

Frodsham Town Council



Minutes of a Meeting of Frodsham Town Council

held on Monday 27 November 2017 at 7pm
At Castle Park House, Castle Park, Frodsham.

Present: Cllr J Critchley, C Ashton, L Brown, D Critchley, R Holt, L Jones, P Martin, M Nield, A Oulton, F Pennington, M Poulton, T Reynolds, P Williamson and A Wordsworth.
Mrs H Catt (Town Clerk)

In Attendance: Nineteen Members of the public and PCSO N Flanagan.
CWAC Cllr A Dawson from

Meeting 7

No	Item
107	Apologies Apologies were received and accepted from Cllr M Parker.
108	Grants 2017 Mayor Cllr A Oulton presented the cheques to the organisations being given grants.
109	Declarations of Interest Cllr T Reynolds – items 129 Office Accommodation and 130 Judicial Review. Cllrs M Nield, A Oulton and P Williamson declared a personal interest in Park Lane play area. Cllr F Pennington – London Road Allotments, Frodsham Stroke Club and INEOS.
110	Minutes of the Meeting No 5 – 25 September 2017 The minutes were approved and signed as a true record – proposed and seconded by Cllrs F Pennington and M Poulton.
111	Minutes of the Meeting No 6 – 23 October 2017 The minutes were approved and signed as a true record – proposed and seconded by Cllrs F Pennington and M Poulton.
112	Right for the public to speak
112.1	<u>Mr T Dillon</u> – Office accommodation. Mr Dillon explained that he had lived in Frodsham for 68 years and attended most council meetings. He was not happy with the plans to move out of Castle Park House. He would like residents to have a say in the decision about any move at a special town meeting. He is concerned about parking if the office moves to being near the Station. The Chair thanked Mr Dillon for his contribution and explained that the item was in Part B as there are commercial sensitivities involved. Cllr Reynolds expressed a desire to stay at Castle Park House.
112.2	<u>Mr A Hull (Chair) and Mr I Marshall (Project Manager), Sandstone Ridge Trust</u> They outlined the work of the Trust and circulated a briefing paper. There is concern about long-term sustainability as almost all their funding is time limited – 2 or 3 years. They have been gathering evidence about what people want, their concerns, what changes they would like and what the priorities should be. They are very happy with the response they have had from FTC's Environment Committee and want to put an article in CHALC Newsletter to encourage other Parish Councils to get involved. They will continue to liaise with Environment Committee.
112.3	<u>PCSO</u> The new Police Hub had opened today in the Fire Station and this will be Neil's base from now on. There would a vehicle based at the Hub and shared by PCSOs covering Frodsham, Helsby and Rural Chester. A couple of people have been identified who were probably responsible for the recent criminal damage at the Youth Centre and Community Centre. Other activities included: Panna Football at Frodsham Youth Club. Residents meeting in Overton & 5 Crosses ward – 12 October. Christmas Festival where there were no major incidents. He gave his personal

