

Frodsham Town Council
World War 1 Commemoration Working Group
Record of Meeting
Held On Wednesday 18 January 2017 at 18.15
At Frodsham Library, Princeway, Frodsham



Present: Cllr Alan Oulten (Chair) Geoff Abnett Jenny Evans Kath Hewitt Heather Powling Pammi Taylor Allen Wales
Apologies: Ros Caldwell Ken Crouch Sara Wakefield
Speaker: Cllr Mark Nield

Observers: Dennis Taylor John Nield

Meeting 18

Action

Part A

Before the meeting, Cllr Nield addressed the Group. He advised members that he had submitted an application for Listing of the OHMF War Memorial Gates & Railings to Historic England. He outlined the salient points of the application, explained the significance of Listing of a structure and the positive impact Listing of the gates & railings would have on the War Memorial site. He concluded by seeking the Group's support for his application to ensure future protection & preservation of the gates & railings and, thus, the Memorial site.

The Chair thanked Cllr Nield for his time and for bringing the matter to the attention of WW1 WG.

Members agreed to write to Historic England in support of the application. **[ACTION: PT]**

[NOTE: EMAIL SENT TO ROGER THOMAS, ASSISTANT LISTING ADVISER - NORTH, HISTORIC ENGLAND ON 20 JAN '17.]

124. **Declarations of Interest:** None.

125. **Record of Meeting Held on 16 November 2016**

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

125.2. *Matters Arising:* None.

126. **Finance**

126.1. *Budget 2016-17:* See Annex 1 for transactions to-date.

126.2. *Budget 2017-18*

- i. FTC had approved expenditure of £2,500 for Revenue & Capital Costs for Financial Year 2017/18 – reducing the Group's estimate of £3,100 by £600. The estimate for meeting 50% of the cost of WW11 seat (£500) was rejected by the Council (Email dated 16 Jan '17 from the Town Clerk). Pammi had asked the Town Clerk for clarification of the missing £100. TC's response was awaited.
- ii. FTC had rejected the Group's recommendation that it allocates a suitable sum of money for contribution to the fund for renovation of St Laurence Church Memorial in its budget for FY 2017/18 and had suggested that an application for a grant be submitted in due course (Minutes of FTC meeting of 28 Nov '16, Item 131.1).
- iii. Members noted that the matter of St Laurence Church War Memorial Renovation had been raised with the Parochial Church Council and agreed to hold back further action pending developments.

127. **Membership**

127.1. **FTC Representation:** It was noted that Cllrs Ashton, Brown & Sutton had not been able to attend the Group's meetings - citing the day/time of our scheduled meetings as not convenient (Minutes of FTC meeting of 28 Nov '16, Item 131.1). Members considered it imperative that FTC appoints another Cllr to ensure that at least one Cllr is present at the Group's meetings. Cllr Nield offered to join the Group. His offer was gratefully accepted.

127.2. **Frodsham Methodist Church:** Request from Ros Caldwell to join the Group and to include Rev Andrew Emison in the mailing list was noted.

128. **Review of Actions & Progress**

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

- i. *Cascade of Poppies - Storage & Future Venues*

- The Cascade had been taken down and was being stored at the Health Centre (Email of 2 Dec '16 from Paul Smith). The Group recorded its thanks to Paul for his support for the project.
- Venue for 2017 was to be identified. Allen had booked the Castle Park Arts Centre Gallery for the period 16 Sep – 1 Nov '18 for use by the Group. It may be possible to erect the Cascade in the reception area of the Centre at the same time. Arrangements were to be confirmed. **AW**

ii. *Artwork from Schools – Future Venues & Disposal*

- The artwork from Weaver Vale PS was currently displayed in the Library. The School would be approached to confirm whether or not it wanted the items returned. **JE**
- Whereabouts of artwork from other schools – last displayed during the Exhibition held in Castle Park in Jul '16 – needed to be confirmed. **PT**

- 128.2. *Trinity Memorial – Missing Name*: Pammi had written to Rev Andrew Emison, Frodsham Methodist Church, to appraise him of the Group's proposal for engraving the missing name.
- 128.3. *Sundial at St Laurence Church – Update on Church's 5-Yearly Review*: Lance Yates had offered a replica of the original sundial for installation. It was noted, however, that there were issues relating to the style of engraving and the method of installation to minimise the risk of the sundial being stolen that needed to be considered by the PCC. The cost of 'faculty' would be £300. The matter would be raised at the PCC meeting scheduled in the w/c Mon 23 Jan.
- 128.4. *DVDs – Donation to Frodsham Library*: FTC had approved the donation of DVDs - after their screening – to Frodsham Library for access by the public (Minutes of FTC meeting of 28 Nov '16). “Ypres” and “Revealing Gallipoli” were given to Jenny for the Library's DVD collection and will be made available to the public free-of-charge..
- 128.5. *Other Events / Activities*: None.

