

Frodsham Town Council

**Minutes of a Meeting of
Frodsham Town Council
held on Monday 27 June 2016 at 7pm
At Castle Park House, Castle Park, Frodsham.**



At 6.45pm, prior to the main meeting, there was a presentation of a commemorative ex-Mayor badge to ex Councillor Graham Bondi in recognition of his long serve to Frodsham.

Present: Cllrs J Critchley (Chair), M Poulton (Mayor), C Ashton, L Brown, D Critchley, L Jones, A Oulton, P Martin, F Pennington and T Reynolds.
Mrs H Catt (Town Clerk)

In Attendance: Neil Flanagan (PCSO), CWAC Cllrs A Dawson and L Riley, 11 members of the public and 1 member of the press.

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Part A		
No	Item	Note/Decision/Action
35	Apologies	Cllrs M Nield and F Sutton.
36	Declarations of Interest	Frodsham Stroke Club – Cllrs M Poulton (Chair), D Critchley, J Critchley, P Martin and F Pennington. London Road Allotments – Cllr F Pennington. Park Lane – Cllr A Oulton declared a personal interest.
37	Minutes of the AGM No 1 - 23 May 2016	The minutes were approved and signed as a true record.
38	Minutes of Meeting No 2 - 23 May 2016	The minutes were approved and signed as a true record.
39	Minutes of Meeting No 3 - 1 June 2016	The minutes were approved and signed as a true record.
40	Right for the public to speak	
40.1	PCSO	Neil gave a verbal report highlighting his activities during the last month including working Helsby High School and Year 6 pupils in the primary schools to support their transition; attending festivals and fairs promoting the PCSO role; issuing a warning letter to the taxi firm about parking problems and Speedwatch along Kingsley Road & Howey Lane. There will be a bike marking event at HHS on 9 August 12-4pm. Ward Walk – Lakes 15 July 7pm Community Centre, Waterside 16 July 7pm Saltworks, Castle Park 17 July 2pm CPH and Overton & 5 Crosses 17 July 7pm Methodist Church. A list of planned surgeries will be placed on FTC' website. Cllrs Pennington & Oulton expressed concern about the junction between Main Street and Fountains Lane – Neil is writing to Highways about the problem and will send a copy to FTC. It was suggested that TC should write on behalf of the Council to Highways to express concern about the safety at this junction.
40.2	CWAC Cllrs	Cllrs A Dawson & L Riley gave a verbal report including: Car Parking Consultation – an event was held in Frodsham with an invited audience as part of the borough wide consultation exercise. Preliminary finding will be issued in September then there will be public consultation. Castle Park – CWAC officers are looking into the issue of FTC's residence in the house. Information about the Local Development Framework is on their Blog. Consultation on CWAC's Play Strategy is underway at the moment. Fracking – FTC could call a parish poll (referendum) to gauge public opinion on this topic.

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40.3	Others	Mrs V Kirk & Mrs L Lovett – Fracking – gave a presentation about the issues around potential fracking in Frodsham – a copy was circulated to Cllrs. They also left a pack of background information with TC.
41	Councillor Vacancies	
41.1	Waterside and Lakes Wards	It was agreed to run elections to co-opt to fill the vacancies. Cllr Poulton declared that he had met with one of the candidates at his request to explain what the role entailed. Each of the candidates gave a short presentation. <u>Lakes Ward</u> – there were 3 candidates – Robert Hope, Michelle Parker and Jack Saunders proposed by Cllr M Poulton and seconded by Cllr F Pennington. Robert Hope was duly appointed following the poll. <u>Waterside Ward</u> – there were 2 candidates - Michelle Parker and Jack Saunders proposed by Cllr M Poulton and seconded by Cllr F Pennington. Michelle Parker was duly appointed following the poll.
41.2	Castle Park Ward	An election has been called and CWAC will announce the timetable in due course.
41.3	Overton & Five Crosses Ward	There is a vacancy and the electorate in that ward have until 14 July to call an election.
42	Finance Management: 01.03.16 – 29.03.16	
42.1	Paid Expenditure	Total expenditure in May 2016 of £16,167.91 was noted.
42.2	Received Income	Total receipts in May of £3,419.74 was noted.
42.3	Bank Reconciliation	Total cash balances at the end of May 2016, of £339,904.69 were noted. TC explained that the Finance Scrutiny Sub-Committee will be meeting towards the end of July and will discuss how these papers can be revised and made easier to understand.
43	Committee Minutes/Working Group Records Cllr J Critchley suggested that all the Terms of Reference need to be amended slightly to clarify that the Chair and Mayor are ex-officio members of all committees, no voting rights, except where they are full members of a committee when they do have voting rights.	
43.1	Planning Committee – 26.05.16	The minutes were noted. The report on the Memorial Field will be presented to the July FTC meeting.
43.2	Planning Committee – 23.06.16	The minutes were noted.
43.3	Environment Committee – 06.06.16	The TOR for 2016-17 were agreed subject to the clarification suggested above.
43.4	P&P Committee – 8.06.16	It was noted that the meeting was suspended & reconvened on 16 June.
43.5	P&P Committee – 16.06.16	R1: The proposal for FTC to explore the potential to build a new office as the future rejected by a majority vote. A further meeting with CWAC Officers to discuss tenancy options in CPH will be arranged as soon as possible. R2: It was agreed to commission two bespoke training workshops for Councillors around Asset Transfer. Cheshire Community Action have confirmed that they have successfully applied for a grant to deliver this course at no cost to FTC. R3: It was agreed to commission a bespoke training event for Councillors around the Localism Act @ £600+VAT+expenses. R4: The amended Asset Register at Annex 6 of the Strategy for Managing Assets was approved. R5: The revised statement at Section 2 of the Annual Return was approved.
43.6	Community Committee – 13.06.16	R1. The TOR for 2016-17 were agreed subject to the clarification suggested above. R2. It was agreed to provide a letter of support for funding applications for Park Lane.

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		<p>R3. It was agreed that FTC should act as the Accountable Body for the Park Lane project.</p> <p>R4. The fees for hire of the Community Centre field (£100 per day) and the London Road field (£250 per week) were agreed with free use for registered charities and local community groups.</p> <p>EP1. The electric works to fit the defibrillators at £160+VAT each was agreed.</p>
43.7	Communications Committee – 20.06.16	R1. It was agreed to disband the Communications Committee with all activities & budget reverting back to P&P except for noticeboards & rotunda which would go to Community.
43.8	WW1 Commemorative Working Group - 11.05.16	The minutes were noted. It was agreed that Cllr A Oulton would represent FTC on this working group.
44	Neighbourhood Plan	The minutes of the Steering Group meetings on 26 May and 14 June were noted. There was concern that people who had expressed an interest in getting involved had not been invited to the meetings. Mark Warren is the Chair at the moment and Cheshire Community Action are providing advice on policy development.
45	Fracking	It was agreed to ask Environment Committee to set up a Working Group to take forward action on this subject.
46	Castle Park	<p>a. There had been a meeting with CWAC on 24 June. Currently there are no other rooms available in the house. Cllrs A Dawson & L Riley are unable to negotiate on FTC's behalf as they are members of the Castle Park Trust Executive.</p> <p>b. A report prepared by an Events Manager will be presented to the next meeting.</p> <p>c. A vote to open up negotiations about tenancy of the NFU Office was defeated. Recorded vote:- For - Cllrs D Critchley, J Critchley and T Reynolds. Against – Cllrs C Ashton, L Brown, L Jones, P Martin, A Oulton, F Pennington and M Poulton.</p> <p>d. One member of the Reception job share is leaving and it has been agreed with CWAC that we do not need to recruit a replacement and only need to cover reception until 3pm.</p>
47	Car Parking	Members of the Working Group attended CWAC consultation event but have been refused copies of their slides. A report from the WG will be presented to the next meeting.
48	Chair's Report	Nothing further.
49	Mayor's Report	A written report was circulated.
50	Clerk's Report	A letter has been received from HSBC confirming their intension to close the Frodsham Branch on 12 August 2016.
51	Date of next meeting	25 July 2016
Part B – Everyone except FTC Councillors left the meeting at this point.		
52	Town Clerk Vacancy	<p>It was agreed to create a single 27 hours per week Town Clerk Post, amalgamating the existing posts of Town Clerk and Service Manager.</p> <p>It was also agreed to offer Mrs Catt a promotion to permanent Town Clerk in recognition of her good service as Town Clerk over the last 10 months.</p> <p>Recorded vote:- For - Cllrs C Ashton, L Brown, D Critchley, J Critchley, L Jones, P Martin, A Oulton, F Pennington and M Poulton. Against - Cllr T Reynolds</p>

Meeting ended 9.45pm

Signature

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