

Frodsham Town Council
Minutes of the meeting of
Frodsham Town Council



Held on Monday 16 March 2015 at 7.30pm
In Castle Park House, Castle Park, Frodsham

Present: Cllrs Warren (Chairman), Wales, Sutton, Ashton, Bondi, Dawson, Pusey, Pennington, Riley (from 8.15pm), Shearn and Taylor. Mr J Wild (Town Clerk), Mrs. A Scriven (Office Manager), PCSO, 1 x member of the press 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 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.

Meeting 17

| PART A | | |
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| Item | Action/Decision/Notes/ Recommendations | |
| 236 | Apologies for Absence | Cllrs Brown, Kelly, Redhead and Wakefield. |
| 237 | Declaration of Interests | In addition to the interests notified above; Cllr Warren re items 241 & 243 as member of Weaver and Sandstone Cycle Group and member of Neighbourhood Plan Steering Group. Cllr Pusey, Ashton, & Taylor as members of the Neighbourhood Plan Steering Group Cllr Pennington re London Road Allotments Cllr Bondi re Frodsham Watersports Cllrs Dawson & Riley re Item 241B, 3, R2 and R7 (Webcasting, Summer Festival), Cllr Shearn as a trustee of Frodsham Youth Association. |
| 238 | Minutes of Meeting No 15 held on 23 February 2015 | |
| a | Acceptance & Signing | Cllr Taylor wished to clarify that item 225B1.2 was a recommendation - R1 : That FTC considers challenging again land ownership of a section of the proposed house building site – that had been approved. Following this, the minutes were agreed and signed as a true and correct record of the meeting. |
| b | Matters Arising | None. |
| 239 | Minutes of Meeting No 16 held on 25 February 2015 | |
| a | Acceptance & Signing | Agreed and signed as a true and correct record of the meeting. |
| b | Matters Arising | None |
| 240 | Public Speaking Time/Reports from Public Bodies (inc FTC response) | The PCSO reported on a theft of a chainsaw from a garage on Manley Road and confirmed that this area would be closely monitored. No vehicle crime had been reported this month, but one attempted shop lifting had taken place where a male had now been charged. Anti-Social Behaviour had mainly been caused by motorbikes being driven around Ashton Drive and Salt works Farm and a greater police presence was planned for those areas. Let's Walk training had been very successful in teaching road safety to children in years 3 & 4 in the local Primary Schools. Cllrs confirmed that they would like to see the Summer Ward Walks restart with the new council and potential dates in June & July were to be given. Success for the Community Speed Watch group was reported with significant reduction being noted in speeding vehicles around Frodsham. |

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| | | <p>Volunteers requested funding for some additional equipment consisting of 12 various types of hi-visibility jackets suitable for varying weather conditions with Community Speedwatch printed on the back, an all-weather clipboard and a road sign. Total cost around £300 - and this request was considered later under Clerks Report.</p> <p>The PCSO confirmed that he had spent since the scheme started a total amount of time in the order of 12 hours over the last three months. This was less than had been reported in some quarters.</p> <p>Surgeries were planned for 26 March, 5-7PM at the Library, 1 April 10-12AM at Costas, and 23 April 4-6PM at the Library. He would recommence attending before FTC meetings, from June.</p> <p>The PCSO thanked the outgoing Council for its help and support over the last three years. In turn, the Chairman thanked the PCSO for all his work, and said that he regarded the work done by him for Frodsham as excellent value for money.</p> <p>Mrs. L Harrison spoke about the Frodsham Distribution Centre, which aims to support the Runcorn Food Bank. Mrs. Harrison requested help with promoting the project on noticeboards, website and other social media which Council wholeheartedly agreed to do.</p> <p>Mrs. Harrison wanted to see more local help and guidance for Frodsham residents, and requested support from CWaC with this problem. Cllr Dawson agreed to contact Mrs. Harrison to discuss the matter further.</p> <p>The Council would be happy to put up posters and other materials on their notice boards, and the Clerk would furnish an introduction to Frodsham Foundation who might be able to help with access to their e-newsletter.</p> |
| 241 | Reports from Council, CWaC and Urgent Local Issues (see annex 1) | |
| A | Members/Chairman/ Mayor | <p>Members</p> <p>1. Code of Conduct: Cllr Dawson said that he felt that Council should be able to suspend Councillors from the Council as a whole, not just from Committees, as a sanction for serious breaches of the Code of Conduct. He felt that the existing powers were not strong enough to provide sanctions for persistent offenders. The Clerk noted that this view had been put forward to the SoS in the past, in terms of the statutory limits on powers of councils to provide sanctions. There had been little real response.</p> <p>Cllr Dawson asked that this issue be considered at the start of the programme of work of the new Council. Cllr Bondi agreed that more effective sanctions were needed. It was frustrating that there is very little Council is able to do.</p> <p>Chairman</p> <p>Cllr Warren reported on the Wind Farm Liaison Committee meeting that he had attended. Work was to begin on the roadways in early April. Peel Holdings would be beginning communicating with the public at a meeting on 18 March. A website etc. would follow.</p> <p>Mayor</p> <p>Cllr Wales reported on the very enjoyable time he had with local schools celebrating Commonwealth Day on 9 March. He had also attended the Lord Mayor's banquet in Chester. He also reminded Councillors about his Charity Night on 20 March.</p> |
| B | Committees | |
| 1 | Environment – 02.03.15 | <p>Minutes – noted.</p> <p>R1: That FTC delegate powers to the Town Clerk to spend up to £1,000, based on quotes received by Cllr Oulton to provide a chainsaw and a full set of safety equipment for the Facilities Manager and one volunteer – Agreed.</p> |
| 2 | Community – 09.03.15 | <p>Minutes – noted.</p> |

