

Frodsham Town Council



You are hereby summoned to attend a Meeting of
Frodsham Town Council
To be held on **Monday 25 September 2017 at 7pm**
At **Castle Park House, Castle Park, Frodsham.**

6.45 Junior Mayor Investiture

A short session to introduce the new Junior Mayors and to thank the retiring ones.

AGENDA

Meeting 5

No	Item
86	Apologies
87	Declarations of Interest
88	Minutes of the Meeting No 4 – 24 July 2017 To approve and sign as a true record.
89	Michael Evans, Chief Inspector Chester LPU To discuss the consultation on Frodsham Police Station.
90	Police Station Consultation To discuss plans to move the Police into the Fire Station and agree a response.
91	Right for the public to speak
91.1	PCSO
91.2	Mrs P Scott – Annual Town Meeting & Bus Shelters
91.3	Mr M Garvey - Unconventional Extraction of Oil and Gas Working Group
91.4	Mr D Whyte on Behalf of Frodsham and District Taxis Frodsham - Private Hire Parking Spaces
92	Finance Management: 01.07.17 – 31.08.17 - To note the finance report.
92.1	Paid Expenditure To note the total expenditure in July & August 2017 was £27,022.99 (£13,080.31 & £13,942.68).
92.2	Received Income To note the total receipts in July & August 2017 was £21,053.65 (£16,565.32 & £4,488.33).
92.3	Bank Reconciliation To note that, after all considerations total cash balances at the end of August 2017 were £399,230.12.
93	Finance Management: 01.05.17 – 30.06.17 To note the Finance Report, presented at the last meeting, which has been amended to correct salary figure in the monthly sheet and now includes detailed expenditure figures for May.
94	Committee Minutes
94.1a	<u>Environment Committee – 1.08.17</u> To note the meeting was cancelled as it was inquorate.
94.1b	<u>Environment Committee – 5.09.17</u> To note the minutes of the meeting, the decisions taken and the following recommendation: R1 That the Council votes without further delay on the proposal that “Frodsham Town Council objects to the carrying out of shale gas or coal methane testing or extraction in the greater Frodsham area until the Town Council is convinced of the safety of the process and that the risk of adverse environmental impacts has been

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	fully addressed.”
94.2a	<u>P&P Committee – 14.08.17</u> To note the meeting was cancelled as there was insufficient business to transact.
94.2b	<u>P&P Committee – 11.09.17</u> To note the minutes of the meeting, the decisions taken and the following recommendations: R1 To commission the Valuation Office Agency to revalue FTC’s land at Ship Street at a cost of £1,500+VAT – proposed and seconded by Cllrs Poulton and Pennington. R2 To renew the 3-year Service Contract for the Town Clock at £621+VAT; the Church Street clock is not covered by the service contract and is difficult to access. Ad hoc arrangements will be made for repair should it fail – proposed and seconded by Cllrs J Critchley and F Pennington. R3 To set up an Events Committee with its own budget – proposed and seconded by Cllrs J Critchley and Poulton. R4 To increase the Administrative Officer’s working time by three hours a week for work on the Council website at an annual cost of £1799.73, subject to review after one year – proposed and seconded by Cllrs J Critchley and Poulton. R5 To purchase two replacement laptops @ £1,889.63+VAT. This price comprises £619.23+VAT each for the laptops, £16.68+VAT for a USB DVD drive, 4 years’ on-site warranty, delivery and half a day on-site technical support to set up the laptops and transfer software and data – proposed and seconded by Cllrs Poulton and Pennington. R6 Due to the age, condition and extremely low mileage of the existing 2-year-old leased Council van, to purchase it at the end of the lease period at a one-off cost of £8,675+VAT, subject to the TC investigating whether any discount is available on the quoted price – proposed and seconded by Cllrs Pennington and Poulton. R7 To approve and accept the Annual Return, including the External Auditor’s Certificate – proposed and seconded by Cllrs J Critchley and Poulton. R8 To enter into a 3-year contract for Internal Auditor services @ £488+VAT per annum – proposed and seconded by Cllrs Pennington and Poulton. R9 To request a grant from the Police & Crime Commissioner for £5,000 towards the cost of CCTV in the Town Centre – proposed and seconded by Cllrs J Critchley and Pennington. R10 To set up a working group with CWAC councillors, PCSO and other interested parties to design and cost the CCTV system – proposed and seconded by Cllrs Pennington and Poulton.
94.3a	<u>Community Committee – 15.08.17</u> To note the minutes of the meeting and the decisions taken.
94.3b	<u>Community Committee – 19.09.17</u> To note the minutes of the meeting, the decisions taken & agree any recommendations.
94.4a	<u>Planning Committee – 31.07.17</u> To note the minutes of the meeting and the decisions taken.
94.4b	<u>Planning Committee – 14.08.17</u> To note the minutes of the meeting and the decisions taken.
94.4c	<u>Planning Committee – 25.09.17</u> To note the minutes of the meeting and the decisions taken. (To be tabled)
94.5	<u>Cemetery Committee</u> To note the next meeting is planned for 6 October
95	Working Group Records
95.1	<u>WW1 Commemorative Working Group</u> To note minutes of the Working Group meetings held on 16.08.17 & 30.08.17.
95.2	<u>Neighbourhood Plan Steering Group</u> To note minutes of the Steering Group meetings held on 27.07.17, 10.08.17, 25.08.17, 4.09.17 & 18.09.17.
96	Office Accommodation - To receive an update and agree any actions.

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97	Annual Town Meeting
97.1	To review the arrangements for 2017.
97.2	To discuss and agree arrangements for 2018.
98	Royal British Legion To consider a request for a public apology.
99	CWAC
99.1	CWAC Cllrs' Report – to note.
99.2	CWAC Cllr Shore – To receive feedback from Cllr Shore's visit to Salt Works.
99.3	Electoral Review Of Cheshire West And Chester: Draft Recommendations – To note the consultation period ends on 6 November and agree any actions.
100	Private Hire Parking Spaces To discuss support for the proposal for parking spaces and agree actions.
101	CHALC Annual Meeting – 19 October 2017 To agree representatives to attend the Annual Meeting.
102	Bus Shelter Challenge To discuss the idea of a competition and agree FTC's involvement in the working group being set up by Mrs P Scott.
103	Chair's Report - To note
104	Mayor's Report - To note.
105	Clerk's Report - To note any information items.
106	Date of next meeting - Monday 27 November 2017