

# Frodsham Town Council

**Minutes of a Meeting of  
Frodsham Town Council  
held on Monday 26 September 2016 at 7pm  
At Castle Park House, Castle Park, Frodsham.**



The Mayor thanked the retiring Junior Mayors for their service over the last year and presented them with a scroll and small gift. He introduced the new Junior Mayors and presented them with the Junior Mayors regalia. The Mayor, on behalf of the Council, thanked Mrs A Scriven for all her dedication and hard work over the last 13 years presented her with card and gifts. Cllr Pennington presented her with flowers

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

**In Attendance:** PCSO N Flanagan, CWAC Cllrs L Riley & A Dawson, 10 members of the public and 1 representative of the Press.

## Meeting 8

Part A		
No	Item	Note/Decision/Action
90	Apologies	Cllrs L Brown, M Parker, T Reynolds and F Sutton
91	Declarations of Interest	Cllr F Pennington – Frodsham Stroke Club, London Road Allotments & Chairman of Community Forum (Ineos). Cllr M Nield – Park Lane, Red Lion Bowling Club & Fracking. Cllr P Williamson – Park Lane Cllr M Poulton reminded Council that declaration were only needed if there was an item on the agenda.
92	Presentation of Grants	The chair present grant cheques to Frodsham Junior Football Club, Frodsham Budo Federation, Frodsham OPAL Club and Rotary Club of Frodsham & Helsby.
93	Minutes of the Meeting No 6 – 22 August 2016	These were approved and signed as a true record.
94	Minutes of the EGM No 7 – 19 September 2016	These were approved and signed as a true record.
95	<b>Right for the public to speak</b>	
95.1	PCSO	Neil gave a verbal report highlighting current Police activities including: Armed Robbery at Thomas Cook – a man is currently remanded in custody to appear in court on a future date. Street-a-week Initiative – Launched recently and took place in Ashton Drive/Ship Street area. It aims to enhance community engagement. Waterside Ward Walk took place on 16 September with Cllrs and residents. Issues discussed included parking, ASB & flytipping. Parking/Speeding – meetings have been held with Highways to discuss particular hot-spots. Many ideas were discussed and some will be subject to further investigation. Youth Engagement – multi-agency meeting held this morning to discuss services for young people. Operation Treacle – Response to Halloween & Bonfire Night – Between 17

# Frodsham Town Council

		<p>October &amp; 5 November Neil will visit schools to deliver the Stay Safe and ASB messages. He will also visit shops to ask them not to sell flour and eggs to young people at this time.</p> <p>Waterside Ward Residents Meeting is planned for 8 November at 6.30pm at Weaver Vale Primary School. Other agencies will be in attendance. If successful will be rolled out to other wards.</p> <p>Police Surgeries in October – 5 Oct 10-12am Costa Coffee then the following all at FTC offices 7 Oct 10-11am, 11 Oct 10-11am, 18 Oct 10-11am and 24 Oct 6-7pm</p> <p>Finally Neil thanked Anne for all her support and that she would be sadly missed.</p>
95.2	CWAC Cllrs	<p>Cllrs had attended the Youth Engagement meeting and wanted to commend Frodsham Youth Association for their outstanding work, mostly carried out by volunteers, and funded, in part, by FTC. New areas they are developing include the Teen Market and LGBT activities, which they are supporting through Members Budget.</p> <p>Special Expenses – Cllr Dawson warned that CWAC are looking to add Extra Expenses into the Community Charge going forward and Frodsham residents could end up paying twice for things such as PCSO &amp; Christmas Lights.</p> <p>20mph Scheme being introduced in Fountains Lane and around the Medical Centre.</p> <p>Hedges overgrowing footpaths should be reported to CWAC – take photo and use Smile app.</p> <p>Planning – Cllrs do not have the power to call in applications but Cllr Dawson has raised concerns about the Hover Force application. If this gets to Planning Committee those who are unhappy about it should attend the meeting as there is public speaking time.</p> <p>The Workclub at the Library has moved to Tuesdays.</p> <p>CWAC have relaunched its Fostering Campaign.</p> <p>Frodsham is top of the Recycling carbon index.</p> <p>Cllr A Dawson has been appointed to the Council of Europe.</p> <p>Land next to the Medical Centre – Cllr M Nield asked when it will be developed. There are complex land ownership issues which may be resolved using a Government initiative ‘One Government Estate’. Developers have shown interest.</p>
95.3	Others	Cllr M Poulton read out a letter written on behalf of the Queen thanking FTC for the birthday card, designed by a Frodsham school child.
<b>96</b>	<b>Finance Management: 01.08.16 – 31.08.16</b>	
	Cllr F Pennington thanked TC for the new style report which is more understandable.	
96.1	Paid Expenditure	The total expenditure in July 2016 of <b>£26,823.86</b> was noted.
96.2	Received Income	The total receipts in July 2016 of <b>£1,830.24</b> was noted.
96.3	Bank Reconciliation	The total cash balances at the end of July 2016, after all considerations of <b>£330,686.94</b> were noted.
<b>97</b>	<b>Office Base</b>	No progress. Local Police support the idea but need authorisation from higher authorities. TC and Chair are keeping in touch with the Police and will report back as soon as authorisation has been given.
<b>98</b>	<b>Committee Minutes/Working Group Records</b>	
98.1	Environment Committee – 5.09.16	The minutes were noted. There were no recommendations.
98.2	P&P Committee – 12.09.16	The minutes were noted. <b>R1.</b> The contractual arrangements for the Over 70s Voucher Work was agreed.

