

# Frodsham Town Council



Meeting of  
Frodsham Town Council  
held on Monday 22<sup>nd</sup> July 2019 at 7.00pm  
at Castle Park House, Castle Park, Frodsham

## Minutes

**Attended by:** Cllr Jones (Acting Chair), Cllrs J Critchley, D Critchley, Lord Pennington, Ashton, Williamson, Wade, Mostyn-Jones, Poulton, Nield, Dawson & Stockton. J O'Donoghue (Town Clerk)

Also attended by: 15 members of the public, Cllr Riley (CWAC), PCSO Flanagan, Frodsham Life

## Meeting 4

No	Item
51	<b>Apologies</b> <b>Resolved:</b> Apologies were received and accepted from Cllr Oulton
52	<b>Declarations of interest</b> <b>Noted:</b> Cllrs Wade and Mostyn-Jones declared a personal interest in item 71 on the agenda due to their involvement with the Green Gates Community Project.
53	<b>Right for the public to speak</b>
53.1	To receive a report from Weaver Vale Housing Trust in relation to potential redevelopment in Ship Street <b>Noted:</b> This item was deferred to the September meeting of Full Council as a representative of WVHT was unavailable.
53.2	To receive a report from the Royal British Legion <b>Noted:</b> It was noted that there is no longer a co-ordinator for the Poppy Appeal in the Frodsham area and that it is essential that the voluntary post is filled as soon as possible. RBL currently collects in the region of £8,000 from the appeal and provided wreathes to various organisation for Remembrance Day. It was agreed that FTC will help advertise the vacancy.
53.3	To receive PCSO report <b>Noted:</b> PCSO Flanagan attended the meeting and provided a report which is appended to the minutes (Appendix A). It was noted that residents should call 101 to report incidents of anti-social behaviour so that the reports can be logged and actioned.
53.4	To receive report from Cheshire West and Chester Councillors <b>Noted:</b> Cllrs Riley and Dawson provided a report and it was noted that: parking charges remain a major issue and that 2 drop-in sessions have been held by CWAC to inform residents as to the changes; the resident scheme on Sandfields is about to come into operation at a cost of £60/vehicle/year and residents are encouraged to report any difficulties to CWAC and to CWAC Councillors as there is no review planned for a year; thanks was given to all those involved in the organisation of the Festival in the Park and the annual Down Hill Run; various groups have asked to put on events at Castle Park; a new group, Friends of Castle Park, has been formed which now has a constitution and is looking for volunteers; Castle Park Trust is in a precarious financial position and needs to raise income for the upkeep of the Park and House; a junior park run could be held on a Sunday in Castle Park, alternating with Salt Works and Cllrs were invited to volunteer and support this; Brio Leisure is upgrading all the gym equipment by the end of the year and the spinning bikes have already been upgraded; the Place Plan Consultation is taking place between 18 <sup>th</sup> July and 18 <sup>th</sup> August which proposes a blueprint for health and wellbeing; £6,000 has been provided to Frodsham Youth Association from members budget to enable the Association to make essential upgrades following a fire safety inspection by Cheshire Fire Service; Frodsham C of E Primary School were congratulated on their outstanding palm oil project which included Helsby High School; CWAC has declared a climate emergency and Frodsham Town Council were asked if they wished to be involved by planting bee-friendly plants.

