

Frodsham Town Council



Minutes of a meeting of the Community Committee held on
Tuesday 13 October 2015 at 7 pm in the Town Council Office, Castle Park, Frodsham

Present: Cllr M Pusey, Cllr C Ashton, Cllr L Jones & Cllr A Oulton
Mrs H Catt, Town Clerk/Service Manager (TC)

Meeting 5

No	Item	Note/Decision/ Action
72	Apologies for absence:	Cllrs Brown, Knowles, Fraser, Collins-Doyle, Pennington & Sutton.
73	Declarations of Interest:	Cllr M Pusey – Frodsham Community Association
74	Minutes of Meeting 4	The minutes of Meeting 4 held on Tuesday 8 September 2015 were approved and signed by the Chair as a true and correct record.
75	Matters Arising	The Christmas Tree has been ordered & New Year's Eve fireworks booked.
76	Opportunity for Public to Speak:	No requests to speak had been received by the Clerk.
77	Public Signage	<p>1. The replacement boundary sign has been ordered and should be ready in November. We are waiting for the licenses before the re-siting can take place.</p> <p>2. Location signs – 3 quotations have been received and it was agreed to go with Company B, which was the cheapest. Cllr Pennington has brought Bye-laws to Clerk's attention. The byelaw relating to dogs only covers Townfield Lane. It was noted that byelaws are very difficult to enforce.</p> <p>EP1: It was agreed to place the order for 13 location signs at £30+VAT per sign with Company B.</p>
78	Play Areas	<p>1 Churchfields – a. The gate has been altered to assist GM to get in and out – this was within the contingency budget available.</p> <p>1b. The old equipment will need renovating & new safety surfaces put down. Quotations will be sought for the work before decisions are made about the future.</p> <p>1c. Cllr Jones had received an enquiry from a resident about fencing off the new play area. The area has been designed to meet national guideline as set out by Play England – TC will send Cllr Jones a copy.</p> <p>2. Townfield Lane - A meeting was held with the Feofees about the lease. The current lease is until December 2016 so they are not looking to agree a new one until then. They will be looking for £1500 a year for the next 20 years. It was agreed that other options should be considered and that any spending on Townfield Lane (eg for the new gate) should be suspended at the moment.</p> <p>3. Top Road - Feofees confirmed the field surrounding the play area is not for sale.</p>
79	Cemetery	<p>1. Letters have been sent to FDs saying new prices start on 1 January 2016.</p> <p>2. Cllr Pennington has raised concerns about the benches on the cemetery that are not being maintained by their owners. It was agreed to ask the Facilities Manager to carry out a survey and report back. It might be possible to ask owners to pay an annual fee and for FTC to maintain them in future.</p> <p>3. Waste Management – We are still waiting for confirmation from the current supplier what the end date would be. It was agreed that the TC should write again giving them a deadline. The new contractor is aware of the situation.</p>
80	Allotments	<p>1. London Road has been handed back. Additional fencing was required as the original wall beyond the new fence was too low and was a fall/trip hazard. TC agreed the remedial works at £912.15 with the existing contractor onsite using TC's approval limits. An addition 14m of fencing at the end of the plot nearest Morrison is needed as there is only shrubbery forming the barrier. A quote of £1255.80+VAT has been received but further quotes will be sought. TC</p> <p>There have been complaints from two of the allotment holders about quality of the soil. FM & Grounds Maintenance Company will provide advice about how this might be resolved. It was noted that the final bill has been received (£15332.50+VAT).</p> <p>2. Fees & water - FTC referred this back to be dealt with using EP.</p> <p>EP2: It was agreed to raise the Allotment fees to £35, including £5 for Allotment</p>

Chairs Initials

No	Item	Note/Decision/ Action
		Association membership, from April 2016. EP3: It was agreed that Ashton Drive Allotment holders should pay for their water, based on previous year's usage from April 2016.
81	Budget Review	1. Six month spend against budget figures were circulated and discussed. It was noted that London Road Allotment repairs are included in the maintenance section and therefore there is an over spend. It was noted that the budgets were set in January when it was expected that all works on the allotments and play areas would have been completed by the end of the financial year. 2. 2016-2017 budget planning - TC circulated a copy of the draft Business Plan for 2015-16, which had been used as the basis for budget setting last year. We need to consider what we want to achieve next year & how much budget will be needed.
82	Christmas & New Year	1. Christmas Festival – The minutes of the last meeting and draft budget were circulated. Cllr Pusey gave a verbal update. TC to write to Chester Town Crier to confirm his attendance. Cllr Oulton to pass on details of First Aid suppliers to TC. 2. Lights – KDE will carry out the inspection in early November.
83	Ground Maintenance	1. Figures were also circulated showing the additional ground maintenance work that had been commissioned. This was noted. 2. It was agreed to continue the existing SLA contract for another year. EP4
84	Commonwealth Day 2016	The Youth Centre is also unavailable for the event. We need to consider other options including holding a smaller event at Castle Park House.
85	Queen's B/day	This item had been included in error and is to be handled by P&P.
86	Flagpole	No progress as Castle Park Trust hasn't met yet. Cllr Pennington has suggested we need to look at the conditions set by the Heritage Lottery before commissioning the flagpole. TC to seek advice on this.
87	Noticeboards	Rotunda – The Arts Centre has given us the key. The painters have been commissioned. It was agreed that once the refurbishment is complete that this should be passed to the Communications Committee.
88	Telephone Boxes	1. The Awards for All contract has been signed and sent back but the money hasn't been received yet. Cllr Pusey will check through correspondence from BT, received by Sutton Weaver PC, about the colour of the boxes. Cllr Jones had suggested another defibrillator in the town centre. TC to enquire with BT about potential to put Defibrillators in working phone boxes. It was agreed to wait until these 4 are completed before their potential use as noticeboards was considered by the Communication Committee.
89	Seats	WW1 Working Group is asking for permission to put a seat, dedicated to WW1, near to the War Memorial. It was agreed to ask the Facilities Manager to carry out a conditions survey of the existing benches to see if there is any room for this special one & to report back to the next meeting.
90	Playing Field Hire	Correspondence from Frodsham Community Centre relating to drunkenness and vandalism during the recent September Event, which included the funfair, was discussed. It was agreed to write to FCA saying it was up to them whether they ran the event in future. The funfair company would be free to apply in their own right but they would be charged £100 per day on the field and there would be conditions about managing their audience during the event.
91	Clerk's updates	None.
92	Future meeting	10 November 2015 7pm

Meeting ended 8.45pm.

EP1: It was agreed to place the order for 13 location signs at £30+VAT per sign with Company B.

EP2: It was agreed to raise the Allotment fees to £35, including £5 for Allotment Association membership, from April 2016.

EP3: It was agreed that Ashton Drive Allotment holders should pay for their water, based on previous year's usage from April 2016.

EP4: It was agreed to continue the existing SLA contract for another year.

Signed _____

Dated _____