited to attend meetings as a non-voting member.

CE63/22 To note the 2022-23 membership of the B2030 Working Group and to consider the next meeting of Wednesday 25th May 7pm.

The committee membership (Cllrs Cllr Maitland, Fearn, R Edwards, 1x Central ward (tbc)) and date of the next meeting was noted.

CE64/22 To note the 2022-23 membership of the Business, Economy and Tourism Working Group and to consider the next meeting of Tuesday 31st May 7pm.

The committee membership (Cllrs Cllr Snowball, Maitland, Nicholas, 1x Central ward (tbc)) and date of the next meeting was noted.

CE65/22 To receive and consider the quotes to weed and plant the Civic Hall gardens.

Two quotes were considered:

Quote 1: £4000-£5000 labour costs, £2000-£3000 for plants, £600-£800 for manure/bark plus skip hire.

Quote 2: £100 labour costs every 3 weeks for maintenance, £500 for plants and mulch for the front beds.

Resolved: That Quote 2 is accepted.

CE66/22 To receive an update from Cllr KE on the Bollington War Memorial gardens.

The update was noted with the committee expressing disappointment in delays with planting and that the funding did not match expectations.

Cllr HE sought that consideration is given to residents donating a rose in memory of their loved ones. The Town Manager was asked to add this to the agenda for the next meeting.

CE67/22 To receive the report on support to Ukraine – Cllr Maitland

The Government is still working on a scheme to facilitate support from local councils in receiving and resettling refugees.

A group of Bollington volunteers is working with Refugees Welcome and has 2 houses being furnished for refugees but, as yet, no refugees have arrived.

Cllr JM recommended that the council supports families once they have arrived and will invite Refugees Welcome to attend the committee to provide an update on the work they are doing.

CE68/22 To receive the correspondence from Dean Valley School - Guinness World Record Attempt.

The committee noted its support of the attempt.

The Town Manager will liaise with the Town Mayor regarding the event.

CE69/22 To receive a report from the from the PCSO on Police, Crime and Disorder.

The report was noted. The Town Manager was asked to pass on the committee's thanks to the PCSO and that he is welcome to attend the meetings in person.

Cllr JS expressed an interest in meeting with the PCSO to gain further insight into the local incidents.

CE70/22 To receive a report from the Bollington Fire Service and note a scheduled visit on 30th May at 6.30pm.

The report was noted and that all Councillors had received an invitation to visit the Bollington Fire Station.

CE71/22 To receive the report into the feasibility of the creation of a Youth Council.

It was noted that members of the Youth Council would be Bollington residents but that all local secondary schools should be contacted to seek interest from students in joining. The Youth Council would have its own agenda and would be overseen by a member of council staff with support from Councillors. It was felt that the goals for the Youth Council should be achievable to maintain engagement.

Resolved: Subject to Full Council accepting the Terms of Reference, that the committee recommends a Youth Council to Full Council.

CE72 /22 Date of Next Meeting: Tuesday 14th June at 7pm in the Town Hall.

The date was noted.

Meeting closed at 7.35pm

Summer event road closures

Well Dressing Opening Ceremony (Greg Fountain)

- Flash Lane junction with Bollington Road
- Saturday 2nd July 10.30am – 12.30pm
- Approved 25th April

Kerridge War Memorial parade

- Jackson Lane and Oak Lane
- Sunday 10th July 2.30pm-4.15pm
- Approved 10th May

CEC Highway conditions of closure

Road closures must comply with the following conditions (copied from Temporary Road Closures):

The granted road closure/restriction has been given on the basis that all businesses and residents within the effected area are informed 2weeks prior to the event, and the advance warning signs are erected 2weeks prior to the event. Failure to do so will result in the permission for the road closure being withdrawn and the event will not be able to take place on the highway.

BTC will place out signage as requested and as per the approved traffic management plan.

As it is their event, the Well Dressers and Kerridge War Memorial Committee have been asked to deliver the letters to the affected properties.

Bench on Grimshaw Lane



From: <redacted>

Sent: 30 May 2022 22:02

To: Julie Mason, Town Clerk <clerk@bollington-tc.gov.uk>

Subject: JOHN CADMAN STEWART REFERRAL - MEMORIAL PROJECT

Dear Julie,

My name is <redacted> and I am a resident of Bollington and John sent me your way.

