

FROME TOWN COUNCIL

making Frome a better place

To Members of the External Affairs Committee:

Dave Anderson; Eve Berry; Graham Burgess; Adrian Dobinson; Toby Eliot (Chair); Tricia Golinski; Damon Hooton; Mel Usher; Nick White
and
Cara Honey (Mayor for Young People); Alex Shingler (Deputy Mayor for Young People)

The next meeting of Frome Town Council's

EXTERNAL AFFAIRS COMMITTEE

Wednesday 25 February 2015, 7pm

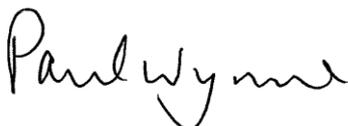
Assembly Rooms, Christchurch Street West
Frome BA11 1EB

Please contact Rebecca Krzyzosiak (admin@frometowncouncil.gov.uk) in advance of the meeting if you are unable to attend

AGENDA

1. Questions, comments and information from the public
2. Short talk from Jenny Hartnoll on the Health and Wellbeing project and update on the recruitment and duties of the new Volunteer Coordinator
3. Apologies for absence, declaration of members' interests and minutes from the last meeting on 17 December 2014
4. Outstanding actions and forthcoming items
5. Report on youth services in Frome and how FTC can contribute
6. Update on the latest for Vallis Youth and Community Centre
7. Information on the Car Club, its costs and benefits, how to join and where the cars are located
8. To decide on Community Grants applications
9. To decide to go out to tender on the Phase 1 Market Place improvements
10. To decide on the next stage of work on Phase 2 of the Market Place improvements
11. To agree next steps on the landscaping of the Market Yard car park
12. Verbal update for information on the campaign to buy Whatcombe Fields
13. The next meeting will be at 7pm on Wednesday 29 April 2015 at the Assembly Rooms Christchurch Street West, Frome BA11 1EB

Yours sincerely



Paul Wynne, Town Clerk
Frome Town Council, 5 Palmer Street, Frome, BA11 1DS
18 February 2015

FROME TOWN COUNCIL

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AGENDA

- 1 Questions, comments and information from the public**
- 2 Short talk from Jenny Hartnoll on the Health and Wellbeing project and update on the recruitment and duties of the new Volunteer Coordinator**
- 3 Apologies for absence, declaration of members' interests and minutes from the last meeting on 17 December 2014 (Appendix 1)**
- 4 Outstanding actions and forthcoming items (Appendix 2)**
- 5 For decision: report on youth services in Frome and how FTC can contribute**
Author: Community Projects Officer

Summary

This review of the youth services contracts concludes that FTC should:

- Continue to support the Youth Bank.
- Continue to develop methods of youth engagement in an inter-generational way – in practical activity and volunteering opportunities.
- Engage young people in our parks, open spaces and across the town.
- Develop and deliver a range of projects that support young people to contribute to the decision making in Frome.
- Continue to support applications to the Grants Programme that initiate and develop inter-generational and partnership delivery.
- Continue to support the development of the Youth Service Providers Forum.

Background

The full impact of the radically reduced county funding for youth services has not yet been felt in Frome. A rise in the population of young people living in the town and the demise of other public sector and statutory funded services will have a significant impact on children and young people and therefore future generations of adults living and working in the town.

In 2013, FTC undertook research into Youth Provision in Frome and the recommendations of that included to:

- Invest in a youth work coordinator to pull together the remaining service providers in order to reduce overlap and fill gaps.
- Invest in projects that deliver services to young people where they hang out.
- Prioritise resources to youth projects that work inter-generationally.

FROME TOWN COUNCIL

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- Develop an effective ‘youth voice’ so that young people have a meaningful role in decision making in the town as well as contributing centrally to the creation, implementation and evaluation of services.
- We are using this research and the findings of Participate Frome (2012) as the basis for this report alongside the Action Plan for FTC and the detailed actions for our Environment Team, Community Projects Officers and service delivery planned for Frome Town Hall in 2015/16.

