Frodsham Town Council

Minutes of a meeting of the Community Committee held on Tuesday 14th July 2015 at 7 pm In the Town Council Office, Castle Park, Frodsham

Present: Cllr L Brown, Cllr C Ashton, Cllr L Jones, Cllr M Poulton, Cllr F Pennington & Cllr M Pusey
Mrs H Catt, Service Manager (**SM**)

Meeting 2

No	Item	Note/Decision/ Action
21	**Apologies for absence:**	Cllr A Oulton, Cllr S Wakefield & Cllr C Collins-Doyle. Cllr Wakefield has resigned from the sub-committee.
22	**Declarations of Interest:**	Cllr M Pusey – Love Frodsham & Sutton Weaver Parish Council
23	**Minutes of Meeting 1**	The minutes of Meeting 1 held on Tuesday 9 June 2015 were approved, after a small correction (R5 'bench' changed to 'benches') by the Committee and signed by the Chair as a true and correct record.
24	**Matters Arising**	None.
25	**Opportunity for Public to Speak:** No requests to speak had been received by the Clerk.	
26	**Agree TOR for the year:**	The terms of reference were amended to increase the membership to 'Up to 12' and the Quorum to 'minimum of 4'. **R1:** That the revised ToR be approved.
27	**Public Signage**	1. Boundary Signs – CWAC are still processing the Section 115E licenses for each position. Quotations have been sought for re-siting the signs from 4 contractors but so far only 2 have been received. One quotation has been received for the replacement sign – further quotations are being sought. Check with the Town Clerk if an insurance claim was made for the lost sign. **SM** 2. Notes of the Signs Working Group were noted. The website has been restored and now needs content for the QR Tags to point to. A list of what is needed will be circulated. **Office Manager**
28	**Play Areas**	1. Churchfields – Cllr Pusey expressed disappointment that the work is still to go ahead during the school holidays. It had been discussed at the FTC meeting and the consensus was to go ahead and get it done. Groundwork are to provide a project plan and to leave the existing play equipment in place as long as possible. Options for redeployment of the play equipment were discussed and the possibility of placing them at Top Road play area will be explored. 2. Townfield Lane – Feedback report on the consultation was noted. The lease – the Feofees have still not met. 3. Ship Street – No progress. 4. Park Lane – No progress
29	**Cemetery**	1. Additional land – Agenda item on next FTC meeting. 2. Fees – Further work is need on the cost benefit analysis – Cllr Ashton to work with SM & report back to next meeting.
30	**Allotments**	1. Fees – It was agreed to raise the fees to £30 + £5, which is given back to the Allotments Association to enable them to get each allotment holder membership of the Allotment Association, from April 2016 – **R2**. Ashton Drive Allotment holders will also be asked to pay for their water, based on previous year's usage – **R3**. 2. Ashton Drive – No progress on the lease. 3. London Road – On-going.

Chairs Initials

No	Item	Note/Decision/ Action
31	**Christmas**	1. Christmas Festival – It was suggested that it could be a Working Group. There was no-one to speak to the recommendation at the last FTC meeting so not discuss. **R4:** To make the Christmas Festival a Working Group & provide 3 hours of the SM's time per month until the end of December to replace CWaC officer support which is no longer available. 2. Lights – No progress.
32	**Telephone Boxes**	No report as Cllr Sutton had sent apologies. **Mayor**
33	**Over 70s Vouchers**	After discussion it was agreed to recommend that the vouchers should be £10 for Christmas 2015 - **R5.**
34	**Clerk's updates**	Land at Mersey View – Stephen Lunt, FTC's solicitor, is looking through his archives for evidence of the land swop which probably took place.
35	**AOB/future meetings**	1. Manley Road Copse – part of the Copse is leased to the house – check that the rent has been paid. **Town Clerk** 11th August 2015 7pm

Meeting ended 8.55pm.

R1: That the revised ToR be approved.
R2: Agree to raise the Allotment fees to £35, including £5 for Allotment Association membership, from April 2016.
R3: Agree to Ashton Drive Allotment holders paying for their water, based on previous year's usage from April 2016.
R4: To make the Christmas Festival a Working Group & to provide 3 hours of the SM's time per month to the end of December to replace CWaC officer support which is no longer available.
R5: To agree the Over 70s Vouchers for Christmas 2015 should be £10.

Signed_____**Dated**_____