

# FROME TOWN COUNCIL

*making Frome a better place*

## Minutes of a meeting of Frome Town Council

Wednesday 22 July 2015 at 7pm  
Steiner Academy Frome, Park Road, Frome BA11 1EU

**Present:**

Councillors: Al O’Kane, Alison Barclay, Cath Puddick, Colin Cobb, Gary Collinson, Heather Wride, Kate Bielby, Peter Macfadyen, Pippa Goldfinger, Richard Ackroyd, Sheila Gore, Tim O'Connor, Tricia Golinski

**In attendance:**

David Warburton MP for Somerton and Frome, Claire Wilson (Frome Standard), Corrie Wheeler (Gumption Media), District Cllrs Eve Berry, Adam Boyden and Des Harris

Paul Wynne (Town Clerk), Jane Llewellyn (Planning and Development Officer), Rebecca Krzyzosiak (Administration Officer), David Krzyzosiak (Town Ranger), Mark Brookes (Town Centre Community Coordinator), Allan Bennett (Planning and Regeneration Apprentice)

22 members of the public

Minute Ref	Agenda Item	Action
2015/46/FC	<p><b>1. Questions and Comments from the public</b></p> <p>Margaret Merrill asked if the zip-wire apparatus at the Mary Baily playing fields would be replaced. Paul Wynne, Town Clerk, advised that it would be repaired over winter. She also asked when the roadside hedge from the zebra crossing on Weymouth Road to the junction with Somerset Road would be cut and Paul said this would be done in the Autumn.</p> <p>Margaret also asked if FTC was going to improve the floral displays in the town. The chair said that it was on the Council’s agenda for September and agreed that the town centre displays need to be improved.</p> <p>Jim Boulter, manager of Frome Town Youth Band, asked for help in finding a band room and explained his hopes to establish a Frome Music Centre for other musical groups in the town. Cllr Al O’Kane asked if Jim had approached the Cheese and Grain as they are a music centre and are planning a new recording studio and practice room. Both Cllrs Al O’Kane and Colin Cobb were interested and Paul Wynne was asked to bring together interested parties to explore if there was collective enthusiasm for a Frome Music Centre.</p> <p>Jim also asked about financial support towards the Band’s planned trip to Murrhardt in 2017. He was advised to apply for a FTC grant. Jim said he thought a bin was needed outside M&amp;S. The chair asked Paul Wynne to discuss with the land owner if this was possible.</p>	<p>PWY</p> <p>PWY</p>

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	<p>Charles Wood gave an apology for suggesting incorrectly at a previous meeting that the MDC grant was not visible in the accounts.</p> <p><b>2. Questions and Comments from Cllrs</b>  Cllr Boyden reminded the meeting that MDC's Local Legacy Grant Fund was open for applications. He agreed to look into whether the Town Council could apply given that it had received a grant two years ago.</p> <p>Cllr Harris said that the large cooper beech in St John's Churchyard has received a stay of execution and would not be felled in the short term but said that the danger of felling remained.</p> <p>Cllr Sprawson-White (in her absence) said she was now the Leader of the Lib Dem Group at Mendip.</p> <p>Cllr Hooton (in his absence) was concerned that Mendip approved 230 affordable houses in the district in 2014 and only 4 in 2015 without any more appearing the future. He highlighted he was the Chair of MDC Scrutiny Panel and he was investigating this.</p>	Cllr Boyden
2015/47/FC	<p><b>3. Short talk from Tim Mills of Fusion Leisure, in regards to the take-over of the running of Frome Leisure Centre.</b>  Tim Mills gave a short presentation identifying Fusion's objectives and explained about the organisation. He highlighted that Fusion is an employer in the town, and a partner in the town. He said that Fusion had been running the centre as a business since 1 June.</p> <p>Fusion is a registered charity and company (limited by guarantee), its aims are to promote the benefits of healthy living. They encourage participation in sport and physical activity; especially encouraging participation by those who might otherwise 'face barriers'.</p> <p>Fusion intends to convert the existing indoor bowls facility into an enhanced health and fitness facility; improve the reception area, changing rooms, gym, and spectator areas; and, create a new 'soft play' facility and party room. Work should be finished by Christmas. He explained that they had conducted many public consultations over the current and proposed future facilities and that people could find out more about their plans from their website. He also said that they are working with Frome College.</p> <p>Fusion will be investing £2m in Frome to deliver the improvements.</p>	
	<p>The meeting was formally opened at 7.45pm.</p> <p><b>4a. Apologies for absence</b>  Received from Cllrs White, Usher, Boulton and Elliot. Cllr Cobb apologised that he had to leave early.</p>	