In 2014/15 Frome Town Council funded youth provision through contracted work:

Project	Organisation	Description	£
Youth Providers Forum	YMCA	4 meetings per year of Frome Youth service providers; including the Canoe Club, YPF, YMCA, SYRP, POD	500
Youth Activities Programme	YMCA & SRYP	A series of six 12-week programmes of youth work in locations across Frome.	17640
Youth Bank Promotion	YPF	To promote the Youth Bank grants scheme to young people and support the development of bids.	300
Youth Council	YPF	To facilitate youth participation and the promotion of a youth voice in Frome through the support for a Youth Mayor, the Youth Council and the Frome Youth Bank	5000
		TOTAL	23440

Analysis

Youth Providers Forum

This has been successful in bringing together a diverse range of organisations working with young people in Frome: the Canoe Club, YMCA, Pod Youth Group, Young People Frome, and Shared Earth Learning amongst others. It has acted as a valuable information sharing resource and has generated new delivery partnerships. It is hoped that in the future it will provide the catalyst for increased strategic and partnership working. This is a good example of where FTC has been able to ‘join the dots’.

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Youth Activities Programme

This contract was awarded through a tendering process to Somerset Rural Youth Project (SRYP) and the Mendip YMCA in July 2014 to run until March 2015 to deliver a series of six 12- week programmes of youth work in locations across Frome.

The summer programmes in Welshmill and Victoria Park were successful in reaching young people. However, numbers in the winter months have been low. The low numbers have enabled some specific targeted youth work to take place in the Welshmill area of town, based at Edventure at Welshmill Hub where young people are working on the delivery of a 'bike jam' in March. However, similar sessions based at the College have not proved so successful.

Mapping where the young people that attend the sessions live has enabled us to see that young people are prepared to travel to attend sessions. However the sessions have not achieved their intended outcome of reaching significant numbers of young people that do not currently attend the sessions at the Youth Centre.

It was intended that this programme would become sustainable through trust and grant funding; FTC funding would act as start-up for on-going service delivery of an activities programme. To date no additional funding has been sourced by the current providers.

The Youth Council and Youth Mayor

YPF was contracted to facilitate youth participation and the promotion of a youth voice in Frome, through support for the Youth Mayor, the Youth Council and the Youth Bank. This year's contract specified specific outputs and detailed performance indicators particularly related to the delivery of the Youth Council - a change from previous years.

The Youth Mayor and Deputy have attended and contributed significantly to Council decision making at meetings. The Youth Council has until recently been very low in numbers and therefore the Mayor and Deputy have had limited success in acting as representatives of a broad demographic of young people across Frome. They and YPF have worked hard to forge links with the middle schools in Frome in recent weeks and the number of young people who attended the last Youth Council meeting was higher than meetings throughout the previous year.

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The Youth Mayor and Deputy have noted that they would have benefited from more support and advice, someone to bounce ideas off, in making recommendations to Council and fully participating in decision making. It has also been recognised that there has not been a champion for young people either internally amongst council officers or amongst councillors. Combined, the Youth Mayor in particular felt a little isolated.

Exploring the elements of delivery of this contract that have worked well and those that have not we have concluded that the model has not achieved the success all parties had hoped for. The recruitment and retention of young people on the Youth Council has been difficult and problematic for a number of reasons.

The Youth Bank

The Youth Bank was launched in 2014 and has funded 4 projects. There are a further 5 applications awaiting decision in the current grant funding round. As anticipated it has taken some time to embed the initiative and more work is needed to promote the scheme.

Through the Youth Bank, FTC has funded:

New York state of mind		£300
Roller Disco		£1000
Edventure		£1000
YPF -	Film Making	£981
	TOTAL	£3281

In addition through the Main Community Grants Programme, FTC has funded in 2014/15:

YPF - Frome Children's Festival	Participation Fair	£150
Roller Disco	1 st Aid project	£300
YPF – Frome Children's festival	Santa's grotto – presents	£300
Frome Canoe Club	Youth participation and retention	£700
Mendip YMCA	Radio project with Frome FM	£2000
Edventure		£5000
Frome Community Production	Radio Project with Frome FM – Teenage Kicks	£3000
	TOTAL	£11450

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It is expected that further youth-focused projects will be funded in the current grant funding round.

