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The following councillors are summoned to attend the Amenities and Planning Committee Meeting to be held on 14th July 2025 at Castle Park Arts Centre

Cllr D Critchley, Cllr J Critchley, Cllr R Drapeur (Vice Chair), Cllr H Hayes, Cllr A Holman, Cllr R Lofts (Chair), Cllr P Lowrie, Cllr M Nield, Cllr B Wade, Cllr G Wood

Location: Gallery 2, Castle Park Arts Centre, Castle Park, Frodsham, WA6 6SE
Date: 14th July 2025 at 7:00pm

Members of the press and public are welcome to attend. The meeting will be audio recorded.

Signed:  **Town Clerk** **Dated:** 9/07/2025

Meeting 2

1. Apologies and reasons for absence

To receive apologies and approve reasons for absence from members.

2. Declarations of interest

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

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/wp-content/uploads/2023/10/Publicspeaking-at-meetings-2023.pdf>

4. Grounds maintenance SLA

(a) To note that Northwich Town Council will be in attendance to take any questions from Councillors regarding aspects of maintenance and in particular Green Gates Park and the provision of safety surfacing at Churchfields Play Area.

(b) To agree any actions to be taken.

5. Approval of minutes

To approve the minutes from the Amenities & Planning Committee Meeting held 9th June 2025.

6. Terms of Reference

To note the Committee Terms of Reference.

7. To consider the following planning applications:

Reference	Address	Description
25/01774/CAT	Main Street Dental, 69A Main Street, Frodsham, WA6 7DF	Poplar - 10m reduction of limb
25/01574/FUL	70 Howey Lane, Frodsham, WA6 6DT	Pitched gable roof to garage, single storey infill and single storey rear extension

25/01403/FUL	The Old Pumping Station, Hares Lane, Frodsham	Erection of two facilities blocks and two additional static pitches
25/01614/FUL	74 Main Street, Frodsham, WA6 7AU	Change of use of ground floor to a dental practice and related construction works to include refurbishment of the building, raising the roof of the single storey extension, roof repairs and new doors and windows
25/01612/FUL	25A Bellemonde Road, Frodsham, WA6 6BL	Rear single storey extension & raised patio area, rear dormer loft extension, front entrance porch, render to all elevations
25/01989/CAT	Knoll Bungalow, 46A High Street, Frodsham, WA6 7HE	Removal of 2 x small cherries
25/01369/FUL	81 High Street, Frodsham, WA6 7AN	Dropped kerb at the front of the property to provide vehicular access to off road parking

8. Finance report (Qtr1)

To note the financial report and note that the budget is currently on track.

9. 20 MPH Church Street

- (a) To acknowledge receipt of the report from Cheshire West and Chester Council (CWAC), dated 5th March 2024, recommending that sections of Church Street be subject to a reduced speed limit of 20 MPH, and noting that Cheshire Police has raised no objections.
- (b) To note that, subject to funding approval, Frodsham Town Council and local residents will be consulted as part of the implementation process.

10. CWAC Local Transport Plan 4

- (a) To note that the consultation opened on 20th June 2025 and will run until 17th August 2025: <https://participatenow.cheshirewestandchester.gov.uk/local-transport-plan-4-core-strategy>
- (b) To agree action to be taken.

11. Community benefits and shared ownership for low carbon energy infrastructure: working paper (accessible webpage)

- (a) To note publication of the document and that Part 2 seeks views on how best to facilitate shared ownership of renewable energy generation infrastructure, including on whether a mandatory approach should be taken: <https://www.gov.uk/government/publications/community-benefits-and-shared-ownership-for-low-carbon-energy-infrastructure/community-benefits-and-shared-ownership-for-low-carbon-energy-infrastructure-working-paper-accessible-webpage>
- (b) To agree action to be taken.

12. CWAC Local Plan

- (a) To note that Cheshire West and Chester Council is consulting on issues and options for a new Local Plan, that will update and replace all policies in the current Local Plan (Part One) and Local Plan (Part Two). The consultation will run for eight weeks beginning on Friday 4 July and ending at 23:59 on Friday 29 August 2025.
- (b) To agree action to be taken.

13. Manley Road Copse

- (a) To note that the budget allocated for the copse is £500.00, following a request from Frodsham WI for Frodsham Town Council to cease all grounds maintenance activities, including hedge cutting, while the copse remains under their custodianship.
- (b) To note that the WI has obtained a quotation of £840 from a local tree surgeon for tree pruning and hedge cutting, and is requesting that Frodsham Town Council cover this cost.
- (c) To agree action to be taken.

14. Play areas

- (a) To note the quotations received from Northwich Town Council for works to the barked areas on Green Gates Community Park.
- (b) To note that the Clerk requested quotations from four suppliers for the replacement of safety surfacing at Churchfields play area. Two initial quotations were received, both of which required revisions. To date, only one supplier has submitted a revised quotation, totalling £11,230 for the three specified areas.
- (c) To note that a quotation has been received for turfing the area beneath the bridges at Churchfields play area (approximately 34 sqm), offering two options: (i) to remove the existing mulch and dispose of it legally, import 100mm of topsoil and lay turf at a cost of £1,550; or (ii) to raise the ground levels while leaving the bonded rubber mulch in place, at a cost of £600.
- (d) To agree actions to be taken.

15. Christmas lights

- (a) To note the report regarding the anchor bolt and catenary wire testing.
- (b) To approve the quotations to make repairs.
- (c) To consider the quotation from KDE to carry out a Commercial NICEIC Electrical Installation Condition Report.
- (d) To agree any further action to be taken.

16. Community led minor highways improvements

- (a) To note the information received from Cllr Garvey.
- (b) To consider forming a task and finish Working Group to identify sites and supply the information to Cllr Garvey by 24th July 2025.

17. Woodland Trust consultation

- (a) To note that The Woodland Trust are seeking FTC's input on their proposed 10-year Woodland Management Plan for Snidley Moor, Woodhouse Hill, Frodsham Hill, and Frodsham Woods near Frodsham, Cheshire (central grid reference: SJ512759). Key priorities include the removal of invasive rhododendron, which is suppressing native flora and ancient woodland species, and the ongoing establishment of recent woodland planting at Frodsham Woods.
- (b) To agree response to the consultation before 8th August 2025.

18. Hob Hey Wood

- (a) To note that at the Amenities Committee Meeting held on 10th June 2024 (ref: 10/06/2024/10) it was stated that it was agreed to obtain estimated costs of signage for the next Amenities Committee Meeting. Signage to include a photo of Tom Blundell and an explanation of his role in the establishment of the orchard.
- (b) To receive an update from Cllr Hayes.

