



ALSAGER TOWN COUNCIL

DATE AGENDA POSTED: TUESDAY, 20 OCTOBER 2026

NAME OF MEETING: ALSAGER TOWN COUNCIL

VENUE: ALSAGER CIVIC

DATE OF MEETING: TUESDAY, 27 OCTOBER 2026

TIME OF MEETING: 7:00 P.M

MEMBERS: J Buckley; S Butterfield; R Fletcher; J Hearne; S Helliwell, P M Hubbard; R Kain; D Longhurst; R McCarthy; S Ovenden; M Unett; C Venables; W Whittaker-Large; P Williams and 1 vacancy.

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 stamp.

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 Minutes of the Town Council meeting held on 15 September 2026 and 6 October 2026. See attached.

4. Matters Arising

Further to Min. Ref. TC26/85 dated 15 September, there had been no response from the Leader of Cheshire East and the Cheshire East Head of Highways regarding Station Road. To receive a verbal update from the Clerk and Councillor Venables.

To note any matters arising from the confirmed Town Council meeting Minutes dated Tuesday, 15 September 2026 and 6 October 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. Co-option

To receive written applications for the office of Town Councillor and to co-opt a candidate to fill the existing vacancy. Applications will be provided to Councillors only. Co-option procedure is attached.

7. Planning, Environment & Community Committee

- a) To receive the Minutes of Planning, Environment & Community Committee meeting held on 15 September 2026. See attached.
- b) To receive the Minutes of Planning, Environment & Community Committee meeting held on 6 October 2026 and to approve the following recommendations. See attached.

PEC26/100 CCTV Contribution

Resolved: That, the Committee recommends to Full Council to approve a cost of £10,222 per annum for the next three years at a cost of £30,666 under the financial regulation 5.12 as the infrastructure for CCTV is provided across Cheshire solely by Cheshire East Council.

PEC26/101 Terms of Reference

Resolved: That, the draft Terms of Reference were recommended to Full Council. See attached.

PEC26/104 Defibrillator – Cedars Medical Centre

Resolved: That, the Committee recommended to Full Council that the Council would purchase a council owned defibrillator on the external wall of Cedars Medical Centre to a maximum cost of £1,650 to the Council, using an unspent £650 budget from General Reserves that was committed to the defibrillator at Muller Properties, Crewe Road (Min. Ref. TC25/157 refers), and £1,000 uncommitted grant budget for externally owned defibrators and if there was a the shortfall it was to be funded by the Cedars Medical Practice.

8. Alsager Civic and Assets Committee

To receive the Minutes of Alsager Civic and Assets Committee meeting held on 13 October 2026 and to approve the following recommendations. See attached.

ACA26/37 Proposed Fees and Charges for Alsager Civic for FY2027/28

Resolved:

- a) That, the Committee recommends to Full Council that the new pricing structure was adopted for FY2027-28 subject to Sunday hire rates being the same as Friday and Saturday. See attached.
- b) That the Committee recommends to Full Council, that a minimum spend of £500 on the bar is introduced on the party package option and a minimum of a 4 hour bar on the room hire option and the £500 bar deposit is paid prior to the event then a refund actioned the following week of the event following the banking as evidence of the bar takings.

ACA26/42 Devolution of Services

Resolved: That, the Committee recommends to Full Council that they support the suggested principles for the transfer of assets from Cheshire East to Town and Parish Council's.

ACA26/45 Civic Staffing Structure Review

Resolved: That, the Committee recommend to Full Council the new staffing structure as in the enclosure pack subject to the approval of the Personnel Committee which include the following recommendations :-

- i. To permanently reduce the General Assistant post to 16 hours with immediate effect.
- ii. To permanently reduce the Civic Admin post to 7 hours from January 2027 and increase to SCP10-14.
- iii. To permanently increase the Finance Admin contract by 7 hours per week, to fill the Civic Admin role, these additional hours will be worked on one day at Alsager Civic as Civic Admin. The post holder will remain on a standard contract for all hours at SCP 10-14.

ACA26/47 Town Office Lease

Resolved: b) That, the Committee recommended to Full Council £3,000 from General Reserves to pay for the remaining work on the lease for 3, Lawton Road to Hill Dickenson Solicitors.

9. Fifteen Group – Public Toilets

Further to Min. Ref. TC26/31 dated 19 May 2026 to approve a further £150 for servicing the boiler at the Public Toilets.

10. Police Update

To receive an update from Cllr Venables and the Town Clerk regarding the Police.

ALSAGER TOWN COUNCIL

MINUTES OF MEETING HELD IN ALSAGER CIVIC

ON TUESDAY, 15 SEPTEMBER 2026

Present:

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

J Mason (Town Clerk)

1 Member of the Press

1 Member of the Public

TC26/80 Apologies for Absence

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

TC26/81 Non Attendance

There were no Members who did not attend and did not give their apologies.

TC26/82 Declarations of Interest

Councillor M Unett declared his interest as Acting Manager, Trustee and Secretary of the Alsager Social Club.

Councillor S Butterfield declared his interest as an allotment holder and a member of the AGA.

Councillor R Fletcher declared his interest as a member of Cheshire East Council and the Chair of the Audit & Governance Committee at Cheshire East.

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

Councillor R Kain 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 P Williams declared his interest as a member of Alsager Community Theatre.

TC26/83 Minutes of the Previous Meeting

Further to Min.Ref. TC26/59 dated 11 August 2026, the following were raised as amendments:-

Councillor M Unett declared his interest as Secretary, Trustee and Acting Manager of the Alsager Social Club.

Councillor P Williams declared his interest as a member Alsager Community Theatre.

The Minutes of the Meeting dated 11 August 2026 were referred to and it was: -

Resolved: That, subject to the above amendment the Minutes of the Meeting of the Town Council dated 11 August 2026 were confirmed as a correct record and signed by the Chair.

TC26/84 Matters Arising

Further to Min Ref. TC26/76 dated 11 August 2026, to note that the allocation for 2026-2027 for Cheshire East free bus days cannot be carried over to 2027-2028. Dates confirmed so far for 2026-2027 are:-

- Saturday 7 November 2026 for the Round Table Bonfire Event
- Saturday 28 November 2026 as a Christmas Shopping Day
- Sunday 29 November 2026 for the Christmas Lights Switch on

Resolved: That , the fourth free day bus travel would be 8 November 2026 for Remembrance Sunday.

Further to Min Ref PEC26/70 dated 25 August 2026, Councillor D Longhurst wished it to be noted the report had now been received from Cheshire Wildlife Trust and would be reported to the Environment and Open Spaces Working Group on 16 September 2026.