Projects delivered in 2014/15 but funded through 2013/14

The Frome Children's Festival was successful in receiving grant funding from FTC via FROGS for £3000 towards the festival in 13/14. Throughout 2014 it also delivered a highly successful programme of events including the Summer Children's Festival and Christmas party. In many ways the Children's Festival has filled some of the gaps in service delivery previously identified and the combination of expertise, experience and knowledge brought to the project by Young People Frome and the two festival organisers has enabled the programme to reach a broad demographic of children and young people.

Projects planned for 2015/16

There is a wide range of youth activities and projects already planned for 2015 /16 in Frome which include:

Uniformed clubs	Music Groups	Out of school
Sports groups and clubs	Art groups	activities
Drama Groups	Pod Youth Club	Dance groups

In addition Routes (YMCA) is open 6 days a week, Youth Centre (YMCA) is open twice a week with regular attendance of 40 – 60 young people and the Children's Festival (YPF) is a series of 1 day events throughout the year.

Targeted projects will include the National Citizens Service (SRYP) to deliver 4-week programme to 250 young people in Somerset aged 15 – 17 years.

Discussion

FTC's role is therefore to identify the gaps through coordinating a strategic approach to increasing sustainable activities that also meet the aims and objectives of the Council for 2015/16 which are to:

1. Support the Youth Bank so that young people can create their own projects.

Utilising the Youth Provision EMR which sits at £8k.

2. Support a Youth Providers Forum that builds links between all youth and activity providers in the town leading to:

- Shared resources including physical space.

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- Joint funding applications.
- Cohesive approach to the development of services.
- A broad offer for children and young people budget line 503/4720.

3. Engage the wider community in working on open spaces to include the contracting of direct service delivery to reach the following outputs: contracting service providers, such as Children's Festival and Somerset Rural Youths Project; to deliver activity programmes in parks and open spaces.

4. Community Projects Officer will develop and manage a series of projects designed to develop multi-generational voluntary engagement including:

- Active School Councils campaign.
- Community café in Frome Town Hall.
- Clean Town project e.g. Schools adopting streets (e.g. Critchill on Nunney Road) and on-going community litter picks, and education of reducing litter.
- Green networks implementation and promotion.
- Conservation volunteer projects applied to open spaces in the town.

5. The Community Projects Officers will also support young people to genuinely contribute to democracy in Frome in the following ways:

- Work with school councils and youth steering groups as a basis for building a more democratic environment in the town. This might be a more representational approach than the current Youth Council.
- Facilitate access to local councillors (town, district and county) e.g. councillors' surgeries, councillors attending school council meetings.
- Invite the Head Boy and Girl at the College to become *de facto* young mayors of Frome with officer support and a councillor acting as mentor /champion.
- Initiate a conference for young people.
- Making FTC accessible for everybody, including young people in Frome – notice boards, Facebook, Twitter.

Recommendations

1. £8k is allocated to the Youth Bank from the Youth Provision EMR.
2. £10k is allocated from 503/4720 to deliver youth activities and the youth providers' forum.
3. Community Projects Officer to coordinate and steer youth provision.

FROME TOWN COUNCIL

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6 For information: Update on the status of the Frome Youth and Community Centre

Author: Town Clerk

Summary

This report brings the committee up to date with how the Frome Youth and Community Centre is progressing.

Background

The YMCA has been the tenant of this building for the past 18 months. They have kept the building open, managed it and enabled many community groups to continue to use it when it appeared it was going to close. The YMCA has also re-invigorated the twice-weekly Youth Club which is now very popular again.

