

**Frodsham Town Council**  
**World War 1 Commemoration Working Group**  
**Record of Meeting**  
**Held On Wednesday 13 July 2016 at 18.15**  
**At Frodsham Library, Princeway, Frodsham**



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

**Meeting 14**

**Action**

**Part A**

**95 Declarations of Interest:** None.

**96 Record of Meeting Held on 15 June 2016**

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

**96.2 Matters Arising:** None.

**97 Finance**

**97.1 Budget 2015-16:** SW has made the purchase of the map and DVD, Ken purchased supplies for the display– invoices to be submitted to FTC, also we sold 1 book and 1 bookmark at the event – **SW to amend the budget sheets.**

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

**98 Review of Actions & Progress**

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

i Artwork from schools

- Where are we displaying the children's artwork now the event has finished? it is to be moved to the library **SW to organise with the office**
- Agreed that we ask around local groups to see who can display the Somme exhibition more long term until it can be moved to the church in October.

**98.2 Cascade of Poppies**

i We have the poppies and need to arrange a meeting to start making the cascade – HP has contacts to help

ii We agreed to move the cascade to St Laurence Church following the end of display at the Health Centre

iii 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 now in talks with Paul Smith at the medical centre** - need to contact Gleaves about 24 foot by 20 foot of green netting.

**98.3 Update all on events of 3 July.** SW has various press cuttings to go into the record

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

**98.5 Sundial at St Laurence Church:** HP - confirmed that to carry forward we need more specification for quotes. We are still at the point where we are to pay some of the cost but the diocese to take forward.

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

**98.7 Poppy Bed in Castle Park:** KC can't 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, cornflowers, poppies, forget me nots, marigolds – also that we have a plan for the way the seeds are to be scattered. We have poppy seeds from Kath Hewitt,

**98.8 Memorial Field –** References in the Parish Magazine: C/F

**98.9 Other Events / Activities –** Cheshire war memorials, what Frodsham did in 1919. Can we ask schools and community groups - SW

**99 Any Other Business:** Mr Dunbavan - so to call regarding the Jeffs medal - we are going to keep it a surprise for the family. AW went to see military museum and has emailed full catalogue to all members, AW gave a

WW1 demonstration to WI, future talks at the TG and Probus, AW going to Kew 6/9 if anyone has anything that needs looking into

## **100 Items for Future Meetings**

**100.1** Missing Names Plaque for OHMF Memorial (2016) C/F

**100.2** Notices for cross references to other memorials (2016) C/F

**100.3** Passchendaele (21 Jul – 10 Dec 1917) SW to make poster to incorporate scanning day with Passchendaele – asking people to remember to bring their items along next year

**100.4** Trinity Memorial at FMC – Missing Name C/F

**100.5** Isaac Lawless – Frodsham's Hero – Zeebrugge campaign - KC to start work on a display in the library, opened by Lawless family

**100.6** Re-enactment/Tea Party (2019) 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. 4/8/2018 can we have church service? Can we ask rotary to have their festival in the park 19/7/2019? HP to discuss with church

**100.7** SW to ask CPAC if we can have a community gallery 1-11 Nov 2018 for approx 4-6 weeks, weekly lectures, new exhibition for everyone who died in WW1

**100.8** Books: Publishing & Printing

i Commemorative Book – SW sold one more at the 3 July event

ii Historical Record of WW1 WG's Work c/f

**101 Next Meeting** will be held on Wednesday 10 August 2016 at 18.15 at Frodsham Library, Princeway, Frodsham.

**Meeting Closed at 7.25pm**

**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/June '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