No	Item
54	<p><b>To approve minutes of meeting number 2 held on 20<sup>th</sup> May 2019</b>  <b>Resolved:</b> It was proposed by Cllr Lord Pennington, seconded by Cllr Ashton and unanimously agreed to approve and sign the minutes.</p>
55	<p><b>To approve minutes of meeting number 3 held on 10<sup>th</sup> June 2019</b>  <b>Resolved:</b> It was proposed by Cllr Ashton, seconded by Cllr D Critchley and unanimously agreed to approve and sign the minutes.</p>
56	<b>Co-option</b>
56.1	<p>To note applications for Overton and Five Crosses Ward, Waterside Ward and Castle Park Ward  <b>Noted:</b> It was noted that there are 2 applicants for Overton &amp; Five Crosses Ward, Anne Bettis and Mel Halsall and one candidate who has not specified a Ward, Helen Hayes. There is one applicant for Waterside Ward, Lucy Sumner and one candidate who has not specified a Ward, Helen Hayes. There is no candidate for the Castle Park Ward however Helen Hayes has indicated she could be prepared to represent any Ward. All applicants attended the meeting and were asked, prior to the meeting, to speak for 3 minutes each in support of their application.</p>
56.2	<p>To co-opt to fill the vacant positions  <b>Noted:</b> Prior to the applicants being given the opportunity to address the Council a proposal was put forward by Cllr Dawson to defer co-option to the September meeting of Council as he had received an email, after the advertised closing date, indicating that there were 2 other applicants who would have applied for the vacancies had they been aware of the process. It was noted that all correct procedures had been followed by the Clerk including the notice period.  <b>Resolved:</b> It was proposed by Cllr Dawson, seconded by Cllr Poulton and unanimously agreed 6:5 to defer co-option to the September meeting. Cllr Jones used his casting vote as Acting Chair of the meeting and there was 1 abstention. Clerk to re-advertise vacancies.</p> <p style="text-align: right;"><b><u>ACTION: JO</u></b></p>
57	<b>Finance</b>
57.1	<p>To approve and sign finance report for May and June 2019  <b>Resolved:</b> It was proposed by Cllr Lord Pennington, seconded by Cllr J Critchley and unanimously agreed to approve and sign the finance report for May and June 2019.</p>
57.2	<p>To approve and sign bank reconciliations for May and June 2019  <b>Resolved:</b> It was proposed by Cllr Poulton, seconded by Cllr Lord Pennington and unanimously agreed to approve and sign the bank reconciliations for May and June 2019.</p>
58	<p><b>Power of Competence</b>  To resolve that FTC meets the criteria for eligibility for the General Power of Competence  <b>Resolved:</b> It was proposed by Cllr Dawson, seconded by Cllr J Critchley and unanimously agreed that Frodsham Town Council meets the criteria for eligibility of the General Power of Competence under the Localism Act 2011 on account of having more than 2/3 members elected at May 2019 elections and a Clerk with the Certificate in Local Council Administration.</p>
59	<p><b>Power to accept gifts – LGA 1972 s139</b>  To formally accept a gift to FTC from Cllr Poulton on behalf of his late mother, Caroline Winifred Poulton  <b>Noted:</b> This item was deferred to a future meeting on the request of Cllr Poulton.</p>
60	<p><b>Committees</b>  To approve any additional Councillor appointments to current Committees  <b>Resolved:</b> It was proposed by Cllr Poulton, seconded by Cllr Lord Pennington and unanimously agreed to appoint Cllr Wade to the Events Committee with Cllr D Critchley as reserve.</p>
61	<p><b>P &amp; P Committee Minutes</b>  To note the minutes of the meeting held 24/06/2019  <b>Noted:</b> The minutes were noted</p>
61.1	To approve recommendation from P&P that executive powers are not required

