

Frodsham Town Council

Minutes of a meeting of
The Community Committee
held on Tuesday 19 September 2017 at 7pm
In the Town Council Office, Castle Park, Frodsham



Present: Cllrs F Pennington (Chair), D Critchley, J Critchley, M Nield, M Poulton, A Oulton and P Williamson.
Mrs H Catt, Town Clerk.

In Attendance: Cllr T Reynolds and Mrs P Scott.

Meeting 4

No	Item
51	Apologies for absence Apologies had been received from Cllrs C Ashton, L Brown, L Jones and M Parker. Cllr F Sutton has resigned from the committee.
52	Declarations of Interest Cllr F Pennington – London Road Allotments. Cllrs M Nield, P Williamson & A Oulton – Park Lane Cllr Poulton - St Laurence's PCC, Deanery Synod and Diocesan President for the Children's Society for Chester Diocese.
53	Minutes of Meeting 3 – 15.08.17 Cllr Reynolds pointed out that the item on Bus Shelter Challenge (36.1 & 37) had been missed of the current agenda. It was agreed that it should be included in the full council agenda on Monday 25 September – proposed and seconded by Cllrs J Critchley and D Critchley. The minutes were approved and signed as a true record.
54	Opportunity for Public to Speak Mrs Scott reported back on her research to support the Bus Shelter Challenge project. PCSO Flanagan had confirmed that there had been no ASB reported at the bus shelter opposite the garage on Bridge Lane. CWAC Officer Mr Wild had been speaking to the supplier of the shelters about the idea and suggested a meeting with CWAC officers from Highways, FTC and the supplier to discuss further. Cllr J Critchley suggested the PCSO should be invited too. This will be discussed at the FTC meeting on Monday. TC confirmed that, due to her holidays and work pressures, she had been unable to do any work on this matter.
55	Play Areas
55.1	<u>Churchfields</u> The way the contract had been let for the development of the new play area was causing issues and lessons needed to be learnt for future play area refurbishments to only use one company. The play equipment supplier has offered to replace the faulty equipment free of charge but we would need to pay the delivery charges of £100+VAT for the tunnel and £15+VAT for the swing. The building contractor would charge £850+VAT to refit the tunnel. The flooring contractor's report shows that the existing floor material (Rubber Mulch) is unsuitable for hard wear areas and should be replaced with wet pour in those areas at a cost of £1,278+VAT. Rubber Mulch was used to keep the costs down at the time. It was agreed that TC will contact Helsby Parish Council to ask them about the surface of their play area and present a full report outlining all costs to the next meeting.
55.2	<u>Townfield Lane</u> The new lease had been amended to reflect the changes we had asked for and had involved advise from our solicitor. It was agreed to recommend to council that the 25-year lease be signed – proposed and seconded by Cllrs J Critchley and M Poulton. R1 The rent for this year is still outstanding and will be paid once an invoice is received. TC will arrange another working group meeting in mid-October following consultation with the resident members. TC has visited the site with 3 play equipment companies and shared with them the thoughts of the Working Group. To date she has received one quotation and is expecting the others in early October.

Committee Members: Cllrs L Brown, C Ashton, D Critchley, J Critchley, L Jones, M Nield, A Oulton, M Parker,
F Pennington, M Poulton, F Sutton & P Williamson
Town Clerk: Mrs H Catt
Frodsham Town Council, Castle Park, Frodsham WA6 6SB
Tel: 01928 735150 Email: council@frodsham.gov.uk Website: www.frodsham.gov.uk

