

Frodsham Town Council



**Minutes of a Meeting of
Frodsham Town Council
held on Monday 23 July 2018 at 7pm
At Castle Park House, Castle Park, Frodsham.**

Present: Cllrs Lord F Pennington (Chair), C Ashton, D Critchley, J Critchley, M Neild, M Parker, T Reynolds, P Williamson, L Wilson and A Wordsworth.
Mrs H Catt

In Attendance: CWAC Cllrs A Dawson and L Riley, PCSO N Flanagan, 13 members of the public and 1 member of the press.

Meeting 4

| No | Item |
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| 48 | Apologies Apologies were received and accepted from Cllrs L Brown, R Holt, L Jones, P Martin, A Oulton and F Sutton. |
| 49 | Declarations of Interest - None. |
| 50 | Minutes of the Meeting No2 – 21 May 2018 The minutes were approved and signed as a true record. |
| 51 | Minutes of the Meeting No3 – 4 June 2018 The minutes were approved and signed as a true record. |
| 52 | Right for the public to speak |
| 52.1 | PCSO - There have been incidents of ASB in the wooded area on Saltworks Playing Fields adjacent to Weaver Vale Primary School, including the chopping down of trees, the creating fires and drug taking. He has reported this via the Smyle app to CWAC and it is now included in the latest Police operation dealing with 'hot spots' during the school holidays. New volunteers have been recruited to the Speedwatch Team – Speedwatch is about educating drivers not fining them. He has continued to carry out road safety classes with the schools and taken part in transition activities in the High School. Panna Cage football sessions will be held at the Youth Centre on 9 August. <u>Ward walks</u> are taking place – all welcome: Overton and Five Crosses Ward Tuesday 24 th July at 6pm - Methodist Church car park. Castle Ward on Wednesday 25 th July at 6pm - entrance to Castle Park House. Waterside Ward on Sunday 29 th July at 4pm - Saltworks car park. Lakes Ward on Thursday 2 nd August at 6pm - Community Centre car park. <u>Police Surgeries:</u> Tuesday 7 th & Wednesday 22 nd August 10am – 11am Castle Park House, Castle Park Wednesday 29 th August 10am – 11am Brew and Tucker, Church Street Tuesday 18 th September 10am – 11am Castle Park House, Castle Park Monday 24 th September 6pm – 7pm Castle Park House, Castle Park A PCSO is available at Frodsham Community Police Base, Ship Street every Wednesday afternoon between 2pm and 3pm. Frodsham Fire station Open Day this Saturday 28 th July between 11am and 3pm. |
| 52.2a | Mrs M Halsall circulated a poster outlining the plans being drawn up by the Green Gates Action Group which has been formed to shop the sale of the land on Ship Street. She asked Council to press the pause button to give the group more time to develop its plans. Cllr Neild explained that this was the same situation the Park Lane Group had been in about 18 months ago. They had worked with their community to save the Little Park. |
| 52.2b | Mrs P Scott wanted to support the abolition of the Mayor, Deputy Mayor and Junior Mayors as recommended in item 59.1. She asked that the decision be deferred until after the next election. She felt it would be poignant for the first Mayor of Frodsham to be the last one. |
| It was agreed that items 53 & 54 should be taken together – proposed by Cllrs L Wilson and D Critchley. | |
| 53 | Goods Shed Consultation & Car Parking Update |