# Frodsham Town Council

98.3	P&P Committee – 21.09.16	<p>The minutes were noted.</p> <p>There was a slight amendment to the Code of Conduct – In clauses 9, 10, 11e and 12aiii ‘Town Clerk’ should be replaced by ‘CWAC Monitoring Officer’. Custom and practice is that TC ensures the form are completed by Councillors then sends them to the Monitoring Officer on councillors’ behalf. It was agreed to take R1, R2 and R3 on block.</p> <p><b>R1.</b> To agree the revised Complaints Procedure.</p> <p><b>R2.</b> To agree the revised Code of Conduct.</p> <p><b>R3.</b> To agree the revised Standing Orders.</p> <p>Cllr F Pennington commended the Chair for her hard work revising and simplifying these documents and proposed they be adopted. Seconded by Cllr M Poulton and agreed by majority.</p> <p><b>R4.</b> The details of the contract for additional administrative support for up to 16 hours @ £15 per hour to complete the Voucher process were agreed unanimously – proposed by Cllr F Pennington and seconded by Cllr M Poulton.</p> <p><b>R5.</b> The proposal to have enhanced coverage in Frodsham Life was proposed and seconded by Cllrs M Poulton and F Pennington. An amendment to the proposal – proposed and seconded by Cllrs J Critchley and F Pennington - to add ‘for a period of 3 editions’ was agreed by the original proposer. This was agreed by a majority.</p> <p><b>R6.</b> It agreed by a majority to honour the Memorandum of Agreement for the production of the next edition of the Town Guide.</p> <p><b>R7.</b> It was agreed unanimously to place the TC and FC on appropriate NJC grades – FM Grade 3 and TC on Grade 7 and this should be implemented from 1 October.</p>
98.4	Planning Committee – 12.09.16	The minutes were noted. There were no recommendations.
98.5	Community Committee – 13.09.16	The minutes were noted. Cllr A Oulton stated that his presence at the meeting had not been recorded. There were no recommendations.
98.6	WW1 Commemorative Working Group - 10.08.16	The minutes were noted. There were no recommendations. Cllr A Oulton agreed to be FTC’s representative on this Working Group.
99	<b>Neighbourhood Plan Steering Group</b>	The minutes were noted. TC reported that a grant had been received for this group of £5,060 – FTC is acting as the accountable body. This will be discussed at P&P.
100	<b>Freedom of Frodsham</b>	There was a discussion about considering candidates for this honour. Two people were suggested. It was agreed that nominations should be in writing to TC outlining why the individual or group should get the Freedom of Frodsham. To be discussed at the next meeting.
101	<b>Code of Conduct Complaints</b>	The chair reported that a formal complaint had been raised to CWAC Monitoring Officer about Cllr T Reynolds by Cllrs D Critchley and M Poulton. The Monitoring Officer had discussed the complaint with the Independent Person and they had agreed that there had been a breach of the Code of Conduct. Her recommendation was that Cllr T Reynolds should undertake LGBT training and that FTC Chair should deal with it. It was proposed and seconded by Cllrs J Critchley and F Pennington that Cllr T Reynolds should not participate or attend any Committee, sub-committee or Working Group meetings attended by Cllrs D Critchley and M Poulton until he has completed the training. It was agreed by majority.

# Frodsham Town Council

<b>102</b>	<b>Chair's Report</b>	Nothing extra to report.
<b>103</b>	<b>Mayor's Report</b>	A written report will be circulated. Having a different consort depending on the event is working well. Mrs Poulton (Cllr Poulton's mother) has donated Mayoral Robes to FTC. Abuse and attacks on his home have been reported to the Police. Frodsham is now being invited to many more civic functions in Cheshire and beyond.
<b>104</b>	<b>Clerk's Report</b>	Recruitment of Admin Officer – There were 11 applicants and the recruitment panel met today and shortlisted 6 for interview on Friday.
<b>105</b>	<b>Date of next meeting</b>	24 October 2016

Meeting ended: 8.35pm