



ALSAGER TOWN COUNCIL

DATE AGENDA POSTED: TUESDAY, 09 JUNE 2026

NAME OF MEETING: ALSAGER TOWN COUNCIL

VENUE: ALSAGER CIVIC

DATE OF MEETING: TUESDAY, 16 JUNE 2026

TIME OF MEETING: 7:00 P.M

MEMBERS: J Buckley; S Butterfield; R Fletcher; J Hearne; S Helliwell, P M Hubbard; R Kain; J Keane, D Longhurst; R McCarthy; S Ovenden; M Unett; C Venables, W Whittaker-Large; P Williams.

You are hereby summoned to attend a meeting of Alsager Town Council for the purpose of transacting the following business.

A handwritten signature in black ink, appearing to read 'Mrs J Mason', is written over a light blue rectangular background.

AGENDA APPROVED BY MRS J MASON
TOWN CLERK AND RFO

AGENDA – PART 1 OPEN AGENDA

1. Apologies

To receive apologies for absence.

2. Declaration of Interest

Members are requested to declare both personal and prejudicial interests as early as possible in the meeting.

3. Minutes of Previous Meeting

To approve the Annual Meeting Minutes of the Town Council meeting held on 19 May 2026
See attached.

4. Matters Arising

Further to Min. Ref. TC26/32 dated 19 May 26, to receive a verbal update from the Town Clerk following a meeting with the Police and Alsager Music Festival.

To note any matters arising from the confirmed Annual Meeting Minutes dated Tuesday, 19 May 2026.

5. Public Participation

An opportunity for residents of Alsager to ask questions about issues in accordance with Standing Order 2 of the Town Council's Standing Orders, this period is limited to 20 minutes.

6. Personnel Committee

To receive the Minutes of Personnel Committee meeting held on 26 May 2026. See attached.

7. Planning, Environment & Community Committee

To receive the Minutes of Planning, Environment & Community Committee meeting held on 2 June 2026. See attached.

8. Alsager Civic and Assets Committee

To receive the Minutes of Alsager Civic and Assets Committee meeting held on 9 June 2026 and to approve any recommendations. Copy to follow.

9. Finance and Governance Committee

The Minutes from the Finance and Governance Committee held on 6 May have already been received at the Town Councils Annual Meeting on 19 May 2026, the Minutes have subsequently been amended and the following recommendation requires approval. See attached.

FG25/99 Reserves Policy, Investment Policy and Investment Strategy

Resolved: That, the Reserves, Investment Policy and Investment Strategy be recommended to Full Council for approval.

10. Mayor's Announcements

To receive a written report from the Chair of the Council on activities undertaken since the previous meeting. See attached.

11. Cheshire East Councillor's reports

To receive a written report from Councillor R Fletcher. See attached.
No other reports were received at the time of writing the agenda.

12. Committee Vacancies

To fill the vacancy on the Civic and Assets Committee and the Finance and Governance Committee.

13. Corporate Strategy

To approve the updated Corporate Strategy following review by the Mayor and Chairs of the Committee. See attached.

14. Staff Contingency Budget

To receive a report from the Deputy Town Clerk and consider an increase in the Staff Contingency Budget from General Reserves. See attached.

15. Facilities Manager Interview Panel

Terms of Reference state that the Personnel Committee shortlist and interview for this role.
To determine two Councillors from the Personnel Committee to shortlist and interview.

AGENDA - PART 2 EXEMPT AGENDA

MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC EXCLUDED

Exclusion of the press and public

To resolve under the 1960 Public Bodies (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

16. CEC Devolution of Services

To receive a report from Town Clerk. Copy to follow.

ALSAGER ANNUAL TOWN COUNCIL
MINUTES OF MEETING HELD IN ALSAGER CIVIC
ON TUESDAY, 19 MAY 2026

Present:

Councillor M Unett
Councillor P Hubbard (Mayor)
Councillor J Buckley
Councillor S Butterfield (left early)
Councillor R Fletcher
Councillor J Hearne
Councillor S Helliwell
Councillor R Kain (left early)
Councillor D Longhurst
Councillor R McCarthy
Councillor S Ovenden
Councillor C Venables (Deputy Mayor)
Councillor W Whittaker-Large

J Mason (Town Clerk)

0 Members of the Press

2 Members of the Public and the Deputy Mayor of Cheshire East and his spouse and the Deputy Mayor of Congleton.

There was a minutes silence for the recent passing of Mr Rafe Wakelin who had been central to the Alsager Residents Action Group that undertook a great deal of work on behalf of Alsager at a difficult time.

TC26/01 Election of Mayor of Alsager Town Council 2026-27

Councillor M Unett summarised his duties since the last meeting, he had attended the Mayor of Congleton's Ball, hosted his quiz night at Alsager Civic where he presented the Civic Awards and attended the Kings Awards for Voluntary Groups where the Stroke Survivors received an award.

His charities for his electoral year were Alsager Foodbank and Cancer Research, he had raised £850 to split between both. Councillor M Unett would make a formal announcement and presentations at a later date.

Councillor M Unett thanked his mother for being his consort, his Deputy Mayor Councillor P Hubbard and the Town Clerk. He presented gifts.

Councillor M Unett asked for nominations for the Mayor for the ensuing year.

Councillor P Hubbard and Councillor R Kain received nominations for the Mayor.

Resolved: That, Councillor P Hubbard would be the Mayor for the ensuing year and signed the Declaration of Office.

The Mayor was invested with the Chain of Office.

The acceptance speech was then delivered by the new Mayor, she thanked the audience, her fellow Councillors, distinguished guests, and residents of Alsager. She stated, "It is with great honour and pride that I accept the role of Mayor. I am deeply grateful for the trust placed in me, and I am committed to serving Alsager with dedication, integrity, and enthusiasm."

Councillor R Kain left the meeting at 7.25pm during the acceptance speech.

It was announced that the Mayors Consort will be her husband and on occasions one of her fellow Councillors and she invested the Chain of Office to her husband.

TC26/02 Vote of Thanks to retiring Mayor and presentation of past Mayor's Badge of Office

The Mayor thanked Councillor M Unett for his hard work, his commitment to raising funds for his charities and his service in representing the Council at numerous events that has been greatly valued by both the Town Council, voluntary groups and the wider community.

TC26/03 Mayor's Charity

Resolved: That, the Mayors chosen Charities were Alsager Parkinsons Support Group and Alsager Girl Guiding.

TC26/04 Election of Deputy Mayor of Alsager Town Council 2026-27

Resolved: That, Councillor C Venables would be the Deputy Mayor for the ensuing year and he signed the Declaration of Office.

The Deputy Mayor was invested with the Chain of Office.

The Deputy Mayor gave a return of thanks for his appointment.

TC26/05 Apologies for Absence

No apologies for absence were received from Councillors.

TC26/06 Non Attendance

The following Members did not attend and did not give their apologies; Councillor J Keane.

TC26/07 Declarations of Interest

Councillor J Hearne declared her interest as a Treasurer and Trustee of Jane Maddock Homes.

Councillor M Unett declared his interest as a Trustee, Secretary and Acting Chair at Alsager Social Club.

Councillor R Fletcher declared his interest as a member of Cheshire East Council.

Councillor S Helliwell declared her interest as the Chair of Animals in Need.

Councillor D Longhurst declared his interest as the Chair of the Cedars Patient Participation Group.

TC26/08 Mayor's Allowance

Resolved: That, it was noted the approved budget for 2026-27 is £1,983 for the Mayor's Allowance.

TC26/09 Minutes of the Previous Meeting

The Minutes of the Meeting dated 17 March 2026 were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Town Council dated 17 March 2026 were confirmed as a correct record and signed by the Mayor.

TC26/10 Matters Arising

Resolved: It was noted that further to Min. Ref. TC25/179 dated 17 March 2026 regarding the Town Council and Institute Insurance, this has now increased by £252.40 to total of £6,013.97.

TC26/11 Public Participation

One member of the public had attended to speak on the unsilenced scrambler bikes being used as an organised event every weekend, from 09:00 to 18:00. The bikes are now affecting residents beyond a two mile radius, reported on Nursery Road, Crewe Road, Taylors Lane, Holmshaw Lane, Coronation Ave and towards the school. He reported residents can't enjoy their gardens because of the level and type of noise outputted, it can also be heard clearly in the double-glazed house which is 0.9 miles away from the offence. It is an organised event and it has been observed with vans coming in and dropping the bikes off - this requires permissions which have not been requested or granted going against Town and Country Planning Act 2015.

The Mayor stated this would be referred to the Planning , Environment and Community Committee Meeting on 2 June 2026 and thanked him for his attendance.

TC26/12 Personnel Committee

The Mayor made reference to the Minutes of the Personnel Committee Meeting held on 31 March 2026, and it was:-

Resolved: That, the Minutes of the Personnel Committee Meeting held on 31 March 2026, be received and noted.

TC26/13 Civic and Assets Committee

The Mayor made reference to the Minutes of the Civic and Services Committee Meeting held on 14 April 2026, and it was:-

Resolved: That, the Minutes of the Civic and Services Committee Meeting held on 14 April 2026, be received and noted and the following recommendations be approved:

ACA25/92 Town Council Offices and Lease

Resolved:

- a) That, it was recommended to Full Council that the Civic would be extended to the indicative plans drawn by the preferred architect to accommodate the working of the Town Council staff.
- b) That, it was recommended to Full Council that £10,000 was allocated for the fees incurred by the architect including planning application fees from the Earmarked Reserve for staff costs for projects and the Town Clerk be granted delegated to spend up to the £10,000.
- c) That, it was recommended to Full Council that the process of the application of a Public Works Loan would commence for the financing of the extension.

TC26/14 Civic Staff Recruitment

Further to Min. Ref. ACA25/91 dated 14 April 2026, Members considered the recruitment of the Admin Assistant at Alsager Civic.

Resolved: That the recruitment of the Admin Assistant would be recruited on a permanent basis.

TC26/15 Finance and Governance Committee

The Mayor made reference to the Minutes of the Finance, Policy and Governance Committee Meeting held on 6 May 2026, and it was :-

Resolved: That, the Minutes of the Finance, Policy and Governance Committee Meeting held on 6 May 2026, be received and noted and the following recommendation be approved:

FG25/94 Budget Monitoring

Resolved:

- b) That it was recommend to Full Council the approval of the new allocations to earmarked reserves listed in the report.

TC26/16 Planning, Environment and Community Committee

The Mayor made reference to the Minutes of the Planning, Environment and Community Committee Meetings held on 21 April 2026, and it was:-

- Resolved:
- a) That, the Minutes of the Planning, Environment and Community Services Committee Meetings held on 21 April 2026, be received and noted.
 - b) It was noted the Planning, Environment and Community Services Committee Meeting was cancelled on 12 May 2026.

