

Frodsham Town Council

Minutes from the meeting of **Frodsham Town Council** held on
Monday 23rd November at 7pm via Zoom



FRODSHAM TOWN COUNCIL

Meeting 17

Attended by: Cllr J Critchley (Chair), Cllr D Critchley, Cllr Poulton, Cllr Lord Pennington, Cllr Williamson, Cllr Nield, Cllr Stockton, Cllr McKeown, Cllr Sumner, Cllr Wade, Cllr Ashton, Cllr Griffiths and J O'Donoghue (Town Clerk).

Also attended by: 11 members of the public and Cllr Riley (Cheshire West and Chester Council)

PART A

241. Apologies for absence

To receive apologies

NOTED: There were no apologies for absence.

242. Declarations of interest

To note any declarations of interest on items which are on the agenda.

NOTED: There were no declarations of interest. Cllr Ashton reserved right to declare an interest if she became aware of something on the agenda.

243. Requests from the public to speak

NOTED: Several members of the public attended the meeting. Members of the public raised concerns regarding Manley Road Copse, Marshlands and the provision of grants

244. To receive a report.

NOTED: PCSO Neil Flanagan attended the meeting and sent a written report prior to the meeting which was circulated to all Councillors (Appendix A).

245. Cheshire West and Chester Council Frodsham Ward Councillors

To receive a report from Cllr L Riley on Cheshire West and Chester Council business.

NOTED: Cllr L Riley provided a verbal report which was noted.

246. Co-option

NOTED: The Clerk noted that Steven Milner, Pauline Lawrie and Emma Jones specified Overton and Five Crosses Ward. Paul Martin specified Waterside Ward.

246.1 To co-opt to Overton & Five Crosses Ward (1 vacancy)

RESOLVED: It was unanimously agreed to: defer the co-option to the Full Council Meeting to be held in January 2021; to ask current candidates to re-submit an application letter and complete Appendix A of the co-option form as to eligibility; candidates to confirm vacancy

application (Ward).

246.2 To co-opt to Waterside Ward (1 vacancy)

RESOLVED: It was unanimously agreed to: defer the co-option to the Full Council Meeting to be held in January 2021; to ask current candidates to re-submit an application letter and complete Appendix A of the co-option form as to eligibility; candidates to confirm vacancy application (Ward).

247. Minutes of the meetings to be approved

247.1 To agree and sign the minutes of the Full Town Council Meeting held 28th September as a true record of the meeting.

RESOLVED: It was resolved to approve and sign the minutes.

247.2 To agree and sign the minutes of the Extra Ordinary Full Town Council Meeting held 17th November 2020 as a true record of the meeting.

RESOLVED: It was resolved to approve and sign the minutes.

248. Finance reports pack

248.1 To approve the expenditure for October 2020 set out in the reports pack

RESOLVED: It was resolved to approve and sign the expenditure for October 2020 (Appendix B)

248.2 To note the income set out in the reports pack

NOTED: The income was noted.

248.3 To note bank reconciliations as presented with supporting documentation

NOTED: The bank reconciliations were noted.

248.4 To note income and expenditure against budget forecast

NOTED: The income and expenditure against budget forecast was noted.

249. Over 70s Vouchers

To consider extending the closing date for acceptance of vouchers following the closing date of 6th November 2020 and agree process for doing so.

RESOLVED: It was resolved to: extend the closing date for the scheme by 4 weeks; Cllr Ashton to collect the vouchers (received by 6th November 2020) currently available for distribution to local residents, via Frodsham Open Hands.

250. Land Assets

250.1 To consider a proposal to dispose of Manley Road Copse.

RESOLVED: It was resolved to withdraw the proposal.

250.2 To consider a proposal to dispose of Marshlands.

RESOLVED: It was resolved to withdraw the proposal.

251. Neighbourhood Plan

To note the financial report from the Clerk and progress to date.

NOTED: The report was noted together with the latest update from CWAC.

