

**Frodsham Town Council**  
**Minutes of the Extraordinary Meeting of**  
**Frodsham Town Council**  
**Held on Monday 11 August 2014 at 7.30pm**  
**In the Lounge, Frodsham Community Centre, Frodsham**



**Before the meeting there was an opportunity for the public to see an initial outline proposal for improvement of Town field Lane Play Area. Around 30 members of the public attended.**

**Meeting 6**

*The personal interests of Cllr S L Riley & Cllr a W Dawson on this agenda are noted on the basis that they are both elected members of this Council & CWaC. Cllr Dawson is also a member of the Police & Crime Panel. Cllrs Dawson, Riley, Wakefield and Pusey are members of Frodsham Foundation.*

**Present:** Cllrs Warren (Chair), Pennington, Shearn, Taylor, Wales, Wakefield, Bondi, Brown, Dawson, Redhead, Kelly, and Pusey, J Wild (Town Clerk), one member of the press and two members of the public.

| No   | Item  | Note/Decision/Action  |
|------|---|---|
| 94   | <b>Apologies for Absence</b>  | Cllrs Sutton, Ashton, Riley, and Oulton   |
| 95   | <b>Declarations of Interest</b>   |   |
|      | <p>Cllr Bondi re Frodsham Water Sports<br/>           Cllr Redhead re Frodsham Youth Association<br/>           Cllr Dawson reiterated the interests stated above<br/>           Cllr Pusey as Chair of Sutton Parish Council, and re Frodsham Community Centre.<br/>           Cllr Pennington re London Road allotments</p> <p>It was requested that the masthead to subsequent minutes be revised to reflect all standing memberships of Councillors.</p>  |   |
| 96   | <b>Requests from the Public to Speak:</b>   | Deferred until later in the meeting, though in the event no member of the public wished to speak. |
| 97   | <b>Planning Applications</b>  | Brought forward – previously Item 76, Meeting 5   |
| 97.1 | <b>Applications dealt with by Planning Committee</b>  |   |
|      | <p>Minutes noted. Cllr Bondi referred to the objections raised to the building of an electrical substation on Lordship Lane. He felt it was important to object to this on the grounds that it could be seen as the “thin end of the wedge” on green belt intrusion.</p> <p>A further planning meeting had been held – minutes would be considered at next Ordinary meeting of FTC.</p> <p>In response to a question from Cllr Pennington, Cllr Bondi indicated he had not as yet written a letter to CWaC about Redways.</p>   |   |
| 97.2 | <b>Decisions Taken by Borough Council:</b>  | Noted   |
| 98   | <b>Finance</b>  | Brought forward, previously Item 77, Meeting 5  |
| 98.1 | Paid Expenditure – 01.06.14 – 30.06.14  | Noted   |
| 98.2 | Received Income – 01.06.14 – 30.06.14   | Noted   |
| 98.3 | Budget Spend & Bank Reconciliation to 30.06.14  |   |
|      | <p>Noted. The Clerk mentioned two points raised by a Councillor before the meeting. One was a request to ensure the recent £100 grant to St Laurence Church was debited to Grants rather than the WW1 budget. The other was to note the narrative of Petty Cash top-ups in future, to make clear what they referred to. Both had been actioned by the Clerk.</p>  |   |
| 99   | <b>Committees and Working Groups</b>  | Brought forward, previously Item 78, Meeting 5  |
| 99.1 | <b>Environment – 08.07.14</b>   |   |
|      | <p>Minutes noted. Cllr Bondi said that a change would need to be made to the wording of the minutes following a comment received from Stephen Roberts. This related to the matter of the River Weaver. Slightly amended minutes would therefore be issued by the Office Manager on her return. In the meantime FTC was asked to note that there would be this small change later.</p> <p>Cllr Bondi said that research into speed limits on the river continued. Various agencies had been contacted, and it seemed that in the absence of any other owners, it fell to CWaC to enforce the limit, believed to be 5MPH.</p> <p>Cllr Wakefield wondered if open water swimming groups might be able to offer any helpful information and would check.</p> <p><b>Action:</b> Cllr Wakefield</p> |   |

