

Minutes from the **Amenities Committee Meeting** held in Gallery 1, Castle Park Arts Centre, Castle Park, Frodsham, WA6 6SE on Monday 13th November 2023 at 7pm

Attended by: Cllr Hayes (Chair), Cllr Lofts (Vice Chair), Cllr J Critchley, Cllr Eakin, Cllr Holman, Cllr Lowrie & J O'Donoghue (Town Clerk)
Also attended by: 2 members of the public

Meeting 6

1. Apologies and reasons for absence

To receive apologies and note reasons for absence from members.

RESOLVED: It was resolved to accept apologies from Cllr Sumner (personal) and Cllr Moorcroft (personal)

2. Declarations of interest

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

NOTED: There were no declarations of interest.

3. Public participation

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 wished to speak.

4. Approval of minutes

To approve and sign the minutes of the Amenities Committee held on 9th October 2023.

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

5. Green Gates Park

- (a) To note that the Clerk is meeting with the project manager to address concerns regarding the maintenance of the park during the retention period and the failure of the building contractors to action issues raised.

NOTED

- (b) To note that Northwich Town Council is in the process of costing the on-going maintenance of the play area and has identified a number of design/installation concerns.

NOTED

- (c) To note that Cllr Sumner has met with members of the Green Gates Community Project who would be happy to carry out some maintenance/over-sight once the retention period comes to an end in August 2024.

NOTED

- (d) To consider any other actions to be taken.

NOTED: None at the present time.

6. Play areas

- (a) To note the play area report.

NOTED: The reports have been received from Northwich Town Council.

- (b) To agree any further actions to be taken.

NOTED: None at the present time.

7. Budget Review

- (a) To note that it will be necessary to include additional sums for on-going maintenance of Green Gates Community Park.

NOTED

- (b) To note that it will be necessary to include additional sums for on-going maintenance to the clock currently located on the Kash 22 building in Church Street.

NOTED

8. Plastic Free Frodsham

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

NOTED

- (b) To agree further action to be taken.

RESOLVED: It was agreed to recommend the scheme to the Full Council Meeting to be held on 27th November 2023.

9. Community Orchards (item deferred from the meeting held on 9th October 2023)

- (a) To note that Cllr Sumner has visited each of the orchards owned by Frodsham Town Council, together with Climate Change Action and has requested improved signage to Ship Street Orchard, Hob Hey Wood Orchard and Hawthorne Road Orchard.
- (b) To note that there is no signage on Churchfields Orchard.
- (c) To agree action to be taken.

RESOLVED: It was agreed to defer items 9a to 9c to a future meeting as Cllr Sumner did not attend the meeting.

10. Frodsham Active Travel Working Group

- (a) To note the report provided by the group.

NOTED

- (b) To note the request to spend £150 from the 2023/24 budget (code 4816) on Bike Maintenance Course to be delivered by Chester Based Charity Bren Bikes. The course would be open to residents and held in Castle Park.

NOTED

- (c) To note that the Amenities Committee considered the draft budget for 2024/25 at the meeting held on 9th October and that a sum of £10,000 was agreed for Frodsham Active Travel (code 4816)

NOTED

- (d) To agree any further actions to be taken.

RESOLVED: It was agreed to release £150 from budget code 4816 once an invoice is received.

ACTION: JO

11. Climate & Ecology Bill 2023

- (a) To note the draft document provided by the Clerk.

NOTED

- (b) To consider supporting the Bill which is due its second reading of 24th November 2023 and approving the draft document.

RESOLVED: It was agreed to support the Bill and ratify at the Full Council Meeting to be held on 27th November 2023.

12. Collaborative Meetings

- (a) To note that members of FTC met with CWAC representatives to look at the signage within the town.

NOTED

- (b) To consider any actions to be taken following the meetings.

NOTED: None at the present time.

13. Community Tree Planting

To note the invitation to join The Woodland Trust at one of several community tree planting days planned at the former Frodsham Golf Course:

Sat 2 December 2023 10am-3.35pm
Sat 27 January 2024 10am-3.45pm
Sat 9 March 2024 10am-3.45pm

NOTED

14. WI request for funding

(a) To note that the group made a request for grant funding of £748 to carry out improvements to the paths in Manley Copse which was refused as there is already a budget of £1,000 for the copse which remains unspent in the 2023/24 financial year:

- 1 Clearing paths of weeds and overhanging branches.
- 2 Laying weed control membrane supplied by Gleaves.
- 3 Spreading wood chips supplied by Frodsham Tree Solutions.
- 4 Coppicing of hazel. Branches to be used to create growing structure.

NOTED

(b) To consider releasing the funds to the group to enable the path works to be carried out.

RESOLVED: It was agreed to release the funds to the group from the agreed budget.

ACTION: JO

15. Clerk's report

To receive any additional report

NOTED: There was no further report.

16. Date of next meeting – 11th December 2023

NOTED

17. Close of meeting

Budget recommendations 2024/5

		2023-24	2024-25
170	Amenities Committee Expenditure		
2021	Grounds maintenance SLA (NTC)	£36,000.00	£36,000.00
4514	Winter gritting scheme	£1,000.00	£1,000.00
4516	War memorial maintenance	£1,000.00	£1,000.00
4517	CCTV provision (CWAC contract)	£4,750.00	£5,000.00
4803	Play area repairs (general)	£10,000.00	£10,000.00
4804	Tree works	£3,000.00	£3,000.00
4805	Hob Hey Wood	£2,000.00	£3,000.00
4806	Defibrillator maintenance	£1,000.00	£1,000.00
4809	Playground rent	£1,100.00	£1,100.00
4811	Street furniture	£1,000.00	£1,000.00
4812	Replacement Christmas bulbs (street)	£1,000.00	£1,000.00
4813	Additional grounds maintenance	£2,000.00	£2,000.00
4814	Manley Road copse	£1,000.00	£500.00
4815	Marshlands	£2,000.00	£2,000.00
5000	RoSPA (Annual Report)	£350.00	£400.00
4816	Active Travel Development Fund	£30,000.00	£10,000.00
4817	Climate action	£10,000.00	£10,000.00
4818	Churchfields safety flooring	£17,000.00	£17,000.00
4819	Accessible play equipment	£10,000.00	£5,000.00
8000	Town clock	£5,000.00	£15,000.00
	COMMITTEE BUDGET	£139,200.00	£125,000.00

130	Cemetery		
	Income		
1300	Burial fees	£20,500.00	£20,000.00
1301	Memorial fees	£1,200.00	£1,000.00
	CEMETERY TOTAL INCOME	£21,700.00	£21,000.00
	Expenditure		
4140	ICCM (subscription)		£100.00
4210	IT (Edge)	£500.00	£500.00
4250	Rates	£1,490.00	£1,490.00
4320	Maintenance	£1,200.00	£1,200.00
4550	Plaques & memorials	£500.00	£500.00
4560	Waste removal	£1,080.00	£1,080.00
4600	Utilities	£1,200.00	£1,200.00
	CEMETERY TOTAL BUDGET	£5,970.00	£6,070.00

135	Allotments budget	2023-24	2024-25
	Income		
1410	Rent	£1,300.00	£1,300.00
	ALLOTMENT TOTAL INCOME	£1,300.00	£1,300.00
	Expenditure		
4140	Subscriptions & memberships	£	£55.00
4250	Rates & water	£	£0.00
4320	Maintenance	£300.00	£300.00
4600	Utilities	£	£200.00
	ALLOTMENT TOTAL BUDGET	£300.00	£555.00

TOTAL AMMENITIES COMMITTEE BUDGET	£145,470.00	£131,625.00
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