129. Future Events & Activities

129.1. *Passchendaele (21 Jul – 10 Dec 1917)*

- Scanning Day*: It was agreed to hold a Scanning Day in the Library on Sat 21 Oct '17. **JE**
- Poppy/Wildflower Bed in Castle Park*
 - It was noted that seeds can be sown/scattered during Mar/Apr and/or Sep/Oct. Progress of preparation of the bed in Castle Park Top Field needed to be checked with the Town Clerk to decide timing. **AO**
 - A proposal to create poppy/wildflower beds on other sites (eg, the Community Garden, Ship Street) was agreed in principle.
 - The suggestion to include flowers in the wildflower selection to represent other participating countries (eg, poppy for GB, cornflower for France etc) was accepted. Suitable flowers would be identified. **PT/AW**
- Screening “Passchendaele”*: Availability of the Parish Hall in Jul/Aug '17 would be checked. **HP.**

129.2. *Missing Names Plaque for OHMF Memorial*: C/F to next meeting

129.3. *Notices for Cross References to Other Memorials*: C/F to next meeting

129.4. *Beacons of Light - 11 November 2018* (Email dated 5 Jan 2017 from Bruno Peek LVO OBE OPR): Members expressed their keen interest in getting involved in this event (see Annex 2 for details). The Group recommended that FTC confirms our involvement by sending the requested details to Bruno Peek as a matter of priority. **[R1]**

129.5. *Plan for Publicity*: Events will be publicised via FTC website, local press, social media, posters & leaflets in due course. It was noted that there may be a possibility of availing of space on FTC's page in Frodsham Life.

130. Any Other Business

130.1. *War Memorials Condition Survey – Response to Martin Meredith, Civic Voice*: Pammi had sent an email to Martin informing him of the Group's inability to participate in the project because of lack of resources and giving him contact details for St Laurence & Frodsham Methodist churches.

130.2. *Remembrance Services*: Members discussed arrangements for future Services in view of change of personnel in the Royal British Legion (Frodsham Branch). It was noted that Geoff was helping Tracy Footit to organise the Services for 2017 but much detail was still to be clarified. Allen offered to follow-up with Diane McNamara, Branch Treasurer. **AW**

131. Items for Future Meetings

131.1. *Grant Application for Renovation of St Laurence War Memorial.*

131.2. *Zeebrugge Campaign - Frodsham's Hero* (Isaac Lawless/Leonard Ellams) (2018)

131.3. *Exhibition at CPAC (2018)*

131.4. *Peace Celebrations* (Church Service, Participation in Festival in the Park Re-enactment/Tea Party – Refer to 1919 celebrations programme) (2019)

131.5. *Memorial Field – Reference(s) in Parish Magazine*

131.6. *Books – Progress*

i. *Commemorative Book*

ii. *Historical Record of WW1 WG's Work*

132. **Next Meeting** will be held on Wednesday 15 February 2017 at 18.15 at Frodsham Library, Princeway, Frodsham.

Meeting Closed at 19.40pm

Recommendations (Subject to Approval by FTC)

Following due consideration, the Group recommended that FTC:

R1: The Group recommended that FTC confirms our involvement in “Battle's Over - Beacons of Light - 11 November 2018” by sending the requested details to Bruno Peek, LVO OBE OPR as a matter of priority.
[Item 129.4]

Frodsham Town Council
World War 1 Commemoration Working Group
Income & Expenditure Record
FY 2016-17



Income			
Date	Description	Income	Comments
11 Jan 2016	Budget Allocation	£2,500.00	Ref: Minutes of FTC Budget Meeting held on 11 Jan 2016, Item 160.
3 Jul 2016	1 x 'From Battlefield to Blighty' @ £10.99 each	£10.99	Cash
	1 x Commemorative Bookmarks @ £1 each	£1.00	Cash
30 Oct '16	1 x 'From Battlefield to Blighty' @ £10.99 each	£10.99	Cash
	1 x Commemorative Bookmarks @ £1 each	£1.00	Cash [T2278]
Total		£2,523.98	