19. Gritting and emergency planning

- (a) To note that Cllr Garvey has requested a meeting to discuss gritting arrangements and preparations for the forthcoming winter, with the aim of establishing a collaborative approach between CWAC and FTC.
- (b) To agree action to be taken

20. Close of meeting

Minutes from the Amenities and Planning Committee Meeting held on 9th June 2025 at Castle Park Arts Centre at 7pm

Attended by: Cllr D Critchley, Cllr J Critchley, Cllr R Drapeur (Vice Chair), Cllr H Hayes, Cllr A Holman, Cllr R Lofts (Chair), Cllr P Lowrie, Cllr M Nield, Cllr B Wade, Cllr G Wood & J O'Donoghue (Town Clerk)

Also attended by:

The meeting was audio recorded

Meeting 1**1. Election of Chair**

To appoint a Committee Chair to serve until the next Amenities and Planning Committee Meeting in June 2026.

RESOLVED: It was unanimously agreed to appoint Cllr R Lofts as Chair for 2025-26.

2. Election of Vice Chair

To appoint a Committee Vice Chair to serve until the next Amenities and Planning Committee Meeting in June 2026.

RESOLVED: It was unanimously agreed to appoint Cllr R Drapeur as Vice Chair for 2025-26.

3. Apologies and reasons for absence

To receive apologies and approve reasons for absence from members.

NOTED: There were no apologies.

4. Declarations of interest

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

NOTED: Cllr B Wade declared an interest in item 10(b) & 10(c) and item 25/01006/FUL. Cllr J Critchley declared an interest in item 25/01006/FUL.

5. 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/wp-content/uploads/2023/10/Publicspeaking-at-meetings-2023.pdf>

NOTED: No member of the public attended the meeting.

6. Neighbourhood Plan

(a) To receive a report from the Neighbourhood Plan Working Group.

NOTED: Gill Hesketh, representing the Frodsham Neighbourhood Plan Group (FNPG), attended the meeting to offer the group's expertise in supporting the Council with larger planning applications and in monitoring the ongoing progress of the Frodsham Neighbourhood Plan. The FNPG can provide comprehensive reports, drawing on the extensive knowledge gained through the planning process and the wide-ranging consultations with community members. This support will also help in securing planning benefits for the community.

(b) To agree actions to be taken.

RESOLVED: It was agreed to accept the support and for the Town Clerk to forward any larger plan to the group for them to prepare a report for the Amenities & Planning Committee.

7. Approval of minutes

To approve the minutes from the Amenities & Planning Committee Meeting held 12th May 2025.

RESOLVED: The minutes were approved and signed.

8. To consider the following planning applications:

Reference	Address	Description	Comments
25/01017/S73	West Clifton Marsh, Sutton Causeway, Sutton, Frodsham	Wharf facilities and bridge (renewal 05/0837/FUL) - Variation of condition 1 (removal of bridge and wharf) of application 15/00677/FUL	NO OBJECTION
25/01110/FUL	31A High Street, Frodsham, WA6 7AJ	Change of use from office (Use Class E) to residential (Use Class C2), including the installation of a roof deck to the rear of the first floor property	RELEVANT POLICIES: R1; M4; DM11; DM14; DM44; DM46 OBJECTION: Fire safety concern – the only access/egress is via the staircase at the front of the property. Occupants could be trapped if a fire breaks out near the staircase. No provision has been made to exit at the rear of the property from the roof deck. The garden at the rear of the property is currently being offered for sale, further limiting a safe refuge.
25/01417/CAT	Frodsham Dental Surgery, 8 Church Street, Frodsham, WA6 7EB	Remove 2x Hollies and all understory vegetation to make the patio useable	RELEVANT POLICIES: R1; M4; DM11; DM14; DM44; DM46 NO OBJECTION: subject to the agreement of the Conservation Officer
25/01006/FUL	Dunsdale Lodge, Carriage Drive, Frodsham, WA6 6ED	Change of use from holiday let accommodation to residential dwelling (C3)	RELEVANT POLICIES: STRAT9; M4; DM11; DM17; GBC2; DM44 NO OBJECTION
25/01191/FUL	Best Western Forest Hills Hotel, Bellefonte Road, Frodsham, WA6 6HH	Erection of padel courts	RELEVANT POLICIES: STRAT9; M4; DM11; DM17; GBC2; DM44; DM51 NO OBJECTION: However, as the courts would be parallel to the bottom section of the Memorial Field we may want to request a restriction to ensure the courts are not in use during the annual 11

			November Remembrance Service and any other significant National Remembrance Service notified to Forest Hills by Frodsham Town Council
25/01511/CAT	10 Oakdale Avenue, Frodsham, WA6 6PY	Lime - 3m reduction	RELEVANT POLICIES: R1; M4; DM11; DM44; DM46 NO OBJECTION: Subject to the agreement of the Conservation Officer
25/01512/CAT	23 High Street, Frodsham, WA6 7AH	Eucalyptus - 2m reduction	RELEVANT POLICIES: R1; M4; DM11; DM14; DM44; DM46 NO OBJECTION: Subject to the agreement of the Conservation Officer

9. Decisions taken by CW&C Planning Department since the last meeting

Reference	Address	Description	Decision
25/00306/FUL	Marling House Top Road Frodsham WA6 6SN	Two storey rear extension	Approval
25/00415/FUL	95 Townfield Lane Frodsham WA6 7RJ	Installation of new render to all external brickwork and raised decking to the rear elevation	Approval
24/02694/FUL	Lady Heyes Camping and Caravan Site Kingsley Road Kingsley Frodsham WA6 6SU	Construction of 3 x padel courts	Approval
25/00416/FUL	51 Fairways Frodsham WA6 7RY	Single storey front extension, single storey rear extension, first floor side extension with conversion of garage to habitable space. Alterations and addition to ground floor front window openings	Approval
24/03100/FUL & 24/03101/LBC	Godscroft Hall Godscroft Lane Frodsham WA6 6XU	Demolition of existing outbuilding, erection of new dwelling for holiday let accommodation, parking and landscaping	Refusal
24/01240/FUL	Land Off Simons Lane Frodsham Cheshire	Change of use of land as an outdoor events space for recreational use, including team building activities and outdoor learning and activities space, and ancillary items including 1 no. removable/collapsible tipi, removable welfare facilities (toilets), car parking and associated access works from Simons Lane, and associated fencing and landscaping	Withdrawn

10. Planning Inspectorate Appeal Decisions - Appeal Ref: APP/A0665/Y/25/3358311

To note the Planning Inspectorate dismissed the appeal for a single storey orangery style extension to the rear and side of Overton House, School Lane, Frodsham, WA6 6AF.

NOTED

11. Active Travel Working Group

(a) To receive a report from Cllr Holman.

NOTED: Cllr Holman reported that the map boards have been installed at Frodsham Station and agreed to send photos for publication on the website.

(b) To agree any action to be taken.

NOTED: No further actions were required.

12. Play areas

(a) To note that noted that the Clerk has requested updated quotations from the two companies that previously submitted quotes for the safety surface, in line with the revised specification outlined in minute reference 12/05/2025/14b.

