

FRODSHAM TOWN COUNCIL

Annual Report & Accounts

2015 – 2016



Subject to external audit

Frodsham Town Council

Chairman's Annual Report



It has been a turbulent year for FTC with a raft of changes in the make-up of the Council.

Number of Councillors		Resigned
Re-elected from 2014-15	8	2
Newly elected May 2015	8	3
Elected/Co-opted 2016	4	1
Vacancies	2	

Having attended every Council meeting since May 2015 as a member of the public, I decided to 'throw my hat in the ring' and was elected to represent Lakes Ward in January 2016. I was elected as Chair of FTC in February.

It is a steep learning curve to understand the wide range of work carried out by my fellow Councillors, their Committees and the Council staff. I particularly thank the Town Clerk and Office Manager for the information, advice and support provided to me.

My priorities this year have been as a member of:-

- The Organisational Review Working Group reviewing every aspect of how FTC works (Councillors and Staff) and our office accommodation.
- The Policy & Process Committee, reviewing key policies and budget management systems.
- The Communications Committee, to improve communication with the community through the newsletter, the website, webcasts and social media

Before joining the Council I was a member of the Neighbourhood Plan Steering Committee and the FTC Communications Committee. I have continued in these activities.

Separate reports are produced detailing the achievements of committees and working groups, and the end of year accounts are included in this annual report.

The draft accounts show that FTC had a total income of £301,301.06 versus total expenditure of £392,218.24. Some major capital projects which had been expected to be completed in 2014-15 were delayed and only completed in 2015-16 at a cost of £137,066.07 (Churchfield play area £101,354.92 and London Road Allotment wall repairs £35,711.15). In terms of day to day running costs, the council performed efficiently with total costs coming in at £201,594.38 against a budgeted £194,500 – unexpectedly we had to pay Business Rates on our offices and conference room at Castle Park House of £8,504.66 which led to the overspend. We had to make the very difficult decision to increase the precept for 2016-17 as Council has been using its reserves over previous years to fund running costs and they have fallen to levels that are unsustainable.

I believe there is now a greater focus and strong commitment within the Council to move forward and serve Frodsham.

Judith Critchley
Chairman Frodsham Town Council

Mayor of Frodsham's Report

2015-16



It has been a wonderful year. Being Mayor has given me the opportunity to meet some amazing people who genuinely do so much good in their communities.

Meeting and spending time with the Junior Mayors, first Jess and Charlie, followed by Lily and Josh, has been a pleasure. They are wonderful young people who successfully represent the youth of Frodsham.

I have also enjoyed visiting our wonderful local schools, meeting the children and staff all of whom are contributing to a happy future for Frodsham.

We all owe a special grateful thanks to Helsby and Frodsham Rotary who are a group of the most outstanding men; selfless and completely driven to give their all to their towns.

It's been a pleasure and an honour to be Mayor and I hope I have represented Frodsham with dignity and pride. I wish Cllr Poulton a happy and successful year.

Cllr Fran Sutton

Frodsham Town Mayor 2015-16

2015-2016 Clerk's Report



2015-16 has been a very interesting year. Jon Wild left in September and I was asked to combine Town Clerk duties with that of Service Manager until a successor could be recruited. I undertook and completed successfully the SLCC (Society of Local Council Clerks) Introduction to Local Council Administration course. FTC decided to carry out an organisational review before beginning the recruitment process and this is underway at the moment.

We moved into Castle Park House and expanded the staff team with a Reception Job-Share – Jane Lloyd and Jackie Bowe. As ever Anne Scriven (Office Manager) and Paul Morris (Facilities Manager) have provided excellent service to the Council and the wider community of Frodsham and I applaud their efforts. Judith Prescott, our external bookkeeper, has provided me with support to enable me to support the Council through budget and precept setting processes, monthly reports to FTC and the production of the end of year accounts ready for audit and inclusion in this report.

