



FRODSHAM TOWN COUNCIL AMENITIES COMMITTEE MEETING

MINUTES

FROM THE MEETING HELD 9<sup>TH</sup> FEBRUARY 2021

Meeting 7

---

Attended by Committee Members: Cllr Griffiths, Cllr Wade, Cllr Ashton, Cllr Hayes, Cllr Nield, Cllr Williamson & J O'Donoghue (Town Clerk)

Also attended by: Cllr Stockton, Cllr McKeown and members of the public.

---

91 To appoint a Chair

**RESOLVED:** Cllr Griffiths was elected as Chair of Amenities Committee.

92 To appoint a Vice Chair

**RESOLVED:** Cllr Wade was elected as Vice Chair of Amenities Committee.

93 Apologies for absence

To receive apologies

**NOTED:** Cllr Poulton and Cllr Lord Pennington were unable to attend the meeting and their apologies were accepted.

94 Declarations of interest

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

**NOTED:** There were no declarations of interest however members reserved the right to declare an interest should they become aware of the need to do so.

95 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:** 1 MOP addressed agenda items 96 to 105.  
1 MOP addressed agenda item 102.

96 Minutes of meetings to be approved

(a) To approve and sign the minutes of the Amenities Committee Meeting held 8<sup>th</sup> December 2020

**RESOLVED:** It was resolved to approve and sign the minutes of the Amenities Committee Meeting held 8<sup>th</sup> December 2020

(b) To approve and sign the minutes of the Amenities Committee Meeting held 17<sup>th</sup> December 2020

**RESOLVED:** It was resolved to approve and sign the minutes of the Amenities Committee Meeting held 17<sup>th</sup> December 2020

## 97 Finance Report

(a) To note budget 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 - £67,630

**NOTED:** The budget was noted

(b) To note detailed expenditure

**NOTED:** The detailed expenditure report was noted

(c) To note expenditure 1<sup>st</sup> April 2020 to 31<sup>st</sup> January 2021 - £28,416

**NOTED:** The expenditure was noted

(d) To approve the report

**RESOLVED:** Cllr Ashton requested the report be DEFERRED for consideration at a future meeting and this was agreed.

## 98 Committee Members

To receive a report from Cllrs involved in inviting members of the community to join the Amenities Committee as non-voting members.

**NOTED:** The Clerk noted that there was no progress on this item.

## 99 Grounds Maintenance SLA

(a) To note progress to date by Cllr Hayes and J O'Donoghue (Clerk)

**NOTED:** Cllr Hayes provided a report and it was noted that the combined SLA is under review.

(b) To agree further action to be taken

**NOTED:** Cllr Hayes agreed to report back to the next Amenities Committee Meeting with an update on the Grounds Maintenance SLA.

**ACTION: HH/JO**

## 100 Hob Hey Wood Friends Group

To receive a written report from M Sullivan

**NOTED:** The report was noted and the group commended for their works.

## 101 Memorial Path/Bench Working Group

(a) To note the Terms of Reference agreed by the MPB Working Group (circulated) and receive a report from Cllr Griffiths.

**NOTED:** Cllr Griffiths provided a report on the Working Group meeting held on 4<sup>th</sup> February 2021 (Appendix A). It was noted that the Seats Policy would need to be approved by FTC together with the terms of reference for the group.

(b) To agree further action to be taken

**NOTED:** The WG will continue to look at options for memorial benches and landscape architects who could advise on options for a memorial path.

## 102 Play Areas

(a) To note the recent play area inspections carried out in January 2021 by Northwich Town Council and quotes provided by Northwich Town Council for rectification of identified issues notified to Frodsham Town Council. The Clerk noted that issues have been reported at 3 previous Amenities Committee Meetings and no action has been taken to date.

Top Road (14/01/2021)

Play surface requires cleaning (£98)

Gate closing too quickly (TC has investigated this previously and the only option is a new gate)

Fence line needs cutting back of brambles (FOC)

Swings require cleaning (FOC)

Townfield Lane (19/01/2021)

Signs require cleaning (FOC)

Cut back perimeter hedge (£294)

Relay rubber tiles under seating x 2 (£196)

- Churchfields (19/01/2021)
- Cover exposed foundation under embankment slide (£98)
  - Clean steps to slide (£98)
  - Secure dice panel play board in place (£49)
  - Remove old fence panel (FOC)
  - Replace broken bench slats (£147)
  - Consider repairs to Supanova which is showing cracks
  - Replace safety surface under bike springer
  - Replace safety surface under tractor springer
  - Top up goal mouth (£98)
  - Weed kill safety surface (£98)
  - Replace safety surface with new bark and replace edging board (£2,200)
- Park Lane (26/01/2021)
- Remove moss on paths (£98)
  - Fill trip on entrance with tarmac (£98)
  - Cut back perimeter hedge (£147)
  - Remove bush (£49)

(b) To agree action to be taken

**RESOLVED:** The item was DEFFERRED to consideration at a future meeting. It was noted that issues (above) were reported to the Committee by the Clerk at the meeting held on 17<sup>th</sup> December 2020 and that no action has been agreed by Committee to date.

### 103 Hanging Baskets

- (a) To note that the winter hanging baskets will be replaced with summer baskets and that in order to ensure that there is no gap between replacement additional baskets are required. A broken lamppost bracket also needs replacing.