NOTED

(b) To note that the basket swing on Green Gates Community Park has developed a significant defect and has been taken down to prevent injury. The Clerk will pursue this with the supplier.

NOTED

(c) To note that the shrub beds around Green Gates Park require considerable weeding, spot spraying and re-barking and that a quote has been requested for FTC's current grounds maintenance contractors to carry out this work.

NOTED

(d) To note that there was a minor accident on Townfield Lane play area when a resident walked into the blue goalposts.

RESOLVED: It was agreed to ask Northwich Town Council to wrap hazard tape around the top of the goalpost.

(e) To consider undertaking repairs to the bridge and boardwalk in Churchfields Park, where significant rot has been identified and a large hole has developed in the boardwalk.

RESOLVED: The health & safety issue was noted together with the quote of £1,450 from Northwich Town Council to make immediate repairs. It was unanimously resolved to accept the quotation and instruct the works.

ACTION: JO

13. Christmas Lights

(a) To note that Frodsham Town Council has stated that, provided the lights installed in the trees are disconnected from the power supply, there should be no issue with them remaining in place.

NOTED

(b) To note that the developers of Old Hall have requested the temporary removal of the section of festoon lighting in front of the development to facilitate the installation of roof trusses. The Town Clerk has obtained a quotation from KDE for the works, which has been forwarded to the developers for action.

NOTED: The developers will be meeting all associated costs and will liaise directly with KDE.

14. Close of meeting

The meeting closed at 19:37

1 Objectives

- 1.1 To provide and maintain local amenities in an efficient & cost-effective manner.
- 1.2 To promote health & safety of the people through co-operation with FTC partners.
- 1.3 To co-operate with FTC partners regarding road traffic & related issues.
- 1.4 To monitor and maintain; public rights of way in Frodsham, marshlands, Memorial Field, Crowmere & Manley Road Copse; Community Orchards; Hob Hey Wood; Tarvin Road Burial Ground; Town Clock; play areas and allotment sites to ensure preservation for future generations.
- 1.5 To enhance the town's environment through maintenance and improvement of FTC's open spaces and the planting and care of trees.
- 1.6 To consider and respond to all planning applications received from Cheshire West and Chester Council.

2 Composition

- 2.1 Membership: Committee will consist of up to 10 councillors appointed at the Annual Town Council Meeting.
- 2.2 Chairmanship: The committee will elect a chair from its members at its first meeting each year following the Annual Town Council Meeting.
- 2.3 Meetings: The committee will produce a schedule of meetings at the first meeting after the Annual Town Council Meeting. The committee may call extra ordinary meetings as necessary.
- 2.4 Voting: Only councillors who are members of the committee will have a vote.
- 2.5 The Quorum for a meeting will be a minimum of 4 councillors.
- 2.6 The Councillors Code of Conduct will apply to all members of the committee.
- 2.7 The conduct of meetings (declaration of interests, debate, voting etc) will be governed by the council's standing orders.

3 Rights & Powers

- 3.1 The committee may spend monies subject to the following limitations:
 - extent of the committee's budget
 - amount of expenditure on any single transaction as per spending limits.

- 3.2 The committee may make recommendations to the council for consideration and approval.
- 3.3 The committee may appoint working groups for a specified purpose with the approval of Council. Such groups will be task and finish groups and will operate under terms of reference agreed by the committee

4 Responsibilities

- 4.1 To monitor and manage the approved Amenities Committee budget (Appendix A), approved Tarvin Road Burial Ground budget (Appendix B) and approved allotment budget (Appendix C).
- 4.2 The committee is responsible for the production of written estimates of proposed expenditure by the committee for the next financial year for submission to FTC for approval no later than the council’s meeting in November of the current year.
- 4.3 To manage all aspects of Hob Hey Wood, Memorial Field, Crowmere, Community Orchards, Manley Road Copse, Marshlands, marl pits, play areas, Tarvin Road Burial Ground and allotment sites.
- 4.4 To manage the winter gritting scheme.
- 4.5 The committee’s remit extends to the provision and maintenance of the following facilities and services: floral displays (including hanging baskets and planters), public access defibrillators, seats, commemorative seats and commemorative plaques; town bowling green.
- 4.6 The Committee is responsible for monitoring the Service Level Agreements for grounds maintenance and Town Clock.

APPENDIX A

AMENITIES COMMITTEE BUDGET 2025-2026

APPENDIX B

		2025-26	EMR 2025-26
170	Amenities		
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	£ -	£ 20,000.00
4804	Tree Works	£ 3,000.00	
4805	Hob Hey Wood	£ 3,000.00	
4806	Defibrillator Maintenance	£ 1,000.00	
4807	Replacement (Xmas) tree lights	£ -	£ 15,000.00
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	£ 17,000.00	
4819	Accessible Play Equipment	£ 5,000.00	
5100	Community Orchards	£ -	£ 5,000.00
8000	Town Clocks	£ 3,000.00	£ 3,000.00
	TOTAL EXPENDITURE	£ 103,050.00	£ 43,000.00

135	Allotments	2025-26	EMR 2025-26
4140	Subscriptions & Memberships	£ 55.00	
4320	Maintenance	£ 300.00	
4600	Utilities	£ 50.00	
	TOTAL ALLOTMENT EXPENDITURE	£ 405.00	

130	Cemetery	2025-26	EMR 2025-26
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	£ -	£ 30,676.00
	TOTAL CEMETERY EXPENDITURE	£ 5,987.00	£ 30,676.00

	2025-26	EMR 2025-26
TOTAL AMENITIES BUDGET	£ 109,442.00	£ 73,676.00

COMMITTEE MEMBERSHIP 2025 – 2026

Cllrs D Critchley, J Critchley, R Drapeur (Vice Chair), H Hayes, A Holman, R Lofts (Chair), P Lowrie, M Nield, B Wade, G Wood

COMMITTEE CLERK 2025 – 2026

Jo O'Donoghue (FSLCC)

