

FROME TOWN COUNCIL

making Frome a better place

FROME TOWN COUNCIL MEETING

Wednesday 18 September, 7pm

Frome Medical Practice, Enos Way, Frome. BA11 2FH

Members of Frome Town Council are:

Dave Anderson; Eve Berry; Carole Bullen; Graham Burgess; Adrian Dobinson; Toby Eliot; James Godman; Pippa Goldfinger; Tricia Golinski; Damon Hooton; Claire Hudson; Peter Macfadyen; Dickon Moore (Chair); Helen Sprawson-White; Helen Starkie; Mel Usher; Nick White
and
Cara Honey (Mayor for Young People); Alex Shingler (Deputy Mayor for Young People)

AGENDA

1. Questions, comments and information from the public and county and district Cllrs
2. Apologies for absence, declaration of members' interests and minutes from the last meeting on 24 July 2013 and the most recent committee meetings
3. Land for sale at New Road/Styles Hill – what should we do to protect it?
4. Saxonvale – an update on recent developments involving Frontier Estates
5. Short introductions on three projects run by FTC:
 - Nikki Cox, Frome Resilience Project Worker
 - Kate Hillard, Participate Frome! Co - ordinator
 - Tessa Hibbert, Youth Research Manager
6. A quick update on previous actions and a look at what is coming up
7. Cheese & Grain update
8. The next meeting will be at 7pm on Wednesday 6 November at The Merlin Theatre

Yours sincerely



Paul Wynne, Town Clerk
Frome Town Council, 5 Palmer Street, Frome. BA11 1DS
11 September 2013

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AGENDA

1. **Questions, comments and information from the public and county and district Cllrs**
2.
 - a. **Any apologies for absence?**
 - b. **Cllrs to declare any interests on the agenda**
 - c. **To consider and approve the minutes of the last meeting held on 24 July 2013**
 - d. **To receive for information the minutes of the last Internal Affairs Committee meeting**
 - e. **To receive for information the minutes of the last External Affairs Committee meeting**

3 For Decision – Potential purchase of land at Styles Hill

Author: Town Clerk

Summary

This paper informs Cllrs that there is 29.5 acres of land for sale off Styles Hill and New Road that is to be auctioned on 24 September. There is growing community support to safeguard this site for public open space and it is recommended that the Town Council should work with the community to support them in acquiring it. There are some budgets available to the Town Council and with additional community fundraising this might be possible.

Background and discussion

Cooper and Tanner plans to auction 29.5 acres of meadow below Styles Hill (see the attached location map) on 24 September.

The site is well used by walkers and informal campers and is well connected to other access routes and open spaces in the town. For example, it is a very short walk from the entrance on New Road to Rodden Meadow and then on into the town centre via Willow Vale and beyond to Welshmill, Weylands and Spring Gardens.

While there is a public footpath crossing the site connecting Styles Hill with the Haysdown area of town, informal access is universal. Local people have used these fields in their entirety for many years.

The fields are moderately rich in meadow grassland species and have the potential, through careful management, to become more diverse. They are also an important wildlife corridor linking the wider countryside and the town.

The guide price is £200,000. This is £6780 per acre. In my opinion, the whole site has low development potential given that there are a number of pylons and other electrical cables criss-crossing the site and access is poor from New Road although much better from Styles Hill. I believe the guide price reflects this low potential for development. Of course, a developer might buy the land speculatively.

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Assuming that development was an unlikely future land use, agriculture (or pony paddock) is perhaps a more probable land use if the land was sold privately. The risk here is that public access could be significantly reduced to just the footpath and that the existing value for wildlife would be threatened.

In my opinion this land is an important community asset, especially in the context of so much housing planned for Frome in the coming years. Consideration should be given to trying to find ways of protecting it as public space.

How to secure the site

The Localism Act established the option for the community to designate sites like this an “asset of community value”. MDC operates this process. If this land could be registered as a community asset I believe the landowner would be informed that the community has to be given 6 months to fundraise in order to bid for it. The auction would not then be able to go ahead as planned by Cooper and Tanner. There is an element of uncertainty about this as this situation has not happened in MDC yet. MDC has a turnaround period of 8 weeks from receiving an application to registering the land (or not) and I have asked whether it is possible for MDC to consider an emergency application and to process it before the auction on 24 September. At the time of writing I have not had a response from MDC as to the whether this is possible.

This approach would be ideal for the community.

Sources of funding

There is growing community support for buying the site. I suggest that Cllrs should consider the level of support on 18 September when I expect a group of local people to be present in support of acquisition. If FTC considers there to be sufficient community support for the Town Council to financially support this project, the availability of FTC and s106 funds needs to be discussed.

There is unspent s106 budget of £25,000, related to a development on Portway, held by MDC for provision of “off-site play facilities” – these fields provide an excellent play environment. There is also an unspent FTC land acquisition budget of £20,000 that is no longer required for the purchase of Rodden Meadow and up to £20,000 in the community tree planting budget. Part of this site would make an ideal orchard / woodland while leaving ample space for wild meadow enhancement. Combined these equate to a maximum of £65,000, leaving the remainder to be raised by the community.

If the community can raise sufficient funds it could bid for the site at auction. If the land is put up for auction and it does not reach its (unknown) reserve then discussions could be opened with the vendor over a period of grace to allow the community to fundraise.

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Future management arrangements

If all these hurdles are overcome and the land can be bought for a reasonable price, the land could be legally acquired by the Town Council and held by the Theodora Ann Le Gross trust in the same way as Birchill allotments are held. The site would be managed by local people on a day to day basis with support from FTC as and when needed. Of course, some contribution from FTC to support future management would be required.

This initiative is moving rapidly at the moment and I will be able to provide a verbal update on 18 September.

Recommendations

1. Submit an application to designate the site as an asset of community value.
2. Accept there is sufficient community support to support the community in buying the site.
3. To allocate up to £40,000 towards the purchase of the site.
4. To delegate authority to the Town Clerk to formally approach MDC to release the £25,000 s106 budget for this acquisition (informally MDC is in agreement although ward Cllrs support is required).
5. If the community raises sufficient funds (including the £40,000 from FTC) and buys the site on 24 September, that the Town Council becomes the legal owner and donates it to the Theodora Ann Le Gross Trust.
6. If the site is not sold at auction, to encourage the community to approach the vendor to provide it with the opportunity to raise the necessary funds.

4 For Information – Saxonvale – recent developments involving Frontier Estates

Author: Economic Development & Regeneration Manager

Developer Frontier has issued a flier that confirms that the company will be submitting a planning application in October for a major regeneration of the Saxonvale site. The flier indicates that the planning application will relate to the land currently owned by Notts Industries and will include:

- A medium sized supermarket
- New connections from the site into the town centre
- New shops
- A new public square
- The generation of around 300 new jobs

In addition, Frontier will be presenting a plan showing how the rest of the Saxonvale area is likely to be developed.

Prior to the submission of the planning application, Frontier will be holding a public consultation exercise including drop-in sessions at the Archangel Hotel on 18 September (12 Noon – 5:00 p.m.) and 21 September (10:00 – 2:00 p.m.). There will also be an opportunity for people to provide comments online at www.saxonvale-

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frontier.co.uk or to the following freepost address:

Freepost RSUB-UEZB-SYXJ

GL Hearn

20 Soho Square

London

W1D 3QW

If any further information becomes available, a verbal update will be provided at the Council meeting.

- 5 Short introductions on three projects run by FTC:**
 - a. Nikki Cox, Frome Resilience Project Worker**
 - b. Kate Hillard, Participate Frome! Co - ordinator**
 - c. Tessa Hibbert, Youth Research Manager**

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6 A quick update on previous actions and a look at what is coming up

SUMMARY OF RESOLUTION	MINUTE NO.	CMTEE	MEETING DATE	RESPONSIBILITY	PROGRESS REPORT	Target Date
Bus service to the Frome Medical Practice		FC		Karen Clements/Tricia Golinski	Clr Golinski to give a verbal update	18/09/2013
Meeting between Town and District Cllrs to discuss how best to work together	2013/41	FC	22/05/2013	Paul Wynne	It hasn't been possible to find a suitable date	tbc
Frome Hub	2013/54	FC	24/07/2013	Paul Wynne	Still in discussion with SCC over move to library	
MDC plans for Localy Legacy Grant Scheme for 2014/15	2013/57	FC	24/07/2013	Paul Wynne	Initial discussions held, nothing to report yet	
Recent land acquisitions - The Dippy, Rodden Meadow and North Parade		FC		Paul Wynne		
Precept Demand and agree Budget		FC		Jackie Wheeler		08/01/2014
Sign off Work Programme		FC		Paul Wynne		08/01/2014
Review Financial Regs		FC		Jackie Wheeler		06/11/2013

Key

	Overdue
	On going (on schedule)
	Action required
	Upcoming item

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- 7 For Information – Cheese & Grain refurbishment project**
The Economic Development & Regeneration Manager will give a verbal update on how the project for refurbishment is proceeding.