TC26/17 Alsager Institute Charity - Registered Charity number 520002/1

The Mayor referenced the responsibilities to the members as acting as a Trustee of Alsager Institute and the guidelines were shared.

- Resolved:
- That, all members of the Council act as Trustees of Alsager Institute as body corporate and Councillors were aware of their responsibilities.

TC26/18 Fixed Asset Register

The Mayor referenced the Fixed Asset Register as the 31 March 2026 for the FY2025-26.

- Resolved:
- That, the Fixed Asset was approved for FY2025-26.

TC26/19 Annual Internal Audit Report 2025-2026

- Resolved:
- a) The Annual Internal Audit report 2025-2026 contained within the AGAR be received.
 - b) The final audit report for 2025-2026 from the internal auditors JDH Business Services Ltd be received and noted the recommendation.
 - c) That, the report be received and the review be performed of the overall effectiveness of the system of internal control for 2025-2026 and the notes to the annual governance statement be approved.

TC26/20 Accounts 2025-2026 – Annual Governance Statement

- Resolved:
- a) That, the Annual Governance Statement points 1 -9 were agreed and completed.
 - b) That, the Annual Governance Statement was approved and signed by both the Mayor and the Town Clerk.

TC26/21 Accounts 2025-2026 – Accounting Statement 2025-2026

Resolved:

- a) That, the Accounting Statements for 2025-2026 and the notes to support the accounting statement were approved and signed by the Mayor.
- b) It was noted there were no significant variances that need to be explained as all variances were below 15% for FY 25/26.
- c) That, the public inspection period (Notice of Public Rights) from 3 June 2026 to 14 July 2025 inclusive was approved and it was noted all information will be posted on the Town Council website and noticeboard within the timeframes as required by the regulations.

TC26/22 Committee Appointments

Resolved: To appoint members of the Town Council to serve on Committees. Each Committee appointed a Chair and Vice Chair. See Appendix A.

TC26/23 Grants Sub- Committee

Resolved: To appoint members of the Town Council to serve on the Grants Sub Committee and the Committee appointed a Chair and Vice Chair . See Appendix A.

TC26/24 Working Groups

Resolved: To appoint members of the Town Council to serve on the Working Groups. See Appendix B.

TC26/25 To appoint Town Councillors to serve on any Outside Bodies or Panels for the Civic Year 2026-27

Resolved: To appoint members of the Town Council to sit on Outside Bodies or Panels for the Civic Year 2026-27. See Appendix C.

TC26/26 Internal Audit Services 2026/27

Resolved: To approve the appointment of JDH Business Services Ltd as internal auditor for the Town Council for 2026-27, at a cost of £985.00 plus VAT.

TC26/27 External Support

Resolved: To note the continuation of the following:

- a) Worknest for Health and Safety and HR support.
- b) Prism UK for IT support.
- c) Focus Group for telephone support.
- d) Marshall & Co for payroll and HMRC services.
- e) Rialtas for Financial and Civic booking services.

- f) Fifteen Group for compliance services.
- g) Bowcock and Pursaill solicitors for legal support.
- h) Steve Parkinson for VAT support.

Councillor W Whittaker Large referenced the financial compliance of Prism for FY2026-27. The Clerk responded the IT support for the Council had gone through the procurement process in 2025.

TC26/28 Bank Mandate

Resolved: That, the bank mandate signatures for the Town Council as per Clause 6.5 of the Financial Regulations that the RFO and two members of the Council shall have delegated authority to authorise payments would be Councillors Hubbard, Hearne and Venables for the FY2026-27.

TC26/29 Staff and Council Subscriptions

Resolved: As per Standing Order 6.2.9, to approve the following staff and Council subscriptions:-

- a) SLCC for the Clerk and Deputy Clerk
- b) ChALC
- c) Cheshire Community Action

TC26/30 Direct Debits

Resolved: As per Financial Regulation 7.7, to approve the list of Direct Debits for FY2026-27. See Appendix D.

TC26/31 Fifteen Group

Resolved: To approve the payment to Fifteen Group for £2245.00 ex VAT (or £2694.00 including VAT) to carry out the annual compliance for elements of Health & Safety and Security in the Civic and the public toilets for full year 2026-27.

TC26/32 Policing Support

Resolved: To approve £2,000 from General Reserves to support the Local Policing Team to increase vigilance at the Music Festival with extra police and passive drug dogs.

TC26/ 33 Suspension of Standing Orders

Resolved: That, Standing Order 36.2 was suspended to allow a break due to the meeting being two and half hours.

TC26/34 Policies

- a) To approve the draft Standing Orders with the amendments :-

- 2.1.6 Councillors are not permitted to use the Public Participation Period at Full Council to raise questions. Questions from Councillors are expected to be raised with the Proper Officer prior to the meeting who will provide an answer or will determine whether to include the item on the agenda for the appropriate meeting.
- 2.1.7 Councillors who are non-Committee members may use the Public Participation Period at Committee and Sub-Committee meetings to raise questions in reference to items on the agenda .
- 20.4.5 Councillors may, subject to standing orders, 20.1 and 20.2 appoint a substitute member to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer before the meeting in writing that they are unable to attend with the nominated substitute Councillor.
- 22.1 A Councillor who has proposed a member's item that has been referred to any Committee of which they are not a member, may explain their resolution to the Committee when the member's item is debated but shall not vote.
- 22.2 Any Councillor shall, unless the Council otherwise orders, be entitled to be present at the meetings of any committees, sub-committee or management committee of which they are not a member and may only speak in Public Participation and cannot vote.
- 28.1 A Councillor may for the purpose of their duty as such (but not otherwise) inspect any document in possession of the Council or a committee, at the sole discretion of the Town Clerk giving a justified reason related to their role and if copies are available shall, on request, be supplied for the like purpose with copy.

Councillor S Butterfield left at 10:10pm

- b) Further to Min. Ref. FG25/96 dated 6 May 2026 to approve the Draft Customer Care and Complaints Policy.
- c) Further to Min. Ref. FG25/99 dated 6 May 2026 to approve the Draft Flag Flying Policy with the amendment that the British team is amended to English and that £200 was allocated from General Reserves to purchase the additional Flags.
- d) Further to Min. Ref. PEC25/163 dated 21 April 2026 to approve the Draft Biodiversity Policy.

TC26/35 Exclusion of Public and Press

At the invitation of the Chair it was: -

Resolved: That, in accordance with the Public Bodies Admissions to Meetings Act 1960 as amended the public and press be excluded from the meeting for the following items

of business on the grounds that they could involve the likely disclosure of private and confidential information, including staffing and salary issues.

TC26/36 Alsager Town Council Bad Debtor

Resolved: That, the debt of £62.00 was written off by the Town Council as irrecoverable.

The meeting commenced at 7:00 p.m. and concluded at 10.25 p.m.

Signed by Councillor P Hubbard
Mayor

DRAFT

COMMITTEE MEMBERS - Civic Year 2026/27**Planning, Environment and Community Committee (9)**

Councillor M Unett (VC)	Councillor S Helliwell	Councillor D Longhurst
Councillor R Kain	Councillor J Keane	Councillor R Fletcher
Councillor S Butterfield (C)	Councillor R McCarthy	Councillor S Ovenden

Finance and Governance Committee (9)

Councillor C Venables (C)	Councillor W Whittaker-Large (VC)	Councillor S Ovenden
Councillor J Hearne	Councillor M Unett	Councillor P Hubbard
Councillor R McCarthy	Councillor R Fletcher	1 vacancy

Personnel Committee (7)

Councillor C Venables	Councillor P M Hubbard	Councillor S Ovenden
Councillor J Hearne (C)	Councillor J Buckley	
Councillor S Helliwell	Councillor M Unett (VC)	

Alsager Civic and Assets Committee (9)

Councillor C Venables (VC)	Councillor P Hubbard	Councillor D Longhurst
Councillor J Hearne (C)	Councillor S Butterfield	Councillor J Buckley
Councillor R Kain	Councillor W Whittaker-Large	1 vacancy

Grants Sub Committee (6)

Councillor J Hearne	Councillor D Longhurst (VC)
Councillor S Butterfield	Councillor M Unett (C)
Councillor S Helliwell	Councillor W Whittaker-Large

WORKING GROUP MEMBERS - Civic Year 2026/27

Alsager Neighbourhood Plan (4)

Councillor D Longhurst	Councillor S Butterfield	Councillor J Buckley
Councillor R McCarthy		

Civic Development Working Group (5)

Councillor C Venables	Councillor P Hubbard	Councillor W Whittaker-Large
Councillor J Hearne	Councillor D Longhurst	

Business Working Group (4)

Councillor M Unett	Councillor S Ovenden	Councillor J Buckley
Councillor W Whittaker-Large		

Environment and Open Spaces Working Group (5)

Councillor D Longhurst	Councillor S Ovenden	Councillor S Helliwell
Councillor R McCarthy	Councillor J Buckley	

Alsager Town Council

Appointment of Town Councillors to serve on Panels and Outside Bodies for the Civic Year 2026/2027

Staff Grievance Appeal Panel

Current Representation (Not a member of Personnel Committee)
1 Cllr D Longhurst
2 Cllr R Kain
3 Cllr J Keane

Alsager Community Trust

Current Representation
1 Cllr M Unett

Alsager Education Foundation

Current Representation
1 Cllr R Kain

Cemetery Provision

Current Representation
1 Cllr M Unett
2 Cllr Buckley
3 Cllr J Hearne

Cheshire Association of Local Councils (ChALC) – Area Meetings

Representation
1 Town Clerk
2 Mayor
3 Deputy Mayor

Ethical, Local and Fairtrade Working Group

Representation
1 Cllr R McCarthy
2 Cllr J Buckley (Chair)
3 Cllr S Ovenden

Police Representative

Representation
1 Cllr M Unett
2 Cllr C Venables

White Moss Quarry Liaison Group

Representation
1 Cllr R McCarthy
2 Cllr D Longhurst

Alsager War Memorial Trust

Representation
1 Cllr M Unett

Connecting Communities Alsager

Representation
1 Cllr D Longhurst
2 Cllr M Unett

Alsager Gardens Association

Representation (As per the Devolved Management Agreement)
1 The Mayor
2 Town Clerk
3 Facilities Manager

Alsager Town Council

Date: 12 May 2026

Schedule of regular direct debit payments for approval by approved signatories from Alsager Town Council and Town Clerk:

Per Financial Reg 7.7. "With the approval of the Council in each case, regular payments (such as gas, electricity, telephone, broadband, water, National Non-Domestic Rates, refuse collection, pension contributions and HMRC payments) may be made by variable direct debit, provided that the instructions are signed/approved online by two authorised members. The approval of the use of each variable direct debit shall be reviewed by the Council at least every two years.

