

Frodsham Town Council



Minutes of a Meeting of Frodsham Town Council

held on Monday 22 May 2017 at 7.30pm approximately
At Castle Park House, Castle Park, Frodsham.

Agenda: Cllrs J Critchley (Chair), L Brown, D Critchley, R Holt, L Jones, V Kirk, M Nield, A Oulton, M Parker, F Pennington, M Poulton, T Reynolds and P Williamson.
Mr H Catt (Town Clerk) and Ms T Wood (Customer Service Assistant).

In Attendance: Fifteen members of the public, 2 children, 2 PCSOs and a member of the press.

Meeting 2

No	Item
22	Apologies Apologies were excepted from Cllrs C Ashton, P Martin and F Sutton
23	Declarations of Interest Cllr F Pennington – London Road Allotments, Frodsham Stroke Club and INEOS Cllr M Nield – Park Lane, Fracking and Red Lion Bowling Club Cllrs P Williamson & A Oulton – Park Lane Cllr V Kirk – Frack Free Frodsham & Helsby
24	Minutes of the Meeting No17 – 24 April 2017 Cllr V Kirk asked for the penultimate sentence in the statement at the end of 229 to better reflect her meaning. It was agreed to delete ‘anyone should be allowed to speak’ and replaced ‘individual circumstances should be applied’. The amended minutes were agreed and signed as a true record.
25	Minutes of the Meeting No1 – 22 May 2017 It was noted these will be present to the next meeting on 24 July for approval.
26	Right for the public to speak <u>CWAC Cllrs’ Report</u> It was agreed that CWAC Cllr A Dawson could speak at this point. He gave Cllr Riley apologies. Currently Purdah rules apply so his report is very short. He reminded everyone about the consultation on Air Quality at Fluin Lane which closes on 28 July 2017. He congratulated Cllrs A Oulton & F Pennington on their investiture to Mayor and Deputy Mayor respectively. He confirmed that no plans have been included in the Local Plan for the development of a large housing scheme on Salt Works Farm and as Frodsham is short of recreation land it was unlikely to be a credible proposal. Cllr Dawson left the meeting.

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PCSO

Parking - There has been an increase in parking issues. On Sunday there was a problem at the Community Centre with the Majorettes competition and he has sought assurances that next year the organiser will contact the Police for support at an early stage.

Summer Ward Walks are planned for Sunday 16 July at 1pm and 6pm, and Saturday 22 July at 4pm and 7pm. TC will work with Neil on the timetable.

Residents Meeting – Castle Park Ward meeting with residents and representatives from CWAC (Localities & Streetscenes), FTC and the Police was very productive. The next one will be Overton & Five Crosses on Thursday 21 September.

Transport – current policy is for PCSOs to use public transport.

Road Safety – The course with Y3&4 at Frodsham Manor House School have been concluded and he will start at St Lukes soon. It was postponed last week due to bad weather.

Patrol – Cllr P Martin went out on patrol for a couple of hours last Friday. The offer is still open to other councillors.

Police Surgeries – only one planned so far on Monday 5 June at Costa Coffee at 2pm.

Cllrs M Poulton & A Oulton felt strongly that it wasn't a good use of PCSO time travelling on public transport and it was **agreed** that TC would write to his supervisor about the issue – a draft letter will be circulated to councillors first. Cllr Pennington suggested we invited him to a future meeting to discuss the matter in person and this was also **agreed**.

Cllr Oulton thanked Neil for organising the Ward meeting.

Cllr Poulton thanked Neil for all the support he received from Neil during his mayoral year.

- 26.2 a. Mrs Albesson – Howey Lane – this was deferred to either Environment or Community committee.
- b. Mrs Scott – expressed concern about the membership of some committees and suggested that councillors mingle between committees a bit more to avoid the perception of cronyism and nepotism. She also felt there was a conflict of interest if the Chair of P&P was the same as the Chair of FTC.

She also suggested that the guidance for the mayor's role could be more prescriptive and stipulate the amount of admin support that would be available to the role.

c. Mrs G Ballam – expressed concern over the criminal damage and disturbance cause by events happening at Mersey View. She asked FTC to allow the development to go ahead and remove the threat of an injunction. She didn't understand why FTC was getting involved with what seemed to be a family dispute.

Cllr Nield gave a brief history and explained that matters were still under negotiation but this was being treated as confidential to council at the moment as it is so sensitive.

27 Finance Management: 01.04.17 – 30.04.17

The finance report was **approved**, proposed and seconded by Cllrs M Poulton and M Parker.