No	Item
61.2	To approve recommendation from P&P that the publication scheme remains unchanged
61.3	To approve recommendation from P&P that the weblink for the Compliments & Complaints section of the website be included in the procedure. <b>Resolved:</b> It was proposed by Lord Pennington, seconded by Cllr Dawson and unanimously agreed to approve items 61.1 to 61.3 en bloc.
62	<b>Events Committee Minutes</b> To note minutes of the meeting held 9 <sup>th</sup> July 2019 <b>Noted:</b> The minutes were noted
63	<b>Environment Committee Minutes</b> To note minutes of the meeting held 10 <sup>th</sup> July 2019 <b>Noted:</b> The minutes were noted
64	<b>Cemetery Committee Minutes</b> To note the minutes of the meeting held 5/06/19 and the decisions taken <b>Noted:</b> The minutes were noted
65	<b>Community Committee Minutes</b> To note the minutes of the meeting held 11/06/19 and the decisions taken <b>Noted:</b> The minutes were noted
66	<b>Planning Committee Minutes</b> To note minutes of the meetings held 3/06/19 and 24/06/19 and the decisions taken <b>Noted:</b> The minutes were noted
67	<b>Working Group Records</b>
67.1	<u>Neighbourhood Plan Steering Group</u> To note minutes of the Steering Group meetings held on 14/05/19, 28/05/19, 24/06/19 and 9/07/19 <b>Noted:</b> The minutes were noted
67.2	<u>World War 1 Working Group</u> To note the minutes of the meetings held on 17/04/19 and 12/06/19 <b>Noted:</b> The minutes were noted and minutes of a meeting held 27/05/19 were circulated.
68	<b>Frodsham Youth Association</b> To approve release of £10,000 agreed budget to FYA <b>Resolved:</b> It was proposed by Cllr Dawson, seconded by Cllr Jones and agreed 8:3 to release the £10,000 without delay. There was 1 abstention.
69	<b>Frodsham World War 1 Commemoration Group</b> To receive an update from the Clerk <b>Noted:</b> A representative from the Group attended the meeting and spoke under agenda item 53. It was noted that: the Group has done a tremendous amount of work over the 6 years and the last meeting will be held in August although individual members of the Group are still happy to support Frodsham History Society; it was requested that Frodsham Town Council arrange for erection of the lecturn in time for the Remembrance Day event at the memorial which was previously agreed. A full written report was provided to all Councillors. Cllr Dawson proposed a vote of thanks to the Group which was seconded by Cllr Jones and unanimously carried.
70	<b>Frodsham Life</b> To receive a report from the Clerk and agree any action to be taken <b>Resolved:</b> It was proposed by Cllr Lord Pennington, seconded by Cllr Dawson and agreed 8:3 to take out a full-page entry, copy to be provided by the Clerk, every 2 months on the month when full Council does not meet at a cost of £300/month (£1,800/year). There was 1 abstention.
71	<b>Ship Street</b> To consider any action to be taken <b>Resolved:</b> It was proposed by Cllr Stockton, seconded by Cllr Dawson and unanimously agreed to hold an Extra Ordinary Meeting on Monday 30 <sup>th</sup> September and invite representatives of Green Gates Community Project and Weaver Vale Housing Trust to attend and make presentations.

**ACTION: JO**

No	Item
72	<p><b>Clerk's Report</b></p> <p>To receive any information items and agree any action to be taken</p> <ol style="list-style-type: none"> <li>1. There are issues with the lease with FCA in that it does not allow FCA to sublet to FYA. Amendments need to be to the lease to allow this. Our solicitor has indicated charges in the region of £1,500 to make the amendment which includes dissolving the current 1968 lease and subsequent 2001 lease and registering the lease with Land Registry according to current legislation. Once the amendment to the lease with FTC have been completed, FCA and FYA would need to determine the terms of the lease between themselves. It I understood that Cheshire Community Action would be able to assist FYA with agreeing terms of a lease between FCA and FYA at minimal cost.</li> <li>2. Works to the War Memorial are due to begin on 5th August however the Clerk is still awaiting the go-ahead from The War Memorial Trust in terms of grant funding as the contractors have not specified the cleaning process for the railings.</li> <li>3. Cllr Ashton has met with United Utilities regarding surface water draining in Tarvin Road cemetery and this issue has now been resolved. There will be no requirement for any additional drainage/soakaway/holding tank etc so no increase in costs.</li> <li>4. As fast as the planters in Ship Street are planted up the plants are stolen so no more plants will be bought this year.</li> </ol> <p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>1. Clerk to circulate legal advice to all Cllrs and arrange a meeting with all parties involved, dates to be circulated and confirmed.</li> <li>2. Clerk to send letter on behalf of FTC to Father Michael Mills thanking him for his services to the community.</li> </ol>
<b>PART B – Exclusion of press and public</b>	
73	<p><b>Operation London Bridge</b></p> <p>To receive a report from the Clerk and agree actions to be taken</p> <p><b>Noted:</b> This item was deferred to the Community Committee</p>
74	<p><b>Close of meeting</b></p> <p><b>Noted:</b> The meeting closed at 9:10pm</p>

APPENDIX A  
PCSO N FLANAGAN  
REPORT 22/07/2019

**Summer Ward Walks:**

Just a reminder that we have the annual summer ward walks coming up this week. These are a chance for councillors and residents to walk around the local wards with myself and discuss any issues we have been having.

They are Lakes Ward on Tuesday 23<sup>rd</sup> July at 6pm meeting at the community centre car park. Castle Ward on Wednesday 24<sup>th</sup> July at 6pm meeting at the entrance to Castle Park House. Overton and Five Crosses Ward on Saturday 27<sup>th</sup> July at 1pm meeting at the Methodist Church car park and Waterside Ward on Saturday 27<sup>th</sup> July at 3pm meeting at Saltworks car park.

I hope as many of you can come along as possible and if any residents wish to attend that would be great.