The Mayor thanked Councillor D Longhurst and the Working Group for all the efforts responding to the Local Plan Scoping report.

TC26/85 Public Participation

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

A resident asked Alsager Town Council to support action in relation to persistent parking problems on a narrow section of Station Road, Alsager. They report that vehicles regularly park on double yellow lines and on the pavement, obstructing pedestrian access and narrowing the carriageway. He believes this is an ongoing issue rather than a series of isolated incidents and that it raises concerns relating to parking enforcement, highway obstruction, accessibility and road safety.

The resident is particularly concerned about the impact on pedestrians, especially wheelchair users, people with mobility difficulties, those with visual impairments, older residents and parents with pushchairs.

The resident considers that both Cheshire East Council and Cheshire Constabulary have a role in addressing the problem. They note that Cheshire East Council is responsible for enforcing the existing double yellow line restrictions and request information about the Traffic Regulation Order, enforcement patrols undertaken, vehicles observed in contravention and Penalty Charge Notices issued over the past 12 months. He also requests targeted enforcement at times when the problem is most prevalent.

The resident also asked Cheshire Constabulary to assess whether the parking at this location could amount to obstructive or dangerous parking and whether enforcement action may be appropriate.

Finally, the resident suggests that if the problem persists despite enforcement activity, Cheshire East Council should consider whether additional traffic management measures, changes to restrictions, or other highway improvements are required to improve pedestrian access and road safety.

Overall, the resident is seeking the Town Council's support in encouraging a coordinated response from Cheshire East Council and Cheshire Constabulary to tackle what they believe is a persistent parking, accessibility and road safety issue on Station Road.

Resolved:

- a) That, the Clerk would write to the Leader of Cheshire East and the Cheshire East Head of Highways to identify that Station Road is dangerous due to the displacement of parking due to the introduction of car parking charges on Station Road and Well Lane.
- b) That, this would be followed up at the PEC Committee meeting on 6 October.
- c) That, Councillor C Venables would ensure the police are aware to take enforcement action.

TC26/86 Planning, Environment and Community Committee

The Chair made reference to the Minutes of the Planning, Environment and Community Committee Meetings held on 25 August 2026 and it was:-

Resolved: That, the Minutes of the Planning, Environment and Community Committee Meetings held on 25 August 2026, be received and noted.

TC26/87 Committee Vacancies

Resolved; That, Councillor P Williams would be a member of the PEC Committee.

TC26/88 Mayor's Announcements

Resolved: To note the Mayor's activities.

TC26/89 Cheshire East Councillors Reports from Councillors B Drake, R Fletcher

Councillor R Fletcher wished to add to his report that following a meeting at Cheshire East the Children and Families Overview and Scrutiny Committee were advised that the Department for Education has advised that it is no longer mandatory for councils to provide Home to School Transport for children under five (rising fives). Cheshire East will be consulting on whether or not to withdraw free Home to School Transport for rising fives.

He had also visited the library to present prizes and 400 children had applied for the Summer Reading challenge and 252 had completed it which was an amazing commitment to reading.

Councillor P Williams was disappointed there were not three written reports submitted from the Ward Councillors.

Resolved:

- a) To receive written reports from Cheshire East Councillors Drake and Fletcher.
- b) To receive a verbal update from Cllr R Kain.

TC26/90 Bi-election Budget

Resolved: That, if the Town Council need to hold a bi election £7,000 would be transferred from General Reserves as the EMR for elections is £5,500.

TC26/91 Council Budget Setting Programme – FY2027-28

The Clerk apologised that she did not have the knowledge or the capacity due to only taking ownership of the allotments 2 weeks ago to report to C & A Committee on 29 September 2026 for staffing costs or charges, therefore the report would be completed and submitted to the relevant committee as soon as possible following this date.

Resolved: That, subject to the new information the report was accepted.

TC26/92 External Auditors Report and Certificate 2025/2026 and Conclusion of Audit

Resolved:

- a) That, the External Auditors Report and Certificate 2025/2026 was received.
- b) That, the conclusion of the External Audit for the year ended 31 March 2026 was received.

TC26/93 Draft Fixed Asset Policy

The Mayor requested that the officer authorising the Disposal Form be stated as the Town Clerk.

Resolved: That, the draft Fixed Asset Policy was approved subject to the above amendment.

TC26/94 Alsager Allotments

Resolved:

- a) That, the report from the Town Clerk was noted.
- b) That, it was approved to open a new bank account to facilitate the banking transactions relating to Alsager Allotments with the Mayor, the Deputy Mayor and Councillor J Hearne as signatories.

TC26/95 Local Government Services Pay Agreement 2026-2027

The Clerk noted the increase was 3.3% and the FY2026-27 budget was 4%.

Resolved: To note completion of the NJC 2026-27 pay award applicable from 1 April 2026, which has been applied to all Town Council employees in September with appropriate back pay.

TC26/96 Freedom of Information

Resolved: To receive the detailed Freedom of Information Request Log as of 15 September 2026.

Councillor R Kain disputed the fact that the complaint (under agenda item 18) was being held in Part 2. He was advised it was the approved Town Councils Customer Complaint policy which was being followed.

Councillor S Butterfield left the meeting.

Councillor R Kain left the meeting.

TC26/97 Exclusion of Public and Press

At the invitation of the Mayor 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.

Councillor R Kain returned to the meeting.

TC26/98 Civic Staffing Budget

It was noted that £1,953 has been spent under the Clerk's delegated authority to cover the absence of the Alsager Civic and Institute Operations Manager noting the £1,000 staffing contingency budget has already been utilised.

Resolved: That, to continue to appropriately staff the Civic until the end of 2026, £5,500 is approved from General Reserves for staffing costs.

Councillor R Kain left the meeting.

TC26/99 Complaint

The Mayor stated, to avoid any perceived conflict of interest, that the Deputy Mayor, Councillor Venables, would chair this item and that she would not take part in the discussion or vote. Councillor Venables, the Deputy Mayor, then chaired this item.

Resolved:

- a) That, the concerns raised have been carefully considered, the matters complained of are not evidence-based and cannot be substantiated. Therefore, there is insufficient evidence to uphold the complaint.
- b) That, the Council will make provision for disabilities in future Allotment Tenancy Agreements and Service Level Agreements.

The meeting commenced at 7:00 p.m. and concluded at 9:30 p.m.

