

Minutes from the **Meeting of Frodsham Town Council** held on **Monday 27th October** in **Gallery 1, Frodsham Arts Centre** at 7pm.

Attended by: Cllr Hayes (Chair), Cllr Wade (Vice Chair), Cllr D Critchley, Cllr J Critchley, Cllr Holman, Cllr Lofts, Cllr Lowrie, Cllr Moorcroft, Cllr Neild, Cllr Sumner, Cllr Wood & J O'Donoghue (Town Clerk)

Also attended by: 1 members of the public, Cllr M Garvey & Cllr L Sumner (CWAC), PCSO Flanagan, PC S Harrison & Chief Fire Officer A Waller

MINUTES

Meeting 4

1. Apologies for absence

NOTED: Cllr Neild reported that Cllr Lord Pennington was unable to attend the meeting.

2. Declarations of interest

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf

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

NOTED: Cllr M Neild declared an interest in item 13 as a member of the Red Lion Bowling Club, Cllr L Sumner and Cllr J Moorcroft declared an interest in item 13 as members of Weaver Sailing Club, Cllr L Sumner declared an interest in item 13 as a friend of Lizzie Oliver (applicant for funding) and Cllr Eakin declared an interest in item 13 as a member of the NCT.

3. Approval of minutes

To approve and sign the minutes of the Full Town Council Meeting held on 25th September 2023.

RESOLVED: It was unanimously resolved to approve and sign the minutes.

4. Standing Orders

To resolve to suspend Standing Orders for items 5, 6, 7 and 8 to enable representatives from Cheshire Police, Cheshire West and Chester Council, Cheshire Fire and Rescue and members of the public to take part.

RESOLVED: It was unanimously resolved to suspend Standing Orders for items 5, 6, 7 and 8.

5. Policing report

(a) To receive a written report from PCSO Neil Flanagan. Document circulated prior to the meeting.

NOTED: PCSO Neil Flanagan attended the meeting and answered queries from councillors. The written report was received and included in the agenda pack.

(b) To welcome PC Steve Harrison to the meeting to answer any queries from Frodsham Town Council.

NOTED: PC Steve Harrison answered queries relating to electric bikes and issues within the town: it was noted that investigations are ongoing; Cheshire Police are actively working with Cheshire Fire and Rescue to address concerns within the town.

6. Cheshire Fire and Rescue

(a) To welcome representatives from Cheshire Fire and Rescue

NOTED: Chief Fire Officer, Alex Waller, attended the meeting and addressed concerns relating to cover in Frodsham. It was noted that the proposals in the current consultation represent an improved service to Frodsham.

- (b) To note the current consultation from Cheshire Fire and Rescue: www.cheshirefire.gov.uk/news-events/latest-news/have-your-say-on-our-draft-community-risk-management-plan-2024-28/

NOTED: The consultation was noted.

7. Requests from members of the public to speak

<https://frodsham.gov.uk/policies-procedures/>

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.

NOTED: Ric Smith, Chair of the Frodsham Christmas Festival Organising Committee, delivered a report and it was noted that the event was really well received with over 8,000 attendees. The group was congratulated and it was agreed to promote the group to encourage more volunteers. A full written report will be provided at the January meeting of full council.

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

To note written report from councillors.

NOTED: Cllr M Garvey and Cllr Sumner attended the meeting. It was noted that parking charges on CWAC owned and maintained car parks are about to be increased and that both councillors have raised concerns due to the lack of notice for the increases.

9. Standing Orders

To resolve to reinstate Standing Orders for the following items:

RESOLVED: Standing Orders were reinstated.

10. Accounts

- (a) To note the expenditure in month 7 was £25,570.62.

NOTED: The expenditure was noted.

- (b) To note the income was £54,473.75 which included a transfer of £50,000 from the CCLA account.

NOTED: The income was noted.

- (c) To note that the balance on the Co-op Instant Access account on 31st October 2023 was £25,442.63.

NOTED: The balance was noted.

- (d) To note that the balance on the Co-op Community account on 31st October 2023 was £65,475.37.

NOTED: The balance was noted.

- (e) To note that the balance on the CCLA account on 31st October 2023 was £187,113.97 which included a transfer to the Co-op Community account.

NOTED: The balance was noted.

- (f) To approve and sign the Month 7 reports pack which includes all income and expenditure. Document circulated prior to the meeting.

RESOLVED: The finance report for month 7 was unanimously approved and signed.