**NOTED:** The report was noted.

- (b) To approve quotation from Northwich Town Council (Quote 835) as follows:

- To supply 49 hanging baskets and 14 lamppost baskets £2,195.51
- To supply and install missing lamppost basket bracket £98.00

**RESOLVED:** It was resolved to accept the quotation from Northwich Town Council (Quote 835) to supply additional baskets detailed above. **ACTION: JO**

### 104 Cheshire West and Chester Council Active Travel Consultation

- (a) To note the four week consultation period closes on Sunday 21st February 2021  
[https://inside.cheshirewestandchester.gov.uk/get\\_involved/consultations](https://inside.cheshirewestandchester.gov.uk/get_involved/consultations)

**NOTED:** The consultation was noted

- (b) To agree action to be taken

**NOTED:** The consultation was noted.

### 105 Public Rights of Way

- (a) To note correspondence from Cheshire West and Chester Council Public Rights of Way (PROW) in relation to improvements required to Footpath 74 and a request for FTC to contribute to the cost of repairs (£2,950).

**NOTED:** The correspondence was noted and Cllr Ashton provided a verbal report.

- (b) To consider whether Frodsham Town Council will contribute to improvement works to FP74

**RESOLVED:** It was resolved not to contribute to improvement works to FP74. Clerk to inform CWAC (PROW). **ACTION: JO**

106 To receive a report from the Clerk

**NOTED:** The Clerk reported that there has been a collapse of a path in Hob Hey Wood which was reported by Northwich Town Council, to the Clerk, following a scheduled routine inspection which took place on 9<sup>th</sup> February 2021. Cllr Ashton requested that the SLA removes the routine litter pick and inspection reports for Hob Hey Wood as this work is being carried out by volunteers.

**RESOLVED:** It was agreed to remove the litter routine pick and inspection of Hob Hey Wood under revision of Grounds Maintenance SLA 2021-2022 (Item 99b above) as requested by Cllr C Ashton. **ACTION: JO/HH UNDER ITEM 99(b) ABOVE**

107 Date of next meeting – 13<sup>th</sup> April 2021

---

APPENDIX A

## NOTES FROM BENCH/PATH WORKING GROUP MEETING HELD ON 4<sup>TH</sup> FEBRUARY 2021

Attendees:- Cllr Phil Griffiths (Team Lead), Vivien Shaw – Frodsham WI, Cllr Ryan McKeown, Cllr Bill Stockton, Cllr Bernie Wade

Apologies:- Cllr Ryan McKeown

### **Memorial Bench**

#### **Background.**

The Working Party was formed after a meeting of Frodsham Town Council Policy (FTC) Process and Revenue (PP&R) Committee which had received a request for a Memorial Bench to be sited in memory of a recently deceased youngster. Although the Council is sympathetic to the request there are currently no suitable sites available. Moreover, FTC has a Policy Document that states that no more benches can be accommodated.

An idea was put forward that FTC should have one bench for quiet contemplation, prayer etc of those who had lost loved ones and that we should possibly investigate a suitable plinth, wall for the siting of small memorial plaques. Cllr Griffiths agreed to lead a Working Party to investigate options and report back to FTC.

Since then, it was discovered that the original Seats Policy was out of date and not fit for purpose. It is now proposed that rather than just one bench there may be several at different sites around the town.

It has also decided that the Memorial Bench and Memorial Path Working Groups would be merged and report back to the FTC Amenities Committee.

#### **Potential Sites**

Any chosen site should ideally be Central, Easily Accessible, Peaceful but not too isolated and finally parking should be readily available. So far potential sites identified:

- Manley Road Copse. Although parking is difficult there is sufficient parking available down the road by the Scout Hut.
- Marshlands. May be a bit too isolated and subject to antisocial behaviour.
- Top of Frodsham Hill. Although the lower part of the cemetery is full of with benches and there are none at the top.
- The Town Clark indicated that there is another site designated during the 1990s with a bench etc but no one seems to be aware of it. Cllr Griffiths to follow up with the Clerk.
- Hob Hey Wood. Access not ideal but feasible
- Castle Park. Cllr Griffiths has written to CWAC Councillor Lynn Riley as Chair of Castle Park Trustees to identify any possible site

### **Identification of potential suppliers.**

In line with FTC's procurement strategy, we need to identify three potential suppliers of benches which should ideally be robustly constructed, stylish, durable and as vandal proof as possible. Cllrs Griffiths and Ashton will work together to draw up a short list.

### **Funding**

It is anticipated that costs for any benches and their ongoing maintenance will be met by any one wishing to have a bench dedicated to a loved one. In order to release benches for reuse it is recommended that such dedications have a finite span of 20 years, although this needs further debate.

### **Memorial Path**

1. To ask if the group feel we would benefit from input from outside bodies. For example, The Royal British Legion
2. Greed we need to employ a Landscape Architect. This could be more cost effect in the long run.
3. Having spoken to someone that deals in this kind of work he has given the following advice.
  - a. Pressure treated wood edging is advisable, since it usually comes with a 25yr. guarantee and eventually biodegrades becoming almost invisible, making the pathway more natural.
  - b. Kerbstones are very expensive and he doubts if they would be suitable with the sandstone having to be dug out to put a base down for them.
  - c. He suggested colouring the sandstone around the monument allowing it to blend in with the natural surroundings.
  - d. We need more suggestions as to the shape.
4. We discussed about having the path to circle the Round Table Plinth, but decided that this would not be feasible due to the unevenness of the surface.

We are now in the process of finding three Landscape Architects. Once we have sourced them, the next stage will be to discuss our ideas and get some idea of costings.

**Next Meeting** – Thursday 18<sup>th</sup> February at 2:00pm.