In May the new Council was elected with 7 out of 16 councillors being new to council work and 1 returner. All councillors are offered a programme of training by CHALC (Cheshire Association of Local Councils) and most have taken up these opportunities. During the year we have had several resignations and have filled the vacancies through an uncontested election and a co-option. At the end of the year another two vacancies are as yet to be filled as the deadline for calling an election is after the end of March. It is taking time for the Council to find its feet with so many new councillors, an inexperienced Town Clerk and a couple of changes to the Chair during the year.

It has been a busy year with much work being delivered by the Committees – more information is provided by the committees later in this Annual Report. Particular highlights for me have included:

In May we moved from the Footman's Cottage into the ground floor of Castle Park House. The move was seamless, organised by Anne, and I doubt if anyone noticed a break in service during the move. We are now responsible for the whole of the ground floor and manage the bookings of the various meeting spaces.

Completion of Churchfields Play Area – the new play equipment is well used and provides an interesting experience for a wide age range. The old equipment has been renovated and is still popular too.

Community Pride – once again we were awarded several prizes including Highly Commended for the Ship Street Community Garden and Orchard, and runner-up in the Best Kept Village Award.

Boundary Signs – the boundaries of Frodsham changed slightly at the beginning of the year so we moved the Welcome to Frodsham signs to better reflect these new boundaries. We have also replaced all the play and recreation area signs.

Launch of our new website, which is easier to navigate and is proving very popular.

Hazel Catt, Town Clerk

End of Year Accounts Analysis

Assumptions when the budget was set in January 2015 for 2015-16 were that Churchfields Play Area and London Road Allotment works would have been completed before the end of March 2015. Therefore no budget allowance for these works was included in the budget for 2015-16.

2015-16 budget compared to Actuals to end of March 2016

BUDGET	
INCOME	
Community Income	11,350
Policy and Process Income	22,500
Precept	148,650
Total Income	£182,500
EXPENDITURE	
Community	36,950
Policy and Process	133,050
Environment	8,900
WW1 Group	2,500
Communications	13,100
Revenue TOTAL	194,500
Capital Programme	109,000
Expenditure Total	£303,500
Balance required from reserves to balance the budget	£121,000

ACTUAL INCOME/SPEND	
INCOME	
Community Income	19,365.00
Policy and Process Income	4,230.71
Environment Income	84.00
Other	88,356.78
New Homes Bonus	27,952.00
Precept	148,650.00
Total Income	£288,638.49
EXPENDITURE	
Community	49,240.03
Policy and Process	132,780.52
Environment	6,904.21
WW1 Group	2,891.64
Communications	9,777.98
Revenue TOTAL	201,594.38
Capital Programme	149,072.98
Expenditure Total	£350,667.36
Balance required from reserves to balance the budget	£62,028.87

Key observations:

- Overall there was £106k more income than projected.
- Total expenditure was £47k (£7 on revenue costs and £40 on Capital) than projected.
- The level of reserves required to balance the accounts was £59k less than projected.

Major Capital items completed in 2015-16 not budgeted for:

- London Road Allotment wall repaired £35,711.15
- Churchfield Play Area £101,354.92



Frodsham Town Council – Financial Report - Summary of accounts for the Year Ended 31 March 2016. Figures subject to external audit – does not include any due and unpaid transactions.