- 27.1 Paid Expenditure
Total expenditure in April 2017 of **£14,194.61** was **noted**.
- 27.2 Received Income
Total receipts in April 2017 of **£225,311.43** was **noted**.
- 27.3 Bank Reconciliation
It was **noted** that, after all considerations total cash balances at the end of April 2017 were **£439,143.13**.
- 27.4 **Annual Return Section 2 – Accounting Statement**
Some councillors were unhappy that they hadn't been given 3 clear days to examine the papers. The figures were those presented to FTC on 24 April as receipts and payments but with accruals taken into accounts – the paper trail including the Extended Trial Balance, & balance sheet had been circulated. It was **agreed** that TC would discuss these at the Finance Scrutiny Sub-committee meeting on 30 May.
It was **agreed to approve** the Accounting Statement in Section 2 of the Annual Return proposed and seconded by Cllrs M Poulton and M Parker.

28 Committee Minutes

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- 28.1 Environment Committee – 2.05.17
The minutes of the meeting and the decisions taken were noted.
- 28.2 P&P Committee – 8.05.17
The minutes of the meeting and the decisions taken were noted. The following recommendations were discussed:
- R1.** To agree the move into Office 1 and delegate TC to sign the License – **agreed**. The removal costs were **agreed** as £200+VAT for furniture removals, £276.25+VAT and moving the photocopier £75+VAT. The date will be set once the Licence has been signed. The need for additional shelving for the storage unit was also accepted.
- R2.** To adopt the Social Media Policy – **agreed**.
- R3.** To approve the Guidance for the Mayor’s Role – **agreed**.
- R4.** To amend the Standing Order 3f. to reduce the period of time designated for public participation at a meeting to 20 minutes – **agreed**. It was also agreed to encourage residents to attend and take part in public speaking time at committees.
- R5.** To approve the Protocol for Public Speaking at Meetings – **agreed**.
- R6.** To approve the Ethics Code for Meetings – **agreed**.
- Cllr Poulton proposed, seconded by Cllr M Parker, that Ship Street should be moved from Community to P&P as it is now the sale of an asset not a play area – **agreed**.
- 28.3 Community Committee – 16.05.17
The minutes of the meeting and the decisions taken were noted. The following recommendations were discussed:
- EP1** - Additional hedge work to clear and tidy up fallen hawthorn hedging at Townfield Lane was agreed @ £250+VAT – **agreed**.
- R1.** To recommend to council that the threat of the Park Lane being sold should be removed permanently – **agreed** - proposed and seconded by Cllrs M Poulton and F Pennington. Cllr Nield thanked council for all their support.
- R2.** To recommend the revised Tenancy Agreement to council and to delegate to TC the negotiations with RLBC – **agreed** - proposed and seconded by Cllrs L Brown and F Pennington. TC will contact RLBC and give them 14 days to sign. Cllr Nield had declared an interest.
- R3.** To recommend the revised Hire of FTC Lands Terms and Conditions of hire and the form to council – **agreed** - proposed and seconded by L Brown and A Oulton. Cllrs Pennington proposed, seconded by Cllr Poulton, that all application for field hire should go to Community Committee for consideration – **agreed**.
- R4.** To recommend the Events Protocol to council. This was deferred as it needs amending to add a timescale for approval by Community Committee.
- Cemetery Committee although it wasn’t on the agenda there had been a meeting on Friday 19 May and Cllr J Critchley asked council if they were prepared to consider them and a recommendation – **Not agreed**.

29 Working Group Records

- 29.1 WW1 Commemorative Working Group
The minutes of the Working Group meetings held on 12.04.17 and 17.05.17 were noted. A recommendation to allow £2050+VAT for repairs to the Memorial at St Laurence’s Church was **deferred** to allow time for TC to check whether it was to come out of their budget of £2400. TC will also suggest they should apply for a grant from War Memorial Trust towards these costs. Cllr Poulton announced that, as he had received additional donations, he would donate **£500** towards the costs of the repairs to the memorial at St Laurence’s Church from his Mayor’s Fund.
- 29.2 Neighbourhood Plan Steering Group
The minutes of meetings held on 20.04.17, 4.05.17 and 26.05.17 were noted.

30 Office Accommodation - Discussed previously under P&P R1.

31 Howey Lane - This had been deferred to Environment or Community.

32 Godscroft Lane - This had been dealt with at Community 241.

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33 CWAC Cllrs' Report - Item taken earlier in public speaking time.

34 Chair's Report

Cllr J Critchley presented a report on the Mayor's Fund as she had acted as treasurer. To date the funds raised total £7,537 but further funds are still to come in. The draft report on the Mayor's Fund was **noted**.

Cllr Poulton gave Cllr J Critchley a vote of thanks for administering the fund. He also proposed to give a cheque for £100 to the Children's Society in memory of Father Michal Mill's father who had died recently. Any further monies will go to the Parish Hall for new blinds. A Mosaic at St Laurence's Church and a poem 'Spirit of Frodsham' will be lasting legacies to the mayoral year.

35 Mayor's Report

Cllr Oulton, as the new Mayor, looked forward to the year ahead.

36 Clerk's Report - Nothing.

37 Date of next meeting

Monday 24 July 2017

PART B

38 Townfield Lane - Not required.

39 Ship Street - Not required.

40 Office Accommodation - Not required.

Meeting ended 8.45pm.