

Frodsham Town Council



Minutes of a Meeting of Frodsham Town Council

held on Monday 24 July 2017 at 7pm
at Castle Park House, Castle Park, Frodsham.

Present: Cllrs J Critchley (Chair), L Brown, D Critchley, L Jones, P Martin, M Nield, A Oulton, M Parker, F Pennington, M Poulton, T Reynolds, F Sutton & P Williamson.
Mrs H Catt (Town Clerk) & Ms L Kenny (Admin Officer).

In Attendance: Superintendent Peter Crowcroft, CWAC Cllrs K Shore, L Riley & A Dawson, 2 CWAC Officers, PCSO, 1 member of the press and 8 members of the public.

Meeting 4

No	Item
45	Apologies Apologies had been received from Cllrs C Ashton & V Kirk.
46	Declarations of Interest Cllr F Pennington – London Road Allotments, Frodsham Stroke Club and INEOS Cllr M Nield – Park Lane and Red Lion Bowling Club Cllrs 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. Cllrs F Sutton, L Jones & D Critchley – Frodsham Youth Association
47	Minutes of the Meeting No1 – 22 May 2017 The minutes were approved and signed as a true record – proposed and seconded by Cllrs M Poulton & D Critchley.
48	Minutes of the Meeting No2 – 22 May 2017 The minutes were approved and signed as a true record – proposed and seconded by Cllrs M Poulton & D Critchley.
49	Minutes of the Extraordinary Meeting No3 – 20 June 2017 The minutes were approved and signed as a true record – proposed and seconded by Cllrs M Poulton & F Pennington.
50	PCSO Arrangements Superintendent Peter Crowcroft reported that previous feedback from FTC had been fed into HQ. There are currently no vacancies in the PCSOs around the county. Neil is the embodiment of what a PCSO should be. There had been a misunderstanding about the transport issue & Neil does have access to a vehicle. He confirmed that each CWAC ward would have a named PCSO offering the standard service but councils could pay for additional services. Shortly Neil will be able to book in at Frodsham and therefore have more time here. He confirmed that Neil and Jon (Helsby PCSO) also cover Kingsley Ward, which includes Sutton Weaver and Norley. It would be utopia if Neil could spend 100% of his time in Frodsham but service priorities sometimes required him to work elsewhere but there are times when additional officers attend Frodsham. PCSOs are having an advanced role and more training. Cllrs J Critchley & M Poulton will be attending the PCC Parish meeting and will raise the issue about Police presence in Frodsham.
51	CWAC CWAC Cllr Shore, Portfolio Holder for Environment, supported by Mr Simon Lammond, Senior Manager for Streetscene commissioning attended to address concerns raised by councillors regarding CWAC services in Frodsham. Although there had been an increase in fly-tipping across Cheshire it did not appear to be linked to the closure of Recycling Centres. CWAC had taken the decision to closure some Centres for a couple of days a week and keep them open rather than closing them down altogether. There will be a review in April. There is an issue with commercial waste and CWAC are considering