**N.B. Draft financial statements for adoption at Council AGM 23 May 2016.
External audit date 27 June 2016.**

	2014-15	2015-16
Environment		
1. Maintenance	7,186.12	6,370.52
2. Publications		
Walks Leaflet	527.70	278.70
Other	6.84	14.99
3. Tree Planting	0.00	240.00
Environment Total	7,720.66	6,904.21
WW1	1,124.99	2,891.64
Community		
1. Maintenance	8,857.68	20,698.66
2. H&S	405.00	0.00
3. Consumables	200.00	0.00
4. Street Furniture	1,082.60	8,898.50
5. Rent & Rates	2,324.40	3,594.23
6. Xmas Lights	1,486.16	1,137.20
7. Celebrations		
War Memorial	254.50	0.00
NY Eve	1,428.00	1,278.00
Christmas Festival	4,389.48	5,048.44
Over 70's	4,889.50	8,585.00
Community Total	25,317.32	49,240.03
P&P		
1. Advert	301.00	159.23
2. Rent/service	6,557.15	30,842.37
3. Charges		
Bank	250.48	169.60
Audit	1,094.00	1,216.00
Insurance	2,216.55	2,805.72
4. Office Costs		
Postage	376.49	377.60
Stationery	1,529.37	1,448.62
Subs	1,341.89	1,945.50
Tel/ICT	2,043.44	0.00
5. Comms (See Note 1)		
Newsletter	500.00	0.00
ATM	220.00	0.00
Website/Webcasts	2,527.86	0.00
Pub Cons	2,897.91	0.00
6. Chairman's Allowance	700.05	681.95

7. Training		
Staff	56.00	109.00
Council	377.52	1,194.16
8. Expenses		
Staff	266.40	418.80
Council	74.20	155.84
9. Regalia	2,531.70	10.00
10. Salaries		
Staff	47,453.60	61,941.87
PCSO	11,800.00	11,800.00
11. Grants (See Grants Given list)	7,410.00	14,989.50
12. Bookkeeping	1,550.01	2,514.76
P&P Total	94,075.62	132,780.52

Communications		
Newsletter	0.00	2,258.00
ATM	0.00	0.00
Website/Webcasts	0.00	4,093.07
Pub Cons	0.00	300.00
Tel/ICT	0.00	3,126.91
Communications Total (See Note 1)	0.00	9,777.98

CAPITAL PROGRAMME

EARMARKED CAPITAL PROJECTS

Play Areas	3,545.47	103,097.91
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DISCRETIONARY CAPITAL PROJECTS

Land Bank / Burial ground purchase	0.00	749.99
Infrastructure & Street Scene	20,350.00	38,853.56

COMMUNITY AND DEMOCRATIC PROCESS

FYA	3,000.00	0.00
Neighbourhood Plan	0.00	1,884.48
Elections	5,261.50	2,760.50
Promoting Frodsham	4,405.00	1,726.54
St Laurence's Fund	5,000.00	0.00

ASSET RENEWAL FUND

IT	485.00	0.00
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CAPITAL PROGRAMME TOTAL	42,114.97	149,072.98
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Total Payments	170,353.56	350,667.36
VAT paid in year	12,662.57	41,550.88

Receipts		
Precept	150,113.00	148,650.00
Allotments	650.00	525.00
Burial Fees	13,340.00	17,640.00
Other (See Note 2)	10,968.00	88,356.78
Castle Park Room Hire	0.00	3,090.75
Bank Interest	1,118.55	1,139.96
Walk Book Sales	165.50	84.00
Rent of Field	1,030.00	1,200.00
New Home Bonus	27,957.00	27,952.00
Total Receipts	205,342.05	288,638.49
VAT repaid in year	12,532.43	12,662.57

Notes to the Financial Report

1. *Communication Committee*

During the year we established a new committee and this is now responsible for ICT/Tel, Newsletter, Annual Town Meeting and Public Consultation.

2. *Breakdown of "Other Receipts"*

Adverts	Newsletter adverts	1,250.00
Commemorative badges	Sale of badges to ex-mayors	216.00
CWAC - Plant Watering	Payment for watering CWAC planters	5,460.00
CWAC - grants programme	CWAC Grants administered by FTC	3,119.49
CWAC - S106 Play Areas	Grant towards Churchfields & Townfield Lane	50,000.00
CWAC - Rural Support	Grant towards Churchfields	20,000.00
Donation - beacon lighting	Donation from Gleaves Garden Centre	50.00
Awards for All - Defibrillators	Grant to purchase 4 defibrillators	7,925.00
WW1 Book	Sale of books	237.80
Photocopying		8.30
Rents	For Community Centre and Bowling Club	6.00
Refunds	BT (rebate due to relocation)	57.19
Community Pride prize		25.00
Sale of Tea Towels		2.00
TOTAL		£88,356.78

