

**World War 1 Commemoration Working Group**  
**Record of Meeting**  
**Held On Wednesday 14 March 2018 at 18.15**  
**At Frodsham Library, Princeway, Frodsham**



**Present:** Geoff Abnett      Ros Caldwell      Jenny Evans      Kath Hewitt      Heather Powling  
Dennis Taylor      Pammi Taylor      Allen Wales  
Carole Shinkfield (Event Director, Frodsham Players)

**Apologies:** Ken Crouch      Sara Wakefield  
Kim Horton (CPAC Manager)      Betty Rutter (Church Warden, St Laurence Church)  
Peter Vickery (CPAC, Ex-officio)      Ian Lancaster (Chair, Frodsham Players)

Before the meeting:

- Members extended a welcome to Carole and expressed their interest in Frodsham Players' plans for their performance scheduled for 11 Nov '18 (See Item 70.8); and
- Members noted that Ken had not been well and was in hospital. Good wishes for his speedy recovery were recorded..

**Meeting 10**

**ACTION**

67. **Declarations of Interest:** None

68. **Record of Meeting Held on 14 February 2018**

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

68.2. *Matters Arising:* None.

69. **Finance**

69.1. *Budget 2017-18:* There were no transactions since the last meeting.

69.2. *Estimates for 2018-19:* Members noted that the Town Clerk would submit the request for transfer of funds to the Council at its meeting on 26 Mar to meet the Internal Audit requirements. The funds would be transferred to CPAC following receipt of precept, expected by mid-Apr.

70. **Review of Actions & Progress**

70.1. *St Laurence Church War Memorial Renovation:* Betty had informed the Group (email of 14/3) that the Diocesan Advisory Committee was waiting for a reply from Historic England and on receiving their consent, papers would be forwarded to the Archdeacon for approval.

70.2. *Commemoration of Zeebrugge Campaign (23 Apr '18)*

i. *Service:* It was noted that there would be no Civic Service in the afternoon of Sun 22 Apr. Commemoration of the Campaign could be included in the morning Service. Father Michael would be consulted to check if a Service on Monday was feasible. **HP**

ii. *Leaflet & Poster:* Members agreed the layout of the leaflet (folded A4 with title on the front and detail on three sides). Leaflets would be distributed to members of the public attending the Service. A copy of the poster would be passed to Allen for publicity via the Group's website and to Sara for publicity via social media. **HP**

iii. *Wreath for the Grave of Leading Seaman Leonard Ellams at St Laurence Churchyard:* The wreath & invoice were awaited.

70.3. *Exhibition at CPAC (18 Sep – 1 Nov '18)*

i. *Poppy Cascade Transportation:* It was agreed to contact the Town Clerk to confirm previously made arrangements. **PT**

ii. *Exhibits:* In view of the limited space available in the foyer, it was agreed to display a small selection of documents & photographs not included in any earlier exhibitions organised by the Group. The following items were identified as possibilities:

- Picture of & documents relating to Pvt Algernon Sidney Davies,
- Record of how Staff Nurse Ethel Saxon's details were traced
- Lists of men who died in various battles, and
- Other items as identified at future meetings

iii. *Volunteers:* All the members present expected to be available.

#### 70.4. Remembrance Services {11 Nov '18}

i. *Arrangements for Services at St Laurence & OHMF and Beacons of Light:* Minutes of the first meeting of FTC's working group had been circulated. Geoff, Ros & Jenny attended as WW1 WG's representatives. They found the meeting to be cordial & useful. Decisions made were as follows:

- Service at St Laurence will be at 09.45 and at OHMF at 10.45,
- Reading of names at 11.00 will be organised by WW1 WG,
- Beacon will be lit at 19.00,
- Bell ringing at St Laurence Parish Church will be at 19.05, and
- The next meeting will be on Wed 23 May at 18.00 at Frodsham Library.

Members discussed 'community involvement' in the agreed events and proposed that known descendants (eg, Brenda Frodsham & Brian Lloyd) of men who died in the Great War be invited. WW1 WG representatives were asked to raise the matter at the next meeting of FTC's working Group. **GA / RC / JE / HP**

ii. *Participation in the National Bell Ringing Event:* Betty had confirmed (email of 14/3) that the Captain of the Bell Tower was content to participate. FTC's WG had agreed that the bells would be rung at 19.05.