Town Clerk: Mrs Hazel Catt

Frodsham Town Council, Castle Park House, Castle Park, Frodsham WA6 6SB

Tel: 01928 735150 Email: council@frodsham.gov.uk Website: www.frodsham.gov.uk

Frodsham Town Council

	<p>allowing some trade waste at the new Recycle Centre in Bumpers Lane and this could be rolled out to other Centres.</p> <p>There have been a lot of complaints from residents to FTC councillors about poor maintenance of public spaces, street cleaning and bin emptying including Salt Works, Castle Park and the streets in the Town. Cllr Shore acknowledged there had been some problems during the recent restructure with staff working in areas they don't know, needing training on new equipment and the roll out of a new computerized system. Issues with trees and parks should be referred to the Portfolio holder for Community. There is 12-week consultation on the Tree Strategy at the moment.</p> <p>Car Parking Strategy. There has been great concern about the introduction of charges for parking in Frodsham, which could displace parkers into residential streets or even to Helsby. An Action Plan is being developed for each area, including Frodsham. There is still a further 3 weeks consultation on the Frodsham Action Plan. Concern was expressed about the increasing pressure on the Station Car Park when the Halton Curve opens next year as it is already full of commuters.</p>
52	Right for the public to speak
52.1	<p>PCSO</p> <p>Neil accepted some responsibility for getting things a bit wrong about the vehicle issue. He gets great support from supervision. He is now fully trained on TruCam and so report speeding drivers directly to Cheshire Road Safety Group. Parking around schools remains an issue and he is working with Sharon Marshall, CWAC Officer, to develop Parent Schemes at each school. The summer walks with councillors have been successful and he is thinking of doing another round of walks in the winter. He has arranged a residents' meeting on 12 October at Frodsham CE School for Overton & Five Crosses Ward. Although his role is changing he will still be doing the 'Lets Walk' scheme with Years 3 & 4 pupils starting in September at Weaver Vale School. There had been a Pub Watch meeting recently when increase in alcohol related incidents had been raised. The possibility of introducing CCTV has been raised. There was support from FTC councillors and Cllr Dawson for this and matrix signs.</p> <p>There will be a Panna Football event at Saltworks Car Park on 7 August 1-3pm. Police Surgery in August will be on Wednesday 9 August 11am-12noon at Castle Park House.</p>
52.2	Alan McGann did not attend.
52.3	<p>Mrs F Sutton – Frodsham Youth Association</p> <p>As a Trustee of FYA she asked FTC to reconsider the reduction in grant next year. The Association is doing lots of very good work with young people including Duke of Edinburgh Gold, Silver & Bronze Awards, LGBT Group and new work around mental health with a training counsellor.</p>
52.4	Other – none.
53	Finance Management: 01.05.17 – 30.06.17 - The finance report was noted. Cllr Pennington asked why the budget on the front page was £2,500 short. TC explained that this was the budget for WW1 Commemorative Group which isn't shown.
53.1	<p>Paid Expenditure</p> <p>It was noted that the total expenditure in May & June 2017 was £42,653.73 (£24,628.04 & £18,025.69).</p> <p>Cllr Reynolds queried why the salary figure in June was high compared to other months – TC to investigate and report back to councillors.</p>
53.2	<p>Received Income</p> <p>It noted the total receipts in May & June 2017 was £8,710.06 (£3,562 & £5,148.06).</p>
53.3	<p>Bank Reconciliation</p> <p>It was noted that, after all considerations total cash balances at the end of June 2017 were £405,199.46.</p>
54	Committee Minutes
54.1a	<p><u>Environment Committee</u> – 6.06.17</p> <p>The minutes of the meeting and the decisions taken were noted.</p>