**Frodsham Town Council
Balances As At 31 March 2016**



Note: These figures do not include any due and unpaid transactions

Balances	2014/15	2015/16
Current/Instant Access	19,654.00	44,922.70
Petty Cash	100.00	100.00
Reserve (BoS savings account)	236,596.08	100,555.13
Totals	<u>256,350.08</u>	<u>145,577.83</u>

Capital/Project Budgets as at:

	1.04.15	01.04.16
Earmarked Capital Projects		
Play Areas	5,000	5,000
Discretionary Capital Projects		
Land Bank/Cemetery Purchase	30,000	0
Infrastructure/Street Scene	20,000	5,000
Community and Democratic Process		
Marshes Contingency	2,000	2,000
Neighbourhood Plan	10,000	3,000
Elections	12,000	5,500
Promoting Frodsham	8,000	1,000
Asset Renewal Fund		
Christmas Lights	15,000	15,000
IT	1,000	1,000
Cemetery	6,000	4,000
Reserves		
<i>Soft Reserves - Contingency</i>	15,000	13,000
<i>Hard Reserves - Working capital</i>	33,000	33,000
Total Capital/Project Funds	157,000	87,500

Charitable Trust Accounts Current Value

Overton Memorial Charity	£81.11
Recreational Grounds Charity **	£1,141.13
Hob Hey Wood Charity	£1,385.22
Mayor's Charity ***	£50.00

** Increase due to income from COIF investment trust.

*** Residual proceeds from Mayor's Ball 2014

Frodsham Town Council
Grants Given
During the Period 1 April 2015 – 31 March 2016



Recipient	Amount (£)	Purpose
Frodsham Festivals	1,000	Grant CWAC CIF
Frodsham Sings	250	Grant CWAC CIF
Helsby High School	589.50	Grant CWAC CIF
Frodsham Bike Project	250	Grant CWAC CIF
Kerley Rose – Nordic Walking	500	Grant CWAC CIF
Frodsham Sings	700	Grant CWAC CIF
Frodsham Festivals	500	Grant
F.Y.A.	8,200	Grant
Cheshire Police	2,000	Operation Shield - Grants
Frodsham Stroke Club	500	Grant
Frodsham District Darts League	200	Grant
Weaver Words	300	Grant
Total	£14,989.50	

Note:

CWAC CIF – Community Ideas Fund – we worked with CWAC to help distribute this small grants pot.

Frodsham Town Council Committee Chairs' Reports



Planning Committee

The planning committee meets at least once a month to consider planning applications and other general planning matters.

FTC can advise on planning matters, but cannot make decisions. This is done by Cheshire West and Chester Borough Council. Members of the public can attend our planning meetings.

In most cases we deliberate on whether a development is in a conservation area, in the Green Belt, out of keeping with the surroundings, or is likely to adversely affect neighbouring properties & residents. We can only object for valid planning reasons and our recommendations are sent directly to CW&C.

The application that demanded the most consideration and debate over a few meetings was the one for twelve houses at Mersey View. A decision by the Borough Council was to refuse the application in a very close vote because it was unsustainable, in the Green Belt and adjacent to a War Memorial site.

The applicant appealed and won their appeal. However there have been several other applications that were appealed to the Secretary of State that we objected to and which objections were upheld.

I would like to thank my colleagues on this committee, the Office Manager, and those people who have spoken at our meetings.

Cllr S Wakefield, Chair of Planning

Environment Committee

The Environment Committee has met 7 times. A call for new members to join the committee has been successful.

A track leading from Townfield Lane to Hob Hey Wood was purchased and plans are being drawn up to improve access. Pathways within Hob Hey Wood have been repaired but significant work will be needed over the coming years.

We have leased a van and purchased a chainsaw and safety equipment to enable the Facilities Manager to carry out more maintenance and therefore saving FTC money in the long term as we'll need to commission fewer contractors. The van has been branded with FTC's name and the bee logo so is easy to spot.