- 8 The next meeting will be at 7pm on Wednesday 6 November at The Merlin Theatre**

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2 c. To consider and approve the minutes of the last meeting held on 24 July 2013

<p>Draft Minutes of a meeting of Frome Town Council</p> <p>Wednesday 24 July at 7pm Frome Medical Practice, Enos Way, Frome. BA11 2FH</p> <p>Present: Councillors: Dave Anderson; Eve Berry; Toby Eliot; Pippa Goldfinger; Tricia Golinski; Damon Hooton; Claire Hudson; Peter Macfadyen; Dickon Moore (Chair); Mel Usher Alex Shingler</p> <p>In attendance: Tracy Aarons (Mendip District Council), Caroline Wood (Somerset Standard), Paul Wynne (Town Clerk), Peter Wheelhouse (Economic Development & Regeneration Manager), Simon Woollen (Grounds & Properties Manager), Sarah Hobbs (Community Projects Officer), Laura Poulton (Administration Officer) 7 Members of the public</p>		
Minute Ref	Agenda Item	Action
2013/46/FC	<p>1 QUESTIONS, COMMENTS AND INFORMATION FROM THE PUBLIC AND COUNTY AND DISTRICTS CLLRS</p> <p>Charles Wood queried if One Frome would have community participation. Cllr Usher confirmed that this was something that the members of One Frome are working towards.</p> <p>Gill Fone requested that the tree planted by MDC by the Jenson Button Bridge in the Market Yard car park be watered. The Grounds and Properties Manager confirmed that the Outside Services team would do so.</p> <p>Cllr Hooton noted that at the next meeting of the MDC Scrutiny board they would be discussing the taxi policy.</p> <p>Cllr Moore noted that he had given his support to the placement of a blue plaque the Frome Train Station in recognition of the start of the journey Leonard Woolf made to propose to his wife, Virginia. He also noted that he had produced a Frome tie that is now on sale and all money raised would go to his three chosen charities.</p>	SW
2013/47/FC	<p>2 SHORT TALKS FROM:</p> <p>a. Tracy Aarons, MDC Corporate Manager, Built Environment</p> <p>Tracy gave a presentation about the Mendip Health and Wellbeing board. The purpose of the board is for health, social care, children’s services, local councillors and public representatives (via the Local Healthwatch) to work together to plan actions that will improve</p>	

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	<p>health and then to deliver these actions.</p> <p>Through their research they had found that what would improve health and wellbeing was a better sense of community, people taking responsibility for their own health, services to be joined up and more focus on young people. Out of this they had identified three priority areas:</p> <ol style="list-style-type: none"> 1. People, families and communities take responsibility for their own health and wellbeing 2. Making families & communities resilient and giving them the ability to thrive, and 3. Giving people the ability to live independently. <p>The biggest health issues effecting health in East Mendip are; heart failure, asthma, hypertension and numbers of inadequate cervical screens. Each ward in Frome has been categorised into priorities for different health issues. For example, the Park ward has a high priority for the elderly.</p> <p>Members of the Mendip Health and Wellbeing board, which includes Cllr Golinski, were focusing on working together to continue to support existing projects and create a Mendip Action Plan.</p> <p>Cllr Usher asked Tracy if there was any further funding available to them. Tracy confirmed that they had only been given a fixed sum. However she was looking into other funding options. Cllr Usher also noted that FTC would be keen to work with the Mendip Health and Wellbeing board as part of the resilience centre planned for Frome. Tracy confirmed that would be very useful for their work and encouraged the Cllrs to attend one of their future meetings.</p> <p>Cllr Anderson queried why they had not involved the schools on the board. Tracy confirmed that the schools were unwilling to become part of the board and they were instead building links with them through the Mendip Family Focus project.</p> <p>b. Presentation of Apprenticeship certificate to Jamie Thomas Jamie was unable to attend due to work commitments. The Grounds and Properties Manager accepted his certificate for completing his intermediate level apprenticeship in horticulture on Jamie’s behalf from the Mayor of Frome.</p>	<p>PWy</p>
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2013/48/FC	<p>3 a. APOLOGIES</p> <p>The Chairman formally opened the Council meeting at 7.45pm and apologies of absence were received from Cllrs Bullen, Burgess, Dobinson, Godman, Sprawson – White and White.</p>	
2013/49/FC	<p>3 b. DECLARATION OF INTERESTS</p> <p>A declaration was received from Cllrs Hooton and Hudson who have seats on MDC that their view on any items on this agenda as an FTC member were not necessarily those as their role as an MDC Cllr.</p>	
2013/50/FC	<p>3 c. MINUTES</p> <p>The minutes of the Annual Frome Town Council meeting held on 22 May 2013 were approved as a true record of the meeting and signed by the Chair.</p>	
2013/51/FC	<p>4 REVIEW OF PREVIOUS ACTIONS AND WHAT IS COMING UP NEXT TIME</p> <p>Cllr Golinski requested that the bus service to the Frome Medical Practice is added as an action.</p> <p>Cllr Hooton noted that he and MDC officers were due to meet to discuss the s106 agreement from the Steiner School in Frome which would focus on the travel plan.</p> <p>The Economic Development & Regeneration Manager noted that Tracy Aarons had confirmed she would investigate into further s106 agreements and would come back to future committee meetings. He also provided a verbal update on the Mendip Economic Development Strategy. He had met with Keith Thomas and Tom Killen at MDC to discuss the strategy since its publication. An Economic Development Officer had been appointed and once in place the strategy could be further implemented. The EDRM would be attending a further meeting on 8 Aug.</p>	PWy
2013/52/FC	<p>5 LEADER’S UPDATE INCLUDING PROGRESS ON WORKING WITH MDC</p> <p>Cllr Usher outlined his paper to Cllrs and noted the following items:</p> <ul style="list-style-type: none"> • A planning application for the development at Saxonvale was still awaited and further discussions were hoped for with MDC • The EDRM had a meeting scheduled to discuss s106 agreements for the town centre • £20,000 from the New Homes Bonus had been secured for the river corridor project • The Dippy will soon be transferred to FTC 	

