

Minutes of the meeting of
Frodsham Town Council



held on Monday 26 January 2015 at 7.30pm
 In the Lounge, Frodsham Community Centre, Fluin Lane, Frodsham

Present: Cllrs Warren (Chairman), Wales (Mayor), Sutton (Deputy Mayor), Bondi, Dawson (from 8.15pm), Oulton, Pusey, Pennington, Redhead, Riley, Shearn, Taylor and Wakefield. Mr. J Wild (Town Clerk), Mrs. A Scriven (Office Manager), Neil Flanagan (PCSO), Press x 1 and 7 members of the public.

Prior to the meeting, there was an opportunity for members of the public to view the revised proposals for Churchfields Play Area.

The personal interests of Cllr S L Riley and Cllr A W Dawson are noted on the basis that they are both elected members of this Council and CWAC. Cllr Dawson is also a member of the Police and Crime panel. Cllrs Dawson, Pusey, Riley and Wakefield are members of Frodsham Foundation. Cllr Pusey is a trustee of Frodsham Community Association and Chair of Sutton Parish Council. Cllr Shearn is a trustee of Frodsham Youth Association. Cllr Dawson is Chair of the Executive Committee of Castle Park Trust.

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PART A		Action/Decision/Notes/ Recommendations
208	Apologies for Absence	Cllrs Ashton, Brown and Kelly
209	Declaration of Interests	In addition to interests notified above: Cllr Pennington re London Road Allotments, Cllr Oulton re Groundwork Cheshire and Friends of John Williamson, Cllr Wakefield re London Road Allotments, Cllr Bondi re Frodsham Watersports and Ellis Lane, Cllr Riley re Marsh Management, Castle Park House Trustee & Groundwork Cheshire.
210	Minutes of Meeting No 13 held on 8 December 2014	
	a Acceptance & Signing	Agreed and signed as a true and accurate record of the meeting
	b Matters Arising	No matters arising
211	Minutes of Budget Meeting held on 12 January 2015	
	a Acceptance & Signing	Agreed and signed as a true and accurate record of the meeting
	b Matters Arising	No matters arising
212	Public Speaking Time/Reports from Public Bodies (ink FTC response)	<p>Mr. Martin Edmunds (Chair of St Lukes Church Steering Group) stated that he wished to speak about St Lukes Parish Hall which, while in occasional use, was not fit for purpose. Mr. Edmunds wished to raise the profile of the hall and would be seeking financial support for refurbishment. His aim was to bring the hall back into use for the community. He would be seeking a grant from FTC as part of his efforts to raise the £55K needed. He would send his plans electronically to the office, and submit a grant application in due course.</p> <p>Mrs. Eve Dougherty (Business Studies and Economics teacher at Helsby High School) said she hoped to improve future links between FTC and the school. Some 700 pupils were from Frodsham. The Chairman said that FTC very much wished to see stronger links between the two organisations, including a presence on the Board of Governors if possible.</p> <p>The PCSO detailed recent criminal activity in Frodsham, which included thefts from cars and shop lifting. Anti-social behaviour by youths remained a problem, and work was ongoing with Helsby High School on this. He was</p>

also working with North Cheshire Railway Group on anti social behaviour issues at Frodsham Railway Station.

Informational visits to local nursery schools were planned and speed enforcement days had been extremely successful. There were now 19 volunteers fully trained to use the speed watch equipment and the device was being used regularly.

Cllr Pennington asked when official Speed Watch Area signs would be available. PCSO said he understood they were allowed 12 months after the start of the scheme, making ours available in November 2015. Cllr Riley stated that the 12 month period recognised that it took time to change people's behaviour.

Cllr Pusey reported that Sutton Parish Council would like to become involved in the scheme. FTC was happy to allow the equipment to be shared with Sutton, to ensure it was fully utilised. The PCSO stated he was happy to train Sutton volunteers.

Cllr Warren asked if there were any further details available on the recent theft from the cycle shop in Helsby which might help identify the stolen bikes or the culprits. Whilst outside his area, the PCSO said he would try to find some more information on this.

