



## Amenities & Planning Committee Meeting

13<sup>th</sup> October 2025

Meeting pack

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**The following councillors are summoned to attend the Amenities and Planning Committee Meeting to be held on 13<sup>th</sup> October 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:** 13<sup>th</sup> October 2025

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

**Signed:** *Jo O'Donoghue (FSLCC)* **Town Clerk** **Dated:** 08/10/2025

**Meeting 5**

**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. Approval of minutes**

To approve the minutes from the Amenities & Planning Committee Meeting held 8<sup>th</sup> September 2025.

**5. To consider the following planning applications:**

Reference	Address	Description
25/02731/S73	78A Main Street, Frodsham, WA6 7AU	Change of use of existing ground floor shop to become part of existing residential first floor property. Alterations to existing front shopfront elevation. Proposed new external doors and windows. Proposed front railings with gate - variation of condition 2 providing amendments to the front elevation (approved plans) of planning application 24/03615/FUL
25/02985/TPO	Ascot Lodge, Carriage Drive, Frodsham, WA6 6EB	Removal of Group 1 (Scots Pine) of attached plan
25/02848/FUL	52 Springbourne, Frodsham, WA6 6QD	Single storey rear extension, enlargement of existing raised terrace, render to front and rear
25/02850/FUL	18 Watersedge, Frodsham, Cheshire, WA6 7NQ	Single storey rear extension

**6. To note decisions made between meetings in accordance with agreed process (min ref: 08/02/24/6a**

25/02394/FUL	8 Springbourne, Frodsham	Removal of existing vertical tiles and batons on upper storey of front and one side elevation (to chimney). Replacement of tiles with 40-50mm graphite EPS boards and silicone render with fibre reinforced mesh. Cover upper half of garage with matching render	No objection
25/02752/TPO	18 Red Lane, Frodsham, WA6 6RB	Copper Beech - 3m reduction of branches up to 6m on 18 Red Lane side of tree	RELEVANT POLICIES: R1, M4, DM11, DM44 NO OBJECTION
25/02517/FUL	74 Main Street, Frodsham, WA6 7AU	Change of use of the first floor to create two apartments	RELEVANT POLICIES: DM46; DM14; R1; M4; DM14; DM44 - Conservation Area NO OBJECTION: subject to the agreement of the Conservation Officer
25/02635/LBC & 25/02634/FUL	51 Main Street, Frodsham, WA6 7DF	Single storey rear extension	RELEVANT POLICIES: DM46; ENV9; R1; M4; DM11; DM44 NO OBJECTION: Subject to the agreement of the Conservation Officer
25/02763/FUL	19 Ship Street, Frodsham, WA6 7NW	Single storey side extension and first floor side extension	RELEVANT POLICIES: R1; M4; DM11; DM44 OBJECTION: Does not appear to comply with the requirements set out in Supplementary Planning Document: House extensions and Domestic Outbuildings
25/02109/FUL	Land At Dig Lane, Frodsham	Residential development for 91 dwellings including access from A56 Chester Road, public open space, landscaping, sustainable urban drainage, car and cycle parking and associated works	RELEVANT POLICIES: STRAT 9; M4; DM11; DM17; DM44 OBJECTION: the revised supporting documents do not address any of the concerns raised by FTC, in particular the unsafe route of the cycle path, and the basis for the Transport Statement - it does not reflect current transport issues for the area, particularly the A56 and impact from issues on the M56; flawed assumptions on vehicle movements on and off the estate; unrealistic pedestrian journeys; especially with likely access to the adjacent Castle Park; no proposals for safe pedestrian access to Castle Park; while it reflects changes during the COVID period it does not take into account subsequent changes e.g. people returning to office-based work.

## **7. Green Gates Community Park**

- (a) To agree a date for a meeting with Northwich Town Council to consider the regular maintenance programme for the park and amendments to the service level agreement.
- (b) To note that Green Gates Community Project are looking into grant funding for provision of a toddler slide.
- (c) To agree any further actions to be taken.