I thought that a small community project was in order. The memorial site near the aqueduct is a popular place. Opposite the current memorial, is a square foundation with some plants in it. I thought we could fundraise for a statue to commemorate the fallen, past and present. I also believe we could hold a competition for the best statue design. To help fundraise, it could cost '£5 to apply your design'. I also thought the local artist at the brickworks could make it as they can work with bronze etc. What do you think?

Many thanks,

<redacted>

Many thanks,

Business, Economy & Tourism Plan 2022-30: Assignment of Actions to Bollington Town Council Committees and other stakeholders

The assignment of actions below follows discussion of the approved Visitor Economy & Tourism Plan 2022-30 by the Bollington Town Council Community & Environment Committee on 8th February 2022. At this meeting it was agreed the outcomes of the work of the Business, Economy & Tourism Working Group should now be assigned as actions for delivery by the Council's committees. The Working Group may reconvene as/when focus is required as defined by the Community & Environment Committee.

A committee has been assigned to lead on the delivery of each of the actions, though some actions will require the input of more than one committee. These include:

Community & Environment Committee

Events Committee

Planning Committee

Transport & Highways Committee

It is also suggested that two or three councillors are assigned to liaise with businesses.

The actions below relate to the Developing the Visitor Product section of the Business, Economy & Tourism Plan authored by Cllr Sara Knowles (April 2021; revised February 2022).

Fitness, Health & Wellbeing services development

Action 1: Community & Environment Committee to ensure the various stakeholders, including working groups concerned with paths, transport and highways, Bollington Harriers and other fitness and wellness business owners contribute to the development of the plan. This links to the development of a Communication Plan and ongoing review of the plan (see actions 24 & 25 below).

Health, beauty and personal care services

There are several businesses in the town offering health and beauty treatments including hairdressers, barbers, beauticians and therapists. Some of the customers travel to Bollington to use these services. There is potential to enhance the marketing of these services by offering them as part of the Visitor Product, presenting health and beauty services marketing alongside opportunities to enjoy the outdoors, local food, drink and retail and spa treatments/days offered by local providers.

Action 2: Community & Environment Committee to consult businesses and assign a lead councillor to work with them and local business networks to formulate a plan for marketing.

Food, drink and shopping

Bollington offers a wide range of food and drink via its restaurants, cafes, pubs, takeaways and food shops. These could be showcased more prominently as part of the visitor product. The Love Bollington market comprises stalls selling the wares of local artisans and usually takes place monthly at different locations across the town. The market has grown considerably over the past 5 years and would benefit from having a suitable, sheltered location from which it can safely trade. The market continued to trade as an online virtual market during the covid-19 lockdown.

Action 3: Community & Environment Committee to assign councillors to work with local businesses and business networks to discuss the development of a joint offer such as a discount or voucher scheme that mutually promotes businesses that can benefit from visits to Bollington from health and beauty /retail / hospitality clients. This could be led by a local business leader or business networking group.

Arts and culture

Action 4: Community & Environment Committee to obtain feedback from the Arts Centre, related societies and local artists/performers e.g. on plans to develop indoor and outdoor attractions and events in the next 1-5 years and the resourcing/planning support required.

Events and attractions

Action 5: To be led by **Community & Environment** and the **Events Committees**. Continue to discuss and review the facilities and maintenance of these 2 main parks and associated events e.g. via Friends of Bollington Rec and consider whether the Memorial Gardens and Coronation Gardens need a similar working group.

Industrial and cultural heritage and the Discovery Centre

Action 6: To be led by **Community & Environment Committee**. Explore the possibility of renaming the Discovery Centre to reflect its functions as a museum and tourist information centre. Explore funding options e.g. via Visit Britain, Marketing Cheshire for designated Tourist Information Centres. Obtain input on this plan from other groups including The Bollington Civic Society, Bridgend Centre and Bollington Harriers.

The Civic Centre

Action 7: To be led by **Community Services & Environment**. Form a working group to develop a plan to repurpose and enhance the indoor and outdoor facilities at the Civic Hall and its marketing. This should include the identification of financial investment and volunteer support to develop and maintain the indoor and outdoor spaces.

The Macclesfield Canal

Action 8: To be led by **Community Services & Environment**. Consult the Friends of Bollington Towpath and Canals and Rivers Trust for an update on plans to develop and maintain the area.