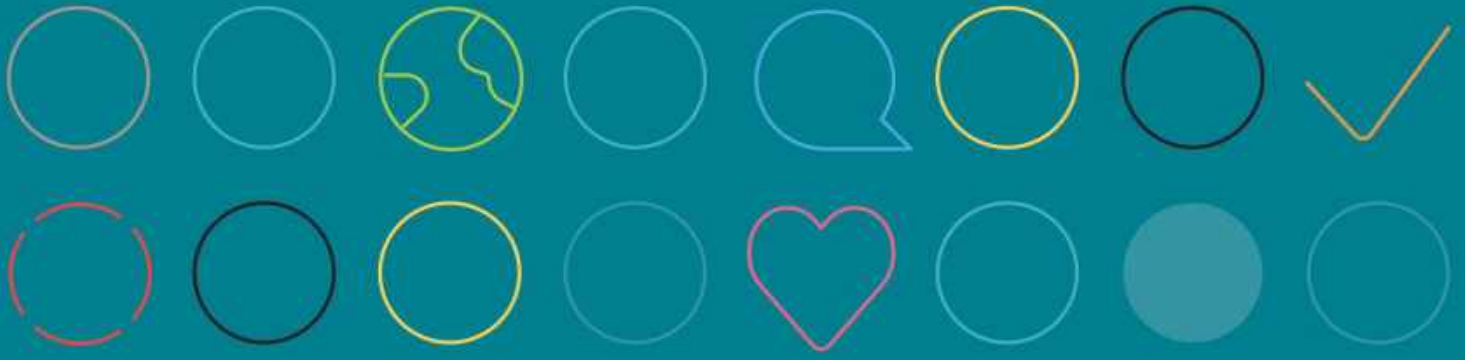
ⁱ The Amenities Committee and Planning Committee were amalgamated at the Full Town Council Meeting held on 27th January 2025 (Minute reference: 27/01/2025/11a/b)

A/c Code	4806	Defibrillator Maintenance				Annual Budget	1,000
Centre	170	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
2	14/05/2025	BACS	Cashbook	Defib install FSS		924.50	
		Account	Defibrillator Maintenance		Account Totals	924.50	0.00
		Centre	Amenities		Net Balance Month 4	924.50	

A/c Code	4809	Rent & Rates				Annual Budget	1,100
Centre	170	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
2	14/05/2025	BACS	Cashbook	Townfield Lane PA rent		1,100.00	
		Account	Rent & Rates		Account Totals	1,100.00	0.00
		Centre	Amenities		Net Balance Month 4	1,100.00	

A/c Code	4813	Additional grounds maint				Annual Budget	4,000
Centre	170	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
1	16/04/2025	BACS	Cashbook	Fence replacement Manley Road		2,050.00	
3	12/06/2025	BACS	Cashbook	Wildflower restoration		1,150.00	
3	12/06/2025	BACS	Cashbook	Trees (Mersey F Grant)		1,370.16	
		Account	Additional grounds maint		Account Totals	4,570.16	0.00
		Centre	Amenities		Net Balance Month 4	4,570.16	

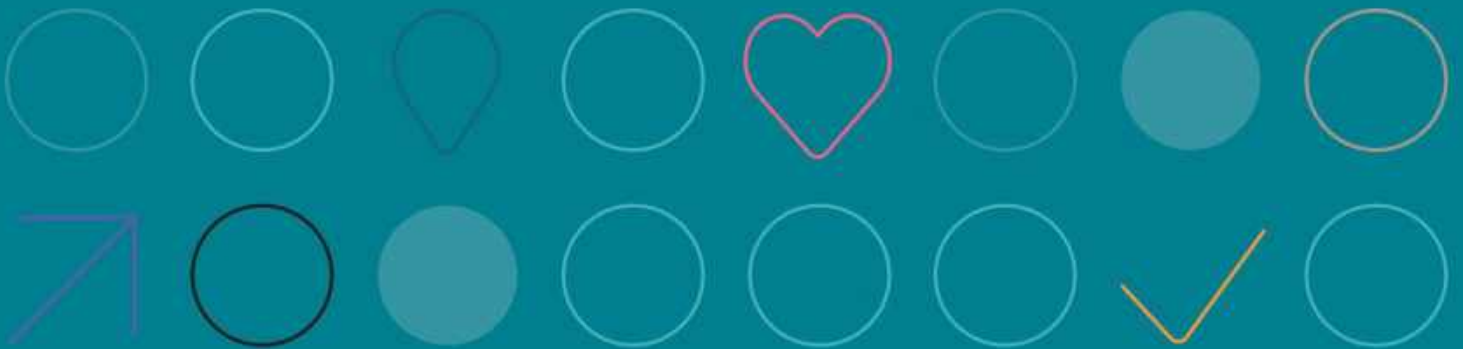
A/c Code	4816	Active Travel Dev't Fund				Annual Budget	6,000
Centre	170	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
2	22/05/2025	BACS	Cashbook	Map adjustments (Act Trv)		450.00	
		Account	Active Travel Dev't Fund		Account Totals	450.00	0.00
		Centre	Amenities		Net Balance Month 4	450.00	



Cheshire West & Chester Council

B5152 Church Street Frodsham

Speed Limit Assessment



1. Background

1.1 B5152 Church Street Frodsham was identified as a potential location for a local safety scheme. This is due to recorded injury collisions, it ranked 59 for the number of collisions and ranked number 4 for pedestrian injury collisions.

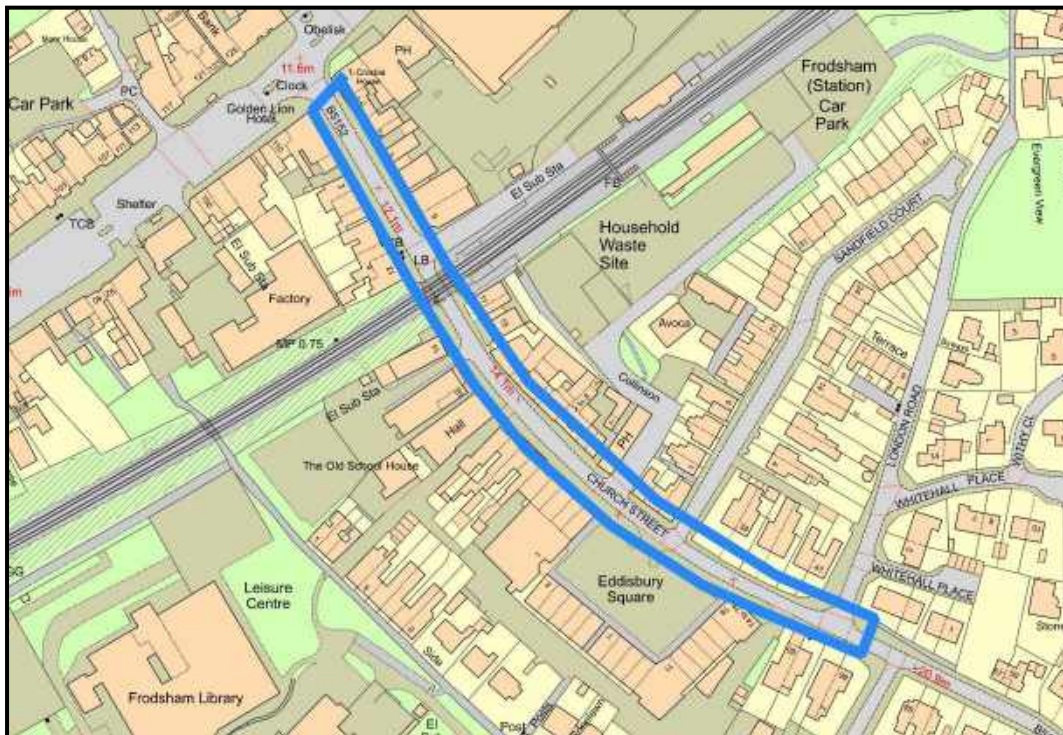
1.2 The recommendation included provision of a controlled pedestrian crossing and a speed limit assessment.

