

# Frodsham Town Council



Minutes of the meeting of  
**Frodsham Town Council**  
 Held on Monday 22 September 2014 at 7.30pm  
 In the Lounge, Frodsham Community Centre, Frodsham

## Meeting 8

*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 Weaver Parish Council. Cllr Shearn is a trustee of Frodsham Youth Association. Cllr Dawson is Chair of the Executive Committee of Castle Park Trust.*

**Present:** Cllrs Warren (Chair), Dawson, Pennington, Riley, Brown, Kelly, Bondi, Redhead, Shearn, Pusey, Wakefield, Wales, Ashton, Sutton, Oulton and Taylor, Jon Wild (Town Clerk), Anne Scriven (Office Manager), Hazel Catt (Services Manager), PCSO, one member of the press and 6 members of the public.

No	Item	Note/Decision/Action
<b>Part A</b>		
131	<b>Apologies</b>	None received The Chairman welcomed the new Services Manager to her first FTC meeting.
132	<b>Declarations of Interest</b>	As above, agreed as a better formulation of standing declarations of the future. Also; Cllr Oulton as a member of the Friends of John Williamson Cllr Riley as a Board member of Groundwork (item 148.1) and an Executive CWAC member for localities. Cllr Wakefield and Cllr Pennington re London Road Allotments Cllr Bondi re Frodsham Water Sports
133	<b>Frodsham Foundation:</b>	to receive report if available There had been no meetings, so little to report. Cllr Wakefield pointed out that a new issue of Frodsham News had just been issued, It was noted this contained a number of jobs.
134	<b>Local Police:</b> To receive report (if PC/PCSO is available)	PCSO Neil Flanagan reported. There had in the last month been two burglaries, both in Bracken Way – one house targeted twice. A bike had been stolen from a car, and there had been a shoplifting incident. PCSO Neil Flanagan reported. There had in the last month been two burglaries, both in Bracken Way – one house targeted twice. A bike had been stolen from a car, and there had been a shoplifting incident. There had been six cases of anti-social-behaviour, including in St Laurence Church car park late at night. Night patrols had been informed. Other incidents included a small fire in Castle Park, an incidence of abusive behaviour at a local pub, shining of a laser through a local restaurant window, and one case of begging. A cannabis farm had been found and one arrest had been made. Speeding enforcement continued to be a priority. Enforcement activity had taken place over several days on Fluin Lane, Manley Road and Church Street. Councillors had been involved in some of this work. Speed Indicator Device (SID) had been used too – but it was noted that there was a lot of demand for this scarce resource. The PCSO had, that day, collected a speed gun the Council had purchased from Adlington Council. The equipment had been tested and was held at the office. This would be used to put in place a Community Speedwatch scheme. This required people (including Councillors) to be trained and individuals were asked to give their names, if interested, to the PCSO via the office.

		<p>The new approach to surgeries had started – the PCSO would attend Council meetings (beforehand and after he had spoken) so that residents could raise issues. The Medical Centre sessions had been dropped due to non-attendance of residents. Future surgeries would be 1-3PM at the Library (25/9), 10-12 at Costa Coffee (01/10) and 1-3 at the Library (23/10). The Chair expressed gratitude for the continuing work of the PCSO, and would continue to do all it could to publicise the surgeries.</p>
135	Requests from the Public to speak	<p><b>Mr. Dillon</b> said that he had watched the Council’s webcasts, but asked that councillors be more careful with use of microphones.</p> <p>He was concerned about Castle Park and the back gate (near Synagogue Well), which had been closed. He understood that the gates should be open from dawn till dusk, though this did not always happen. Recently the gate had been closed while paths were worked on. He understood that the gate would reopen soon, but asked for reassurance on this.</p> <p>Mr. Dillon also raised issues around the condition of the gardens in Castle Park. He mentioned that the Synagogue Well was overgrown and perhaps dangerous, and the pond in the American Garden contained rubbish.</p> <p>Cllr Dawson said that he understood that the gate was due to reopen and would raise other issues with the park staff. There was a means in place for residents to report these matters direct to CWAC via a helpline – this was usually the best way to raise them.</p> <p><b>Rev Copley</b> attended on behalf of St Laurence Church to thank the Council for the grant support it had provided. The work was almost ready to begin, using also support from the Heritage Lottery Fund. The work that the Council had contributed to was on the roof – but other investment was taking place on developing heritage activities.</p> <p>Councillors congratulated the Church on a very successful event the previous weekend. Public reaction to the poetry and music had been very good.</p> <p><b>Ms Whitby</b> asked for an update on Churchfields. The chair explained that the grant application process was continuing, and that the Council hoped to have the finance in place soon to commence work. Beyond that, although the item was on tonight’s agenda, there was in fact little to say.</p>
136	Minutes of Meeting 7 26 August 14	<p>Subject to minor alteration to the way Cllr Dawson’s interests were recorded at the top of page 1, <b>agreed</b> as a true and accurate record of the meeting.</p>
137	Matters Arising	<p>Cllr Pennington wished to see a fuller record of the discussion about Frodsham Gift Vouchers.</p> <p>The Clerk would be happy to oblige, as follows: Community Committee had recommended an increase of the amount given to each resident over the age of 70 by way of a Voucher at Christmas. This had been £5 in recent years, but there was reason to increase – not least as the Community Centre Christmas party now cost £6.</p> <p>Councillors’ views had been sought and Cllr Pennington had strongly expressed a view that the value of vouchers should increase to £10. Cllr Pusey said that he had initially favoured £7.50 this year.</p> <p>The move to £6 was affordable within the existing budget. Cllr Pusey suggested that the amount set aside in next year’s budget be reviewed – perhaps looking to increase to £7?</p> <p>Cllr Dawson invited Cllr Pennington to demonstrate how we might afford to go beyond £6 this year. However it was recognised that time was tight and that work had already been carried out by Community Committee, whose views should be respected. Work needed to begin urgently to run this year’s scheme. Cllr Pennington’s view remained that we should “do more for older residents”, and should use reserves to fund a £10 voucher this year.</p> <p>On a vote, it was <b>agreed</b> that the Vouchers would be issued for £6 this year, in accordance with the recommendation from Community Committee.</p>

