



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

**THIS MEETING WAS MOVED FROM MONDAY 12TH AUGUST 2024
TO
TUESDAY 13TH AUGUST 2024 WITH APPROPRIATE NOTICE**

Attended by: Cllr R Lofts (Chair), Cllr B Wade (Vice Chair), Cllr D Critchley, Cllr J Critchley, Cllr A Holman

Also attended by: 3 members of the public

The Town Clerk was unable to attend the meeting, notes were taken by Cllr J Critchley and the meeting was recorded.

Meeting 3

1. Apologies and reasons for absence

To receive apologies and note reasons for absence from members.

RESOLVED: Apologies were received and accepted from Cllr Hayes (personal), Cllr Lowrie (prior engagement) and Cllr Neild (prior engagement).

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.

NOTED: 1 member of the public raised concerns regarding the cost of grounds maintenance; 1 member of the public asked for clarification of number of decorative LED tree lights to be installed 7 trees on High Street and Church Street. The member of the public was asked to email the Town Clerk with their concerns. Ian Parkin was invited to join the Tree Lighting Working Group.

4. Approval of minutes

To approve and sign the minutes of the Amenities Committee held on 8th July 2024.

RESOLVED: The minutes were approved and signed.

5. Finance report

(a) To note the budget report provided by the clerk and included in the meeting pack.

NOTED

(b) To note that the overspend on RoSPA inspections of £417 (cost code 4802) is due to the requirement of an urgent RoSPA inspection on Green Gates Park.

NOTED

(c) To note that the overspend of £228 on additional grounds maintenance (cost code 4813) is due to the installation of an additional 2 bins, restoration of the bench on the memorial path car park and

removal of the rotunda.

NOTED

- (d) To note that the final payment for completion of the memorial path was an unbudgeted £823 (cost code 4991) which included signage and professional fees budgeted in the previous financial year.

NOTED

- (e) To consider decreasing the budget for Active Travel (cost code 4816) by £2,000 to £8,000 to increase the budget for additional grounds maintenance (cost code 4813) to an annual total of £4,000 which would allow for unforeseen circumstances to be provided for.

ITEM DEFERRED TO NEXT MEETING

6. S106 funding

To note the report from the Clerk included in the meeting pack.

NOTED

7. Town Clock

To receive an update from the Clerk.

NOTED: The column will be painted on Tuesday 20th August 2024 and the clock will be returned on 21st August 2024. There will be a temporary lane closure at the junction of the A56 and Church Street and a temporary pedestrian crossing and traffic lights will be in place for the duration of the works. Details posted on the website with notice of traffic regulation changes on 9th August 2024.

8. Green Gates Community Park

- (a) To note the update from Stephenson-Halliday provided in the meeting pack.

NOTED

- (b) To receive a report from Cllr Wade following a meeting with Stephenson-Halliday on 13th August 2024.

NOTED: The meeting did not take place and will be re-convened.

ACTION: JO

- (c) To note the report on solar CCTV, provided by the Clerk and included in the meeting pack

NOTED

- (d) To consider the quotations received for solar CCTV as follows:

Quote	Amount	Additional costs	Annual maintenance costs	Total on-going annual cost
1	£13,820 + VAT	Unlimited data sim card x 4 (supplied) monthly cost £27/card	£600	£1,896
2	£11,465.69 + VAT	Unlimited data sim card x 4 (FTC supply) monthly cost £20/card = £960/yr	£400	£1,360
3	Quote not received (as at 6/08/2024) publication date of agenda			

RESOLVED: It was agreed to recommend, to full council that, due to the cost of the project, CCTV should not be installed on Green Gates Community Park.

ACTION: JO

(e) To agree any further actions to be taken

RESOLVED: It was agreed to request the Town Clerk to approach local blacksmiths to explore commissioning a bespoke strong trellis to replace the vandalised sections.

ACTION: JO

9. Christmas lights (trees)

(a) To note the quotation from existing supplier in the sum of £36,433.63 plus VAT for replacement seasonal tree lighting as follows:

- Attend to isolate and remove defective decorative tree lighting to 7No Trees to High Street and Church Street.
- Supply and install, 7No sets of 4000 decorative led tree lights mounted on rubber festoon cable c/w Led drivers, fixing brackets and interconnecting live ends.
- Test and leave in working order.
- NB. No allowance within this quotation for road traffic management.
- NB. Tree lighting on Main Street to be replaced during normal working hours.
- NB Quotation inclusive of out of hours labour for tree light (bulb) replacement on Church Street.
- NB Quotation inclusive of access equipment hire.
- NICEIC certificate to be issued upon completion.

NOTED

(b) To note that the budget for Christmas lights is £2,000.

NOTED

(c) To consider (i) replacing all 7 sets of lights or (ii) starting a rolling programme over the next few years.

NOTED: No decision was made.

(d) To consider any other action to be taken.

NOTED: Ian Parkin to be invited to join the working group considering options for Christmas lighting.

10. Waste Collection

(a) To note that Cheshire West & Chester Council has been asked to consider changes to the current (non domestic) waste collection arrangements in the town centre to include weekend working.

NOTED

(b) To note the response from CWAC included in the meeting pack.

NOTED

(c) To agree any further action to be taken.

RESOLVED: FTC will monitor the revised CWAC collections.

11. Allotment review

(a) To note the report provided by the Clerk and included in the meeting pack.

NOTED

(b) To agree any action to be taken.

ITEM DEFERRED TO NEXT MEETING

12. Climate Action Frodsham

(a) To note the request from Chris Cleaver, treasurer of Climate Action Frodsham, to hold a seminar (promoted and funded by Frodsham Town Council) to provide residents with information on how they can reduce heat leakage from their homes. Information included in the meeting pack.

NOTED

(b) To note that Frodsham Town Council has set a budget of £10,000 under the budget heading Climate Action (cost code 4817).

NOTED

(c) To agree action to be taken.

RESOLVED: It was agreed: not to proceed with holding a seminar; to suggest Climate Action Frodsham engage with the Artisan Market to engage with the community; Cllr Holman to feedback to the group.

ACTION: AH

13. Active travel working group (Cllrs A Holman (lead), Cllr Lowrie, Cllr L Sumner)

To receive a report from Cllr A Holman.

NOTED: Cllr Holman provided a verbal report and it was agreed that Cllr Holman would feedback to the group that FTC would like to see local venues displaying the poster illustrating the various cycling/walking pathways around the town.

ACTION: AH

14. Christmas street lighting working group (Cllr Neild (lead), Cllr D Critchley, Cllr J Critchley, Cllr Lowrie and Cllr Sumner)

To receive a report from the working group.

NOTED: No report was provided and it was agreed, as previously stated, to invite Ian Parkin to join the working group.

15. Climate action working group (Cllr A Holman (lead), Cllr Lowrie, Cllr L Sumner)

To receive a report from the working group.

NOTED: See item 12c

16. Remembrance garden working group (Cllr J Critchley (lead), Cllr M Neild and Cllr L Sumner)

To receive a report from the working group.

NOTED: The group will hold its' first meeting on Monday 19th August from 6.30pm at Castle Park Arts Centre.

17. Date of next meeting – 2nd September 2024 (*please note this is a change of date to the scheduled meeting date*)

18. Close of meeting