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	<p>thanks to Mike Pusey and his team for another successful event. He will attend the follow-up meeting in January with some observations.</p> <p>Road Safety work with years 3 & 4 at Weaver Vale Primary School.</p> <p>Drug & Alcohol Awareness [presentation at Helsby High School.</p> <p>There will be a Driver Engagement Day on 16 December somewhere in Frodsham & Helsby.</p> <p>Police surgeries in December will be:</p> <p>Monday 11 10.30-11.30 Brew & Tucker</p> <p>Wednesday 13 11am-12noon Castle Park House</p> <p>Thursday 21 10-11am Castle Park House</p>
113	<p>CCTV</p> <p>The need for CCTV in Frodsham was discussed. When the matter had been brought up previously it was thought to be too expensive but changes in technology and the potential to use the funding previously allocated towards the costs of the PCSO made it a possibility. There is also the possibility of a grant from the Police & Crime Commissions and a contribution from members of Pub Watch. The type of system to be installed would need to be discussed with partners. It was agreed that Cllr Poulton would progress the idea with partners and arrange a meeting to discuss this further.</p>
114	<p>Finance Management: 01.09.17 – 31.10.17</p> <p>The finance report was noted.</p>
114.1	<p><u>Paid Expenditure</u></p> <p>It was noted that the total expenditure in September & October 2017 was £65,277.81 (£10,427.23 & £54,850.58).</p>
114.2	<p><u>Received Income</u></p> <p>It was noted that the total receipts in September & October 2017 were £5,955.27 (£3,578.76 & £2,376.51).</p>
114.3	<p><u>Bank Reconciliation</u></p> <p>It was noted that, after all considerations total cash balances at the end of October 2017 were £340,057.58. Copies of relevant bank statements were now included in the report for completeness.</p>
115	<p>Meeting Schedule</p> <p>The proposal to reduce the number of committee meetings by meeting once every two months was discussed. It was felt that this might improve the attendance levels and reduce the administrative burden on the staff.</p>
CWAC Cllr A Dawson arrived at 8pm.	
115 continued	<p>Committee chairs would be able to call additional meetings if required. It was agreed to adopt this new meeting schedule – proposed and seconded by Cllrs M Poulton & A Oulton.</p>
116	<p>Committee Minutes</p>
116.1	<p><u>Environment Committee – 7.11.17</u></p> <p>The minutes of the meeting and the decisions taken were noted.</p> <p>R1: The Terms of Reference were agreed once the 3rd bullet point in 2.1 was changed to sat Chair and Deputy Chair – proposed and seconded by Cllrs M Poulton and A Oulton.</p>
116.2	<p><u>P&P Committee – 13.11.17</u></p> <p>The minutes of the meeting and the decisions taken were noted.</p> <p>Recommendations 1,2 & 4 were agreed on bloc:</p> <p>R1. To agree to award retrospective approval to the new footpath at the Community Centre – proposed and seconded by Cllrs J Critchley and M Poulton.</p> <p>R2: To agree that Staff will claim back any spending on small items through the expenses system and it will be paid by BACS at the same time as the salaries – proposed and seconded by Cllrs M Poulton and D Critchley.</p> <p>R4. To agree that the plaques given as gifts by visitors to Frodsham should be given to the History Society – proposed and seconded by Cllrs M Poulton and T Reynolds.</p> <p>R3. Staffing Sub-committee – Cllr Reynolds proposed that External Advisers should be appointed to this sub-committee but there was no seconder. It was agreed that</p>