| No           | Item   | Note/Decision/Action  |
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| 99.1<br>ct'd | <p>EP1: To purchase 2 Mahonia shrubs at a cost of no more than £30, for planting in the hedge at the Community Centre, alongside Blue Hatch (see Item 8.1) <b>Noted.</b></p> <p>EP2: That basic Chainsaw Maintenance and Cross Cutting training is to be provided by Cllr Oilton, to 4 members of the Environment Committee, at a cost of no more than £100 including certification, to cover the administrative aspects only (see Item 10.4). <b>Noted</b></p> <p>R1: That FTC purchase 1 ton of washed 20mm gravel, to cost no more than £50 including VAT and delivery, for use at Crowmere. <b>Agreed</b></p> <p>R2: That FTC approve the Terms of Reference for 2014-15. <b>Agreed</b>, subject to two small amendments: Para 3.1 – replace ref to Standing Orders SO 10.2 with SOs 13 &amp; 15 and in SO 3.2 delete words in brackets.</p> |   |
| 99.2         | <b>Policy &amp; Process – 10.07.14</b>   | Cllr Taylor reported that all necessary matters had been dealt with at the last meeting.  |
| 99.3         | <b>Community – 14.07.14</b>  | Minutes noted. Cllr Pennington confirmed that some of the required actions – around street maintenance in the Ship Street area – had been dealt with by CWaC in response to concerns raised by the North Ward Residents Association.  |
| 99.4         | <b>WW1 Commemorative Group – 16.07.14</b>  | Minutes noted. It was also noted that the service at St Laurence Church had been very successful. It had been well attended, and good feedback had been received.   |
| 100          | <b>Structure of Future Agendas</b>   | <p>This followed on from the discussion begun at the last meeting. It was noted that we were constrained to some extent by Standing Orders, but the chairman said there was flexibility over public speaking time, and he was effectively seeking Council's permission to use that more. He wondered if some things coming to FTC could be handled at Committee. Finance was mentioned. Although the data had to be agreed at Council, it could be scrutinised perhaps at P&amp;P first. As much as possible should be done through EPs.</p> <p>During discussion the following points were made;</p> <ul style="list-style-type: none"> <li>• Councillors should ask as many questions as possible about papers issued ahead of the meeting, to save time.</li> <li>• The Chairman could be tighter on the Standing Order rules of debate – limiting contributions to one each and a response from the proposer. Councillors could keep their contributions short.</li> <li>• It was recognised as a hard balance for any Chair, but the main purpose of Council meetings was to clear Council business – public speaking time could not detract from that.</li> <li>• There was a need for the Council to be able to respond to public comment, e.g. through social media. This could be wrong, and need correcting. This was all part of effective engagement. Was there the chance to utilize a "Question Time" type format?</li> <li>• Time was an issue for Councillors. Did they have the time for monthly FTC meetings and a public discussion meeting each month too? Surgeries had been tried and poorly attended.</li> <li>• A solution might be to have a small number of additional ATM style meetings during the year Perhaps each quarter, and time limited. This would be an opportunity to bring in the police and others too.</li> <li>• At this stage, there was no appetite to reduce public speaking time at FTC meetings.</li> </ul> <p>The Policy and Process Committee were asked to work up a proposal for the next FTC meeting, on frequency, format and timing of public speaking meetings each quarter.</p> <p><b>Action:</b> Clerk and Cllr Taylor</p> |
| 101          | <b>Civic Matters</b>   | <p><b>Freedom of Frodsham</b></p> <p>A report from 2011 had been found, which suggested a way forward and criteria for conferring Freedom of the Town of Frodsham, as well as the legal basis on which this could be done. The criteria had been agreed at the time, though no action taken. The Clerk would recirculate the paper.</p> <p><b>Action:</b> Clerk</p> <p>All that would be needed to deliver this would be to arrange a short meeting of FTC where the granting of specific proposed Freedoms was the only item the agenda. The resolution to grant a Freedom needed a two thirds majority.</p> <p>The intention of Freedom was to recognize outstanding contributions in a range of areas outlined in the appendix.</p>  |