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	<p><b>4b. Declaration of members' interests</b> None was received.</p> <p><b>4c. Minutes from the last meeting on 10 June 2015</b> The minutes of the Frome Town Council meeting held on 10 June 2015 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed Cllr Macfadyen, seconded Cllr Ackroyd, unanimous.</p> <p>Cllr Cobb left at 8pm.</p>	
2015/48/FC	<p><b>5. For decision: Planning applications on the former Butler, Tanner and Dennis site Southfield Farm and the Police Station site on Oakfield Road</b></p> <p>Cllr Bielby advised that these were significant applications and Council should address itself to the recommendations of the Planning Advisory Group (PAG) which had had input of local community groups and residents.</p> <p>A group of residents from the Southfield Farm estate said that they believed it to be the case that there had been no provision for the community during Phase 1 and were sceptical about Phase 2 ever happening. In addition, the attenuation ponds were dangerous for children, the loss of wildlife very disappointing and that, at the very least, there should be provisions to maximise greenery and not be almost entirely parking. They highlighted the poor design of the proposed housing and the poor traffic survey.</p> <p>They thanked FTC's support and confirmed they were in full support of FTC's recommendations on the agenda.</p> <p>Jane Llewelyn Planning and Development Officer explained the process PAG had undertaken to present the three planning applications at the meeting:</p> <ul style="list-style-type: none"> <li>• Former Butler, Tanner &amp; Dennis site</li> <li>• Southfield farm site</li> <li>• An appeal regarding a planning application at the site of the old Police station.</li> </ul> <p><i>Butler, Tanner &amp; Dennis site</i></p> <p>The Planning and Development officer explained that the site proposed a mixed-use development of housing, neighbourhood centre and open space, with no employment use on the site. She summarised the reasons for recommending rejection of the application that were listed in the report. Jane also recommended that this rejection be sent to the case officer and all members of MDC planning board.</p>	

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	<p>Cllr Macfadyen said that this sort of approach takes the Council into new territory; it takes FTC into being a ‘campaigning council’, and working in a new way. He said that the Council wanted to support MDC and if they needed support the Town Council is happy to extend this to District Cllrs as well as local residents.</p> <p>There was a discussion between Cllrs and members of the audience, one additional issue was raised around access to the site, which had not been covered by the report.</p> <p>Cllr Macfadyen said that he thought the Vacant Building Credit is crucial in this case, and that he had met with Cllr Siggs, Leader of the District Council, and also local MP David Warburton, encouraging them to get involved in supporting the Council with this. He said that the developers were wriggling out of affordable housing because of this loophole. He wanted to record it that the District Councillors and Cllr Siggs were up for talking about this and agreed it was not acceptable using this loophole as a way of not providing social housing.</p> <p><i>Recommendations</i></p> <ol style="list-style-type: none"><li>1. Approve the recommendation of the Planning Advisory Group with the addition of an additional reason on Access into the site</li><li>2. Send Council’s response to the Planning Case Officer and all Members of Mendip Planning Board</li><li>3. Post Council’s response on Social Media</li><li>4. Issue a news release setting out Council’s response and calling for local residents and businesses who share our concerns to come forward and work with FTC to campaign against the proposals</li></ol> <p>Proposed Cllr Goldfinger, seconded Cllr Collinson agreed unanimously</p> <p><i>Land to the East of Southfield Farm</i></p> <p>Jane summarised the report, showed a proposed layout plan for Phase 1 and explained that a further reason for refusal was proposed in addition to those in the report. There was a discussion between Cllrs and members of the audience on all the issues covered by the committee report.</p> <p><i>Recommendations</i></p> <ol style="list-style-type: none"><li>1. Approve the recommendation of the Planning Advisory Group with the following additional reason: The information supplied with the application is inadequate and the application should not have been validated.</li><li>2. Send Council’s response to the Planning Case Officer and all Members of Mendip Planning Board</li><li>3. Post Council’s response on Social Media</li><li>4. Send out a news release setting out Council’s response</li></ol>	JL
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	<p>5. Continue to work with the residents of Southfield Farm to campaign against the proposals</p> <p>Proposed Cllr Ackroyd, seconded Cllr Gore agreed unanimously</p> <p><i>Police station application</i></p> <p>Jane gave a summary of the committee report and there was a discussion between Cllrs and members of the audience on the issues raised in the report. In addition to those issues, a resident asked if the transport consultants could also (if there was appropriate funds) be made available for combined effect at the Butler Tanner &amp; Dennis site, as in fact all traffic from these areas were coming down to that site, this as well as it being a relevant point of potential flooding. Jane said that there was money associated with the neighbourhood plan, and this could potentially be part of the budget.</p> <p>A resident from Southfield farm estate group said that they would be happy to help provide a contribution for the costs. Cllr Goldfinger thanked them and noted that District Cllrs get an allowance for contributing something to the town (not their personal allowances) and wanted it noted in the minutes that Frome Town Council approach MD Cllrs regarding their allowance to contribute something towards this, that would be money well spent on the town.</p> <p><i>Recommendations</i></p> <ol style="list-style-type: none"> <li>1. Arrange for 3 quotations from transport consultants to analyse the transport assessment, to assist with the defence of the appeal and delegate authority to the Town Clerk in consultation with the Chair of PAG to appoint the most appropriate consultant up to a maximum of £2000.</li> <li>2. Identify a lawyer with relevant expertise to advise on Vacant Building Credit and arrange for a quotation and delegate authority to the Town Clerk in consultation with the Chair of the Planning Advisory Group to appoint the most appropriate consultant up to a maximum of £4500</li> <li>3. Identify Cllrs and Members of the public to establish a working party to co-ordinate the appeal preparations</li> <li>4. Write to MDC with the question, what is the effect of Vacant Building Credit on Mendip's statutory duty to provide affordable housing and have MDC assessed it.</li> </ol> <p>Proposed Cllr Goldfinger, seconded O'Conner agreed unanimously.</p> <p>The meeting took a brief 3 minute interval.</p>	JL
2015/49/FC	<b>6. For decision: Remit, membership, chair and timescale of the newly established Panels</b>	