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| | | <p>R1: Negotiation to purchase the land on Tarvin Road opposite the cemetery should be opened – the District Valuer's Report was to be considered in Part B, so this matter was duly moved to Part B.</p> <p>R2: To order the Christmas Tree up to the value of £300 – Agreed.</p> |
| 3 | Policy & Process – 10.03.15 | <p>Minutes – to follow</p> <p>R1: Seeking of a new service provider for hosting of its website urgently – Agreed.</p> <p>Action: Clerk</p> <p>R2: Renewal of the Council's contract for webcasting for one year subject to the Town Clerk's price negotiation with the current supplier – Agreed.</p> <p>R3: Timetable for production of this year's Annual Report as follows:</p> <ul style="list-style-type: none"> • Chairs of Council & its Committees provide the Chair's Reports by end-March • First draft circulated to Councillors for comment after the local election (scheduled for 7 May) • Draft, with any necessary changes, presented to FTC at its AGM (scheduled for 18 May) • Final draft, subject to audit later in the year, made available for the Annual Town Meeting (scheduled for 23 May) – All agreed. <p>Actions : Clerk</p> <p>R4: The revised Executive Powers Methodology for Committees - Agreed</p> <p>R5: The revised Standing Orders - Agreed</p> <p>R6: The revised Grant Application Form- Agreed</p> <p>R7: Grant of £500 to NWAFA towards the cost of the Summer Festival 2015 – Agreed, with a request that they retain profits this year to fund future events.</p> <p>R8: The proposal for applying for membership of SLCC at a cost of approximately £120 per annum – Agreed.</p> |
| 4 | Planning – 11.03.15 | <p>Minutes – noted</p> <p>R1: In light of the proposed development, FTC's Community Committee consider fencing the boundary around the Memorial Field, to protect it from future encroachment – it was agreed to allow the Clerk to spend up to £1,500 on fencing, but due notice must be given to Forest Hills and make all attempts to avoid any dispute.</p> <p>Action: Clerk</p> <p>R2: As land had been lost over the years, FTC's Community Committee carry out a review of ownership of all land assets of FTC – it was agreed that the Clerk should check title information held, seeking any fresh information from solicitors etc. that might be needed to provide a full picture of the title information for the Council's assets.</p> <p>Action: Clerk</p> <p>R3: That FTC approves the updated Site Visits Protocol, Material Planning Considerations & Planning Application Checklist – Agreed.</p> |
| C | Clerk's Report | |
| 1 | Election Update | All election packs had been given out. |
| 2 | Frodsham Transition Request | Frodsham Transition Initiative had requested £180 to fund publicity for the Energy Debate to be held on 18 March at the Community Centre and Cllrs agreed to grant this amount from the Promoting Frodsham budget. |
| 3 | Request for additional equipment for the Community Speed Watch Group | Following the request made by the PCSO earlier that evening, Council agreed to fund the whole amount of the request for around £300 for the purchase of 12 hi-viz jackets with Community SpeedWatch printed on the back, an all-weather clipboard and a road sign. |
| 4 | Scope for Clerk to | The Clerk referred to recent misleading information that had been printed in |

