



Minutes from the **Full Council Meeting** held in  
Gallery 1, Castle Park Arts Centre, Castle Park, Frodsham, WA6 6SE on  
**Monday 6<sup>th</sup> January 2025 at 7pm**

*The meeting was audio recorded.*

---

**Attended by:** Cllr H Hayes (Chair), Cllr D Critchley, Cllr J Critchley, Cllr R Lofts, Cllr J Moorcroft, Cllr P Lowrie, G Wood & J O'Donoghue (Town Clerk)

**Also attended by:** 2 members of the public

---

**Meeting 5**

**1. Apologies and reasons for absence**

To receive apologies and note reasons for absence from members.

**RESOLVED:** Apologies were received and accepted from Cllrs R Drapeur (work commitments), A Holman (personal), M Nield (personal) and B Wade (personal)

Cllrs Pennington and Sumner did not attend the meeting and no apologies were received.

It was noted that 1 of the newly co-opted councillors has resigned from the Council and that Cheshire West and Chester Council has been informed. The vacancy will be duly advertised in accordance with procedure.

**2. Declarations of interest**

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

**NOTED:** Cllr D Critchley declared an interest in item (b) and did not take place in the discussion regarding the grant funding from Frodsham Sings Community Choir.

**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 expressed opposition to reducing the precept, expressed the view that committee chairs should ensure all allocated funds are spent and noted the absence of funding in the budget for activities undertaken by Cllr M Garvey, who serves as a Cheshire West and Chester Councillor.

**4. Local Government Finance Settlement**

To note that council tax referendum principles will not be set for local (parish and town) councils in 2025/26.

**NOTED**

**5. Budget/Precept Report 2025-2026**

To note the report provided by the Town Clerk.

**NOTED:** It was noted that the Clerk provided a thorough report which was circulated to all councillors on 18<sup>th</sup> December 2024.

**6. Budget 2025-2026**

To consider approval of the budget recommendations for 2025-2026 as detailed in the Budget/Precept report (item 5).

*Standing Orders were briefly suspended to allow a member of the public to take part.*

**RESOLVED:** It was agreed (6:1 in favour) to (a) consider increasing the budget for tree works for the 2026-27 budget year (b) to review the budget 6 months' into the new financial year (October 2025) (c) set a budget of £332,946 (Appendix A) with ear marked reserves of £147,922 (Appendix B).

**7. Precept**

To consider approval of the precept request 2025-2026

**RESOLVED:** It was agreed (5:2 in favour) to set a precept of £301,646 which represents a reduction of £13.83 per year for an average Band D property (Appendix C).

**8. Grant Scheme 2024-2025**

(a) To note the report from the Grants Working Group Meeting held on 4<sup>th</sup> December 2024.

**NOTED**

(b) To approve the recommendations of the Grants Working Group as follows: Main Street Memory Café (£1,200); Frodsham News Forum (£600); Frodsham Sings Community Choir (£500); National Childbirth Trust Mid Cheshire Branch (£300); Frodsham Business Network (£500); Weaver Sailing Club (£1,000).

**RESOLVED:** It was unanimously agreed to approve the recommendations of the Grants Working Group and award grants as follows: Main Street Memory Café (£1,200); Frodsham News Forum (£600); Frodsham Sings Community Choir (£500); National Childbirth Trust Mid Cheshire Branch (£300); Frodsham Business Network (£500); Weaver Sailing Club (£1,000). It was also resolved to put the remaining grant funds into an ear marked reserve for Events Committee to use for events taking place before 31<sup>st</sup> March 2025.

**9. Next Meeting**

27<sup>th</sup> January 2025

**10. Close of meeting**

The meeting closed at 19:31

\*\*\*\*\*

**APPENDIX A  
APPROVED BUDGET 2025-26**

**Finance & General Purposes Budget**

		2025-2026
<b>100</b>	<b>Establishment</b>	
4000	Staff Salaries (net)	£53,000.00
4030	PAYE and NI	£17,000.00
4040	Pension	£21,000.00
4060	Expenses - Staff	£1,000.00
4070	Training - Staff	£1,000.00
4110	Bank Charges	£100.00
4120	Audit Fees	£2,000.00
4130	Professional Fees Legal	£2,500.00

4131	Professional Fees Accountant	£2,000.00
4140	Subscriptions & Memberships	£2,700.00
4150	Insurance	£4,000.00
4160	Stationery	£500.00
4170	Postage	£600.00
4180	Telephone & Broadband	£1,200.00
4190	Photocopier	£600.00
4200	Website	£1,300.00
4210	IT	£5,000.00
4212	Office Equipment	£1,000.00
4213	Office Cleaning	£2,284.00
4240	CPH Rent	£6,000.00
4250	CPH Rates	£1,000.00
4270	Advertising	£100.00
4400	Professional Fees H R	£1,500.00
4511	Storage Facility	£1,000.00
4613	Neighbourhood Plan	£0.00
	<b>TOTAL ESTABLISHMENT</b>	<b>£128,384.00</b>