During this 18 month period the YMCA has been trying to reach an agreement with SCC (the owner) to acquire the freehold along with a lump sum in order to replace the roof, which is in poor condition. SCC has been unable to confirm their intentions for the building or the adjacent field during this period. However, it seems likely that they are willing to transfer the building “as is” but unlikely to provide any financial contribution.

Discussion

Looking forward, the YMCA has to decide whether they should acquire the freehold and invest their own resources into providing this community resource. It is estimated that £30k will be needed to replace the roof. Their Board meets on Tuesday 17 February to consider this and I will provide a verbal update at the meeting on their decision.

Depending on the outcome of the Board’s decision, there may be the opportunity for FTC to work with the YMCA to support a feasibility study to consider the cost of making the building water tight, safe, warm and a usable space for the community. There is a live grant application to FTC to match fund (with the YMCA) the cost of this study. If that feasibility study goes ahead, then a fundraising and promotion campaign could begin to implement the study and forward the plan and to raise awareness within the community of the centre.

Conclusion

There are uncertainties about the future of this building but, assuming SCC’s position remains as described above, the YMCA Board decides to take the risk of acquiring a significant liability but one with enormous potential for the community; I suggest this is a project that FTC can support. For example, combined with a joint FTC/YMCA promotion campaign, the chances of succeeding in securing the necessary funds to make the building fit for purpose are good.

At this stage, it is too soon to make specific proposals about possible FTC involvement

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but I did want to bring the committee up to speed and request Cllrs provide a steer as to FTC's possible role in this project in future.

7 For information: Car Club, its costs, benefits, how to join and location of cars

Author: Energy & Recycling Officer

Background

FTC was approached by many community and business members to set up a new car club. In December 2014 we secured £16k funding from the Department for Transport (via Carplus) to set up the programme. This will cover the lease of three cars: two electric and one hybrid and all running costs for the first year of operation. This means that any income generated during the year can be put aside to support and further develop the car club after Year One. We are working in partnership with Co-Wheels, which is the country's largest community focused car club operator and an award-winning social enterprise based in Bristol.

How it works

The two electric cars are parked in designated bays at the Medical Centre and the Cheese and Grain. The Medical Centre is going to use one car for their visiting doctors and nurses five mornings a week. The hybrid vehicle will be added in March and will initially be parked in front of St Johns Church, Bath St, until it re-locates to its permanent home at Frome Town Hall off Christchurch St West in July. Forward Space is also sponsoring the programme and will be promoting the car club to their members at the 'The Old Church School'.

The cars are very economical: there is a one off personal membership fee of £20; the electric cars then cost £3.75 an hour including all fuel. Corporate membership is a cost of £25. FTC is a corporate member. Corporate members are also eligible for free personal membership (with the use of a promotional code). Members are not only able to use vehicles in Frome but can also use Co-Wheels vehicles in 50 locations around the country and are also entitled to free membership of other car clubs which means they can access the country's 3000 car club vehicles.

The cars can be booked online, over the phone or even used directly if the vehicle isn't already booked. Members have a swipe card that enables easy access to the vehicles at any time. Full instructions including a link to the country's 'Zap Map' of electric charge points are available in the cars. The cars also contain a computer that can call the customer service team, who are on hand 24 hours a day. The electric cars have a minimum range of 70 miles, and are able to make use of the free super-fast charging

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points which are located around the country (which takes 20 minutes to fully re-charge).

Further development

We will be monitoring and reporting each month on FTC's website on usage and environmental and social indicators such as reduced private car use. The service will be expanded according to demand and we hope to include other vehicles such as a van in the next six months. We also plan to purchase a child seat that can be borrowed from the Cheese and Grain reception to enable families to use the vehicles more easily.

With the help of Fair Frome and others, the service will be promoted to lower income households as an affordable transport option. We will be working with the Medical Practice and others to enable volunteer drivers to use the scheme to drive members to local activities such as the popular Leg Ulcer Group.

Further details

For more information see: www.co-wheels.org.uk/frome or contact Anna Francis, Energy and Recycling Officer, Frome Town Council, francis@frometowncouncil.gov.uk 01373 475574.

