

Minutes of the meeting of
Frodsham Town Council

Held on Monday 23 February 2015 at 7.30pm
 In the Lounge, Frodsham Community Centre, Fluin Lane, Frodsham



Present: Cllrs Warren (Chairman), Wales, Sutton, Ashton, Bondi, Dawson (from 8.15pm), Oulton, Pusey, Pennington, Redhead, Riley, Shearn, Taylor and Wakefield. Mr. J Wild (Town Clerk), Mrs. Hazel Catt (Service Manager), Press x 1 and 4 members of the public.

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 Pusey, Wakefield, Dawson and Riley are members of Frodsham Foundation (but see 222 below). 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. Cllr Riley is a Trustee of Castle Park Trust.

Meeting 15

PART A		Action/Decision/Notes/ Recommendations
Item		
221	Apologies for Absence	Cllrs Brown and Kelly
222	Declaration of Interests	In addition to interests notified above: Cllrs Dawson and Riley confirmed they had ceased to be directors of Frodsham Foundation. Cllr Pennington re London Road allotments, Cllr Oulton re Groundwork Cheshire, Churchfields, Park Lane and Friends of John Williamson, Cllr Wakefield re London Road allotments, Cllr Bondi re Frodsham Watersports Cllr Riley re Marsh Management, Castle Park& Groundwork Cheshire. Cllr Warren re NCRUG and Weaver and Sandstone cycle Forum
223	Minutes of Meeting No 14 held on 26 January 2015	
	a Acceptance & Signing	Agreed and signed as a true and accurate record of the meeting
	b Matters Arising	No matters arising
	The meeting was adjourned for 20 minutes whilst CWAC IT staff attempted to resolve technical issues relating to the video equipment.	
224	Public Speaking Time/Reports from Public Bodies (ink FTC response)	Mr. Reynolds asked Cllrs Pusey about his involvement in the Frodsham Foundation Board. This item was discussed under 225 A (see below). The PCSO had sent his apologies. A report was to be circulated to all Councillors.
225	Reports from Council, CWAC and Urgent Local Issues	
A	Members/Chairman/ Mayor	Chairman 1. Halton Curve Had been discussed at the recent NCRUG meeting. Studies into the Curve were proceeding. A timing issue might arise for the project if it does not happen by end of 2016, due to other signalling work priority. Cllr Dawson had met the Secretary of State for Transport at Frodsham Station recently, to discuss transport and related infrastructure matters for Frodsham. The Parliamentary Train was being planned, with tentative date of 4 July. 2. Cycle Maps for Frodsham Cllr Warren advised that Helsby High School would have to build any app incorporating cycle maps into their curriculum. In the meantime a firm in

Helsby had offered software support to the production of the maps. Cllr Bondi asked that Environment Committee be consulted on the draft maps.

3. Helsby High School Enterprise and Innovation Week

Cllr Warren informed the Council that HHS were holding a Build It or Make It event, using a 3D printer, as part of Enterprise and Innovation Week. FTC might be asked for support in due course, though no money was requested from FTC right now. There was discussion of the importance of FTC supporting STEM (Scientific and technical) work at HHS, where many Frodsham children attended. FTC had put money into a budget next year to support innovative schemes like this. Cllr Riley said the item would be discussed further under CWaC items.

Members

1. Frodsham Foundation – Board Membership

Cllr Wakefield raised the issue of FTC members as members of Frodsham Foundation Board. Cllrs Dawson and Riley had at the previous Board meeting resigned from the Board, and joined an Advisory Group to the Board instead. It had been agreed that the matter should be brought to FTC for discussion.

Cllr Pusey was concerned that if all FTC members were to step down, FTC would have no voting rights at the Foundation.

Cllr Riley reminded the Council that when FF was set up it was always expected that CWAC and FTC involvement on the Board would be for a limited time until it was established and sustainable. With other funding streams coming on and increasing use of commissioning of services rather than grants, that time could be now. Joining an Advisory Group would avoid any potential conflicts of interest in future. It was noted that we had no directorships on other bodies the Council commissioned work from and supported.