## **8. Christmas lights**

- (a) To note that the damaged anchor bolts on Church Street have been replaced and the testing of the power supply from the lighting columns has been carried out.
- (b) To note that at the Full Council Meeting held on 22/09/2025 (minute ref: 22/09/2025/9b) delegated authority was granted to the Amenities and Planning Committee to appoint the contractor for the provision of festive lighting upgrade 2025.
- (c) To note that the Town Clerk was advised by the company contracted for the festive light switch-on and subsequent maintenance to prioritise Main Street/High Street for phase 1 of the upgrade, as this area had experienced several failures in the previous year. This decision, made in consultation with Cllr Lofts, Chair of the Amenities & Planning Committee, was reflected in the specification provided to contractors
- (d) To note that requests were made to 3 companies for quotations for the installation of replacement lights on Main Street/High Street and that 2 quotations were received by the deadline.
- (e) To consider the quotations received and agree contractor to be appointed.

## **9. Community field**

- (a) To note that the non-native *Robinia pseudoacacia* (black locust) in the community field was removed from the field at no cost to the Council as part of routine maintenance.
- (b) To note the following: (i) *Robinia pseudoacacia* is a non-native species, it is not classed as an invasive species under Schedule 9 of the *Wildlife and Countryside Act 1981 (as amended)* (ii) this contrasts with species such as Japanese knotweed (*Fallopia japonica*), where there are specific statutory controls (iii) FTC removed the tree voluntarily from its land in the interests of good estate management and community amenity (iv) there is no legal obligation on FTC to take any further action in relation to alleged encroachment or growth occurring within the boundaries of a private property.
- (c) To agree whether to take any further action.

## **10. Japanese knotweed (*Fallopia japonica*)**

To note the report and confirm the successful completion of the programme to eradicate Japanese knotweed from Marshlands Tree Garden, following eight treatment visits carried out over a three-year period.

## **11. Damage to the memorial path**

To consider the quotation of £450 to repair the damage to the memorial path caused by vandals lighting fires on the resin bound surface.

## **12. Active Travel**

- (a) To note the update report
- (b) Consider options for enhancing signage in Frodsham to improve visitor wayfinding.

## **13. Vandalism log**

To note that the Town Clerk is keeping a log of vandalism to FTC assets together with costs of repair.

## **14. Action log**

To note the action log provided by the Town Clerk and confirm or update the status of outstanding actions.

## **15. Close of meeting**



**Minutes from the Amenities and Planning Committee Meeting held on 8<sup>th</sup> September 2025 at 7pm in Gallery 2, Castle Park Arts Centre**

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

**Also attended by:** 1 member of the public

*The meeting was audio recorded*

**Meeting 4**

**1. Apologies and reasons for absence**

To receive apologies and approve reasons for absence from members.

**RESOLVED:** Apologies were received and accepted from Cllr J Critchley (personal), Cllr Hayes (personal) & Cllr Nield (personal),

**2. Declarations of interest**

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

**NOTED:** Cllr Wade declared an interest in item 6a on the agenda as a member of Green Gates Community Project Group.

**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>

**NOTED:** 1 member of the public asked for clarification of minute reference 11/08/2025/8 and it was noted that Frodsham Town Council is not aware of any current recommendation to implement a 20 MPH speed limit on any section of Church Street.

**4. Approval of minutes**

To approve the minutes from the Amenities & Planning Committee Meeting held 11/08/2025.

