



NOTE THAT THIS MEETING WAS MOVED FROM MONDAY 9th SEPTEMBER 2024 TO MONDAY 2nd SEPTEMBER 2024

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

Also attended by: 2 members of the public

Town Clerk: Jo O'Donoghue (FSLCC)

Meeting 4

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 D Critchley (prior engagement) & Cllr Lowrie (personal).

2. Declarations of interest

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

NOTED: Cllr Wade declared a personal interest in item 8 as a member of Green Gates Community Project.

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 attended and noted that: the budget for active Active Travel could be reduced to £5,000 as there were no imminent plans in the pipeline and that the budget could be subsequently increased should any plans become likely within the financial year (item 5c); the Town Clock was previously illuminated at night prior to the restoration works; significant reserves have been expended on Green Gates Community Park and it would be possible for FTC to look at alternative funding options.

4. Approval of minutes

To approve and sign the minutes of the Amenities Committee held on 13th August 2024.

RESOLVED: The minutes were unanimously approved and signed.

5. Finance report

(a) 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 following concerns raised by the grounds maintenance contractors in relation to safety of the raised bridges.

NOTED

(b) To note that the overspend of £228 (against a budget of £2,000) on additional grounds maintenance (cost code 4813) is due unforeseen costs approved by committee as follows: installation of an additional 2 bins @ £1,453; restoration of the bench on the memorial path car park @ £200; removal of the rotunda @ £575.

NOTED

- (c) 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.

Standing Orders: *The Chairman suspended SO to allow a member of the of the public to speak about potential uses for the Active Travel budget.*

Standing Orders: *The Chairman reinstated SO.*

RESOLVED: It was unanimously agree to decrease the budget for Active Travel by £2,000 and add £2,000 to the budget for additional grounds maintenance to an annual total of £4,000.

ACTION: JO

6. Grounds Maintenance Service Level Agreement

- (a) To note that a meeting will take place on Thursday 11th September with Paul Davis (Public Realm and Contracts Manager, Northwich Town Council) and Chris Shaw (Chief Officer, Northwich Town Council) to review the current SLA. Cllr Hayes and the Town Clerk will attend.

NOTED

- (b) A report from the meeting will be provided (by the Town Clerk) at the full council meeting to be held on 23rd September 2024.

NOTED

- (c) Actions resulting from the meeting with Northwich Town Council will be considered by the Amenities Committee at the meeting to be held on 14th October 2024.

NOTED

7. Town Clock

To note that refurbishments were completed, on target, between 20th and 21st August 2024 by The Cumbria Clock Company.

NOTED: Clerk to investigate lighting of the clock at nighttime as per previous arrangements before the refurbishment.

ACTION: JO

8. Green Gates Community Park

- (a) To receive a report from the completion meeting held on 28th August 2024 with representatives from Stephenson-Halliday Ltd (project manager), Horticon Ltd (contractor), Cllr B Wade, Cllr R Lofts, Cllr Hayes and Jo O'Donoghue (*included in the meeting pack*).

NOTED

- (b) To note the options for replacement of the vandalised trellis (*included in the meeting pack*).

NOTED: The report was not included in the meeting pack.

- (c) To agree actions to be taken

DEFERRED TO FUTURE MEETING

9. Christmas lights (trees)

- (a) To note the report, provided by KDE, on the failure of all 7 sets of tree lights and note that the installations on Church Street are for 4,000 lights per tree.

NOTED

- (b) To note the correspondence, received from a resident, regarding the wrapping of the tree lights on Church Street in 2022 and their subsequent failure.

NOTED

- (c) To consider action to be taken in response to the letter.

RESOLVED: It was agreed that the Clerk would prepare a report, regarding the 2022 procurement of the Church Street festive tree lights, to go to the full council meeting to be held on 23rd September 2023.

ACTION: JO

(d) To consider arrangements for festive tree lighting 2024.

Standing Orders: *The Chairman suspended SO to allow a member of the of the public to speak.*

Standing Orders: *The Chairman reinstated SO.*

RESOLVED: It was agreed that the Christmas tree lighting working group would consider options for Christmas 2025.

ACTION: MN

10. Allotment review

(a) To note that the allotments are being inspected quarterly by the grounds maintenance contractors.

NOTED It was noted that all sites were infested with Mares Tail and noted that the advice received was to treat with Glycosate, particularly on the communal paths.

RESOLVED: It was agreed to write to each of the allotment holders to ask whether they have any objections to the use of herbicides on their plots.

ACTION: LB

(b) To consider whether to instigate the annual inspection carried out by councillors.

RESOLVED: It was unanimously agreed not to carry out an annual inspection by councillors.

(c) To agree a date for an annual inspection and attendance.

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

To receive a report from Cllr A Holman.

NOTED: It was noted that the group had not met since the last Amenities Committee Meeting.

12. 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: The group has not yet met however will seek to arrange a meeting very shortly to start to consider options for Christmas 2025.

ACTION: MN

13. Climate action working group (Cllr A Holman [lead], Cllr P Lowrie, Cllr L Sumner)

(a) To note the report from the working group meeting held on 19th August 2024 provided by Cllr L Sumner (included in the meeting pack).

NOTED: The report was noted. It was further noted that the Clerk has negotiated a free stall on the Artisan Market to be held in September for Climate Action Frodsham to provide information to residents and visitors. Cllr Holman to liaise with the group.

It was further noted that the Committee has confirmed the grant funding for additional tree planting on Churchfields and that this will go ahead in the autumn. Clerk to confirm with the Woodland Trust.

ACTION: AH/JO

14. Remembrance garden working group (Cllr R Lofts [lead], Cllr J Critchley, Cllr M Neild and Cllr L Sumner)

(a) To note the report from the working group meeting held on 19th August 2024 provided by Cllr J Critchley (included in the meeting pack).

NOTED: The group agreed to check if Cllr Wood wished to be a member.

(b) To agree any recommended action.

NOTED: The group will continue to consider options for the garden at a future meeting.

15. Date of next meeting – 14th October 2024

16. Exclusion of press and public

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/sensitive nature of the following business to be transactedⁱ

RESOLVED: It was unanimously agreed to exclude members of the press and public to consider items 17(a) and 17(b).

17. Tarvin Road Cemetery

(a) To consider matters relating to burial plots.

RESOLVED: It was unanimously agreed to enforce memorials being restricted to the sizes set out in the Cemetery Regulations. Cemetery Clerk to action.

ACTION: LK

(b) To consider matters relating to cremated remains plots.

RESOLVED: It was resolved to apply the regulations with regard to with regard to vases on all cremated remains plots. Cemetery Clerk to contact affected relatives.

ACTION: LK

18. Close of meeting

ⁱ <https://www.legislation.gov.uk/ukpga/Eliz2/8-9/67/section/1>