

Frodsham Town Council

Minutes of a meeting of the Community Committee held on
Tuesday 8 September 2015 at 7 pm
In the Town Council Office, Castle Park, Frodsham



Present: Cllr L Brown, Cllr C Ashton, Cllr L Jones, Cllr A Oulton & Cllr F Sutton
Mrs H Catt, Service Manager (**SM**)

In Attendance: Cllr S Wakefield

Meeting 4

No	Item	Note/Decision/ Action
55	Apologies for absence:	Cllr M Pusey, Cllr R Knowles, Cllr J Fraser & Cllr C Collins-Doyle.
56	Declarations of Interest:	Cllr L Brown – Frodsham Youth Association Cllr F Sutton – Top Road Play Area
57	Minutes of Meeting 3	Correction: Top Lane Play Area should say Top Road Play Area. The minutes of Meeting 3 held on Tuesday 11 August 2015 were approved and signed by the Chair as a true and correct record after this correction.
58	Matters Arising	1. CCA Membership has been paid. 2. Benches – the painting of the benches throughout Frodsham has been completed satisfactorily and the invoice paid.
59	Opportunity for Public to Speak: No requests to speak had been received by the Clerk.	
60	Public Signage	1. Boundary Signs – a. CWaC are about to issue the licenses. b. Three quotes have now been received, including 1 from the company who made the original sign. EP1 It was agreed to go for the cheapest quote - £1167.85+VAT. A further 2 quotations are needed for the planter brackets. SM c. CWaC have stated that the sign was too damaged to reuse. d. Three quotes have been received for taking down and re-erecting the boundary sign. EP2 It was agreed to go for the cheapest quote - £780+VAT. The thin panels from the old signs will be removed and stored until a place can be found for them. 2. Signs Working Group – Notes of the meeting were noted. The sample sign design was discussed and amendments suggested. Quotations for the design & production of these places signs will be sought SM
61	Play Areas	1. Churchfields – a. Work is almost complete. The Facilities Manager will be meeting with the contractors to discuss their on-going maintenance. SM to contact Groundwork to arrange for Cllr Pusey and FM to attend the official handover meeting with the contractors It was agreed to hold a launch event on Saturday 19 September at 1pm with the Mayor and Junior Mayors. b. The goal posts have been repositioned to provide a 5-aside pitch. c. A press release will be issued which will include rationale for no fencing around the area. 2. Townfield Lane – a. SM has arranged a telephone call tomorrow to discuss the lease with one of the Feofees. b. The gate remains in place as there were fears that it might encourage anti-social behaviour. After discussion it was agreed to seek quotations for a galvanised gate. 3. Top Road – a. SM had obtained the land registry certificate for the area around the Play Area & it is owned by 4 trustees on behalf of Cheshire Diocese. b. It maybe that this land is going to be sold. SM to check with one of the Trustees & the Feofees and to present options of ownership to a future meeting.

Chairs Initials

No	Item	Note/Decision/ Action
62	Cemetery	<p>1. Fees – After lengthy discussion it was agreed to accept the report and make a recommendation to FTC to accept the increase outlined in the report. R1.</p> <p>2. Benches – Cllr Pennington has raised concerns about the maintenance of the benches in the cemetery. Many are bought as commemorative benches and therefore should be maintained by the purchasers. SM will investigate and present a report to a future meeting.</p> <p>3. Waste contract – the current contract is up for renewal. Three quotations have been received.</p> <p>EP3 It was agreed to accept the lowest quote - £624+VAT. This new contract will start in January as we have to give 3 months' notice to the current supplier.</p> <p>4. Flower preparation table – this has been repaired. Concern was expressed about the height of the table and whether it needs raising. FM to look at this.</p>
63	Allotments	<p>London Road – Work is well underway and should be finished by the end of September. It has provided impossible to utilise the existing top soil as it is adulterated with sandstone waste. The costs of new top soil will still be within budget. It was agreed that the internal hedges should be trimmed as well as the external one before the allotments are handed back to the allotment holders.</p>
64	Christmas & New Year	<p>1. Christmas Festival -The next meeting of the Working Group is 23 September. The Market stall application forms have been sent out.</p> <p>2. Lights – An inspection of the lights by CWaC is planned for 17 September. The need for lights in other parts of Frodsham was discussed and it was agreed that local business would be approached to consider sponsorship for next year.</p> <p>3. Tree – The cost of a tree the size we usually have is £335+VAT.</p> <p>EP4 It was agreed to increase the budget by £35 to £335 to cover this.</p> <p>4. The quotation for fireworks at New Year's Eve is £1278+VAT.</p> <p>EP5 It was agreed to book the fireworks again.</p> <p>Volunteers will be needed on the evening to secure the area on Churchfields.</p>
65	Community Pride	It was agreed that Cllrs Sutton and Jones would attend with the Town Clerk.
66	Commonwealth Day 2016	The Youth Centre is unavailable. The event will be held at Castle Park House with restricted numbers.
67	Flagpole	No progress as Castle Park Trust haven't met yet.
68	Noticeboards	Rotunda – A request will be made to the Arts Centre Board for FTC to take over management of the Rotunda noticeboard. Cllr Sutton has had an informal chat with the Chair who is supportive.
69	Telephone Boxes	<p>1. Defibrillators – a quotation for £7k has been received from the Community Heartbeat Trust, which includes a package of support as well as the equipment.</p> <p>2. No progress until we decide about the defibrillators. Cllr Pusey has made secure the box at The Quay.</p> <p>3. Awards for All - An application to AWA has been submitted to pay for the Defibrillators following advice from CHT. Decisions take approximately 4 months.</p>
70	Clerk's updates	<p>1. Over 70 Vouchers – It was agreed the rules and timetable were to stay the same as in previous years.</p> <p>2. NALC Business Rate Campaign – it was agreed to write in support of this campaign although it doesn't directly affect Frodsham.</p>
71	AOB/future meetings	13 October 2015 7pm

Meeting ended 8.55pm.

EP1 It was agreed to go for the cheapest quote for making a replacement boundary sign - £1167.85+VAT.

EP2 It was agreed to go for the cheapest quote for re-siting the boundary signs - £780+VAT.

EP3 It was agreed to accept the lowest quote for waste management at the cemetery - £624+VAT.

EP4 It was agreed to increase the budget for the Christmas Tree by £35 to £335 to cover the increase in price.

EP5 It was agreed to book the fireworks again at £1278+VAT.

R1. FTC to accept the increases to fees outlined in the Cemetery Report part 2.

Signed _____

Dated _____