**RESOLVED:** The minutes were unanimously approved.

**5. To consider the following planning applications:**

Reference	Address	Description	Comments
25/02375/CAT	The Old Vicarage, Vicarage Lane, Frodsham, WA6 7DU	Variety of trees are required to be cut back to the boundary of the Old Vicarage and stop overhang onto The Moss property reduction will be 1-3m	<b>RELEVANT POLICIES:</b> DM46, R1, M4, DM11, DM44 NO OBJECTION subject to the agreement of the Conservation Officer
25/02414/TPO	Foxhill Conference Centre, Tarvin Road, Frodsham, WA6 6XB	T1 Medium Pinus sylvestris (Scots Pine) - Remove to ground level. T2 Small Acer pseudoplatanus (Sycamore) - Remove to ground level	<b>RELEVANT POLICIES:</b> STRAT9, M4, DM11, DM17, GBC2, DM44 NO OBJECTION

25/02196/FUL	17 Weaver Crescent, Frodsham, WA6 7HU	Two storey and part single storey side extension, single storey rear extension and new rear outbuilding to replace existing	<b>RELEVANT POLICIES:</b> R1, M4, DM11, DM44, NO OBJECTION IN PRINCIPLE, however it potentially exceed the 30% increase in floor space as well as other provisions set out in Supplementary Planning Document: house Extensions and Domestic Outbuildings
25/01024/S73	25 Maori Drive, Frodsham, WA6 7BS	Single storey rear extension and reconfiguration of garage with alteration to roof pitch. - variation of condition 2 (approved drawings) of application 23/02195/FUL	<b>RELEVANT POLICIES:</b> ENV9, R1, M4, DM11, DM44 NO OBJECTION
25/02532/PIP	Land Off Penkemans Lane Frodsham	Erection of 1 dwelling	<b>RELEVANT POLICIES:</b> R1, M4, DM11, DM44 <b>OBJECT:</b> This land has been the subject of 4 planning applications, all refused and 4 appeals all dismissed.
25/02186/LBC	Old Hall Hotel, Main Street, Frodsham, WA6 7AB	Part demolition of chimney and gable wall at first floor	<b>RELEVANT POLICIES:</b> DM46, ENV9, DM14, R1, M4, DM11, DM14, DM44 <b>NO OBJECTION</b> subject to the agreement of the Conservation Officer
25/02108/FUL	Land At Cross Lane, Frodsham	Construction of a new Carbon Dioxide Spur Pipeline and Above Ground Installation (AGI) and ancillary equipment to serve the Viridor Energy from Waste (Efw) Facility Carbon Capture Plant	<b>RELEVANT POLICIES:</b> ENV4, ENV1, STRAT9, M4, DM11, DM17, DM44 No decision was made due to the complexity of the documentation and the lack of technical knowledge of the Committee members.
25/02319/FUL	Wisteria Cottage, Chestnut Lane, Frodsham, WA6 6XW	Installation of ground mounted photovoltaic panels	<b>RELEVANT POLICIES:</b> STRAT9, M4, DM11, DM17, GBC 2, DM44, GBC 2 ASCV, H&F HILLS The Committee objected to development within the Green Belt.
25/02372/FUL	31 Bracken Way, Frodsham, WA6 6AX	Single storey front extension, new window openings to existing side elevation and roof lanterns to existing flat roof.	<b>RELEVANT POLICIES:</b> R1, M4, DM11, DM44 The Committee requested the Po refer to the

			Supplementary Planning Document.
25/02337/FUL	11 Pinmill Close, Frodsham, WA6 6BT	Erection of storm front porch, two storey side and two storey rear extension, application of render	<b>RELEVANT POLICIES:</b> R1, M4, DM11, DM44 The Committee requested the Po refer to the Supplementary Planning Document.

## 6. Green Gates Community Park

- (a) To agree a date for a meeting with Northwich Town Council to consider the regular maintenance programme for the park and amendments to the service level agreement.
- (b) To agree any further actions to be taken.

**NOTED** It was agreed to refer both items to the next Amenities & Planning Committee Meeting.

## 7. Hob Hey Wood

To approve expenditure of approximately £537 from budget code 4805 for the production of the annual calendar, which generated over £900 last year in support of woodland maintenance.

**RESOLVED:** It was agreed to approve expenditure of approximately £537 from budget code 4805 for the production of the annual calendar.

**ACTION: JO**

## 8. Budget

- (a) To note the annual budget and expenditure to date.

