

World War 1 Commemoration Working Group

Record of Meeting

Held On Wednesday 15 November 2017 at 18.15

At Frodsham Library, Princeway, Frodsham



Present: Geoff Abnett Ros Caldwell Ken Crouch Jenny Evans Kath Hewitt
Heather Powling Pammi Taylor Peter Vickery (CPAC, Ex-officio)
Apologies: Sara Wakefield Allen Wales Kim Horton (CPAC Manager)
Observer: Dennis Taylor

Meeting 7

ACTION

46. **Declarations of Interest:** None

47. Record of Meeting Held on 20 September 2017

47.1. *Acceptance:* Agreed as true & accurate subject to the following insertion:

“44.2: It was suggested that, in view of the considerable amount of information gathered through hard work by members, the Group should consider putting in place arrangements for provision of information to enquirers by individual members after the Group disbands. It was agreed to discuss options at a future meeting.”

47.2. *Matters Arising:* None.

48. Finance

48.1. *Budget 2017-18:* £34.00 was paid to Royal British Legion for two wreaths. A cheque for £50 had been sent to Paul Knight to cover expenses for his presentation on Reminiscences Day. Whether or not the cheque had been cashed needed to be confirmed. **PV**

(See Annex for updated Income & Expenditure Record).

48.2. *Estimates for 2018-19:* Estimates, supported by the Group's Action Plan, had been sent to Hazel Catt (Town Clerk) for submission to Frodsham Town Council for consideration at its November meeting.

49. Review of Actions & Progress

49.1. *Passchendaele Commemoration (21 Jul – 10 Dec 2017)*

i. *Exhibition at FCC (13 Sep – 25 Oct '17)*

- The exhibition was dismantled as planned.
- It was noted that the Cascade had become 'bare' in parts and, in view of its fragility, would need careful handling when being erected at Castle Park Arts Centre next year. Extra time would need to be allowed for carrying out repairs, using additional poppies.
- Options for the future / final disposal of the Cascade were discussed. Members considered the possibility of:
 - Offering some of the poppies to the public in exchange for a donation to a nominated charity and / or to the four primary schools as mementoes of the centenary
 - Preserving one or more small section(s) of the Cascade in frame boxes for displaying at selected venues.

The matter would be discussed further at a future meeting.

- Thanks to Frodsham Community Association, Frodsham Town Council, Paul Smith (Frodsham Health Centre) & Group members were recorded for their contribution to the success of the exhibition.

ii. *Screening “Passchendaele” (4 Oct '17)*

- It was noted that the start of screening had been delayed for a short time due to a technical hitch. A few people had left but 20+ of the audience had stayed on to view the film. They were served with hot drinks while they waited.

iii. *Scanning Day (21 Oct '17)*

- The event had proved to be a 'mixed success'. Lack of public interest in the project for scanning / photographing was disappointing but members believed that inclement weather may have contributed to this. It was also likely that, as many people had brought documents, photographs & artefacts to the 'scanning day' in 2014, there was nothing more to be contributed.
- A few members of the public joined Group members for the presentation on the Cheshire Regiment In The Great War by Major Paul Knight (Army Reserve and author of books on WW1). A copy of the FMC magazine was presented to Paul (see also Item 49.2).

49.2. *Frodsham Methodist Church Magazine: Copy to Lynn Lynch:* The magazine, containing an article on

Staff Nurse Ethel Saxon by Heather, had been sent to Lynn (Ethel's great-niece).

49.3. *Remembrance Services*

- i. The Services, organised by Royal British Legion Frodsham Branch and led by Fr Michael Mills at Overton Hill on 11 Nov and at St Laurence Church on 12 Nov, were dignified affairs, attended by large numbers of people including civic leaders, representatives of clubs & societies, emergency services, youth groups and local schools.
- ii. Members took an active part in both Services, reading names of men who died during the Great War and, for the first time since its formation in 2013, laying wreaths on behalf of the Group.
- iii. Rosalie & Ron Ellison, regular visitors from Nottingham to the Service at Overton Hill, gave a set of documents & pictures relating to Private John Hulse, who had died in the Battle of the Somme, to Heather. It was agreed to include the set in the Group's archive. Heather had, since, sent an updated electronic copy of Servicemen Of Frodsham Who Gave Their Lives In The Great War to them as the printed version of the booklet did not include the article on Pvt Hulse.
- iv. Whilst arranging the wreaths at the OHMF Memorial, Barbara Abnett had found the steps to be slippery. The matter would be reported to the Town Clerk with a request to arrange cleaning of the steps before the Service in 2018 to ensure safe access. **PT**

49.4. *St Laurence Church War Memorial Renovation (Mar '18)*

- i. *Meeting Between Mark (Rawsons memorials) & Betty / Joanna (Church Wardens)*: It was noted that the Archdeacon had approved the project and the Church Architect had inspected the Memorial & given his advice. Betty would contact Mark to arrange a meeting to discuss his plan for renovation in the light of the Architects advice and brief members at a future meeting of the Group.
- ii. *Ward Cllrs' Contribution*: Hazel Catt (Town Clerk) had submitted a formal application in respect of the Ward Cllrs' offer to Sharon Marshall (CWaC Localities Officer) on behalf of the Group. Kim Horton (CPAC Manager) had provided the documents necessary for the application. Members recorded their thanks to Hazel and Kim for their help in this matter. A positive response from CWaC was expected in due course.

