

Minutes from the meeting of Frodsham Town Council held on Monday 22<sup>nd</sup> January 2024 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 Nield, Cllr Sumner (also CWAC Cllr) & J O'Donoghue (Town Clerk)

Also attended by: N Flanagan (PCSO), Cllr Garvey (Cheshire West and Chester Council) members of the public

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## Meeting 6

### **PART A**

#### 1. **Apologies for absence**

To receive apologies and reasons for absence.

**RESOLVED:** Apologies were received and accepted from Cllr Wood (personal) and Cllr Lord Pennington (personal).

#### 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](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:** There were no declarations of interest.

#### 3. **Approval of minutes**

(a) To approve and sign the minutes of the Full Town Council Meeting held on 27th November 2023.

**RESOLVED:** The minutes from the meeting were unanimously agreed and signed.

(b) To approve and sign the minutes of the Full Town Council Meeting held on 8<sup>th</sup> January 2024.

**RESOLVED:** The minutes from the meeting were unanimously agreed and signed.

#### 4. **Standing Orders**

To resolve to suspend Standing Orders for items 5, 6, and 7 to enable PCSO Flanagan, elected councillors from Cheshire West and Chester Council and members of the public to take part.

**RESOLVED:** Standing Orders were suspended for items 5, 6 and 7.

#### 5. **Policing report**

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

**NOTED:** It was noted that: 2 males have been arrested in relation to a series of bicycle and motorbike thefts; the Community Speedwatch Scheme is now up and running again; a tribute was made to John Lloyd and his contribution towards the Scheme since 2012 and also his support for members of Cheshire Police.

6. **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:** The Chairman of The Red Lion Bowls Club attended the meeting to thank the Council for the grant funding. 1 member of the public attended to raise the issue of the condition of heritage noticeboards, owned by Cheshire West and Chester Council, and it was noted there is a meeting being held on 24<sup>th</sup> January with Officers from CWAC and FTC to progress. 1 member of the public expressed support for the solar panel project proposed by Castle Arts Centre, opposition to awarding a local resident "Freedom of Frodsham", and support for reducing the number of committees within the council.

7. **Cheshire West and Chester Council Councillors (Lucy Sumner & Mike Garvey)** To note written report from councillors.

**NOTED:** Cllr Garvey & Cllr Sumner: expressed support for the solar panel project at Castle Arts Centre; changes to the arrangements at the household recycling centre including the possible relocation of the centre and it was noted that the current arrangements would be reviewed after 6 months; reported that CWAC have set a balanced budget and have sufficient reserves for the coming financial year; noted that traffic calming measures are being considered for Manly Road and other highways issues are under review; plans are in hand for Castle Park to restore the fountain, conservatory and set up a "Friends" group. Residents were encouraged to report pot holes through the "Report It" app. Cllr Garvey stated that he would request information regarding the amount of money that had been paid out in compensation due to the continuing issue with pot holes. Cllr Sumner said that she would ensure minutes from the Castle Park Trust meetings would be copied to the clerk in future for dissemination to all councillors.

8. **Standing Orders**

To resolve to reinstate Standing Orders for the following items:

**RESOLVED:** Standing Orders were reinstated.

9. **Accounts**

- (a) To note the expenditure in month 9 was £28,046.29.

**NOTED**

- (b) To note the income was £39,429 which included a transfer of £30,000 from the CCLA account.

**NOTED**

- (c) To note that the balance on the Co-op Instant Access account on 31<sup>st</sup> December 2023 was £25,623.73.

**NOTED**

- (d) To note that the balance on the Co-op Community account on 31<sup>st</sup> December 2023 was £44,237.71.

**NOTED**

- (e) To note that the balance on the CCLA account on 31<sup>st</sup> December 2023 was £158,954.54 and included a transfer to the Co-op Community account.

**NOTED**

- (f) To approve and sign the Month 9 reports pack which includes all income and expenditure. Document circulated prior to the meeting.

**RESOLVED:** It was unanimously agreed to approve and sign the report.

- (g) To approve a councillor to check January 2024 bank statements against January bank reconciliation reports on a date to be agreed in February 2024. (Frodsham Financial Standing Order 2.2).

**RESOLVED:** It was agreed to appoint Cllr Wade to check the statements to the bank reconciliations.

- (h) To note closure of bank account: 6149310650 sort code 08-90-53 due to issues with digital functionality and inability to access bank statements. Last statement produced 5th May 2023.

**NOTED**

- (i) To note that £25,623.73 was transferred to current account: 6149310600 sort code 08-90-53 on 10th January 2024.

**NOTED**

- (j) To note that the funds are required to year end and would otherwise have been taken out of the CCLA account with a loss of interest at the current 5.27% per annum on the CCLA account.

**NOTED**

**10. GDPR and Data Protection Act 2018 (DPA 2018)**

- (a) To note the report regarding the Subject Access Request (SAR).

**NOTED**

- (b) To note that the cost of the SAR was £375.00 and took 15 hours to complete.

**NOTED:** The Clerk noted that this was the cost to the council.

**11. Committee changes**

- (a) To consider a proposal to disband the Finance & General Purposes Committee and hold monthly full council meetings which all councillors would be summoned to attend.

**NOTED:** The item was deferred to the March meeting.

- (b) To consider a proposal to move the Climate Action and Active Travel Working Groups from Amenities Committee Terms of Reference to full council.

**NOTED:** The item was deferred to the March meeting.

**12. Frodsham Solar**

To note the update provided.

**NOTED**

**13. Frodsham Artisan Market**

- (a) To note the proposal report from Independent Street.

**NOTED**

- (b) To approve holding a Frodsham Artisan Market on the last Saturday of every month starting on 30<sup>th</sup> March 2024.

**RESOLVED:** It was unanimously agreed to approve the holding of a monthly Artisan Market and noted that there would be no cost to Frodsham Town Council.

**14. Castle Park Arts Centre – solar panel installation**

- (a) To note the report provided.

**NOTED**

- (b) To consider supporting the bid using funds remaining in the 2023-24 Climate Action budget (£5,270).

**RESOLVED:** It was agreed 10:1 (in favour) to support the bid with £5,270 from the Climate Action budget.

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**PART B – EXCLUSION OF PRESS AND PUBLIC**

15. To resolve that, in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted. Legislation link: <https://www.legislation.gov.uk/ukpga/Eliz2/8-9/67/section/1>

**RESOLVED:** It was unanimously agreed to exclude members of the press and public.

16. To consider awarding Freedom of the Town to a local resident in recognition of services to the community of Frodsham.

**RESOLVED:** It was unanimously agreed to award Naomi Anstice with Freedom of the Town in recognition of 26 years of service to the community and her involvement in Frodsham Christmas Festival.

**17. Close of Meeting**

The meeting closed at 8:15pm.