**NOTED**

- (b) To consider the budget for 2026-27.

**RESOLVED:** It was agreed to approve the budget recommended by the Town Clerk and noted that this is subject to further consideration at the budget setting meeting to be held in January 2026 (APPENDIX A).

## 9. Christmas lights

- (a) To note that KDE have changed the date for the safety checks to 28th September 2025.

**NOTED**

- (b) To note that requests have been made to 3 companies for quotations for the installation of replacement lights on Church Street.

**NOTED**

- (c) To note that a quotation has been requested for Christmas lights switch on as the current 3-year contract has expired.

**NOTED**

## 10. Community field

A resident has reported the presence of non-native *Robinia pseudoacacia* (black locust) in the community field, which has begun to spread into nearby gardens. The plant has been removed from the field at no cost to the Council as part of routine maintenance by NTC.

**NOTED**

## 11. Damage to the memorial path

- (a) To note the damage to the path.

**NOTED:** Damage was caused by unknown individuals who set fire to items on the path, resulting in harm to the resin-bound surface.

(b) To agree action to be taken.

**NOTED:** The Town Clerk has requested a quote for repair.

### **12. Action log**

To note the action log provided by the Town Clerk and confirm or update the status of outstanding actions.

**NOTED:** There were no further updates.

### **13. Close of meeting**

The meeting closed at 7.30pm.

**APPENDIX A**  
**PROVISIONAL BUDGET 2026-2027**

Code		Budget 2026-27	EMR
2021	Grounds Maintenance SLA	40,000	0
4500	Tree Planting	0	0
4514	Winter Gritting	4,000	0
4516	War Memorial Maintenance	1,000	0
4517	CCTV	5,500	0
4760	Play areas add works	4,000	0
4802	Annual RoSPA	400	0
4803	Play Area repairs/refurb	0	0
4804	Tree Works	3,000	0
4805	Hob Hey Wood	3,000	0
4806	Defibrillator Maintenance	1,300	0
4807	Replacement Lights	0	0
4808	Daffodil Bulbs	600	0
4809	Rent & Rates	1,100	0
4811	Street Furniture	1,000	0
4812	Xmas Light Bulbs	1,000	0
4813	Additional grounds maint	6,000	0
4814	Manley Road Copse	500	0
4815	Marshlands	2,000	0
4816	Active Travel Dev't Fund	0	4,000
4817	Climate Action	0	3,000
4818	Churchfields Safety Flooring	0	0
4819	Accessible Play Equipment	0	5,000
4991	Memorial Path	0	0
4999	Ship Street Play Area	0	0
5000	Annual RoSPA	500	0
8000	Town Clock	0	1,000
		74,900	13,000



## Specification for Quotation – Replacement Christmas Lights

**Issued by:** Frodsham Town Council  
**Deadline for Quotations:** 2:00pm, Wednesday 8th October 2025  
**Decision Date:** Monday 13th October 2025 (Amenities and Planning Committee)  
**Completion Date:** Friday 21st November (Church Street)

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### 1. Scope of Works

#### Phase 1 – Main Street/High Street

- Attend to isolate and remove existing Christmas lighting festoon, 16A 3-pin post top mounted socket outlets from lighting columns.
  - Dispose of all redundant materials in accordance with current waste management regulations.
  - Supply and install:
    - 1m spaced LED festoon lighting to replace existing.
    - Festoon to be run parallel along existing catenary wires throughout Main Street/High Street where the existing lighting currently is.
    - Replacement terminal IP-rated junction boxes at every festoon junction.
    - Weatherproof electrical insulating compound to be applied at every junction box.
    - Install timers to lighting to enable them to be switched on between 5pm and 12pm.
    - Provide 240v coloured bulbs to hand on lampholders to be cable tied to the festoon with steel ties.
    - Replace “candy cone” lighting.
  - Test, commission, and leave in full working order.
- 

### 2. Requirements

- **Access Equipment Hire:** To be included in quotation.
- **Out-of-Hours Labour:** To be included in quotation.
- **Certification:** A NICEIC certificate must be issued upon completion.
- **Standards:** All work must comply with the current **18th Edition of the Institution of Engineering and Technology Regulations**.
- **Contractor Approval:** Quotations must be provided by NICEIC-approved contractors only. Quotations from non-approved contractors will not be considered equivalent.