No	Item
55.3	<p>Park Lane Play Area Cllr M Nield and P Williamson had met with the Play Companies Project Manager and finalised the proposals. Total costs were £31,907+VAT, including work on the fencing to allow for the benches. The company has provided a Certificate of Guarantee for all the equipment & surfacing. There is an 8 week leadtime after the order is placed and the work will take approximately 2 weeks. There was capacity in the budget to allow for the repointing and repair of the walls – TC will get quotes. Also a resident has offered to pay for a memorial to the Fire Service personel who used to work at the old fire station on Park Lane to be erected on the back wall – this was agreed in principle. The tree in the right hand corner of the play area will be removed and the cherry trees on the left retained. It was agreed to recommend to council the final design, costs (£31,907+VAT) with payment 50% in advance & 50% on completion and timetable for the new play area – proposed and seconded by Cllrs M Poulton and A Oulton. R2.</p>
56	<p>Field Rental Applications No rental applications have been received.</p>
57	<p>Allotments CWAC would be interested in discussing the asset transfer of Ashton Drive Allotments. It was agreed that TC would organise a meeting to discuss this further.</p>
58	<p>Hanging Baskets 2018</p>
58.1	<p>It was agreed to recommend to council that the provision of the hanging baskets contract should rolled over for a second year. The current baskets need to be taken down and this was to have bben part of the new tender process. The current contractor has quoted to take the baskets down and store them until next year at £375+VAT – proposed and seconded by Cllrs M Poulton and A Oulton. R3. Consideration of the watering contract can be dealt with later.</p>
58.2	<p>CWAC are interested in considering transfer of responsibility of other planter maintenance to FTC, as has happened in other areas. It was agreed that TC would arrange a meeting and Cllrs F Pennington and M Poulton should attend. TC will ask for a list of planters.</p>
59	<p>Frodsham Christmas Festival The minutes of the Christmas Festival Planning Group held on 30 August and the decision made were noted. There is a problem finding generators and lighting towers as the usual supplier has been taken over by another company and have quoted twice the expected price.</p>
60	<p>New Year's Eve Fireworks</p>
60.1	<p>Potential sites for the fireworks display were discussed including Salt Works, Marshlands and the Community Field. It was agreed to ask full council to consider the following options:</p> <ul style="list-style-type: none"> • Leave the display where it is with professional marshals • Move to a site with no spectators • Don't hold the fireworks display. R4 <p>TC will ask the Firework Companies that have quoted the cost of professional marshalling.</p>
60.2	<p>The decision about the quotation for NYE Firework on 31 Dec 2017 was deferred.</p>
61	<p>Local Councils Excellence Awards The recommendations from the working group were noted. Six nominations will be submitted before the deadline on 29 September.</p>
62	<p>Benches</p>
62.1	<p>Repairs to benches on Ship Street and Townfield Lane TC will contact the company that has quoted and confirm that the wood being used is at least 1 ½ inches thick timber will be used or ask for another quotation.</p>
62.2	<p>Repainting of 30 benches After discussion it was agreed to recommend to council to agree the quotation for the refurbishing the benches @ £1,001.50+VAT – proposed and seconded by Cllrs M Poulton and A Oulton. R5.</p>
62.3	<p>Bench at the bridge in Church Street CWAC are unable to fully fund the new bench (£549.24) and have asked if FTC can contribute 50%. It was agreed to contribute £274.62 towards the cost of the new bench – proposed and seconded by Cllrs M Poulton and J Critchley. R6.</p>
63	<p>Individuals in Crisis This scheme is not aimed at parish councils.</p>
64	<p>Cemetery</p>
64.1	<p>It was agreed that TC will arrange for a RADAR lock to be fitted as soon as possible to the toilets at the cemetery and the funeral directors will be advised about where to get keys.</p>

No	Item
64.2	Cllr Pennington had raised concerns about the pile of sticks left behind a Christmas tree at the top of the field and the clearing of the ivy from the cemetery building. TC had taken photographs of the two areas and explained that the Facilities Manager is in the process of dealing with both issues.
65	Bellemonte Road Cllr Jones had suggested that a planter should be placed in the area where the telephone box used to be. Cllr Ashton had reported that the area is being used by the pub for customers to sit outside. It was agreed to leave the area clear.
66	Clerk's updates Church Street Noticeboard – The licence has been received. TC will get a quotation for the installation. Frodsham Community Association has sent out their affiliation renewal form. This lists ex-Cllr Wakefield as FTC's representative. We currently do not have FCA on our external body list so this will need to be reviewed. Junior Mayors – Weavervale have let us know who the 2 new Junior Mayors will be and they will be attending the council meeting on Monday for investiture. M56 11a Junction – the preferred route has been decided. It was agreed to invite a representative to a future council meeting to give a presentation. Fire Station Open Day – Saturday 23 September 11am – 3pm.
67	Next meeting – 17 October 2017

Meeting ended at 8.40pm.

R1. To agree to sign the 25-year lease for Townfield Play Area – proposed and seconded by Cllrs J Critchley and M Poulton.

R2. To agree the final design, costs (31,907+VAT) with payment 50% in advance & 50% on completion and timetable for the new play area at Park Lane – proposed and seconded by Cllrs M Poulton and A Oulton.

R3. To agree to rolled over the provision of hanging basket cointract for a second year and to get the current contractor to take the baskets down and store them until next year at £375+VAT – proposed and seconded by Cllrs M Poulton and A Oulton.

R4. To consider the following options for the New Year's Eve Fireworks:

- Leave the display where it is with professional marshals
- Move to asite with no spectators
- Don't hold the fireworks display.

R5. To agree the quotation for the refurbishing the benches @ £1,001.50+VAT – proposed and seconded by Cllrs M Poulton and A Oulton.

R6. To agree to contribute £274.62 towards the cost of the new bench – proposed and seconded by Cllrs M Poulton and J Critchley.