**Community Engagement:**

Over the past couple of months I have been involved with a number of community engagement events. We had the Fire Station Open Day on 30th June which was well attended and a fun day for all.

We also had a stand at the Frodsham Festival in The Park which was possibly the busiest I have known in my time covering Frodsham. At both these event we had an old Hillman Imp Panda car for people to sit in and look at which meant we were kept busier than ever.

Myself along with the Police and Crime Commissioner and the local Police Chief Inspector attended the latest Busy Bees Breakfast. It was great to meet many local businesses and to be able to discuss local policing.

**Off Road bikes:**

We have seen an increase in Anti-Social Behaviour involving Off Road Bikes recently with reports centred around Ship Street, Ashton Drive, Marsh Lane and The Marshes. I have requested assistance from HQ Motorcycle Operation Team Road and Crime Unit and hopefully they will be able to deal robustly with the persistent offenders in the area.

**Speeding:**

The Community Speed Watch Group continues to grow. We have had some new recruits over the past couple of months and we are always looking to recruitment more. The existing groups have been very active over the past couple of months. I am also continuing to utilise Smiley S.I.D (Speed Indicator Device) and have also been active using the TruCam enforceable device on Fluin Lane. The TruCam device ensures any motorists caught exceeding the speed limit will be reported to Our Central Ticket Office who determine the penalty issued to the motorist.

**Young People:**

The past couple of months have seen myself and my colleague attend Helsby High School for our regular Student/Staff Drop ins.

We also attended Kids Planet Day nursery and spoke to children about emergency services and how police can help. They enjoyed trying on some police uniform as well as sitting in the police car.

I attended Frodsham CofE Primary School summer fair on Friday 21<sup>st</sup> June as I have done every year recently as well as speaking to Year 3,4,5 and 6 pupils at St. Lukes RC Primary School in relation to Stranger Danger with the summer holidays coming up.

We are now running an operation across Chester Local Policing Unit to tackle Anti-Social Behaviour over the summer holidays. We are lucky in Frodsham that we do not suffer from a big spike of ASB in the summer however I have arranged for a youth Engagement Event this coming Sunday 28<sup>th</sup> July where we will be bringing an interactive game and an inflatable Football pitch to Saltworks Playing Fields between 3pm and 5pm. This will help the young people in the area engage with the police in a positive way. We also have a similar event in on Helsby Playing Fields off Lower Robin Hood Lane on Sunday 18<sup>th</sup> August between 1pm and 3pm.

**Social Media:**

For anyone that doesn't already know, you can follow a lot of my activities on Facebook and Twitter. My Facebook account is Frodsham Police and my Twitter account is @frodshampol

**Police surgery:**

Upcoming Police Surgeries for August/September are as follows:

- **Thursday 8<sup>th</sup> August – Castle Park House, Castle Park, Frodsham – 10am – 11am**
- **Thursday 8<sup>th</sup> August – Frodsham Community Police Base, Ship Street – 3pm – 4pm**
- **Tuesday 13<sup>th</sup> August - Frodsham Community Police Base, Ship Street – 6pm – 7pm**
- **Monday 19<sup>th</sup> August – Castle Park House, Castle Park, Frodsham – 10am – 11am**
- **Saturday 24<sup>th</sup> August - Frodsham Community Police Base, Ship Street – 4pm – 5pm**
- **Thursday 29<sup>th</sup> August - Frodsham Community Police Base, Ship Street – 3pm – 4pm**
- **Monday 2<sup>nd</sup> September - Frodsham Community Police Base, Ship Street – 2pm – 3pm**
- **Monday 9<sup>th</sup> September – Castle Park House, Castle Park, Frodsham – 10am – 11am**
- **Friday 13<sup>th</sup> September - Frodsham Community Police Base, Ship Street – 2pm – 3pm**
- **Thursday 19<sup>th</sup> September – Frodsham Parish Hall, Church Street – 10:30am – 11:30am**
- **Friday 20<sup>th</sup> September - Frodsham Community Police Base, Ship Street – 3pm – 4pm**
- **Monday 23<sup>rd</sup> September – Castle Park House, Castle Park, Frodsham – 6pm – 7pm**
- **Tuesday 24<sup>th</sup> September - Frodsham Community Police Base, Ship Street – 6pm – 7pm**

---

**SIGNED:**

**DATE:**