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### 3. Pricing

- Quotations must be inclusive of **all labour and materials**.
- Quotation figure to be provided as a total, with breakdown of figures as available.
- The quoted sum must include VAT at the current rate.

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### 4. Programme

- **Quotations Due:** 2:00pm, Wednesday 8th October.
- **Committee Decision:** Monday 13th October (Amenities and Planning Committee).
- **Completion:** Friday 21st November.

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### 5. Submission of Quotations

Quotations should be:

- Submitted by email by the deadline.
- Clearly marked "**Quotation – Christmas Lights Replacement**".
- Addressed to: [townclerk@frodsham.gov.uk](mailto:townclerk@frodsham.gov.uk)



**Email:** info@japaneseknotweedexpert.co.uk **Website:** www.japaneseknotweedexpert.co.uk

Waterbridge Farm, Yarnfield Lane, Stone, ST15 0NE  
**Free Phone:** 0800 1337 444 **Head Office:** 01782 479 444

## Japanese Knotweed Treatment Report

**JKE9649**

**Jo O'Donoghue**

Greenfield Lane

Marshlands Tree Garden

Frodsham

Cheshire

WA6 7AQ

02/10/2025



Japanese Knotweed Expert Ltd is a company registered in England & Wales. Company number 09201867

Please note that payment is due upon receipt of the invoice.

Quality Assurance	
<b>Client</b>	Jo O'Donoghue
<b>Treatment visit</b>	8 Final Visit
<b>Written by</b>	<i>Chloe Williams</i>  For and on behalf of Japanese Knotweed Expert Limited
<b>Checked by</b>	<i>Jason Harker</i>  For and on behalf of Japanese Knotweed Expert Limited
<b>Authorised by</b>	<i>Jason Harker</i>  For and on behalf of Japanese Knotweed Expert Limited



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<b>Customer name</b>	Jo O'Donoghue
<b>Address of the property:</b>	Greenfield Lane, Marshlands Tree Garden, Frodsham, Cheshire, WA6 7AQ
<b>Date of treatment:</b>	02/10/2025
<b>Applicator:</b>	Joesph Harker
<b>Details of application:</b>	MAPP number of herbicide used: 15534 Percent of herbicide used: 1.9% Nozzle used: Fan nozzle (1.2)
<b>Conditions:</b>	The weather was dry and overcast There was no live growth
<b>Method of treatment:</b>	No treatment required
<b>Expectations:</b>	We would not expect to see any further growth
<b>Any new growth beyond the amount found in the survey?</b>	No
<b>Any changes to the site which may impact the effectiveness of the management plan/increase the risk of spreading?</b>	No
<b>Risk assessment of the new Knotweed re-infecting the wider area?</b>	N/A



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**Photographic Evidence:**



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BS OHSAS 18001  
Health & Safety Management System



ISO 14001  
Environmental Management System



ISO 9001  
Quality Management System

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**Autumn update from Frodsham's Active Travel Team.**

1. **Our new 'Discover Frodsham' displays.** The displays, which were installed in May at the station and on Main Street Bus shelters are helping residents and visitors explore a variety of local places of interest on foot or by bike.

The QR codes on the displays provide links to four cycle and four walking routes set up on the council's [Komoot account](#) which has already been visited over 400 times.



The photo shows most of the people who made it happen: Cllrs. Pauline Lowrie and Aidan Holman, Frodsham Town Council; Lucy Sumner, Cheshire West & Chester Council; Ashley McCraight and Frank White, Cycle North Cheshire (Mark Warren was a major contributor but couldn't make the photo); and Chris Kimberley, North Cheshire Community Rail Partnership (which provided the majority of the funding). Cllr Rachel Drapeur, who recently joined the team was the photographer.