Cllr Bondi reported that a 30mph sign appeared to have been left following the swing bridge works completion and the PCSO agreed to investigate.

213 Reports from Council, CWaC and Urgent Local Issues

**A Members/Chairman/
Mayor**

1. Freedom for the Royal British Legion

It was noted that there was to be a meeting prior to the next full Council meeting, 23 February 2015, at which the Freedom was to be presented. Work on arrangements was underway. **Action:** Clerk/Cllr Wales.

2. Recent events in France

Cllr Dawson wished to reflect on the issue of Freedom of Speech. He noted that sometimes it was inevitable that offence might be given, not least in the cut and thrust of social media. Councillors were constrained in how they responded to offence, by the Code of Conduct. In a way that protected Councillors from making inappropriate comments. Nevertheless offensive, hectoring and bullying behaviour could be corrosive. Cllr Dawson hoped that people could remember to adopt a kind, generous and sensible approach to their discussions with others.

The point was made that this was a matter of personal standards. The social media issue went well beyond FTC, and in a way provided a global challenge.

3. Age Proofing the Town

Cllr Riley reported on a letter received from a new, elderly resident of Frodsham which gave a fresh perspective on how older people coped in the town. Cllr Riley recommended a new scheme called Dementia Friends which aimed to make people more aware of challenges facing the elderly. It was agreed to look into this further, with a view to making Frodsham a Dementia Friendly Town. Some other towns and villages had taken an active approach to this, and it would be good if Frodsham could also become an early adopter.

It was also agreed to ensure the issues facing older residents of the town – from handrails to dementia care – were considered during preparation of the Neighbourhood plan. **Action:** Clerk.

4. Eddisbury Square Parking Charges

Cllr Wakefield reported on correspondence received from local businesses regarding the ongoing problems of parking charges in Eddisbury Square. The main issue seemed to be that enthusiastic enforcement of the rules was driving retail customers away from Frodsham. It was suggested that this be added to the next Love Frodsham agenda by Cllr Pusey as a matter relating

		to Frodsham businesses. The agents for the land owners might be invited to a future meeting to explain their approach. In the meantime, the Clerk would write to the Agents to ask for clearer signs to explain – perhaps in a larger font - return and time limits. The issue would be raised with the local MP, by the Clerk. Action: Cllr Pusey/Clerk.
B	Committees	
1.1	Policy & Process	<p>Minutes 10.12.14 – noted</p> <p>R1: That FTC approves the revised Code of Conduct Agreed</p> <p>R2: That FTC approves the Medium Term Financial Strategy, 2015- 2020, the Pay Policy, the Performance Management Policy & Procedure and Staff Management Policy. Agreed</p>
1.2	Policy & Process	<p>Minutes 14.01.15 – noted.</p> <p>Work had taken place on how we might celebrate Commonwealth Day in Frodsham, involving local schools. Schools had been written to and invited to get involved – through perhaps dressing up, preparing food or in other ways. There had been some positive responses already.</p> <p>R1: That FTC approves the arranging of an event, involving local schools at a suitable venue (Castle Park House or Community Centre) to celebrate Commonwealth Day. Agreed.</p> <p>Action: Clerk/Service Manager</p> <p>R2: That the following documents be approved by FTC; Attendance and Absence Policy, Discipline Policy, Grievance policy, Whistle Blowing Policy & Dealing with Correspondence. Agreed.</p> <p>Cllr Taylor requested previously responses from Councillors to item 151, Report on Council Meetings, be sent to the Clerk as soon as possible. Cllr Bondi congratulated Cllr Taylor on the through piece of work she had done.</p>
2.1	Community	Minutes 15.12.15 – noted.
2.2	Community	<p>Minutes 19.01.15 – noted</p> <p>There had been discussion on the piece of land opposite the present cemetery, across Tarvin Road. The Council had other aspects of the cemetery's future to consider as well as the scope to buy more land. But the Committee felt that a valuation from the District Valuer was now timely.</p> <p>R1: The area of land opposite the cemetery should be valued by the District Valuer to aid discussion about possible future purchase to extend the cemetery. Agreed.</p> <p>Action: Clerk</p>
3.1	Planning	<p>Minutes 17.12.14 – noted.</p> <p>Cllr Bondi noted that the recently reported reduced timescales for Council comment on applications might in fact have been overstated. This should allow the Committee to revert to its previous timescales for meeting.</p>
3.2	Planning	Minutes 06.01.15 – noted.
4	Environment	<p>Minutes 06.01.15 – noted.</p> <p>Cllr Bondi explained why he had felt it necessary to call in Community Committee's recommendation to remove trees from the cemetery. He said that while he would not normally wish to interfere in another Committee's work, there were several reasons why the trees should not be removed, in the view of the Environment Committee.</p> <ul style="list-style-type: none"> • Trees were being planted elsewhere, due to public demands. • Grave damage was stated as a reason – this might be overstated. Other cemeteries had large trees near to graves. • He believed the land at the back of the site was not too steep for