<b>138</b>	<b>Planning</b>	
138.1	Applications Dealt with by Planning Committee Meeting 4: 10.09.14	<p>Cllr Bondi pointed out that several applications this month had been considered short of car parking space. Minutes were noted.</p> <p>The development proposed at Heathercliffe was a large one.</p> <p>The Howey Lane houses were ones previously called in by CWAC. Little had changed, and it was not expected that CWAC would change their view on these.</p> <p>Cllr Pennington asked if a letter had been sent about Redways, and Cllr Bondi confirmed it had. A copy would be given to Cllr Pennington by the office. <b>Action:</b> Office Manager</p>
138.2	Decisions taken by Borough Council	It was noted that an application for Mersey View was due to be discussed at the next committee meeting.
<b>139</b>	<b>Finance</b>	
139.1	Paid Expenditure – 01.08.14 – 31.08.14	<p>Noted.</p> <p>There was some discussion over the right budget from which to pay the Book Keeper's charges. The Clerk explained why in his view it would be inappropriate to pay these charges of an outside contractor from salaries budget.</p>
139.2	Received Income – 01.08.14 – 31.08.14	Noted
139.3	Budget Spend & Bank Reconciliation to 31.08.14	Noted
<b>140</b>	<b>Committees</b>	
140.1	<b>Environment – 08.09.14</b>	<p><i>R1: That FTC approve the attached planting plan for an additional 25 trees, plus the replacement of 5 dead trees to the Community Orchard in Hob Hey Wood (see item 30.6, noting that no more than half the meadow will be orchard).</i></p> <p>Cllr Bondi explained why there was a need to replace some trees, as well as adding to them. The trees would be paid for by Frodsham Transition Initiative, and would plant them in November, weather allowing. It had been agreed previously that up to half the field might be planted with trees.</p> <p>It was felt by some councillors that more research into alternatives would be helpful. But on a vote the recommendation was <b>agreed</b>.</p>
140.2	<b>Environment</b>	The quote received for work on the paths to Hob Hey Wood was sufficiently high to require other estimates to be obtained to ensure good value. Cllr Bondi would attend Hob Hey Wood with the Services Manager as soon as two further potential contractors had been identified. <b>Action:</b> Cllr Bondi/ Services Manager
140.3	<b>Community 15.09.14</b>	Cllr Brown confirmed that the hedge by the Bowling Green had now been cut.
<b>140.</b>	<b>WW1 Commemorative Group – 17.09.14</b>	<p>It had been an exciting few weeks. The Theatre in the Quarter event at Frodsham Station had gone well, as had the Heritage Weekend at St Laurence Church. Cllr Wales said a further event was planned by Theatre in the Quarter at the Brindley Theatre in Runcorn, based on the Christmas truce of 1914. This would take place on 4 November.</p> <p>Bookmarks had been handed out at two of the four schools, and the exhibition at the Arts Centre was due to open on 3 October (running until 6 November). Invitations to councillors for the opening night had been issued – councillors should advise Kim at the Centre if they planned to attend.</p> <p>The Chair noted that the new Junior Mayors, Charlie Villiers and Jessica Capel, has been invested.</p>
<b>143</b>	<b>Christmas Festival</b>	Cllr Pusey provided an update. Cllr Ashton and Services Manager (Hazel Catt) were helping with matters around licensing and risk assessment. Cllr Warren was managing stage slots and should be contacted if a slot was required. The Committee was considering the cost of stalls, likely to be in the order of £40 each, with perhaps £25 for electricity supply. Cllr Pusey was managing the parade.