Signed by Councillor P Hubbard
Mayor

ALSAGER TOWN COUNCIL

MINUTES OF MEETING HELD IN ALSAGER CIVIC

ON TUESDAY, 06 OCTOBER 2026

Present:

Councillor P Hubbard (Mayor)
Councillor C Venables (Deputy Mayor)
Councillor S Butterfield
Councillor R Fletcher
Councillor J Hearne
Councillor S Helliwell
Councillor D Longhurst
Councillor R McCarthy
Councillor S Ovenden
Councillor M Unett (arrived at 6:33 p.m.)
Councillor P Williams

J Mason (Town Clerk)

1 Member of the Press
2 Members of the Public

TC26/100 Apologies for Absence

Apologies for absence were received from Councillors J Buckley, R Kain and W Whittaker-Large.

TC26/101 Non Attendance

There were no members who did not attend and did not give their apologies.

TC26/102 Declarations of Interest

Councillor J Hearne declared her interest as the Treasurer at the Jane Maddock Homes.

Councillor R Fletcher declared his interest as a member of Cheshire East Council and the Chair of the Audit & Governance Committee.

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

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

TC26/103 Public Participation

There were two members of the public present as representatives from Fledglings Education Community Interest Company which had received a grant of £1,000 from the Town Council and they explained the benefits the money had enabled through Cranberry Primary School. They had submitted a further grant application for £4,000 for further sensory work within the town and had attended the meeting to explain the works they would conduct if the grant was received.

TC26/104 Draft Financial Regulations

Resolved: That, the draft Financial Regulations approved.

TC26/105 Local Council Award Scheme

The Town Clerk was submitting the final Local Council Award Scheme as in the enclosure pack with all the relevant documents, information and conditions.

Resolved:

- a) That, the Council has all the required documents, information and conditions in place for the Bronze Award, and that these are published on the councils website, where applicable.
- b) That, the Council has all the required documents, information and conditions in place for the Silver Award, and that these are published on the councils website, where applicable.
- c) That, the Council has all the required documents, information and conditions in place for the Gold Award, and that these are published on the councils website, where applicable.
- d) That, the Town Council wish to thank the Town Clerk and her team for the submission and the work it involved.

The meeting commenced at 6:30 p.m. and concluded at 6:43 p.m.

Signed by Councillor P Hubbard
Mayor



Alsager Town Council

Co-option Procedure



Introduction

This document sets out the procedure to ensure there is compliance with legislation and continuity of procedures in the co-option of members to Alsager Town Council.

The co-option procedure is entirely managed by the Town Council, ensuring that a fair and equitable process is carried out.

The co-option of a town councillor occurs in two instances:

1. When an ordinary vacancy has arisen on a Town Council after the ordinary elections held every four years.
2. When a casual vacancy has arisen on a Town Council and no by-election has been called.

The Council is composed of three wards: East Ward, Central Ward and West Ward.

Ordinary Vacancy

An ordinary vacancy occurs when there are insufficient candidates to fill all the seats on the Town Council at the ordinary elections held every four years. Any such vacancy/vacancies should be advertised within 35 days of the election. The nomination qualifications required of an applicant whether for an ordinary or casual vacancy are the same in accordance with s.79 of the Local Government Act 1972. Any candidates who were nominated are automatically elected to the Town Council and any remaining vacancies are known as "ordinary vacancies". Provided there are enough town councillors to constitute a quorum, the Town Council is able to co-opt a volunteer to fill the vacancies.

Casual Vacancy

A casual vacancy occurs when:

- A councillor fails to make his declaration of acceptance of office at the proper time,
- A councillor resigns,
- A councillor dies,
- A councillor becomes disqualified,
- A councillor fails for six (6) months to attend meetings of a council committee or sub-committee or to attend as a representative of the council a meeting of an outside body.

The Town Council has to notify the Borough Council of a casual vacancy and then advertise the vacancy and give electors for the ward the opportunity to request an election [S.87(2) of the Local Government Act 1972]. This occurs when ten (10) electors write to the Borough Council stating that an election is requested.

If a by-election is called, a polling station will be set up by Cheshire East Council and the people of the ward will be asked to go to the polls to vote for candidates who will have put themselves forward by way of a nomination paper. Alsager Town Council will pay the costs of the election. The people of the ward have fourteen days (not including weekends, bank holidays and other notable days), to claim the by-election, but the Electoral Services Office of Cheshire East Council will advise the Clerk of the closing date.

If more than one (1) candidate is then nominated, a by-election takes place but if only one (1) candidate is put forward they are duly elected without a ballot.

If ten (10) residents do not request a ballot within fourteen (14) days of the vacancy notice being posted, as advised by the Electoral Services Office, the Town Council is able to co-opt a volunteer.

Co-option

On receipt of written confirmation from the Electoral Services Office that no by-election has been claimed, the casual vacancy can be filled by means of co-option.

The Clerk will:

- Advertise the vacancy for four weeks or such other period as the Town Council may agree on the Town Council notice boards and website,
- Advise Cheshire East Council that the co-option policy has been instigated.

This procedure will also apply in the case of an ordinary vacancy where the Electoral Services Office has confirmed that there were insufficient nominations to fill all the seats but there are sufficient town councillors elected to constitute a quorum.

Eligibility of Candidates

The Town Council is able to consider any person to fill a vacancy provided that:

- He/she is 18 or over,
- He/she is a British citizen, a qualifying Commonwealth citizen or a citizen of any other member state of the European Union;

and at least one of the following apply:

- He/she is an elector for the Parish and continues to be an elector,
- Or has resided in the Parish for the past twelve months or rented/tenanted land in the Parish,

- Or has had his/her principal or only place of work in the Parish for the past twelve months,
- Or has lived within three miles of the Parish for the past twelve months.

There are certain disqualifications for being a parish councillor, of which the main are (see s80 of the Local Government Act 1972):

- Holding a paid office or employment under the Parish Council,
- Bankruptcy,
- Having been sentenced to a term of imprisonment (whether suspended or not) of not less than three months, without the option of a fine during the preceding five years,
- Being disqualified under any enactment relating to corrupt or illegal electoral practices

Applications

Candidates will be requested to:

- Submit information about themselves, by way of written letter.
- Confirm their eligibility for the position of town councillor within the statutory rules.

Nominees will be made aware that canvassing of Council members will disqualify them from standing for the vacancy.

A Full Council meeting will be called with an agenda item: 'To receive written applications for the office of Town Councillor and to co-opt a candidate to fill the existing vacancy'.

Eligible candidates will be invited to attend the meeting.

Copies of the eligible candidates' applications will be circulated to members prior to the meeting where the co-option will be considered.

All documents will be treated by the Town Clerk and councillor's as strictly private and confidential.