252. Memorial Working Group

To receive a report from Cllr Griffiths and consider revision/amendment of Seats Policy.

RESOLVED: It was agreed to refer to PPR Committee.

253. Grants Working Group

253.1 To consider the recommendations of the Grants Working Group to grant awards as follows: Frodsham & District History Society £200, Frodsham Manor House Primary School PTA £410, Girlguiding Frodsham District £900.

RESOLVED: It was resolved to accept the recommendations of the Grants Working Group and award grants as follows: Frodsham & District History Society £200, Frodsham Manor House Primary School PTA £410, Girlguiding Frodsham District £900.

253.2 To consider a proposal to share the remaining £18,490 of the £20,000 grants budget between the 4 Frodsham primary schools.

RESOLVED: The proposal was considered and rejected. It was agreed to arrange a meeting of the Grants Working Group to consider allocation of the remaining £18,490 of the £20,000 grants budget on 8th December. This meeting will take part prior to the scheduled Amenities Committee Meeting. Any recommendations will need to be ratified by full council in January 2021.

254. Christmas Working Group

To receive an update from Cllr J Critchley.

NOTED: A verbal report was received and it was noted that all accounts for payment are processed through FTC accounting system.

255. Committee Membership

To appoint Cllr Poulton to the Events Committee and consider Committee Membership.

RESOLVED: It was agreed to defer the item to PP&R Committee.

256. Lease Frodsham Community Association/Frodsham Youth Association

To receive a report on the status of the lease.

NOTED: No report.

257. Christmas Lights

To note that lights in 4 of the wrapped trees are not working, a quotation has been received in the sum of £10,400 and agree action to be taken.

NOTED: The report was noted and it was agreed Town Clerk will seek further quotations in 2021.

258. Terms of Reference for Working Groups

To consider adopting ToR for the Memorial Path Working Group, Ship Street Options Appraisal Working Group and Remembrance/Memorial Working Group.

RESOLVED: The generic draft terms of reference were approved.

PART B

259. Exclusion of Press and Public

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 260 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

RESOLVED: It was agreed to exclude press and public from the following item:

260. Confidential Staffing Matters

To receive a report from the Clerk

NOTED: The Clerk provided a verbal report and it was noted that reception services will shortly be moved to Office 3 on the first floor of CPH. The HR contract with Ellis Whittam has been confirmed. CWAC has requested information for TUPE which has been provided.

261. Date of next meeting and items for consideration at the next meeting

NOTED: The next meeting will be held in January 2021.

COVID-19:

COVID-19 continues to be a developing situation, and the police's approach to all COVID-19 powers is for officers to **Engage, Explain, Encourage** the public and only **Enforce** as a last resort.

The **four 'E's** are based on evidence that people are more likely to comply after a police encounter if they feel they have been treated fairly, have received an explanation, and have been given the opportunity to give their view. This fits with the policing by consent model – it's founded on building public cooperation.

Recently we have had a few reports of potential breaches to the COVID-19 regulations. Thankfully, whilst all reports are investigated, most are found not to breach the rules.

Community Policing Fund:

Cheshire Police and Crime Commissioner David Keane has launched a new fund that community police officers, PCSOs and problem solving teams can bid to directly to work with local residents on projects which make their area safer.

Under the Community Police Fund, Frodsham will be allocated a £1,000 grant for bids that address community safety issues.

This has been made possible using money seized under the Proceeds of Crime Act 2002 to send a clear message to criminals that crime doesn't pay.

Bids must meet the priorities in the Police and Crime Plan and look to develop a problem solving approach to prevent crime and anti-social behaviour.

Grants will be awarded to new, one-off projects that leave a legacy as opposed to continuous year-on-year commitments. This could be, as an example, a road safety project, community engagement activities or a project which supports vulnerable people. So if you have any ideas or know someone who might, please let me know.

Applications should be sent to pcc@cheshire.pnn.police.uk before 5pm on 18 January 2021.