8 For Decision: Award of Community Grants

Author: Community Projects Officer

Summary

The Grants Advisory Board has met to consider grants applications for the third and final time this financial year. The Board's recommendations are noted in Appendix 3 and it is recommended that Cllrs agree these.

Background/discussion

The total sum of grants available this year is £80,000 of which:-

- £10,000 is for Greenstrand's fundraising advice contract.
- £30,000 is project grants (to be allocated over three grant rounds).
- £35,000 for partnership grants (all to be allocated in the second round).
- £5,000 is allocated to support larger project development.
- A further £10,000 via the new initiative, the Youth Bank.

In the first round, £4,915 was granted to projects and, in the second round, £12,150. With £1,300 of small grants having been authorised between rounds, the sum of

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£11,635 remains for this final round to be considered now, and a total of £10,145 is recommended for approval from this stream. In the second funding round, £21,000 was granted to partnerships. A further £8,000 is now recommended to be drawn down for Harry's Hydro under their 10 year agreement with FTC. Additionally, two of the project applications received in this round are recommended for funding, £6,000 in total, from this stream.

Youth Bank projects totalling £1,300 were funded in the first round and £1,981 in the second round, leaving £6,719 available now. A total of £4,135.80 is now recommended for approval from this stream.

An amount of £5,000 is assigned from the total grants budget aimed at encouraging and supporting larger project development to be carried out by partnerships of Frome community groups with a view to bidding for larger external grant funding. Of this, £3,000 was earmarked at the last meeting to contribute towards a feasibility study for a Cultural Quarter for Frome.

Since then, £475 has been approved for a subscription to online fundraising service www.trustfunding.co.uk that is available to any of Frome's community groups. Approximately £500 has been earmarked to contribute to the costs of information sharing session "Meet the Funders" on 26 February at the Cheese & Grain. This leaves £1,025 which is recommended to be put towards the costs of developing a publicly accessible community groups online database.

Recommendation

Agree the recommendations of the Grants Advisory Board at Appendix 3.

9 For decision: Identifying a preferred contractor for Phase 1 Market Place improvements

Author: Town Centre Regeneration Manager

Summary

The detailed design and consents for the improvements around the Boyle Cross are proceeding towards implementation. This report updates Cllrs on progress and seeks authority to go out to tender for the construction works in order to identify a preferred contractor.

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Background

This report updates the position as reported to EAC on 17 December 2014. Phase 1 of the Market Place improvements concerns the resurfacing of the area around the Boyle Cross and the reinstatement of the fountain. These proposals result from the 2008 Vision for Frome exercise and the 2012 feasibility study undertaken by Landscape Projects. The Phase 1 works, which do not involve work on the vehicle carriageway itself, are a necessary pre-cursor to Phase 2 which will see traffic calming and improved pedestrian crossing facilities.

Progress towards implementation

The visual design remains unaltered since the last report and the planning application has been recommended for approval by FTC's Planning Sub-Committee. It is expected that the application will be considered by Mendip at its own Planning Board in March.

Whilst the visual design remains unaltered, it has been found necessary to enlarge the chamber for the fountain to operate - as equipment to comply with modern water quality standards will not fit in the existing chamber. This is to be included in the works. Discussions are on-going with the Conservation Officer but it is expected that a watching archaeological brief will be maintained during the works.

The transfer of the land has been considered by Mendip's CAMG Board, at their meeting on 19 January. The decision has been deferred pending agreement on the provision of alternative parking spaces for the 11 being lost at Market Place. This agreement is itself in the hands of Mendip and discussions are on-going. If approved, the transfer will be conditional on a final consultation regarding the scheme as a whole. The land will be transferred on completion of the scheme.

The proposal is to approach local artists and businesses to develop an authentic Frome design for the new street furniture on the site which will set a standard for later phases.

