

Frodsham Town Council
World War 1 Commemoration Working Group
Record of Meeting
Held On Wednesday 14 June 2017 at 18.15
At Frodsham Library, Princeway, Frodsham



Present: Geoff Abnett Ros Caldwell Ken Crouch Kath Hewitt Heather Powling Don Rustage
 Pammi Taylor Allen Wales

Apologies: Jenny Evans Sara Wakefield

Speaker: Cllr Judith Critchley

Observer: Dennis Taylor

Meeting 1

ACTION

Part B

Cllr Critchley attended the meeting to discuss the future of the Group with members. The discussion took part as a confidential item before the meeting. Outcome of the discussion is detailed below.

- a. **Options:** Cllr Critchley explained that in view of Councillors inability to attend the Group's meetings, the Group could not continue to operate as a Working Group of Frodsham Town Council (FTC). There were two options for members to consider, viz:
 - i. Disbanding the Group, and.
 - ii. Transferring the 'hosting' of the Group to a local charitable organisation. Tentative discussions between FTC & Castle Park Arts Centre (CPAC) Trust had already taken place and the Trust had indicated its willingness to accept the transfer.
- b. **Financial Arrangements:** Cllr Critchley said that in the event of the Group accepting Option 2, FTC will transfer the remainder of the Group's budget for the current financial year to CPAC Trust who would hold it as a 'ring-fenced' amount for use by the Group. The arrangement will provide for unused monies to be carried forward to the next financial year.
- c. **Group Members' Vote:** Members rejected Option 1 as it would result in the abandonment of in-progress and planned projects. The proposal to accept Option 2 was carried subject to clarification, in writing by FTC, of matters raised by members. The vote was:
 - For: 7
 - Abstention: 1
- d. **Timetable for Transfer to CPACT:** It was noted that FTC will consider the matter at its next meeting – scheduled for 24 July.

Members thanked Cllr Critchley and extended an invitation to her to stay on for the Group's meeting, which she accepted.

Part A

Members welcomed Don Rustage (Helsby resident, interested in the work of WW1 WG) to the Group.

1. **Declarations of Interest:** None
2. **Record of Meeting Held on 17 May 2017**
 - 2.1. *Acceptance:* Agreed as true & accurate.
 - 2.2. *Matters Arising:* None.
3. **Finance**
 - 3.1. *Budget 2017-18:* There were no transactions since the last meeting.
4. **Review of Actions & Progress**
 - 4.1. *Passchendaele Commemoration (21 Jul – 10 Dec 2017)*
 - i. *Cascade of Poppies at Frodsham Community Centre (13 Sep – 25 Oct '17):* Ken had nearly finished work on lists & pictures for the display board. He would email the documents to Pammi for passing to the Town Clerk for printing & laminating. **KC/PT/Town Clerk**
 - ii. *Screening "Passchendaele" (4 Oct '17) – Licensing Arrangements:* C/F.

- iii. *Scanning Day (21 Oct '17) – Exhibition*: Pammi had produced sample pictures. Members were content with the layout. Pammi would produce a set of pictures covering past events and pass electronic copies to the Town Clerk for printing & laminating. **PT/Town Clerk**
- iv. *Poppy/Wildflower Bed In Castle Park – Site Visit*: Tony Blackledge (CWaC Green Space Officer) had informed Pammi that Neil Bowdler (CWaC StreetScene Leader) had concerns about Heritage Lottery Fund conditions in respect of the Kemp Garden & surrounding area in Castle Park and had referred the matter to Pam Bradley (Senior Manager, Localities, CWaC). Pam's response was awaited. Members expressed their disappointment at the delay and, following a discussion on the uncertainty of timely completion of the project, agreed to discontinue it. Tony would be informed of the decision. **PT**
- v. *Publicity*: Nothing to report.

