



**FRODSHAM TOWN COUNCIL MINUTES**

Meeting 21

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Attended by: Cllr C Ashton (Vice Chair), Cllr B Stockton, Cllr D Critchley, Cllr R McKeown, Cllr P Griffiths, Cllr B Wade, Cllr P Williamson, Cllr H Hayes, & J O'Donoghue (Town Clerk)  
Also attended by: PCSO N Flanagan & members of the public

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It was noted at the beginning of the meeting that Cllr J Critchley (Chair) was unable to attend the meeting and that Cllr C Ashton (Vice Chair) would Chair the meeting.

**301. Apologies for absence**

To receive apologies

**RESOLVED:** Apologies were received and accepted from Cllr Lord Pennington, Cllr Nield & Cllr J Critchley (Chair).

**302. Declarations of interest**

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

**NOTED:** Cllrs reserved a right to declare an interest. Cllr H Hayes declared an interest in item 312(a) as a member of the friends group.

**303. Requests from the public to speak**

Members of the public are invited to speak on items which are on the agenda in accordance with FTC policy on public speaking at meetings: <https://frodsham.gov.uk/policies-procedures/>

**NOTED:** 2 members of the public attended and addressed items on the agenda and the Communications Policy in particular.

**304. PCSO report**

To receive a report from PCSO Neil Flanagan

**NOTED:** Neil Flanagan attended the meeting and provided a thorough report which was noted and will be subsequently forwarded to the Clerk.

**305. Cheshire West and Chester Council**

To receive a report from Cllr Lynn Riley

**NOTED:** Cllr Lynn Riley (CWAC) was unable to attend the meeting and no report was available at the meeting.

**306. Co-option/Casual Vacancies**

(a) To note application from 2 residents for co-option to the Overton & Five Crosses Ward (1 vacancy

**NOTED:** It was noted that one resident has withdrawn their application

(b) To consider/approve co-option to the Overton & Five Crosses Ward

**RESOLVED:** It was unanimously agreed to co-opt Pauline Lowrie to the Overton & Five Crosses Ward.

(c) To note application from 1 resident for co-option to the Waterside Ward (1 vacancy)

**NOTED:** It was noted that the application submitted by Pauline Lowrie following her appointment to Overton & Five Crosses Ward was withdrawn.

(d) To consider/approve co-option to the Waterside Ward

**RESOLVED:** It was agreed to re advertise the casual vacancy.

**ACTION: JO**

### 307. Approval of minutes

(a) To approve and sign the minutes of the ordinary meeting held 25<sup>th</sup> January 2021

**RESOLVED:** The minutes were approved to be signed at a later date.

(b) To approve and sign the minutes of the extra ordinary meeting held 24<sup>th</sup> February 2021

**NOTED:** The minutes were not approved. No formal amendment to the draft minutes was proposed or approved.

### 308. Accounts Report January 2021

(a) To note the report provided by the Clerk

**NOTED:** The report was noted

(b) To note the account balances and bank reconciliations

**NOTED:** The report was noted

(c) To approve and sign the report

**RESOLVED:** Cllr D Critchley requested a named vote. It was proposed by Cllr D Critchley, seconded by Cllr P Williamson and agreed to approve the accounts for January 2021. Cllrs H Hayes, B Stockton, P Griffiths, R McKeown, B Wade & C Ashton approved the accounts which will be signed at a later date.

### 309. Accounts Report February 2021

(a) To note the report provided by the Clerk

**NOTED:** The report was noted

(b) To note the account balances and bank reconciliations

**NOTED:** The report was noted

(c) To approve and sign the report

**RESOLVED:** Cllr D Critchley requested a named vote. It was proposed by Cllr D Critchley, seconded by Cllr P Williamson and agreed to approve the accounts for February 2021. Cllrs H Hayes, B Stockton, P Griffiths, R McKeown, B Wade & C Ashton approved the accounts which will be signed at a later date.

### 310. Interim Internal Audit 1<sup>st</sup> April 2020 – December 2020

To note that JDH Business Services are currently conducting the interim internal audit.

**NOTED:** It was noted that JDH Business Services are currently conducting the interim internal audit for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2020.

311. Amenities Committee Membership March 2021

(a) To note that, following a Cllr resignation, there is a vacancy on the Amenities Committee

**NOTED:** The vacancy was noted

(b) To consider appointment to Committee

**RESOLVED:** It was resolved to appoint Cllr R McKeown to the Amenities Committee.

312. Trust Accounts

(a) To note accounts of the Friends of Hob Hey Wood Trust (£1,385.22)

**NOTED:** The accounts were noted

(b) To approve the trust accounts

**RESOLVED:** It was unanimously agreed to approve the accounts

(c) To note accounts of Frodsham Recreational Grounds Trust (£1,751.61)

**NOTED:** The accounts were noted

(d) To approve the trust accounts

**RESOLVED:** It was unanimously agreed to approve the accounts

313. Communications Policy

To consider/approve the proposed policy to include use of email and social media

**NOTED:** The item was deferred for further consideration at a future meeting.

314. Castle Park House – Reception Services/CWAC

To note that the current contract with FTC has been extended to 16<sup>th</sup> June 2021.

**NOTED:** It was noted that the current contract with FTC has been extended to 16<sup>th</sup> June 2021.

315. SLA invoicing and monitoring

(a) To receive/note report from Cllr C Ashton

**NOTED:** Cllr Ashton requested the item be removed from the agenda. Cllr Ashton has requested invoices submitted by Northwich Town Council (Nov 2019 to March 2021).

316. Clerks report

To receive a report from the Clerk

**NOTED:** The Clerk had no further report.

317. Close of meeting

**NOTED:** The meeting closed at 8.15pm.