Parking

The parking spaces that will be lost in the Market Place are time restricted to one hour maximum but are free of charge. We have made a proposal to Mendip to replace this free, time restricted provision in Bridge Street, where spaces are currently available on a pay and display basis. We are still awaiting a formal proposal from Mendip Regulatory Services with regard to this but have agreement in principle.

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Budget and timescale

The overall budget available for these works including design fees and contract supervision is £300,000, of which £9,000 was spent last financial year. The scheme as it stands is forecast to come in under budget. The works on site are forecast to take 8 weeks but cannot be commenced until planning consent has been granted, arrangements for alternative parking are in place and land transfer agreed (note – land transfer need not be complete but it must have been agreed).

Tender process

An invitation to complete a pre-qualification questionnaire was advertised in August 2014 and contractors have pre-qualified. In order to maintain momentum once approvals are in place, it is important that contractors on the tender list are approached in advance for their proposals and price for the works. This would give cost certainty as the scheme moves forward and also facilitate a rapid implementation once all necessary permissions are in place. The act of asking companies to submit tenders does not commit the Council to accepting any of the tenders and thus there is no exposure to financial risk should the Council decide not to proceed with the scheme as tendered.

The companies that have qualified for tender are:

David Lucy Ltd – Frome

Mack Civils Ltd – Frome

Aggregate Industries – Frome

Emmdee Ltd – Bristol

Conclusion

In order to maintain momentum with the proposals it is important that we seek tenders for the works from the companies listed and that our consultants, IMA work with the Council to identify a preferred contractor.

Recommendation

1. That the Town Centre Regeneration Manager be authorised to seek tenders for the construction of Phase 1 of the Market Place scheme and identify a preferred contractor from the list of those that have pre-qualified.

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10 For Decision: The next stage of work on Phase 2 of the Market Place improvements Author: Town Centre Regeneration Manager

Summary

Whilst Phase 1 works are being progressed, there has been discussion about the character and function of Phase 2 both with regard to the interface with Phase 1 and the original design concept. This report updates members on the latest thinking with regard to Phase 2 of the works and provides a basis for further consultation.

Background

This report updates the position as reported to EAC on 17 December 2014. Phase 2 has to date been discussed very much on broad conceptual terms with the statement that Phase 1 is necessary to allow Phase 2 to proceed. Also, the council is aiming to maintain momentum as Phase 1 moves to construction with Phase 2 simultaneously moving to detailed design. Thus we now see to inform members on Phase 2 and to seek their views.

Developing the design

The original concept, as prepared by Landscape Projects, contained elements that were intended to slow traffic down on the main carriageway of the B3090 and to create a less barriered environment where a greater degree of co-existence between pedestrians and vehicles would be enabled. The level of traffic means that a true shared space is not achievable.

The existing highway has been developed over many years and conforms to standards as dictated by the Department for Transport and Somerset County Council. To make changes to certain elements such as the camber of the road or the inner radius of curvature would require detailed negotiations with Somerset and possibly with the DfT, adding delay and uncertainty to the project. Thus we have sought to identify design solutions that will achieve the same objectives but within these highway standards.

The Phase 1 works have been focused around providing for a courtesy crossing at the corner of Bath Street and Market Place, including the provision of a more level landing point for the crossing and dropped kerbs. It is noted that there are many desire lines in Market Place and thus we have also sought courtesy crossings elsewhere, set in the context of a "Square" environment where traffic is calmed and severance much reduced.

We are also seeking the removal of railings around the Stony Street/Cork Street junction as these not only channel pedestrians out of their way to cross these roads

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but also trap pedestrians on the carriageway if they try and cross the Market Place here.

To slow vehicles on the carriageway gateway features are proposed. These will have a visual and physical presence that will encourage and enforce lower speeds. In addition, a ghost central reserve around the corner from Bath Place will effectively narrow the carriageway for vehicles but allow room for manoeuvre for the largest buses and lorries as these will still be allowed through.

The conceptual proposals are presented on Appendix 7. Whilst the plan is described as "Phase 2" it is likely for both practical and financial reasons to be implemented in two or three stages. The first of those is expected to be delivered in summer 2016.