		<p>plots.</p> <ul style="list-style-type: none"> • The trees in the hedge to the left of the plot had not, as originally agreed, had five years to establish. • He thought the ambience of the site might be spoiled. • Some trees- while there was some uncertainty which – were thought to be commemorative/adopted trees. <p>Cllr Shearn noted that the report done by Dunns for FTC some years back had suggested that 68 more spaces could be freed by removal of trees. Their removal would cost more and be more difficult, in the future.</p> <p>It was noted that the cemetery was a credit to the town, and some councillors felt that the trees should not be removed without asking the public and even then, not for another three years at least. There was certainly a good period, at least a year, before any pressure on existing spaces would be felt. There would be a new Council before then.</p> <p>R1: That the situation regarding the removal of 34 trees in the rows at the sides of the cemetery is to revert to the original plan and will be reviewed in 3 years (Jan 2018 – diary note to be made). Agreed.</p> <p>A letter had been submitted to Council via Cllr Bondi from Mr. Kiernan. Cllr Bondi asked that this be circulated to Councillors. Action: Clerk</p> <p>On the matter of the proposed changes to Footpaths 8 and some Kingsley paths, the Chair said that he was unsure why this change was now proposed. Cllr Dawson said that this was likely to be the result of regular reviews of footpath maps, by the Local Authority. Anyone could challenge accuracy of a map – there seemed to have been an unresolved challenge from the time of the previous (pre-CWAC) Council. It was quite a complex matter, and might touch on residents’ rights to drive to their houses (Cllr Bondi suggested not). There was scope to include in the exercise other surrounding paths, and this might help with e.g. opening up the Weaver Cycle Path.</p> <p>R2: That FTC write to CWAC to oppose application 4/56 to upgrade Frodsham footpath 8 and Kingsley footpaths 19 & 33 and that FTC research evidence further, to enable Cllr Sutton to fully represent the Council’s decision on this matter. Agreed. Action: Cllr Bondi/Office manager</p> <p>Cllr Bondi asked for it to be noted that he did not vote.</p>
5	WW1 Group Report	<p>There had been many obstacles arising to the application for a small grant from the War Memorials Trust. They had stringent requirements for estimates and paperwork and, bearing in mind the limits of the grant available, it was becoming increasingly clear that the process was not a viable one for this project. The Committee now suggested it would be most cost effective for FTC to pay for the work itself.</p> <p>R1: That FTC approves the proposed expenditure of £1,400 + VAT for the renovation of the FMC Memorial. Agreed.</p> <p>Cllr Taylor asked for confirmation that the money would still be available to spend after year end. This was confirmed by the Clerk to be the case.</p>
C	Clerk’s Report	
1	Risk Register	The report circulated was noted. The Clerk invited comments on the Risk Register by the beginning of February. Action: Councillors
2	CWAC Innovation Day	The Clerk described FTC’s involvement so far in this scheme, funded by CWAC. Councillors had been asked if they would act as mentors. Volunteers were still sought. Following some discussion it was agreed not to contribute funding towards this event.
D	CWAC Reports	Cllr Dawson reported on the CWAC Local Development Framework Monitoring Report which stated that Frodsham’s shop vacancy rate was the lowest in the borough and showed that the Town was performing well as a retail centre. CWAC had established that it had the five year sustainable