It was reiterated that the FF retain the right to determine their own governance structures. The Chair called for a show of hands to gauge support for the concept of Local government members being part of an Advisory Group rather than on the board itself. The result was overwhelmingly in favour.

A proposal that FTC should nominate its representatives on the Advisory Group was **agreed**.

Mayor

A written report had been produced.

Cllr Wales reminded everyone about the Mayor’s Charity Night on 20 March. Tickets were selling well, but all were welcome.

He had attended a Music and Arts Society meeting on Mendelssohn in North Wales.

B Committees

1.1 **Planning – 28.01.15** **Minutes** – noted

1.2 **Planning – 16.02.15** **Minutes** – noted

There was a discussion about the possibility of challenging the Adverse Possession that impacted on the boundaries of the Memorial Field and the application for housing at Mersey View Club. The Committee was opposed to the application on the grounds of loss of green belt.

Some councillors took the view that as the loss through adverse possession had happened so long ago (over 12 years it seemed) there was little scope for a successful challenge. There was also a kink in the proposed boundary that might mean a further small loss of land for the Council.

		<p>While any legal action might be prohibitively expensive, we might perhaps at least inform the planners of our concerns.</p> <p>Clerk to check whether the land was registered (he thought it was) and if so what is the boundary shown in the register title. An EGM would be called to discuss this further if necessary.</p> <p>Action: Clerk.</p>
2	Policy & Process - 11.02.15	<p>Minutes– noted.</p> <p>Cllr Taylor reminded everyone about the ‘Fly the Flag’ Commonwealth Day event on 9th March. Local schools would be playing a prominent part in this. She raised concerns about the lack of response from councillors to recent circulations of the FTC strategy, including so far any response on the proposal for a special strategy meeting. She was also unhappy with the position on the website, where problems were far from resolved.</p> <p>R1: That FTC agrees and adopts the Equal Opportunities and Diversity Policy. Agreed</p> <p>R2: That FTC agrees the revised risk register. Agreed</p> <p>R3, R4 & R5: These related to optimising time at Council meetings.</p> <p>Action: P&P to review Standing Orders and introduce among any other measures a 3 minute limit to all speakers.</p> <p>R6, R7 & R8 (previously E1, E2 & E3): all grants were by agreement considered by the Council as recommendations, and agreed.</p> <p>There was detailed discussion about whether applicants should be required to provide accounts with applications, an issue raised by Cllr Pennington. It was felt that existing controls were sufficient, and so this was not agreed. Other suggestions included asking for evidence of spend and putting information about applications on the website. The Council might seek to review what was done with the money if granted.</p> <p>It was noted that CWAC required match funding and a video or presentation, to back up its applications. These kinds of approach might be best suited to larger grants.</p> <p>Action: P&P to review the grant application process with a view to adopting some of these suggestions.</p>
3	Community - 16.02.15	<p>Minutes – noted</p> <p>R1: The contractor with the lowest tender for the Grounds Maintenance SLA should be appointed. Agreed</p> <p>R2: The contractor with the lowest quote should be appointed to erect the fence. Agreed</p> <p>R3: A picnic table should be purchased to be placed in the Community Orchard. Agreed</p> <p>Cllr Riley asked it to be noted that she abstained from these votes.</p> <p>Action: Clerk</p>
4	WW1 Group Report – 19.02.15	<p>Minutes – noted</p> <p>R1: The proposal for reprinting of 'From Battlefield to Blighty' - Agreed</p> <p>R2: Registration of FTC as a publisher & obtaining of the smallest block of ISBNs at a cost not exceeding £150 - Agreed</p> <p>R3: Securing publishing rights from Avid Publications at a cost not exceeding £100 - Agreed</p> <p>R4: Delegation of power to incur expenditure to the Group in conjunction with the Town Clerk - Agreed</p> <p>Action: Clerk</p>
C	Clerk's Report	