Town Clerk: Mrs Hazel Catt

Frodsham Town Council, Castle Park House, Castle Park, Frodsham WA6 6SB

Tel: 01928 735150 Email: council@frodsham.gov.uk Website: www.frodsham.gov.uk

Frodsham Town Council

	<p>Item 9 - Cllr Pennington asked about the trees on Howey Lane – Cllr Oulton and FM haven't been able to carry out the survey of the trees at Churchfields yet due to work and holiday commitments.</p> <p>Item 11.2 – Cllr Reynolds suggested that Hoverforce should be invited to speak at a meeting. Their planning application will be considered at the next CWAC Planning Committee on 1 August.</p>
54.1b	<p><u>Environment Committee</u> – 4.07.17</p> <p>The minutes of the meeting and the decisions taken were noted.</p>
54.2a	<p><u>P&P Committee</u> – 12.06.17</p> <p>The minutes of the meeting & the decisions taken were noted. It was agreed, proposed and seconded by Cllrs M Poulton and F Pennington, to take Recommendations 1, 2, 3, 4, 6, 7, 8 & 9 on block.</p> <p>R1. To reduce the quorum for meetings of Finance Scrutiny Sub-committee to 3 in the Terms of Reference – proposed & seconded by Cllrs M Poulton and F Pennington.</p> <p>R2. To increase the limit in 2.1.iii to £250 in the Methodology for the Effective Execution of Executive Powers for Budget Holding Committees – proposed & seconded by Cllrs F Pennington and M Poulton.</p> <p>R3. To recommend the amended Financial Regulations for approval – proposed & seconded by Cllrs F Pennington and D Critchley.</p> <p>R4. To recommend the amended Publications Scheme for approval – proposed & seconded by Cllrs F Pennington and D Critchley.</p> <p>R6. To transfer the WW1 Commemorative Working Group to the Arts Centre Trust together with the budget allocation of £2,400 and the Mayor's Fund donation of £500 for St Laurence War Memorial Restoration – proposed & seconded by Cllrs F Pennington and A Oulton.</p> <p>R7. To approve the current process for handling requests made under the Freedom of Information and Data Protection Acts.</p> <p>R8. To approve the Press/Media Policy unamended.</p> <p>R9. To increase the Chair/Mayor's Allowance to £1,000, the additional £350 to come out of the soft reserves contingency budget – proposed & seconded by Cllrs F Pennington and M Poulton.</p> <p>TC clarified that this allowance is available for both the Chair and Mayor to use.</p> <p>All the above Recommendations were agreed.</p> <p>R5. To recommend the grant to Frodsham Youth Association for 2017-18 should be £8,000 with a planned reduction to £6,000 in 2018-19 – proposed & seconded by Cllrs M Poulton & D Critchley.</p> <p>After discussion an amendment, proposed and seconded by Cllrs Reynolds and Martin, was agreed, to delete 'with a planned reduction to £6,000 in 2018-19'.</p> <p>The amended recommendation 'To recommend the grant to Frodsham Youth Association for 2017-18 should be £8,000.' was agreed.</p>
54.2b	<p><u>P&P Committee</u> – 10.07.17</p> <p>To note the minutes of the meeting, the decisions taken and the following recommendations:</p> <p>R1. - Council should resolve that it now meets the criteria for eligibility for the General Power of Competence. Proposed & seconded by Cllrs M Poulton and J Critchley.</p> <p>R2. – To adopt the Action Plan for 2017-18.</p>
54.3a	<p><u>Community Committee</u> – 20.06.17</p> <p>To note the minutes of the meeting, the decisions taken and agree the following recommendation:</p> <p>R1. To approve the revised Events Protocol.</p>
54.3b	<p><u>Community Committee</u> – 18.07.17</p> <p>To note the minutes of the meeting, the decisions taken & agree the following recommendations:</p>

Frodsham Town Council

	R1. It is formally proposed that council reconsiders holding the Remembrance Service at the War Memorial – proposed & seconded by Cllrs M Poulton and A Oulton.
54.4a	<u>Planning Committee</u> – 26.06.17 To note the minutes of the meeting and the decisions taken.
54.4b	<u>Planning Committee</u> – 17.07.17 To note the minutes of the meeting and the decisions taken.
54.5	<u>Cemetery Committee</u> 20.07.17 To note the minutes of the meeting, the decisions taken and any recommendations
55	Working Group Records
55.1	<u>WW1 Commemorative Working Group</u> To note minutes of the Working Group meetings held on 17.05.17, 14.06.17 & 12.07.17.
55.2	<u>Neighbourhood Plan Steering Group</u> To note minutes of the Steering Group meetings held on 18.05.17, 1.06.17, 29.06.17 & 13.07.17.
55.3	<u>Christmas Festival Working group</u> To note the next meeting is on Wednesday 26 July, 2pm at the Arts Centre.
56	Office Accommodation - To receive an update and agree any actions.
57	Internal Audit Report 2016-17 To note the Internal Audit Report and the four minor issues raised.
58	Annual Town Meeting Item deferred as subject to current Code of Conduct proceedings.
58.1	To review the arrangements for 2017.
58.2	To discuss and agree arrangements for 2018.
59	Play Area Plans
59.1	Park Lane – To receive a project plan. To discuss and agree any actions.
59.2	Townfield Lane – To receive an update on the Townfield Lane Play Area. To agree to take forward the proposals, contacting equipment companies and seek quotes.
60	CWAC Cllrs' Report - To note.
61	Chair's Report - To note
62	Mayor's Report - To note.
63	Clerk's Report - To note any information items.
64	Date of next meeting - Monday 25 September 2017
PART B	
65	Townfield Lane If required to discuss confidential matters.
66	Ship Street If required to discuss confidential matters.
67	WW1 Commemorative Working Group If required to discuss confidential matters.