

Frodsham Town Council
Minutes of the meeting of
Frodsham Town Council



held on Monday 26 October 2015 at 7.30pm
In Castle Park House, Castle Park, Frodsham

Present: Cllrs Warren (Chair), Sutton (Town Mayor), Ashton, Jones, Knowles, Martin, Oulton, Pennington, Poulton & Pusey. Mrs H Catt (Town Clerk) and Mrs A Scriven (Office Manager)

Cllr Poulton gave a presentation on behalf of Frodsham Stroke Club in support of their grant application. He outlined their history and how they were growing from strength to strength with over 37 members and 75 supporters. The Club provides friendship and support to stroke sufferers, their carers and families. They have set up an Alan Johnson Lodge Appeal to raise money to buy an holiday home on a site near Rhyl so they can offer people a break. Their application is to buy equipment to support their fund-raising. They will provide a copy of their audited accounts at the end of the financial year.

Meeting 10

PART A		Action/Decision/Notes/ Recommendations
107	Apologies for Absence	Cllrs Brown, Clarke, Collins Doyle, Fraser, Reynolds & Wakefield
108	Declaration of Interests	Cllr Pennington – London Road Allotments Cllr Pusey – Frodsham Community Centre Cllr Poulton – Frodsham Stroke Club
<i>110 Public Speaking Time was brought forward</i>		
110.1	Frodsham Stroke Club Grant Request	Cllr Pennington proposed that the amount given as a grant to the Frodsham Stroke Club be increased from £500 to £1,000. Cllr Warren stated that this was not appropriate as the Stroke Club had asked for £500 on this occasion and that the Club were able to apply again for additional funds in the future. It was agreed to grant £500.
110.2	United Utilities	Tony Churchill from United Utilities outlined the rationale for the work which are to be carried out on Church Street in November. Concern was expressed about the potential traffic problems that will be caused by temporary traffic lights. There was also a concern that if the work overran it would impact on the Christmas Festival. Tony stated that UU would put plates down over the works so that the road would be fully open for the festival. There is to be a site visit and walk through the scheme to discuss these issue on Thursday with the traffic management company.
110.3	Mrs Briscoe	Mrs Briscoe raised concern about road safety between Newlands Close and Manley Rd as there is no pedestrian walkway. They are very concerned for the safety of local children who walk to school with no safe pathway to use. Many vehicles travel this way and at speed. They have the full support of all their neighbours, the PCSO & CWaC Cllrs. CWAAC are the relevant authority to look after highways. The residents are aware that there is no easy solution, but ask that FTC should support them and make contact with CWAAC on their behalf. Cllr Dawson has raised the issue of Newlands Close situation at a transport meeting of CWAAC. He suggested that FTC request CWAAC to determine whether they feel that Section 66 Obligations (Highways Act) are being upheld in this location. It was agreed to write to CWAAC and ask them to make their decision on this matter.