The footpath that runs alongside the old play area on Ship Street has been resurfaced.

Marshlands has seen significant maintenance and clearance and we will be developing a Maintenance Plan for this area in the year to come.

An additional 100 bluebells have been planted at Marl Pits.

Concerns over a tree in poor condition at Manley Road Copse are being addressed but this has led us to identify other trees that may be suffering disease or fungal infections. A full survey of all the trees may be necessary.

I'd like to thank the committee, Facilities Manager and Office Manager for all their hard work over the past 12 months.

Cllr A Oulton, Chair of Environment Committee

Policy & Process Committee

It has been eventful year starting with the elections in May, which resulted in the new Council being elected – 8 old hands and 8 new Councillors. All Councillors have been offered the opportunity to undertake training provided by CHALC (Cheshire Association of Local Councils) and most have taken up these opportunities. We have had 5 resignations throughout the year resulting in two uncontested election, two co-options and we still wait to see if an election will be called for the final vacancy.

We have undertaken an Organisational Review following the Town Clerk's departure in September and will be advertising the vacancy in due course. Hazel Catt, Service Manager, has covered the post over this period to ensure all the duties of the Town Clerk, Proper Officer and Responsible Financial Officer have been met.

We have started a comprehensive review of all our policies & procedures with the intention of simplifying and reducing them, making them easier to understand and implement.

We moved into new office space within Castle Park House in May and took on responsibility for the conference and meeting rooms booking and providing support to the other tenants.

It became clear during the development of the budget for 2016-17 that the level of reserves held by FTC had been reduced significantly over the years to avoid the need to raise the precept. It was with a heavy heart that we had to propose an increase in the precept to be able to maintain the current level of service to the people of Frodsham including 4 play areas, 3 allotments, the cemetery, Christmas lights, Christmas Festival, fireworks at New Year and contribution to the costs of the PCSO.

We normally meet on the second Wednesday each month and members of the public are welcome to our meetings (details of arrangements are published via our website: www.frodsham.gov.uk).

Finally, I cannot end this report without expressing my thanks to my fellow Committee members for their support and to our staff, who have worked hard during this exceptionally busy and unpredictable year.

Cllr F Sutton, Chair of Policy and Process

Community Committee

We started the year well gaining an 'Effective Communications' Award from CWAC's Local Councils Excellence Awards for our Town Wide Survey and Webcasting of Council meetings.

Community Orchard & picnic bench – The area on Ship Street, which had been an eyesore, next to the Children's Community Garden and The Bowling Club, was cleared and set up as a community garden and orchard for everyone to use. The picnic bench was installed in April 2015.

Hanging baskets were excellent this year. Our contractor also provided a watering service for CWAC planters.

Churchfields Play Area –The new play area was completed and officially opened by the mayor, Fran Sutton, in September and is now well used. The old equipment has been renovated as it is still popular.

London Road Allotments – the work to rebuild the wall, which had fallen down the cliff, was finally completed and the allotments were able to re-open in time for the start of Spring.

Public signage – New boundary signs to the town have been installed and play & recreation area signage has been renewed.

Christmas Festival, organised jointly with Love Frodsham. As usual a great day out for everyone and we managed to complete the children's parade between the showers!

The New Year's Eve Fireworks were a great success again with a larger crowd than in previous years – this event goes from strength to strength.

Over 70s Vouchers increased to £10 – over 900 were issued.

Benches around Frodsham had a repaint earlier in the year. The bench at the end of Bradley Lane was badly damaged and replaced with a brand new one in March. Also, working in conjunction with the WW1 Commemorative Working Group, a special bench was installed near the War Memorial on Frodsham Hill.

Telephone boxes – FTC has adopted 4 redundant boxes and plans to refurbishment and convert them into defibrillator stations.