2. Assessed route

2.1 B5152 Church Street between A56 Main Street and London Road.

2.2 This section of Church Street is a busy commercial shopping area with a high number of pedestrians. There are two carparks, the town hall, and the main access to Frodsham rail station.

2.3 Location Plan



3. Data

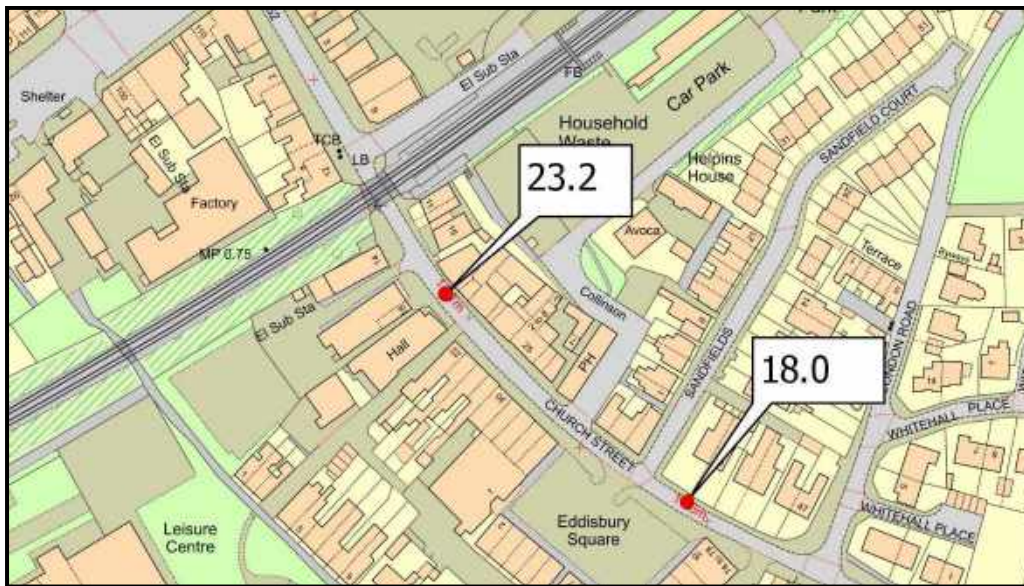
3.1 Monitoring has been carried out where highest mean speed is anticipated..

3.2 Table showing the mean speed on monitored roads:

Road Name	Mean Speed (mph)
B5152 Church Street	23.2 / 18.0



3.3 Plan showing location of monitoring points with recorded mean speeds.



3.4 Collisions

3.4.1 There have been four recorded injury collisions between 1 February 2020 and 31 January 2024.

3.4.2 Three collisions involved pedestrians crossing Church Street.

3.4.3 Location of recorded injury collisions



4. Initial recommendation

4.1 B5152 Church Street – 20 mph.

5. Validation comment and recommendations

5.1 The validation team agree with the initial recommendation in section 4.1.

6. Recommendations

6.1 B5152 Church Street – 20 mph.

6 Cheshire Police comments

Cheshire Police have no objections to the recommendations in Section 6.

7 Wards/Parishes

7.1 Ward – Frodsham.

7.2 Parish – Frodsham.

8 Validation

Date	28/02/2024
Method	Via email
Officers	Andrew Jones – Cheshire Police, Andy Hamman – Principal Engineer, Sharon Blackshaw – Road Safety Engineer David Reeves – Road Safety Engineer



Manley Copse : Assessment of work needed, as observed by [REDACTED]
[REDACTED]

The Copse has a varied collection of trees; some recently planted but the majority are long established and the result of natural seedling distribution over the years.

These trees have grown to such a height and width that they are now having a detrimental effect on the vegetation growing at a lower level, eg blocking out daylight, which in turn will see a reduction in foliage, berries , seeds available for wildlife.

Their spread is intruding on the usable space within the copse. Some are becoming a risk to visitors to the copse eg at eye / face level for children.

There is also some indication of disease eg ash die-back, so careful maintenance of the area is important to ensure a healthy environment as far as possible.

[REDACTED] kindly agreed to help us assess the copse regarding these issues and the following are his proposals:

Hollies—now needing to be significantly reduced, in height, circumference, possibly clear stems to "lollypop" shape for easier maintenance.

Elders—drastic reduction , removal of several.

Ash—currently monitor for development of disease.

Hazel—lift the canopy/ some pollarding into "Florette" shape

Rowan—raise leaf canopies, by branch/multi stem removal where needed.

Flowering cherries—-as above and reduce height.

Osier/ Willow —-remove completely

Laurel—reduce down to 6' , shape to manageable bush.

Buddleia—heavy prune.

Hardy Fuchsia—as above.



QUOTE NO 2225

10th June 2025

Dear Jo

Many thanks for your enquiry and for inviting Northwich Town Council to provide you with a quotation to carry out works on behalf of Frodsham TC

Please find our quotation as follows –

Shrub beds at greengates play area

Remove weed from front large beds both sides roadside
Area 1

£365.00



Supply weed control after works above re bark area 300mm deep

£6250.00

Area 2



Supply weed control after works above re bark area 300mm deep

£7550.00

Total Cost

|Optional

I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however, should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from the date of quotation and all measurements given are approximate only, minimum distances apply.

Yours sincerely

Paul Davis

Public Realm Contracts Manager

Northwich Town Council

78 Church Road

Northwich

Cheshire

CW9 5PB

Pauldavis@northwichtowncouncil.gov.uk



QUOTE NO 2191

8th May 2025

Dear Jo

Many thanks for your enquiry and for inviting Northwich Town Council to provide you with a quotation to carry out works on behalf of Frodsham TC

Please find our quotation as follows –

Surfacing issues at Churchfields

Roundabout and group over lay with carpet	£5500.00
---	----------

Swing area over lay with carpet	£1880.00
---------------------------------	----------

Slide with mound over lay area with carpet	£3850.00
--	----------

Total Cost	optional
-------------------	-----------------

I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however, should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from the date of quotation and all measurements given are approximate only, minimum distances apply.

Yours sincerely

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QUOTE NO 2191

8th May 2025

Dear Jo

Many thanks for your enquiry and for inviting Northwich Town Council to provide you with a quotation to carry out works on behalf of Frodsham TC

Please find our quotation as follows –

The area under the bridges and then back out measures a total of approximately 34sqm- to lift the mulch and dispose of legally, import 100mm topsoil and turf-**£1550**

As above but building up levels and leaving bonded rubber mulch in situ- **£600**

Total Cost

Optional

I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however, should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from the date of quotation and all measurements given are approximate only, minimum distances apply.