The Middlewood Way

Action 9: : To be led by **Community & Environment Committee** and the **Planning Committee**. Liaise with Cheshire East Council and local interest groups for an update on plans to develop and maintain the area.

Seasonal and themed events

Bollington Festival

Action 10: Obtain an update on plans from the Festival committee - **Events Committee** to lead.

Christmas in Bollington

Action 11: Revive the Christmas Working Group with a view to planning Christmas events and engaging wide community participation in the planning and delivery of the programme - **Events Committee** to action.

Bollington Beer Festival and other events and festivals

Action 12: **Events Committee** to identify all events-related initiatives and working groups and ensure events planning is co-ordinated in accordance with the guiding principles outlined in the Visitor Economy & Tourism Plan and effectively promoted and managed.

Hospitality and accommodation

Action 13: **Councillors with business liaison roles** and **Community & Environment Committee**: Consult the business community to identify all the current B&B/Guest House offerings. Liaise with hotels to discuss how they can work with the community to develop and offer the Visitor Product, possibly themed around health, fitness and wellbeing.

Connectivity and Infrastructure

Traffic management and impacts

Increased visitor traffic will pose pollution and parking problems. The aim should be to encourage visitors to arrive on foot, bike or public transport. Existing parking facilities should be signposted. Proposals for new parking sites would need to be supported by an investment plan (see below) and take into account the context and guiding principles provided in the Visitor Economy & Tourism Plan.

Transition Bollington have conducted a public transport survey and report that can inform future planning.

Action 14: **Transport & Highways Committee** to discuss the above and offer guidance and support. Transition Bollington to offer guidance and recommendations based on their survey and report and provide support in delivering the recommendations. This work to be supported by the **Planning Committee**.

Signage, maps and information

Destination Bollington influenced the installation of tourism signage. There is a need to improve visitor information including:

- updating maps and business/service information, ensuring this is posted on notice boards, at/ outside the library and the Town Council website;
- re-branding the Discovery Centre as Bollington Museum and Tourist Information Centre, to clarify its purpose and signpost visitors to the visitor attraction and information service;
- ensuring local businesses are able to digitally signpost their services e.g. registering their business on Google so it appears on Google Maps;
- installing visually attractive banners e.g. on lamp posts that can inform the public about events and initiatives taking place in the town.

Action 15: To **Community & Environment Committee** with input from **Events Committee** and the **Equality, Diversity & Inclusion** working group.

Toilets and Litter management

The ongoing management of the facilities and review of the ‘You can use our loo’ scheme by local hospitality businesses should fall under the responsibility of the **Community & Environment Committee**.

Action 16: The ongoing review of the management of litter and dog waste should fall under the responsibility of the **Community & Environment Committee**.

Path management (including the towpath)

Path management is more difficult to co-ordinate due to varied land ownership.

Action 17: **Community & Environment Committee** to lead: Where possible the Council can liaise with landowners and supporting groups e.g. Friends of Bollington Towpath, Canals and Rivers Trust, Friends of the Peak District Boundary Route, Cheshire East Council.

Toilets, Litter Management, Ambience (planting, lighting and the public realm)

Action 18: **Community & Environment Committee** to review planting and lighting scheme proposals including via **Planning** and the Christmas Working Group (**Events Committee**). Planting schemes to be reviewed by Transition, Friends of Bollington Rev and Community Services and Environment. Local businesses, particularly the larger ones, could be encouraged to sponsor planting schemes in highly visible areas e.g. at the main road entrances to Bollington and at the Bollington Road / Silk Road roundabout.

Cycle hire and storage

Cycle hire facilities are currently available from Bollington Boats and Bikes at Adelphi Wharf. There has been research conducted by Transition Bollington that indicates there may be demand for cycle storage facilities and maintenance services – this could pose a business opportunity for a local provider.

Action 19: **Councillors with business liaison roles/Community & Environment Committee:** Proposals to

develop a cycle hire/maintenance/storage service can be submitted to the Town Council (see Appendix 1); comment/input required by Transition Bollington and local business networks.

Seating and picnic areas.

Action 20: *Community & Environment Committee* and working groups, e.g. Transition, to identify sites that could be enhanced through planting and new seating areas and develop a proposal for businesses to sponsor enhancement of the sites with new seating, planting, lighting etc.