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	<p>The EDRM noted that the Landscape Group who are responsible for the street cleaning in the town centre are expecting the community to monitor the contract. He noted that he had agreed to email the contract manager daily with any issues and would encourage others to email the Town Centre Manager if they notice anything that is below to standard for this to be reported on. Cllr Hooton also noted that a review of the contract is due to come before the scrutiny board at MDC.</p>	PWh/KC
2013/53/FC	<p>6 TO AGREE THE ANNUAL REPORT 2012/13</p> <p>The Town Clerk explained that this document is produced annually for circulation to the public. For 2013 he suggested that with the help of the Administration Officer they produced a designed summary of the report for publication.</p> <p>Cllr Hooton requested that the contact telephone number for himself and Cllr Hudson be corrected.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Adopt the draft Annual Report for 2012/13 2. Produce a designed summary annual report for wider distribution. <p>Proposed Cllr Hooton, seconded Cllr Goldfinger, agreed unanimously.</p>	PWy/LP
2013/54/FC	<p>7 PAUSING THE PALMER STREET PROJECT AND INVESTIGATING THE FROME HUB</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Note that the Palmer Street project has been put on hold 2. Investigate the possibility of working with other public sector service providers to create a Frome Hub in the library building 3. Bring back to a future meeting firm proposals over the Frome Hub <p>Proposed Cllr Eliot, seconded Cllr Macfadyen, agreed unanimously.</p>	PWy
2013/55/FC	<p>8 REVIEWING SOME CHAPTERS OF THE CONSTITUTION</p> <p>The recommendation was for the constitution to be reviewed again in 2014.</p> <p>Proposed Cllr Golinski, seconded Cllr Hooton, agreed unanimously.</p>	
2013/56/FC	<p>9 FILLING THE VACANCY ON THE INTERNAL AFFAIRS COMMITTEE</p> <p>Cllr Usher proposed Cllr Macfadyen fill the vacancy on the Internal Affairs Committee this was seconded by Cllr Anderson and agreed</p>	

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	unanimously.	
2013/57/FC	<p>10 RESULTS FROM MDC LOCAL LEGACY FUND APPLICATIONS AND NEXT STEPS FOR UNFUNDED PROJECTS</p> <p>The Economic Development & Regeneration Manager explained to Cllrs that after speaking with Tracy Aarons, Corporate Manager for the built environment at MDC the two applications were unsuccessful mainly due to the fact the projects did not have planning permission therefore would be too high a risk for MDC to fund.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Note the decisions by MDC 2. Endorse the approach to work with Friends of the River Frome to deliver as much of the footpath project as possible 3. Bring further proposals to Council regarding the other two applications following feedback from MDC on their decisions 4. Request MDC make known their plans for 2014/15 and release funds from the New Homes Bonus <p>Proposed Cllr Usher, seconded Cllr Goldfinger, agreed unanimously</p>	<p>PWh</p> <p>PWy</p>
2013/58/FC	<p>11 TO REQUEST EXEMPTION FROM FINANCIAL REGULATIONS TO APPOINT LANDSCAPE ARCHITECTURE SERVICES TO CONTINUE WORK ON THE TOWN CENTRE REMODELLING PROJECT</p> <p>Cllr Hooton noted that if FTC were to go out to tender again then additional costs would likely to be incurred. Cllr Goldfinger also noted that Landscape Projects would only be obliged to provide pdf's of their design working which would cause additional delays for the project as a new company would have to re draw the plans.</p> <p>The recommendation was for Cllrs to approve exemption from the requirement to obtain competitive quotations in terms of the appointment of Landscape Projects to manage the next stage of work on the Frome Town Centre re-modelling project.</p> <p>Proposed Cllr Hooton, seconded Cllr Macfadyen, agreed by majority.</p>	<p>PWh</p>
2013/59/FC	<p>12 DATE OF NEXT MEETING</p> <p>The next meeting will be at 7pm on Wednesday 18 September at Frome Medical Practice</p>	
The Chair closed the meeting at 8.25pm		

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2 d. To receive for information the minutes of the last Internal Affairs Committee meeting

Draft Minutes of a meeting of the Internal Affairs Committee		
<p>Wednesday 6 Aug, at 7pm Saxonvale Centre, Garsdale, Frome. BA11 1RZ</p>		
<p>Present: Councillors: Toby Eliot; Dickon Moore; Mel Usher. Alex Shingler (Deputy Mayor for Young People)</p>		
<p>In attendance: Claire Wilson (Somerset Standard), Cllr Nick White, Paul Wynne (Town Clerk), Jackie Wheeler (Responsible Finance Officer), Caroline Stevens (Outside Services Administration Officer), Laura Poulton (Administration Officer) 12 members of the public</p>		
Minute Ref	Agenda Item	Action
2013/53/IAC	<p>1 QUESTIONS, COMMENTS AND INFORMATION FROM THE PUBLIC The Secretary of the Frome Park Bowls Club, Brain Lye, raised their concern over the Frome Steiner School impacting on parking in Park Road and therefore impacting on their club attendance and membership. Cllr White suggested that the club approach the Steiner School to see if they would be willing to allow members to use their car park outside of school hours. Cllr Usher suggested contacting the Memorial Theatre and Cllr Moore suggested contacting Gavin Eddy at Forward Space. The Town Clerk asked Brian to leave his contact details with the Administration Officer who would then forward a list of contacts for the Frome Park Bowls Club.</p>	PWy
2013/54/IAC	<p>2 a. APOLOGIES The Chairman formally opened the Council meeting at 7.18pm and apologies of absence were received from Cllrs Godman, Goldfinger, Hudson, Macfadyen, Sprawson –White and Starkie.</p>	
2013/55/IAC	<p>2 b. DECLARATION OF INTERESTS None was received.</p>	
2013/56/IAC	<p>2 c. MINUTES The minutes of the Internal Affairs Committee meeting held on 11 June 2013 were approved as a true record of the meeting and signed by the Chair.</p>	

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<p>2013/57/IAC</p>	<p>3 REVIEW OF PREVIOUS ACTIONS AND WHAT IS COMING UP NEXT TIME</p> <p>The Town Clerk confirmed that First Bus had confirmed they will ensure there is a service which includes the Medical Practice. In addition a smaller bus company was very enthusiastic about also having a service that would include the Medical Practice.</p>	
<p>2013/58/IAC</p>	<p>4 FOR DECISION - MDC'S GRANT RELATED TO CHANGES IN COUNCIL TAX BENEFITS</p> <p>Cllr Eliot explained that the £117k grant from MDC was given to town and parish Councils following National government changed to Council Tax benefits resulting in an increase in the precept. He noted that at the last meeting FTC officers were going to investigate the legality of offering a refund to all Frome residents. The Town Clerk had received advice that to do this could leave FTC open to legal challenge. It was decided not to progress this idea as a result. It was also decided not to place the £117k in reserves and reduce the precept next year as there is uncertainty over whether a grant will be awarded again next year.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. £55,000 to support the parts of the community in greatest need, initially, by helping to establish a project in the town to support vulnerable people and families 2. £55,000 to support training opportunities for young people in the town. The detail of this project will be brought to a future meeting for approval. 3. £7,000 to enable the Participation Week and the Community Fair to be delivered. This project has already been agreed but the £7000 will enable us to be confident that it will happen by contracting a local organisation to run it on FTC's behalf. <p>Proposed Cllr Usher, seconded Cllr Moore, agreed unanimously.</p>	<p style="text-align: center;">PWy</p>
<p>2013/59/IAC</p>	<p>5 FOR DECISION – ESTABLISHMENT OF FROME RESOURCE CENTRE</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Note that a new Frome based charity called the Frome Resource Centre for Family and Individual Resilience is being established 2. For the Town Clerk to appoint an individual for three months at a cost of up to £3,000 to establish the charity, find premises, contact other agencies in the town and put together a business plan for a Frome Resource Centre 3. The Committee will be kept informed of progress during the autumn 4. Allocate £10,000 from the MDC grant related to Council Tax 	

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	Proposed Cllr Eliot, seconded Cllr Moore, agreed unanimously.	
2013/60/IAC	<p>6 FOR DECISION – WELSHMILL ACCESS PROJECT PROPOSAL</p> <p>When obtaining quotes the Outside Services Administration Officer contacted Mack Civils & Construction Limited who proposed to combine the Welshmill access project with a training project for young people which would be run by Mindset. Twelve young Frome based people had already been selected and had received their induction training. Mindset hopes to select six of the candidates to work on the Welshmill access project in order to obtain their qualification.</p> <p>The total cost of the project would be £116k, with £8k from Community Spaces budget and £8k from Youth Training budget. Cllr Usher noted it was a fantastic project and congratulated all those that were involved in organising it.</p> <p>The recommendation was to agree to spend £16,000 to enable the Welshmill Access Project and associated training to proceed utilising existing budgets.</p> <p>Proposed Cllr Eliot, seconded Cllr Moore, agreed unanimously.</p>	PWh/CS
2013/61/IAC	<p>7 FOR DECISION - ONE FROME CO-ORDINATOR APPOINTMENT</p> <p>The Town Clerk introduced the background to One Frome which was previously known as the Frome Forum. He noted the next step was to employ a co-ordinator to implement actions that come out of meetings. FTC would match funding already committed by MDC.</p> <p>The Town Clerk noted that SCC was considering contributing. It was suggested a second recommendation be added for the Town Clerk to persuade SCC to confirm match funding.</p> <p>The recommendation was to agree to allocate £7,500 to employ a part time co-ordinator to administer One Frome.</p> <p>A second recommendation was added for the Town Clerk to make strenuous efforts to persuade SCC to contribute £5,000.</p> <p>Proposed Cllr Eliot, seconded Cllr Usher, agreed by majority.</p>	PWy
2013/62/IAC	<p>8 FOR INFORMATION - UPDATES FROM THE TOWN CENTRE MANAGER</p> <p>There had been ten responses from web designers to the advertisement to redesign the FTC website, all the proposals had</p>	

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	<p>been of a high quality. The next meeting of the website group was scheduled for 7 August where they would consider the applications and decide on the four best proposals.</p> <p>With regard to the Keep Frome Clean Campaign, the police have agreed to enforce dog control orders and give out fixed penalty notices for those that did not pick up after their dog. The Outside Services Administration Officer confirmed that she was currently discussing the areas that would most benefit from a dog control order.</p> <p>With regard to the Christmas Extravaganza 2013 the Town Clerk confirmed that Sunrise Festivals who were to organise the event had pulled out after going into administration. The Town Centre Manager was in discussions with two other event organisers in the town about taking on some of the organisation of the event.</p>	
<p>2013/63/IAC</p>	<p>9 FOR DECISION – FROME CAR PARKS</p> <p>The Responsible Finance Officer noted that all the car parks were profitable apart from North Parade and that if FTC were take on the car parks rates would still need to be paid to MDC.</p> <p>Cllr Usher confirmed that MDC make £1.2 million profit from car parks across the Mendip District, £400,000 of this is from Frome. Despite this they only spend 1% of that figure on the maintenance of the car parks.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. To note the Car Park income and expenditure figures provided by MDC 2. Explore the opportunity of FTC challenging MDC to run Frome’s car parks <p>Proposed Cllr Elliot, seconded Cllr Moore, agreed unanimously.</p>	<p>JW</p>
<p>2013/64/IAC</p>	<p>10 FOR INFORMATION - A BRIEF UPDATE ON PAYMENTS OVER £500 MADE SINCE THE LAST MEETING AND OTHER FINANCE MATTERS</p> <p>Cllrs received for information:</p> <ol style="list-style-type: none"> a. Payments made (over £500 in value) since last meeting. b. A breakdown of Income and Expenditure as at 30 June 2013 c. Balance sheet and reserves as at 30 June 2013 <p>Cllr Eliot noted that although the figures show no budget savings this was positive as it demonstrated that spending was exactly as it</p>	

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	<p>should be. He also clarified that the ear marked reserves were now £15,000 in addition to the £180,000.</p> <p>A member of the public was invited to speak and she queried what Siren Communications were employed to do. The Responsible Finance Officer confirmed that the DCLG had given the Town Team £10,000 to promote the town and attract more visitors. Siren were contracted by FTC on behalf of the Town Team over a three month period to raise Frome’s national profile including organising press trips for journalists to visit and experience Frome for themselves and therefore provide positive national publicity.</p>	
2013/65/IAC	<p>12 DATE OF NEXT MEETING</p> <p>The next meeting will be at 7pm on Wednesday 9 October at the Saxonvale Centre</p>	
<p>The Chair closed the meeting at 8.30pm</p>		

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2 e. To receive for information the minutes of the last External Affairs Committee meeting

Draft Minutes of a meeting of the External Affairs Committee		
<p>Wednesday 4 September at 7pm Frome Medical Practice, Enos Way, BA11 2FH</p> <p>Present: Councillors: Dave Anderson; Eve Berry; Tricia Golinski; Peter Macfadyen; Nick White. Cara Honey (Mayor for Young People) and Alex Shingler (Deputy Mayor for Young People)</p> <p>In attendance: Angela Kerr (Vista Project), Steve Macarthur, Cllr Pippa Goldfinger, Paul Wynne (Town Clerk), Sarah Hobbs (Community Projects Officer), Laura Poulton (Administration Officer) 10 members of the public</p>		
Minute Ref	Agenda Item	Action
2013/61/EAC	<p>1 QUESTIONS, COMMENTS AND INFORMATION FROM THE PUBLIC</p> <p>A member of the public Elaine Ewens informed Cllrs that 29 acres of land known locally as Rodden Lake Stream was up for auction on 24 September. She was concerned that if there was no intervention from the public or Council the land is a very popular site for informal recreation and rich in wildlife would be lost to development.</p> <p>Cllr Pippa Goldfinger suggested the possibility of protecting the area as a community asset. The Town Clerk confirmed he would look into this. The Community Projects Officer suggested contacting Somerset Wildlife Trust as they have a project to protect meadows.</p>	
2013/62/EAC	<p>2 A SHORT TALK FROM ANGELA KERR FROM VISTA PROJECT</p> <p>Angela explained that Vista Project is involved in Frome through the community group Active & In Touch. The group focuses on those who are isolated and assists them with reconnecting to the community. Those with mental health issues are at a higher risk of becoming isolated but Active & In Touch does not have the specialists to assist those with more complex issues.</p> <p>There were representatives from other voluntary organisations such as the Bridge Café, Frome Medical Practice and the Elim Connect Centre who all agreed sharing experiences and current issues was highly useful.</p>	
2013/63/EAC	<p>3 a. APOLOGIES</p> <p>The Chairman formally opened the Council meeting at 7.45pm and apologies of absence were received from Cllrs Burgess and Usher.</p>	

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2013/64/EAC	<p>3 b. DECLARATION OF INTERESTS None was received.</p>	
2013/65/EAC	<p>3 c. MINUTES The minutes of the External Affairs Committee meeting held on 26 June 2013 were approved as a true record of the meeting and signed by the Chair.</p>	
2013/66/EAC	<p>4 REVIEW OF PREVIOUS ACTIONS AND WHAT IS COMING UP NEXT TIME The Town Clerk informed Cllrs that Kate Hillard had been appointed on a contract to organise the Participate Frome! week.</p> <p>The Neighbourhood Plan public consultation has been scheduled for October.</p> <p>An application to the Heritage Lottery fund will be submitted by November for improvements to the town centre with a focus on St Johns Church.</p> <p>Cllr Anderson enquired about the plans for commemorating the start of WW1. Cllr White noted that he had been working with Steve Macarthur to look into funding opportunities to hold an event in the town centre. He also noted he had approached Singers about loaning to the town a bronze statue of the WW1 soldier for the commemoration. Charles Wood, a member of the public was invited to speak and advised contacting Tony Coutts- Britton as he has done extensive research into WW1. The Town Clerk proposed to set up a group of interested persons to begin planning a way for Frome to commemorate the start of WW1.</p>	PWy
2013/67/EAC	<p>5 FOR DECISION – COMMUNITY GRANTS ROUND 2 It was recommended that Cllrs endorse the recommendations of the Grants Advisory Group.</p> <p>Proposed Cllr White, seconded Cllr Golinski, agreed unanimously.</p>	
2013/68/EAC	<p>6 FOR DECISION – FUNDRAISER SERVICE REVIEW AND NEW CONTRACT Green Strand provided a summary report.</p> <p>Cllrs noted that the current contract with Green Strand was due to expire in October.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. That the current contract is amended in the light of the lessons 	

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	<p>learnt in its first year</p> <ol style="list-style-type: none"> 2. That discussions with Green Strand are then opened to see if it is possible to continue and if not to advertise for a new contractor 3. That the service is funded from the Community Grants budget in 2014/15 <p>Proposed Cllr Golinski, seconded Cllr Berry, agreed unanimously.</p>	PWy
2013/69/EAC	<p>11 FOR DECISION – STREET FURNITURE – EXISTING AND FUTURE The Chair brought this item forward on the agenda.</p> <p>Cllr Goldfinger gave a summary of the current work that has been done with the Planning and Development Officer and Cllr Burgess on the restoration of the Cockey Lamps. She noted that there is a need for putting together a plan for more coherent street furniture in the town. She proposed a working party to evaluate what street furniture there is currently, what needs replacing and what can be restored.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Agree to establish a working party to collate existing audits and studies and produce a thorough audit of all street furniture in the town centre and all Cockey Lamps in the town. This working group will be led by Cllr Goldfinger and include interested individuals and experts in the town. 2. Return to this committee on 26 February at the latest with findings of the audit and recommendations. 3. Give in principle support for a new street furniture design guide that will inform the town centre remodelling project. 4. Encourage the Civic Society to apply for a community grant to provide a specification for maintaining and restoring existing historic street furniture in the town, primarily this is Cockey lamps. <p>Proposed Cllr White, seconded Cllr Anderson, agreed unanimously.</p>	Cllr Goldfinger
2013/70/EAC	<p>7 FOR DECISION – FROME YOUTH SERVICES RESEARCH Cllrs noted the paper.</p> <p>The recommendation was to endorse the work to date on the project and note that the results of the project will be tabled at the EAC meeting following 31 October on 18 December.</p> <p>Proposed Cllr Golinski, seconded Cllr White, agreed unanimously.</p>	SH

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<p>2013/71/EAC</p>	<p>8 FOR DECISION – RODDEN MEADOW AND MILLENNIUM GREEN The Community Projects Officer informed Cllrs that FTC were expecting to acquire the piece of land at Rodden Meadow within a week and that it will be purchased with s106 money. She also noted that FTC was working closely with the Millennium Green Trustees and this land and Rodden Meadow would be managed as one. The Community Projects Officer emphasised that there will be a lot of community involvement in the management and maintenance of both areas.</p> <p>Cara Honey, Mayor for Young People suggested there be some advertisement about what has been happening in the two areas to inform residents of Frome. The Community Projects Officer confirmed this will be a part of the next steps.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Note that the acquisition of the final parcel of Rodden Meadow is nearly complete. 2. Endorse the approach taken in working with the Millennium Green Trustees 3. Agree to take on the lease of the Millennium Green if necessary in future 4. Agree the next steps and timetable <p>Proposed Cllr White, seconded Cllr Anderson, agreed unanimously.</p>	<p style="text-align: center;">SH</p>
<p>2013/72/EAC</p>	<p>9 FOR DECISION – UPCOMING PROPOSALS FOR THE DIPPY The Community Projects Officer informed the committee that the transfer of The Dippy from MDC to FTC was expected soon and that MDC had agreed to have no restrictive covenants. The Mount Community Association was proposing to set up Friends of the Dippy group and was holding a meeting on 9 September. The Community Projects Officer explained that The Dippy could be managed by the Community with support from FTC.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Endorse the approach taken in managing the site in the short term and in working with Edventure Frome and the local community 2. Agree the next steps and timetable <p>Proposed Cllr Anderson, seconded Cllr White, agreed unanimously.</p>	<p style="text-align: center;">SH</p>
<p>2013/73/EAC</p>	<p>10 FOR DECISION – UPDATE ON GARSTON ROAD PLAY AREA The Community Projects Officer informed the committee that it was hoped the transfer of the land to FTC would be finalised very</p>	

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	<p>soon.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Note that the acquisition of this site is imminent 2. Endorse the proposed next steps 3. Agree to delegate to the Town Clerk the decision over whether to contract a local organisation to carry out the engagement with the local community in order to draw up a plan for the play area 4. Agree the timescale that concludes with the new equipment installed by late Spring/early Summer <p>Proposed Cllr White, seconded Cllr Golinski, agreed unanimously.</p>	PWy
2013/74/EAC	<p>12 FOR DECISION – PALMER STREET IMPROVEMENTS</p> <p>A member of the public was invited to speak. David Taylor voiced his concerns about the resurfacing to Palmer Street.</p> <p>Cllrs felt that the paper from the Economic Development and Regeneration Manager did not provide them with enough information to vote on a decision.</p> <p>Cllr White recommended the decision be deferred to the next Full Council meeting or an emergency meeting of the External Affairs Committee.</p> <p>Proposed Cllr White, seconded Cllr Berry, agreed by majority.</p>	
2013/75/EAC	<p>13 DATE OF NEXT MEETING</p> <p>The next meeting will be at 7pm on Wednesday 23 October, Saxonvale Centre, Frome.</p>	
<p>The Chair closed the meeting at 9.10pm</p>		