		2025-2026
<b>101</b>	<b>Civic &amp; Democratic</b>	
4080	Chairman's Allowance	£500.00
4090	Training - Councillor	£1,000.00
4260	Public Consultations	£2,000.00
4810	Elections	£0.00
4823	Room hire	£2,000.00
4824	Joint surgery	£1,000.00
	<b>TOTAL CIVIC &amp; DEMOCRATIC</b>	<b>£6,500.00</b>

		2025-2026
<b>107</b>	<b>Discretionary Expenditure</b>	
4220	Grant Scheme	£7,500.00
4513	Over 70s	£20,000.00
4519	Frodsham Youth Association	£15,000.00
4730	Christmas Festival	£15,000.00
4731	Freedom of the Town	£500.00
4732	Promoting Frodsham	£10,000.00
	<b>TOTAL DISCRETIONARY EXP</b>	<b>£68,000.00</b>
	<b>TOTAL F&amp;GP 2024-2025</b>	<b>£202,884.00</b>

		2025-2026
<b>140</b>	<b>Events</b>	
4321	D-Day 2024	
4700	Town Meetings	£200.00

4710	Festival of Walks	£2,000.00
4720	Remembrance Day	£100.00
4722	Halloween	£2,000.00
4723	Christmas Lights (switch on)	£2,000.00
4730	Christmas Festival (additional exp)	£0.00
4731	Care in the Community	£400.00
[code]	VE-Day 2025	£3,000.00
[code]	Easter Trail	£2,500.00
[code]	Food & Drink Festival (June)	£3,000.00
[code]	Frodsham Festival (August)	£20,000.00
[code]	Event for volunteers (Sept)	£5,000.00
	<b>TOTAL EVENTS EXPENDITURE</b>	<b>£40,200.00</b>

		<b>2025-2026</b>
<b>170</b>	<b>Amenities</b>	
2021	Grounds Maintenance SLA	£36,000.00
4514	Winter Gritting	£3,000.00
4516	War Memorial maintenance	£1,000.00
4517	CCTV	£5,500.00
4760	Play areas add works	£4,000.00
4802	Annual RoSPA	£350.00
4803	Play Area repairs/refurb	£0.00
4804	Tree Works	£3,000.00
4805	Hob Hey Wood	£3,000.00
4806	Defibrillator Maintenance	£1,000.00
4807	Replacement (Xmas) tree lights	£0.00
		<b>2025-2026</b>
4808	Daffodil Bulbs	£600.00
4809	Rent (Townfield Lane)	£1,100.00
4811	Street Furniture	£1,000.00
4812	Xmas Light Bulbs	£1,000.00
4813	Additional grounds maintenance	£4,000.00
4814	Manley Road Copse	£500.00
4815	Marshlands	£2,000.00
4816	Active Travel Development Fund	£6,000.00
4817	Climate Action	£5,000.00
4818	Churchfields Safety Flooring	£0.00
4819	Accessible Play Equipment	£5,000.00
4999	Ship Street Play Area	£350.00
5100	Community Orchards	£0.00
8000	Town Clocks	£0.00
[code]	Memorial Tree	
	<b>TOTAL EXPENDITURE</b>	<b>£83,400.00</b>

		2025-2026
<b>135</b>	<b>Allotments</b>	
4140	Subscriptions & Memberships	£55.00
4210	IT software	£0.00
4320	Maintenance	£300.00
4600	Utilities	£120.00
	<b>TOTAL ALLOTMENT EXPENDITURE</b>	<b>£475.00</b>

		2025-2026
<b>130</b>	<b>Cemetery</b>	
4140	Subscriptions & Memberships	£100.00
4210	IT	£500.00
4250	Rates	£1,607.00
4320	Maintenance	£1,200.00
4550	Plaques & Memorials	£500.00
4560	Waste Removal	£1,080.00
4600	Utilities	£1,000.00
4601	Burial Ground Extension	£0.00
	<b>TOTAL CEMETERY EXPENDITURE</b>	<b>£5,987.00</b>

<b>TOTAL AMENITIES BUDGET</b>	<b>£89,862.00</b>
-------------------------------	-------------------

	2025-2026
<b>TOTAL BUDGET</b>	<b>£332,946.00</b>

## APPENDIX B EAR MARKED RESERVES

Project/Item	Amount (£)
FTC Office	30,000.00
Burial Ground Extension	30,676.00
Replacement Christmas Lights	15,000.00
Play Area Refurbishment	20,000.00
Elections	7,246.00
Churchfields Safety Flooring	17,000.00
Community Orchards	5,000.00
Town Clocks	3,000.00
Memorial Tree	20,000.00
<b>TOTAL</b>	<b>147,922</b>

**APPENDIX C**  
**PRECEPT 2025-26**

<b>Band</b>	<b>Ratio</b>	<b>Charge (£)</b>	<b>Change from 2024/25 (£)</b>
A	6/9ths	53.25	-9.22
B	7/9ths	62.13	-10.76
C	8/9ths	71.00	-12.30
D	9/9ths	79.88	-13.83
E	11/9ths	97.63	-16.90
F	13/9ths	115.38	-19.98
G	15/9ths	133.13	-23.05
H	18/9ths	159.76	-27.66