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| | respond to inaccurate media reports | Frodsham Life. He asked for a steer from the Council on how it would like the Clerk to react should such a situation arise again. Cllr Dawson expressed his disappointment that inaccurate figures had been quoted and had given a false impression of the Council's spending; particularly on salaries relative to the Council's total spend. It was hoped that in the future, the press would check their information with the Clerk prior to going to print. Councillors felt that personal opinions should be printed as 'letters to the Editor' rather than printed as fact in an article. |
| D | CWaC Reports | <p>Cllrs Dawson and Riley reported on matters including:</p> <ul style="list-style-type: none"> • The reinstatement of the Halton Curve. While to be welcomed, this may well increase the current problems with parking in Frodsham. Cllr Dawson had written to relevant bodies stating that although he wished the Halton Curve to be a success, he had concerns that the current infrastructure was insufficient to cope with increased demands. • Plans for a VE Day Celebration during the weekend of 8, 9 & 10 May were discussed and it was agreed to contribute up to £1,000 to the arrangements. Cllr Sutton agreed to check on the status of the beacon. The Clerk was asked to consider what the Council might be able to do to support this activity, within the £1000 resource envelope. • Cllr Dawson was to debate with Peel at the Energy Debate to be hosted by the FTI on 18 March. |
| 242 | Asset Management | |
| A | Churchfields | Cllr Warren reported that the tenders had gone out and there was now an urgent need for the S106 contribution to be paid to FTC from CWaC. Cllrs Dawson & Riley stated that the money had been agreed by them. Clerk to pursue with CWAC officials. Action: Clerk |
| B | Ship Street Play Area | <i>Moved to Part B</i> |
| C | Park Lane Sale | <i>Moved to Part B</i> |
| D | Townfield Lane Play Area | Groundwork Cheshire was preparing more detailed information and illustrations. It was agreed that the Clerk could, during the gap between councils, spend up to £1500 on starting a public consultation based on the more detailed plans to be provided. |
| E | Office Accommodation | Cllrs Dawson & Riley expressed an interest in the matter and would not take part in any discussions. <i>Moved to Part B</i> |
| F | London Road Allotments | <i>Moved to Part B</i> |
| 243 | Strategy Management | |
| A | Neighbourhood Plan | There was to be an event on 28 March at the Parish Hall to bring the Neighbourhood Plan to the attention of the public. The Neighbourhood Plan Steering Group (NPSG) would also be attending the FTI Energy Debate on 18 March to give out information flyers, encouraging the public to attend on the 28 th . |
| B | Draft Strategy | Cllr Bondi requested the following amendment be made to the strategy: Paras 5.2.iii & 5.3.iii and Annex, Strategic Goal 3, Replace "...Town Planning, and a treasured ..." "with "...Town Planning, to protect the Green Belt and treasured ..." It was agreed that this strategy would be very helpful with the decision making process for the future and with Cllr Bondi's amendment, the strategy was agreed . |
| 244 | Finance Management: 01.02.15 – 28.02.15 | |
| A | Paid Expenditure | Noted |
| B | Received Income | Noted |

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| C | Bank Reconciliation | Noted |
| 245 | Consultations | |
| 1 | CWaC Local Service Centre Consultation: It was noted that the CWAC Local Service Centre Consultation was not likely to affect Frodsham, but was more relevant to smaller Parishes. Any comments from Councillors should be made individually. Cllr Warren reported that there was to be a Sports Pitch Review Demand Study. Frodsham should be included. | |
| 246 | Items for Next Agenda | Council to consider need to bring in stronger sanctions for Councillors under the Code of Conduct. |
| 247 | Date of Next Meetings | AGM – Monday 18 May 2015 ATM – Saturday 23 May 2015 |
| PART B | | |
| 232 | London Road Allotments | The Chair updated Council on the latest position regarding the works, which it was hoped were about to start, once outstanding matters around the necessary permissions had been resolved with Network Rail. |
| 242 B | Ship Street Play Area | The Chair and Clerk reported on the latest discussions with CWAC, aimed at getting agreement on the cost of release of the covenant on the site. This matter was not yet resolved. |
| 242 C | Park Lane Sale | The Chair and Clerk updated the Council on the latest position regarding progress towards exchange of contracts. |
| 242 E | Office Accommodation | The Clerk reported on the last minute deal he had secured with CWAC. The Council was not content with this and gave him a fresh mandate to pursue. He pointed out the real need to take positive action after all this time. |
| 241 B | Community Committee | The Clerk, on behalf of Community Committee, relayed to Council the tome of the District Valuer's report on the Tarvin Road land. The Clerk was given a mandate to speak further to the potential vendor. |

The meeting ended at 10.35pm

Signed: _____

Date: _____

Town Clerk: Mr Jon Wild
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