Yours sincerely

Paul Davis

Public Realm Contracts Manager

Northwich Town Council

78 Church Road

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Cheshire

CW9 5PB

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Inspection & Remedial Works Report – Church Street Festoon Lighting

Date of report: 27th June 2025

Carried out by: PME Maintenance Ltd on 25th June 2025 on behalf of Lite

To be considered at: Amenities & Planning Committee Meeting to be held on 14th July 2025

1. Catenary Cables Condition

The catenary cables supporting the festoon lighting on Church Street are currently exhibiting signs of corrosion. While they remain structurally sufficient for their intended use at present, they will require replacement in the future to ensure continued safety and functionality.

2. Anchor Bolt Failures

Three anchor bolt failures have been identified and require rectification. Due to the poor condition of the wall surfaces, non-standard bracket solutions will be necessary for the following locations:

- **Sayers / E-Cigs Store, Church Street**
 - Pull test: Failed
 - Actions required: Replacement anchor, relocation of fixture, bespoke bracket installation
- **Suttons, Church Street**
 - Pull test: Failed
 - Actions required: Replacement anchor, installation of plate anchor
- **Bakery (1st Anchor), Church Street**
 - Pull test: Failed
 - Actions required: Replacement anchor, installation of plate anchor

3. Recommendation to renew one fastening

- **Red Lion, 17, High street**
 - Anchor at Red Lion good, but the catenary goes to a very poor column fastening between 9&11, recommend renew
-

4. Proposed Works & Costings

To rectify the above anchor failures and ensure structural integrity of the festoon lighting system, the following works are proposed:

- **Bakery & Suttons, Church Street**
 - Supply and install 2 no. load spreader/multi-fixing anchors
 - Adjust catenary cables to suit
 - Test and certify system

- **Cost: £386 each / £772 total**

Note: As this involves changing the existing eye bolts to wall plates, it is recommended that permission be obtained from the respective building owners prior to undertaking the works. Alternatively, Frodsham Town Council may instruct LITE to proceed at no risk to the Company.

- **E-Cigs Store, Church Street**

- Supply and fix bespoke bracket to the pillar adjacent to the current anchor point
- Adjust festoons accordingly
- Test and certify system
- **Cost: £825 total**

Note: As this installation constitutes a new fixture location, consent from the E-Cigs building owner is required, or Frodsham Town Council must instruct LITE to proceed at no risk to the Company.

- **Red Lion, 17 High Street**

- Supply and install standard anchor bolt
- **Cost: £75.00**

FULL CONDITION REPORT ATTACHED AS APPENDIX A

APPENDIX A

Safe Contractor
ECA
Lantra



PME Maintenance Ltd
22 Birch Avenue
Alsager
Stoke-on-Trent
Staffs ST7 2QZ
01782 729282

Providing Maintenance Everywhere

PMEMaintenance Ltd, VAT Number 704999789, Company number 03591465,
Date of incorporation 02/07/1998, Safe Contractor Membership No. SS9244,
ECA Member No. 106947, UTR 9257004322,
Tree cutting qualified by LANTRA137125

Wednesday, 25 June 2025

Equipment used	Hydrajaws 2000	Calibrated Y/N	Yes	
Engineers name	Mr P Minger	Date of test	June 2025	
		Recommend next	June 2028	
Client	Lite	Certificate number	PME7898001	
Location	Frodsham Town Centre			

Anchor Point Testing

Date	Location	New/ Existing	Load applied	Pass/ Fail	Fixing Number	Inspection notes
24/06/25	Red Lion, 17, High street, Frodsham	Existing	3KN	Pass	HS 1	Anchor at Red Lion good, but the catenary goes to a very poor column fastening between 9&11, recommend renew
24/06/25	Morrisons, High Street 1st Anchor	Existing	3KN	Pass	HS 2	Turnbuckle corroded at column but good anchor
24/06/25	Morrisons, High Street 2nd Anchor	Existing	3KN	Pass	HS 3	Good
24/06/25	Bakery 1st Anchor	Existing		Fail	HS 4	Unable to pull test, replacement anchor required, plate anchor needed

Safe Contractor
ECA
Lantra



PME Maintenance Ltd
22 Birch Avenue
Alsager
Stoke-on-Trent
Staffs ST7 2QZ
01782 729282

Date	Location	New/ Existing	Load applied	Pass/ Fail	Fixing Number	Inspection notes
24/06/25	Bakery 2nd Anchor	Existing	3KN	Pass	HS 5	Good
24/06/25	Sayers/E Cig store, Church Street	Existing		Fail	CS 1	Unable to pull test, replacement anchor required, relocation required, bespoke bracket required
24/06/25	Suttons, Church Street Fixing 1	Existing		Fail	CS 2	Unable to pull test, replacement anchor required, plate anchor needed
24/06/25	Suttons Fixing 2	Existing	3KN	Pass	CS 3	Good
24/06/25	Next to Kash, Church Street Fixing 1	Existing	3KN	Pass	CS 4	Good
24/06/25	Next to Kash 22 Fixing 2	Existing	3KN	Pass	CS 5	Good
24/06/25	Dandelion, Church Street 1	Existing	3KN	Pass	CS 6	Good
24/06/25	Dandelion Fixing 2	Existing	3KN	Pass	CS 7	Good
24/06/25	Costa Coffee, Church Street, Fixing 1	Existing	3KN	Pass	CS 8	Good
24/06/25	Costa Coffee Fixing 2	Existing	3KN	Pass	CS 9	Good
24/06/25	Railway Bridge, Church Street	Existing	3KN	Pass	CS 10	Good
24/06/25	Railway Bridge (Opposite Side)	Existing	3KN	Pass	CS 11	Good
24/06/25	Rowlinsons Solicitors, Church Street 1	Existing	3KN	Pass	Bridge 12	Good
24/06/25	Rowlinsons Solicitors Fixing 2	Existing	3KN	Pass	Bridge 13	Good
24/06/25	True Lab, Church Street Fixing 1	Existing	3KN	Pass	Bridge 14	Good

Safe Contractor
 ECA
 Lantra



PME Maintenance Ltd
 22 Birch Avenue
 Alsager
 Stoke-on-Trent
 Staffs ST7 2QZ
 01782 729282