Community Pride Awards

- Best Kept Village – Highly Commended
- Community Initiative – Community Garden & Orchard on Ship Street – Highly Commended
- Little Gem Award – The Cottage Tea Shop
- Community Champion – Runner-up – Geoff Prince
- Working with Young People – Winner – Sixteen24 Programme

We've leased a van to be used by the Facilities Manager for both Community & Environment Committees' work.

We could not do all these things without the dedication and hard work of all our staff. Their efforts are very much appreciated, thank you all.

Cllr L Brown, Chair of Community Committee

Communications Committee

The Communications Committee was formed following the election in 2015, originally as a Working Group.

The Committee looks at all aspects of communication from the council to the public of Frodsham, from the website to IT and the newly introduced newsletter.

Since being formed the Committee has focused on ensuring more information and news about the council and councillors' activities was available. It quickly recognised the need for a printed publication to provide people without social media or Internet provision, news and information.

The first newsletter was completed and distributed in November to support the Christmas Festival and the second in late March to help the Festival of Walks.

It is fully paid for via advertisements, will soon become a bi-monthly publication and has grown from eight to 12 pages because of positive feedback and interest. The Council currently employs a local company to distribute it to every household in Frodsham.

The name of the newsletter was submitted by a Frodsham schoolgirl following a competition, and it's now simply called Frodsham Matters.

The website has also been upgraded in the last 12 months, supported by another local company.

All Council news is now uploaded to the website, supported by links through social media and the initial statistics about the level of engagement is very encouraging.

Other areas of communication the Committee looks after include the meeting webcasts and signage about the Council around Frodsham.

Of course there is still plenty of work to do to ensure the people of Frodsham feel they know what the Council is doing and how they can become involved, but the first year of the new Council has been encouraging.

Cllr R Knowles, Chair of Communications Committee

Working Groups

WW1 Commemoration Working Group

We have again this year carried out many activities which were successfully accomplished and some are still in progress.

Meeting once a month, the Group:

- Have re-published a book on the Frodsham Military Hospital - From Battlefield to Blighty (2001) by Arthur R Smith
- Organised an exhibition of WW1-related documents, posters, photographs & artefacts as part of Frodsham Methodist Church Harvest of memories
- Organised a new WW1 commemorative bench to be placed on the memorial field.
- Participated in the two annual Remembrance Services
- Completed the renovation of the War Memorial at Frodsham Methodist Church which was rededicated this year

We are still researching the missing name from the Methodist war memorial.

We are creating another poppy bed at Castle Park.

We are organising a wall of poppies using poppies made by all of our primary school children.

We are currently organising a centenary of the Somme display and talks taking place on 3 July at Castle Park.

Work on renovation of the War memorials at Overton Hill and publication of a commemorative book are progressing.

On behalf of the Group, I thank all the supporters of the project, in particular Frodsham's Junior Mayors, and our many volunteer members & Council staff whose support is vital. Please visit our website www.greatwar-frodsham.info and join our Facebook page Great War Frodsham

The book and bookmarks are still available to buy.

Cllr S Wakefield

Frodsham Festival of Walks Working Group

Frodsham Festival of Walks is annual event which begins on the last weekend in April and ends on May Day Monday. The volunteer planning team is Councillor-led and the Town Council finances publicity.

The Festival began in 2004 with a programme of 11 walks, 4 of them led by a councillor and the rest by local volunteers. Walks of different lengths were designed to attract different interest groups whilst show-casing the valued seasonal environments and contrasting local landscapes of Frodsham and District.

Over the years, the number of walks offered has increased and some of them take us further afield – along the local Trails and to the Clwyds – by public transport where possible. Popular themed walks such as Buggy Push, Health Walk, Bird Walk, Family Treasure Trail and Pub Lunch regularly recur on the programme in different guises. The number of volunteer walk leaders has also diversified – we have willing walk leaders from our neighbouring communities, the Cheshire Wildlife Trust and the Halton Ranger Service.

Most importantly, the year on year number of participants in the Festival has grown, despite the varying spring weather conditions. The Festival is now an anticipated annual event appreciated by many in the local community.