The team ran two events over the summer to help people and children especially to get riding safely and explore the local area.

2. **Bike maintenance and security marking.** The first event, funded by FTC, involved a bike maintenance session was and run by Bren Bikes and a security bike marking session by PCSO Neil Flanagan.

They were supported by CNC's Steve Pemberton and Cllr. Pauline Lowrie who explained the various projects they are engaged with and opportunities for discovering the wonderful local countryside on foot or by bike.





3. **Learn to Ride courses.** BikeRight ran three 2hr 'Learn to Ride' courses for children, which took place on the Multi-use games area (MUGA) in Castle Park. Several parents said they really appreciated the opportunity for their children to be shown how to ride their bikes safely. Thanks go to Cheshire West's Karen Stevens for the funding and Andy James for use of the MUGA and Cllr Lowrie for hosting the event on the day.



In summary attendees of both events appreciated the opportunities available but attendance levels were lower than last year's Spring events.

We think this may be because they were run either just before or in the summer holiday but had thought that this timing would suit people better. We will try and time future events to be in advance of busier periods so that residents are more likely to be able to attend and benefit from them.

**Future goals.**

One of the Active Travel Working Groups original goals was to improve signage for walkers and cyclists around the town.

Following a survey of the town centre carried out by Cllr. Pauline Lowrie and Ashley McCraight, the team proposes that eight new signs, shown as orange dots on the map, are placed at locations which will help visitors especially find their way to like attractions such as Castle Park, the Sandstone Trail and the Community Centre.



Each sign would show the time it would take to either walk or ride to each destination. These are examples ;

<p><b>Town centre &amp; shops</b></p> <p><b>Buses &amp; taxis</b></p> <p><b>Sandstone Trail</b></p> <p><b>Community Centre</b></p>		<u>min</u>
		<u>min</u>
		<u>min</u>
		<u>min</u>
		<u>min</u>
		<u>min</u>
<p>Sign No. 1. <u>Location</u> : South side - Platform 1. By exit pointing out (South)</p>		<u>min</u>
		<u>min</u>

**Buses & taxis**  
**Castle Park & Arts Centre**

	<u>min</u>
	<u>min</u>
	<u>min</u>
	<u>min</u>

**Sign No. 6. Locations :** 6a) On west side of Church Street opposite car park exit  
6b) On west side of Church Street opposite Morrisons' exit

**Next steps :** We appreciate that the detail will be important to all Councillors and would like to understand what Cllrs would consider to be the best way to progress this goal.

**Solar Farm.**

The application for the solar farm includes several Km of new permissive footpaths and tracks designed to be used by walkers, wheelers, cyclists and horse riders.

It also makes use of National Cycle route No 5. Several Councillors, the Active Travel team and Cycle North Cheshire have registered as Interested Parties.

Each will be invited by the Planning Inspectorate to comment on the design in the not-too-distant future.

The Active Travel team will discuss this at their next meeting.

ACTIONS FROM THE MEETING HELD 8<sup>TH</sup> SEPTEMBER 2025

Minute Ref	Subject	Resolutions	Status
8/09/2025/1	Apologies	Cllr J Critchley (personal), Cllr Hayes (personal) & Cllr Nield (personal)	Completed
8/09/2025/2	Declarations	Cllr Wade declared an interest in item 6a on the agenda as a member of Green Gates Community Project Group.	Completed
8/09/2025/4	Minutes	Unanimously approved	Completed
8/09/2025/7	Hob Hey Wood	It was agreed to approve expenditure of approximately £537 from budget code 4805 for the production of the annual calendar	Completed
8/09/2025/8b	Budget 26/27	It was agreed to approve the budget recommended by the Town Clerk and noted that this is subject to further consideration at the budget setting meeting to be held in January 2026 (APPENDIX A).	Completed