		<p>Seven vehicles were available, not all booked yet. Again Cllr Pusey should be contacted if a vehicle was required.</p> <p>It had been agreed that the reindeer would be held at the Community Centre and Santa would be outside the Bear's paw with the kiddie's rides.</p> <p>Light switch-on at 6.30PM would be accompanied by a single rocket. The parade would then start from the Helter Skelter. More entertainment was planned for after the switch-on and parade. It was planned that stalls would be open 12 noon - 8PM.</p> <p>There was a "Christmas in Frodsham" Facebook page, where the timeline of the event would be set out. Simple leaflets were also planned.</p>
144	<b>Park Lane Sale</b>	<p>Further discussions with the potential purchaser had taken place following the end of the agreed freeze on taking forward the sale. A revised offer had been made, which would be discussed in Part B.</p>
145	<b>Churchfields</b>	<p>The WREN application having been unsuccessful, some feedback as to the reason had been received. The application could be resubmitted, perhaps in the new year. In the meantime, the bid to Veolia was in, and would be considered in December.</p>
146	<b>Honours etc.</b>	<p>Designs had been received, and the Services Manager was working with the Working Group to finalise designs, prices and numbers, and to place orders as soon as possible.</p> <p>Discussions with the Royal British Legion were to take place, about the plans for the Freedom to be granted.</p>
147	<b>CWAC Items</b>	<p>Cllr Dawson said that Superfast Broadband had arrived in Frodsham. Residents need to contact their ISP to upgrade, potentially for free. There was related help available for small businesses across CWAC and Warrington areas. Help for individuals on using computers was available at the library.</p> <p>Cllr Dawson confirmed that discussions were underway about the scope to provide similar levels of sexual health services in Frodsham, as were available in e.g. Runcorn.</p> <p>£3K from CWAC Funds had been made available for the Christmas Festival. Cllr Dawson was glad to see the CWAC contribution to WW1 events was being recognised.</p> <p>The official opening of Sutton Weaver Swing Bridge was due on 10 October, and all were invited.</p> <p>Ince and Frodsham Marshes – Cllr Dawson said that, if we wanted to influence what was happening, we needed to make a contribution. We would not, though, be asked to pay for drainage work. Cllr Riley said that £0.5m had been invested in renewing technology at the site that would help us for years, and was more wildlife friendly.</p> <p>Cllr Riley said that design work was underway on the Netherton Crossing. Both planned new crossings should be in hand by the end of the year.</p>
<b>148</b>	<b>Councillors Items</b>	
148.1	<b>Netherton Crossing – Cllr Kelly</b>	<p>Cllr Kelly said that he was pleased that progress was being made on the crossing. He suggested a yellow box between Carriage Drive and the A56 would help traffic flow. Cllr Riley said she would mention to the designers. <b>Action:</b> Cllr Riley</p>
148.2	<b>Swimming Pool – Cllr Kelly</b>	<p>This was an old issue, though of continuing interest to residents, which had resurfaced recently through social media. Would it be appropriate to carry out a "once and for all" feasibility study? There was clearly a continuing latent demand. Was this the time to grasp this issue?</p> <p>During discussion the following points were made:</p> <ul style="list-style-type: none"> <li>This was the kind of long term strategic issue that should form part of a Neighbourhood plan.</li> </ul>