4.2. *Trinity Memorial*

- i. *Ceremony to Pay Tribute to Ethel Saxon (3 Sep '17)*: Members reviewed the draft 'order of service'. It was agreed to:
 - Check with Rev Andrew Emison whether it would be possible to append the Re-dedication of the Memorial to the Sunday Service to be held on Sun 3 Sep. **RC**
 - Simplify the content of the programme in consultation with Rev Emison. **RC/PT**
 - Replace “men” with “people” on the back cover of the programme in recognition of Ethel Saxon's name on the Memorial. **PT**
- ii. *Contact with Kingsland Parish Council*: Allen would make an effort to search for any of Ethel Saxon's living relatives – either in Kingsland or in Abersychan – via FaceBook. **AW**

4.3. *St Laurence Church War Memorial Renovation*:

- i. FTC had deferred its decision on the Group's recommendation and asked for clarification of the proposed expenditure. Pammi had spoken to Hazel (Town Clerk) to explain that the cost of the project would be largely met from the current financial year's budget (see also Item ii). The Council will re-consider the recommendation at its meeting on 24 July.
- ii. Members noted, with gratitude to Cllr Mallie Poulton, his donation of £500 from the Mayor's Fund for 2016-17 towards the cost of the renovation. **[NOTE: The Group had recommended that FTC approve expenditure of £1,150.00 + VAT for fully cleaning & sealing the Memorial and £900.00 + VAT for raking out existing mortar joints & re-pointing; and suggested that £1,750 could be made available by postponing expenditure on two projects to FY 2018-19 and savings from a cancelled project, leaving a difference of £300 (Record of meeting held on 17 May '17, Item 157.3 refers).]**

4.4. *Remembrance Services – Arrangements for 2017*: Neither Pammi, nor Hazel (Town Clerk) had been able to contact Len Rugen (Chair, Frodsham Branch) or another member of RBL. Allen offered to attend the next Branch meeting of Royal British Legion. Cllr Critchley offered to arrange for involvement of Liz Kenny (Administrative Officer, FTC) to support the Group for the current year's arrangements. Members accepted both offers with thanks. **[NOTE: Email of 15/6 from Allen states that RBL have confirmed their attendance at the Remembrance Services at St Laurence Parish Church and at Overton Hill Memorial.]**

4.5. *Exhibition at CPAC (16 Sep – 1 Nov '18)*: Don expressed his wish to be of help to the Group. He offered to provide documents, photographs and a model of the battle of the Somme for future exhibitions. It was noted that he would be willing to deliver lectures on WW1 at public events.

4.6. *Other Events / Activities*: None.

5. **Any Other Business**

- 5.1. *DVDs*: The Town Clerk had written to Helsby High School. Their response was awaited.
- 5.2. *OHMF War Memorial Gates & Railings – Listing*: Information on listing was not yet available. Members noted with regret that the railings had been damaged. The Town Clerk was seeking a blacksmith to carry out repairs.
- 5.3. *FTC's Annual Town Meeting*: It was noted that the meeting was scheduled for Sat 1 Jul '17 at the Parish Hall, Church Street. The Town Clerk had invited the Group to do a presentation and/or display. Prior commitments prevented members from accepting the invitation. **[NOTE: A written report on the Group's achievements had been submitted to FTC for inclusion in the ATM Report.]**

5.4. *Membership*: Fiona Barry (Leader, 1st Helsby Scouts), who had attended the Group's meeting in Nov '14 but had been unable to continue as a member because of clash of commitments, had indicated that she would be able to attend meetings in the future as the Scout's meetings were being re-scheduled. Allen had helped to arrange her trip to Belgium for the 'wreath-laying ceremony' at Menin Gate and for visiting the graves of her ancestors.

6. **Items for Future Meetings**

- 6.1. Zeebrugge Campaign - Frodsham's Hero (Isaac Lawless/Leonard Ellams) (2018)
- 6.2. Beacons of Light – 11 November 2018
- 6.3. Peace Celebrations (Church Service, Participation in Festival in the Park Re-enactment/Tea Party – Refer to 1919 celebrations programme) (2019)
- 6.4. Missing Names Plaque for OHMF Memorial
- 6.5. Notices for Cross References to Other Memorials
- 6.6. Memorial Field – Reference(s) in Parish Magazine
- 6.7. Books – Progress
 - i. Commemorative Book
 - ii. Historical Record of WW1 WG's Work

7. **Next Meeting** will be held on Wednesday 12 July 2017 at 18.15 at Frodsham Library, Princeway, Frodsham.

Meeting Closed at 19.35 pm

Members (Cllrs):	Alan Oulten	Mark Nield				
Volunteer Members:	Geoff Abnett Pammi Taylor	Ros Caldwell Sara Wakefield	Ken Crouch Allen Wales	Jenny Evans	Kath Hewitt	Heather Powling