49.5. *Commemoration of Zeebrugge Campaign (23 Apr '18)*: Email of 27 Oct '17 from Liz Kenny (FTC Administrative Officer) in reply to the Group's query about commemorative trees was noted. Following a discussion on pros & cons of adopting a tree as a War Memorial, members agreed not to pursue the matter. Liz would be informed of the decision. **PT**

49.6. *Missing Names Information Board and Noticeboard for Cross References to Other Memorials at OHMF (2018-19)*

- i. Ken had identified three additional possible names. Accuracy needed to be double-checked. **AW**
- ii. Following due consideration of the type of noticeboard, members agreed to obtain estimates of cost for a board with the following specification:
 - Lectern noticeboard (similar to ones placed along the Sandstone Trail)
 - White background with black writing
 - Large enough to accommodate:
 - Two lists (1. Approx 20 -25 names of men who died in WW1 and whose names are not included on any of the Memorials in Frodsham and 2. Addresses of other Memorials in Frodsham)
 - Centenary logo & image of poppy / poppies
 - Group's name.

49.7. *Peace Celebrations (19 Jul '19)*: In the absence of a response from two of the schools, reminders were sent to them on 14 Nov. St Luke's Primary School had replied, offering help with the inter-school sports. It was noted that FCE Primary School's Head Teacher was on leave. Geoff would raise the matter with the Deputy Head during his visit to the School. **GA**

49.8. *Other Events / Activities*

- i. *Artwork at CPAC*: Peter would raise the matter at CPAC Trusts next meeting (*Ref: Notes of CPAC Trustees & WW1 WG Representatives' joint meeting held on 8 Aug '17, "Regarding any monies left over in July 2019"*).

50. **Any Other Business**: None

51. **Next Meeting** will be held on Wednesday 17 January 2018 at 18.15 at Frodsham Library, Princeway, Frodsham.

52. **Items for Future Agendas**

52.1. Exhibition at CPAC (18 Sep – 1 Nov '18)

52.2. Future of Poppy Cascade (Sep / Oct '18)

52.3. Beacons of Light (11 Nov '18)

52.4. Group's Archive (2018-19)

52.5. Books - On-line Publishing (2018-19)

52.6. Documents Relating to Staff Nurse Ethel Saxon – Follow-up

Meeting Closed at 19.10

Annex

**World War 1 Commemoration Working Group
Income & Expenditure Record
September 2017 – July 2019**



Income [Cost Code 2104]			
Date	Description	Income	Comments
23 Sep '17	Amount Transferred by Frodsham Town Council to Castle Park Arts Centre Trust (includes £500 donated by Cllr Mallie Poulton – ring-fenced for contribution to cost of renovation of St Laurence War memorial)	£2,850.00	Ref: Email dated 23 Sep '17 from Kim (CPAC Manager)
Total		£2,850.00	

Expenditure [Cost Code 2105]					
Date Approved	Item	Estimated Expenditure (Gross)	Actual Expenditure (Ex-VAT)	VAT ¹	Comments
See Comment	Domain name renewal for website http://www.greatwar-frodsham.info/	£26	£26.90	£00.00	Previously approved by FTC (Minutes of meeting held on 23 Sep 2013, Item 117.6)
17 May '17	Renovation of St Laurence Church War memorial	£2,460.00			Agreed by WW1 WG & recommended approval by FTC (Record of meeting, Item 70.3) Includes £500 donated by Cllr Mallie Poulton from Mayor's Fund
10 Oct '17	2 x Wreaths for Remembrance Services	£34.00	£34.00	£0.00	Agreement via emails from RC, KC, JE, KH, HP, SW, AW & PT + Tel call to GA (7-10 Oct '17)
21 Oct '17	Expenses to Paul Knight, Lecturer on "Reminiscences of WW1" on Scanning Day	£50.00	£50.00	£0.00	Record of meeting held on 18 Oct '17, Item 43.1.iii. Kim's email of 26 Oct '17
Total		£2,570.90	£110.90	£00.00	

¹ VAT is refundable