

FROME TOWN COUNCIL

making Frome a better place

Minutes of a meeting of the Internal Affairs Committee

Wednesday 6 Aug, at 7pm
Saxonvale Centre, Garsdale, Frome. BA11 1RZ

Present:

Councillors: Toby Eliot; Dickon Moore; Mel Usher.
Alex Shingler (Deputy Mayor for Young People)

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

Minute Ref	Agenda Item	Action
2013/53/IAC	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.	PWy
2013/54/IAC	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.	
2013/55/IAC	2 b. DECLARATION OF INTERESTS None was received.	
2013/56/IAC	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.	
2013/57/IAC	3 REVIEW OF PREVIOUS ACTIONS AND WHAT IS COMING UP NEXT TIME The Town Clerk confirmed that First Bus had confirmed they will	

FROME TOWN COUNCIL

making Frome a better place

	<p>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>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 <p>Proposed Cllr Eliot, seconded Cllr Moore, agreed unanimously.</p>	

FROME TOWN COUNCIL

making Frome a better place

<p>2013/60/IAC</p>	<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 £16k, 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>	<p>PWh/CS</p>
<p>2013/61/IAC</p>	<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>	<p>PWy</p>
<p>2013/62/IAC</p>	<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 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>	

FROME TOWN COUNCIL
making Frome a better place

	<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 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</p>	

FROME TOWN COUNCIL
making Frome a better place

	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.	
2013/65/IAC	12 DATE OF NEXT MEETING The next meeting will be at 7pm on Wednesday 9 October at the Saxonvale Centre	

The Chair closed the meeting at 8.30pm