

Frodsham Town Council



You are hereby summoned to attend a meeting of **Frodsham Town Council** to be held at 7.00pm on **Monday 29th November 2021 in Main Street Community Church, 61 Main Street, Frodsham, WA6 7DF**

Members of the public are invited to join the meeting. Please note that due to current restrictions the number of people permitted at the meeting is limited to 28 including Councillors and staff members.

FRODSHAM TOWN COUNCIL AGENDA

Meeting 6

SIGNED:

TOWN CLERK

DATE: 24/11/2021

74. Apologies for absence

To receive apologies.

75. Declarations of interest

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

76. 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/>

(15 mins)

77. PCSO report

To receive a report from PCSO Neil Flanagan (report to be circulated to all Cllrs prior to the meeting).

(5 mins)

78. Cheshire West and Chester Council

To receive a report from Cllrs Riley and Basey.

(5 mins)

79. Approval of minutes

To approve and sign the minutes of the meeting held 27th September 2021.

(3 mins)

80. Accounts report October 2021

(a) To note the report provided by the Clerk and total payments of £18,309.06, receipts £2,705.00.

(3 mins)

(b) To note the account balances and bank reconciliations.

(2 mins)

(c) To approve and sign the finance report.

(3 mins)

(d) To note that the budget setting meeting will take place on 10th January 2022 and all committees will need to have a recommended budget in place for that meeting.

(2 mins)

81.Appointment to committees

To approve appointment of Cllr Eakin and Cllr Anstice to committees. (3 mins)

82.Ship Street play area budget

(a) To note that there is currently no budget allocated to refurbishment of the play area to include equipment, landscaping, seating and project management. (2 mins)

(b) To approve a budget for refurbishing Ship Street play area to include equipment, landscaping, seating and project management. (5 mins)

83.IT report

To note the quotation provided from Prism Ltd and agree action to be taken. (2 mins)

84.Away Day

To receive a report and agree future actions. (5 mins)

85.Neighbourhood Plan

To note update (if available). (5 mins)

86.Cemetery

To receive an update following the decision of Policy, Process and Revenue Committee to allow a resident private gated access from their property into the burial ground.
(5 mins)

87.Clerk's report

To receive a staffing report from the Town Clerk. (3 mins)

PART B

88.Exclusion of press and public

To resolve, that in accordance with the provisions of Schedule 12A of the Local Government Act 1972, the public and press be excluded during consideration of the items 89, 90 and 91 due to the sensitive nature of the items.

89.Financial regulations

(a) To consider whether Frodsham Town Council are in breach of financial regulations in awarding contracts without formal paper documentation.

(b) To consider updating financial procedures.

90.Grounds maintenance contractor

To approve the recommendation of the Amenities Committee to appoint Bidder B as grounds maintenance contractor for the period 1st January 2022 to 31st December 2022 with an option to extend to a 3-year period (full report provided to all councillors). (3 mins)

91.Ship Street project manager

To approve the recommendation of the Amenities Committee to approve Quote A and appoint project manager (quotations provided to all councillors). (3 mins)

92.Close of meeting