

Frodsham Town Council

**Minutes of a meeting of
The Community Committee
held on Tuesday 12 July 2016 at 7pm
In the Town Council Office, Castle Park, Frodsham**



Present: Cllrs F Pennington (Deputy Chair), C Ashton, D Critchley, J Critchley, L Jones, M Nield and A Oulton.
Mrs H Catt, Town Clerk

Meeting 2

No	Item	Note/Decision/ Action
25	Apologies for absence	Cllrs L Brown & M Poulton.
26	Declarations of Interest	Cllr M Nield – Red Lion Bowling Club & Park Lane. Cllr F Pennington – London Road Allotments. Cllr A Oulton – personal interest in Park Lane.
27	Minutes of Meeting 1	The minutes were accepted & signed as a true record.
28	Opportunity for Public to Speak	No requests have been received by the Clerk.
29	Agree revised TOR for the year	The Terms of Reference were revised following a recommendation from FTC, to increase membership and to include the capital expenditure table. R1 – To approve the revised Terms of Reference.
30	Cemetery sub-committee - 29 June 2016	The minutes of the meeting were noted. There will be a site visit before the next meeting on 7 September at 3pm – everyone welcome to come along.
31	Bus Shelters (Cllr L Jones)	Cllr Jones reported that he has contacted CWAC about the need for seats in the bus shelters on A56 near Park Homes. CWAC are getting quotes for the seating. Following discussion it was agreed that he would also mention the need for seats on A56 near the Chinese Delight & Business Centre.
32	Noticeboard in GPs Surgery (Cllr L Jones)	This item has been referred from Communications. The surgery has agreed to FTC erecting its own board. After discussion it was agreed that Cllr Jones would ask if FTC could take up space on an existing noticeboard instead.
33	Play Areas	
33.1	Park Lane	Cllr Nield reported that the Park Lane Group had completed their first application for funding from the National Lottery and would be finalising the accountable body details with TC on Friday. They had received a donation of £350 from INEOS.
33.2	Churchfields	There has been no further work carried out on the old swings. The Facilities Manager has reported some deterioration on one of the paths near the new play equipment and this has been notified to Groundwork. There will be a site visit with the contractor and Groundwork before the end of September before the final retention payment of £3707.33+VAT is due.
33.3	Townfield Lane	There has been no progress on getting a meeting with the Feofees – TC to chase.
33.4	Top Road	Environment Committee have arranged for a survey to be carried out to mark the boundary.

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33.5	Ship Street	There have been no further meetings to negotiate with CWAC around the Covenant. Asset Transfer Training Workshops are being arranged for September/October to ensure everyone involved, including the Football Club and CWAC understand what is required and what due diligence needs to be undertaken.
34	Commonwealth Day 2017	The date of next year's Commonwealth Day is 13 March 2017. TC has booked the Community Centre 9am – 12noon. TC will contact the schools to get the date in their diaries. Further planning will start in the Autumn term.
35	Community Orchards	It was agreed to add additional signage, at £13+VAT each, to acknowledge FTIs involvement following a request from Environment Committee. EP1 .
36	Hedge at St Laurence's Church	It has been difficult to co-ordinate the involvement of others so the Facilities Manager is going to put the posts in first. Those who have offered to help will be contacted to assist with putting up the fencing.
37	London Road Allotments	There is no further update. TC to contact Rawlinson's and ask for an urgent update report.
38	Red Lion Bowling Green Lease	There is no further update. Cllr Nield will contact the people involved and TC will contact our solicitors for updates.
39	Manley Road Copse Lease	Environment Committee have arranged for a survey to be carried out to mark the boundary. Cllr Pennington has found an old document with the measurements of the Copse which will be passed to the surveyor.
40	Playing Field Hire	The revised hire conditions and application form were agreed – R2 . All booking are being circulated and so far nothing has proved contentious. TC reported that the Funfair has booked for September even though the Community Centre are not having their usual community event.
41	War Memorial	The annual survey had been carried out. TC is seeking advice from the War Memorial Trust about repairs to plaques.
42	Community Centre Hedges & boundaries	A volunteer has agreed to assist the Community Centre with the boundaries and hedges.
43	Telephone boxes	The steel boxes and defibrillators have started to be installed in the telephone boxes. TC will arrange workshops later in the year for local residents to give them confidence about using the defibrillators.
44	Christmas Lights	TC had contacted the company that installed the catenary wires and they confirmed that they had been fitted in 2012 and should have a visual inspection every year. TC to contact the company that inspect the lights every year to check that they also check the catenary wires.
45	Clerk's updates	It was noted that TC had approved an extra £213+VAT to cover the increased costs of providing the hanging baskets.
46	Next meeting	It was agreed that a meeting August was not necessary so the next meeting will be Tuesday 13 September.

Meeting ended 8.15pm.

R1 – To approve the revised Terms of Reference.

R2 – To agree the revised hire conditions and application form.

EP1 - It was agreed to add additional signage, at £13+VAT each, to acknowledge FTIs involvement at the four Community Orchards.