

# Frodsham Town Council



**Minutes of a meeting of  
The Community Committee  
held on Tuesday 9 October 2018 at 7pm  
In the Town Council Office, Castle Park, Frodsham**

**Present:** Cllrs L Brown (Chair), J Critchley, L Jones, M Nield, A Oulton and Lord F Pennington.  
Mrs H Catt (Town Clerk)

**In Attendance:** Two representatives from Mersey Weaver Scouts and 10 members of the public.

## Meeting 3

| No   | Item   |
|------|--|
| 42   | <b>Apologies for absence</b><br>Apologies were received and <b>accepted</b> from Cllr C Ashton.<br>Cllrs P Williamson and L Wilson were not present and had not sent their apologies.  |
| 43   | <b>Declarations of Interest</b> – None.  |
| 44   | <b>Minutes of Meeting 2</b> – 14.08.18<br>The minutes were <b>approved</b> and signed by the Chair as a true record – proposed and seconded by Cllrs Lord F Pennington and J Critchley.  |
| 45   | <b>Opportunity for Public to Speak</b>   |
| 45.1 | <u>Mrs G Baxter, Frodsham History Society</u><br>Mrs Baxter explained that the History Society has outgrown the very small room at Castle Park House. Members of the Society are keen to keep the archive in Frodsham and preferably in Castle Park House. The present space isn't temperature or humidity controlled and this will inevitably lead to some of the archive being degraded. They are in a position now where they are having to be selective about which donations to accept as there is no room to add to the collection. They are working towards digitizing the collection and will be submitting a bid to the Marshes Community Fund but would need match funding from another source eg CWAC and FTC. Their long-term aim is to be more accessible to the public and to have occasional guided access for visitors during Heritage Open Days.                                |
| 45.2 | <u>Mrs M Halsall, Green Gates Community Project</u><br>Mrs M Halsall thanked the council for giving the Green Gates Community Group 12 months to develop their proposals for the site. They have developed a facebook page and have over 160 members. The next stage is to carry out a survey to find out what the residents in the area want to happen to the land – information will be delivered door to door and will be available on-line. They are commissioning a survey of the land and requested permission to access the land. They also asked that the grass should be cut.   |
| 45.3 | <u>Mr P Dean, London Road Allotments</u><br>Mr Dean explained that there had been severe problems with lack of water this year due to the long dry summer. He put forward a proposal to install 4 IBCs in place of the existing water butts to collect the water off the shed. This would quadruple the amount of water that could be collected. If FTC would pay for the material (£767.37+VAT) the allotment holders would install them.   |
| 45.4 | <u>Mr P Vickery, Kingsway Allotments</u><br>Mr Vickery outlined 3 issues facing the allotment holders:<br>The current footpath around the site is in poor repair, being uneven and slippery, in wet conditions. They had found it difficult to get a contractor to give them a price for the work and asked if FTC could help. They would try to get grants to pay for the installation.<br>The hedge between the allotments and Churchfields is very high on the allotment side. He asked that this be trimmed down & straight and that the allotment holders be present when it is done.<br>The footpath that runs alongside the allotments has become overgrown and obscures the street light making it dangerous for all pedestrians. Cllr Oulton offered to lend them equipment but the permission of the householders on the boundary of the footpath would need to give their permission. |
| 46   | <b>Mersey Weaver Scouts</b>  |