At the Meeting

At the meeting, each nominee will be invited to speak for up to 2 minutes to introduce themselves to the town councillor's, give information on their background and experience and explain why they wish to become a member of the Town Council. Councillors are able to ask the candidates questions. The process will be carried out in the public session.

The meeting will then re-convene as an open meeting and a vote will take place.

When all nominees have spoken the Chairman shall call members to proceed to vote in the form of an anonymous ballot. Ballot papers prepared and distributed by the Town Clerk will

be distributed to those councillor's present. Councillor's must mark a preference on the ballot paper which will be collected by the Town Clerk. No proxy votes are allowed.

The candidate must receive an absolute majority of the vote of those present (50% + 1 of the votes available at the meeting, LGA 1972 Sch.12. Para 39) If there are more than two candidates and there is no candidate with an overall majority in the first round of voting the candidate with the least number of votes will drop out of the process.

Further rounds of voting will take place with the process repeated until a candidate has an absolute majority. In the event of a tied ballot, the Chairman has the casting vote. Should the Chairman refuse to use their casting vote, a toss of the coin will be used to determine the outcome.

The ballot(s) will be counted by the Town Clerk in the presence of the meeting and the Chairman will declare the result and recorded in the Town Council minutes.

Where the council believes it has sound reason to do so, due to the unsuitability of candidates, it may choose not to appoint a candidate and to readvertise the vacancy. (Any decision not to appoint a candidate and leave a vacancy must be for reasons that would satisfy any legal challenge.)

If insufficient candidates are co-opted, the process should continue, whereby vacancies are again advertised.

If present, the candidate who is co-opted will sign a Declaration of Acceptance of Office, including an undertaking to abide by the Town Council's Code of Conduct, and make take office thereafter. If not present, a co-opted candidate will sign the Declaration of Acceptance of Office as soon as possible and before the next meeting of the Town Council. The Candidate will not be able to act as a Councillor until they have signed the Declaration of Office. The new councillor will complete a Register of Interests form and any other requirement as determined by the Council.

The Town Clerk will notify Cheshire East Council Electoral Services Office of the co-option.

ALSAGER TOWN COUNCIL
PLANNING, ENVIRONMENT AND COMMUNITY COMMITTEE
MINUTES OF MEETING HELD IN ALSAGER CIVIC
ON TUESDAY 15 SEPTEMBER 2026

Present:

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

Non Members of the Committee:- Councillor P Hubbard (Town Mayor) and Councillor P Williams.

J Mason (Town Clerk)

1 Member of the Press
0 Members of the Public

PEC26/81 Apologies for Absence

There were no apologies received from Councillors.

PEC26/82 Non Attendance

There were no members who did not give their apologies but it was noted there was a vacancy on the Committee.

PEC26/83 Declarations of Interest

Councillor R Kain declared his interest as a member of Cheshire East Council and the Ward Councillor for Central Ward.

Councillor R Fletcher declared his interest as a member of Cheshire East Council and the Chair of the Audit & Governance Committee at 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.

PEC26/84 Minutes of the Previous Meeting

The Minutes of the Meeting dated 25 August 2026, were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Planning, Environment and Community Committee dated 25 August 2026 were confirmed as a correct record and signed by the Chair.

PEC26/85 Matters Arising

Further to Min Ref PEC26/70 dated 25 August 2026, Councillor D Longhurst wished it to be noted the report had now been received from Cheshire Wildlife Trust and was on the agenda for the next meeting of the Environment and Open Spaces Working Group on 16 September 2026.

PEC26/86 Public Participation

Councillor P Williams welcomed the presence of the SID on Church Road and noted the figure of 30% of traffic was exceeding the speed limit. This has now resulted in PCSO Oli Branfield carrying out Trucam speed checks. He also wished to discuss reports of anti-social behaviour on the vacant warehouse site on Crewe Road, it was noted that there had been a members enquiry from Councillor R Fletcher to Cheshire East but he felt the Town Council could take more actions.

Resolved: That, the Town Clerk would endeavour to identify the land owner and send a letter to make the owner aware of the anti-social behaviour and if they could make the site more secure.

PEC26/87 Planning Applications

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

1. Week ending 28/08/26
2. Week ending 04/09/26
3. Week ending 11/09/26

Councillor R McCarthy arrived at the meeting.

The Chair explained that 26/32313/EIA Manor View, Land Off Dunnocksfold Road, Alsager would be considered under the Pre Planning Protocol where a meeting with the developers had been organised for 6 October 2026 at 3.30 pm hence the deadline had now been extended until 8 October following approval from Cheshire East Planning Department. He encouraged members to read the sections he identified.

Resolved: That, the Planning, Environment and Community Committee's formal comments on all applications registered with Cheshire East Council up to week ending 11/09/26 be forwarded to the Planning Officer, Cheshire East Council. (Appendix A).

PEC26/88 Decisions List

The Chair referred to the circulated decisions list as received from the Planning Authority, Cheshire East Council up to week commencing 07/09/26.

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

The meeting commenced at 6:30 p.m. and concluded at 6:58 p.m.

Signed by Councillor S Butterfield
Chair

DRAFT



ALSAGER TOWN COUNCIL – Planning Committee 15 September 2026 – Registered List

Appendix A

Comments from Alsager Town Council on Planning Applications registered with Cheshire East Council up to week ending Friday 11 September 2026.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/3044/HOUS	Proposed car port with games room above	106 Lawton Road, Alsager, Stoke On Trent, Cheshire East, ST7 2DE	Mr M. Jones	20-08-2026	To consider SUDs and the Tree Officer to monitor actions on tree protection advise on the three trees.
26/3094/HOUS	Demolition of existing conservatory and erection of proposed rear extension, creation of first floor inc. raised roof profile and dormer windows.	15 Hall Drive, Alsager, Stoke On Trent, Cheshire East, ST7 2UD	Mr and Mrs Mathews	25-08-2026	No comment.
26/3126/FUL	Change of use from Class E (Commercial, Business and Service) to Sui Generis use as a dog grooming salon.	20B Lawton Road , Alsager, Stoke On Trent, ST7 2AF	Miss Sian Edwards	26-08-2026	No comment.
26/3005/FUL	Change of use of the first-floor residential accommodation (Use Class C3) to commercial, business and service use (Use Class E).	First Floor Flat, 5 Crewe Road, Alsager, Stoke On Trent, Cheshire East, ST7 2EW	Anchors (Get Set Glo Ltd)	17-08-2026	Disabled access should be considered under the Equality Act 2010, otherwise no comment.
26/3212/HOUS	Ground floor rear extension.	12 Ashdale Close, Alsager, Stoke On Trent, Cheshire East, ST7 2EN	Mr and Mrs C Kirby	03-09-2026	No comment.