110.4	PCSO	<p>There has been an increase in thefts, burglaries and one attempt burglary. These were opportunistic as the properties had been left insecure. Neil asked people to be more aware and make sure their properties are secure especially with the dark nights. Concern over Anti-social behaviour in the Ashton Drive after eggs were thrown. He has asked local shops not to sell eggs & flour to young people at this time of year. Community speed watch getting bigger and more active. Residents have suggested the Zebra crossing on Bridge Lane is in the wrong location and it would be better with traffic lights by Gates garage. This should be discussed with CWaC highways. Operation Shield starts on 16 November. There have been significant traffic congestion issues following incidents on M56. Signs are needed by Helsby Hornsmill to indicate low bridge in Frodsham. There will be a new Police Surgery at Gleaves Garden centre on the first Monday of each month 9-10am</p> <p>Cllr Poulton thanked Neil for attending the Stroke Club meeting.</p> <p>Cllr Martin expressed concern about inconsiderate parking on Church Street which will be worse during the road works. Neil would try to increase parking surveillance.</p>
110.5	Cllr Dawson	<p>Cllr Dawson reported that a Civic Contingency was declared following the major incident on the M56. There is to be environmental testing to see if any harm has occurred. This shows the need for matrix signs to help people find alternate routes. There is to be formal consultation over air quality around A56/Fluin Lane area. Work is to undertaken on Footpath 59 to widen it and make it dual use with pedestrians and cyclists. Parents at St Lukes are being encouraged to park at the Community Centre to alleviate traffic congestion at the school. This has highlighted the need to resurface the car park and maybe FTC could offer support along with others to pay for it. CWaC are going have a different relationship with Castle Park Trust; more arm's length. There will be more opportunities for people to join the Trustee Body. The next CPT meeting is Thursday at 4pm and FTC representative should attend.</p>
109	Minutes of Meeting No 9 held on 28 September 2015	
A	Acceptance & Signing	Accepted and signed by the Chair as a true and accurate record.
B	Matters Arising	None
110	Public Speaking Time/Reports from Public Bodies – see above	
111	Reports from Council and Urgent Local Issues (see annex 1)	
A1	Mayor	The Mayor stated that November was to be a busy month and a report would be presented at the next meeting.
A2	Chairman	
1	Cycle Ways & Maps	Weaver & Sandstone Cycle Forum have cycle route maps available on-line.
2	CCA support	Cheshire Community Action can help groups complete grant applications for funding for such things as footpaths and cycleways. The Chair suggested he would like to discuss particular opportunities with committee chairs in the future.
A3	Members	
1	FCA the Way Forward - To discuss last month's presentation	Cllr Pusey suggested taking items 1 & 2 together. Cllr Pusey wished council to consider other options for the location of the Town Council offices, due to concerns that the costs for Castle Park are too high. Chair explained that FTC has looked at the possibility of alternative premises including purchasing our own but this wasn't deemed a priority at the time or they had been deemed as not suitable. To be discussed further following the CPT meeting.
2	Castle Park House	
3	Proud Bees	In Cllr Collins Doyle's absence, Cllr Poulton reported on recent activities and achievements made. Thanks were given to Cllrs that supported these events. Cllrs Riley & Dawson had given Proud Bees financial support through their

4	Charity Boat Party	member's budget. It was noted that £850 was raised by the Charity Boat Party.
5	Seismic Testing & Fracking	Cllr R Knowles reported that he had been having discussions with iGas & Tesla rans they would be happy to meet and discuss any issues. They have completed their survey work and everything should be back to normal by 15 November. No decision can be made until the data is reviewed. There will be an open forum with iGas/Tesla and geological experts once the results are published. Cllr Riley explained there would be a series of open days for residents to express their views. There is the potential to call a referendum and Cllr Dawson thought FTC would be pivotal in this. Cllr Warren explained he felt the community and FTC in turn needed more complete and unbiased information on the issue of fracking before FTC could come to a view on any potential planning applications.
B	Clerk	
1	Webcasting twice monthly meetings	It was noted that the additional costs for webcasting until the end of the financial year would be £875.72.
2	Neighbourhood Plan Steering Group	It was noted that an Administrator has been appointed and the next meeting is on Wednesday 4 th November 7pm Castle Park House.
3	ILCA Training	It was agreed that the Clerk should undertake an on-line Introduction to Local Council Administration course at £99+VAT.
4	Let's Talk – CWaC consultation	CWaC are developing their Council Plan and want input. Closing date 6 January
5	Former Library Consultation	The developer is holding a public consultation event 28 October 5.30-7pm on site.
6	Community Pride Awards	Frodsham received 5 Awards including Runner-up in the main Community Pride Award and Highly Commended for the Community Garden and Orchard on Ship Street.
C	Committees	
1	Community Committee – 11.08.15	EP's noted and minutes accepted.
2	Community Committee – 13.10.15	EP's noted and minutes accepted.
3	Planning Committee – 12.08.15	Noted and accepted
4	Planning Committee – 03.09.15	Noted and accepted
5	Planning Committee – 07.10.15	Noted and accepted
6	Communications Committee – 14.09.15	R1: That FTC adopt the attached Guidelines for Contact with Media and the Social Media Guidelines Policy agreed. R2: That FTC approves the formation of a separate working group to produce the Town Council newsletter and that it is given delegated powers to produce the publication of the first issue. Agreed. R3: That FTC approve the production of 5,000 copies of an 8 page, A4 newsletter in full colour, at a cost of £725. It was explained this could be achieved internally within committee using executive powers to spend budget. R4: That FTC approve option the delivery of 5,000 newsletters at a cost of £525. As R3 above
7	Communications Committee – 12.10.15	Cllr Knowles circulated the draft format of the newsletter and the minutes were noted.
8	Environment Committee – 25.08.15	Noted.
9	Environment Committee –	It was noted that this meeting was cancelled due to lack of quorum