Traffic related issues:

The COVID-19 Pandemic has unfortunately put a stop temporarily to Community Speed Watch, however I am hoping to have it up and running early in the New Year depending on where we are with restrictions/guidelines.

I continue to get reports of issues relating to speeding vehicles. This seems to be the biggest area of complaint. Recent complaints have come from residents on Bridge Lane, Kingsley Road and Hillside Road. I have spoken to concerned residents and taken on board their issues. When speaking to residents in relation to speeding complaints I always promote our Speed Watch Group to see if we can get new members involved to have greater speed monitoring on our roads.

Whilst Speed Watch remains inactive I have been busy utilising both Smiley S.I.D and the TruCam Speed camera on problem roads.

We had arranged for a Traffic Enforcement Day for next month, but again unfortunately we have had to postpone this due to the current Pandemic.

Schools:

Whilst the Primary Schools are quietly rightly limiting the number of people going into the schools, I have been unable to do any activities this school year so far that I would normally do such as Stranger Danger, E-Safety talks and Let's Walk Road Safety.

I have however been in contacted with all the schools and spoken to staff in relation to ongoing parking issues. Unfortunately, despite staggered start/finish times for pupils, parking around our schools

continues to cause an issue.

I have been outside all 4 primary schools at various stages over the past couple of months in an effort to ensure the children arrive and leave school safely and that parents and carers park in a safe and responsible manner.

I have also had to stop going in to Helsby High School at present due to direction from my supervision. I am still in contact with the school on a regular basis and hopefully I can resume the drop in sessions at the school when restrictions ease.

Anti-Social Behaviour:

A couple of areas continue to cause some issues for local residents currently. The footpath adjacent to Green Gates on Ship Street where the bungalows are has seen an increase in Anti- Social Behaviour recently especially later on in the evening. I have been liaising with residents and Weaver Vale Housing and have been doing regular patrols of the area at weekends and evenings.

The other area of concern currently is the Memorial Field car park on Bellemonte Road. The area appears to be attracting younger people later in the evening where they sit in their cars playing loud music, littering etc. There is also evidence of Nitrous Oxide use (laughing gas) these are the silver canisters that the gas comes in which is not illegal but can be dangerous.

We have also received a few reports of Bellemonte Road being used as a race track late at night when the young people have finished on the car park.

After speaking to residents in the area, one thought was to see if the memorial field car park could be closed in some way overnight as is the case with Forest Hills Hotel whilst it is currently closed. This I believe would be a decision to be taken by yourselves but it is an idea to help reduce the late night activity that has crept in this year.

Police Surgeries:

My Police Surgeries are continuing during lockdown but are currently restricted to a virtual surgery where residents will email me and I will phone them back during my hour's surgery each week.

This is not ideal but is a direction from our bosses at HQ. Hopefully again this will change when restrictions are eased.

My surgery dates for December are as follows:

Tuesday 1st December 3pm – 4pm

Monday 7th December 5pm – 6pm Friday

18th December 2pm – 3pm Wednesday

23rd December 3pm – 4pm

Finally:

My bi-monthly update doesn't feel as in-depth as usual due as many of the duties I used to perform have been stopped, but I feel like I have never been busier so hope this update is ok for you all. If you have any thoughts on the role I am playing in the community currently or any suggestions of things I can do, please let me know.

It only leaves me to say thank you all for your continued support and to wish you all a happy Christmas and best wishes for 2021.

