

**Frodsham Town Council**  
**World War 1 Commemoration Working Group**  
**Record of Meeting**  
**Held On Wednesday 11 May 2016 at 18.15**  
**At Frodsham Library, Princeway, Frodsham**



**Present:** Cllr Sara Wakefield (Chair)    Jenny Evans (Library)    Ken Crouch  
**Apologies:** Rev Denise Harding (FMC)    Heather Powling (SLH)    Allen Wales    Pammi Taylor  
                  Geoff Abnett (RBL)                    Kath Hewitt (F&DHS)

**Meeting 12**

**Action**

**Part A**

81. **Declarations of Interest:** None.

82. **Record of Meeting Held on 13 April 2016**

82.1. *Acceptance:* Agreed as true & accurate.

82.2. *Matters Arising:* None.

83. **Finance**

83.1. *Budget 2015-16:* SW has made the purchase of the map and DVD – invoices to follow

83.2. *Budget 2016-17:* Nothing to report.

84. **Review of Actions & Progress**

84.1. *Battle of the Somme Commemoration (Jul – Nov 2016)*

i. *Cascade of Poppies*

- *Schools: The possibility of moving the cascade to St Laurence Church following the end of display at the Health Centre was discussed. Agreed but we need to know who will be taking it down, moving it etc. HP to be asked next time* **HP**
- *Dates discussed – Health Centre: 1 July to September and St Laurence Church: October to November. To be confirmed with health centre and the church* **SW & HP**
- *SW to ask the schools where they are up to with poppies.* **SW**

ii. *Exhibition at CP Conservatory (1 Jul – 31 Aug 2016) – some confusion over how long the exhibition was for as I have booked for a few months – others thought it just for the weekend.*

• *Exhibits*

- *Laminated pages – Ken has completed these now and we will review at the next meeting*
- *Laminated map – done*
- *Kath's Somme map*
- *Display boards - Carried forward to next meeting – no one seems to have any that we can utilise – can we look into cost of hiring? or can we cover up the display already there. We need 25foot long by 3 or 4 foot depth* **AS**

iii. *Exhibition at CPH (3 Jul) & Frodsham Library (4 Jul – 18 Nov 2016) – we have asked the office to chase up the paintings from schools –* **SW to check with Anne again**

• *Schools:* **SW asked the office to chase up**

• *We will need a table to set up the sale of books*

• *Film:*

**SW ordered film.**

• *Somme box – SW to bring*

• *AW to do three talks on the Somme throughout the day*

iv. *Publicity (draft poster) – SW to draft – do we advertise nationally on the WW1 sites.*

84.2. *Remembrance Service at OHMF (Nov 2016) – Flypast – agreed that we would pay the CAA fee. We have contacted the pilot and confirmed.*

84.3. *Sundial at St Laurence Church: C/F in Heather's absence.*

84.4. *“Revealing Gallipoli” DVD for Frodsham Library: Carried forward to next meeting*

- 84.5. *Poppy Bed in Castle Park*: KC cant find the list of a variety of seeds that we could use rather than just poppies for a bed of nations then SW to advise the office we are decided on seeds– also that we have a plan for the way the seeds are to be scattered. **JE to look into it again**
- 84.6. *Memorial Field – References in the Parish Magazine*: C/F in Heather's absence.
- 84.7. *Other Events / Activities – Civic Voice are carrying out a record and survey for all memorials in Cheshire – do we want to be involved.*
85. **Any Other Business**: None
86. **Items for Future Meetings**
- 86.1. Missing Names Plaque for OHMF Memorial (2016)
- 86.2. Notices for cross references to other memorials (2016)
- 86.3. Passchendaele (21 Jul – 10 Dec 1917)
- 86.4. Scanning Day (2017): It was suggested that we link it to the Passchendaele centenary and advertise it at the Somme Exhibition – **SW to draft poster**
- 86.5. Trinity Memorial at FMC – Missing Name
- 86.6. Isaac Lawless – Frodsham's Hero – Zeebrugge campaign
- 86.7. Re-enactment/Tea Party (2018) could it be held at the community centre? We should have a look and see what was held in Frodsham at the time. Could we hold a thanksgiving service on 11/11/2018 at church with primary schools on the hill on the Friday beforehand . KH has a 1919 celebrations programme to review next meeting.
- 86.8. Books: Publishing & Printing
- i. Commemorative Book – sw sold one more at the town meeting, we are to sell them at the 3 July event
  - ii. Historical Record of WW1 WG's Work
87. **Next Meeting** will be held on Wednesday 15 June 2016 at 18.15 at Frodsham Library, Princeway, Frodsham.  
**Meeting Closed at 7.20pm**

**Frodsham Town Council**  
**World War 1 Commemoration Working Group**  
**Income & Expenditure Record**  
**FY 2015-16**



<b>Income</b>			
<b>Date</b>	<b>Description</b>	<b>Income</b>	<b>Comments</b>
12.01.15	Budget Allocation	£2,500.00	Running Costs Budget Ref: Minutes of FTC Budget Meeting held on 12 Jan 2015, Item 4.
26.01.15	Approved Funding for Renovation of Frodsham Methodist Church Memorial	£1,400.00	Work scheduled to start in May/Jun '15 Ref: Minutes of FTC Meeting 14, Item 213.B.5, R1.
Jul – Oct 15	14 x 'From Battlefield to Blighty' @ £10.99 each	£153.86	T1908, T1915, T1923, T1930-31, T1933-34, T1937, T1947 (4 copies), T1961, T1963 - Cash
26.09.15	13 x Commemorative Bookmarks @ £1 each	£13.00	T1948 - Cash
17.12.15	2 x 'From Battlefield to Blighty' @ £10.99 each + £5.00 postage	£26.98	T2008
13.01.16	1 x Commemorative Bookmarks @ £1 each	£1.00	
<b>Total</b>		<b>£4,094.84</b>	

<b>Expenditure</b>					
Authority to spend delegated by FTC to Town Clerk on 27 May 2014 (NOTE: EP = Executive Powers)					
<b>Date Approved By FTC</b>	<b>Item</b>	<b>Estimated Expenditure</b>	<b>Actual Expenditure (Ex-VAT)</b>	<b>VAT<sup>1</sup></b>	<b>Comments</b>
26 Jan 15	Renovation of Trinity Memorial at Frodsham Methodist Church	1,400.00	1,400.00	280.00	T4589 Cheque: 206218
EP1 8 Jun 15	Donation to Birchwood Band in recognition of their support for VE Day event	25.00	25.00	0.00	T4505 Cheque: 206162
8 Jun 15	Reprinting of 'From Battlefield to Blighty'	548.00	548.00	109.60	T4551 Cheque: 206193
EP1 16.10.15	Noticeboard for Trinity Memorial at FMC	45.00	45.00	9.00	T4689
EP (Community Committee)	Commemorative Seat at OHMF	800.00	680.00	136.00	T4804 Cheque: 206369
17.12.15	Postage for 2 x 'From Battlefield to Blighty'	5.00	5.00	0.00	
<b>Total</b>		<b>2,823.00</b>	<b>2,703.00</b>	<b>534.60</b>	

<sup>1</sup> VAT is refundable