Date	Location	New/ Existing	Load applied	Pass/ Fail	Fixing Number	Inspection notes
24/06/25	True Lab Fixing 2	Existing	3KN	Pass	Bridge 15	Good
24/06/25	Nationwide, Church Street 1	Existing	3KN	Pass	Bridge 16	Good
24/06/25	Nationwide Fixing 2	Existing	3KN	Pass	Bridge 17	Good
24/06/25	Golden Lion, Church Street Fixing 1	Existing	3KN	Pass	Bridge 18	Turnbuckle heavily corroded but still passing pull test
24/06/25	Golden Lion Fixing 2	Existing	3KN	Pass	Bridge 19	Good
24/06/25	Thomas Cook/Alder Rose Mortgage	Existing	3KN	Pass	Bridge 20	Good
24/06/25	Main Street	Existing		Pass	Column 110	Good
24/06/25	Main Street	Existing		Pass	Column 111	Good
24/06/25	Main Street	Existing		Pass	Column 112	Good
24/06/25	Main Street	Existing		Pass	Column 113	Good
24/06/25	Main Street	Existing		Pass	Column 114	Good
24/06/25	Main Street	Existing		Pass	Column 115	Good
24/06/25	Main Street	Existing		Pass	Column 116	Good
24/06/25	Main Street	Existing		Pass	Column 117	Good
24/06/25	Main Street	Existing		Pass	Column 118	Good
24/06/25	Main Street	Existing		Pass	Column 119	Good
24/06/25	Main Street	Existing		Pass	Column 120	Good

Safe Contractor
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Lantra



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22 Birch Avenue
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Stoke-on-Trent
Staffs ST7 2QZ
01782 729282

Date	Location	New/ Existing	Load applied	Pass/ Fail	Fixing Number	Inspection notes
24/06/25	Main Street	Existing		Pass	Column 121	Good
24/06/25	Main Street	Existing		Pass	Column 122	Good
24/06/25	Main Street	Existing		Pass	Column 123	Good
24/06/25	Main Street	Existing		Pass	Column 124	Good
24/06/25	Main Street	Existing		Pass	Column 125	Good
24/06/25	Main Street	Existing		Pass	Column 126	Good
24/06/25	Main Street	Existing		Pass	Column 127	Good
24/06/25	Main Street	Existing		Pass	Column 128	Good
24/06/25	Main Street	Existing		Pass	Column 129	Good
24/06/25	Main Street	Existing		Pass	Column 130	Good
24/06/25	Main Street	Existing		Pass	Column 131	Good
24/06/25	High Street	Existing		Pass	Column 1	Good
24/06/25	High Street	Existing		Pass	Column 2	Good
24/06/25	High Street	Existing		Pass	Column 3	Good
24/06/25	Church Street	Existing		Pass	Column 9	Good

Frodsham Town Council
 Castle Park
 Frodsham
 WA6 6SB

QUOTATION

Reference	QUO/1580726
Date	23/04/2025
Job reference	336930
Order number	.
Account reference	FTC

FAO – Jo O'Donoghue.

Re – Commercial Electrical Installation Condition Report Christmas Lighting Electrical supplies.

Dear Madam,

Thank you for your enquiry with KDE Ltd recently. We are pleased to offer you the below quotation following our recent discussion.

To visit the above site and carry out a Commercial NICEIC Electrical Installation Condition Report all in accordance with the following detailed specification and as our advised method.

- Continuity of productive conductors – verifying they're electrically sound and correctly connected – an electrical test meter with a low resistance range will be used to carry out this check.
- Continuity of ring final circuit conductors – establishing the ring is complete and hasn't been interconnected.
- Insulation resistance testing – confirming insulation of conductors and electrical accessories and equipment is satisfactory without any short circuits and showing no low insulation resistance – electrical testing equipment to conduct these checks include a multi tester with a high resistance range.
- Polarity testing – all circuit polarity must be tested and verified at the origin of installation covering distribution boards and socket outlets, and extremity of the radial circuit. Lighting circuits, fuses and single-pole switches must all be connected in the phase conductor.
- Earth fault loop impedance testing – this must be determined by either direct measurement of calculation based on readings obtained – and completed at specified points.
- Prospective fault current testing – this determines the value of overcurrent that would flow in the event of a short circuit or an earth fault occurring in the electrical installation.
- RCD testing – these are manual tests that prove that the devices will actually disconnect the electricity supply – and operated to ensure their effectiveness. They should be adequately and correctly labelled with easy access to avoid impairment.
- Phase sequence testing – a phase sequence meter will be used to detect the sequence of the supply in three-phase electrical circuits.
- Functional testing – every circuit will be tested to validate the products electrical safety and features including resistance to heat, grounding and resistance to flow of current.

NB. No allowance for out of hours work has been included.

The above work to include labour would be £2,085.00 + VAT (Two Thousand and Eighty Five Pounds).

NB: All quotations subject to VAT at the current rate unless stated or agreed otherwise.



KDE Ltd, Greenfields, Chester Road, Sutton Weaver, Cheshire, WA7 3EG.
 Tel: 01928 711444/711144 24hr: 07894 930300 enquiries@kde-ltd.co.uk www.kde-ltd.co.uk

This important document will cover the condition of particular electrical installations within a specified location.

Any findings will be presented in an organised manner, and a declaration will be made at the end stating whether the overall electrical inspection and testing is satisfactory or not. The following codes will indicate if action needs to be taken:

- C1 – indicates a present danger that requires immediate remedial action.
- C2 – a potentially dangerous situation that needs urgent attention.
- C3 – recommending improvement.

All work carried out in accordance with the current 18th Edition of the Institution of Engineering and Technology Regulations.

This quotation is that of a NICEIC approved contractor and should not be compared to a quotation from a non-approved contractor.

NB. Quotation based on testing up to and including the outlet sockets at the top of 10No lighting columns.

NB. Quotation inclusive of access equipment hire.

NB. Quotation inclusive of out of hours labour.

NB. Quotation price valid for a period of 30 days.

We trust that we have interpreted your requirements correctly. If you require any additional information, please do not hesitate to contact our Helpdesk team.

Please see our website (www.kde-ltd.co.uk) or full T&C's.

Thanking you in anticipation.

Yours faithfully,



Information received from Cllr M Garvey

Community led minor Highways improvements

Could we arrange a meeting with yourselves to discuss the work requests that will be identified by both Lucy and I and all Town Councillors and how we go about coordinating these requests and then submitting this as one coordinated document.

Area 11 – Frodsham and Helsby

I am pleased to inform that we are looking to undertake a trial initiative focused on small-scale maintenance works on the Highway network that local communities and Parish/Town Councils consider valuable for enhancing their areas.

Our budgets are focused on safety led decisions but we want to work with residents, communities and Town / Parish Councils on highway matters that are important to them. A small budget has been allocated for this trial, which is supported by our delivery partner, Colas as part of their social value initiatives.

This trial will involve one of our Contractors dedicated maintenance crew consisting of two operatives and vehicle, equipped to carry out minor tasks that do not require additional materials such as tarmac.

