ALSAGER TOWN COUNCIL

PLANNING, ENVIRONMENT AND COMMUNITY COMMITTEE

MINUTES OF MEETING HELD IN ALSAGER CIVIC

ON TUESDAY 27 OCTOBER 2026

Present:
Councillor S Butterfield (Chair)
Councillor M Unett (Vice Chair) arrived at 6.25pm
Councillor D Longhurst
Councillor S Ovenden
Councillor P Williams

J Mason (Town Clerk)

1 Member of the Press
0 Members of the Public

PEC26/108 Apologies for Absence

Apologies for absence were received from Councillors R Fletcher, S Helliwell and R Kain.

PEC26/109 Non Attendance

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

PEC26/110 Declarations of Interest

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

PEC26/111 Minutes of the Previous Meeting

Councillor D Longhurst requested there was an amendment to the Minutes as follows:-

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 defibrator at Spar, 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 Patient Participation Group.

The Minutes of the Meeting dated Tuesday, 6 October 2026, were referred to and it was: -

Resolved: That, subject to the above amendment the Minutes of the Meeting of the Planning, Environment and Community Committee dated Tuesday, 6 October 2026 were confirmed as a correct record and signed by the Chair.

PEC26/112 Matters Arising

There were no matters arising.

PEC26/113 Public Participation

There were no members of the public present.

PEC26/114 Planning Applications

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

1. Week ending 09/10/2026
2. Week ending 16/10/2026
3. Week ending 23/10/2026

Resolved:

a) That, the response was noted under delegated authority for 26/3513/HOUS 25, Hassall Road ST7 2HH.

b) That, the Planning, Environment and Community Committee's formal comments on all applications registered with Cheshire East Council up to week ending 23/10/2026 be forwarded to the Planning Officer, Cheshire East Council. (Appendix A)

PEC26/115 Decisions List

The Chair referred to the circulated decisions list as received from the Planning Authority, Cheshire East Council up to week commencing 19/10/26.

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

PEC26/116 Budget Monitoring Statement

The Chair made reference to the Budget Monitoring Statement for Q2 2026

Resolved:

a) That, the budget monitoring report for Q2 2026-27 (to September 2026) be received including the summary of balances on earmarked reserves that are relevant to this committee.

b) To receive the review of earmarked reserves and recommend to Finance and Governance Committee as part of budget setting for FY2027/2028:

i. Business Working Group - To approve the incorporation of the remaining balance of £933 as financing towards the Town Centre Manager activities in the draft budget for FY27/28.

ii. Town Ranger - To approve the incorporation of the remaining balance of £2,798 as financing towards the Town Ranger activities in the draft budget for FY27/28.

Councillor M Unett arrived at the meeting.

PEC26/117 Draft Budget FY2027-28

The Chair referred to the draft budget for the Committee and the position of the Town Centre Manager was discussed. The Business Working Group had made a recommendation that they agreed in principal as below :-

Contractor Cost at £25 per hour (16 hours/week)

Hourly rate	**Weekly (16 hrs)**	**6-month period**	**Full year**
£25	£400	£10,400	£20,800

Employed Cost (indicative)

Basis	**Weekly**	**6-month**	**Full year**	**Notes**
Base salary (pro-rata 16 hrs)	£368	£9,560	£19,121	80% of £23,901
Estimated on-costs (~25%)	£92	£2,390	£4,780	NI + pension
Total employment cost	£460	£11,950	£23,901	Base + on-costs

One-off Project Costs
Any initiatives agreed as part of this role will require additional funding. Some potential expenditure and costings are listed below.

- Website design, build and first-year hosting: £2,000–£5,000
- Town centre map design and print run: £1,000–£3,000
- Other promotional materials and photography: £500–£2,000

The BWG proposal was the Committee is asked to recommend this role to the Town Council on

the basis of a part-time, self-employed contractor role and agree the funding in the 2027-2028 budget.

The Neighbourhood Plan budget was discussed and the Clerk explained approximate costs which still had to be incurred; £400 proof reading, £1,800 for production, £1,000 for consultation and the supporting planning officer £1,000, meaning that this budget needs to be retained and not released to general reserves.

Resolved:

a) That, the Committee recommend a Town Centre Manager to be funded at a cost of £23,901 in the staffing budget FY 2027-28 .

b) That, £4,000 would be added for the Town Centre Manager activities, £1,139 (£933 from EMR) for a new website and £2,678 for a Street Market road closure to the Committee's budget.

c) That, the draft budget for 2027/28 and MTFP be put forward as proposed to the Finance and Governance Committee with the inclusion of (a) and (b) above for consolidation in the overall Council budget.

d) That, it was noted the decision on the funding of the new defibrillator was to be a decision for Full Council therefore no commitments at this stage.

The meeting commenced at 6:00 p.m. and concluded at 6:45 p.m.

Signed by Councillor S Butterfield
Chair

FINAL

ALSAGER TOWN COUNCIL – Planning Committee 27 October 2026 – Registered List **Appendix A**

Comments from Alsager Town Council on Planning Applications registered with Cheshire East Council up to week ending Friday 23 October 2026.

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/3513/HOUS	Demolition of existing garage. Erection of single storey side and rear extension. Whole dwelling rendered.	25 Hassall Road, Alsager, Stoke On Trent, Cheshire East, ST7 2HH	Mr Keith Ellis	25-09-2026	No comment in principle, but some concerns about a side window in the neighbour's property that is likely to be affected by this extension.
26/3560/FUL	Construction of outdoor padel tennis court	Alsager And Sandbach Saddlery, DAY GREEN FARM Hassall Road, Day Green, Hassall, Sandbach, Cheshire East, CW11 4XU	Tina Bourne	30-09-2026	No objection in principle but there requires more detail on compliance with statutory flood regulations and approval from the LLFA.
26/3589/HOUS	Single storey rear extension and new rear dormer windows	1 Brookfield Drive, Alsager, Stoke On Trent, Cheshire East, ST7 2SD	Mr Richard Hallam	02-10-2026	No comment
26/3634/HOUS	Retrospective planning permission for a single-storey side/rear extension providing additional bedroom, ensuite, utility and breakfast accommodation, together with associated alterations to the existing dwelling.	6 Russell Avenue, Alsager, Stoke On Trent, Cheshire East, ST7 2BL	Mr Carl Boughey (Houseproud scm ltd)	07-10-2026	The Town Council recommend objection as its out of keeping with the street scene and a retrospective application which ideally should be considered by the relevant department.
26/3644/CLPUD	Certificate of lawful proposed development of a dropped kerb extension	5 Queensway, Alsager, Stoke On Trent, Cheshire East, ST7 2SP	Mr Phil Hulme	07-10-2026	No comment

Application number:	Full development description	Main Location	Applicants Name	Registered Date	Comment
26/3693/VOC	Variation of condition 4 on approval 20/3382N	BAE SYSTEMS Radway Green Road, Radway Green, Crewe, Cheshire East, CW2 5PJ	Indurent Radway Propco Limited	12-10-2026	No comment
26/3637/HOUS	Rear single storey extension replacing existing conservatory	33 Pikemere Road, Alsager, Stoke On Trent, Cheshire East, ST7 2SE	Mr and Mrs Foxley-Smith	7-10-2026	No comment
26/3799/TPO	Reduce Oak tree to crown in height by 2m and clear property by 2m.	Hassall Road Play Area Hassall Road, Alsager, Cheshire East, ST7 2FE	Mr Matthew Beech (Cheshire East Council Environmental Operations)	19-10-2026	No comment