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| 101<br>ct'd | <p>Cllr Dawson had in mind to propose the Royal British Legion for the honour. This would be timely this year. Cllr Wales agreed but felt that any ceremony should not detract from remembrance day itself, and suggested that the Christmas Festival might be the ideal time.</p> <p><b>Medals for previous mayors</b></p> <p>Cllr Dawson proposed that previous mayors should have the chance to purchase a medal to commemorate their time as mayor, though this should not be at any significant expense to the taxpayer. Research had been done into potential supply and costs of such medal, and the Clerk had renewed this recently. There was the scope to extend to the provision of medal for junior mayors. There were potential cost benefits in buying larger numbers.</p> <p>The design was simple – an enamelled medal on a brooch bar, which could be engraved differently, for different roles.</p> <p>It was agreed that a small Working Group be convened consisting of Cllrs Dawson, Wales, Wakefield, and Kelly to drive this forwards during August.</p> <p><b>Action:</b> Working Group members as above.</p> <p>Subject to formal vote in due course. It seemed likely from a show of hands that the British Legion nomination would be acceptable to Council.</p> <p>The point was made that the ribbon for the existing mayoral chain was not adequate. The chain was heavy and needed lots of pinning, with scope to damage clothes.</p> |   |
| 102         | <p><b>Town field Lane Play Area</b></p>  | <p>The earlier consultation session had been both well attended and positive. A further session was planned on the site itself on 23 August. These events could provide initial feedback only – not least as the Feoffee's Trust had yet to consider our proposal to improve the site.</p>  |
| 103         | <p><b>CWAC Items</b></p>   | <p>Cllr Dawson reported that the consultation on the swing bridge had completed on 8 August. There appeared to be no easy solution. A proposal for a roundabout had been made by Steppingstones Group. This had garnered a lot of publicity.</p> <p>Cllr Dawson felt that the Group needed to answer a number of questions about their proposal, relating to cost, who would carry out proposed works, eventual ownership of the land in question, proposed timescales and consultation plans.</p> <p>These questions had been put in a letter to the Group (signed by Cllr Dawson as a CWaC rather than FTC Councillor), and a meeting may follow.</p>   |
| 104         | <p><b>Councillor's Items</b></p>   | <p>There was a discussion about a request, that was imminent, for permission to plant more orchard trees on the open part of the recent Hob Hey Wood purchase. A detailed plan would follow but FTC were asked for approval in principle, subject to seeing the plan.</p> <p>Some councillors were concerned that the open area should not be fully covered with trees. Cllr Bondi confirmed this was not the plan; it would be less than half the field. Some felt there was need to more clearly articulate the Council's vision for the site.</p> <p>There was a need to include the public in deciding what to do, ultimately, with the site. It had been purchased mainly to protect and preserve it – but there were leisure needs in Frodsham – for example for motor bike riding (not suitable for the Hob Hey Wood site), swimming and cycling.</p> <p>Cllr Bondi felt that much of the good feedback we had received on the Hob Hey Wood purchase (something he felt the Council could say was a real achievement), had been around the site not being over managed.</p> <p>The Chairman said he was pleased with the careful approach that had been taken to managing this valuable asset so far. There was a view generally that more people could usefully be told about the site and what it had to offer. There might be scope to involve the town and its young people, perhaps, more in the site's future.</p> |
| 105         | <p><b>Consultations</b></p>  | <p>Brought forward – previously Item 85, Meeting 5</p>  |
| 105.1       | <p><b>Housing Strategy Consultation (CWAC Members Briefing 696)</b></p>  | <p>The Council <b>agreed</b>, after consideration, not to respond to this survey.</p> <p>Cllr Dawson updated the Council on progress of the Local Plan. The inspector had published the changes he wished to see – some related to firming up new housing numbers. It was possible that there could be increased financial motivations for councils in the future to agree to development, through reduction of Regional Support Grants. This increased pressure would mean that councils might be increasingly torn between the needs of e.g. green belt preservation, and delivering new housing, as priorities.</p>  |

| No            | Item   | Note/Decision/Action |
|---------------|--|----------------------|
| 105.1<br>ct'd | Cllr Bondi referred to a recent Planning Portal Briefing, which had invited responses. Clerk to investigate and recirculate in case FTC wished to respond.<br><b>Action:</b> Clerk   |                      |
| 105.2         | <b>Growth and Prosperity Consultation (CWAC Members Briefing 699)</b><br>The Council <b>agreed</b> , after consideration, not to respond to this survey  |                      |
| 106           | <b>Clerk's Report</b><br>The Clerk reported that the new Natwest account had been opened, though no money had been put in as yet. He asked the Council to consider whether the recent lack of bad news regarding the Co-Op was likely to influence them in favour of keeping the Co-Op account after all, albeit with less money left in it, as was currently the case.<br>Policy and Process would consider and recommend.<br><b>Action:</b> Cllr Taylor and Clerk<br>The Clerk referred to the new Government Openness regulation that had just come into force. He would in future have to publish more detailed financial data – and his hope was that by publishing what the Council already saw each month, most if not all of the requirements would be met. There could also be impacts on what goes in to the Annual Report.<br>Cllr Warren mentioned that new rules have also come into being that allowed, if not encouraged, people to record or film Council meetings. This was contrary to our current standing orders, which would need to change in due course. We had of course to a large extent pre-empted this move by beginning to film our own meetings, |                      |
| 107           | <b>Any Other Matters</b><br>Cllr Pusey raised points he thought a member of the public might have planned to raise tonight, but in the event had not. This was to do with the purchase of Park Lane Play Area in 1939. Evidence seemed to have come to light that this had been purchased in 1939 with help from the National Playing Fields Association. Local residents were in touch with them to see if this would restrict the Council's ability to sell.<br>The Clerk was asked to recirculate the latest version of the Survey outcomes, which were currently being audited and prepared for public issue, hopefully in September.<br><b>Action:</b> Clerk<br>The Chairman was to speak on local radio that morning, on the subject of the Swing Bridge (TRO 865). He had been asked to present FTC's response – and had been present with, but had been asked to express views entirely separate from, a property developer. In the event a mix of other news and technical problems had curtailed his opportunity to speak.   |                      |

| List 1        | Planning Decisions Taken by the Unitary Council |  |           |
|---------------|---|--|-----------|
| Reference     | Address   | Description  | Decision  |
| 14/01931/FUL  | 10 Lansdale Way                                 | First floor rear ext. & pitched roof to existing porch                       | PERMIT    |
| 14/01557/FUL  | Glebe Cottage,<br>Church Road                   | Single storey side extension with first floor front & rear ext., raising     | PERMIT    |
| 14/01401/FUL  | Weaver Vale PC,<br>Ship Street                  | Installation of a containerized biomass boiler system                        | PERMIT    |
| 14/01270/FUL  | 40 Main Street                                  | 6 one bed apartments   | WITHDRAWN |
| 14/02498/FUL  | Old Court House,<br>Ship St                     | Single storey side extension   | PERMIT    |
| 14/02512/FUL  | 1 Greenside Ave                                 | Single storey rear ext. & replace existing flat roof with sloping tiled roof | PERMIT    |
| 14/02416/ADV  | 6 Eddisbury Sq                                  | Installation of 1 internally lit sign & 1 internally lit projecting sign     | PERMIT    |
| 14/01649/FUL  | 5 Church Street                                 | Change of use from A1 to A2 (Estate Agents)                                  | WITHDRAWN |
| 14/021308/FUL | 52 Spring Bourne                                | First floor ext. to side including alterations                               | PERMIT    |
| 14/02090/FUL  | 11 Hillside Road                                | Two-storey rear ext. (demolition of existing garage)                         | PERMIT    |
| 14/02187/FUL  | 24 Ashton Drive                                 | First floor extension to rear  | PERMIT    |
| 14/01918/TPO  | 12 Newlands<br>Close                            | Felling of 1 oak tree  | REFUSAL   |