Name of Direct Debit	Frequency of Direct Debit	Description of Payment	Value
Beer Trading Limited	Fortnightly	Civic bar stock purchases	Variable
CF Corporate Finance	Quarterly	Town Council & Civic photocopier lease charges	Variable
EDF Energy	Monthly x 3	Energy utility bills - new supplier	Variable
FDMS - Clover - First Data Europe Ltd	Fortnightly	Card transactions charges	Variable
Go Cardless - Scribe Accounts	Monthly x 2	Accounts package charges for AGA allotments management	Variable
ICO	Yearly	GDPR payment to ICO	Variable
Marketplace Merchant Solutions Ltd - Clover International	Monthly	Clover monthly base charge	Variable
Natwest	Monthly	Credit card	Variable
Natwest	Monthly	Bankline charges	Variable
Natwest	Monthly	Processing bank charges for service	Variable
PRISM Business Development	Monthly	Telecoms contract charges	Variable
Public Works Loan Board	April and October	Loan repayments	£7,259.41
Rentokil Initial	Monthly	Sanitary disposal services	Variable
Vodafone	Monthly	Mobile phones	Variable
Water Plus	Monthly x 2	Water usage and standing charges for Alsager Civic & public toilets	Variable
Zero Enterprises Ltd	Monthly	Town Council & Civic photocopier usage charges	Variable

ALSAGER TOWN COUNCIL

PERSONNEL COMMITTEE

MINUTES OF MEETING HELD IN ALSAGER CIVIC

ON TUESDAY 26 MAY 2026

Present:

Councillor M Unett (Vice Chair)

Councillor P Hubbard

Councillor S Ovenden

Councillor S Helliwell

Councillor C Venables

C A Bagnall (Deputy Town Clerk)

0 Members of the Press

0 Members of the Public

P26/01 Apologies for Absence

Apologies for absence were received from Councillors J Hearne and J Buckley.

P26/02 Declarations of Interest

No declarations were made.

P26/03 Minutes of the Previous Meeting

The Minutes of the meeting dated 31 March 2026 were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Personnel Committee dated 31 March 2026 were confirmed as a correct record and signed by the Chair.

P26/04 Matters Arising

No matters were raised.

P26/05 Public Participation

There were no members of the public present.

P26/06 Exclusion of Public and Press

At the invitation of the Chair it was: -

Resolved: That, in accordance with the Public Bodies Admissions to Meetings Act 1960 as amended the public and press be excluded from the meeting for the following items of business on the grounds that they could involve the likely disclosure of private and confidential information, including staffing and salary issues.

P26/07 Resignation of Facilities Manager

The Deputy Town Clerk introduced the report and updated members in relation to recruitment agencies used previously and quotes provided.

Resolved:

- a) That, expenditure of up to £5000 from the EMR for staff costs for projects for the use of a recruitment agency be approved.
- b) That, the Clerk be granted delegated authority to determine which agency to use.

P26/08 Facilities Manager – Job Description

The Deputy Town Clerk explained that further to Min. Ref. TC25/130 dated 6 January 2026, which approved the staffing structure, it was agreed that all Managers Job Descriptions be reviewed. The Facilities Manager Job Description was being presented for approval to allow recruitment to go ahead based on the revised Job Description.

Resolved: That, the Facilities Managers Job Description be approved.

The meeting commenced at 6:00 p.m. and concluded at 6:12 p.m.

Signed by Councillor J Hearne
Chair

ALSAGER TOWN COUNCIL
PLANNING, ENVIRONMENT AND COMMUNITY COMMITTEE
MINUTES OF MEETING HELD IN ALSAGER CIVIC
ON TUESDAY 02 JUNE 2026

Present:

Councillor S Butterfield (Chair)
Councillor M Unett (Vice Chair)
Councillor R Fletcher
Councillor D Longhurst
Councillor S Ovenden
Councillor R McCarthy
Councillor S Helliwell

Councillor P Hubbard (Town Mayor, non-member of the Committee)

J Mason (Town Clerk)

1 Member of the Press
2 Members of the Public

PEC26/01 Apologies for Absence

Apologies for absence were received from Councillor R Kain.

PEC26/02 Non Attendance

The following Members did not attend and did not give their apologies Councillor J Keane.

PEC26/03 Declarations of Interest

Councillor R Fletcher declared his interest as a member of Cheshire East Council.

Councillor D Longhurst declared his interest as the Chair of the Cedars Patient Participation Group.

Councillor S Helliwell declared her interest as the Chair of Animals in Need.

PEC26/04 Minutes of the Previous Meeting

The Minutes of the Meeting dated Tuesday, 21 April 2026, were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Planning, Environment and Community Committee dated Tuesday, 21 April 2026 were confirmed as a correct record and signed by the Chair.

PEC26/05 Matters Arising

Further to Min. Ref. PEC25/163 dated 21 April 2026, which approved £1,175 from the EOSWG Earmarked Reserve to instruct Cheshire Wildlife Trust to carry out a Biodiversity Report at Cranberry Moss, the EOSWG have spent £1,500 on the report, an extra £325 as approved.

Resolved: That, the Committee approves an extra £325 for the CWT instruction from the EOSWG budget for FY2026/2027.

Further to Min. Ref. PEC25/167 dated 21 April 2026, it was noted that the Chair has completed the response to the consultation on the Draft Rights of Way Improvement Plan 2026-36.

Councillor M Unett thanked the Chair.

Further to Min. Ref. PEC25/166 dated 21 April 2026, it was noted two weed kills have been instructed in the Town Centre, one in May and one in September. There is still a budget provision to accommodate extra areas if required.

Resolved: That, members liaise with the Town Clerk on other areas, and that the Clerk determines the priority areas for weed treatment.

PEC26/06 Public Participation

There was one member of the public who was suffering noise nuisance from an unorganised event without permissions at Butterson Stables, CW1 5UJ.

- a) Unsilenced scrambler bikes are being used as an unorganised event every weekend, from 09:00 to 18:00. At least 5 bikes are taken to the site.
- b) The bikes are now affecting residents beyond a two-mile radius, reported on Nursery Road, Crewe Road, Taylors Lane, Holmshaw Lane, Coronation Avenue and towards the school.
- c) Residents can't enjoy their gardens because of the level and type of noise outputted; it can also be heard clearly in the double-glazed house which is 0.9 miles away from the offence.
- d) This is an unorganised event and it has been observed with vans coming in and dropping the bikes off - this requires permissions which have not been requested or granted going against Town and Country Planning Act 2015.
- e) Motor events have a maximum of 14 days allowance per calendar year before a license is needed. This has now accumulated 40 days.

- f) This is now being recorded on weekdays and weekends, 10am to 6pm Saturday and Sunday, Tuesdays and Wednesdays, and should be accepted as a Statutory Noise Nuisance (Environmental Protection Act 1990).
- g) Cheshire East Council have already served a notice requesting the noise to be reduced but there has been no change in the noise level.
- h) Police have a log for every time this has happened, calls have been made to 101 under the same number and address.
- i) A planning enforcement request was raised to understand the usage of the site as this has no building permissions and is not cleared for residency which it seems to now be. The outcome of this report is yet to be received from the officer carrying this out (Zafer.Fagir@cheshireeast.gov.uk)

The Clerk read out an email from a resident in reference to the litter outside the takeaway on Station Road and the unsightly mess of rubbish and litter on the floor. It could be wildlife removing the litter as it was not a closed bin.

Cllr P Hubbard also noted no action had been undertaken with untidiness on the corner of Station Road car park.

Resolved:

- a) That, the Clerk would contact Cheshire East in reference to the bins and the litter.
- b) That, the Clerk would follow up Cheshire East parking in reference to the lack of action outside the take aways on the open space by the car park.

Councillor S Helliwell noted Openreach have removed the broadband pole from Woolaston Drive.

PEC26/07 Organised Event Without Permissions Noise Nuisance

Resolved:

- a) That, the Clerk would write to Cheshire East Enforcement in relation to the unorganised events being held on land off Moss Farm by the B5077.
- b) That, the Clerk would write to the Cheshire East Environmental Protection at Cheshire East to report the noise levels from the event.

PEC26/08 Planning Applications

The Planning, Environment and Community Committee considered Planning Applications registered with Cheshire East Council as follows:

1. Week ending 15/05/26
2. Week ending 22/05/26
3. Week ending 29/05/26

Resolved:

- a) That, the Planning, Environment and Community Committee's formal comments on all applications registered with Cheshire East Council up to week ending 29/05/26 be forwarded to the Planning Officer, Cheshire East Council. (Appendix A).
- b)
 - i) That, Councillor S Butterfield would speak on behalf of the Committee in relation to 25/3904/OUT (Land at Manor Farm) at the Strategic Planning Board Committee on 9 June.
 - ii) That, the Chair would circulate his comments before the meeting to the Committee and the Town Mayor.
 - iii) That, the Clerk would request one of the Alsager Ward Councillors would speak at the Committee to support the objection.

PEC26/09 Decisions List

The Chair referred to the circulated decisions list as received from the Planning Authority, Cheshire East Council up to week commencing 01/06/26.

Resolved: That, the Decisions List be received and noted.

PEC26/10 Budget Monitoring Statement

The Chair made reference to the Budget Monitoring Statement for Q4 FY2025-26.

Resolved: That, the reports and budget monitoring statement for Quarter 4 FY2026/27 be received including the summary of balances on earmarked reserves at year end that are applicable to this committee.

PEC26/11 Alsager Neighbourhood Plan Working Group (ANPWG)

Resolved:

- a) That, the ANPWG final meeting notes from 23 March 2026 and 27 April 2026 were noted.
- b) That, the latest accounts were noted.
- c) That, the Chair informed the Committee the notice of the designated Alsager Neighbourhood Plan Area had been approved and there were steps in place to commence another public consultation. They were heading towards Regulation 14.

PEC26/12 Draft Modified Neighbourhood Plan Consultation Results

Resolved: That, the consultation results were noted. Appendix B.

PEC26/13 Environment and Open Spaces Working Group (EOSWG)

The Chair updated the group that another meeting had been held on the 20 May and the biodiversity report had been instructed at Cranberry Moss.

Resolved: That, the EOSWG meeting notes from 30 March 2026 were noted.