Town Clerk: Mrs Hazel Catt

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| 54 | <p>Mrs V Griffiths, CWAC Regulatory Services Manager, attended to give an update. The Parking Strategy recommendations are being implemented and the Frodsham & Helsby Action Plan is available on the CWAC website. The aim is to control parking better and will see the introduction of tariffs on car parks and time limited parking on streets. Car Park improvements will be undertaken including surfacing work at the end of Station Car Park with CCTV & improved light. Work will also be carried out on the Will to Work car park. In the medium term there will also be improvements to Moor Lane car park. Discussions are also underway with the private owner of the car park behind W H Smiths about the introduction of regulations. The Good Shed could be demolished to provide 60 spaces. If the recycling facility was relocated it would provide an additional 40 spaces but this is not being considered as no alternative site can be found. Recent consultation showed that 73% of respondents were against the demolition. There are a couple of private sector companies who might be interested in redeveloping the building. If CWAC decide to go ahead with the demolition there would be statutory consultation as part of the planning process.</p> <p>The traffic control orders will be issued at the end of August with formal consultation to 2 or 3 weeks in September. It is hoped the work on Station Car Park will be implemented by mid-October, but this would be delayed if demolition is agreed.</p> <p>They are looking at traffic control systems for the Leisure Centre car park.</p> <p>Cllr P Williams was concerned about the increase in traffic on Fountains Lane as it is already difficult to get out onto Main Street. Cllr Reynolds was concerned about air quality. Cllr J Critchley suggested that there could be additional car parking next to the Medical Centre.</p> <p>Mrs Griffiths reported that there is to be an expected 200% increase in parking requirement in the years to come following the opening up of the Halton Curve and the possibility of multi-story car parks and alternative sites have been explored but are either very costly or have poor accessibility.</p> <p>Cllr Ashton supports maintaining the Goods Shed and developing it as a cultural hub to attract people to Frodsham. Frodsham residents need time to consider the situation.</p> <p>Cllr Lord F Pennington thanked Mrs Griffiths for her time.</p> | |
| 7.55pm Cllr C Ashton left the meeting. | | |
| 55 | <p>Ship Street It was agreed to defer any decisions about selling the land for 12 months to give the Action Group time to develop their plans and identify funding – proposed and seconded by Cllrs J Critchley and M Parker.</p> | |
| 56 | <p>Finance Management: 01.05.18 – 30.06.18 - The finance report was approved – proposed and seconded by Cllrs J Critchley and D Critchley.</p> | |
| 56.1 | <p><u>Paid Expenditure</u> - Total expenditure in May & June 2018 was noted as £78,113.74 (£18,169.02 & £59,944.72 respectively).</p> | |
| 56.2 | <p><u>Received Income</u> - Total receipts in May & June 2018 were noted as £13,678.59 (10,862.89 & 2,815.70 respectively).</p> | |
| 56.3 | <p><u>Bank Reconciliation</u> - It was noted that, after all considerations, total cash balances at the end of June 2018 were £394,485.21.</p> | |
| 57 | <p>Committee Minutes</p> | |
| 57.1a | <u>Planning Committee</u> – 4.06.18 | <p>It was agreed to take these minutes on bloc – proposed and seconded by Cllrs M Nield and L Wilson.</p> <p>The minutes of these meetings and the decisions taken were noted.</p> |
| 57.1b | <u>Planning Committee</u> – 25.06.18 | |
| 57.1c | <u>Planning Committee</u> – 10.07.18 | |
| 57.1d | <p><u>Planning Committee</u> – 23.07.18 This meeting was adjourned until Monday 30 July as it was inquorate.</p> | |
| 57.1e | <p>It was agreed that Cllr A Wordsworth could join the Planning Committee.</p> | |
| 57.2 | <p><u>Events Committee</u> – 10.07.18 The minutes of the meeting and the decisions taken were noted. The following recommendation was agreed – proposed and seconded by Cllr D Critchley and P Williamson: R1: It was agreed to extend the contract for the New Year’s Eve Firework display to the same company for another year @ £2,000+VAT – proposed and seconded by Cllrs C Ashton and P Williamson.</p> | |
| 57.3 | <p><u>Cemetery Committee</u> – 28.06.18</p> | |