Application number:	Full development description:	Main Location	Applicants Name	Registered Date	Comment
26/3062/TPO	T01 Common Beech - Reduce lateral branches on west side of crown by approximately 1.5 - 2m to reduce away from neighbouring Oak tree. Reduce lowest lateral limbs over garden by 1.5 - 2m to reduce excessive shading. T02 Common Beech - Reduce lateral limbs over garden by 1.5 - 2m to reduce excessive shading. T03 Common Beech - Reduce lateral limbs over garden by 1.5 - 2m to reduce excessive shading. Target prune: lowest subsiding limb back to stem, south aspect, circa 80mm diameter. T04 Common Beech - Reduce lateral limbs over garden by 1.5 - 2m to reduce excessive shading. T05 Common Beech - Reduce lateral limbs over garden by 1.5 - 2m to reduce excessive shading	5 Leycroft Drive, Alsager, Stoke On Trent, Cheshire East, ST7 2XN	Mrs Beverly Steel	21-08-2026	The Town Council will support the Ecological Inspection report.

ALSAGER TOWN COUNCIL
PLANNING, ENVIRONMENT AND COMMUNITY COMMITTEE
MINUTES OF MEETING HELD IN ALSAGER CIVIC
ON TUESDAY 6 OCTOBER 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 Williams

Councillor P Hubbard (Town Mayor, Non-committee member)
Councillor W Whittaker - Large (Non-committee member and left early after item PEC26/95)

J Mason (Town Clerk)

0 Members of the Press
1 Member of the Public

PEC26/89 Apologies for Absence

Apologies for absence were received from Councillor R Kain.

PEC26/90 Non Attendance

There were no members who did not attend and did not give their apologies.

PEC26/91 Declarations of Interest

Councillor R Fletcher declared his interest as a member of Cheshire East Council and the Chair of Audit and Governance Committee.

Councillor D Longhurst declared his interest as the Chair of the Cedar's Patient Participation Group.

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

PEC26/92 Minutes of the Previous Meeting

The Minutes of the Meeting dated 15 September 2026, were referred to and it was: -

Resolved: That, the Minutes of the Meeting of the Planning, Environment and Community Committee dated 15 September 2026 were confirmed as a correct record and signed by the Chair.

PEC26/93 Matters Arising

- a) Further to Min. Ref. PEC26/64(a) dated 25 August 2026, the further response from Wain Homes regarding the Lawton Green Estate was discussed and although disappointing it was noted that little more could be done by the Town Council and it should be revisited in August 2027 when the road has been adopted by Cheshire East Highways.
- b) Further to Min. Ref. PEC26/37 dated 14 July and PEC26/64 dated 25 August, regarding scrambling events at Butterson Lane Stables, Councillor R Fletcher reported that he had made enquiries and the planning enforcement officer had responded that they did not work over the weekend and therefore required evidence. The Chair and the Clerk had responded that evidence of 52 days in 2026 had been supplied to Cheshire East and it had made very little difference and asked if Cllr Fletcher could escalate it as the issue had been logged since February 2026.
- c) Further to Min. Ref. PEC26/47 dated 14 July, Councillor Fletcher gave an update on Homeshire House that no action will be undertaken by Cheshire East.
- d) Further to Min. Ref. PEC26/78 dated 25 August, it was noted that letters have been sent to all schools to request that bikeability courses are available to all pupils and one school had responded.
- e) Further to Min. Ref. PEC26/64 dated 25 August 2026, regarding the speed of traffic entering the Town of Alsager from Potters Way Car Home and a meeting held with Church Lawton Parish Council on 9 July 2026. Due to a change in Clerk at Church Lawton the Deputy Town Clerk has a further meeting on 13 October.
- f) Further to Min. Ref. PEC26/76 dated 25 August 2026, the Committee noted the response to Councillor Drake's members enquiry regarding St. Gabriels School. The Committee felt the feedback was more positive and requested the Clerk arranged a meeting with the head of St Gabriels's School, Cheshire East Highways, Councillor B Drake, the Chair of Planning and the Town Clerk.

PEC26/94 Public Participation

Councillor W Whittaker - Large spoke on the agenda item referencing the proposal of a Town Centre Manager for the Town Council. She felt she had not been aware of the agenda item until she was contacted by the Alsager Chronicle that day and the more preferred method was for the item to be scrutinised by the Business Working Group beforehand and not a recommendation from the Town Clerk. She had no intention to increase the precept to fund an extra staff position.

It perhaps should be a pilot role and an approach to the Business Working Group of ideas on the funding of the role.

The Chair proposed the item on the agenda for the Town Centre Manager would be discussed as the next item.

Resolved: That, the Town Centre Manager agenda item be discussed next.

PEC26/95 Town Centre Manager

The Committee felt as the Chair of the Business Working Group wished to scrutinise the role further it should be referred back to the group.

Resolved: That, the Business Working Group would make a proposal on the role of the Town Centre Manager and write a report for PEC Committee on 17 November.

PEC26/96 Planning Applications

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

1. Week ending 18/09/26
2. Week ending 25/09/26
3. Week ending 02/10/26

Resolved: a) That, the Planning, Environment and Community Committee's formal comments on all applications registered with Cheshire East Council up to week ending 02/10/26 be forwarded to the Planning Officer, Cheshire East Council. (Appendix A)

b) That, due to the Cheshire East planning portal being unavailable, the Chair and the Town Clerk would have delegated authority to respond to any planning applications received between 28 September and 4 October that hadn't been considered, as per Standing Order 23.2.

PEC26/97 Decisions List

The Chair referred to the circulated decisions list as received from the Planning Authority, Cheshire East Council up to week commencing 28/09/26.

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

PEC26/98 Environment and Open Spaces Working Group (EOSWG)

Resolved: That, the notes from 16 September 2026 were noted.

PEC26/99 SID results

Resolved:

- a) That, the SID results from Close Lane from 6 August to 18 August and Church Road from 4 August to 18 August were noted.
- b) That, it was noted that the Clerk had sent information to Robin Johnson – Traffic Management at Cheshire Constabulary on 26 August to consider the position of the Tag Master survey on Audley Road as they felt it was incorrect and there had been no response.
- c) That, a meeting had been held with the DCI Levins, Councillor Venables and the Clerk in relation to speed checks from the police.

PEC26/100 CCTV Contribution

The Council has received the notification from Cheshire East who are the managing body for our CCTV provision which we have provided in our town through CIL monies and it must be noted we are in the process of allocating two extra cameras on the Shady Grove estate.

