

**Frodsham Town Council**  
**World War 1 Commemoration Working Group**  
**Record of Meeting**  
**Held On Wednesday 12 October 2016 at 18.15**  
**At Frodsham Library, Princeway, Frodsham**



**Present:** Sara Wakefield (Chair) Heather Powling (SLH) Kath Hewitt Ken Crouch Allen Wales  
Jenny Evans (Library) Geoff Abnett

**Apologies:** Pammi Taylor

**Meeting 16**

**Action**

**Part A**

109. **Declarations of Interest:** None.

110. **Record of Meeting Held in August 2016**

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

110.2. *Matters Arising:* None.

111. **Finance**

111.1. *Budget 2015-16:* No change

111.2. *Budget 2016-17:* No change

112. **Review of Actions & Progress**

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

i. *Artwork from schools*

- The artwork is now on display in the Library and will be moved to the Church in October

ii. *Cascade of Poppies*

- Installed in the medical centre – SW to send sue Lorimer a note of thanks, SW to arrange an information notice display in A4 for the library to laminate, SW to organise posters to be sent via email/Facebook etc – “Frodsham Remembers The Somme”. SW to contact Mr Dunbavand to bring his friend – we will need a table on the day to sell books and bookmarks

iii. *Publicity:* Has been advertised in press release to chronicle, Frodsham life, Standard, Helsby to Hand – SW to send further press releases with dates.

112.2. *Remembrance Service at OHMF (Nov 2016):* Flypast has been cancelled. HP to ask Father Michael about the names being read out. We will need volunteers.

112.3. *Sundial at St Laurence Church:* The Church is undergoing a 5 yearly review so we are waiting for the outcome of that. c/f

112.4. *Poppy Bed in Castle Park:* SW to contact the office. c/f

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

113. **Any Other Business**

113.1. *Fred Greenway:* Does anyone know his living family? No one did.

113.2. AW visited the Chester Military Museum who were very helpful.

114. **Items for Future Meetings**

114.1. *Missing Names Plaque for OHMF Memorial (2016):* Ken and Heather have found the missing name. We can now arrange for it to be engraved. Ken to write up a story to publicise. SW to contact Pammi and Town Council for contact details of who did it last time.

114.2. *Notices for cross references to other memorials (2016) c/f* – does Pammi know any more on this?

114.3. *Passchendaele (21 Jul – 10 Dec 1917):* SW to make poster to incorporate scanning day with Passchendaele.

114.4. *Scanning Day (2017):*

114.5. *Frodsham's Hero – Zeebrugge campaign:* Ken looking into this. Leonard Ellams rather than Isaac Lawless. Display to be held in the library

114.6. *2018 exhibition – CPAC:* Allen Wales to ask if we can have a display.

114.7. *Peace celebrations 2019:* Linking to Rotary Club's Festival in the Park (silver bands, cadets, marching). Allen Wales to ask. We propose a 10am church service and events in the park in the afternoon

114.8. *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 which we have to refer to. 8/11/2018 can we have church service? Can we ask Rotary Club to have their festival in the park on 19/7/2019? AW to ask Rotary Club

114.9. *Books: Publishing & Printing*

i. Commemorative Book c/f

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

115. **Next Meeting** will be held on 27 October 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

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**FY 2016-17**



<b>Income</b>			
<b>Date</b>	<b>Description</b>	<b>Income</b>	<b>Comments</b>
Jan 2016	Budget Allocation	£2,500.00	
Jul 2016	1 x 'From Battlefield to Blighty' @ £10.99 each	£10.99	Cash
Jul 2016	1 x Commemorative Bookmarks @ £1 each	£1.00	Cash
<b>Total</b>		<b>£2,511.99</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>
	Invoice W H Smith		19.99		to Ken Crouch
	Battle of the Somme		18.98		
	The Somme Map		17.80		
<b>Total</b>					

<sup>1</sup> VAT is refundable