Frodsham Town Council

| | <p>The minutes of the meeting and the decisions taken were noted. The following recommendation was agreed:</p> <p>R1. It was agreed to accept the lower quote for the work to lay the grassloc path and dropped kerbs in the Family Plot area @ £1,289.59+VAT – proposed and seconded by L Brown and J Critchley.</p> | | | | | | | | | | | | | | | | |
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| 57.4 | <p><u>Environment Committee</u> – 3.07.18</p> <p>The minutes of the meeting and the decisions taken were noted.</p> | | | | | | | | | | | | | | | | |
| 57.5a | <p><u>P&P Committee</u> – 25.06.18</p> <p>The minutes of the meeting and the decisions taken were noted. The following recommendations were agreed:</p> <p>R1: to agree the training and expenses budget heads should be amalgamated and revised for both staff and Cllrs:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">7. Training & Expenses</th> <th style="text-align: center;">Original</th> <th style="text-align: center;">Revised</th> </tr> </thead> <tbody> <tr> <td style="width: 30%;"></td> <td style="text-align: center;">Staff</td> <td style="text-align: center;">900</td> <td style="text-align: center;">1,250</td> </tr> <tr> <td></td> <td style="text-align: center;">Council</td> <td style="text-align: center;">750</td> <td style="text-align: center;">400</td> </tr> <tr> <td colspan="2">Total</td> <td style="text-align: center;">1,650</td> <td style="text-align: center;">1,650</td> </tr> </tbody> </table> <p>Proposed and seconded by Cllrs J Critchley and A Oulton.</p> <p>R2: To approve the revised Financial Regulations – proposed and seconded by Cllrs J Critchley and Lord F Pennington.</p> <p>The proposals agreed by Executive Powers to refurbish the Mayor’s and Deputy Mayor’s chains have been called in for further discussion by Cllrs C Ashton, T Reynolds and A Wordsworth. It was agreed to defer discussion until after item 59.1 – proposed and seconded by Cllrs Lord F Pennington and M Parker.</p> | 7. Training & Expenses | | Original | Revised | | Staff | 900 | 1,250 | | Council | 750 | 400 | Total | | 1,650 | 1,650 |
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| | Council | 750 | 400 | | | | | | | | | | | | | | |
| Total | | 1,650 | 1,650 | | | | | | | | | | | | | | |
| 57.5b | <p><u>Consort’s Chain & Engraving work</u> (P&P Minute 20)</p> <p>Discussion on the replacement of the Consort’s regalia and the costs of engraving the Mayor’s chain were also deferred until after item 59.1.</p> | | | | | | | | | | | | | | | | |
| 57.6 | <p><u>Community Committee</u> – 5.06.18</p> <p>The minutes of the meeting and the decisions taken were noted. The following recommendation was agreed – proposed and seconded by Cllrs Lord F Pennington and P Williamson:</p> <p>R1. To agree that all land owned by FTC, except Ship Street, would be registered with both CWAC and FIT – proposed and seconded by Cllrs Lord F Pennington and C Ashton.</p> | | | | | | | | | | | | | | | | |
| 58 | <p>Land Registry Account</p> <p>In order to complete the FIT applications up-to-date copies of land registry documents are required @ £150+VAT (approximately). It was agreed to set up an account with the Land Registry and to set up a Direct Debit Mandate to make accessing the documents simpler – proposed and seconded by Cllrs J Critchley and M Nield.</p> | | | | | | | | | | | | | | | | |
| 59 | <p>Working Group Records</p> | | | | | | | | | | | | | | | | |
| 59.1a | <p><u>Administration Reduction Working Group</u> – Friday 8 June</p> <p>The minutes of the meeting were noted and the recommendations to council were discussed. CWAC Cllr Dawson was invited to the table to join in the discussion. He explained the history behind the Over 70s Voucher Scheme (R1) – It had originally started out as a Christmas Party, but few people were attending so vouchers were introduced to spend in local shops. (R2) If Council wanted to consider asking CWAC to reduce the number of councillors, it would need to decide quickly as the Community Governance Committee is meeting at the moment. (R3) He had suggested splitting the role of Chairman and Mayor in 2012 following his mayoral year as it was very hard to be both Chair and Mayor. Legislation states that the Chair is the Mayor but does not need to call himself that. His proposal was to have a ceremonial Mayor to take on the civic duties of the Mayor. Introducing the Junior Mayors was a way of getting the schools involved in community life.</p> | | | | | | | | | | | | | | | | |
| 8.20pm Cllr C Ashton returned to the meeting. | | | | | | | | | | | | | | | | | |
| | <p>Cllr Dawson also suggested that the old regalia from Vale Royal Council might be available as an alternative to refurbishing the regalia.</p> <p>Cllr Reynolds explained that the recommendations in the minutes were discussion points not recommendations, so it was agreed that discussion on the recommendations should be</p> | | | | | | | | | | | | | | | | |

