

Report to Full Council

Meeting: Full Council

Date: 27 July 2026

Agenda Item: Appointment of Representatives to Local Business Organisations

Purpose of the Report

To consider whether Frodsham Town Council should appoint councillors as formal representatives to the Frodsham Business Network (FBN) and Find it in Frodsham (FIIF), and to agree the Council's future approach to appointments to local organisations.

Background

At the Annual Meeting, appointments were made to a number of outside bodies. The appointments to FBN and FIIF were deferred to allow further consideration.

Both organisations make a valuable contribution to supporting local businesses and promoting Frodsham. The Council has previously supported business initiatives through grant funding, events and partnership working. However, there is no legal requirement for the Council to appoint representatives to either organisation.

Governance Considerations

When appointing councillors to outside organisations, Members should note that:

- individual councillors cannot make decisions or commitments on behalf of the Council unless specifically authorised;
- appointed representatives act mainly as a communication link between the Council and the organisation;
- appointments can create uncertainty over a councillor's authority and may increase the risk of conflicts of interest;
- positive working relationships can still be maintained through officer liaison, attendance at meetings, consultation and partnership working without formal appointments.

Options

Members may wish to consider the following options:

Option 1 – Appoint formal representatives

- Maintains a formal link with both organisations.
- Requires clear reporting arrangements and defined authority.

Option 2 – Only appoint representatives where requested or where there is a clear strategic need

- Allows appointments where there is a demonstrable benefit.
- Reduces unnecessary governance risks.

Option 3 – Do not appoint formal representatives

- Continue to support both organisations through partnership working, officer liaison, consultation and attendance at meetings in a personal capacity.
- Provides the clearest governance arrangements.

Option 4 – Review all outside body appointments annually

- Ensures appointments continue to provide value and remain appropriate.

Town Clerk's Professional Opinion

In my opinion, the Council can continue to maintain positive and productive relationships with both organisations without appointing formal representatives. This approach provides greater clarity regarding the authority of individual councillors while allowing continued engagement through less formal arrangements.

Regardless of the option selected, it would be good governance to review all outside body appointments annually as part of the Council's Annual Meeting.

Financial Implications

There are no direct financial implications arising from this decision.

Legal Implications

The Council has the power to appoint representatives but is under no legal obligation to do so. Any appointments should be based on a clear governance or strategic benefit.

Recommendation

It is recommended that the Council:

1. Decides whether to appoint formal representatives to the Frodsham Business Network and Find it in Frodsham.
2. Confirms that councillors attending external organisations without formal appointment do so in a personal capacity unless specifically authorised by the Council.
3. Reviews all outside body appointments annually as part of the Annual Meeting of the Council.