		<p>housing supply it needed, which would make it easier to resist future requests to build on green belt. The report indicated that monitoring of the Air Quality Monitoring Zone showed that road traffic, not industry, was the cause of high NO2 levels.</p> <p>Cllr Warren reminded Council that FTC had opposed proposed reduction in Frodsham retail space in the CWAC Local Plan.</p> <p>Cllr Riley introduced the Town and Parish Council event in March and encouraged Cllrs to attend. She also reminded Councillors about the CWAC alert system which sent information to individuals electronically on matters of interest. There were a variety of different alerts available and she wanted to see as many people as possible make full use of this service. Further details were on the CWAC website.</p> <p>A range of events were planned at the library over the forthcoming school holidays. A new community transport contract had been let, and a number of new blue plaques had gone up in Frodsham, the project being led by Kath Gee.</p>
214	Asset Management	
A	Revised proposals for Churchfields	<p>Cllr Riley left the room for this item.</p> <p>Cllr Warren reported on the 'trimmed down' plans which had potential to save approximately £56,000 from the original planned cost, with the possibility of phasing in extra components at a later date.</p> <p>It was confirmed that the wheeled play area was no longer part of the scheme and that drainage work on the kickabout area would now no longer be done, though drainage for the play area itself would be. Some equipment had been omitted, and materials changed.</p> <p>After discussion, the proposed revisions to the plans for Churchfields were agreed.</p>
B	Ship Street Play Area	<p>An initial discussion had taken place with CWAC on release of the covenant. No agreement had yet been reached, and further discussion would be needed.</p> <p>More information could be passed on in Part B</p>
C	Park Lane Sale	<p>It was noted that discussions between solicitors were taking place. Reports of other developers being interested in the site were noted and it was requested that any interested parties should contact the Clerk.</p> <p>The Clerk would ensure that Solicitors liaised effectively. Action: Clerk</p>
D	Townfield Lane Play Area	<p>Cllr Warren introduced his proposal to get work started on the site. A 20 year lease with the Feoffee's Trust had been agreed in principle, though rent not yet agreed. A detailed site survey would be needed and it was agreed to put out a tender for landscape architects to produce drawings – proceeding to Phase 3 of Cllr Warren's plan, at a cost of no more than £2,100.</p> <p>Action: Clerk/ Service Manager</p>
E	Office Accommodation	<p>The Clerk reported no progress at this time. Cllr Dawson agreed to look into this matter from a CWAC/ Castle Park Trust perspective.</p>
215	Strategy Management	
A	Marsh Management	Nothing further to report at this time.
B	Neighbourhood Plan	An initial workshop had taken place 18 December. The Group was due to meet again 2 February, to begin work on producing the plan.
216	Finance Management: 01.12.14 – 31.12.14	
A	Paid Expenditure	Noted
B	Received Income	Noted

C	Bank Reconciliation	Noted
D	Final Precept Request	The Clerk confirmed that, in line with figures provided at the Budget meeting, he had requested a precept of £137,970 (net of Tax Reduction Grant of £10,680). This would result in a Band D payment of £38.37. The figures provided by CWAC did, as the Clerk had earlier reported; make allowance for planned boundary changes later in the year.
217	Consultations	Chester Fire and Rescue Service Strategy: Councillors would read the information that had been sent out – with a view to discussing in February if necessary.
218	Items for Next Agenda	Councillors to contact the office as necessary.
219	Date of Next Meeting	FTC meeting – Monday 23 February 2015
PART B		
220	London Road Allotments	Brief update provided. Work had still to commence.

Meeting closed 10.00pm

Signed: _____

Cllr Mark Warren (Chairman)

Date: _____

Town Clerk: Mr. Jon Wild
Frodsham Town Council, Castle Park, Frodsham WA6 6SB
Tel: 01928 735150 Email: council@frodsham.gov.uk Website: www.frodsham.gov.uk