1	Eddisbury Square Parking Charges	The Clerk had written to the company but had not had any response. Frodsham News had reported that the 2 hour issues had been resolved but Cllr Wakefield was not sure matters were fully resolved.
2	Election Arrangements	<p>The Clerk reported that there had been a training session organised by CWAC but he had been unable to attend so had been given a briefing by an officer from CWAC. As the election coincides with the changes to the boundaries FTC can't act as a Council after the election is called on 20th March. It was agreed that the Clerk should double check that FTC can't meet again after that date and to organise an earlier meeting to clear up any outstanding business before the election.</p> <p>Action: Clerk to organise another FTC meeting in compliance with election protocols, and to issue briefing note.</p> <p>It was also agreed that: AGM will be on 18th May ATM will be on a Saturday after this to be arranged.</p> <p>Action: Clerk</p>
3	Website	The Clerk reported on progress with resolving the problems. From a conversation with the provider it appeared that it might need a higher level of protection, and that we might need to get this from a different provider. Such attacks were sadly no longer rare. Changing the website address might make us less vulnerable.
D	CWAC Reports	<p>Cllrs Dawson and Riley reported on matters including the following;</p> <ul style="list-style-type: none"> • The CWAC Grants event which had been run with the cooperation of FTC –nine highly creative video applications had been received. 500 people had then submitted a total of 834 votes to pick the winners. A local business had joined in the funding. Successful applications included Frodsham Sings and a mobile hearing loop, which FTC would help to administer as a community asset. NWAFA were to run a further Summer Festival after last year's success, and intergenerational Nordic Walking had been allocated funds. • The balance left over might help Helsby High School with its 3D printing project. • CWAC had agreed a nil rise in Council Tax – a drop in real terms. • A conference on hydrocarbons was due to take place – Cllr Dawson thought a hard line needed to be taken. • A deal was about to be struck on the management of the Marshes, involving Environment Agency, land owners and others, There was a need for FTC to get involved in the work in due course. • Details of the planned 13.5 ha solar farm at Hapsford were on the CWAC site – a drop-in was coming up at Dunham on the Hill. Details on the CWAC site. • The zebra crossing at Weaver Vale School had been completed. • A suggestion had been received from a resident on dog fouling. This remained a big issue. Thanks were extended by FTC to CWAC on their recent cleaning of the pavements. Some areas remained to be done, around parked cars.
226	Asset Management	
A	Revised proposals for Churchfields	Revised proposals have been agreed within the resource envelope agreed by FTC, and the work was due to begin in June following tendering process in March.
B	Ship Street Play Area	The Chairman and Clerk were due to meet senior officers at CWAC on 26 February to see if a more realistic deal could be done on release of the covenant.

C	Park Lane Sale	Our solicitor has sent the contract to the purchaser's solicitor. Swift progress had been asked for.
D	Townfield Lane Play Area	The Service Manager had obtained quotations for site surveys and outline design work – the results were back and the lowest quote would be commissioned as agreed in meeting 14.
E	Office Accommodation	No progress. This would be discussed at the meeting with senior officers at CWAC on 26 February (see B above).
F	London Road Allotments	No progress as still waiting for permission from Network Rail. We had contacted allotment holders to let them know what was happening.
227	Neighbourhood Plan	The next meeting was the following night – 24 February.
228	Finance Management: 01.12.14 – 31.12.14	
A	Paid Expenditure	Noted
B	Received Income	Noted
C	Bank Reconciliation	Noted
229	Consultations	<p>Chester Fire and Rescue Service Strategy:</p> <p>This was briefly discussed, Cllr Oulton explained that with a substantial reduction in callouts due to more successful prevention, change would be necessary. The Fire Service were now engaged far more in partnership activities such as supporting older people and getting involved in the Princes Trust. The new proposals would protect Frodsham's Fire Station for the foreseeable future however,</p> <p>It was agreed that FTC would not make a submission as the Council. Cllr Dawson encouraged all councillors to read and respond as they saw fit.</p>
218	Items for Next Agenda	Councillors to contact the office as necessary.
219	Date of Next Meeting	FTC meeting – tbc
PART B		
220	London Road Allotments	Already covered in Part A

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