#### 70.5. Information Board at OHMF for Missing Names & Cross References to Other Memorials

i. *List of Names:* Heather was finalising the list of 43 names and expected to have 20 – 25 in the final analysis as some of the men who died are now known to have been residents of other towns/villages (eg, Helsby) and they are commemorated on local memorials in those places.

ii. *FTC Approval:* Members considered the queries raised by FTC's Community Committee:

- Why were the missing names not on any of the memorials?

The names were collected over a period starting in 1917. Information was not easy to assemble. The names that were confirmed by the time the Memorials were erected were included. Research by our members has discovered additional names.

- How many names are there to go on the board?

See Item 70.5.i above.

- Had the families been contacted for consent?

The Group did make efforts to trace descendants but without success. It is of note, however, that there are no Data Protection issues as the names are already in the public domain (eg, on Ancestry & other websites).

- Could a site visit be arranged to discuss the site more specifically?

Members are content to have a site visit and request the Community Committee to suggest a couple of alternative dates that suit the Cllrs - preferably after the clocks go forward and the evenings are lighter. An evening visit (say 18.30ish) would be preferable to enable those who work to make the site visit.

- Concerns about durability and need for maintenance in the longer term.

The Group has agreed criteria (inc durability, low maintenance need, environmentally friendly construction and weather & vandal proofing) for commissioning the Information Board and the selected supplier will be expected to meet this.

**[NOTE: The Town Clerk will present these responses to the Community Committee at its meeting scheduled for 17 Apr '18 (email of 16/3 from Hazel)]**

iii. *Estimates:* Deferred pending finalising of List (Item 70.5.i).

#### 70.6. Peace Celebrations (19 Jul '19)

i. *Contact with Schools:* Ruth Curtis (WVPS Community Link Teacher) had kindly undertaken to organise the first meeting of representatives from the four Schools & the Group. She had contacted Head Teachers to assess availability but had had no response. It was agreed that Pammi would contact the three Schools again and, in the event of lack of progress, defer the meeting till after the Easter break. **PT**

**[NOTE: Message received from St Luke's PS confirming availability for 26/3. Manor & FCE contacted. Ruth has arranged the meeting for Monday 26 Mar '18 at 16.00 at WVPS]**

70.7. *Request for Regimental Details for Charles Hopley*: Heather had not been able to find any further details. She would pass the results of her research to Jenny for forwarding to the member of the public who had requested them. **HP / JE**

70.8. *Other Events / Activities*

- i. *Frodsham Players*: Carole outlined the Players' plans for 11 Nov '18. She said that the performance would be based on WW1-related drama, sketches, poetry, readings & songs and include playing of 'Last Post', extracts from All Quite on the Western Front, Bird Song & Journey's End with a 'modern day veteran' looking back. Frodsham Choral Society, who had planned a performance of their own for 10 Nov, had offered to help the Players. Carole requested the loan of letters / documents / artefacts from the Group to enable the performance to create an authentic atmosphere. Allen, Kath & Heather offered a number of items that might be useful. Members also suggested that Carole contact the Military Museum for advice & help.

71. **Any Other Business**: None.

72. **Next Meeting** will be held on Wednesday 18 April 2018 at 18.15 at Frodsham Library, Princeway, Frodsham.

73. **Items for Future Agendas**

- 73.1. Poppy Cascade – Future Use / Disposal (Aug – Sep '18)
- 73.2. OHMF War Memorial – Safety of Steps (Oct '18)
- 73.3. Use of Any Remaining Funds on Disbandment of Group
  - i. Artwork at CPAC
  - ii. Donation to Suitable Charity
- 73.4. Options for Post-disbandment Arrangements for Information Provision (2018)
- 73.5. Books - On-line Publishing (2018-19)
- 73.6. Documents Relating to Staff Nurse Ethel Saxon – Follow-up

**Meeting Closed at 19.30**