



Minutes from the Meeting of Frodsham Town Council held at 7pm on **Monday 26th September 2022** in **Gallery 2, Frodsham Arts Centre**

Members of the public were invited to join the meeting.

Meeting 3

Attended by: Cllr Hayes (Chair), Cllr Anstice, Cllr Eakin, Cllr Griffiths, Cllr Lofts, Cllr McKeown, Cllr Stockton, Cllr Lowrie, Cllr Wade

Also attended by: L Bosman (Administrative Officer), PCSO Neil Flanagan (item 42), Helsby PCSO Sean Parry and Cllr L Riley (item 43)

39. Apologies for absence

NOTED: Apologies were received from Cllr Sumner and Cllr Ross. Cllr Ashton did not attend the meeting.

RESOLVED: Apologies from Cllrs Sumner and Ross were accepted.

40. Declarations of interest

NOTED: Cllr Anstice declared an interest in item 43. Cllr Wade declared an interest in item 49. Cllr Anstice declared an interest in item

41. 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 members of the public attended the meeting.

42. PCSO report

NOTED: PCSO Flanagan circulated a report in advance of the meeting which is appended to the minutes (Appendix A). It was noted that there had been a recent spate of fires throughout Frodsham recently. PCSO Flanagan advised that he had been in touch Watch Manager for Frodsham to see if there is anything they can work together on regarding fires as Bonfire Night approaches. They talked about visiting Helsby High school to do a talk, but it was thought that it would be best to visit the seven primary schools in the area to discuss about the do's and don'ts of bonfire night and fireworks. PCSO Flanagan introduced Helsby PCSO Sean Parry.

Council asked if any arrests had been made in relation to the fires; PCSO Flanagan advised that he would need to check this, however, the public can make a request to Cheshire Police for this information and obtain a full breakdown of statistics for their area by visiting the Cheshire Police website.

The Police Crime Panel for Cheshire West is in place so residents can inform the Police of incidents in the community by calling 101, the response rate is now down to about 4 to 6 minutes. PCSO Flanagan added that free property marking kits were being offered to residents to help them to protect their equipment. It was reiterated that residents should call 101 if they witness and incidents or report online: <https://www.police.uk/pu/contact-the-police/report-a-crime-incident/>.

43. Cheshire West and Chester Council elected councillors

REPORT RECEIVED & NOTED:

Cllr Riley attended the meeting and advised that Cllr Basey was attending another meeting this evening. Reflecting on the death of the Queen, Cllr Riley noted that it was a credit to Frodsham to see the faith sector of the town acknowledging the Queen's passing with the opening of all of the churches for residents to come together and pay their respects to Her Majesty. Cllr Riley advised that Cheshire West is focussing on the cost of living is very conscious that we are going into the winter months, and as energy costs are rising there are going to be people struggling, but there are plans in place. Residents are encouraged to use Cheshire West's phone lines to make contact and there are details on the website for relevant organisations. There is a lot of work going on in the communities around warm zones for residents to visit public sector buildings during colder months. The replacement recycling bin delivery was raised, to which Cllr Riley advised that she would chase this. There was no update on the future of the tip. The rural shuttle bus service, due to be operational at the start of the financial year, has been delayed due to mobilisation issues, a meeting with the DFT is scheduled for Tuesday 27th September. There was a slight delay whilst the roadworks were completed, but the new cycle lanes are almost operational. BT's commercial role out has now officially finished in Frodsham.

Cllr Riley reported that the Police and Crime Commissioner has set up an Environmental Crime Partnership with the Police and the Environment Agency to take action on fly tipping, this has resulted in their first prosecution. Planning applications are currently taking a long time to process due to the Planning Department being short staffed. CW&C have received notice that they are eligible to apply for an investment zone and have received half a million pounds for targeted employment support for people with disabilities and autism.

44. Appointment to committees

RESOLVED: The appointment of Cllr Lofts to Events Committee, Planning Committee and Amenities Committee was unanimously agreed.

As Cllr Ross did not attend the meeting his appointment to Amenities Committee was deferred.

45. Approval of Minutes

RESOLVED: The minutes of the Annual Town Council Meeting held 25th July 2022 were approved and signed.

46. Book of Condolence

NOTED: Cllr Hayes reported that the book of Condolence, which had been opened and held at Frodsham Community Centre from Monday 12 September to Tuesday 20 September, had received 79 signatures. When the book was closed the pages were removed from the book and passed for archiving. Once archived, the pages would be available to be viewed upon request.

