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.

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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.

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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.

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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.

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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

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