		<ul style="list-style-type: none"> <li>• There could, at some stage, be Wind Farm money that might help with this.</li> <li>• From the last time this issue was discussed, it remained clear that the main issue was running costs provision rather than a capital sum to build. Penketh in Warrington had had its own pool for years, and could perhaps tell us more about what the issues were.</li> <li>• This was a matter affecting not just Frodsham but its surrounding towns. Helsby High School may well be the best site for a pool.</li> <li>• There were existing facilities in nearby towns.</li> <li>• There would need to be a solid business case built for the pool, perhaps as part of a Health and Wellbeing / Physical Activity Strategy for the town. Was this a job for a dedicated Committee?</li> <li>• Sport Cheshire had already done work to map the likely latent demand. Was FTC's role mainly to lobby? Or was more needed?</li> </ul> <p>It was <b>agreed</b> that it would be sensible to build a provision for this work into the next year's budget, and as a first step to gathering an evidence base, to invite Sport Cheshire to a future FTC meeting. <b>Action:</b> Clerk</p>
148.3	<b>Telephone Kiosk</b> – Cllr Dawson	<p>There had been correspondence with a local resident about the scope for his taking charge of the decommissioned box near the Netherton Arms. This might be a good site for a defibrillator. There would be costs – such as maintenance and insurance.</p> <p>It was proposed and <b>agreed</b> that the Council would approach BT and tell them that we were interested in purchasing the box and potentially any other decommissioned boxes in future. <b>Action:</b> Clerk</p>
148.4	<b>Neighbourhood Plan</b> – Cllr Taylor	<p>Cllr Taylor wondered whether, in view of recent discussions, this should now be delegated to Policy &amp; Process Committee to proceed with. There was a need to make progress, and resource would be needed (perhaps as much as £50K in the next budget). The first priority though was to be entirely clear why Frodsham needs such a plan, and what it planned to get out of it.</p> <p>There were 22 plans underway in CWAC's area. Frodsham is counted as the 21<sup>st</sup>. Should FTC commit at this stage to putting together a plan based on the new 2015 boundaries?</p> <p>It was noted that Central Government money might be available to help with the process. Community dialogue would be a key part of the process. Should we start that conversation now? Telling CWAC we were now embarking on the process.</p> <p>Defining the area of the plan was a key early task. There could be advantage in speaking to nearby Councils at the outset. It was proposed and <b>agreed</b> that, in the next month, FTC would contact neighbouring Parish Councils who had not commenced their own plans, informing them that Frodsham was about to embark on its own plan, and seeking their view on their willingness to be part of the process</p>
<b>149</b>	<b>Consultations</b>	
149.1	<b>Local Plan -</b> Schedule of Main Modifications – Consultation runs from 08.09.14 – 17.10.14	<p>The Local Plan was due to be adopted in December. The present inspection process was aimed at bringing clarity, for example, to the language used.</p> <p>It was agreed that Cllrs Warren and Bondi would meet and draft a response from FTC – with Planning Committee being involved if needed, and the response being copied to all Councillors in due course.</p> <p><b>Action:</b> Cllrs Warren &amp; Bondi</p>
<b>150</b>	<b>Clerk's Report</b>	<p>The Clerk confirmed that new batteries for the defibrillator at the Overton Stores had been ordered. The planned annual inspection of the Council's three devices was due.</p>
<b>151</b>	<b>Chairman's Report</b>	<p>The Chair had met with CWAC to discuss how FTC could realise the s106 money that was being held by CWAC for Frodsham. Most was in fact set aside for play provision.</p>

152	<b>Mayor's Report</b>	A written report had been prepared. Cllr Wales said that things had been busy: he had attended nine events in September, with more to come.
153	<b>Any Other Business</b>	<p>The Clerk confirmed that an extraordinary meeting on office accommodation / Castle Park House was being arranged for 29<sup>th</sup> September, 7PM.</p> <p>Cllr Taylor said that meetings with the Office Manager and General Assistant to renew and update Job Descriptions had now taken place.</p> <p>Cllr Taylor was concerned that all notes of the Cemetery Working Group had not been circulated to full Council. Clerk to check and circulate as necessary. <b>Action:</b> Clerk</p> <p>Cllr Taylor had noticed that the Minutes of FTC's Meeting 2 (27/5) show Cllr Kelly both in the "Present" list and under "Apologies" and that her name was missing from the "Present" list. Clerk to check the attendance details and to amend as necessary. <b>Action:</b> Clerk</p>
<b>Part B</b>		
154	<b>London Road Allotments</b>	The Chairman updated the Council on the continuing issue of the allotment wall.
155	<b>Park Lane Sale</b>	Way forward on the sale agreed. [Or should we record the decision to now sell, responding to the latest offer made for the property?]
156	<b>Staffing of Council Office</b>	The Council confirmed for the record the appointment of Hazel Catt as Services Manager

List 1	Planning Decisions Taken by the Unitary Council		
Reference	Address	Description	Decision
14/02911/FUL	1 Rock Drive	Demolition of existing utility & garage & erection of single storey rear ext.	PERMIT
14/02228/FUL	44 Howey Lane	Ext to first floor front elevation, replace PVC roof with tile to rear pool room, Juliet balcony & window alts to rear elevation	PERMIT
14/02757/FUL	5 Blue Hatch	Replace flat roof over existing porch & integral garage with sloping roof. Move position of porch doorway from side to front.	PERMIT
14/03123/CAT	4 Marsh Lane	Trim back Leyland & reduce in height to 15ft	PERMIT
14/02775/FUL	42 Bracken Way	Two storey extension to dormer bungalow	REFUSED
14/02852/LBC	52 Main Street	Replacement of 2 windows (retrospective)	PERMIT

**Meeting closed 10pm**

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

Town Clerk: Mr Jon Wild  
Frodsham Town Council, Castle Park, Frodsham WA6 6SB  
Tel: 01928 735150 Email: [council@frodsham.gov.uk](mailto:council@frodsham.gov.uk) Website: [www.frodsham.gov.uk](http://www.frodsham.gov.uk)

Chairs Initials \_\_\_\_\_