Frodsham Town Council

Minutes of a meeting of the Community Committee held on Tuesday 9 June 2015 at 7 pm In the Town Council Office, Castle Park, Frodsham

Present: Cllr L Brown, Cllr C Ashton, Cllr A Oulton, Cllr C Collins-Doyle, Cllr F Sutton & Cllr M Pusey
Mrs H Catt, Service Manager (**SM**)

Meeting 1

No	Item	Note/Decision/ Action
1	**Appointment of Chair:**	Cllr Brown was elected as Chair.
2	**Appointment of Deputy Chair:**	Cllr Pusey was elected as Deputy Chair.
3	**Agree TOR for the year:**	Advice will be sought from the clerk about potential changes to the ToR to allow for a larger membership – a report will be brought back to the next meeting. **SM**
4	**Apologies for absence:**	Cllr M Poulton, Cllr S Wakefield, Cllr J Fraser & Cllr F Pennington
5	**Declarations of Interest:**	Cllr A Oulton – Churchfields & Townfield Lane Cllr M Pusey – Love Frodsham
6	**Minutes of Meeting 10**	The minutes of Meeting 10 held on Monday 9 March 2015 were approved by the Committee and signed by the Chair as a true and correct record.
7	**Matters Arising**	**Community Pride:** The application was submitted with 5 Awards applications. Cheshire Community Action have not been in touch yet about their visits as part of the judging. Applications to CWaC Local Councils Excellence Awards were submitted and we won the Award for Effective Communications. **Cemetery:** Plot Section markers have been erected for the new Sections E & F. **Benches:** The plaque for Cllr Jack Berry has been installed.
8	**Opportunity for Public to Speak:** No requests to speak had been received by the Clerk.	
9	**Ground Maintenance SLA**	CWaC have agreed to pay us to water their planters when we water out hanging baskets. This has been added into the SLA. The hanging baskets should be being put out later this week.
10	**Community Garden and Orchard**	All the work has been completed. Frodsham Life featured the recent 1st birthday party for the Garden and official opening of the Community Orchard in their June edition including being on the front page.
11	**Public Signage**	1. Boundary Signs – CWAC are processing the Section 115E licenses for each position. Quotations for moving the existing signs are still needed from CWAC. Still trying to find a supplier of the signs to get a new one produced – report to next meeting. **SM** 2. Location signage – The Signs Working Group on Tuesday 7th July at 11.30am. Also email all Councillors to see if anyone know about QR Tags. **SM**
12	**War Memorial**	1. It was agreed that no work needed to be done this year. 2. It was agreed that additional bulbs should be planted in the glade behind the cenotaph. **R1:** A budget of £30 - £50 should be agreed to purchase additional Bulbs (daffodils, snowdrops & crocuses).
13	**Play Areas**	1. Churchfields – It noted with great disappointment that the start date had been delayed due to lead times for the play equipment. It was agreed that Cllr Brown & Cllr Sutton would meet with Groundwork to discuss timescales. **Chair** 2. Townfield Lane – Consultation on the draft design plan has started, closing date 6th July. Feedback to the next meeting. **SM** 3. Ship Street – No progress on the release from the covenant to report. It was agreed that opening the field as a dog walking area was a good idea and that additional bins and signage should be erected subject to FTC approval. **Chair** **R2:** Open Ship Street field as an official dog walking area, with bins and signage, until its future is agreed.

No	Item	Note/Decision/ Action
		4. Park Lane – A special meeting of FTC has been organised for Tuesday 16 June 7pm. 5. CPFA Membership – It was agreed to join. **R3.** The affiliation fee is £22.
14	**Cemetery**	1. Additional land – Further discussion are about to take place. 2. Fees - It was agreed that a cost benefit analysis should be undertaken before any recommendation can be made about the fees and charges. Cllr Brown and Cllr Ashton will met on Thursday 11 June to start the analysis and report back to the next meeting. **Chair**
15	**Allotments**	1. Fees - It was agreed that a cost benefit analysis should be undertaken before any recommendation can be made about the fees and charges. 2. Ashton Drive – The lease is ready for signing now that all the issues have been resolved. The Town Clerk will be asked to explore the possibility of purchasing the land. **TC** 2. London Road – The excavation of the top of the rock surface has been completed. We are awaiting approval of the design of the boundary wall by Natural England. It hoped the work will commence at the beginning of July.
16	**Christmas**	1. Christmas Festival –The next meeting is 2 July 5.30pm in Castle Park. After discussion it was agreed to recommend to full council that this should be recognised as a sub-committee of the Community Committee and given officer support of 3 hours per month **R4**. 2. Christmas Tree – An order has been placed for the tree but the price cannot be agreed until later in the year. An appeal for another free tree to be sent out on facebook and FTC's website. **OM** 3. Lighting – Although a price for the tree on Church Street had been received this was of insufficient detail to be able to make a decision. Also a survey of the other trees is underway. It was felt that other quotations should also be sought – report to next meeting. **SM**
17	**Telephone Boxes**	The report was discuss and it was agreed that Cllr Sutton as Mayor would approach the schools and engage them in suggesting uses for the boxes – report back to future meeting. **Mayor**
18	**Clerk's updates**	None
19	**Benches**	Three quotations have been received for the painting of the benches. It was agreed to go with the lowest quotation, which was also the most detailed specification.**R5:** To approve the lowest quotation of £803+VAT for the repainting of the bench.
163	**AOB/future meetings**	Tuesday 14th July 2015 7pm

Meeting ended 10.20pm.

R1: A budget of £30 - £50 should be agreed to purchase additional Bulbs (daffodils, snowdrops & crocuses).
R2: Open Ship Street field as an official dog walking area, with bins and signage, until its future is agreed.
R3: To join CPFA and pay the subscription of £22.
R4: To recognise the Christmas Festival committee as a sub-committee of the Community Committee and given officer support of 3 hours per month.
R5: To approve the lowest quotation of £803+VAT for the repainting of the bench.

Signed_____**Dated**_____