

# Frodsham Town Council

## Minutes of a meeting of The Events Committee

held on Tuesday 11 September 2018 at 7pm  
In the Town Council Office, Castle Park, Frodsham



**Present:** Cllrs C Ashton, Lord F Pennington and D Critchley (substitute)  
Mrs H Catt

**In attendance:** Mr M Marris, Mr V Akers and 3 members of the public.

### Meeting 2

No	Item
19	<b>Apologies for absence</b> Cllr A Oulton had sent apologies, and these were excepted. Cllrs P Williamson and L Wilson had not sent apologies and were not present.
20	<b>Declarations of Interest</b> – None.
21	<b>Minutes of Meeting 1</b> – 10.07.18 The minutes couldn't be <b>approved</b> as only one member had been present at that meeting. To be agreed at the next meeting.
22	<b>Opportunity for Public to Speak</b>
22.1	Mr V Akers – Item 24.2. – The Rotary Club use the field for the annual Motor Show, which raised over £9,000 this year, in partnership with the Community Centre, Scouts and Inner Wheel. This is the first time there has been any complaint about the noise as this is a much appreciated and well attended event - over 1,000 people attended on the day, many being visitors from all over the country. The climbing wall was outside the 5m exclusion zone and placed on the only flat area available on health & safety grounds. Much of the money raised is used to support local community activities and it would be a shame if they were not allowed to use the field in future years. Mr G Reeves, Community Centre – confirmed that the field was extremely useful to many groups who book the Centre. He was unaware that noise had ever been an issue except in the past with the majorettes. He hoped FTC would continue to allow groups to use the field.
22.2	Mr M Maris – Item 23.- Mr Maris circulated a report outlining his suggestion for lamppost banner Marketing along Main Street. These would provide a useful mechanism for advertising events /throughout the year such as the Festival of Walks and Christmas Festival. They could also be used to make people aware of other activities such as the Neighbourhood Plan. There would need to be editorial control and control over the periods of time banners were displayed. The report included 4 quotations for the installation and provision of banners. Although there would be costs for installation other group and business may be willing to sponsor them.
23	<b>Promoting Frodsham</b> It was <b>agreed</b> that TC would contact CWAC about the permission and licenses that would be needed and how much that would cost. To be discussed again when this information is available.
24	<b>Community Field</b>
24.1	TC explained that there had been a complaint from a local resident, who lives adjacent to the Community field, about recent uses of the community field especially in relation to noise, invasion of his privacy and continued use by an unsuitable group. His complaint has been shared with the Community Centre and Rotary, who are both willing to meet with him to discuss the complaint further. TC also explained that his complaint is with FTC, not the users, as the owner of the field. FTC should be managing the events in accordance with the agreements for use of their field. A site visit with the Mayor and Chair and the complainant had been arranged but has been cancelled by the complainant, who is now unavailable. A new date will be arranged at his convenience.
24.2	It was <b>agreed</b> to defer any review of the rules relating to the rental of the community field until after this meeting.
25	<b>Action Plan</b> Progress against the Action Plan for 2018-19 was <b>noted</b> . Next year's Action Plan needs to be more focused and have more measurable outcomes.

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26	<b>Budget</b> Expenditure, both actual to the end of August and projected to end of March 2019 against the budget were <b>noted</b> .																																								
27	<b>Frodsham Life</b> FTC reiterated its commitment to circulating relevant information to residents, especially those who do not use IT. Frodsham Life is available both via the internet and hard copies and is thought to currently be the best mechanism to reach residents. Although there have been issues with distribution in some areas. Cllr D Critchley said that some residents in Waterside had not received recent editions. It was recommended that Frodsham Life be contacted to make them aware of this situation, so they can raise it with their delivery company. The size of the features, content and frequency of the information being published has not been agreed as yet. This month edition contained information about the Over 70's vouchers and next month would be the Christmas Festival. There had been some discussion with Frodsham Life about this previously, but nothing had been agreed by council. Cllr Ashton asked for more detail about the commitment by council to Frodsham Life, and the costs involved, before committing budget to any future editorial and advertising.																																								
28	<b>Christmas Festival Working Group</b>																																								
28.1	The minutes of the meeting held on 11 July, 19 July and 22 August and the decisions made were <b>noted</b> .																																								
28.2	The following expenditure, which is within budget, was <b>approved</b> : <table><tr><td>Supplier</td><td></td><td>Amount</td><td>VAT</td><td>Total</td></tr><tr><td>CWAC</td><td>Temp Licence</td><td>21.00</td><td></td><td>21.00</td></tr><tr><td>Vinyl Banners Print</td><td>Christmas Festival Banner</td><td>54.99</td><td></td><td>76.69</td></tr><tr><td>Freestyle Fireworks</td><td>Fireworks</td><td>550.00</td><td></td><td>550.00</td></tr><tr><td>Blue Arrow</td><td>Traffic Management</td><td>600.00</td><td>120.00</td><td>720.00</td></tr><tr><td>Tarvin Sands Fishery</td><td>Reindeer</td><td>1,400.00</td><td></td><td>1,500.00</td></tr><tr><td>Top Cat</td><td>First Aid</td><td>360.00</td><td>72.00</td><td>432.00</td></tr><tr><td colspan="2"></td><td><b>2,985.99</b></td><td><b>192.00</b></td><td><b>3,299.69</b></td></tr></table>	Supplier		Amount	VAT	Total	CWAC	Temp Licence	21.00		21.00	Vinyl Banners Print	Christmas Festival Banner	54.99		76.69	Freestyle Fireworks	Fireworks	550.00		550.00	Blue Arrow	Traffic Management	600.00	120.00	720.00	Tarvin Sands Fishery	Reindeer	1,400.00		1,500.00	Top Cat	First Aid	360.00	72.00	432.00			<b>2,985.99</b>	<b>192.00</b>	<b>3,299.69</b>
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28.3	It was <b>noted</b> that the next meeting of the Working Group will be on 26 September at 2pm at CPH.																																								
29	<b>Remembrance Day Working Group</b>																																								
29.1	The minutes of the meeting held on 4 September and the decisions made were <b>noted</b> . TC has been in touch with the Army Cadets who may be able to provide a bugler. It is hoped that there will be a tea party after the performance in Church provided by the WI – TC will contact them. There will be a short bell-ringing session on Sunday 11 November but a longer one on Monday 12 November.																																								
29.2	To note the next meetings of the Working Group will be on 16 & 23 October at 6pm at CPH.																																								
30	<b>Halton Curve Opening Event</b> Cllr L Jones is leading on this and was unavailable to report back. Cllr F Pennington reported that he had heard that the opening has been postponed due to lack of rolling stock. TC will ask Cllr Jones for an update.																																								
31	<b>Halloween Event</b> Cllr D Critchley circulated a report on the plans for the Halloween event. It is aimed at under 12s and will run from 4pm to 8pm at the Community Centre. They have secured sponsorship from CWAC Cllrs A Dawson and L Riley, Frodsham Golf Club and other local businesses. There will be several competitions with small prizes. The Mayor will be asked to open the event.																																								
32	<b>Events Sponsorship</b> – none.																																								
33	<b>Field Rental Applications</b> Round Table have requested use of the Community Field and London Road Field for the Annual Firework Display on Saturday 3 November – this was <b>agreed</b> . Silcock's Funfair have agreed to bring small rides to the community field for the Halloween event – this was also <b>agreed</b> .																																								
34	<b>Clerk's updates</b> - None																																								
35	<b>Next meeting</b> - Tuesday 13 November.																																								

Meeting ended 8.20pm.