PEC26/14 Business Working Group (BWG)

The Committee noted the excellent work that the Working Group were undertaking; they had completed a new PROW map in Alsager and beginning a LinkedIn page. Cllr M Unett spoke about the new finger post signs and asked for support from the Town Rangers on new signs and locations.

Resolved:

- a) That, the Clerk would contact the Chair to request more effective recommendations and to discuss the projects that were being undertaken with the businesses.
- b) That, it was noted a LinkedIn page had been established and the Clerk would ensure the relevant policies were revisited.

PEC26/15 SID Results

Councillor R McCarthy noted that there were red indicators on Hassall Road for travel over 30mph, but the speed indicator display was 40mph on Dunnocksfold Road. Councillor D Longhurst asked for the SID to be placed near the sports hub on Dunnocksfold Road as it has been placed close to the entrance of the estate and traffic naturally slowed down here.

Resolved: That, the results would be sent to the police to undertake checks.

PEC26/16 64 Audley Road

There had been a report that sports events were being held at the rear of 64 Audley Road with no permissions and access had been made into Fanny's Croft.

Resolved: That, due to lack of evidence this would be monitored by the Committee.

PEC26/17 Section 106 Monies

Resolved: That, Councillor R Fletcher would pursue Cheshire East Officers in relation to the Section 106 monies allocated to play areas and the traffic light improvements on Crewe Road.

PEC26/18 CIL Monies

The Clerk updated the Committee that permission had been sought from Cheshire East Property to install the bollards at Linley Park to deter travellers, the Linley Play area was with Cheshire East for instruction of works, the Cheshire East Officer had missed two meetings with the Clerk in relation to CCTV installation on Longview Avenue but another meeting had been arranged for 8 June and two SID's had been purchased. There was a concern in relation to the works on the Skate Park as it looked very untidy, and the graffiti wall was falling down.

Resolved:

- a) That, the Clerk would ask for a programme of works before more monies were spent.
- b) That, the Chair would follow up with the fire service on the lack of communication to the Clerk on actions with the graffiti wall.

PEC26/19 Highways Issues

A complaint had been received by Cheshire East Councillor B Drake in relation to escalating volume of unauthorised through-traffic within the Lawton Green Estate, Alsager. Further to Min. Ref. PEC25/49 dated 5 August 2025, to note that Richard Woodcock Way still has not been adopted under a section 38 from the developer.

Councillor M Unett made the Committee aware of the overgrowth on the junction and around the trees on Wilbraham's Way and Moorhouse Avenue. He also noted the overgrowth by the Saltline, although outside our parish it was utilised by our residents.

Councillor D Longhurst brought up Lodge Road and the lack of actions by Cheshire East Highways. Councillor R Fletcher would update members at Full Council on 16 June 2026.

Resolved:

- a) That, a letter was written to Wainhomes for an explanation on the road not being adopted and the time frame. A further request would be made to ask for a Residents Only sign be placed on the entrance of the estate due to the volume of traffic cutting through to the local supermarket.
- b) That, the Clerk arrange for the Town Rangers to look at Wilbraham Way
- c) That, the Clerk arrange a meeting with Church Lawton Parish Council and the Chair and Vice Chair of the Committee to discuss the saltline access and the speed of traffic entering the Town of Alsager from Potters Way Care Home.

PEC26/20 Waterways Issues

None reported.

PEC26/21 Licensing Issues

None reported.

The meeting commenced at 7:00 p.m. and concluded at 9:01 p.m.

Signed by Councillor S Butterfield
Chair

DRAFT

Comments from Alsager Town Council on Planning Applications registered with Cheshire East Council up to week ending Friday 29 May 2026.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/1624/RLO	Release from Legal Obligations: Paragraph 10 of Schedule 2 of the Section 106 Agreement is to be deleted in its entirety and replaced.	FIELDSIDE, 263 Crewe Road, Alsager, Stoke On Trent, Cheshire East, ST7 2JL	Sage Rented Limited	30-04-2026 Extension requested until 03.06.2026	Object – the affordable provision should be maintained.
26/1683/TPO	T1 – Castanea sativa – Sweet Chestnut, Crown Clean, Dead Wood Removal, Removal of 1 secondary limb within crown. T2 Carpinus betulus – Hornbeam – Crown Clean and Minor Pruning back of 1 lower limb from adjacent property. T3 – Fagus sylvatica – Beech – Crown Clean and Minor Pruning back of lower limb towards house	26 Ashdale Close, Alsager, Stoke On Trent, Cheshire East, ST7 2EN	Mr Ian Tyldesley	06-05-2026	There is no specialist report and we will be guided by the Tree Officer report.
26/1775/HOUS	Single storey rear extension	29 Ashdale Close, Alsager, Stoke On Trent, Cheshire East, ST7 2EN	Mr Richard Morris	11-05-2026	As it is over 28sqm Sustainable Urban Drainage system should be considered.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/1662/CLPUD	Certificate of lawful development for proposed construction of a conservatory to existing hard standing adjacent existing school building.	CRANBERRY ACADEMY Cranberry Lane, Alsager, Stoke On Trent, Cheshire East, ST7 2LE	Cranberry Primary School	01-06-2026	No comment.

Alsager Neighbourhood Plan Update

1. Do you agree with the Revised Vision for Alsager? (page 6)

Answer Choices			Response Percent	Response Total
1	Yes		57.14%	8
2	No		42.86%	6
			answered	14
			skipped	6
Comments: (8)				
1	02/04/2026 2:34 PM ID: 294185601	No more housing on green spaces required		
2	14/04/2026 3:16 PM ID: 294831331	More large detached homes required (5 bed) and please PLEASE have bungalows downsizes want to move into from the larger Alsager houses. 3 bedrooms, a garage, separate kitchen and living areas.		
3	16/04/2026 11:36 AM ID: 294988528	No further housing developments are sustainable with increasing infrastructure/ resources - schools, GP services, shops, leisure facilities e.g. parks. Footpaths need IMMEDIATE attention - dangerous in places (Lawton/ Crewe Road)		
4	16/04/2026 6:33 PM ID: 295027869	There will be too much building and not enough infrastructure to cope with it.		
5	23/04/2026 10:56 AM ID: 295353080	To support existing businesses, that's a joke when we have a business celebrating 40 years this year but the Town Council choose to purchase online. To encourage small time business activity! You are a joke.		
6	23/04/2026 11:01 AM ID: 295408056	We don't need anymore houses on green space or White Moss quarry where the crested newts thrive. Endangered species.		
7	23/04/2026 11:16 AM ID: 295408417	Needs to be much more emphasis and accountability for any new development to provide funding towards the expansion of local amenities (doctors surgeries and dentists in particular) to help cope with increased demand on these services with the increase in town population. No mention of recycling - please include. All new housing developments should have solar panels fitted as standard. Would be nice to see 'family spaces' mentioned to accommodate for Alsager's younger residents.		
8	25/04/2026 12:00 PM ID: 295538882	I largely agree with the key issues and particularly the link between the natural environment and health and wellbeing. Sustainable travel and link with carbon neutrality is a good aim. The revised plan is ambitious and if maintained is good.		

2. Do you agree with the key issues and objectives in the Plan? (pages 6 to 8)

Answer Choices			Response Percent	Response Total
1	Yes		71.43%	10
2	No		28.57%	4
			answered	14
			skipped	6
Comments: (7)				
1	02/04/2026 2:34 PM ID: 294185601	No more houses required		
2	16/04/2026 11:36 AM ID: 294988528	Agree with all in principle but unable to see how this will be implemented:- 1. Too many identical businesses present now - hairdressers, takeaways, barbers, beauty salons 2. Uninviting parks - graffiti and rubbish on the skate park, evidence of vandalism in the play park		
3	16/04/2026 6:33 PM ID: 295027869	As above		
4	21/04/2026 10:46 AM ID: 295249251	There is very little in this to address active travel specifically apart mentioning the words 'active travel' occasionally. There seems a lot more focus on expanding parking to help accommodate larger SUV vehicles which do not fit on small Cheshire roads.		
5	23/04/2026 11:01 AM ID: 295408056	No, we have no infrastructure. No Drs spaces, no dentists. Our own children can't get into locals schools. No jobs. Lawton Road is a nightmare to get in and out of driveways as not enough roads in and out.		
6	23/04/2026 11:16 AM ID: 295408417	But please no more barber shops/hairdressers/beauty salons/charity shops! Would be great to encourage more family spaces like stay and play cafes. In regards to the point about traffic in the town centre - could there not be something written whereby any new housing development must fill in pot holes (a certain number) in the town at the same time as building the houses - as heavy lorries make these worse anyway.		
7	25/04/2026 12:00 PM ID: 295538882	It is important to safeguard green spaces and keep allotments. Reduction of traffic pollution and noise, making roads safe for pedestrians and cyclists is of prime importance. Encouraging freight at Radway to go by rail would definitely be a step forward and also banning large lorries from the centre of town.		

3. For each section below, please indicate (yes or no) whether you are happy with the objectives and policies. (Pages 9 -37)

Answer Choices	Economy and Employment (EE)	Town Centre (TC)	Housing (H)	The Built Environment (BE)	The Natural Environment (NE)	Climate Change (CC)	Allotments (AL)	Community, Health and Wellbeing (CW)	Traffic, transport and Services (TTS)	Response Total
Yes	12.50% 5	12.50% 5	12.50% 5	10.00% 4	10.00% 4	12.50% 5	15.00% 6	10.00% 4	5.00% 2	40
No	8.33% 1	16.67% 2	16.67% 2	16.67% 2	8.33% 1	0.00% 0	0.00% 0	16.67% 2	16.67% 2	12
									answered	7
									skipped	13

Comments: (7)

1	23/04/2026 11:01 AM ID: 295408056	We don't have enough transport running straight to Leighton, Crewe, Hanley etc.
2	23/04/2026 11:16 AM ID: 295408417	+ addition of library + addition of encouraging new people to work the allotment Though need more information about travellers sites?! No mention of how important the library is - please can be included. Its an incredible local service and must be protected at all costs! Really like the point about improved signage including maps - very useful! Page 37 point 4 - please include prams/pushchairs!
3	25/04/2026 12:00 PM ID: 295538882	An application is in the pipeline to develop White Moss Quarry, when it was originally agreed to return it to a green site. The Neighbourhood Plan actually says it should become 'green' again. The developer's plan has housing which is totally out of character with local housing and is against the Neighbourhood Plan's aim to prevent 'urban sprawl' There is also an application to develop Fanny's Croft which is in the Green Belt.
4	28/04/2026 1:36 PM ID: 295751808	All of the above would need to be supported by police who cannot cope with the antisocial behaviour as the town is now.
5	28/04/2026 1:39 PM ID: 295752135	No further housing needed Need less takeaways, charity shops, lawyers. Priority - the roads and pavements are cause of immediate concern - pot holes, uneven surfaces, blocked grids and gullies. The Town needs investment and forceful lobbying for improvements, the roads are unsafe as are many of the pavements. There is also an element of antisocial behaviour/drug use which is not being addressed.
6	28/04/2026 1:40 PM ID: 295752308	The town centre map should be extended to the Poppyfields roundabout, there are businesses, a pub, a restaurant, shops and a nursery along this stretch of Crewe Road.
7	28/04/2026 1:41 PM ID: 295752442	More 1 and 2 bed houses required. More Bungalows. Too many 4 and 5 bed new houses on developments.

