

Frodsham Town Council

Minutes of a Meeting of Frodsham Town Council

held on Monday 28 November 2016 at 7pm
At Castle Park House, Castle Park, Frodsham.



Present: Cllrs J Critchley (Chair), C Ashton, L Brown, D Critchley, R Holt, V Kirk, L Jones, P Martin, M Nield, A Oulton, M Parker, F Pennington, M Poulton, F Sutton and P Williamson.
Mrs H Catt (Town Clerk)

In Attendance: Three members of the public, 2 PCSOs and CWAC Cllrs A Dawson & L Riley.

Meeting 10

No	Item	Note/Decision/Action
123	Apologies	Cllr T Reynolds – agreed leave of absence.
124	Declarations of Interest	Cllr F Pennington – Frodsham Stroke Club, London Road Allotments & Chairman of Community Forum (Ineos). Cllr Jones – FYA Cllr V Kirk – Frack Free and Hover Force
125	Minutes of the Meeting No 10 – 24 October 2016	The minutes were approved and signed as a true record.
126	Right for the public to speak	
126.1	PCSO	Neil Flanagan gave a verbal report outlining key activities during the previous month including: Operation Shield signs are being introduced at the allotments. There was no ASB during the Halloween and Bonfire Night period. The Christmas Festival went off without incident. Neil thanked Mike Pusey and his team of volunteers for all their hard work. Speedwatch – The training sessions took place and there is now a team of 7. The Co-ordinator, John Lloyd, is organising a session on Friday somewhere in Frodsham. Driver Engagement Day – is being organised for Saturday somewhere in Frodsham, targeting speeding, seatbelts and use of mobile phones. Weaver Vale Residents meeting took place on 8 November and was attended by 17 residents, all 4 Ward Cllrs and representatives from CWAC & Weaver Vale Housing Trust. Next one will be in Lakes Ward in the New Year. Bike Marking session planned for 8 January at the High School 12-4pm. Surgeries – 1 Dec CPH 10-11am, 7 Dec CPH 9-10am, 7 Dec Costa Coffee 10-11am and 12 Dec 6-7pm CPH.
126.2	Others	None.
127	PCSO SLA	This item was deferred as ACC S Boycott was unable to attend.
128	Finance Management: 01.10.16 – 31.10.16 TC outlined the key parts of the report. There was no unexpected expenditure this month. TC explained that the £4k spent on Churchfields Play Area was the retention payment for the capital works and the replenishment of the safety flooring on the old play area following an inquiry by Cllr Pennington. She also confirmed that the payment of the NPSG Co-ordinator was out of FTC's grant as the external grant finder had specifically stated they would not cover those costs.	
128.1	Paid Expenditure	The total expenditure in October 2016 was noted as £19,429.82
128.2	Received Income	The total receipts in October 2016 were noted as £1,684.76

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128.3	Bank Reconciliation	It was noted that, after all considerations total cash balances at the end of October 2016, were £299,983.25
129	Office Base	A tenant in CPH has begun negotiations with CWAC about taking over the ground floor. TC will continue to monitor the situation. There has been no further contact about the Police Station.
130	Committee Minutes	
130.1	Planning Committee – 31.10.16	The minutes were noted.
130.2	Environment Committee – 7.11.16	The minutes were noted.
130.3	Community Committee – 15.11.16	The minutes were noted. The recommendation to establish a separate Cemetery Committee was passed by majority It was agreed the Committee would meet 4 times a year and be self-administering so as not to add to the workload of FTC staff team. There would be 2 daytime and 2 evening meetings per year and interested members of the public would be encouraged to join the committee.
130.4	P&P Committee – 16.11.16	The minutes were noted. The recommendation to appoint Company 5 (Prism) at the costs detailed in the minutes was agreed unanimously.
131	Working Group Records	
131.1	WW1 Commemorative Working Group	TC had received a letter form the working group expressing concern about the lack of FTC Cllrs on the Group. Cllr Oulton has joined the group and has been asked to chair it. He will report back that other Cllrs find the time of the meetings difficult. The minutes of the Steering Group meetings held on 12.10.16 & 16.11.16 were noted. Recommendations from meeting held on 16.11.16 were considered - R1 to be discussed further during budget setting for 2017-18. R2 to donate the 'Revealing Gallipoli' DVD to the Library was agreed.
131.2	Neighbourhood Plan Steering Group	The minutes of the Steering Group meetings held on 9.11.16, 11.11.16 & 25.11.16 were noted. Concern was expressed again about membership of the Group. Cllrs Ashton & Jones reassured everyone that the meetings were open to anyone interested in attending. The website (www.frodshamplan.org.uk) is up and running and the dates of the meetings were published. The minutes are presented to FTC each month. Cllr Dawson & Riley joined the meeting and explained how the NP fits with the Local Plan. The SG is advised and supported by Cheshire Community Action, who have supported all the NPs across the county. NP is a blue print for the future and once drafted will be subject to a Referendum.
132	CWAC Special Expenses Consultation	Currently Special Expenses for Frodsham are zero. The deadline for comment is 11 January so it will be placed on the next agenda for further discussion.
133	Memorial Field Covenant	FTC has already agreed that it will serve an injunction if any building work starts on the site. It was agreed that TC would write to Mersey View to remind them about the Covenant on the land and the indemnity clause in the land transfer documentation. Cllr Nield will liaise with TC to establish that there is a

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		permissive right of way agreed at the time planning permission was granted for the building of the hotel to give access to the War Memorial. TC will also seek legal advice on the matter.
134	Frodsham Impact Day	It was agreed to support the proposal from the Neighbourhood Beat Manager regarding an event around safety & security but that TC should suggest any day but Thursday. It was also agreed unanimously to donate £200 towards the costs of the keyring jingle bells and card defenders. Cllrs Dawson & Riley offered to match the donation from their Members Budget.
135	Freedom of Information Request	There had been four FOI requests – 3 from Cllr Reynolds and one from a member of the public requesting copies of emails. The information requested was provided for 2 requests. It had not been possible to provide the information requested: Where we did not hold the information – 1 request. Where the time to collate the information allowing for checking of Data Protection implication would exceed the ‘appropriate limit’ as it involved over 270 emails. Cllr Reynolds was unhappy with this response and has reported FTC to the Information Commissioners Office.
136	Frodsham Summer Festival	Cllr Poulton gave a public apology to Cllr Oulton for comments he had made but he had been misinformed. Neither Cllr Oulton nor FTC had expressed any opinion on the proposal to run the Summer Festival in Castle Park. Cllr Dawson reported that Castle Park trust has given the organisers until March to show that they have carried out extensive consultation with local people before approval is given. Concerns were expressed about it being a 3 day event, car parking, ASB and noise. 8.50pm Cllr Sutton left the meeting. Cllr Dawson invited FTC to attend the meeting in March.
137	Standard Panel Report	The report and Decision Notice had been circulated to all Councillors. Cllr J Critchley reported that she was aware that there were a further two complaints to be taken into consideration. It was agreed to defer any decisions until the next meeting to allow time for consultation with the Complainants. Cllr Poulton has submitted a FOI to find out the costs of the process to date.
138	CWAC Cllrs’ Report	Cllrs Dawson & Riley gave a verbal report including: CWAC Planning meeting on 6 December will consider 2 applications – Hover Force and Middle Walk. Anyone can attend. Peel construction work has been completed and they are planning to improve some roads on the Marshes. There is no vehicular access except for land owners or business and they are planning on installing locking bollards on these roads. CPT will become more autonomous from 1 April. CWAC stall at Christmas Festival promotes several things including car parking strategy (consultation ends 24 February), Falls Strategy (ends 2 January), CCTV & Traffic Monitoring consultation ends this week. Dementia Strategy Consultation – Aim is to develop a Dementia Friendly Community. Training is available - CWAC Cllrs are doing it. Library Open Day 8 December.

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		Cemetery – concern about the state of the churchyard at the Remembrance Service. There is the potential for a Scheme of Delegation including funding package.
139	Chair's Report	Cllr J Critchley thanked all those involved in delivering An excellent Christmas Festival and wished Helsby well with theirs next weekend.
140	Mayor's Report	<p>A written report had been circulated and was noted. The Christmas Festival had given many groups the opportunity to raise funds around Frodsham. Cllr Poulton had attended the service for the Duke of Westminster where there was the largest contingent of Royals outside London. He was half way through his Mayoral year and was planning a St George's Day Parade on 23 April 2017.</p> <p>Christmas Appeal launched – New gloves, hats, scarves and underwear for the homeless – please leave at CPH, Cllr Poulton's house, St Laurence's and Kash 22.</p> <p>AIDS Day – 1 December – vigil at St Laurence's at 3pm.</p>
141	Clerk's Report	None.
142	Date of next meeting	Monday 12 December 2016 Extraordinary General Meeting on Friday 16 December 2016 – Freedom of Frodsham