47. Accounts

NOTED: Cllr Hayes reported that due to staff sickness, the accounts for 1st to 31st July are not currently available. FTC is currently seeking the support of a Locum for an initial three month period, to produce the accounts for next month. Cllr Hayes confirmed that FTC have a period of 2/3 months to go without audited accounts, that she has spoken to CHALC and that the priority as soon as we have a Locum in place is the accounts. As the next Full Council meeting would be in November, Cllr Hayes advised that we could take the accounts to PP&R or we could hold an extraordinary meeting to get the accounts signed off. It was agreed that Cllr Hayes and Chair of PP&R Cllr McKeown meet up outside of this meeting to determine the best course of action to take.

48. Memorial Path

NOTED: It was noted that works are progressing on the Memorial Path and FTC is still largely on target for most of the works to be completed for Remembrance Day. All of the paths

have been closed, red barriers and signs have been erected for safety reasons, benches have been removed and being retained on site, most of the path edgings are in place and awaiting the topping and the stone for work around the Memorial has been delivered to site. Some Ash trees had to be removed so Cllr Hayes had asked if we could get some quotations to have an opening ceremony and to plant some Oak trees in remembrance of Queen Elizabeth's reign. Cllr Hayes advised that FTC would put a message out on social media to share developments and progress on the site.

49.Ship Street Play Area

NOTED: It was noted that earthworks are underway, seeding and planting is aimed for around the end of September and Cllr Hayes advised that FTC would put something out on social media about how developments and progress on the site.

50.Rural Market Towns Group

Membership of the Rural/Market Towns Group of the Rural Services Network was discussed by the Council in January 2020 when it was agreed that the Clerk would write to confirm the Council's support. The Grouping operated free of charge during lockdown. We have now been asked to pay a token amount of £40 plus VAT to continue membership for the remainder of 2021/22.

NOTED: Cllr McKeown asked Cllr Riley if, in the absence of the Town Clerk, she might be able to advise the committee about their consideration of signing up to the Rural Market Charter. Cllr Riley advised that in order to understand what Frodsham as a Town could do, would be to employ somebody to look in to the legalities of the Charter.

Cllr Hayes gave a bit of background on the Rural Services Network: which is a member only, special interest group of a local government association, sharing best practice and rural experience. The group can also advocate on FTC's behalf, or ensure that the rural voice is raised on any agenda or with parliamentarians and decision makers. Cllr Hayes did not believe that we have not had to use any of their services, which were free of charge from the beginning of the pandemic period. Knutsford Town Council, Lymm Parish Council and Frodsham Town Council are the only members within Cheshire, but we also get access across the whole of the UK to other Town or Parish Councils, so we can do benchmarking, ask for advice, services or support. It was unanimously agreed to continue with the membership. It was discussed that if FTC is going to be an active member of the Rural Market Towns group that Council should look at nominating one councillor to represent FTC at conferences or meetings. Cllr Griffiths volunteered to be part of the group and was happy to attend virtual meetings. It was agreed to look into this and put Cllr Griffiths' name forward.

51.Councillor Vacancies

NOTED: It was noted that there are still two vacancies, one in Lakes Ward and one in Castle Park Ward. FTC had received several recent co-option of enquiries, for which co-option papers had been sent.

52.Grant Scheme

NOTED: It was noted that due to the staffing shortages and other work priorities, FTC had been unable to keep to the timetable which had been agreed to last month at the Policy, Process and Revenue Committee. As the next Policy, Process and Revenue Committee was too late in the meeting calendar, the dates were amended for the opening date to be 3rd October and a closing date of 4th November. It agreed that the working group would meet to consider applications received on Wednesday 9th November via Zoom, and the recommendation for grant approvals would be sent to the next Full Council meeting on 28th November.

53.Date of January 2023 Council Meeting

NOTED: It was noted that the meeting in January was logged on the calendar as Tuesday 24th but that all of our Full Council meetings are always on a Monday, so this needed to be amended in Cllrs diaries to Monday 23rd January.

54.Clerk's report

NOTED: There was no further update.

55.Exclusion of Public and Press

RESOLVED: To exclude the public and press Bodies for the remainder for the meeting.

56. Councillor's Period of Absence

RESOLVED: An extension to the period of absence was approved until the local election in May 2023. Letter to be sent via recorded delivery confirming extension.

It was noted that this occasion would not set a precedent for any future councillor absences.

57.Close of meeting – 20:15

Date of next meeting: 28th November 2022.