4. The Town Council Actions are taken from the Corporate Strategy, do you have any other suggestions you would like to be considered? (page 38)

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	8
1	31/03/2026 5:12 PM ID: 294024134	Na		
2	02/04/2026 2:34 PM ID: 294185601	Stop wasting our money		
3	08/04/2026 3:52 PM ID: 294466010	no		
4	21/04/2026 10:46 AM ID: 295249251	Promoting active travel in a town which is located in a flat part of Cheshire should be a no brainer shouldn't it?		
5	23/04/2026 10:56 AM ID: 295353080	If purchasing a service check nowhere in locality can provide it before shopping online, like trophies for Civic awards and not the first time!!!!		
6	23/04/2026 11:01 AM ID: 295408056	The amount of cars parked in streets and on pavements is getting worse.		
7	23/04/2026 11:16 AM ID: 295408417	Yes - please explain what is meant by the last point regarding travellers sites? Really keen on 20mph zone and weight limit in Town Centre - tractors with heavy loads go way too fast!!		
8	25/04/2026 12:00 PM ID: 295538882	The area is very dusty, probably from the nearby motorway. It would be useful to test the quality of the air in this town and see how healthy it is. The empty industrial buildings on Crewe Road could be converted into dwellings.		
			answered	8
			skipped	12

5. What are your thoughts on The Draft Design Code for Alsager? (page 42)

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	7
1	31/03/2026 5:12 PM ID: 294024134	Na		
2	01/04/2026 3:29 PM ID: 294109353	Good		
3	02/04/2026 2:34 PM ID: 294185601	Waste of our money		
4	08/04/2026 3:52 PM ID: 294466010	great idea		
5	23/04/2026 11:01 AM ID: 295408056	Leave well alone.		
6	23/04/2026 11:16 AM ID: 295408417	Really well put together - very detailed. However no mention of recycling! Please include. Also more emphasis on developers continuing to manage developments for a minimum period i.e.. 10 years after completion to ensure greenery is established properly. solar panels to be installed where there is the most sun! Regardless of street facing.		
7	25/04/2026 12:00 PM ID: 295538882	If it is adhered to, the objectives look good but pressure from developers make for pessimism.		
			answered	7
			skipped	13

6. Any other comments

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	7
1	31/03/2026 5:12 PM ID: 294024134	Na		
2	01/04/2026 4:17 PM ID: 294112924	The plan is aspirational but does not indicate outlines of concrete strategies to attain specific goals. E.g 'to support local businesses and new opportunities for local employment'.....this is a desire not a plan. Plans need breaking down into detailed achievable strategies. Success criteria indicated with clear indication of who will be responsible and how identified ends will be achieved. What would be the result if the aim was not achieved? This is not a plan. No one is given overall responsibility for its implementation, it is not costed and takes no notice of remedial action to repair what exists. It is said that Alsager centre is vibrant this is not evidenced.		
3	16/04/2026 11:36 AM ID: 294988528	Immediate priorities for this town should be road/pavement upgrades to ensure the safety of its residents. the duty of care is currently lacking. Tackling anti-social behaviour should also be a priority - vandalism, fly tipping, litter		
4	21/04/2026 10:46 AM ID: 295249251	We will look back in years to come on how massively this plan missed the point around air quality, pollution and opportunities to utilise the local environment in the Town to benefit it's residents health and well being.		
5	23/04/2026 11:01 AM ID: 295408056	Leave it alone now. It was lovely years ago it has a lot of trouble and too many cars and houses.		
6	23/04/2026 11:16 AM ID: 295408417	Perhaps consider posting these feedback sheets through people's doors with a link tot he document online to encourage more local engagement with a wider variety of voices. It was a very disappointing turn out at the Town Centre annual meeting on 31st March with only 1 young (under 40!) local resident present we need to encourage more young people to come.		
7	27/04/2026 10:22 AM ID: 295641918	There are no shops other than Spar the only pub is The Plough. We desperately need a chemist and doctors. there will be x3 chemists in town when the Bank Corner opens into a chemist. Not everyone drives it takes me 40 minutes to walk into town. Those ugly looking factories are stood empty when we could have clothes and shoe shops. We either have to got into UGLY HANLEY or CREWE,		
			answered	7
			skipped	13

7. Please provide the postcode of your home address or if you do not live in Alsager confirm that you own a business or work in Alsager.

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	20
1	31/03/2026 5:12 PM ID: 294024134	Na		
2	01/04/2026 3:29 PM ID: 294109353	St7 2ap		
3	01/04/2026 4:17 PM ID: 294112924	ST7 2FG		
4	02/04/2026 2:34 PM ID: 294185601	St7 2jf		
5	08/04/2026 12:41 AM ID: 294404509	ST7 2GF		
6	08/04/2026 3:52 PM ID: 294466010	st7		
7	14/04/2026 3:16 PM ID: 294831331	St7 2bq		
8	16/04/2026 11:36 AM ID: 294988528	ST7 2QW		
9	16/04/2026 6:33 PM ID: 295027869	ST7		
10	21/04/2026 10:46 AM ID: 295249251	ST7 2RN		
11	22/04/2026 2:24 PM ID: 295352625	ST7 2EN		
12	23/04/2026 10:56 AM ID: 295353080	ST7 2N Yes		
13	23/04/2026 11:01 AM ID: 295408056	ST7 2DD		
14	23/04/2026 11:16 AM ID: 295408417	ST7 2ZG		
15	25/04/2026 12:00 PM ID: 295538882	ST7 2SU		
16	27/04/2026 10:22 AM ID: 295641918	ST7 2LR		
			answered	20
			skipped	0

ALSAGER TOWN COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF MEETING HELD IN ALSAGER CIVIC
ON WEDNESDAY, 06 MAY 2026

Present:

Councillor C Venables (Chair)
Councillor M Unett (Vice Chair)
Councillor R Fletcher
Councillor J Hearne
Councillor D Longhurst
Councillor W Whittaker-Large

Councillor S Helliwell (non-committee member)

J Mason (Town Clerk)

0 Members of the Press
1 Member of the Public

FG25/86 Apologies for Absence

Apologies for absence were received from Councillors P Hubbard and S Ovenden.

FG25/87 Non Attendance

The following Members did not attend and did not give their apologies; Councillor R McCarthy.

FG25/88 Declarations of Interest

Councillor R Fletcher declared his interest as a member of Cheshire East Council and the Southern Planning Committee.

Councillor D Longhurst declared his interest as the Chair of the Cedars Patient Participation Group.

Councillor M Unett declared his interest as a Trustee of Alsager Social Club.

FG25/89 Minutes of the Previous Meeting

The Minutes of the Meeting dated Wednesday, 4 February 2026 were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Finance and Governance Committee dated Wednesday, 4 February 2026 were confirmed as a correct record and signed by the Chair.

FG25/90 Matters Arising

There were no matters arising.

FG25/91 Public Participation

No issues were raised.

FG25/92 Payments and Receipts for Authorisation

The Chair introduced the item and referred to payments as scheduled on the agenda and the extra paper which had been omitted from the enclosure pack which had been sent out that day, together with cashbook accounts and the receipts where it was: -

Resolved:

- a) To note the approved payments to the value of £223,530.15 from January to March 2026.
- b) To note the receipts totalling £72,913.93 from January to March 2026.

FG25/93 Bank Reconciliations

The bank reconciliations were reported for Quarter 4.

Resolved:

- a) That, Cashbook 1 was reconciled at £70,629.06.
- b) That, Cashbook 5 was reconciled at £200.00.
- c) That, Cashbook 7 was reconciled at £1,500.00.
- d) That, Cashbook 8 was reconciled at £527,989.96.

FG25/94 Budget Monitoring

The Chair made reference to the most recent Budget Monitoring Statement for Quarter 4 – FY 2025-26.

Financial performance is better than budget resulting in a surplus of £49,740 which is £43,738 favourable to the budgeted surplus.

Overall the Civic delivered a deficit of £106,415 which is £28,862 better than budgeted. This was largely due to:

- Unbudgeted income from the banking hub of £22,200
- Increased gross profit from events of £4,200
- Proactive action taken in management of staff costs and direct costs in relation to room hire & bar sales projections in comparison to budget.

The opening balance for capital reserves for FY2025/26 was £48,179.

Capital reserves have been used in the year to finance £5,000 of Civic developments, £3,150 for Allotments and £4,696 for replacement IT (TC24/160).

Investment income of £26,413 has transferred to this reserve at year end in line with policy. The year end closing balance for FY2025/26 is £61,746.

The opening balance for general reserves for FY2025/26 was £306,823 (budgeted to be £201,169) and the surplus generated in the year after use of appropriate reserves is £49,740. Following transfers to and from earmarked reserves, the year-end balance for FY2025/26 is £215,695 which represents 33% of net revenue expenditure.

Earmarked Reserves opening balance for FY2025/26 was £151,533 and a full review of earmarked reserves was undertaken by Council 17 March 2026 leaving the FY2025/26 closing balance at £311,901.

Resolved:

- a) That, the budget monitoring report for Q4 2025-26 (to March 2026) was approved.
- b) That, it was recommend to Full Council the approval of the new allocations to earmarked reserves:-

EMR	Use	Amount
352: Public Toilets	External legionella inspections and replacement TMVs	£1,000
358: Grants	Financing for Mayor's event delayed until 26-27	£305
328: IT Equipment	Replacement IT hardware pending completion at year end	£1,062
Total	N/A	£2,367

FG25/95 Finance Member Internal Audit Checks

The Chair noted he had attended the offices and carried out quarter 4 members checks and a new process to improve payroll checks had been implemented to ensure staff had letters every time a pay increase was approved for each member of staff.

Resolved: That, the Chair had carried out audit checks on payments, receipts and payroll for quarter 4.

FG25/96 Non-Committee Member Participation

The Chair read out Standing Order 2 in respect of Public Participation.