The proposed contribution increases from £8,339 to £8,622.02, which is an increase of £283.02 per annum (3.4%). That is broadly in line with current inflation and appears relatively reasonable. Cheshire East are offering a 3-year fixed agreement at £8,622.02, which provides budget certainty through to 2030. Given the continuing uncertainty around inflationary pressures and pay awards, fixing the cost for three years may represent reasonable value if the Council intends to continue participating in the scheme.

The communication refers to a contribution of £8,622.02 based on the current configuration and does not mention any additional cameras being added during the agreement period. Given we have separately been advised of an additional £800 per annum support and monitoring charge for the new camera at Shady Grove, we would assume that cost is additional to the quoted contribution unless Cheshire East confirm otherwise.

If that assumption is correct, the total annual CCTV cost would become approximately:

Existing service contribution: £8,622

Additional Shady Grove cameras x 2: £1,600

Total: circa £10,222 per annum

Resolved: That, the Committee recommends to Full Council to approve a cost of £10,222 per annum for the next three years at a cost of £30,666 under the financial regulation 5.12 as the infrastructure for CCTV is provided across Cheshire solely by Cheshire East Council.

PEC26/101 Terms of Reference

Resolved: That, the draft Terms of Reference were recommended to Full Council.

PEC26/102 Alsager Town Council Parking Notice

Councillor R McCarthy had drafted another notice to go alongside the one from the Chair. The Committee felt in principal this was a very good idea but needed further scrutiny before they agreed for it to be implemented.

Resolved: That, the Clerk ask for advice from the police before it was issued, advice was taken from the HR specialist if any abuse or conflict came from the residents in relation to the notice what was the procedure as employers, if as a Town Council we were insured and if Job Descriptions for the Town Rangers should be amended.

PEC26/103 Station Road Parking

Further to Min. Ref. TC26/85 dated 15 September 2026, it was noted that letters have been sent to the Leader of Cheshire East and the Cheshire East Head of Highways regarding the dangerous situation due to the displacement of parking on Station Road and the response was noted and direction was given to the Clerk to follow up as it was dated 5 October.

Resolved: That, the Clerk would make enquiries with planning enforcement if we could contribute for extra cover on Station Road for inappropriate parking.

PEC26/104 Defibrillator – Cedars Medical Centre

The Chair thought that one of the existing two defibrillators in the medical centres could be sited outside and funded by one of the medical centre. Councillor D Longhurst did not feel this was possible. The Clerk thought that £1,650 would not cover the cost of a defibrillator and the outside unit plus installation, Councillor D Longhurst felt the additional funding required could be financed by Cedars Medical practice.

Resolved: That, the Committee recommended to Full Council that the Council would purchase a council owned defibrillator on the external wall of Cedars Medical Centre to a maximum cost of £1,650 to the Council, using an unspent £650 budget from General Reserves that was committed to the defibrillator at Muller Properties, Crewe Road (Min. Ref. TC25/157 refers), and £1,000 uncommitted grant budget for externally owned defibrators and if there was a the shortfall it was to be funded by the Cedars Medical Practice.

PEC26/105 Highways Issues

Councillor R Fletcher noted that the Ward Councillor allowance had resulted in Chancery Lane being partially resurfaced last week and the footpath resurface was scheduled in soon.

Councillor M Unett referred to the dangers in crossing Lawton Road by St Gabriels Church near the bus stop and requested the SDU was sited there.

He was also concerned about the amount of street lights being out on Longview Avenue and asked for support from the Ward Councillors.

There was also a concern that a resident had tripped on the pavement near Cedars Medical Practice and he would liaise with the Town Clerk to report it after the meeting.

PEC26/106 Waterways Issues

None reported.

PEC26/107 Licensing Issues

None reported.

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

Signed by Councillor S Butterfield
Chair



Comments from Alsager Town Council on Planning Applications registered with Cheshire East Council up to week ending Friday 02 October 2026.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/3386/HOUS	Single storey extension and alterations to the elevations.	20 Bladon Crescent, Alsager, Stoke On Trent, Cheshire East, ST7 2BG	Mr B Wood	15-09-2026	No comment.
26/3401/TPO	The identified mature Oak (OA1) - crown to be lifted to approximately 6 metres to maintain safe clearance over the public highway and footpath. and also to increase the light levels to the front elevation of the associated property. Deadwood removal, along with a partial crown reduction to bring shape and balance back to the tree and reduce impact upon adjacent properties.	25 Pikemere Road, Alsager, Stoke On Trent, Cheshire East, ST7 2SA	Mrs Chloe Cramer	16-09-2026	Alsager Town Council will rely on the Tree Officer's report.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/3213/EIA	EIA screening / scoping	Manor View, Land Off Dunnocksfold Road, Alsager, Cheshire East	Maddie Adas (Buro Happold Limited)	02-09-2026	See below

Comments

The Town Council wish TTS2 to be considered from the Neighbourhood Plan as access routes are questionable all access should be off Hassall Road as Hulse Way and William Howell Way are not sustainable for 1,000 houses. These accesses should be for emergency services and footpaths /cycleways

TTS2 Congestion and highway safety

The Plan will only support proposals which demonstrate that the scale of development will not have a severe impact on traffic conditions. Development where there is a contribution towards overcoming deficiencies in the transport network which would be caused by the proposal will be supported.

The application contravenes this policy :-

H4 Size, scale and density of new housing developments

Back land development will be resisted if it would impact upon existing residential amenity through overlooking, loss of amenity or intrusion of privacy.

This policy must be considered.

TTS6 Infrastructure All new development will be required to make adequate provision for any infrastructure requirements which arise directly as a consequence of the development proposed. Such provision may include some or all of the following:

On-site facilities directly related to the proposed development.

Off-site facilities required as a consequence of the proposed development, in order to avoid placing an undue burden on existing infrastructure.

A commuted sum payment to be agreed with Cheshire East Council to enable identified infrastructure requirements to be provided and, where appropriate to be maintained.

It is noted that there are allotments on site and the Town Council would benefit from a Section 106 contribution towards existing allotments as opposed to extra sites as we have 4 sites presently.

The H6 policy should be considered as the need is for smaller more affordable homes for all 4 & 5 bed detached, please refer to the Housing Needs Survey conducted by ATC . The Transport Plan needs to be revisited at the pre planning stage.



**ALSAGER TOWN COUNCIL
PLANNING ENVIRONMENT AND COMMUNITY COMMITTEE
TERMS OF REFERENCE**

All delegation to be in line with Standing Orders and Financial Regulations.