The types of minor maintenance work included in this initiative would typically involve:

- Clearing encroaching small areas of grass and weeds from footways or paths
- General low-level tree pruning and branch removal to address overhanging vegetation (tree ownership would need to be confirmed)
- Low level hedge trimming and maintenance (would not include private hedges)
- Cleaning road signs, fingerposts, street nameplates and bollards
- Straightening / refixing loose signs
- Removing debris off the top of gullies (not cleansing)

To ensure fair distribution of the resource we have split the wards across the borough up into 16 areas, and each area will get the benefit of the maintenance crew for a week each. Some areas will include more than one ward. We appreciate that a week in each area may not be enough time to be able to complete all the works identified. However, if this trial is successful, it maybe something that will be considered in the future.

It would be appreciated if you can please liaise with the Parish or Town Council's in your Ward and provide us with a list of suggestions and locations that you all think would benefit from this trial. We would like to programme this work as soon as possible so it would be great if this information can be returned to us by 31st July 2025.

We appreciate that these timescales are tight but want the work to start as soon as we can before the winter period.

It would be appreciated if you can please complete the attached form and return it to me. It would be helpful if pictures can be provided as well.

Once returned, these suggestions will be reviewed by the team and a programme of works will be put together for all 16 areas.

Invasive species:

Rhododendron is present throughout the woodlands as shown in red. We will manage this by removing the plant, which in turn should stop the spreading and prevent it from pushing out ancient woodland plants.

Secondary woodland thinning:

Thinning will be undertaken at regular intervals within sub compartment 4b (pink). Thinning will increase stand resilience and diversify the woodland structure.

Veteran trees and deadwood:

Veteran trees will be retained and left to natural processes. Deadwood will be encouraged throughout the woodlands, which will provide suitable habitat for local wildlife.

Woodland establishment (Frodsham Woods):

The new native woodland (green) will be visually inspected for the first 5 years to monitor establishment and survival rates. Once the trees have established, the biodegradable tubes and vole guards will be removed from each plant position. Existing mature trees, hedgerows, ponds and open space will be retained and left to natural processes.

Public access:

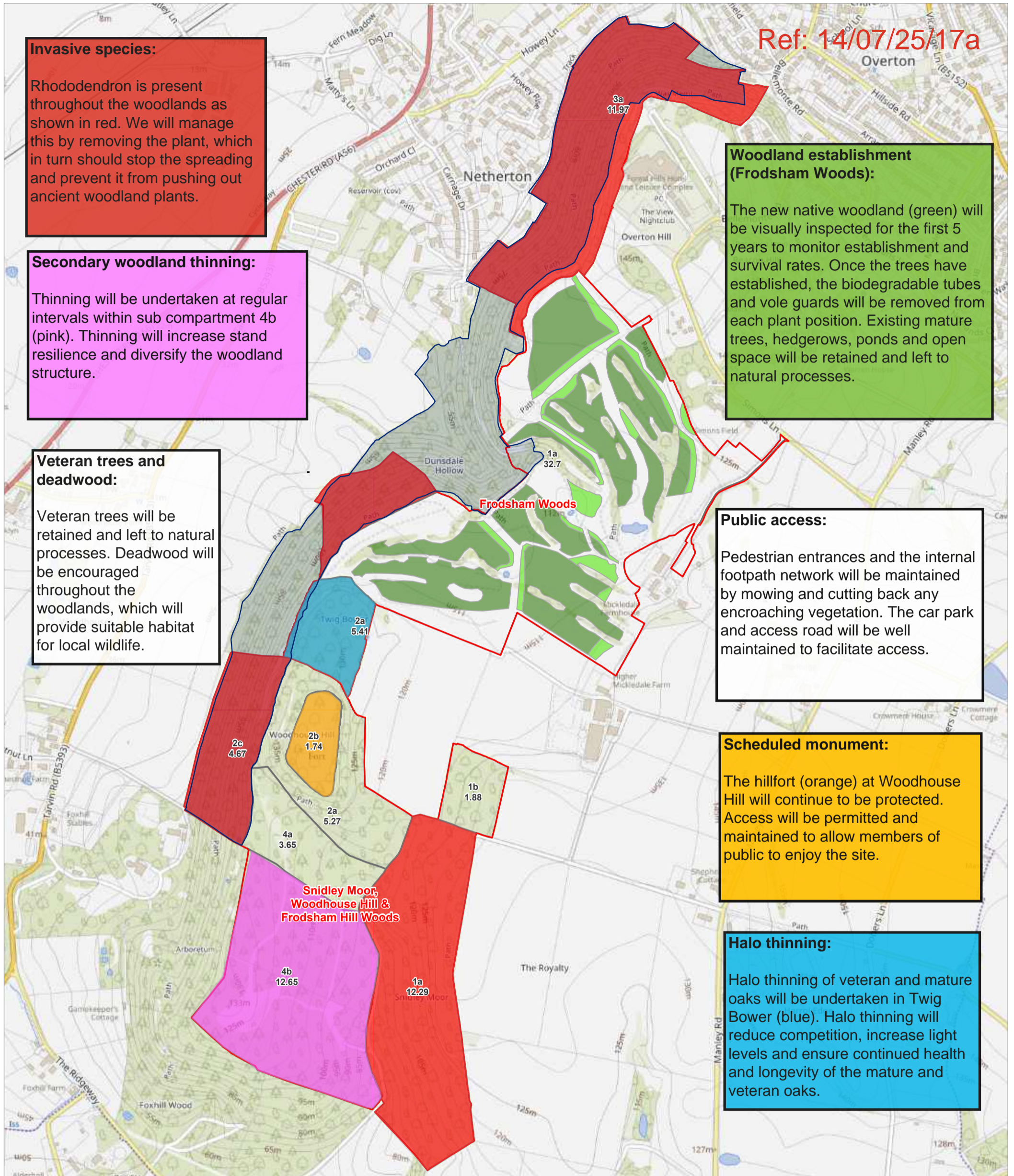
Pedestrian entrances and the internal footpath network will be maintained by mowing and cutting back any encroaching vegetation. The car park and access road will be well maintained to facilitate access.

Scheduled monument:

The hillfort (orange) at Woodhouse Hill will continue to be protected. Access will be permitted and maintained to allow members of public to enjoy the site.

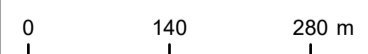
Halo thinning:

Halo thinning of veteran and mature oaks will be undertaken in Twig Bower (blue). Halo thinning will reduce competition, increase light levels and ensure continued health and longevity of the mature and veteran oaks.



Ancient Woodland Inventory (AWI) - England	Secondary woodland thinning
Ancient and Semi-Natural Woodland	Woodland Trust Site Boundary
Management type	SubCompartments
Rhododendron control	Woodland establishment
Halo thinning	Edge planting species mix
Scheduled monument	Main planting species mix

Frodsham Woods, Snidley Moor, Woodhouse Hill and Frodsham Hill Woods Proposed Management Plan Works 2025-2035



Scale: 1:7,500 @A3

Date: 25 June 2025

Author:

