



AMENITIES COMMITTEE MINUTES

Meeting 1

Attended by: Cllr P Griffiths (Chair), Cllr L Sumner (Vice Chair), Cllrs Stockton, Wade, Eakin, Lowrie, Hayes, Ross (non-committee member) and J O'Donoghue (Town Clerk)
Also attended by 2 members of the public

At the beginning of the meeting it was noted that the Chair and Vice Chair of Amenities Committee were appointed at the Annual Town Council Meeting held on 23rd May 2022. The appointments were ratified.

1. Apologies for absence

To receive apologies.

NOTED: There were no apologies for absence.

2. Declarations of interest

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

NOTED: Cllrs Sumner and Wade declared an interest in item 17(a) and 17(b).

3. 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: No member of the public spoke at the meeting.

4. Approval of minutes

To approve the minutes of the meeting held 9th May 2022

RESOLVED: The minutes of the meeting were approved and signed.

5. Actions from the meeting held 9th May 2022

(a) To note actions taken as follows:

109	Memorial path	Tender documents put out, return date 31st May midday. To be marked 40:60 quality/price by HDD.	Documents opened midday 31st May by HH and TC and forwarded to HDD to analyse and provide report
110b	Play areas	To remove 1 x remaining goal post, supply and install 2 x new full size goals (24x8) and 8 sockets (to allow for posts to be moved) £3,135.00.	Goal posts installed

110c	Play areas	Churchfields Play Area To remove graffiti £24.50 Park Lane To indent the coping with matching stone £350.00 To remove graffiti from roundabout £24.50 To supply and install 2 x springers, excavate area, and install Notts Sport Carpet Safety Surface in Olive Green £3771.00 Top Road To clean the sign £24.50 Townfield Fill hole in middle of climbing frame £98.00. Clerk to seek clarification on equipment to be painted on Townfield Lane, Chair to approve.	Works instructed and awaiting completion. Agreed to paint slide & climbing frame Townfield Lane at a cost of £950.
110d	Play areas	To agree action following meeting with PROW	P Atkinson to provide additional signage and way markers
111a	Ship Street	Paining railings progressing at a very slow rate	Following numerous emails from TC, works are now complete
112	Hob Hey Wood	It was unanimously agreed to provide £900 from the £5,000 budget for Hob Hey Wood for installation of bat boxes	Transfer completed

NOTED: The actions and outcomes were noted.

(b) To agree any further actions to be taken

NOTED: No further actions were approved.

6. Amenities Committee Accounts 2022-2023

To note expenditure to date is £3,008.33 on grounds maintenance (code 2021) and £2,475.00 (code 4991) on the memorial path.

NOTED: The expenditure was noted.

7. Amenities Committee Terms of Reference

To approve the revised terms of reference for recommendation to full council.

RESOLVED: The revised terms of reference for recommendation to full council were approved

8. Play areas

To note the play area reports circulated and agree action to be taken.

RESOLVED: Cllr Sumner agreed to provide any further actions to the Clerk. Clerk to obtain quotation for fencing off the area under the bridge on Churchfields play area.

ACTION: LS/JO

9. Memorial path signage

To approve quotation for 4 x danger signs for the area immediately surrounding the memorial at a cost of £200 each. Contractor to provide stone plinth.

RESOLVED: It was agreed to approve the signs.

ACTION: JO

10. Cemetery

(a) To note the report provided by the Cemetery Clerk

NOTED: The report was noted.

(b) To consider an increase in burial fees

RESOLVED: It was agreed to recommend an increase of 8.3% (CPI) in fees for non residents.

ACTION: JO

(c) To note that a meeting will take place with Northwich Town Council on Friday 10th June to consider potential improvements to the cemetery

NOTED: The meeting was noted and the Clerk will prepare a report on the purchase of Sanctum 2000 Memorial Vaults for the next Amenities Committee Meeting.

ACTION: JO

(d) To note the quotation received for installation of an additional bench in Tarvin Road Cemetery

RESOLVED: It was agreed to accept the quotation.

ACTION: JO

(e) To consider whether to rescind permission for installation of a private, gated access to the cemetery by an adjacent resident

RESOLVED: It was unanimously agreed to reverse the decision to permit a private, gated entrance to the cemetery under Standing Order 7 (Previous Resolutions). Clerk to inform residents.

ACTION: JO

11. Cycle North Cheshire

To note the report provided by Cllr Sumner and agree any action to be taken.

NOTED: The report was noted and it was agreed that Cllr Sumner will keep the committee updated as to progress.

ACTION: LS

12. Marshlands

(a) To consider setting up a working group to manage the site along similar lines to Hob Hey Wood and Manley Road Copse

RESOLVED: It was agreed to speak with Hob Hey Wood Friends with regards to installing bat boxes and refer management of the site to the Climate Change Working Group.

ACTION: PE

(b) To consider the quotation received to install and empty a bin by the bench

RESOLVED: It was agreed to accept the quotation and install a Big Ben bin with lid adjacent to the bench at a cost of £613.00.

ACTION: JO

13. The Goods Shed

To receive an update and agree any further actions

NOTED: Cllr Hayes provided a report and it was noted that a meeting has been held with Pam Bradley (Localities Manager) to discuss the terms of an assets transfer. It was noted that no financial support would be provided with any asset transfer and there is a considerable amount of asbestos in the building which has no footings. It was agreed to discuss further at the Away Day and to see if a visit can be arranged to view the building and its environs.

ACTION: JO

14. Clerk's report

To receive any additional report and consider any actions to be taken.

NOTED: There was no further report.

15.Exclusion of press and public

To RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations and Paragraphs 2, 3 and 7 of the Council's Access to Information Rules, the public and press be excluded during consideration of the following items:

RESOLVED: It was resolved to exclude members of the press and public from the following items:

16.Memorial path

- (a) To note that 3 quotations were received by Frodsham Town Council at midday on 19th May and were opened by the Clerk in the presence of Cllr Hayes. The tenders were forwarded to Harrison Design Development for analysis and report on 19th May.

NOTED: The quotations were noted.

- (b) To consider the confidential report and analysis provided by HDD and appoint contractor.

RESOLVED: It was unanimously agreed to appoint Horticon Ltd whose tender was evaluated with a combined quality and commercial score of 97.14% at a cost of £114,341.60. Clerk to make arrangements for pre-contract meeting with councillors, Horticon and Harrison Design Development.

ACTION: JO

17.Ship Street play area

- (a) To note that 3 quotations were received by RSK Environmental on 31st May 2022 for analysis and report.

NOTED: The quotations were noted.

- (b) To consider the confidential report and analysis provided by RSK Environmental and appoint contractor.

RESOLVED: It was unanimously agreed to accept the recommendation of RSK Environmental and appoint Horticon Ltd based on cost in the sum of £140,237.98. Clerk to make arrangements for a Zoom meeting with RSK prior to arranging a pre-contract meeting with councillors, Horticon and RSK Environmental.

ACTON: JO

18.Date of next meeting – 11th July 2022

19.Close of meeting

The meeting closed at 19:51.