Resolved: That, Councillor S Helliwell could take part in the debate on the items relating to the Customer Care and Complaints Policy and the Councillors Members Item.

FG25/97 Customer Care and Complaints Policy

The Committee debated the policy at length and it was thought that to have no form of recourse on community group complaints which were running either by grant funding or on our premises was not acceptable. There was also concern that this was only decided by the Finance and Governance Committee was not acceptable and it should be a Full Council decision. If the Mayor and the Clerk had referred a complaint into the Council it was serious and should be a Council recommendation. The policy had only been accepted by Full Council in January and there were questions the reasoning for a new change.

Resolved: That, the Clerk would compare both policies together and subject to the new information from the meeting the Customer Care and Complaints Policy would be recommended to Full Council.

FG25/98 Investments Report

Resolved: That, the Investments Report be received and noted.

FG25/99 Reserves Policy, Investment Policy and Investment Strategy

Resolved: That, the Reserves, Investment Policy and Investment Strategy be recommended to Full Council for approval.

FG25/100 Members Item – Councillor Helliwell

The Council currently operates a flag policy, however it does not include the St George's England Flag which is usually celebrated on 23 April. The St George's Day England flag is listed on the UK Government website as the day to raise the English Flag. Adding St George's Day, will align us with UK Government and CEC that also raises the English Flag on St George's Day.

Councillor M Unett would also like to include flying the St George's Day flag when an English sports club reaches a significant event.

Councillor S Helliwell also wish to add the Royal British Legion Remembrance flag between Remembrance Day and Remembrance Sunday.

Resolved:

- a) That, with these additions, the Flag Flying policy would be recommended to Full Council.

- b) That, it was recommended to Full Council that £200 was allocated from General Reserves to purchase the additional flags.

FG25/101 Exclusions of Public and Press

At the invitation of the Chair it was: -

Resolved:

- a) That, in accordance with the Public Bodies Admissions to Meetings Act 1960 as amended the public and press be excluded from the meeting for the following items of business on the grounds that they could involve the likely disclosure of private and confidential information, including staffing and salary issues.

FG25/102 Alsager Town Council Bad Debtor

Resolved: That, to recommend to Full Council to write off the debt of £62.00 as irrecoverable.

FG25/103 Aged Debtor Report

Resolved: That, the Aged Debt Report FY25/26 as at 31 March 2026 in the enclosure pack was noted.

The meeting commenced at 3:15 p.m. and concluded at 4:35 p.m.

Signed by Councillor Venables
Chair

ALSAGER TOWN COUNCIL

Report to: Alsager Town Council

Meeting date: 16 June 2026

Agenda item: 10

Prepared by: Councillor Pauline Hubbard

Subject: Mayor's Report

Purpose of the Report

To outline the events and activities that I have attended since my last report to the Town Council.

For photographs of the events please see the Town Councils and Mayors Facebook pages which is managed by our admin team.

Congleton Mayor Making - 21 May 2026

I attended the Congleton Mayor Making ceremony on Thursday, 21 May 2026, where Councillor Suzy Firkin was elected Mayor of Congleton and Councillor Robert Douglas was appointed Deputy Mayor for the coming year.

Congleton, a town steeped in history and tradition, hosted an impressive ceremony featuring a procession into the Town Hall, with the mace carried before the Mayor. The event was well attended by civic dignitaries, including the Cheshire East Mayor, as well as local residents.

The Mayor announced her Cadet, Faith Wrench of 230 (Congleton) Squadron Air Cadets. In this role, Faith will accompany the mayor to civic and community events throughout the year, helping to represent Congleton's young people and celebrate their achievements.

The Mayor's Charities are Friends for Leisure, Lower Moss Wood and No Tier Snooker. The ceremony concluded with a reception for civic dignitaries and the Mayor's guests.

Carnival – Saturday 6 June 2026

What a fantastic day! Despite earlier rain, the sun came out and crowds lined the streets for the carnival. There was plenty of entertainment, with stalls raising money for wonderful charities and community groups in Alsager.

One of my chosen charities, Alsager Girl Guiding, ran a fantastic tombola to support their much-needed new roof, and it was wonderful to see such strong community support for their efforts throughout the day. The stall was busy and clearly made a great contribution to their fundraising.

The Animals in Need dog show was also a real highlight of the event, with a strong focus on finding loving homes for rescued pets and raising awareness of the work they do, if you look at our Mayor's Facebook page you will see a photo of a lovely dog called Nala, who is yet to find her forever home!

I was also pleased to speak with the Alsager Theatre Group who were all dressed up and in character. They will be performing "Much Ado About Nothing" in July, at the very popular summer venue, Little Moreton Hall. Tickets are still available.

Fundraising at the Indoor Car Boot in Alsager Civic- Sunday 7 June

I booked a stall at this well-supported event at Alsager Civic, where many sellers had gathered to offer their goods. It was a successful day and a valuable opportunity to raise money for my charities. The morning began with a welcome cup of coffee and a bacon butty from the Civic café. There was a warm, positive atmosphere throughout, and it was lovely to see so many people browsing, chatting and enjoying a quick cuppa. The event also gave residents a chance to get out, meet others and socialise. In speaking with the visitors and stall holders they came not only from Alsager and Rode Heath, but also from Audley and Kidsgrove.

ALSAGER TOWN COUNCIL

Report to: Alsager Town Council

Meeting date: 16 June 2026

Agenda item: 11

Prepared by: Councillor Rod Fletcher

Subject: Cheshire East Councillor's Report

Purpose of the Report

To update Members on the Cheshire East Council issues relating to Alsager.

Background

On the 24 March I received an email from the Chief Planning Officer stating that the erection of Telegraph Poles is permitted development given by Central Government legislation not something that the council has any direct control over.

On the 26 March after concerns raised by local residents I reported vandalism taking place in the Manor Farm Farmhouse.

Also on the 26 March much to my disappointment I was advised that Lodge Road would not be included in the 2026/27 Maintenance Plan! And that a recent inspection had declared Lodge Road as safe.

On the 27 March I received a further email regarding the rental cost of the Town Council Offices. Property Services stated that this is a complex matter and will take longer to evaluate. I was later advised that the contract was actually with the Town Council's solicitors.

On the 1 April I attended the Southern Planning Committee Meeting.

Also on the 1 April after concerns raised by local residents I reported a large pothole on Fairview car park. Residents were finding it impossible to report. On the 16 April, I was advised by the building service department that a reactive order has been raised to action the repair at the earliest opportunity.

On the 2 April I attended the last Highways Meeting.

There was a report on the Ward Member Budget Scheme recommending that monies not included in schemes already agreed by early May would be used Borough wide. I have emailed the local Highways officer asking for an urgent agreement on the spending of the Alsager Ward Members allowance.

There was a notice of motion on traditional direction signs. Discussions took place on how to maintain signs in partnerships with Town and Parish Councils. Many of these old signs are over 100 years old.

The updated local Transport Plan was approved and recommended to Full Council from where it would be passed forward to the Cheshire and Warrington Combined Authority. The Committee also accepted the integrated Transport Settlement but noted that further discussions will be required with the Cheshire and Warrington Combined Authority before a final version is submitted to D. F. T.

On the 4 April I again reported the appalling state of Lodge Road.

On the 7 April I asked if the press release about £45m to spend on Highways contained any additional money and if so could Lodge Road and Chancery Lane be resurfaced. I was told NO. Some people may call it a recycling of old information!

On The 10 April with the threat of losing the Ward Members Allowance in Alsager I emailed the local Highways Officer requesting an urgent response to local members requests mainly resurfacing the pavements in the Town Centre.

On the 15 April I asked the Chief Planning Officer if Permissions in Principle could be called in. On the 29 April I was advised that all permissions in principle are now delegated and cannot be called before a committee.

On the 15 April I asked Cheshire East when they would be reopening the entrance to Wood Park off Cresswellshawe Road.

On the 27 April I reported that piles of debris had been left behind after some potholes had been filled in in Coronation Avenue.

On the 7 May I received a reply to my Town Council query explaining why the increase in parking charges was above inflation. This enquiry was made on the 8 March. The response was sent to the Town Clerk for distribution.

On the 9 May I requested an update on how the assessment for Richard Woodcock Way was progressing. After years of emails on this subject, the officer said that an assessment cannot take place until the Highway is adopted by the Council.

On the 13 May I attended the Annual Cheshire East Council Meeting at Tatton Park.

On the 15 May I attended a Leader/ Cabinet briefing.

On the 18 May I attended a meeting with a Highways officer and the Town Clerk for an update on the members ward allowance. The town Clerk will report the results of this meeting to the Town Council Meeting on the 16 June.

After this meeting I emailed another highways officer asking when the S106 money will be utilised to update Bank Corner.

On the 28 May I was advised that a wheelchair passenger had been left behind on a West Midlands Train Service on the 27 May due to the Conductor not being able to open a door. This person had to wait for the next train. I have asked West Midlands Trains for an explanation.

On the 28 May I was advised that micro- resurfacing would be taking place on parts of Cranberry Lane subject to weather conditions in early June. I had been reporting issues in this area for some time. This has now been put back to July.

On the 29 May I yet again asked for an update on enforcement action against an unauthorised development on Dunnockfold Road.

On the 2 June I attended to Constitution Committee. I was elected on to the election and polling station sub-committee.

On the 3 June I attended the enhanced bus partnerships meeting in Macclesfield. The erection of display signage has been delayed. I sent a copy of the latest information to the Town Clerk

On the 9 June I should be attending an Audit and Governance webinar.



ALSAGER TOWN COUNCIL'S CORPORATE STRATEGY 2025 -2028

The Corporate Strategy for Alsager Town Council is to set out its direction and actions over a period of three years. It is a road map for us to deliver services, manage resources and improve our local community.



Contents

Town Council's Vision	3
Foreword	4
The Town Council's strategic aims:	6
Challenges	7
Opportunities.....	8
Town Council's Plan	9
Planning, Environment and Community Committee.....	12
Civic and Assets Committee	16
Finance and Governance Committee	19
Personnel Committee	22
Alsager Institute	24
Working Groups	25
• Business Working Group	25
• Civic Development Working Group.....	25
• Environment and Open Spaces Working Group.....	25
• Ethical Local and Fairtrade Working Group.....	26
• Neighbourhood Plan Working Group	26
Alsager Town Council Budget.....	27
Conclusion	28

Town Council's Vision



Alsager is a welcoming and vibrant town based upon a strong community spirit and a wealth of civic pride. The Town Council will strive to enable an excellent quality of life and a sustainable environment which will meet the needs of the whole community.

