



# Frodsham

## TOWN COUNCIL

Minutes from the Meeting of Frodsham Town Council held on **Monday 22<sup>nd</sup>** May in Gallery 2, Frodsham Arts Centre commencing 7.33pm

### MINUTES

#### Meeting 1

Attended by: Cllr H Hayes (Chair), Cllr B Wade (Vice Chair), Cllr D Critchley, Cllr J Critchley, Cllr P Eakin, Cllr A Holman, Cllr R Lofts, Cllr P Lowrie, Cllr J Moorcroft, Cllr L Sumner, Cllr G Wood & J O'Donoghue (Town Clerk)

Also attended by: Cllr M Garvey (CWAC), Cllr L Sumner (CWAC), PCSO N Flanagan (items 1-5) & 6 members of the public

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#### 1. Apologies for absence

To receive apologies and reasons for absence.

**RESOLVED:** Apologies were received and accepted from Cllr M Neild (personal) and Cllr F Pennington (personal).

#### 2. Declarations of interest

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

**NOTED:** There were no declarations of interest.

#### 3. Approval of minutes

To approve and sign the minutes of the Full Town Council Meeting held on 24<sup>th</sup> April 2023.

**RESOLVED:** The minutes of the Full Town Council Meeting held on 24<sup>th</sup> April 2023 were approved and signed.

#### 4. Requests from members of 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:** One member of the public congratulated the new members of the council and requested that reports for the meeting were published in advance of the meeting on the website from CWAC Councillors (L Sumner and M Garvey) and PCSO (N Flanagan)

#### 5. Policing report

To receive a written report from PCSO Neil Flanagan.

**NOTED:** PCSO N Flanagan attended the meeting and the report was noted. There were no questions for PCSO Flanagan from councillors present at the meeting. The dates of the PCSO summer ward walks will be circulated and councillors are invited to attend. PCSO Flanagan is working with Weaver Vale Housing Association to address current issues in relation to ASOB.

## 6. Cheshire West and Chester Council Councillors (Lucy Sumner & Mike Garvey)

To receive a report from councillors.

**NOTED:** Both Cllr Sumner and Cllr Garvey attended the meeting. Cllr Garvey reported that: Brio Leisure Centre is a main priority; Civic Pride is a top priority to bring together community groups; CWAC has a budget of £20 million to repair potholes with a budget of £3 million for Frodsham; Cllr Garvey will work with police to improve the lives of all and young people in particular.

Cllr Sumner reported that: cllrs have attended induction sessions and are arranging to attend relevant meetings; mental health is high on the agenda together with social care, education, pride and environmental issues. Both councillors agreed to provide a written report on the Wednesday prior to the full council meeting to be held on the third Monday of every month. This report will be published with the meeting documents on the FTC website 3 days prior to the meeting.

## 7. Accounts

(a) To note that the expenditure in month 1 was £15,788.48 and the income was £354,058.50 including the precept of £350,921.00.

**NOTED:** The income and expenditure was noted.

(b) To note that the balance on the Co-op Instant Access account on 30th April 2023 was £25,442.63.

**NOTED:** The balance was noted.

(c) To note that the balance on the Co-op Community account on 30th April 2023 was £387,597.86.

**NOTED:** The balance was noted.

(d) To note that the balance on the CCLA account on 30<sup>th</sup> April was £81,689.84

**NOTED:** The balance was noted.

(e) To approve and sign the Month 1 accounts

**RESOLVED:** The accounts were unanimously approved and signed.

(f) To appoint a councillor, other than the Chairman, to check bank statements against bank reconciliation reports (Frodsham Financial Standing Order 2.2)

**RESOLVED:** Cllr B Wade was appointed to check bank statements against bank reconciliation reports.

## 8. Training

(a) To note that the Clerk attended Procurement Training on Tuesday 16<sup>th</sup> May.

**NOTED:** The training was noted.

(b) To note the training courses provided by the Cheshire Association of Local Councils:  
[www.chalc.org.uk/lib/F740593.pdf](http://www.chalc.org.uk/lib/F740593.pdf)

**NOTED:** The available training courses were noted. It was also noted that Frodsham Town Council has previously agreed that all members of the F&GP Committee must attend finance training.

(c) To agree councillor attendance on training courses

**NOTED:** Councillors to confirm attendance.

#### 9. Delegated authority

To approve delegated authority to spend up to £1,000 to hire skips and empty the cemetery building.

**RESOLVED:** The Clerk was given delegated authority to spend up to £1,000 to hire skips and empty the cemetery building.

#### 10. Lease arrangements

To note progress on the separation of the lease for Frodsham Community Association and Frodsham Youth Association.

**NOTED:** The Clerk provided an update and progression was noted.

#### 11. Meeting dates

(a) To note that the Annual Town Meeting will take place on Monday 22nd May at 6.30pm.

(b) To note that the Annual Town Council Meeting will take place on Monday 22nd May at 7pm.

**NOTED:** Items 11(a) and 11(b) were not required.

#### 12. Exclusion of press and public

To resolve to exclude members of the press and public due to the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960,s.1(2))

**RESOLVED:** Members of the press and public were excluded due to the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960,s.1(2))

#### 13. Frodsham Market Charter

To note progress in respect of the Market Charter.

**NOTED:** It was noted that Northern Markets hold the Market Charter and that their Market Policies have been requested. Discussions regarding a future artisan market remain ongoing.

#### 14. Close of Meeting

**NOTED:** The meeting closed at 8:06pm