Frodsham Town Council

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| | deferred to allow the working group further time – proposed and seconded by Cllrs M Nield and C Ashton. |
| 59.1b | <u>Administration Reduction Working Group - Friday 6 July</u> The minutes of the meeting were noted. Discussion on the proposals was also deferred. |
| Deferred item 57.5a EP1 & EP2 and 57.5b. | |
| <u>Regalia</u> Cllr C Ashton asked for confirmation of the regalia value, which is unknown but there is a value in the Asset Register and an insurance value. Cllr J Critchley felt it was an asset that should be maintained like other assets. It needs a specialist company to get them refurbished. Some items are 25 years old. It was agreed to defer the decision until after TC investigates whether the VRBC Regalia is available – proposed and seconded by Cllrs T Reynolds and C Ashton. | |
| 59.2 | <u>WW1 Commemorative Working Group</u> The minutes of the Working Group meetings held on 13.06.18 & 11.07.18 were noted . |
| 59.3 | <u>Neighbourhood Plan Steering Group</u> The minutes of the Steering Group meetings held on 11.06.18, 26.06.18 & 9.07.18 were noted . |
| 60 | CWAC CWAC Cllrs A Dawson and L Riley gave a verbal report including: Congratulations to everyone involved in the Festival in the Park and the Downhill Run. Howey Lane is scheduled for an element of resurfacing. There is general dissatisfaction with the state of the roads across Cheshire West. CWAC is awash with money including £6m unallocated funds and £5.6m capital finance. Football is coming home to Cheshire – significant funds are coming into grass-roots football and Frodsham Junior Football Association should benefit and facilities at Helsby High School should be improved. Frodsham continues to miss out on funding to improve leisure facilities. Cllr Riley is meeting with the new CEO to discuss this. Friends of Castle Park has been relaunched. There has been an increase in local control following the change in governance arrangements. 'There but not There' silhouette is being considered for installation next to the sandbag flower bed at the top of Fluin Lane. |
| 61 | Thank You Campaign The Medical Centre and WI are being contacted about purchasing a nurse and suffragist respectively. There had been two small polls of opinion – one at the Town Meeting and one on Facebook – and both had been mostly in favour of the soldier. Historically there is a link to the nurse as a nurse's name was recently added to the Memorial at the Methodist Church, there was a hospital in Frodsham and the WW1 Commemoration Group reprinted a book about the hospital. It was agreed to purchase two silhouettes @ £250 each plus VAT – a soldier and a nurse – proposed and seconded by Cllrs J Critchley and D Critchley. Cllr Reynolds suggested keeping them together in one location. It was agreed to discuss location at the next meeting. |
| 62 | Town Meeting The draft minutes of the Town Meeting were noted . |
| 63 | Mayor's Report – none at this time. |
| 64 | Councillors' Reports Cllrs P Martin and L Jones weren't present to report back on meetings they had attended. Cllrs J Critchley and M Nield had not attended the last meeting of Castle Park Trust. Cllr A Wordsworth had attended the Protos meeting and wanted to encourage more groups from Frodsham to apply for the funding which is available. |
| 65 | Clerk's Report – None. |
| 66 | Date of next meeting - Monday 24 September 2018 |
| PART B | |
| 67 | Confidential Matters – Not required. |

Meeting ended at 9pm.