	20.10.15	
10	Policy & Process Committee – 02.09.15	R1: That FTC accepts the Terms of Reference - agreed
11	Policy & Process Committee – 23.09.15	<p>R1: The Standing Orders should be reviewed and simplified, where possible, to aid the smooth running of the Council. Standing Orders are reviewed annually and follow national guidance. This is on the next P&P agenda.</p> <p>R2: That the staff review report should be presented to FTC, if necessary in Part B.</p> <p>The report was written by ex-Cllr Taylor who would have presented it to Council but wasn't re-elected. Cllr Taylor had given permission for the report to be shared, a copy is in the office if members would like to see it.</p>
D	Working Groups	
1	World War 1 Commemoration Group 26.08.15	Noted
2	World War 1 Commemoration Group 23.09.15	Noted
3	Christmas Festival Group – 23.09.15	Noted
112	Asset Management	
A	Ship Street Play Area	There is a meeting with CWaC representatives to discuss opportunity to re-invest money from any potential sale into local play and recreation facilities. FTC will need to develop costed plans for how to use any funds. Cllr Pennington informed the meeting that Weaver Vale Housing Trust are currently looking for building land.
B	London Road Allotments	Allotment holders are back on site and working their allotments. Initial complaints were received about poor quality top soil and advice has been sought about remediation. Other support has been given including cutting back the hedges on the inside. Additional fencing is still required along the edge.
C	Cemetery Land Purchase	Part B.
D	Castle Park	Decisions will wait for the result of the next Castle Park Trust meeting. Further discussion under Part B.
113	Finance Management: 01.07.15 – 30.09.15	
113.1	01.07.15 – 31.07.15	
A	Paid Expenditure	Noted and accepted
B	Received Income	Noted and accepted
C	Bank Reconciliation	Noted and accepted
113.2	01.08.15 – 31.08.15	
A	Paid Expenditure	Noted and accepted
B	Received Income	Noted and accepted
C	Bank Reconciliation	Noted and accepted
113.3	01.09.15 – 31.09.15	
A	Paid Expenditure	Noted and accepted
B	Received Income	Noted and accepted

C	Bank Reconciliation	Noted and accepted
113.4	Bank of Scotland Account	It was agreed to change to the Treasury Bank Rate Linked Call Account as it would make transferring money between deposit and current accounts easier.
113.5	Annual Return 2015-16	It was agreed to go with the Clerk's recommendations – submission date 27/06/16 and inspection date week beginning 20/06/16.
114	Complaints/Grievance	The advice received is to wait for the current legal action to be resolved so the matter has been deferred.
115	Items for Next Agenda	Inform the office of any agenda items.
116	Date of Next Meeting	23 November 2015
PART B		
117	Business Rates	Deferred until after CPT meeting.
118	London Road Allotments	The final invoice had been received and was well within budget. Chair reported that a potential no win/no fee option to recoup the costs was still under consideration.
119	Cemetery Land Purchase	Cllr M J Pusey gave an update. It was agreed to defer this for the time being as there is sufficient land to meet demand for many years to come, and alternative burial means were a future option for FTC to consider.
120	Complaints/Grievance	Deferred.

Signed: _____
Hazel Catt, Town Clerk

Date: _____

Town Clerk: Mrs Hazel Catt
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