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	the Terms of Reference should be adopted – proposed and seconded by Cllr M Poulton and C Ashton.
116.3	<u>Community Committee</u> – 20.11.17 The minutes of the meeting and the decisions taken were noted . Cllr Nield expressed his thanks to ex-Cllr Lance Yates, who has recently died, as he provided support to Cllr Nield and to residents over Park Lane for many years. Council expressed their deepest sympathies to his family.
116.4a	<u>Planning Committee</u> – 9.10.17 The minutes of the meeting and the decisions taken were noted .
116.4b	<u>Planning Committee</u> – 23.10.17 The minutes of the meeting and the decisions taken were noted .
116.4c	<u>Planning Committee</u> – 9.11.17 The minutes of the meeting and the decisions taken were noted .
116.4d	<u>Planning Committee</u> – 14.11.17 The minutes of the meeting and the decisions taken were noted .
116.5	<u>Cemetery Committee</u> – 6.10.17 The minutes of the meeting and the decisions taken were noted.
116.6	<u>Events Committee</u> – 14.11.17 The minutes of the meeting and the decisions taken were noted. Cllr Reynolds asked for clarity about the events being planned for 2018-19. He was reassured that these were still under discussion and no decisions had been taken yet.
117	Working Group Records
117.1	<u>WW1 Commemorative Working Group</u> The minutes of the Working Group meetings held on 20.09.17, 18.10.17 & 15.11.17 were noted .
117.2	<u>Neighbourhood Plan Steering Group</u> The minutes of the Steering Group meetings held on 2.10.17, 16.10.17, 30.10.17 & 13.11.17 were noted . Cllrs Pennington and Poulton expressed concern about the length of time this was taking. Cllr Ashton reported that there had been another meeting today with CWAC Planning Officer and were taking her advice. Many Neighbourhood Plans that have already been adopted wouldn't get through examination today as the criteria that they are judged on have changed. Several Cllrs would like to attend meetings if they were in the evening – Cllr Ashton will pass that message on to the Steering Group and will circulate to council a copy of the Housing Needs Survey when it is available. P&P had suggested that representatives from NPSG should give an update presentation to a future council meeting and it might be useful to also invite CWAC, especially around housing needs.
118	CWAC
118.1	<u>CWAC Cllrs' Report</u> Cllr Dawson gave Cllr Riley apologies as she was chairing a meeting in Chester. He gave a verbal report including: Christmas Festival – he gave congratulations and well done to all the volunteers. CWAC had failed to provide additional bins and when he tried to access out of hours services the information on the website was incorrect. He has reported this. Castle Park Trust – a formal request has been made to CWAC for the Top Field, which is currently designated for housing, should be brought within the Trust. Twelve Days of Christmas – He and Cllr Riley have commissioned an app based activity around the park. This technology could be used to showcase businesses around the town. CCTV – CPT would like to be involved and contribute if the House was included in the CCTV coverage. The cost of the equipment & storage has plummeted making it more affordable. Parish Council Governance Review – there is the opportunity to request a reduction in the number of councillors. The boundaries along the estuary are under review and this could be relevant to FTC as if Protos & Igas are given permission to put in a well there will be £100,000 for community benefit. They (Igas) have promised to carry out significant community consultation. Cllr Dawson suggested that a local referendum

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	should be held paid for by the developer. Cllr J Critchley has asked CWAC what the costs of such a referendum would be but has not had a response yet.
118.2	<u>CWAC Balancing the Budget</u> Cllr Dawson asked FTC to encourage residents to take part in the consultation.
119	Integrated Risk Management Plan (IRMP) 2018/19 Cllr Oulton explained that there were no references to Frodsham in the draft Plan. There are no plans for any changes and the security of the Fire Station has been improved now that the Police Hub has been established. Special appliances are being placed in Rescue Hubs making them more accessible. There would be no council response to the consultation.
120	Member of Parliament It was agreed to seek an informal meeting with the new local MP Mike Amesbury to discuss issues relating to Frodsham and its residents – TC will liaise with his office to find a suitable date.
121	Chair's Report The Christmas Festival had been a great success once again, and everyone involved in the planning and on the day, should be thanked. She and Cllr Poulton had attended the opening of the new Police Hub at the Fire Station.
122	External Auditor It was noted that PKF Littlejohn LLP had been appointed as our External Auditor by the Secretary of State for Communities and Local Government.
123	Silver Trophies This item was deferred as it is believed that there are more silver cups in storage. These should be found when the stored items are moved into new premises over the next month.
124	Mayor's Report Cllr Oulton reported that he had been very busy with many school and club event. He has also opened new shops in the town. He was honoured to lay the first wreath at both services. He enjoyed the Christmas Festival and thanked Mike Pusey and team for all their hard work.
125	Clerk's Report – None.
126	Date of next meeting - Monday 22 January 2018 Budget Setting meeting – Monday 8 January 2018.
Meeting closed at 8.50pm	
PART B	
127	Solicitor's Services It was agreed to stay with our existing team when they transfer to DTM Legal.
128	Ship Street The valuation provided by the District Valuation Service was noted . Further discussion was deferred to P&P.
129	Office Accommodation R5. No decision was taken as further information was needed. To be updated at the next meeting.
130	Judicial Review It was agreed unanimously that TC would seek legal advice if permission is given for the Judicial Review.