

Frodsham Town Council



**Minutes of a Meeting of
Frodsham Town Council
held on Monday 14 January 2019 at 7.00pm
at Castle Park, Frodsham.**

Present: Cllrs Alan Oulton (Chair), J Critchley, L Jones, A Wordsworth and P Williamson.

In Attendance: Ms Jo Donoghue

Meeting 9

No	Item
116	Apologies Apologies were received and accepted from Cllrs C Ashton, D Critchley, P Martin, M Nield, M Parker, F Sutton, Lord F Pennington and T Reynolds. Cllrs L Brown and L Wilson were not present and did not send apologies.
117	Declarations of Interest – None.
118	Town Clerk Job Evaluation and Recruitment Cllr Critchley reported that: Jo O'Donoghue has been appointed as Locum Town Clerk on a 3 month contract from 9 th January 2019 on scale 31 and Kath Lloyd has been appointed to manage projects prior to the appointment of Town Council Manager (hours to be confirmed); the role of Town Council Manager has been advertised with a closing date of 28 th January 2019; the interview panel will consist of Cllrs Oulton, Critchley & Ashton together with J Weaver (Chief Executive) Cheshire Association of Local Councils; the panel will meet on 1 st February to consider the applications; interviews will be held on 8 th February 2019; to date there have been 19 requests for job packs and 4 completed forms have been received.
119	Action Plan 2019-20 It was noted that all committees have discussed and agreed their sections of the Action Plan. Key areas of activity include: Expansion of the cemetery – a budget has been included and the road design was agreed in November 2018, a further drainage survey is required and an implementation plan is in place. War memorial – the tender has been agreed and contractors appointed, the grant application has been successful and Frodsham Town Council have been awarded a grant of £30,000 from the War Memorials Trust. Hob Hey Wood – a friends group has been established and this remains a priority for the coming year. Resolved: It was proposed by Cllr Oulton, seconded by Cllr Critchley and unanimously agreed to accept the action plan as presented.

No	Item
120	<p>Agreement on budget requirements for 2019-20 <u>Resolved:</u></p> <p>It was proposed by Cllr Critchley, seconded by Cllr Wordsworth and agreed to set the Neighbourhood Plan budget from £3,000 to £1,000. Cllr Jones objected to the proposal.</p> <p>It was proposed by Cllr Critchley and seconded by Cllr Wordsworth to reduce the Frodsham Youth Association grant from £10,000 to £8,000. Cllr Jones, Oulton and Williamson objected to the proposal and it was not carried.</p> <p>It was proposed by Cllr Jones, seconded by Cllr Wordsworth and unanimously agreed to remove the budget for regalia. Cllr Critchley abstained from the vote.</p> <p>It was proposed by Cllr Wordsworth, seconded by Cllr Oulton and unanimously agreed to remove the bookkeeping budget.</p> <p>It was proposed by Cllr Jones, seconded by Cllr Wordsworth and unanimously agreed to remove the sponsorship budget.</p> <p>It was proposed by Cllr Wordsworth, seconded by Cllr Williamson and agreed to remove the Chairman's allowance budget. Cllrs Critchley and Jones objected to the proposal.</p> <p>It was proposed by Cllr Williamson, seconded by Cllr Wordsworth and agreed to reduce the community safety budget from £12,000 to £4,000. Cllr Critchley objected to the proposal.</p> <p>It was proposed by Cllr Wordsworth, seconded by Cllr Williamson and agreed to remove the budget for promoting Frodsham. Cllr Jones and Critchley objected to the proposals.</p> <p>It was proposed by Cllr Critchley, seconded by Cllr Williamson and resolved to reduce the Christmas festival budget from £8,000 to £6,000. Cllr Jones objected to the proposal.</p> <p>It was proposed by Cllr Critchley, seconded by Cllr Oulton and unanimously agreed to reduce the grants budget from £8,000 to £6,000.</p> <p>It was unanimously agreed to set a budget of £372,752 (Appendix A)</p>
121	<p>Consider and set precept for 2019-20 To discuss and agree the precept.</p> <p>It was noted that it is necessary for the precept to increase to cover increased costs for the 2019-2020 year to include employment of a Town Council Manager and planned major projects. Total estimated income excluding precept is £62,686.</p> <p><u>Noted:</u> It was agreed to set the precept at £269,066. This represents an increase of 23.1% on a Band D property, an increase of 26p per week on the tax year 2018-2019.</p>

No	Item
122	Clerk's Items To consider any urgent items received since the agenda was published and agree any actions. None
123	Date of next meetings Monday 28 January 2019.

Meeting ended at 9.20 pm

APPENDIX A – BUDGET 2019-20

Payments	BUDGET 2019-20
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Environment	
1. Maintenance	10,000
3. Tree Planting	0
Other	0
Environment Total	10,000

Community	
1. Maintenance	16,000
2. H&S	250
4. Street Furniture	1,000
5. Rent and Rates	2,000
6. Xmas Lights	750
Over 70's	12,000
War Memorial	115,710
Community Total	147,710

Cemetery	
Rents, Rates & Services	6,000
Maintenance	2,000
Cemetery Total	8,000

Promoting Frodsham	0
Town Meetings	200
Festival of Walks	1,250
Remembrance Service	350
Christmas Festival	6,000
NY Eve	2,250
Sponsorship Fund	0
Events Total	10,050

P&P	
1. Advert	300
2. Rent/Service	5,100
	1,500
3. Charges	
	25
	1,500
	2,300
4. Office Costs	
	150
	1,000
	2,000
	3,500
5. Comms	
	1,500
	500
6. Chairman's Allowance	0
7. Expenses & Training	
	1,200
	400
9. Van, Fuel and Insurance	1,500
10. Salaries	
	90,837
Regalia	0
11. Grants	6,000
12. Bookkeeping	0
P&P Total	119,312

CAPITAL	
EARMARKED CAPITAL PROJECTS	
Play Areas	0
Van purchase	0
Infrastructure and Street Scene	1,000
Xmas Lights	5,000
IT	1,000
Burial Ground	45,000

PROJECTS	
Neighbourhood Plan	1,000
Elections	10,000
FYA	10,000
WW1	680

Community Safety	4,000
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CAPITAL PROGRAMME TOTAL	77,680
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Total Payments	372,752.00
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Receipts	
Precept	269,066
Allotments	810
Burial Fees	10,000
CWAC & Lottery Grant	2,376
Bank Interest	500
CPH Income	3,000
Walk Book Sales	0
Rent of Field	0
Grants	30,000
Other	16,000
Total Receipts	331,752

Receipts without Precept	62,686
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Ear-marked Resve Play Area
Income Budget

RESERVES	
Contingency	15,000
Working capital	30,000
Total Reserves	45,000

Earmarked Reserves	
Cemetery	32,016
War Memorial	70,000
Christmas Lights	20,000
Total Earmarked Reserves	122,016