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Cllrs noted the report and presentation delivered by Town Clerk Paul Wynne. The five proposed panels were:

- Sport and leisure
- Corporate strategy
- Well-being
- Town Centre
- Keep Frome Clean

*The Sports and Leisure Panel*

Comprises Cllrs Collinson (proposed chair), White, Bielby, Macfadyen and Ackroyd. The proposed remit is to identify gaps and issues with current sports and leisure provision in Frome. Work with the local community to identify priorities and make recommendations for discrete, achievable solutions to overcome these.

Date	Action
6 July	Initial meeting to establish Chair and Spokesperson, remit, membership and timetable
15 July	Table above for approval by Council on 22 July
	Summarised findings of existing work on the gaps in sport and leisure prepared by Gary Collinson
7 September	First panel meeting to present findings and to ensure panel, and local groups feel these are still valid and set out priorities for action.
Early October	Second panel meeting to take forward outcomes of first meeting – setting priorities and identifying discrete and achievable solutions
Early November	Third panel meeting to finalise work on solutions and agree recommendations for Council
9 December	Finalise report for approval by Council on 16 December (in time for approval, budget setting and work programme agreement at the January Council meeting)

*Recommendations*

1. Approve the remit, membership and Chair of the panel
2. Approve the proposed timetable

*The Corporate Strategy panel*

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Comprises Cllrs Boulton, Elliot (proposed chair), Puddick, Gore and Barclay. It was agreed at the first meeting on 2 July to propose that the chair will be Cllr Elliot. The proposed remit is to submit a new four year strategy to Council in December.

Date	Action
2 July	First meeting to propose membership, remit, broad timetable and chair
15 July	Table above for approval by Council on 22 July
w/b 20 July	Initial work on physical environment sub-themes to provide a test of the framework and method
Mid-August	Process at IfF meeting to discuss strategic priorities.
w/b 10 August	Further work on themes and discuss process whereby panel outputs feed in
w/b 14 September	Review progress on work theme strategies
w/b 12 October	Agree consultation draft and consult
w/b 09 November	Review consultation responses
w/b 23 November	Review near final draft
w/b 30 November	Agree final draft to table at Council
09 December	Table strategy for approval by Council on 16 Dec (in time for approval, budget setting and work programme agreement at the Jan Council meeting)

### *Recommendations*

1. Approve the remit, membership and chair of the panel
2. Approve the proposed timeframes

### *Town Centre Panel*

Comprises Cllrs Usher (proposed chair), White, Goldfinger, Golinski, Cobb, Gore, Puddick and Jude Kelly from La Strada (representing the retail community), Mark Brierley of NVB Architects (representing the design community), Steve Macarthur (representing entertainment venues), Cllr Des Harris (as District Councillor for Market Ward) and a representative of access groups (to be confirmed).