Expenditure (Authority to spend delegated by FTC to Town Clerk on 27 May 2014 (NOTE: EP = Executive Powers))					
Date Approved By FTC	Item	Estimated Expenditure	Actual Expenditure (Ex-VAT)	VAT¹	Comments
EP 16 May '16	Church of England PS - Art Supplies	£150.00	£105.73	0.00	T4969 Cheque 206162
EP 30 Jun '16	St Luke's PS – Art Supplies	£150.00	£112.12	0.00	T5023 Cheque 206514
EP 9 Sep '16	Battle of the Somme DVD	£20.00	£36.78	0.00	T5102 Cheque 206566
	The Somme Map	£20.00			
EP 10 Oct '16	Invoice - W H Smith (Expense incurred on display materials by Ken Crouch)	£20.00	19.95	0.00	T5139 Cheque 206583
EP 13 Jan '17	Donation to RBL (In lieu of payment for souvenir programmes for the opening of the Cascade)	£20.00	£20.00	0.00	T5269 Cheque 206671
	Manor House PS – Art Supplies	£150.00			
	Weaver Vale PS – Art Supplies	£150.00			
Total		£680.00	£294.58	0.00	

¹ VAT is refundable

Annex 2

Battle's Over – A Nation's Tribute 11th November 2018

On the 3rd August 1914, Britain's Foreign Minister, Sir Edward Grey, was looking out of his office window. It was dusk, and gas lights were being lit along London's Mall, leading to Buckingham Palace, when he remarked to a friend, "The lamps are going out all over Europe; we shall not see them lit again in our lifetime". Our country was about to be plunged into the darkness of the First World War, and it would be four long years before Britain and Europe would again experience the light of peace

In commemoration and remembrance of the end of the war and the many millions who were killed or came home dreadfully wounded, a chain of 1,000 beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories at 7pm on the 11th November 2018 – a century after the guns fell silent.

You will be pleased to know therefore, that more than 320 town and parish councils have already confirmed their involvement, and will be lighting a beacon at 7pm on 11th November 2018, as part of their plans for this important anniversary that day.

The event will also commemorate the huge army of men and women on the home front who, often in dangerous and exhausting conditions, underpinned the war effort - keeping the wheels of industry turning, bringing the harvests home and ensuring the nation did not starve.

The beacons will symbolise the 'light of hope' that emerged from the darkness of war, and we hope that your council and local community will join us in this important national commemoration on Sunday 11th November 2018, especially as the majority of you would have had a previous member of your family involved in this four year conflict, so will become a personal tribute in their memory.

Detailed co-ordination begins in April 2017, when we will publish a special *Guide to Taking Part*, similar to that produced for Her Majesty The Queen's Birthday Beacons on 21st April this year. If you can confirm your involvement before the end of March 2017 we will be able to include your organisation in the guide's acknowledgements pages before it is distributed to others encouraging their involvement too.

The reason for sending this information so far in advance, is because we understand from those already participating, they have started to plan their events for this commemoration.

Participating councils, organisations and community groups will receive a special certificate as a permanent reminder of their involvement in this special tribute.

There are a number of cost-effective ways of participating in the chain of beacons.

- (1) Use existing beacon braziers on tall wooden poles erected in 1988 and for other recent anniversaries.
- (2) Use gas-fueled beacons lit for The Queen's Diamond Jubilee in 2012.
- (3) Use the gas-fueled VE beacons lit to commemorate the 70th Anniversary of VE Day in 2015.
- (4) Use the gas-fueled beacons lit for The Queen's 90th birthday in April this year.
- (5) Build a traditional bonfire beacon.

I would be grateful if you would confirm your involvement by providing me with the following details as soon as possible to ensure that you are included in the guide when published, and put on the events website at the end of April 2018.

Name of organisation:

Name of beacon co-ordinator:

Address of beacon co-ordinator:

Telephone number:

Mobile number:

Email:

County:

Country:

Beacon location:

Please confirm if your beacon will be open to the public or will be lit at a private event for family and friends. This is important because private beacons will not be included in the acknowledgements pages of the guide but will be included in the list kept in memory of this unique occasion.

When planning your beacon, your local newspaper could help you in contacting a relative of someone who served their country in WWI so you can invite them to light your beacon. This will also help you to gain media coverage for your event while providing a personal and touching aspect to the occasion, so do hope your council will join us in this special tribute and look forward to hearing from you soon.

Yours sincerely,



Bruno Peek LVO OBE OPR

Pageantmaster

Battle's Over - A Nation's Tribute 11th November 2018

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