| No    | Item  |
|-------|---|
| 46.1  | <p>Mr O Chambers, District Commissioner and Mr J Shaw Chair of Mersey Weaver Scouts gave a presentation about the Scout movement and their involvement in Frodsham. Mersey Weaver Scouts serves Frodsham and surrounding areas including Widnes, Delamere, Norley, Ince and Elton but 25% of young people are from Frodsham. Nationally there has been huge growth in the movement and a new Strategy – Vision 2023, which will deliver an inspiring programme of activities for young people – has been developed. Locally they currently engage with 1200 young people and are aiming to grow further. In Frodsham they have been involved in many community activities including tree planting in the Community Orchards, Clean for the Queen, daffodil planting, maintenance work at Castle Park and they offer affordable meeting space to other community groups. In order to grow they need more adult supporters, not just as leaders but behind the scenes too.</p> <p>They plan to invest £150-200,000 in their premises on premises in Moor Lane over the next few years to improve the facilities and enhancing their training and administration centres. They are looking for support (not cash) with this development. They have been able to sell other premises they had in Runcorn and will be applying for grants. Support they need is around planning, grants and recruitment of more adult leaders.</p> |
| 46.2  | <p>Cllr Lord Pennington commended the Scouts for all the hard work they do, especially in Frodsham. This was seconded by Cllr Oulton. It was <b>agreed</b> that FTC will support the Scouts, where it can, to achieve its aspirations.</p>  |
| 47    | <p><b>Frodsham History Society</b><br/>Councillors were keen to support the History Society and <b>agreed</b> that TC would work with Mrs Baxter and the History Society to work up a formal proposal around the nature of the support needed, which could be presented to a future Community Committee meeting.</p>  |
| 48    | <p><b>Ship Street</b><br/>It had previously been agreed that the grass cutting of the field will be included in next year's SLA but not be done this year, as it is the end of the season and everything is dying back. It was <b>agreed</b> that the survey company, as long as it has full Public Liability Insurance, will be allowed access to the land by arrangement with the Estate Manager. The field was originally closed as it was considered unsafe for children to play on and there are no plans to re-open it. Currently the covenant on the land states that it can only be used as a children's' playground. When a formal proposal from the group is submitted it will be considered by the Council.</p>  |
| 49    | <p><b>Allotments</b><br/>The Annual Inspection visits took place on Sunday 19 August and the issues identified have already been raised by Mr Vickery and Mr Dean. TC reported that Weaver Vale Housing Trust were removing ivy from the side of the flats that are adjacent to one of the allotments on Ashton Drive but fortunately the plot is vacant at the moment.</p>   |
| 49.1  | <p><u>London Road Allotments</u></p>  |
| 49.1a | <p>The request from a neighbour of London Road Allotments for assistance with hedge maintenance prompted a discussion about hedge maintenance more generally. Adding hedge maintenance to the Ground Maintenance SLA is to be considered and costed. When the hedge work is carried out TC will liaise with the resident to see if both sides and top can be done at the same time and the contractor help with the waste removal. TC will include this in the negotiation of the SLA for 2019-20 (see item 52.2).</p>  |
| 49.1b | <p>The improvements to the water storage system was discussed. It was <b>agreed</b> that this development and the work needed at Kingsway need to be looked at together (see item 49.2a).</p>   |
| 49.2  | <p><u>Kingsway Allotments</u></p>   |
| 49.2a | <p>It was <b>agreed</b> that TC should be delegated to work with the allotment holders at Kingsway and London Road to work up proposals for the work that is needed. She will work with them to try and identify external grants to assist with the costs and bring a report back to a future meeting. There may need to be a review of allotment fees too.</p>   |
| 49.2b | <p>TC will liaise with the contractors about cutting the hedge and ensure there is liaison with the allotment holders when the work is carried out.</p>   |
| 49.2c | <p>TC has already reported the issues with the footpath to CWAC.</p>  |

| No    | Item   |
|-------|--|
| 50    | <p><b>Community Speedwatch</b><br/> <b>R1.</b> It was <b>agreed</b> to recommend to P&amp;P that the proposal from PCSO N Flanagan and the Community Speedwatch Co-ordinator to replace the existing Speedgun @ £1,770+VAT be approved using the Community Safety budget – proposed and seconded by Cllrs L Brown and M Nield. The existing gun would also be used until it finally breaks as there are now 2 Community Speedwatch groups in Frodsham.</p>   |
| 51    | <p><b>Drive Safely for Longer Seminar</b><br/> The seminar, aimed at older drivers, will be organised by CWAC, who will fund the speakers and the driver assessments. The funding is needed for the venue, refreshments and publicity. <b>R2.</b> It was also <b>agreed</b> to recommend to P&amp;P to underwrite the costs of a Drive Safely for Longer Seminar @ approximately £400+VAT from the Community Safety budget – proposed and seconded by Cllrs J Critchley and A Oulton. An application has been submitted to Cheshire PCC's Safer Communities Fund so the funding will only be needed if this is unsuccessful. It is hoped that this may be an opportunity to recruit more members to the Speedwatch</p> |
| 52    | <p><b>Grounds Maintenance in Frodsham</b></p>  |
| 52.1  | <p>The Service Level Agreement schedule had been uplifted across the board by 3% as agreed at the beginning of the contract. Ship Street field at been added for 7 cuts with a revised price and the costs of Ship Street Community Orchard had doubled as the old Community Garden area had been added to the contract. This was <b>agreed</b> – proposed and seconded by Cllrs Lord F Pennington and A Oulton.</p>   |
| 52.2  | <p>Other activities that may need to be added to the schedule include the hedge along the Ship Street Community Orchard, the allotment hedges and Manley Road Copse. Responsibility for negotiating further changes with the contractor was delegated to TC with final approval being delegated to Environment Committee.</p>  |
| 53    | <p><b>Daffodil Planting</b><br/> It was <b>agreed</b> to purchase 2 bags of Daffodils at £60+delivery+VAT to enable 4<sup>th</sup> Frodsham Scouts to fill gaps in sections towards Helsby – proposed and seconded by Cllrs L Brown and Lord F Pennington. It was also <b>agreed</b> that a further 4 bags could be purchased if required following the recent works along the A56. It was <b>agreed</b> that TC should contact CWAC about the bulbs not being replaced that were disturbed during the work.</p>   |
| 54    | <p><b>Action Plan 2018-19</b><br/> Progress against the agreed action plan was <b>noted</b>. Cllr L Brown will review the potential to add additional tree lights along High Street.</p>   |
| 55    | <p><b>Budget 2018-19</b><br/> The actual and planned expenditure against the agreed budget were <b>noted</b>. It was <b>agreed</b> that any underspend on the War Memorial budget should be added to the Earmarked budget for the renovation works, which are planned to start next May.</p>   |
| 56    | <p><b>Action Plan and Budget Planning 2019-20</b><br/> It was <b>agreed</b> to hold an Extraordinary meeting to discuss Community Committee's Action Plan and budget requirements for 2019-20 on Monday 12 November at 7pm.</p>  |
| 57    | <p><b>Play Areas</b></p>   |
| 57.1  | <p><u>Park Lane Play Area</u><br/> It was <b>noted</b> that the Adult Gym equipment has been installed. Some of the equipment has been installed the wrong way round but the contractors are returning to sort this out.</p>   |
| 57.2  | <p><u>Top Road Play Area</u></p>   |
| 57.2a | <p>TC had approached CWAC about a bin for Top Road Play Area but this is not an area they service so will not provide a bin. The need for bins on other play areas was discussed and it was <b>agreed</b> to purchase 3 bins @ £153.50 each+delivery+VAT for installation at Top Road, Park Lane and Townfield Lane – proposed and seconded by Cllrs A Oulton and Lord F Pennington. TC will contact CWAC about a new bin for Ship Street Community Orchard area.</p>  |
| 57.2b | <p>The equipment needs repainting. TC would get a price from the contractor who is painting the benches.</p>   |
| 58    | <p><b>Remembrance Day Wreaths</b><br/> It was <b>agreed</b> to make the usual purchase of wreaths to be laid by the Mayor and Junior Mayors at the Remembrance Services on 11 November @ £84 in total with a further donation of £250 – proposed and seconded by Cllrs Lord F Pennington and A Oulton.</p>   |