9 Members of the Authority	Quorum: 3
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1. Function of Planning Committee	Delegation of function
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1.1	Recommendations on budget virements and overspend	Committee to recommend to Town Council
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2. Policy and Governance

2.1	To make recommendations to Council on Cheshire East Borough Council draft plans or policies	Committee to recommend to Town Council
2.2	To make observations to Council on Cheshire East Borough Council Community Plans	Committee to recommend to Town Council
2.3	Terms of Reference	Committee to recommend to Town Council
2.4	To make recommendations to the Council on: • Environmental Policies • Social and Community Policies • Other policies specifically in relation to this Committee	Committee to recommend to Town Council
2.5	To facilitate the Neighbourhood Plan and make recommendations to Council	Committee to recommend to Town Council

3. Planning and Development Control
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3.1	To make observations on all Cheshire East Borough Council Planning Applications in the Alsager area; listed building applications; Conservation area consents; Certificates of Existing or Proposed Lawful User or Development; Display of Advertisement Regulations; and Development involving telecommunications, including prior notification determinations	Committee
3.2	To comment on Tree Preservation applications or the making of Orders in the Alsager area	Committee
3.3	To make observations on key strategic Planning consultation documents e.g. Local Plan from Borough, regional or national bodies	~~Committee~~ Delegated authority to the clerk and



		chair to organise a task and finish group
3.4	To make observations at the time of planning appeals and agree members representations to speak on behalf of the Town Council and authorise witnesses on behalf of the Council	Committee
3.5	Responding to consultations from adjoining authorities outside of Cheshire East Borough	Committee Delegated authority to the clerk and chair to organise a task and finish group
3.6	Making observations on applications and other matters under the Licencing legislation.	Committee
3.7	Make recommendations to Cheshire East Council on Street naming or numbering	Committee
3.8	Make recommendations to Cheshire East Council on highway or transportation matters	Committee
3.9	Making observations on any matter relating to gaming or gambling	Committee
3.10	Making observations on the provision and control of street lighting	Committee
3.11	To liaise with Cheshire East Borough Council on any matter relating to building control	Committee in normal circumstances Town Clerk in the case of an emergency
3.12	To facilitate the Neighbourhood Plan Process & advise Council	Committee

4. Town Centre Services		
4.1	Management of Town Centre Services	Committee Operational Management to Facilities Manager in conjunction with Town Clerk
4.2	To liaise with Partners concerning arrangements for the Annual Christmas Market and Big Switch On	Town Clerk / Facilities Manager
4.3	To liaise with Partners on Town Centre projects	Town Clerk/Facilities Manager
4.4	To liaise with Partners to promote and support floral and planting initiatives	Town Clerk/ Facilities Manager
4.5	Provision and maintenance of street furniture and signs	Committee to approve provision in conjunction with landowner



		Facilities Manager responsible for maintenance for TC owned property
4.6	Provision of litter bins and floral plants	Committee to approve provision in conjunction with landowner Facilities Manager responsible for maintenance for TC owned property
4.7	Matters relating to street cleaning, litter, flyposting	Committee for strategy Facilities Manager for responsibility on Town Council land
4.8	Authority to spend – to delegate authority to spend at an appropriate level for council work to continue under £1000	Facilities Manager in conjunction with Town Clerk within Budget and in line with Financial Regulations

5. Town Ranger Services

5.1	Provision of services in the town from the Town Rangers	Town Clerk / Facilities Manager
5.2	To allocate tasks in priority order for upkeep and maintenance of both the Town Council and Cheshire East assets (with relevant permissions)	Town Clerk / Facilities Manager
5.3	To ensure we work with relevant agreed Working Groups partners to achieve a maintained and presentable town.	Committee to approve with Town Clerk guidance.

6. Community Engagement

6.1	To promote the social wellbeing of the Town	Committee
6.2	To facilitate and support local community and voluntary organisations	Grants to Finance Committee Promotions and other support to Committee
6.3	To promote social inclusion within the community	Committee
6.4	To promote Fairtrade in the Town	Committee
6.5	To lead on market town initiatives	Committee
6.6	To agree project funding applications	Committee In urgent case the Town Clerk in consultation with the Chairman of the Council, the



		Chairman of Finance Committee and the Chairman of the Planning Committee
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7. Community Safety

7.1	Power to install and maintain equipment for detection and prevention of crime, Local Government and Rating Act 1997, S31	Committee for strategic overview Town clerk for operational management
7.2	To lobby for road safety improvement schemes	Committee
7.3	To liaise with the Police & Crime Commissioner, Constabulary and Fire Authority	Committee
7.4	To consider CCTV in Alsager	Committee

8. Environment

8.1	To promote the environmental wellbeing of the Town	Committee
8.2	Conservation of the built and natural environment	Committee
8.3	To deal with issues involving ancient monuments and areas of archaeological interest	Committee
8.4	To promote floral and planting initiatives	Committee
8.5	To protect and preserve local heritage	Committee
8.6	To approve and action Environmental audits	Committee within budget Town Clerk to initiate audit
8.7	To promote environmental awareness	Committee to approve programme within budget

9. Environment and Public Health

9.1	To liaise with the relevant authorities in cases on public health/environmental nuisance, drainage matter, pollution, animal welfare issues	Committee
9.2	To make observations on any public health/environmental licence or registration application (other than under the Licensing Act)	Committee
9.3	Waste and Recycling	Committee



10. Health& Wellbeing

10.1	To work with partner organisations to improve the health of people in the Town	Committee
10.2	To improve access to services which can contribute to health	Committee
10.3	To promote healthy living	Committee

11. Young People

11.1	Support for public and community services	Committee
11.2	Coordinate the involvement of young people in decision making	Committee
11.3	Support to young people in their communities	Committee

12. Housing

12.1	To lobby for sufficient variety of housing	Committee
12.2	To support home safety initiatives in the Town	Committee

13. Economic Wellbeing and Tourism

13.1	To promote the economic wellbeing of the Town through partnership with the business and community sectors	Committee
13.2	To promote tourism within the Town	Committee
13.3	To promote regeneration in the Town	Committee
13.4	To lobby for sufficient high quality employment sites in the Town and support initiatives promoting inward investment	Committee
13.5	To support skills and training for local businesses	Committee
13.6	Provision, directly or indirectly, of public events such as Christmas Lights/Events/Christmas Tree, Big Switch On	Committee Grants to Finance Committee

14. Emergency Planning

14.1	To assist in the preparation of Emergency Plans of the Borough Council	Committee
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15. Projects

