

World War 1 Commemoration Working Group

Record of Meeting

Held On Wednesday 11 July 2018 at 18.15

At Frodsham Library, Princeway, Frodsham



Present: Ros Caldwell Jenny Evans Kath Hewitt Heather Powling Pammi Taylor
Betty Rutter (Church Warden, St Laurence Church)

Apologies: Geoff Abnett Ken Crouch Dennis Taylor Sara Wakefield Allen Wales
Peter Vickery (CPAC, Ex-officio) Kim Horton (CPAC Manager)
Ian Lancaster (Chair, Frodsham Players) Carole Shinkfield (Event Director, Frodsham Players)
Fiona Barry (1st Helsby Scouts)

Meeting 14

ACTION

95. **Declarations of Interest:** None

96. **Record of Meeting Held on 13 June 2018**

96.1. *Acceptance:* Agreed as true & accurate.

96.2. *Matters Arising:* None.

97. **Finance**

97.1. *Budget 2018-19:* There were no transactions since the last meeting.

97.2. *Cheque for St Laurence Church War Memorial Renovation:* Heather had collected the cheque from Kim. On behalf of the PCC, Betty thanked the Group for its support. It was noted that the retained sum of £56 (2.5% of invoice total) would become payable in six months from the date of completion of renovation.

98. **Review of Actions & Progress**

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

i. *Exhibits*

a. Members noted that green sugar-paper would provide a suitable background for the exhibits and agreed to check availability. **HP**

b. Kath would provide Picture of & documents relating to Pvt Algernon Sidney Davies. **KH**

c. Pammi would produce: **PT**

.Record of how Staff Nurse Ethel Saxon's details were traced, and

.Lists of men who died in various battles.

d. Space permitting, selected images of the Group's work would be displayed (previously exhibited at Frodsham Library for Scanning Day 2017 but not seen by many visitors).

ii. *Table Displays:* Number of tables was to be ascertained [**NOTE:** Kath has confirmed that there are 10 tables]. Work on 'stands' & documents was in progress. **AW / HP**

98.2. *Remembrance Services (11 Nov '18):* Minutes of FTC's Working Group's meeting held on 6 Jun had been circulated. The meeting had been called to discuss submission of application for 'There but not There' funding. Minutes of meeting held on 3 Jul were awaited. The next meeting was scheduled for 4 Sep.

98.3. *Information Board at OHMF for Missing Names & Cross References to Other Memorials*

i. *Site Meeting with FTC's Conservation Advisor & FTC's Decision:*

a. It was noted that Listed Building consent was needed as the site approved for the Information Board was "in the environment of a listed property" and that FTC would apply to Cheshire West & Chester Council for the consent (Hazel's email of 6/7).

b. Heather had attended the meeting. She informed the Group that FTC's proposed restoration work on the Memorial and gates was expected to be carried out in May 2019. Members were keen that the Board is erected before the Remembrance Service in Nov 2018 and before the validity of the approved quotation expires on 25 Oct 2018. They expressed their concern about the timing of approval by CWaC and asked Pammi to speak to Hazel to seek assurance that the Board will be in place in a timely manner and to supply any necessary specifications & drawings to her. **PT**

ii. *Estimates - CPAC Trust's Decision:* Kim's message of 22/6 was read out to members. Text of message: "Further to our Trustees meeting this morning, the Trustees agreed this quote on the

understanding that you have as a committee followed all due diligence in regards to your committee rules and regulations in the submission of quotations. Having that understanding we as a committee give you our consent.” Thanks to CPAC Trust were recorded.

98.4. *Peace Celebrations (19 Jul '19)*

- i. *Inter-School Sports*: Pammi had written to the Schools' representatives to check availability of members of the Peace Celebrations Commemoration Group in Sep / Oct.

98.5. *Poppy Cascade – Future Use / Disposal*

- i. *Display Frames*: Following consideration of pros & cons of the offer from Will to Work Workshop and of purchasing the only other suitable Frame available from Amazon, members unanimously agreed to place the order for 10 x Display Frames @ £20 each with Will to Work Workshop.
- ii. Thanks were recorded to Will to Work Workshop for providing the Group with a sample Frame. Members selected Dove-grey paint and requested affixing of hanging hooks. **PT**
- iii. It was noted that FTC will take one Frame (Hazel's email of 28/6).

98.6. *Request for Regimental Details for Charles Hopley*: It was agreed that a final effort would be made to find further information and the enquirer would be given the information after the Group's August meeting. **AW / HP**

98.7. *Other Events / Activities*

- i. *Frodsham Players Performance (11 Nov '18)*: Carole delivered the draft programme and confirmed that she had spoken to Allen. She said that they were planning to hand out long-stemmed poppies, with a soldier's name on a label attached to each, to children during the performance and that she would give a fuller description of the programme at the Group's next meeting.
- ii. *FTC's Annual Town Meeting*: It was noted that none of the members were able to attend, partly on account of the short notice of the ATM.
- iii. *Leonard Ellams*:
 - a. Liz Kenny (Administrative Officer, FTC) had received an email from Hans & Christine Vanlancker of Belgium describing their commemoration of the Zeebrugge Campaign: The email was read out to members. Text of message: "... 6000 people formed a row in the sea. From de port of Zeebrugge to the port of Oostende. We held a small boat per two persons. On the boats we wrote a name of a victim and a message for peace. My wife my daughter my granddaughter and myself had the honer to write the name of your hero "Leonard Ellams" on our boat. In attachment i send you some photos." Liz had replied to Hans & Christine and had written an article that she posted, together with pictures sent by them, on FTC's website & social media pages.
 - b. Thanks to Liz were recorded for her diligence & interest and for keeping us in the loop.
 - c. It was agreed that a message of appreciation from the Group together with a copy of the 'Tribute' be sent to Hans & Christine. **PT**

99. Any Other Business

- 99.1. *WW1 Battery*: It was noted that a battery, commissioned by CWaC, was being built as a garden display at the top of Fluin Lane.

100. **Next Meeting** will be held on Wednesday 8 August 2018 at 18.15 at Frodsham Library, Princeway, Frodsham.

101. Items for Future Agendas

- 101.1. OHMF War Memorial – Safety of Steps (Oct '18)
- 101.2. St Laurence War Memorial – Payment for Retention of 2.5% of Invoice Total (£56) (Nov - Dec '18)
- 101.3. Use of Any Remaining Funds on Disbandment of Group
 - i. Artwork at CPAC
 - ii. Donation to Suitable Charity
- 101.4. Options for Post-disbandment Arrangements for Information Provision (2018)
- 101.5. Books - On-line Publishing (2018-19)
- 101.6. Archive (2018-19)
- 101.7. Documents Relating to Staff Nurse Ethel Saxon – Follow-up

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