| No | Item  |
|----|---|
| 59 | <p><b>WW1 Noticeboard</b></p> <p>The WW1 Commemoration Working Group have request that FTC apply for Listed Building consent from CWaC for the installation of the noticeboard, as soon as possible, so that the costs of the noticeboard won't increase. An amendment to the existing Listed Building Consent is needed for the work to the gates and railing, and the plaque to commemorate those who died in the bombing, so the noticeboard can be added to this application. This application will need to be submitted before the work starts in May so it was <b>agreed</b> it application could be made now to assist the group.</p> <p>The site visit to agree the placing of the Tommy Silhouette hadn't taken place so it was <b>agreed</b> to meet on Sunday 14 October at 4.30pm instead. TC will let Other Cllrs know and Cllr Oulton will collect the silhouette</p> |
| 60 | <p><b>Memorial Plaques</b></p> <p>It was <b>noted</b> that two ex-Councillors have recently died; Cllrs J Nield and D Clarke. It was <b>agreed</b> to purchase memorial plaques @ £75each+VAT – proposed and seconded by Cllrs Lord F Pennington and A Oulton. The plaques will be attached to benches in Main Street and Ship Street.</p>  |
| 61 | <p><b>Winter Gritting Scheme</b></p> <p>The future of the scheme was deferred to the EGM due to the time.</p>   |
| 62 | <p><b>Hanging Basket Removal &amp; winter planter of planters</b></p> <p>It was <b>noted</b> that the costs for the removal and storage of the baskets and winter planting of the planters at St Hilda's Drive, Ship Street and Ashton Drive are £474+VAT.</p>  |
| 63 | <p><b>Clerk's updates</b></p> <p>It was <b>noted</b> that repairs to the black mulch play surface have been commissioned @ £80+VAT on health &amp; safety ground.</p> <p>Over 70s update will be added to the EGM agenda.</p>   |
| 64 | <p><b>Next meeting – 11 December 2018</b></p>   |

Meeting ended at 9.45pm

#### Executive Powers:

**EP1:** It was **agreed** to purchase 3 bins @ £153.50 each+delivery+VAT for installation at Top Road, Park Lane and Townfield Lane – proposed and seconded by Cllrs A Oulton and Lord F Pennington.

#### Recommendations to P&P:

**R1.** To agree to replace the existing Speedgun @ £1,770+VAT using the Community Safety budget – proposed and seconded by Cllrs L Brown and M Nield.

**R2.** To agree to underwrite the costs of a Drive Safely for Longer Seminar @ approximately £400+VAT from the Community Safety budget – proposed and seconded by Cllrs J Critchley and A Oulton.