

Frodsham Town Council

Minutes of a meeting of
the Community Committee
held on Tuesday 15 August 2017 at 7pm
Castle Park, Frodsham



Present: Cllrs F Pennington (Chair), C Ashton, D Critchley, J Critchley, L Jones, M Poulton and P Williamson
Mrs H Catt (Town Clerk)

In Attendance: Mrs P Scott

Meeting 3

No	Item
33	Apologies for absence Apologies were received from Cllrs L Brown, M Neild, A Oulton and M Parker. Apologies were also received after the meeting from Cllr F Sutton. It was noted that Cllr V Kirk had resigned from the council and was therefore no longer a member of the committee.
34	Declarations of Interest Cllr Poulton declared an interest as his family are members of the Showman's Guild of GB.
35	Minutes of Meeting 2 – 18.07.17 It was agreed to amend the minutes to add a statement into Item 29 – 'Cllr Pennington thanked Cllr Neild for getting the railings and gates listed' – proposed and seconded by Cllrs M Poulton and J Critchley. Following this amendment, the minutes were approved and signed as a true record.
36	Opportunity for Public to Speak
36.1	Mrs P Scott – Bus Shelter Challenge. Cllr Poulton had been in touch with CWAC who would not allow the dressing of any working bus shelters. Mrs Scott had prepared a project plan, including a SWOT analysis which identified risks such as ASB and vandalism. She will contact CWAC to check this out. Cllr Pennington pointed out that the bus stop outside Morrisons did not belong to FTC – TC will check this out. Mrs Scott pointed out that the bus stop opposite the Netherton Arms is being overgrown by trees which could damage the shelter.
36.2	Other – None.
37	Bus Shelter Challenge This item was deferred to allow time for further research. Cllr Critchley suggested that the competition could be about the planters, currently owned by CWAC, with companies and organisations taking responsibility for a planter for the year.
38	Play Areas
38.1	<u>Maintenance Programme</u> The schedule of work is still being drawn up before going out to tender.
38.2	<u>Churchfields</u> The contractor that fitted the flooring is attending in the morning (Wednesday 16 August 2017) at 9am to look at the issues raised in the Annual Inspection. The company that supplied the equipment has not yet set a date for a visit– TC to chase.
39	Over 70s Voucher Scheme
39.1	There had been issues last year where people said they had put their applications into a box in a shop but it hadn't been received in the office. TC to discuss with the Admin Officer how to register which forms come from which box location. It is important that councillors make their deliveries within the timescale set by the scheme. All deadlines will be strictly enforced. It was agreed that the budget will be expanded to meet the demand so the first come first served principle will not be applied – proposed and seconded by Cllrs J Critchley and M Poulton. After these amendments, the timetable and rules for the scheme in 2017 were agreed.
39.2	The advertising of the scheme in Frodsham Life @ £300+VAT and the printing of the new-style vouchers @ £175+VAT were agreed – proposed and seconded by Cllrs Poulton and J Critchley.

Committee Members: Cllrs L Brown, C Ashton, D Critchley, J Critchley, L Jones, V Kirk, M Neild, A Oulton, M Parker, F Pennington, M Poulton, F Sutton & P Williamson
Town Clerk: Mrs H Catt

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No	Item
40	<p>Field Rental Applications</p> <p>It was agreed to allow Silcocks Fair to use of the community field 31 August to 3 September subject to the usual conditions*.</p> <p>It was suggested that TC contact Round Table to suggest they get a contractor to remove the turf before the bonfire so it can then be re-laid afterwards.</p>
41	<p>Allotments</p>
41.1	<p>Cllrs J Critchley & M Poulton had attended the Allotment Training Event with the Admin Officer. They had all found it interesting.</p> <p>It was agreed generally that training is important for staff and councillors.</p>
41.2	<p>It was agreed to approach CWAC about asset transfer of Ashton Drive Allotments – proposed and seconded by Cllrs M Poulton and J Critchley.</p>
41.3	<p>It was noted that Townfield Lane Allotments are holding their Open Day on Saturday 19 August 2017</p>
42	<p>Hanging Baskets 2018</p>
42.1	<p>It was agreed to start the tendering process for 2018 – proposed and seconded by Cllrs M Poulton and J Critchley. The paperwork was also agreed with separate quotes being invited for the watering. Concern was expressed that the cheapest isn't always the best.</p>
42.2	<p>It was agreed to start discussions with CWAC about taking responsibility for other planter maintenance. TC will arrange a survey, particularly how many planters are to be considered, and arrange a meeting with CWAC to discuss further.</p>
43	<p>Memorial Gates</p> <p>It was agreed that the area behind the railings, especially the site of the commemorative trees, should be added to the SLA next year. In the meantime, TC will ask FM to trim around the trees as he has already cleared behind the railings.</p> <p>There has been no progress with the railing repairs.</p>
44	<p>Frodsham Christmas Festival</p>
44.1	<p>The minutes of the Christmas Festival Planning Group and the decision made were noted. Several issues were raised including:</p> <p>Closure of the Recycle Centre – this is already an issue with it closing on Tuesdays and Thursdays – TC to ask if it could be open an extra day during the week either before or after the Christmas Festival, i.e. the last week in November.</p> <p>Fireworks – could the time the fireworks are to take place be advertised, including the first firework indicating the switch-on of the lights?</p> <p>Path from Blue Hatch down to the car park – TC reported that there would be an extra lighting tower on the car park to improve the lighting in this area.</p>
44.2	<p>The projected budget expenditure of £6,848 was noted although not all the quotations are in, so may be subject to change.</p>
45	<p>New Year's Eve Fireworks</p>
45.1	<p>The Incident Report was noted. TC will get quotes for professional marshalling. Also, to ask firework display suppliers to provide marshalling.</p>
45.2	<p>Further research will be carried out into alternative sites for the setting off the fireworks before any decisions is made by the quotation for the display itself.</p>
46	<p>Catenary Wires</p> <p>It was agreed to get the anchor points checked @ £805+VAT - proposed and seconded by Cllrs M Poulton and J Critchley. There will a visual inspection of the wires at the same time.</p>
47	<p>Christmas Lights</p> <p>The annual maintenance on the Christmas Lights was agreed @ £950+VAT proposed and seconded by Cllrs M Poulton and J Critchley. TC to ask that they replace the bulbs like for like and check the length of time that the lights are on each day.</p>
48	<p>Local Councils Excellence Awards</p> <p>It was agreed that we should submit some nominations and that a small working group consisting of Cllrs J Critchley, M Poulton and C Ashton would work with AO to draft nomination, which will be presented to the next meeting for agreement.</p>
49	<p>Clerk's updates</p> <p>Daily Telegraph – Mr P Vickery has reported that the Daily Telegraph are doing an article on Frodsham which will be in the weekend edition on 16 September.</p>
50	<p>Next meeting – 19 September 2017</p>

Meeting closed at 8.25pm.

* Following the meeting it was realised that a function on the Saturday 2 September had been agreed at the last meeting so the Fun Fair was a double booking.