Marketing and brand

Many towns and cities develop brands that support the marketing of their visitor economy and commercial investment, so there are many examples to refer to and experience to glean from. The development of a brand for Bollington should be developed as facilitated process with community-wide input from a diverse range of viewpoints and with input and sponsorship from local commercial partners. It will be important to obtain input from strategic marketing partners including Marketing Cheshire; Marketing Manchester; Visit Britain as well as from our community working groups including Transition and local businesses including Bollington's marketing and branding agencies.

Action 21: *Councillors with a role for liaising with businesses* - ideally the development of a brand for Bollington should aim to gain commercial input and sponsorship e.g. from larger businesses to fund its development. *Community & Environment Committee* to lead on forming a working group to develop the Marketing and Brand strategy. This should include representatives from a range of working groups and include as a diverse range of people from the community (residents and businesses) with regard to age, gender, ethnic background, occupation etc and include at least one local marketing/branding agency or practitioner. Marketing Cheshire, Marketing Manchester and Visit Britain should also be consulted as part of this project as well as Bollington-based marketing and branding agencies.

Investment and resourcing

The resources of Bollington Town Council are limited and the delivery of the plan will require investment from a range of sources that can be guided and supported by the Council and co-ordinated by the community and its working groups. It is recognised that some of the projects may require planning permission and local authority funding. Project proposals relating to this plan should be submitted to the Town Council and outline the investment required including:

- private investment
- public sector infrastructural investment e.g. from Cheshire East Council
- public sector funding including grants
- fundraising
- commercial sponsorship including donation of expertise and resources
- volunteering of time and expertise
- individual donation of other resources.

A template to guide planning is provided in Appendix 1.

Action 22: Any actions to be led by the *Planning Committee*.

Engagement with Businesses

Action 23: 2 or 3 councillors to be identified to liaise with businesses and local business networks (including Love Bollington Business & Love Bollington Market) and undertake visits to businesses, co-ordinate email and social media communications about business-related advice and support e.g. from the Council and other stakeholders and agencies (including Cheshire East Council and the Cheshire & Warrington Local Economic Partnership). This may include organisation of a Bollington Business Event e.g. at the Civic Hall in partnership with business sponsors and local business networks and support agencies. - To be led by **Events Committee** together with **Community & Environment/Business Liaison Councillors**.

Ongoing review and delivery of the Visitor Economy & Tourism plan

Communications Plan

A communications plan is needed to ensure that residents, businesses and other stakeholders are aware of the plan and how they can interact with the Council to provide input into it, develop and deliver it.

Action 24: Communications Plan to be led by the **Community & Environment Committee** - this could include developing a **Communications Plan working group** to focus on the development and delivery of this specific task. This could be extended to encompass all aspects of communication with businesses (see Engagement with Businesses above).

Action 25: To be led by **Community & Environment Committee**

Review the Visitor Economy and Tourism plan quarterly and continue to build relationships with investors and other stakeholders to support infrastructural and other projects. Ensure the plan is refreshed and developed by a diverse range of working groups representing social, economic and environmental needs of the town.

Representation of Members to outside bodies

Introduction

The below was an action from Full Council on 5th April:

Cllr AS sought clarification on the procedure for members of other bodies to report back to council and if this can be added to the next available Community and Environment Committee.

Outside bodies could be Bollington based groups or any group a Member attends on behalf of Bollington Town Council.

- What is the role of a Councillor on an outside body?
- What is their remit?
- How do they gather the views of the council to be able to put forward a consensus rather than their own point of view?
- Having attended the meeting on behalf of the council, how do they report back to council, and again gather views of the council to present at a future meeting.

Outside bodies and representatives

Friends of the Rec (Bollington festival) - Cllr J Maitland

BIT - Cllr Ken Edwards & Cllr John Stewart

BHL - Cllr K Edwards and Cllr J Maitland

CHALC - new Cllr on planning

CHUG - Cllr J Nicholas

Kerridge Parade - Cllr M Fearn

Well Dressing - Mayor

North East Cheshire Community Partnership Report - Town Clerk

Police liaison – tbc

EV chargers – tbc

Bollington Branch of Royal British Legion – Cllr Mark Fearn