- (g) To approve a councillor to check November 2023 bank statements against November bank reconciliation reports on a date to be agreed in December 2023. (Frodsham Financial Standing Order 2.2).

RESOLVED: It was unanimously agreed that Cllr B Wade will check November 2023 bank statements against November bank reconciliation reports on a date to be agreed in December 2023.

ACTION: BW/JO

11. Virements

- (a) To approve a virement of £200 from budget code 4700 (Town Meetings) to budget code 4731 (Care in the Community) to enable provision of Christmas cakes to Frodsham care homes.
- (b) To approve a virement of £4,000 from budget code 4759 (Royal Events) which is underspent by £4,000 and £320 from code 4720 (Remembrance Day) which is underspent by £400, to cover the cost of the road closure and additional clean-up costs following the Christmas Festival.

RESOLVED: Virements 11(a) to 11(b) were unanimously approved and it was noted that additional clean-up costs following the Christmas Festival had been covered by CWAC in previous years.

ACTION: JO

12. Committee vacancy

- (a) To note that there is a vacancy on the Amenities Committee following the resignation of Cllr Sumner due to Cheshire West and Chester Council commitments.
- (b) To appoint a councillor to the Amenities Committee.

NOTED: This item was not required.

13. Grants Scheme

- (a) To receive a report from the Grants Working Group.

NOTED: The report was noted.

- (b) To approve the recommendations of the Grants Working Group.

NOTED: Cllr M Neild did not take part in the vote as a member of the Red Lion Bowling Club, Cllr L Sumner and Cllr J Moorcroft did not take part in the vote as members of Weaver Sailing Club, Cllr L Sumner did not take part in the vote as a friend of Lizzie Oliver (applicant for funding) and Cllr Eakin did not take part in the vote as a member of the NCT.

RESOLVED: The recommendations of the Grants Working Group were unanimously approved: £1,000 to Red Lion Bowling Club; £538 to One Voice Choir; £350 to Frodsham Library; £750 to Main Street Memory Café; £733 for Mersey Weaver Scouts; £750 for Spirit of the Herd; £900 to Weaver Sailing Club. A total of £5,021 was awarded.

ACTION: JO

14. Plastic Free Frodsham

To accept the recommendation from the Amenities Committee to sign up to the scheme.

RESOLVED: It was unanimously agreed to sign up to the scheme.

15. Climate & Ecology Bill 2023

To ratify the decision of the Amenities Committee to support the Climate & Ecology Bill 2023.

RESOLVED: It was unanimously agreed to ratify the decision of the Amenities Committee to support the Climate & Ecology Bill 2023.

16. Neighbourhood Plan Designations

To approve the following green spaces being included in the Frodsham Neighbourhood Plan for designation: Ashton Drive Allotments, Kingsway Allotments, London Road Allotments, Crowmere Lake, Marshlands Tree Garden, Red Lion Bowling green, Tarvin Road cemetery; the Community Orchards at Ship Street, Churchfields & Hawthorne Road; Manley Road Copse, Marl Pits Wildlife area; Park Lane Play area, Top Road Play area, London Road Playing field, Community Centre field, Green Gates Community Park and the route of the Pond Trail.

RESOLVED: It was unanimously agreed to approve the green spaces managed by Frodsham Town Council be included in the Frodsham Neighbourhood Plan for designation.

17. Away Day 5th October 2023

- (a) To note the report provided by Cllr Hayes.

NOTED: The report was noted.

18. GDPR and Data Protection Act 2018 (DPA 2018)

- (a) To note that a subject access request (SAR) has been received covering the period 1/01/2023 to 21/11/2023 and the request must lawfully be responded to by 21/12/2023.
- (b) To note that the Clerk has received support from the Information Commissioner's Office in relation to the request.
- (c) To note that the Clerk has requested support from Prism to comply with the request which requires access to ex councillor, current councillor and employee email accounts from 1/01/2023 to 21/11/2023.
- (d) To note that the Clerk will log time spent on the request and provide a report to FTC at the next full council meeting to be held on 22nd January.

NOTED: Items 18(a) to 18(d) were noted.

19. Pay agreement

To note that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024. For all spinal points to 43 the agreed award was a flat rate payment of £1,925 (pro rata). For scale points above that the award is 3.88% (pro rata).

NOTED: The pay agreement was noted and has been implemented under contractual agreements.

20. Close of Meeting

The meeting closed at 20:15.