Stay safe

PCSO 20619 Neil Flanagan

APPENDIX B
EXPENDITURE OCTOBER 2020

Date: 03/11/2020

Frodsham Town Council 2020/2021

Page 1

Time: 14:57

Cashbook 1

User: JO

Current Bank A/c

Payments made between 01/10/2020 and 31/10/2020

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/10/2020	CWAC	BACS	510.00		85.00	4240	100	425.00	CPH rent
01/10/2020	Prism Ltd	DD	132.65		22.11	4180	100	110.54	Phone service
01/10/2020	CWAC	DD	125.00			4250	100	125.00	CPH rates
01/10/2020	Scottish Power	DD	10.00			4800	130	10.00	Cemetery
02/10/2020	Northwich Town Council	BACS	147.00		24.50	4320	130	122.50	Grave turfing
02/10/2020	KDE	BACS	108.60		18.10	4990	130	90.50	Hand sanitiser
02/10/2020	Jo O'Donoghue	BACS	14.39			4210	100	14.39	Zoom subscription
02/10/2020	Walker Conservation	BACS	2,610.43		435.07	4440	110	2,175.36	Final payment
02/10/2020	Smith of Derby	BACS	1,062.00		177.00	8000	100	885.00	Smith of Derby
13/10/2020	Northwich Town Council	BACS	2,410.80		401.80	4801	170	2,009.00	SLA June inc watering
13/10/2020	Northwich Town Council	BACS	2,557.80		426.30	4801	170	2,131.50	SLA July inc watering
13/10/2020	Northwich Town Council	BACS	323.40		53.90	4813	170	269.50	Strim Manley/install nurse
13/10/2020	The Play Inspection Company	BACS	390.00		65.00	4803	170	325.00	Annual inspection all sites
13/10/2020	Northwich Town Council	BACS	2,263.80		377.30	4801	170	1,886.50	SLA September
13/10/2020	Northwich Town Council	BACS	2,851.80		475.30	4801	170	2,376.50	SLA August
14/10/2020	Waterplus	DD	54.43			4515	100	54.43	Ashton Drive water
15/10/2020	[REDACTED]	BACS	915.58			4000	100	915.58	Oct salary
15/10/2020	[REDACTED]	BACS	593.52			4000	100	593.52	October - Salary
15/10/2020	[REDACTED]	BACS	690.44			4000	100	690.44	Oct - Salary
15/10/2020	Cheshire Pensions	BACS	1,234.00			4040	100	1,234.00	Contributions
15/10/2020	HMRC	BACS	1,487.03			4030	100	1,487.03	October payment
15/10/2020	[REDACTED]	BACS	2,343.20			4000	100	2,343.20	Oct - Salary
20/10/2020	D & M Waste Services	DD	92.54		15.42	4800	130	77.12	Cemetery waste
26/10/2020	Prism Ltd	DD	263.09		43.85	4210	100	219.24	October/November
27/10/2020	Northwich Town Council	BACS	147.00		24.50	4813	170	122.50	Graffiti Churchfields
27/10/2020	Waterplus	BACS	70.35			4515	100	70.35	Ashton Drive water
27/10/2020	Hawk Publications Ltd	BACS	462.00		77.00	4805	170	385.00	Hob Hey Wood Calender
27/10/2020	Prism Ltd	BACS	132.65		22.11	4180	100	110.54	Phone services
27/10/2020	H & L Self Storage Ltd	BACS	91.80		15.30	4511	100	76.50	13/10 to 14/11
27/10/2020	H & L Self Storage Ltd	BACS	91.80		15.30	4511	100	76.50	14/08 to 14/09
27/10/2020	H & L Self Storage Ltd	BACS	91.80		15.30	4511	100	76.50	14/09 to 14/10
27/10/2020	LAND REGISTRY	DD	9.00			4130	100	9.00	Manley Rd/Marshlands
28/10/2020	CWAC	BACS	711.00			4250	130	711.00	6 month
28/10/2020	Blachere Ltd	BACS	2,486.40		414.40	4807	170	2,072.00	Replacement bulbs festoons
29/10/2020	Jo O'Donoghue	BACS	14.39			4210	100	14.39	Pro Zoom subs
29/10/2020	[REDACTED]	BACS	500.00			4990	130	500.00	O/P burial fees
Subtotal Carried Forward:			27,999.69	0.00	3,204.56			24,795.13	