

Frodsham Town Council
Minutes of The Community Committee
held on Tuesday 13th August 2019 at 7pm
in the Town Council Office, Castle Park, Frodsham



Meeting 2

Attended by: Cllrs Ashton (Deputy Chair), J Critchley, Poulton, Lord Pennington, Mostyn-Jones, Wade, Williamson, Jones and Jo O'Donoghue (Town Clerk)

No	Item
20	Apologies for absence Noted: Apologies were received and accepted from Cllrs Oulton, D Critchley and Neild.
21	Declarations of Interest Noted: There were no declarations of interest.
22	Minutes of Meeting 1 – 11/06/19 To approve and sign as a true record Resolved: It was proposed by Cllr Critchley, seconded by Cllr Lord Pennington and unanimously agreed to approve and sign the minutes.
23	Opportunity for Public to Speak Noted: No member of the public attended the meeting
24	Allotments
24.1	To note that the annual inspection has taken place Noted: It was noted that the allotment inspection has taken place and: it was identified that a number of plots are not being well tended. It was agreed that the Clerk will write to those plot holders allowing 6 months for improvements to be made before issuing eviction notices; one plot on London Road requires a tenant and the Clerk will offer the plot to the next resident on the waiting list; the long hedge on the London Road allotments requires the top to be cut. The Clerk will arrange for this to take place.
24.2	To note complaint from allotment holder regarding hedge removal and actions taken by the Clerk Noted: It was noted that an allotment holder on the London Road allotments has removed sections of a hedge belonging to a resident and the Clerk has arranged for sections of the hedge to be replanted. The Clerk will send a letter to all plot holders advising as to the action taken to replace the hedge and requesting consideration for neighbouring properties and boundaries.
24.3	To agree any other actions to be taken Resolved: It was unanimously agreed to pursue asset transfer of the Ashton Drive allotment site to FTC from CWAC. <u>ACTION: JO</u>
25	Play Area Annual Inspections Resolved: It was proposed by Cllr Poulton, seconded by Cllr Critchley and unanimously agreed to take items 25.1 to 25.8 en bloc and give the Clerk delegated powers to instruct minor repairs as indicated by the written reports. <u>ACTION: JO</u>
25.1	Churchfields To note the report on Churchfields
25.2	To agree actions to be taken on Churchfields <i>See item 25</i>
25.3	Park Lane To note the report
25.4	To agree actions to be taken <i>See item 25</i>
25.5	Top Road To note the report

No	Item	
25.6	To agree actions to be taken <i>See item 25</i>	
25.7	Townfield Lane To note the report	
25.8	To agree actions to be taken <i>See item 25</i>	
26	Council Land To discuss and agree signage on council owned land Noted: The Clerk provided a report and it was agreed to consider each site on its own merit together with any legal obligations and powers of enforcement. Clerk to check wording of the Public Space Protection Order. <u>ACTION: JO</u>	
27	War Memorial To receive an update and agree any actions to be taken Noted: The Clerk provided a report and it was noted that: paperwork is still awaited from WMT and the method of cleaning the railings has been approved; works are now scheduled to commence on 3 rd September; it is hoped that the Remembrance Day Service will still take place on the memorial site however this will be discussed at the working group meeting to be held on 10 th September at 6.15pm.	
28	Winter Gritting Scheme To receive a report and agree any action to be taken Resolved: It was proposed by Cllr Lord Pennington, seconded by Cllr Critchley and unanimously agreed to promote the scheme in Frodsham Life, the website, noticeboards and social media.	
29	Over 70's Vouchers To note report Noted: L Kenny (Administration Officer) provided a thorough report which was appreciated by Cllrs as it gave a clear and concise overview of the scheme. It was noted that a considerable amount of administrative time is taken up by the scheme and Cllr Critchley offered to help. Cllr Poulton proposed a vote of thanks to L Kenny which was carried.	
29.1	To agree that the face value of the 2019 Frodsham Christmas Gift Vouchers should be £10	Resolved: It was proposed by Cllr Poulton, seconded by Cllr Wade and unanimously agreed to take items 29.1 to 29.6 en bloc and approve as follows: face value of vouchers will be £10; the lowest of 2 quotes obtained be approved for printing at a cost of £250; expenditure of £300 for printing application form in Frodsham Life; the proposed rule changes and administration process.
29.2	To agree the proposed timetable	
29.3	To accept one of the quotes for printing the vouchers and posters	
29.4	To approve the expenditure of £300 for printing the resident application form in the September edition of Frodsham Life	
29.5	To agree the proposed rule changes	
29.6	To approve the administration process	
30	CCTV To note visit to CWAC control room in Chester Noted: It was noted that Cllrs J Critchley, Poulton and Pennington visited the control room and reported an extremely positive meeting. A business case for installation of 2 cameras at a cost of £55K has been put forward by CWAC however this will require consent of cabinet and a contribution from FTC towards the £7,000 annual running costs.	
30.1	To agree further actions to be taken Resolved: It was proposed by Cllr Poulton, seconded by Cllr Lord Pennington and unanimously agreed to recommend to full council that a sum of £6K be used towards the £7,000 running costs of the two cameras.	

No	Item
31	<p>Hanging Baskets To receive a report from Cllr Jones Noted: Cllr Jones provided a report and it was noted that FTC could consider providing bee-friendly hanging baskets.</p>
31.1	<p>To agree actions to be taken Noted: Clerk to request quotation from Northwich Town Council (current providers of hanging baskets) for 49 baskets to include bee-friendly plants. ACTION: JO</p>
32	<p>Rotunda To note complaint and agree any action to be taken Noted: It was noted that a resident had complained about the poor visibility of an approaching bus due to the presence of the rotunda. Cllr Pennington reported that no further action is taken as the rotunda is in the ownership of the Tourist Board.</p>
33	<p>Request from resident To consider a request from a resident to site a plaque in the little park in memory of the Firefighters who served at the Fountain Lane Fire Station. There would be no cost to the Council. Resolved: It was proposed by Cllr Poulton, seconded by Cllr Ashton and unanimously agreed to permit the resident to site a plaque in the little park.</p>
34	<p>Clerk's updates To note information items Noted: There were no further items</p>
35	<p>Next meeting – 8th October 2019</p>
36	<p>Close of meeting</p>

SIGNED:

DATED: