

# **FROME TOWN COUNCIL**

## ***making Frome a better place***

### **EXTERNAL AFFAIRS COMMITTEE**

**Wednesday 18 December, 7pm**

**Saxonvale Centre, Garsdale, Frome. BA11 1RZ**

Members of the External Affairs Committee are:

Dave Anderson; Eve Berry; Graham Burgess; Adrian Dobinson; Tricia Golinski; Damon Hooton; Peter Macfadyen (Chair); 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
2. Short talk from the Carnival Committee about this year's Carnival day and how the Town Council funding was used
3. Apologies for absence, declaration of members' interests and minutes from the last meeting on 23 October 2013
4. A quick review on current activity and what is coming up next time
5. Tessa Hibbert will present the findings of her research into what services young people in Frome need and want. This will include recommendations for FTC
6. Kate Hellard will present the conclusions and recommendations from the Participate Frome! week
7. A discussion about the future of Out of Hours GP Services in Frome
8. A proposal to consider a community led approach to development at Saxonvale
9. Consideration of the 2014/15 draft work programme, budget and precept demand
10. Decisions on grant awards
11. Budget for the new footpath from Henley Way to Welshmill Lane
12. The next meeting will be at 7pm on Wednesday 26 February, Frome College

Yours sincerely



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

# **FROME TOWN COUNCIL**

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## **AGENDA**

- 1 Questions, comments and information from the public**
- 2 A short talk from the Carnival Committee**
- 3 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 23 October 2013**

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### 4 An update on what the Council is working on at the moment

SUMMARY OF RESOLUTION	MINUTE NO.	CMTEE	MEETING DATE	RESPONSIBILITY	PROGRESS REPORT	Target Date
Renewable energy	2013/33	EAC	15/05/2013	Peter Wheelhouse	The Converging World have now completed their baseline energy assessment for Frome and the surrounding area. The details are being analysed and a full presentation on the findings will be made to the next External Affairs Committee meeting on 26 February 2014.	26/02/2014
Community Tree Planting Scheme		EAC		Sarah Hobbs	Community Orchard to be planted at Birchill Lane in February.	
Cheese & Grain project		EAC		Peter Wheelhouse	The final stage of construction has now been reached. A full verbal update will be provided at the meeting	18/12/2013
Neighbourhood Plan public consultation	2013/48	EAC	26/06/2013	Peter Wheelhouse	The six drop in events in various locations around the town have taken place. The consultation boards, feedback forms and hard copies of the plan are available to view in the library. Reminders of the consultation have been sent out on Facebook and all information is available on our website. When the consultation exercise has ended at the end of December, a summary of all responses will be produced and the Steering Group will meet in the week beginning 13 January to discuss any necessary alterations to the plan.	
Walking and Cycling Working Group	2013/52	EAC	26/06/2013	Sarah Hobbs	Group making excellent progress. Report planned for 26/02/14	26/02/2014
Heart of Wessex Local Action Group	2013/54	EAC	26/06/2013	Peter Wheelhouse	The partners in this Local Action Group were due to meet on 12/12/13 to hear the latest news from DEFRA. A full verbal update will be provided at the meeting	18/12/2013
Rodden Meadow/ Millennium Green	2013/71	EAC	04/09/2013	Sarah Hobbs	Winter clearance work in progress, results of consultation will be drawn up in January, benches and mown grass areas established in Spring	
The Dippy	2013/72	EAC	04/09/2013	Sarah Hobbs	Results of consultation to be provided by Edventure Frome in January	
Garston Road play area	2913/73	EAC	04/09/2013	Sarah Hobbs	No progress	
Palmer Street resurfacing	2013/74	EAC	04/09/2013	Peter Wheelhouse	Following the resolution at Full Council at which funding for this scheme was agreed, Somerset County Council have been conducting a consultation exercise with local stakeholders regarding the proposals. The scheme is programmed to be implemented by early February and will require a road closure.	
Street Furniture	2013/69	EAC	04/09/2013	Cllr Pippa Goldfinger	No progress to date	
WW1 memorial event	2013/66	EAC	04/09/2013	Laura Poulton	First meeting held 25 November.	
Frome Youth Services Research	2013/70	EAC	04/09/2013	Sarah Hobbs	On agenda	
Leisure Centre Feasibility Study				Sarah Hobbs	On agenda for February	
Riverside Project (Henley Way/Welshmill Lane)				Sarah Hobbs	Final costings being calculated at present, work to start in February.	
Heart of Wessex Community Rail Partnership	2013/83	EAC	23/10/2013	Peter Wheelhouse	The news has been received that all of the funding partners for the Bristol to Weymouth (Heart of Wessex) Rail Partnership are now committed for a further year and the work can continue until at least March 2015. The relevant decision makers in Somerset County Council fully intended to withdraw from the partnership but due to the pressure applied by the Town Council and other supporters, they have been persuaded otherwise.	
Review of grants		EAC		Sarah Hobbs		26/02/2014
Review of Siren PR contract		EAC		Peter Wheelhouse		26/02/2014
Update on apprenticeships		EAC		Peter Wheelhouse		26/02/2014
Review of Open Spaces strategy		EAC		Sarah Hobbs		26/02/2014
Market Place improvements		EAC		Patrick Moss		26/02/2014
Review of Community Toilet Scheme		EAC		Patrick Moss		26/02/2014
Leisure Centre update		EAC		Paul Wynne		26/02/2014

**Key**

	Overdue
	On going (on schedule)
	Action required
	Upcoming item

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### 5 For Decision – Report and recommendations from Youth Services Research

Author: Community Projects Officer

#### *Summary*

Earlier this year FTC and Mendip YMCA were awarded funds from the Community Enablement Grant to undertake an assessment of the provision of services for children and young people in Frome. This research is needed to provide key information for how well the current services are meeting need and what changes should be made to improve provision for young people throughout the town. Tessa Hibbert was commissioned to undertake this work over a four month period in July 2013, managed by FTC with project support from Mendip YMCA.

Tessa has produced a report and vision as outcomes from this work, which she will present at the meeting on 18<sup>th</sup> December. The Vision can be found at appendix 1 and the full report is on the 'Your Community' section of the website <http://www.frome-tc.gov.uk/community-enablement-grant-for-research-into-services-for-young-people/> or on request from Laura Poulton.

The report makes a number of recommendations for improving services and provision for young people in Frome, which I summarise here:

1. Invest in a youth work coordinator/facilitator (full time equivalent) to provide flexible services according to local need, provide support to local voluntary organisations and undertake quality assurance of provision run by groups.
2. Measure success of this work by evaluating progress made after a two year period
3. Set criteria for future grant funding to support places and things to do, encourage intergenerational relationships, maintain play provision and protect important at-risk services
4. Continue to support the Youth Mayor and Youth Council

#### *Discussion*

Frome Town Council has allocated sufficient budget for a half-time post, and investigations can be made as to whether funding is available elsewhere to top this up into full time provision.

Recommendations 3. and 4. above should be incorporated into the work of this Council through the grants review and support of the Youth Council and Mayor for Young People schemes will be reviewed in the January by Council.

#### *Recommendations*

1. Adopt the report including the recommendations
2. Commit to funding at least a half-time youth work coordinator/facilitator post for a two year period to deliver many of the research recommendations
3. Investigate other sources of funding to provide full time provision through this post

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4. Undertake a review of services at the end of the two year period in order to evaluate success
5. Incorporate the findings of this research into the Community Grants review
6. Incorporate the findings of this research into the review of the Mayor for Young People and Youth Council schemes

### **6 For Decision – Report and recommendations from Participate Frome!**

Author: Town Clerk

#### *Summary*

Engaging more and better with the community is a priority for this Council. We also want to support the community to engage better with itself.

To this end Kate Hellard was commissioned to develop and deliver a programme of community engagement in November. Kate will present the findings of the week at the meeting. Her report is at appendix 2.

The main recommendations can be split into two. First there actions that the Council should take forward to embed participation and the engagement process into all our work as well as to continue community engagement throughout the town. Second, there are actions that have been identified by the community as priorities within the town.

Actions for the Town Council as described in the attached report can be taken forward within existing resources. It is reasonable for the Community Projects Officer to take the strategic lead on these.

The priorities of the community around car parking, access to the river, shops and traffic flow can also be taken forward by the Council. Some issues can be dealt with directly, others like bus routes and park and ride at supermarkets are ones that require other organisations to make changes and the Council has a role to play in persuading them to do so. Many of these issues can be incorporated into the tasks of the new Energy and Recycling post in the New Year, for example.

Overall, the conclusions are re-assuringly familiar and to an extent confirm that the work of the Council reflects the views of those taking part in the Participate Frome week. One clear area of work that has not been allocated resources is the one around “old” Frome and “new” Frome and further work needs to be done to identify ways of bridging this gap.

Lastly, the report recommends that Vision for Frome’s Community Plan should be reviewed and updated. We know that the review is on-going and it is recommended that FTC supports this.

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### *Recommendations*

1. Endorse the approach taken by Kate Hellard in developing and planning Participate Frome week
2. Adopt the report including the recommendations
3. Identify what recommendations can be delivered or facilitated by FTC by the next meeting
4. Identify those recommendations that cannot be delivered or facilitated by FTC, for example, where there are significant resource implications, by the next meeting
5. Support a review of Vision for Frome's Community plan

### **7 For Decision - Employing a part time member of staff to encourage decision makers to establish an Out of Hours GP service in Frome**

Author: Town Clerk

### *Summary*

Cllr Dobinson has asked that his petition at the end of this paper and his recommendation to employ a part time campaigner for one year to encourage the establishment of an Out of Hours GP service based in Frome be considered by this committee. The papers referred to by Cllrs Dobinson are available on request.

### *Background/discussion*

The Somerset Clinical Commissioning Group (CCG) is responsible for commissioning and delivering the Out of Hours (OOH) GP Service. It has decided this service is going out to tender next year. The process starts in January with the new contract starting in April 2015. The East Mendip Federation, a collaboration of local GP practices in Frome, Beckington and Mendip, has responded to the CCG's recent consultation on OOH saying there needs to be a service based in Frome. This is the hub that Cllr Dobinson refers to.

Cllr Dobinson is concerned that the opportunity to create an OOH hub in Frome will not be taken by CCG and that the community in Frome and its hinterland will suffer as a result.

Cllr Dobinson recommends that FTC allocate funding to employ a part time member of staff to liaise with NHS and local government to campaign for the creation of a health hub that would provide OOH medical services from the hospital and medical practice site in Frome.

It is estimated that FTC would need to allocate £18,000 for a half time one year contract.

### *Recommendation*

This amount is not allocated in the current budget or the proposed budget for 2014/5. However, if the committee felt it appropriate it could propose to Council on 8 January

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an allocation from an existing or proposed budget or to increase the precept demand for 2014/5.

### ***A petition from Cllr Dobinson to Frome Town Council External Affairs Committee NHS Out of Hours and Emergency Services Hub in Frome***

*To campaign for the provision of NHS Out-of-Hours (OOH) health Services in Frome*

*To raise an annual budget for a Office of Local Health Service (OLHS) perhaps jointly funded by FTC and NHS Clinical Commissioning Group or part-time funded by FTC. Reason: To campaign and ensure NHS reforms and local community need is met in full in a Frome hub, serving all Town wards and surrounding parishes up to B&NES and Wiltshire borders, with a duty to cooperate with neighbouring authorities.*

*In consideration of the significant funding of NHS services by the people of Frome and surrounding parishes there should be a medical provision hub to serve the population at all times.*

*Is it possible to find out what is the current estimate of the NHS funding level for the Frome area of approx. 30,000-population, in comparison to, say, Shepton Mallet with a population of 10,000?*

*Attached is a letter from the NHS Somerset Clinical Commissioning Group (CCG) dated 29 October 2013 'Procurement of Integrated Primary Care Out-Of-Hours Services and Re-Procurement of NHS 111'. The letter appears to be favourable about creating hubs in Somerset but falls short of identifying Frome as a potential hub.*

*Frome and Chard are the remaining bigger towns in Somerset without health hubs and the CCG has said in the CCG Forum that Frome is eligible for a hub.*

*A dedicated FTC officer can develop efficient liaison relationships with the CCG and the maze of NHS quangoes one has to involve to get things done. As part of the NHS reforms many of the old quangoes have been abolished and replaced with new quangoes including the CCG Governing Body.*

*I also attach a copy of the text that appeared in the Frome Standard recently for background. I wrote the letter as a record for the Frome community to understand the complexities of the new NHS administration, and it is unfair to expect local doctors in the Frome Medical Practice and Frome Community Hospital to try to develop emergency care services without help from local government. I understand that Somerset County Council might be the funding body that supports the CCG Governing Body but Frome is remote to them. I am therefore including Frome county councillors in this note for their comments and support. They should be invited to the meeting on 18<sup>th</sup> December. In addition, the chairman of the Patients Panel, Chris Simpson, should also be invited.*

*The case is for a part-time FTC officer to be funded to liaise with NHS and local government tiers to campaign for the creation of a health hub that will provide out-of-*

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*hours medical services, hopefully including some emergency provision, 24-hours a day and weekends, in perpetuity, at the Enos Way Frome hub.*

*Cllr Adrian Dobinson*

*2<sup>nd</sup> December 2013.*

### **8 For Decision – Proposed community led development at Saxonvale**

This paper will follow shortly.

### **9 For Decision – Work programme, budget and precept demand for 2014/15**

Authors: Town Clerk and Responsible Finance Officer

#### *Purpose of the report*

This paper recommends Cllrs review the proposed Action Plan to March 2015, the proposed budget and precept demand for 2014/15 and recommend that Council approves them in January 2014.

This will be the first opportunity for this committee to consider the proposed Action Plan and the associated budget for 2014/15. It has been timetabled for Council to agree the Action Plan, the budget and the precept demand on 8 January.

In addition, Cllrs are recommended to review the status of forecast Earmarked Reserves (EMR) and the General Reserve at 1 April 2014 and recommend that Council approves them in January 2014.

The Internal Affairs committee reviewed the Action Plan and proposed budget on 3 December and with a few very minor tweaks recommended that Council approve them and the precept demand on 8 January.

#### *Discussion*

##### *Action Plan to March 2015*

The Strategic Plan's Action Plan has been reviewed (see appendix 3) for the current financial year and updated for the period to March 2015 taking into account live projects and initiatives which can be delivered to March 2015. It is proposed not to progress those projects highlighted in red.

The timescale column has been updated and a status column inserted, as at November 2013. In addition, included in the Action Plan is the budget code reference so Cllrs can see what parts of the budget will be used to deliver specific parts of the Action Plan. Further explanation in advance of the meeting or on the night can be made.

Cllrs should note that the Action Plan excludes "business as usual" work such as maintenance of open spaces, financial responsibilities, planning and democratic services.



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### *Proposed budget and precept*

A budget has been constructed (see appendix 4) and designed to deliver the Action Plan to March 2015. The proposed budget income and expenditure is detailed line by line with the net requirement for the precept proposed at £1,022,787. The budget codes have been cross referenced with the various lines in the Action Plan to aid understanding.

Cllrs should note that the proposed precept enables this Council to reduce the Band D equivalent council tax to £127.00. This calculation is based on a revised provisional council tax base provided by MDC on 20 November.

Date	Precept	MDC Tax Base	Frome's portion of Band D Council Tax Per annum	Frome's portion of Band D Council Tax per month	Frome's portion of Band D Council Tax per week
2013/14	£991,618	7797.76	£127.17	£10.60	£2.45
2014/15	£1,022,787	8053.44	£127.00	£10.58	£2.44

Of course, Council can reduce the work to be done in the Action Plan and reduce the budget and precept demand accordingly. However, the Council's Strategy for Success and the associated Action Plan to March 2015 will not be completed if the precept demand is reduced. Conversely, the Council could achieve more with a larger budget. The recommendation, however, is to set the precept demand as proposed.

Cllrs should also note that it is proposed that a series of projects will be developed around energy and recycling at 2.4 in the Action Plan over the next financial year. There is a proposed budget of £20,000 to support the delivery of these projects which will be delivered by the new half time Energy and Recycling Officer who will be recruited in January/February. The salary budget includes this post.

Earlier in this agenda Cllrs received recommendations following the research on services to young people carried out by Tessa Hibbert. Cllrs should note that the proposed budget includes £20,000 at 503/4713 and an earmarked reserve for £15,000. These budgets are ample to take forward a part time pilot youth worker post for next year. However, Cllrs should note that the recommendation is for this pilot post to be for two years and therefore need to be aware that a similar amount will be required for supporting youth work in 2015/6.

Kate Hellard also presented the findings of the Participate Frome project and made recommendations about ways of continuing to engage with the community over time. Cllrs should note that it is proposed to allocate time within Sarah Hobbs' post and a small budget of £5000 at 503/4723 to take forward these recommendations.

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### *Earmarked reserves*

Cllrs should note the forecast amount in each of the existing EMRs. If Cllrs are not clear as to the purpose of them, please do contact the RFO, Jackie Wheeler, in advance of the meeting.

It is proposed that the following new EMRs be established by Council in January:

1. Fair Frome - it was agreed by IAC on 06/08/2013 to establish a project in the town to support vulnerable people and families
2. Youth training and further education (FE) - it was agreed at IAC on 06/08/2013 to support training opportunities for young people
3. Youth services funding - FTC received funding in 2013/14 from SCC to research and support young people's services in the town
4. The Dippy - it was agreed at the Annual Town Council meeting on 22/05/2013 to set aside £20,000 from General Reserves to support initial remedial maintenance in the Dippy and whilst some expenditure has occurred in 13/14 the balance needs to be carried forward to establish a EMR for 2014/15

The table below lists the existing and proposed new EMRs at 1 April 2014.

Proposed Earmarked Reserves at 1 April 14			
		£	
9003	Elections	10,066	Build up EMR for 2015 election
9004	Market Regeneration	9,480	Market regeneration other than the Supermarket
9006	Sports	9,037	Match funding incl. Tennis Courts
9008	Machinery & vehicle	17,838	Build up EMR for replacement vehicle and OS equipment
9010	Play Equipment	43,103	Includes MUGA & Cheese Field match funding and S106 money received for adult fitness equip on Cheese Field & Vic Park shelter
9011	Office relocation	146,093	Costs to relocate the town office to the library
9015	CCTV	5,000	Build up to finance CCTV equipment
9020	Town Centre Improvements	304,209	To deliver the remodelling project
9021	The Dippy	15,400	To support initial remedial maintenance in the Dippy
9022	Fair Frome	36,000	2014 & 2015 funding, balance spent in current year
9023	Youth training and Further Education	55,000	To support training opportunities for young people
9024	Youth Services	15,000	To research and support young people's services in the town
	Cheese Field	46,000	S106 anticipated not yet received

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	Garston Road Play area	345,000	S106 anticipated not yet received
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### *General reserve*

Cllrs will recall that Standing Orders states that the general reserve should be £180,000. It is forecast that the general reserve at 1 April 2014 will be £195,000.

The Town Clerk and the RFO will be able to discuss the Action Plan and the budget for 2014/15 at the meeting. However, if Cllrs would like to discuss anything on these papers in advance of the meeting, please do contact either of them.

### *Recommendations*

1. Consider the Action Plan to March 2015, proposed budget and precept demand for 2014/15 and recommend that Council adopts them on 8 January 2014
2. Consider the existing EMRs, proposed EMRs and forecast GR at 1 April 2014 and recommend that Council adopts them on 8 January 2014

## **10 For Decision – Grant awards**

Author: Community Projects Officer

### *Summary*

This paper draws Councillors' attention to the decisions made by the Advisory Group for the third and final round of FTC Community Grants, which can be seen below.

We agreed to award Harry's Hydro the sum of £8,000 as part of the previous commitment to fund the organisation. This agreement will be reviewed in the New Year, through a meeting with Harry's Hydro, Critchill School and Somerset County Council.

The sum remaining for Community Grants this year was £14, 518. This round we received 20 applications, of which 18 were for large grants (over £300) and 2 for small grants (up to £300). The total sum requested through these applications was £48,633.

Following the meeting of the Grants Advisory Group on 6<sup>th</sup> December 2013, a total of £13,525 is awarded through Community Grants.

### *Recommendation*

The decisions of the Grants Advisory Group are above (available at the meeting) and it is recommended that Councillors endorse these as a block.

## **11 For Decision – Using s106 money for the establishment of a footpath from Henley Way to Welshmill Lane**

### *Purpose of the report*

To approve expenditure of S106 monies to contribute towards the establishment of a new footpath between Henley Way and Welshmill Lane.

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### *Background*

Friends of the River Frome recommended in the River Strategy that has been adopted by Council to establish a new footpath between Henley Way and Welshmill Lane. MDC

approved a grant application from FTC for £20,000 out of their New Homes Bonus Local Legacy fund towards this project. The section 106 monies from the development of Rossetti House of £10,000 is an excellent contribution to this project, and will enable us to complete it early next year.

MDC will transfer S106 monies over to FTC following approval of the MDC Ward Councillors, in this case Cllrs Snook and Tanswell, and approval by the Town Council.

### *Recommendation*

Support the proposal to spend the s106 money towards the establishment of a new footpath linking Henley Way with Welshmill Lane.

**12 The next meeting will be at 7pm on Wednesday 26 February, Frome College**

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### Draft Minutes of a meeting of the External Affairs Committee

Wednesday 23 October at 7pm  
Saxonvale Centre, Garsdale, Frome. BA11 1RZ

**Present:**

Councillors: Dave Anderson; Graham Burgess; Adrian Dobinson; Tricia Golinski; Damon Hooton; Peter Macfadyen; Mel Usher; Nick White  
Cara Honey (Mayor for Young People); Alex Shingler (Deputy Mayor for Young People)

**In attendance:**

Pat Burton (Mindset Training), Tessa Hibbert, Claire Wilson (Somerset Standard), Paul Wynne (Town Clerk), Peter Wheelhouse (Economic Development & Regeneration Manager), Jane Llewellyn (Planning & Development Officer), Sarah Hobbs (Community Projects Officer), Caroline Stevens (Outside Services Administration Officer), Laura Poulton (Administration Officer)

7 members of the public

Minute Ref	Agenda Item	Action
2013/76/EAC	<p><b>1 QUESTIONS, COMMENTS AND INFORMATION FROM THE PUBLIC</b></p> <p>David Taylor asked for clarification on what co-option meant with regard to the vacancy for the College Ward. The Town Clerk explained that there has to be ten or more electors to call an election otherwise the Council will elect a member through a co – option.</p> <p>David also asked which budget the current advertised job vacancies would come from. Cllr Usher explained that one member of full time staff is leaving and the two new part time positions will come from the same salary budget.</p>	
2013/77/EAC	<p><b>2 SHORT TALKS FROM:</b></p> <p><b>a. Mindset will give a summary of how installing the new road access at Welshmill was successful and their hopes for future training initiatives</b></p> <p>Pat Burton from Mindset Training explained that the purpose of the Future Works Programme was to give six unemployed people from Frome the training and skills in the construction industry on a live project to obtain qualifications. This would hopefully give them a better opportunity of being employed by the end of the project. At the time of the meeting two candidates had found employment and two had the prospect of employment.</p> <p>Mindset was hoping to continue projects such as the Future Works programme and perhaps with other Council’s in Somerset. One of</p>	

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	<p>their next projects was to provide basic training for working on a nuclear site; this could become especially important with the planned nuclear station at Hinkley Point.</p> <p>Cllr Usher said that he welcomed the scheme and hoped that a similar scheme could be done in the future for a project like the remodeling of the town centre.</p>	
<p><b>2013/78/EAC</b></p>	<p><b>2 b. Tessa Hibbert on her current findings from her research into what services young people need in the town</b></p> <p>Tessa explained that one of her starting points for this research project was to ask young people what their wish for Frome was. Her research found there were seven areas that came up the most often:</p> <ol style="list-style-type: none"> <li>1. Better access to activities including better use of social media – the barriers were mostly cost and transport</li> <li>2. More hang out spaces (for older young people) – young people often said they felt like they were seen as a nuisance without these spaces</li> <li>3. Local safe spaces to play, facilitated by skilled workers (for younger ones)</li> <li>4. Better relationships between young people – many found large groups intimidating and a need is required to bring young people together</li> <li>5. Need for flexible services</li> <li>6. Better attitudes from older people</li> <li>7. Affordable transport – buses do not run at times that are convenient for young people to get across town</li> </ol> <p>In doing this as part of the consultation process she has identified the gaps in services and her report will make recommendations for future policy.</p> <p>Cllr Usher requested that there be a comment in Tessa’s report on current facilities with practical recommendations for future improvements to guide the Town Council.</p> <p>Cllr Hooton requested that Critchill School is included in the consultation.</p>	
<p><b>2013/79/EAC</b></p>	<p><b>3 a. APOLOGIES</b></p> <p>The Chairman formally opened the Council meeting at 8.15pm and an apology of absence was received from Cllr Berry.</p>	

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<p><b>2013/80/EAC</b></p>	<p><b>3 b. DECLARATION OF INTERESTS</b> A declaration was received from Cllrs Dobinson and Hooton 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>	
<p><b>2013/81/EAC</b></p>	<p><b>3 c. MINUTES</b> The minutes of the External Affairs Committee meeting held on 4 September 2013 were approved as a true record of the meeting and signed by the Chair.</p>	
<p><b>2013/82/EAC</b></p>	<p><b>4 AN UPDATE ON WHAT THE COUNCIL IS WORKING ON AT THE MOMENT</b> Cllr Hooton left the meeting at 8.24pm</p> <p>Renewable Energy The Economic Development &amp; Regeneration Manager demonstrated the Energy Hub website which allows you to see the energy usage for a particular town and focused on the statistics for Frome. He noted that a full report of Frome’s carbon footprint from Converging World was expected within a week and it would be presented at the next EAC meeting.</p> <p>Community Tree Planting Scheme The Community Projects Officer noted that on 18 November Phil Hand from Bees and Trees will be hosting a talk about Orchards and how an Orchard could be set up in Frome.</p> <p>Cheese &amp; Grain The EDRM presented some images of the internal and external works currently happening at the Cheese &amp; Grain and noted the project is on schedule. Cllr Golinski raised concern over the Sustrans route that ran close to the building. The EDRM confirmed that this was being discussed with interested parties.</p> <p>Heart of Wessex Local Action Group The EDRM noted that this currently wasn’t progressing but was hoping for more positive news in the new year.</p> <p>Rodden Meadow/Millennium Green The Community Projects Officer noted that the she and the Grounds &amp; Properties Manager had met with the volunteers for the Millennium Green and had agreed to take over some of the maintenance. The Outside Services team had cleared the path and cut back some trees to open access. A programme of events was also currently being organised.</p>	

## FROME TOWN COUNCIL

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	<p>Garston Road play area The Community Projects Officer explained the agreement to transfer the play area had been signed and there was a s.106 agreement in place for establishing a play area and maintaining it. The Town Clerk noted that this project had taken two years of perseverance to come to this point.</p> <p>Leisure Centre Feasibility Study The Community Projects Officer noted that she had now received the final report and was currently arranging a meeting with officers at MDC to discuss the findings.</p> <p>Riverside Project (Henley Way/Welshmill Lane) The Community Projects Officer noted that a meeting was taking place at Rossetti House to discuss the options for the area. The Town Clerk noted that due to not receiving the full grant applied for from MDC the project would now be staggered.</p> <p>Rodden Lake Stream Meadow The Community Projects Officer explained that a dialogue was being kept open with the new owner. The sale of this piece of land has prompted a review of the Open Spaces Strategy for the town. Cllr Dobinson asked to be kept informed of any development at the Rodden Lake Stream Meadow site as this was within his ward.</p>	
<p><b>2013/83/EAC</b></p>	<p><b>6 FOR DECISION – HEART OF WESSEX COMMUNITY RAIL PARTNERSHIP</b> This item was brought forward on the agenda.</p> <p>The Economic Development &amp; Regeneration Manager explained that the partnership had been operating for ten years and it supports a number of activities, promoting services and provides communication between the community and Network Rail.</p> <p>It is expected that Somerset County Council will withdraw their funding and the concern is that it will destabilise the partnership. With the national attention on the north/south rail links without the partnership there would be no focus on the east/west.</p> <p>The Chairman of the Frome Public Transport Association, John Leech, was invited to speak. He noted that the working party looked after the platform at Frome Station and through the partnership were able to liaise with Network Rail and First Great Western. He noted that without the partnership this line of communication would be lost.</p> <p>The recommendation was to write to Somerset County Council</p>	<p><b>PWh</b></p>



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	<p>urging them to continue to support the Heart of Wessex Community Rail Partnership citing the conclusions in the report.</p> <p>Proposed Cllr White, seconded Cllr Golinski, agreed unanimously.</p>	
<b>2013/84/EAC</b>	<p><b>5 FOR INFORMATION – NEIGHBOURHOOD PLAN PUBLIC CONSULTATION</b></p> <p>The Planning and Development Officer noted that the public consultation would officially launch on Monday 28 October. The consultation will last a period of six weeks and will consist of drop in events, one per week and in different areas of the town and at different times of the day. There will also be a more structured presentation as part of Participate Frome Week in November.</p> <p>After the public consultation the plan would then be submitted to MDC for inspection.</p> <p>Cllr Anderson asked if MDC were bound legally to see the plan through in six weeks. The Planning and Development Officer explained that MDC were only bound to facilitate a public consultation for a six week period.</p> <p>Cllr Golinski asked when the referendum is likely to happen. The PDO explained that there was no certainty but hopefully in March.</p> <p>The Economic Development &amp; Regeneration Manager explained that they would be ensuring there is some national publicity as Frome is one of the front runners for producing a Neighbourhood Plan.</p>	
<b>2013/85/EAC</b>	<p><b>12 DATE OF NEXT MEETING</b></p> <p>The next meeting will be at 7pm on Wednesday 18 December at the Cheese &amp; Grain.</p>	
<p>The Chair closed the meeting at 9.25pm</p>		