Foreword

Alsager is a market town situated on the edge of South East Cheshire and the North Staffordshire border. The former Royal Ordnance Armaments factory at Radway Green in Alsager manufactured ammunition during the Second World War although it remains functional.

Alsager has one secondary school, five primary schools, a leisure centre, a community sports hub, a skate park and 9 public playparks, two football clubs, a tennis club and a cricket club, a Crown Green Bowls, a Library, a Golf Club and a Railway Station. There are, scouts, guides, a health care centre, two Church of England churches, a Roman Catholic Church, a Community Church, a Baptist Church and a Methodist Church. There is immediate access to the Countryside which gives a green buffer between communities. The town also has many green spaces to enjoy – Milton Park, Cranberry Moss Nature Reserve, Merelake Way and Alsager Mere.

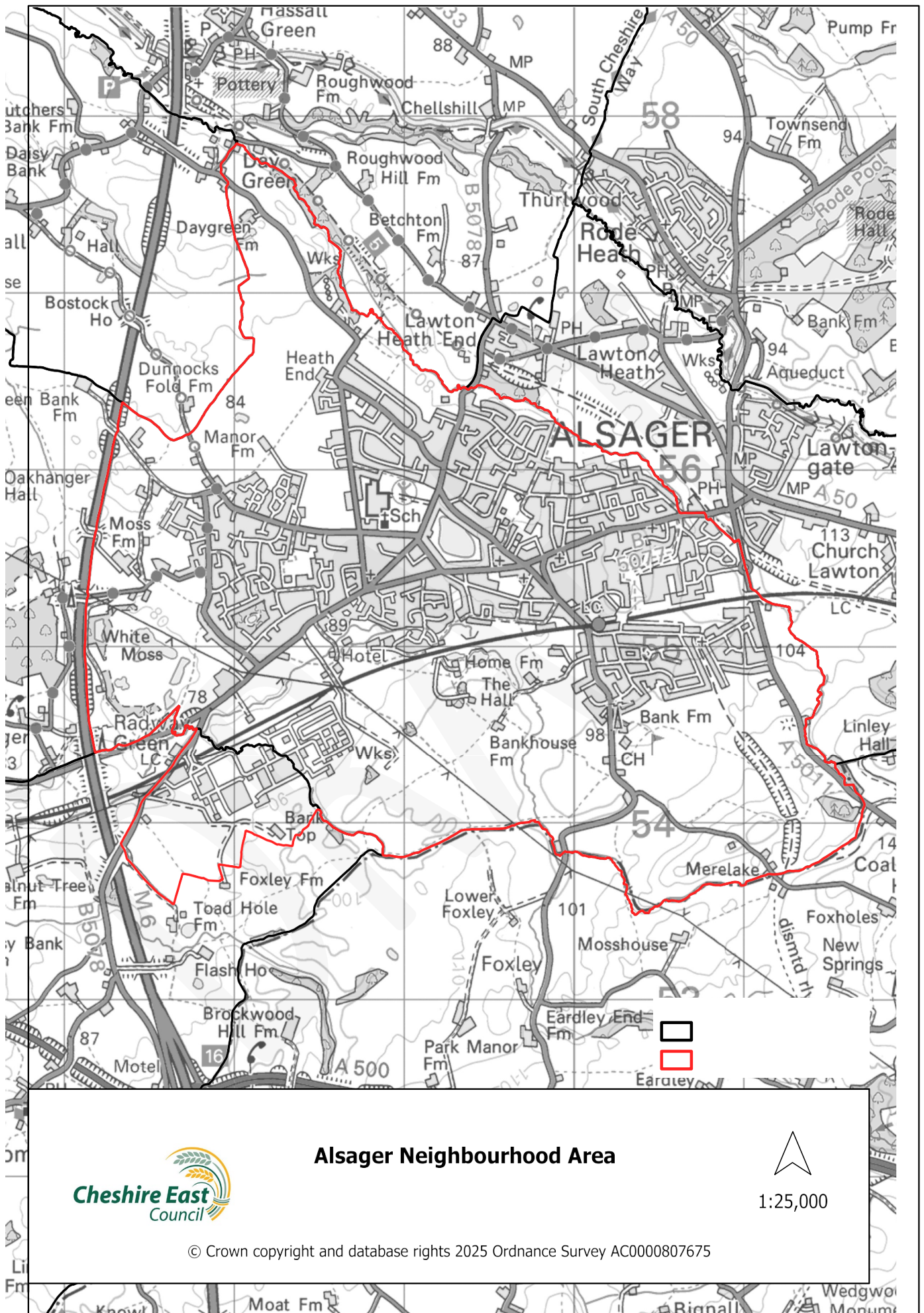
Alsager is a Dementia Friendly and Fairtrade Community.

Alsager has a population of circa 14,000 and 6991 houses. The Cheshire East Local Plan, up until 2030, has an allocated a build of 2,000, we have 1,586 completions, 46 allocations and 29 applications with planning permissions making a total of 1661, this leads to a shortfall of 339. The allocated sites are a challenge for the Town Council moving forward, but we should be confident we can meet our target.

Alsager Town Council was formed in 1974. It is composed of 15 Councillors to represent 3 Town Wards: East Ward with six members, Central Ward with four members and West Ward with five members. Town Council elections take place every four years when a new Town Council is elected. There are four committees.

There are three Cheshire East Ward Councillors who communicate Cheshire East Council policies and decisions with residents and hold executive cabinet to account. They represent the Town Council and the town and should aim to resolve conflicts between community organisations. The Town Council owns the Civic building, its Councillors are all Trustees for the Alsager Institute, and four allotment sites as follows: Cedar Avenue, Talke Road, Coronation Avenue and Lawton Road. It manages the Public Toilets and is responsible for delivering a Neighbourhood Plan.

The Town Council employs 14 part-time staff, including 5 at Alsager Civic.



The Town Council's strategic aims:



Challenges



- > Impact of car parking charges
- > Delivering community activities while delivering a profitable civic building
- > Managing Alsager Institute
- > Cheshire East desired devolution of services and potential financial impact which impact Town Councils
- > Relying on volunteer groups, for example, managing town council allotments and Christmas events
- > Devolution with Cheshire West and Warrington
- > Responding to change in the community voice
- > Responding to change in Councillors
- > Working relationship with Cheshire East
- > Delivering a vibrant and profitable market offering
- > High Street vitality

Opportunities



- > To provide locally focused services from Cheshire East Council deriving added value and tailor to local demands following public consultation
- > To assist the community groups with cost effective Civic hiring support
- > To liaise with Cheshire East effectively to deliver better services
- > To deliver an up-to-date Neighbourhood Plan to ensure local needs are considered
- > To support community groups and volunteers financially by providing grants
- > To continuously improve assets and services to provide best value
- > Engagement through newsletter, surgeries, social media, Councillor interaction and website
- > To work closer with local businesses to promote Alsager and enhance our high street and local economy

Town Council's Plan

Key:

1.	• Supporting a thriving town centre.
2.	• Promoting active travel and public transport.
3.	• Improving open spaces and the environment.
4.	• Leading a strong community.
5.	• Ensuring access to services and facilities.

Actions and Projects	Strategic Aims
To maintain and develop a Town which is a source of pride.	Supporting a thriving town centre
Our Town Rangers will continue to deliver effective and visible differences to our town.	Supporting a thriving town centre
Consideration of traffic management across the town – work with CEC Highways and other bodies to ensure safe travel.	Promoting active travel and public transport
Promote and support alternative methods of transport.	Promoting active travel and public transport
Continue to work to improve pedestrian safety and safe routes.	Promoting active travel and public transport
Engage with users – pedestrians, cyclists, horse riders to ensure Public Rights of way, bridleways and cycle routes are maintained.	Promoting active travel and public transport
To complete ward walks to report blocked gullies, potholes, weeds, dirty signage and other issues.	Improving open spaces and the environment
To engage and work positively with a wide cross section of the community to provide an environmentally sustainable	Improving open spaces and the environment

Actions and Projects	Strategic Aims
town including travel, homes, energy supplies, EV charging points, shopping habits and recycling	
Act as a platform to inform and educate residents on climate change.	Improving open spaces and the environment
To promote energy efficient, wildlife friendly and truly sustainable housing and development.	Improving open spaces and the environment
Work towards achieving carbon neutral status by 2030.	Improving open spaces and the environment
To work closely with the PCSO and local Police to ensure safer communities and reduce crime.	Leading a strong community
To complete the review of the Alsager Neighbourhood Plan and ensure adoption by CEC.	Leading a strong community
To ensure that the reviewed and accepted Neighbourhood Plan is cited and used effectively in the consideration of Planning decisions.	Leading a strong community
To promote civic pride through events, town celebrations and community events.	Leading a strong community
To ensure that the Mayor and Councillors promote Alsager within Cheshire East.	Leading a strong community
To engage and work actively with community groups	Leading a strong community
To work with local health partners, schools and community support organisations for wellbeing and physical mental health for all.	Ensuring access to services and facilities
To enhance public areas.	Ensuring access to services and facilities
To ensure accessibility and upkeep of Town Council owned assets.	Ensuring access to services and facilities

Actions and Projects	Strategic Aims
To deliver a commercially viable community building	Ensuring access to services and facilities

DRAFT

Planning, Environment and Community Committee

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To install and maintain planters and hanging baskets through the town with support of Town Rangers	Supporting a thriving town centre	25 hanging baskets planted FY25/26, 50 hanging baskets planned for year 2026/27. Planters continuing.	50 hanging baskets approved in 2026/2027. Proposed weed killers of hard surfaces.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Town Rangers follow a program of work to keep the town tidy, litter free, cutting back vegetation, restoration of benches, cleaning signs, cleaning pavements and footpaths	Supporting a thriving town centre	Good progress more visibility on Town Ranger work is required. Street signage needs more attention.	Benches identified for painting. Bus shelters cleaned. Improved public engagement.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure that the Environmental Working Group assist in working towards carbon neutral by 2030 through EVC chargers, tree planting, wildflower planting, sharing best practice.	Improving open spaces and the environment	No action on EVC chargers budgets not allocated or approved. Needs a well published Action Plan.	Identified Cranberry Moss site for \$106 money. Written draft Biodiversity Policy. EVC chargers installed on Fairview Car Park. Contribution to Neighbourhood Plan has identified additional open spaces	

			Strategic Aims for a sustainable town are incorporated in the Neighbourhood Plan.	
--	--	--	---	--

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Review and progress transport initiatives by installation of a Speed Display Unit and collection of data.	Promoting active travel and public transport	1 Speed Display Unit purchased and training in progress with Town Rangers	Regularly reviewing the information from the first SID with a rotation plan in place. The second SID is to be situated.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Liaise with CEC Ward Councillors to identify priorities e.g. repainting of white lines, double yellow lines, signages etc.	Promoting active travel and public transport	Lack of communication with CEC Ward Councillors – pavement in town centre and Lodge Road both need attention	Resurfacing and line painting on Lawton road completed. S106 monies committed to the 317 bus service.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure CIL monies are collected and spent responsibly.	Leading a strong community	More attention from PEC Committee.	Linley Play in progress. Skate Park in progress. CCTV on Shady Grove in progress.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
PEC to meet every three weeks to consider planning applications within CEC	Leading a strong community	Due to staff issues	Planning Committee held every 3 weeks	

policies and the ATC Neighborhood Plan.				
---	--	--	--	--

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure that residents objections in relation to planning applications are represented and to ensure where appropriate application are 'called in'.	Supporting a thriving town centre	Ward Councillor's communication could be improved	Ward Councillor's communication could be improved but it is recognised that restrictions are placed upon them by Cheshire East. Monthly meeting with Ward Councillors, Mayor and Town Clerk to be progressed.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure tree applications are considered and relevant comments submitted, ensure trees are not destroyed and cut down without substantial evidence.	Improving open spaces and the environment		Responded to all tree applications. Assisted with improvements at Medical Centre to improve open spaces.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To support the town maintaining the Fairtrade status.	Leading a strong community	Status renewed 2025	ELF event held in March 2026.	