We have attempted to keep the Frodsham Festival of Walks both fresh and topical where possible by introducing new ideas and approaches. This year we have a dedicated dog walk sponsored by the local pet shop and a Grand Finale at a local hostelry preceded by a stroll through Main Street and Castle Park to observe some of Frodsham's heritage buildings bearing blue plaques.

Cllr M Poulton

**2015-16 Full Council Meetings
Including Extra-Ordinary Meetings and Budget Meeting
Max no of meetings 23 (up to 25.04.16)**

Cllr Name	Total	Cllr Name	Total
Cllr C Ashton	11	Cllr L Brown	14
Cllr D Clarke (resigned 20.01.16)	7	Cllr C Collins Doyle (resigned 10.03.16)	14
Cllr D Critchley (joined 09.02.16)	3	Cllr J Critchley (joined 25.01.16)	5
Cllr J Fraser (resigned 28.11.15)	4	Cllr L Jones	21
Cllr R Knowles	11	Cllr P Martin	17
Cllr M Nield (joined 12.04.16)	1	Cllr A Oulton	20
Cllr F R Pennington	19	Cllr M Poulton	18
Cllr M Pusey (resigned 24.02.16)	16	Cllr T Reynolds	19
Cllr F Sutton	17	Cllr S Wakefield	15
Cllr M Warren (resigned 30.11.15)	10	Cllr L Watts (joined 02.03.16/left 08.04.16)	10

Communications Committee - Max no of meetings 9 (up to 25.04.16)

Cllr Name	Total	Cllr Name	Total
Cllr C Collins Doyle (resigned 10.03.16)	5	Cllr D Critchley (joined 09.02.16)	1
Cllr J Critchley (joined 25.01.16)	3	Cllr L Jones	6
Cllr R Knowles	7	Cllr A Oulton	8
Cllr F R Pennington	2	Cllr M Poulton	8
Cllr T Reynolds (resigned 11.01.16)	2	Cllr S Wakefield (resigned from cttee)	0

Community Committee - Max no of meetings 11 (up to 25.04.16)

Cllr Name	Total	Cllr Name	Total
Cllr C Ashton	9	Cllr L Brown	8
Cllr J Critchley (joined 25.01.16)	1	Cllr C Collins-Doyle (resigned 10.03.16)	4
Cllr J Fraser (resigned 28.11.15)	0	Cllr L Jones	8
Cllr M Nield	1	Cllr A Oulton	8
Cllr F Pennington	5	Cllr M Poulton	3
Cllr M Pusey	7	Cllr F Sutton	7

Environment Committee - Max no of meetings 8 (up to 25.04.16)

Cllr Name	Total	Cllr Name	Total
Cllr C Ashton	6	Cllr L Brown	4
Cllr L Jones	5	Cllr R Knowles	-
Cllr A Oulton	7	Cllr M Poulton	5
Cllr F Sutton	6		

Planning Committee - Max no of meetings 14 (up to 25.04.16)

Cllr Name	Total	Cllr Name	Total
Cllr C Ashton	9	Cllr D Clarke (resigned 20.01.16)	4
Cllr D Critchley (joined 09.02.16)	2	Cllr J Critchley (joined 25.01.16)	1
Cllr L Jones	3	Cllr F Pennington	7
Cllr M Poulton	9	Cllr M Pusey	9
Cllr F Sutton (resigned from cttee 17.12)	7	Cllr S Wakefield	9

Policy & Process Committee - Max no of meetings 8 (meeting 4 inquorate) (up to 25.04.16)

Cllr Name	Total	Cllr Name	Total
Cllr D Clarke (resigned 20.01.16)	2	Cllr D Critchley (joined 09.02.16)	1
Cllr J Critchley (joined 25.01.16)	3	Cllr A Oulton (joined cttee 01.16)	3
Cllr F Pennington	7	Cllr M Poulton	4
Cllr T Reynolds	3	Cllr F Sutton	5
Cllr S Wakefield	2		