The proposed remit is to provide advice to the Council on:

- The issues affecting the town centre
- Ambition ... a town centre for the future?
- What we can change or get others to change
- Projects that we can start and finish

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The Panel will meet monthly starting in August with the first proposals presented to Council in December 2015. The first meeting will be run as an interactive open discussion with all town centre stakeholders and will be well advertised.

*Recommendations*

1. Approve the remit, membership and chair of the panel
2. Approve the proposed timetable

*Well-being Panel*

Comprises Cllrs Macfadyen, Barclay (proposed interim chair), Gore, Wride, Bielby, O'Connor. The remit is to be proposed following the first panel meeting in September.

Remit of the panel
1. They will contribute to and share the information held by the panel members and FTC staff re existing and projects gaps in service – July 2015
2. Hold a meeting with key partner organisations, open to the public, to bounce these back and ensure they reflect the gaps they have identified. – September 2015
3. Invite regional and national experts to share their knowledge and expertise particularly on the projected impact of future cuts and to explore other models of addressing and overcoming need. – September 2015
4. Collate the findings of the three meetings and identify particular areas of need / prioritise areas to focus effort for Frome. – September 2015

*Recommendations*

1. Approve the membership and Chair of the panels
2. Approve the proposed timeframes

*Keep Frome Clean*

Comprises Cllrs Ackroyd (proposed chair), Bielby and Usher. Other organisations and individuals will be co-opted panel members as appropriate. The proposed remit is:

- To promote a better understanding of who does what in the town; and the standards we can expect
- To review & report on the cleanliness of the town
- To identify ways in which the town can be made cleaner – and how everyone can play their part
- To identify ways in which we can encourage recycling across Frome



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	<p>Proposed timetable is to provide a progress report to Council in December.</p> <p><i>Recommendations</i></p> <ol style="list-style-type: none"> <li>1. Approve the remit, membership and chair of the panel</li> <li>2. Approve the proposed timetable</li> </ol> <p>Recommendations for all panels listed above were taken together.</p> <p>Proposed Cllr Goldfinger, seconded Cllr Wride, agreed unanimously.</p>	
2015/50/FC	<p><b>7. For decision: Membership of the Senior Staff Advisory Panel</b></p> <p><i>Recommendations</i></p> <ol style="list-style-type: none"> <li>1. Appoint Cllrs Macfadyen, Elliot, Boulton, Barclay and Usher to sit on the Senior Staff Advisory Group.</li> <li>2. The Town Clerk in consultation with the Leader of the Council to review the effectiveness of this group and report to Council in July 2016.</li> </ol> <p>Proposed Cllr Collinson, seconded Cllr Golinski agreed unanimously.</p>	
2015/51/FC	<p><b>8. For decision: Annual Report 2014-15</b></p> <p><i>Deferred to the next meeting.</i></p>	
2015/52/FC	<p><b>9. For decision: Review Councillors Code of Conduct and Media Communications Protocol</b></p> <p><i>Recommendation</i></p> <p>Approve the Code of Conduct and the Media Communications Protocol as tabled.</p> <p>Proposed Cllr Golinski, seconded Cllr Gore, agreed majority. Cllr Puddick abstained.</p>	
2015/53/FC	<p><b>10. For information: Outstanding actions</b></p> <p>Cllrs noted the report.</p>	
2015/54/FC	<p><b>11. For information: Update on ongoing projects</b></p> <p>Cllrs noted the report and Cllr Macfadyen asked the Town Clerk to place each article on social media.</p>	RK
2015/55/FC	<p><b>12. The next meeting will be on 26 August 2015, held at the Assembly Rooms (Frome Memorial Theatre), Christchurch St West, Frome, BA11 1EB</b></p>	

**FROME TOWN COUNCIL**  
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The meeting was closed at 21.02pm.