15.1	To approve and deliver environmental and community projects	Committee
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16. Leisure and Recreation

16.1	Power to maintain land for open spaces, Public Health Act 1875, S164 Open Spaces Act 1906 S9 and 10	Committee
16.2	Power to acquire land for or to provide public walks, pleasure ground to manage and control them. Power to provide gymnasiums, playing fields and boating pools; Local Government Act 1972, Sch 14; Public Health Acts Amendment Act 1890, S44, Local Government (Miscellaneous Provision) Act S19; Public Health Act 1961, S54.	Acquisition to Council Strategic Management and Development to Committee
16.3	Management and Enhancement of Parks, Playing Fields, Play Areas and public open spaces	Grants to Finance Committee Strategic Management and Development to Committee

17. Bus Shelters

17.1	Power to provide and maintain bus shelters, LGA (Miscellaneous Provisions) 1953 S4	Committee
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18. Clocks

18.1	Power to provide public clocks, Parish Councils Act 1957, S2	Committee
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19. Baths and Washhouses

19.1	Power to provide baths and wash-houses under S 221, 222, 223 and 227 of Public Health Act 1936	Committee
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20. Burial Facilities

20.1	Power to acquire and maintain; power to provide; power to agree to maintain monuments and memorials under Open Spaces Act 1906. S9 and 10; LGA 1972, S214; Parish Councils and Burial Authorities (misc. Provisions) Act 1970 S1	Acquisition and provision reserved for Council Strategic Overview to Committee
20.2	Power to contribute toward expenses of cemeteries, LGS 1972, S214	Grants to Finance Committee



20.3	Power for maintenance of closed church yards LGA 1972, S215	Strategic overview to Committee
20.4	Power to provide mortuaries, Public Health Act 1936, S198	Strategic overview to Committee

21. Public Buildings

21.1	Power to provide and equip community centres for use of clubs having athletic, social or recreational objectives, LGA (Misc. provisions) Act 1976 S19	Operational management to Town Clerk/Facilities Manager Strategic overview to committee
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22. Entertainment and the Arts

22.1	Power to provide entertainment and support of the arts, LGA 1972, S145	Committee
22.2	Power to promote lotteries. Gambling Act 2005 a.252, 258	Committee

23. Highways and Transport

23.1	Power to maintain footpaths and bridleways	Committee
23.2	Power to light roads and public places	Committee
23.3	Powers to provide parking places for vehicles and cycles	Committee
23.4	Power to provide roadside seats and shelters	Committee
23.5	Power to contribute financially to traffic calming schemes, Highways Act 1980, S274A	Committee within budget and Council for policy
21.6	Power to plant trees and lay grass verges and to maintain them	Committee
23.7	Powers relating to car sharing scheme, taxi fare concessions and information about transport; LG and Rating Act 1997 S26, 28 and 29	Committee
23.8	Improve off street parking on on-street parking enforcement	Committee
23.9	To support approved community transport schemes	Committee

24. Heritage

24.1	To manage, preserve and promote the use of the Town's heritage	Committee
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24.2	To manage and preserve the Town's artefacts and treasures	Committee
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NOTES: Any action delegated to the Town Clerk may in his/her absence be undertaken by the Deputy Clerk after seeking relevant advice, if the matter cannot wait until the Town Clerk's return.

DRAFT

Agenda item 8

Here's a summary of our pricing for parties and wedding receptions in 2027/2028. All hires are until midnight.

Financial Year	2026/2027	2026/2027	2027/2028
Hire Time	Friday/Sunday	Saturday	Friday/Saturday/Sunday
Hire from 9am	£550	£750	£750
Hire from 2pm	£400	£450	£500
Hire from 4pm	£275	£325	£350
Hire from 6pm	£175	£225	£240
Additional hour (bar)	£80	£80	£85
Resident DJ	N/A	N/A	£500

Please Note:

- We do not accept bookings for 18th Birthday Parties.
- 21st Birthday Parties must pay for an additional Security Guard at £25 per hour
- Please speak to our Events Team, or read our Hire terms and conditions, regarding the required minimum bar spend.
- Resident DJ is subject to availability

Here's summary of our wedding ceremony and reception pricing for the 2027/2028 seasons.

All prices are for venue hire until midnight and include a glass of Prosecco/Non-Alcoholic alternative for your guests after your Ceremony. We offer a variety of time slots to suit your needs and budget.

Financial Year	2026/2027	2026/2027	2027/2028
Hire Time	Friday/Sunday	Saturday	Friday/Saturday/Sunday
Hire from 9am	£600	£650	£950
Hire from 2pm	£450	£500	£750
Hire from 4pm	£325	£375	£575
Hire from 6pm	£225	£275	£475
Additional hour (bar)	£80	£80	£85
Resident DJ	N/A	N/A	£500

Please Note:

- These prices do not include catering, decorations, or other services. Contact us to discuss your specific requirements and create a bespoke package for your special day.
- Resident DJ is subject to availability

Alsager Civic - Hire Prices	2026/2027	2027/2028
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WHOLE BUILDING

Hourly	Mon - Fri until 5pm	£50.00	£52.50
4 Hour Block	Mon - Fri until 5pm	£165.00	£175.00
Hourly	Fri after 5pm & Sat/Sun all day	£60.00	£80.00
4 Hour Block	Friday after 5pm & Sat/Sun all day	£200.00	£250.00

MAIN HALL

Hourly	Monday - Friday (Fri until 5pm)	£40.00	£42.00
4 Hour Block	Monday - Friday (Fri until 5pm)	£130.00	£135.00
Hourly	Friday after 5pm & Saturday/Sunday all day	£50.00	£52.50
4 Hour Block	Friday after 5pm & Saturday/Sunday all day	£180.00	£190.00

MEETING ROOM AND BAR LOUNGE

Hourly	Monday - Friday (Fri until 5pm)	£20.00	£21.00
Hourly	Friday after 5pm & Saturday/Sunday all day	£31.00	£33.00

KITCHEN

One Off Charge	Kitchen	£35.00	£40.00
One Off Charge	Tea & Coffee making facilities (hirer to wash up)	£15.00	£20.00
Per Person	Tea & Coffee made by staff (incl. washing up)	£2.00	£3.00

EXTRAS

One Off Charge	Projector & Screen	£25.00	£30.00
Each	Tablecloths Hire	£7.50	£7.50
Hourly	Security Per Guard	£22.00	£25.00

Kids Parties, Baby Showers and Christenings

Year	2026/2027	2027/2028
3 hour block	£135	£150
4 hour block	£155	£170
Additional hours	£40	£42