Conclusion

The above and the attached plan present the current view of the scheme, although significant work is needed to bring this to a level that could be awarded to a contractor to construct. The scheme as presented is available for discussion with all interested parties and stakeholders.

Recommendations

1. That 'Phase 2' of the Market Place scheme as presented, forms the basis for consultation with all key stakeholders.
2. The results of that consultation are presented to the next EAC meeting in April 2015 with a view to a start being made on detailed design and the preparation of the necessary planning and other applications.

11 For Decision: To agree next steps on the landscaping of the Market Yard car park

Author: Town Centre Regeneration Manager

Summary

This report updates the position as reported to EAC on 17 December 2014, at which the basic premise of remodelling the Market Yard car park (also referred to as the Cattle Market car park) was presented. It sets out some principles to guide design work which Cllrs are asked to agree.

Background

The former livestock market has been used as a car park (amongst other functions) for many years. During this time the area around it has developed to attract significant numbers of visitors to Frome, including the Cheese and Grain and the Black Swan, and the car park itself contains over half of the town centre's off-road parking stock; both these factors make it a focus for visitors.

FROME TOWN COUNCIL

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The term remodelling is used not because wholesale changes are anticipated but to free the work from constraints that improvements or enhancements might imply. In practice the town needs this car park to remain broadly the same capacity and to be able to host the events it currently hosts including the Wednesday and Saturday markets and the monthly Frome Independent market.

Design Principles

The Market Yard Car Park was laid out on the site of the old livestock market after market fixtures and furniture were removed. Whilst effective at providing parking, the area has been managed in an ad hoc fashion and certain elements of the layout could usefully be amended. The car park is larger than is usually required which allows some of these shortcomings to be glossed over: it should be noted however that there is no design principle to reduce the number of spaces, although some fluctuation in numbers may be necessary to achieve the general objectives, these are suggested as being:

- Creation of clear perceptual corridors for pedestrians across the car park.
- Re-route of the national cycle route away from the frontage of the Cheese and Grain where cyclists are no longer catered for.
- Retention and promotion of the existing market function.
- Removal of functional barriers between Justice Lane and the Car Park.
- Enhancement of the visual interaction between the river and the Market Yard.
- Landscaping within the car park better related to functional boundaries.

These concepts are expressed on the attached plans (Appendices 4, 5, 6). One outcome of the pedestrian and cycle corridors is likely to be that the area at the corner of Justice Lane and Market Yard, where the toilets and police shop are, will be enhanced as a focal point within the car park.

It should be noted that the Cheese and Grain has aspirations for the area of the car park between their building and the river. We are also aware of plans to develop a 'Cultural Quarter' in this part of town. There is no conflict between these initiatives provided that there is proper engagement of all the stakeholders; FTC has an important co-ordination role to play.

Next Steps

Clearly any changes within the Market Yard car park require the co-operation of several key stakeholders, not least Mendip District Council as owners of the car park. The Cheese and Grain, Black Swan, Museum and Library will also need to be involved, along with town centre businesses and residents.

FROME TOWN COUNCIL

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It is recommended that the next step should be to commission and develop a design that will build on the six points above and begin to develop specific proposals for the Market Yard. It is estimated that the cost of this work will be in the region of £8k. Use will be made of s.106 funding that relates to the redevelopment of the Mendip Lodge Hotel site.

Recommendations

1. Approve the development of a design and the commissioning of landscape architects to develop a landscaping design for the Market Yard car park following a tender process utilising available s.106 funding relating to the redevelopment of the Mendip Lodge Hotel site.
2. Authorise the Town Centre Regeneration Manager to discuss these proposals with Mendip District Council and other stakeholders to secure buy-in.

12 Verbal update for information on the campaign to buy Whatcombe Fields

**13 The next meeting will be at 7pm on Wednesday 29 April 2015 at the Assembly Rooms
Christchurch Street West, Frome BA11 1EB**