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
-----------	---------------	--------------------	--------------------	--------------------

To support and promote designated conservation and heritage areas in the town.	Improving open spaces and the environment	Through the Neighbourhood Plan	Neighbourhood Plan currently undergoing consultation.	
--	---	--------------------------------	---	--

Objective	Strategic aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To liaise with Police and highlight priority issues in Alsager and maintain relationships		To support a thriving town centre	Formed a positive working relationship with DCI Levins and his Policing team in Alsager through our Police Liaison (Councillor Venables) to create a safe environment e.g. Police surgeries, regular meetings with Police liaison and Town Clerk. Formal communication – Cops at the Civic and Police surgeries from the Town Council offices	

Civic and Assets Committee

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To plan and support events of National significance.	Leading a strong community		Soldier silhouettes and poppy displays. Support The British Legion.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To deliver a community building for the town whilst providing best value for money.	Ensuring access to services and facilities	Reduce rates for commercial hire	Reduced rates implemented, marketing strategy to be developed via the Civic Development Working Group	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To deliver allotments for the community of Alsager to support people's health and wellbeing.	Ensuring access to services and facilities	Good SLA in place and ATC paid for financial package for AGA	SLA reviews taking place.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Public conveniences – provision of public toilets.	Ensuring access to services and facilities		Consider options for public toilet provision.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Town Centre services - to liaise and support with partners concerning arrangements for the Carnival, annual Christmas market and 'Big Switch On.	Ensuring access to services and facilities	SLA now in place with the Round Table	Business Working Group established. Street Market planned for 27 June 2026.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Town Council offices are deliverable as a safe place for staff working and accessible to the public.	Ensuring access to services and facilities		Extending opening hours to Monday – Thursday, 9.30am – 12pm Fire drills undertaken Improvements to staff rest facilities Improved cleaning.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To deliver a market for the residents of Alsager.	Ensuring access to services and facilities	2025/26 included a car boot market	Civic Development Group to consider options for market development.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To support the maintenance, repair and protect the war memorials in	Leading a strong community	War Memorial Trustees have £11,400 in funds with no actions	Continue reviewing via the Town Council's representative.	

conjunction with the War Memorial Trust.				
--	--	--	--	--

DRAFT

Finance and Governance Committee

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure responsible financial planning, budgeting and a justifiable precept request from Cheshire East.		Approved Budget 26/27, approved on 6 Jan 2026.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To achieve a successful response to audit within the Council.		Audit in progress.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To promote transparency, risk management and compliance within regulations.		Quarterly risk assessments completed.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure that the Town Council has a sustainable three-year budget.		Medium Term Financial Plan in place.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure that the Town Council has a sustainable reserves strategy.		Policy in place.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To administer grants for the benefit of the community and volunteer groups.		£18,000 budget for 26/27.	

		Grants Sub-Committee formed and Terms of Reference approved.	
--	--	--	--

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To advise on Council borrowing if necessary.			

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To make recommendations on investments, in line with the Investment Policy including ethical banking.		Investment policy in place to be reviewed for ethical banking in 2026.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Council holds suitable reserves.		Reserves policy in place.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To maintain an up-to-date fixed asset register.	It has become apparent that the Fixed Asset Register is out of date and being addressed by the Town Clerk and Facilities Manager	Fixed Asset Policy and Fixed Asset Register completed at year end 25/26.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To promote quality status for the Town Council.		Adopted Civility and Respect Pledge.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Council complies with all statutory governance.		AGAR produced.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Council has robust policies and procedures in place.		Regularly reviewed and updated.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure payroll is delivered and payroll related concerns are effectively managed.		Regular Audit Process is in place.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure payments and receipts are administered.		Checks undertaken by Finance Chair.	

Personnel Committee

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the provision of recruitment, training and staff wellbeing.		Consider Personnel training for Councillors.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure appropriate HR policies and staff handbook that support diversity, inclusion and fair employment practices and legislation.		Monitored by Worknest.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To oversee performance management and professional development of our staff.	Staff structure review in progress	Appraisal process in place. Staffing structure review in final stages.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Value of staff – to ensure the welfare of staff is a priority with regular feedback from the Town Clerk to the Town Council.		Regular appraisal process. Return to Work Interviews completed.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure staff have regular appraisals and staff reviews – to develop training and professional development.		Regular appraisals in place.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To ensure the Council is a member of SLCC, ChALC and Worknest to accommodate best practice and procedures.		Member of SLCC and ChALC.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To manage the staff salaries budget in both the Town Council and the Civic by reviewing salary structures and pay increases.	Staff structure review from SLCC in place	Staff structure review has justified the staff budget.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To oversee the recruitment process for Council staff and ensure fair hiring practices and compliance with employment law.		Following advice from Worknest.	

Objective	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
Health and Safety and Wellbeing – to ensure the Council provides a safe and supportive work environment. To address workplace mental health and wellbeing initiatives.	Health and Safety Policy has been reviewed 2025	Risk assessment process and application under review.	

Alsager Institute

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
The Town Councillors are obligated to act as Trustees and deliver the service as per the Charity Commissioner's recommendations	Leading a strong community		Achieved Awards For All Grants for new kitchen and new outside play area. New roof gifted by Town Council.	

Objective	Strategic Aim	Progress Meeting 1	Progress Meeting 2	Progress Meeting 3
To manage the building and hiring costs to be financially viable			Complying with all policies and procedures (policies are reviewed)	

Working Groups

Business Working Group

Aims and Objectives

The aims of the Business Working Group will be to support businesses of all kinds in Alsager to thrive through engagement and influence with the Town Council.

- > To support and enable high street businesses in Alsager to thrive through an effective built environment and wider environs.
- > To facilitate business networking for all businesses in Alsager, acting on suggestions and ideas they will bring.
- > To draw on studies which will inform and drive forward future actions for the high street and the Town Council.
- > To listen to the ideas and thoughts from local businesses regarding how the Town Council can promote local trade and commerce.

Civic Development Working Group

Aims and Objectives

The aims of the Civic Development Working Group will be to make the Civic economically viable whilst being a community asset.

Environment and Open Spaces Working Group

Aims and Objectives

The aims of the Environment and Open Spaces Working Group will be to support the Town Council in ensuring that environmental issues, climate change and decarbonisation are integral to policy consideration across the board.

- > To provide information and proposals for action to the Planning, Environment and Community Committee.
- > To liaise with the Finance and Governance Committee on financial proposals and issues.
- > To provide an umbrella group that will focus on the development of playgrounds and open spaces for the benefit of Alsager residents.
- > To develop proposals that will deliver the enhanced environmental objectives defined in the Alsager Neighbourhood Plan.
- > To support collaboration and understanding on environmental developments between the Town Council and statutory and volunteer groups and local business.
- > To support the Town Council in delivering its SUPS Policy measures.

- > To undertake projects and proposals, as required by the Town Council, Planning, Environment and Community Committee, Civic and Assets Committee and Finance and Governance Committee, including advising on grant funding and applications.

Ethical Local and Fairtrade Working Group

Aims and Objectives

The aims of the Fairtrade Working Group will be:

- > To submit the Fairtrade Community status application on behalf of the Council every 3 years.
- > To deliver the requirements of the Fairtrade Community status.
- > To deliver Fairtrade events in Alsager to support Fairtrade goals.

Neighbourhood Plan Working Group

Aims and Objectives

The aims of the Neighbourhood Plan Working Group will be to deliver an Alsager Neighbourhood Plan Update via consultation with the residents and business community of Alsager and via review of expert opinion:

- > that is valid until 2030 in line with the Cheshire East Local Plan Update.
- > which accurately reflects any changing opinion of Alsager residents about land use in Alsager.
- > which proposes compatible solutions to changing national and international issues.
- > involves a Green Belt and Settlement land review.

Alsager Town Council Budget



Conclusion

Alsager Town Council has a commitment to deliver the Corporate Strategy and evaluate every 4 months.

The Corporate Strategy is linked to the budget and will be part of the process at budget setting.

We encourage ongoing community engagement through social media, the website and a regular Newsletter delivery which encourages transparency in decision making by the Council.

ALSAGER TOWN COUNCIL

Report to: Alsager Town Council

Meeting date: 16 June 2026

Agenda item: 14

Prepared by: Deputy Town Clerk

Subject: Staff Contingency Budget

Purpose of the Report

To approve £5000 from General Reserves to the Staff Contingency Budget to cover overtime and additional staff costs.

Background Information

The Town Councils Staff Contingency Budget for FY2026-2027 is £5000. Due to long term sickness, recruitment is currently taking place for a casual Town Ranger for an 8 week period, to be funded from this budget. Overtime has already been paid to one of the Town Rangers to cover excess work and overtime to other staff members. The Town Clerk has made a decision to advertise for a casual Town Ranger position to cover the watering of the baskets over the summer and undertake other Town Ranger duties as it cannot be covered from within the staff structure. The total for all the above is estimated at £4,200 from the staff contingency budget.

Resolution Requested

That £5000 be allocated to the Staff Contingency Budget from General Reserves to support any further unforeseen staff costs in FY2026-2027.