

FROME TOWN COUNCIL

making Frome a better place

To Members of Frome Town Council:

Al O’Kane, Alison Barclay, Cath Puddick, Colin Cobb, Gary Collinson, Heather Wride, Jean Boulton, Kate Bielby, Mel Usher, Nick White, Peter Macfadyen, Pippa Goldfinger, Richard Ackroyd, Sheila Gore, Tim O’Connor, Toby Eliot, Tricia Golinski

AN EXTRA ORDINARY MEETING OF FROME TOWN COUNCIL

Wednesday 10 June 2015, 7pm

Critchill School, Nunney Road, Frome BA11 4LB.

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 and county and district Cllrs
2. Apologies for absence, declaration of members’ interests and minutes from the last meeting on 20 May 2015 and the last Internal Affairs Committee on 3 February 2015
3. Outstanding actions and forthcoming items
4. For decision: Council decision-making and engagement
5. To agree the calendar of meetings for June 2015 to May 2016 inclusive
6. To approve the Dippy Management Plan
7. To receive an update on the work of the environment team
8. Saxonvale – to approve a plan to secure the rejection of Frontier Estates’ proposal and promote a viable alternative
9. A brief update on payments over £500 made since the last meeting and other financial matters
10. Health and Safety update
11. The next meeting will be at 7pm on 22 July 2015, Critchill School, Nunney Road, Frome BA11 4LB.

Yours sincerely



Cllr Kate Bielby , Mayor of Frome.
Frome Town Council, 5 Palmer Street, Frome BA11 1DS
03 June 2015

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AGENDA

- 1. Questions, comments and information from the public and county and district Cllrs**
- 2. Apologies for absence, declaration of members' interests and minutes from the last meeting on 20 May 2015 (Appendix 1) and the last Internal Affairs Committee on 3 February 2015 (Appendix 2)**
- 3. Outstanding actions and forthcoming items (Appendix 3)**
- 4. For decision: Council decision-making and engagement**
Author: Town Clerk

Introduction

Traditionally, larger parish councils such as Frome's make decisions within a tried and tested format of committees and sub committees. This report identifies how the Council has operated in the last four years, discusses some of the problems arising from that structure and suggests a possible way forward. This report follows informal discussions with various Cllrs, staff and members of the public and a meeting of the Standing Orders Panel comprising Cllrs Beilby, Cobb, O'Connor and Usher.

Last four years

The legislation surrounding local councils can be archaic. Formal decision making rests with the Council as a whole or the Town Clerk or, where the Council has delegated decisions, to a committee. Individual Cllrs cannot make decisions on behalf of the Council. There are some Standing Orders are mandatory and prescribed by legislation.

In the last four years, FTC has made some radical changes to way it operates. The Council has encouraged much greater freedom of expression for the public to "join in" at committee and council meetings. Much greater emphasis has also been placed on public engagement through programmes such as "Participate Frome" and one off "World café" type meetings on Saxonvale and the Steiner School. In addition, the Council elects a Leader which is still a rarity at local council level.

In the last 12 months, there have been six meetings each of the Internal, and the External Committees and Council. Normally Cllrs have attended the Council meeting and one of the committees (which have nine members). The Planning Sub-Committee has met 17 times every three weeks and has seven members.

Working Groups involving outside expertise have been used in ad hoc way but some, like the Open Spaces Working Group, proved invaluable in setting a new direction.

The Council also now expects staff to get on with service delivery within the context of delegated authority and this has allowed decisions to be translated into action in a speedy manner.

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However, taking informal soundings from Cllrs, members of the community and staff over recent months, there is a consensus emerging that:

- a. The Council meeting of all Cllrs, as it currently operates, can sometimes be little more than a hollow civic event. This meeting has been used for local groups to make presentations but developing a meaningful agenda has often been difficult because most of the work has been carried out in the committees.
- b. The current structure of Internal and External Affairs Committees and a Planning Sub-Committee, while workable, could be improved and there are numerous overlaps and uncertainties about boundaries.
- c. Formal meetings are still constrained by procedures that few members of the community understand.
- d. Despite receiving all papers electronically and on paper some Cllrs have expressed a view that they feel under informed.
- e. On occasion, significant planning applications or policy decisions have been made at committee by small numbers of Cllrs (because of non-attendance).
- f. True debate has been stifled because of time constraints or because of a desire to "get on with the business"
- g. We have not utilised the undoubted interest and expertise in the town to the best advantage, despite an enthusiasm to achieve this.
- h. The financial and time impact on resourcing 36 formal meetings a year is considerable.

The place for greater public participation and debate

Finally, there is a question to answer about whether committee and council meetings are there primarily, or even solely, to make decisions to ensure council business is managed properly or whether they are part of the Council's role to encourage greater participation and debate across the town. The two objectives have not always sat well together and there is a view that we might have achieved neither objective as well as we could have.

Senior Management Team

At times, I have brought together an informal group of senior staff and Cllrs that has discussed a range of issues, including upcoming agendas. There is no reference to the SMT in Standing Orders. It has usually comprised the Mayor, the Leader and the chairs of the two committees and has met sporadically.

The SMT has been a very useful discussion forum and provided useful advice to senior staff. It has not made recommendations to Council; rather, it has helped the senior staff and me develop ideas.

Project Sponsors

We have operated a successful system of one Cllr appointed as project sponsor to work with the lead member of staff on major projects where discussion has proved very useful. As with the SMT, a project sponsor advises, mentors and is sounding board. It and does not decide. Cllr Usher, for example, has worked closely with Peter Wheelhouse on the Saxonvale project in recent months.

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A proposed way forward

In short, the last four years has worked well and FTC has achieved a lot. But, there is room for improvement in organisational structure to enable all Cllrs to be better informed and involved in decision making and to encourage greater public engagement. Discussions have suggested that a way of achieving this could be to split formal Council decision making from our objective of greater public engagement and participation. The proposals below show how this could be achieved. They have been discussed in detail and are recommended by the Standing Orders Panel.

a. Proposal: Hold a monthly Council meeting of all Cllrs

A monthly formal Council meeting would become the prime decision making body and as such there would be no need to retain the Internal and External Committees. Each Council meeting would be publicised widely in advance and its deliberations posted on-line "in plain English" the next day. Reports to the Council meeting would be short and to the point and external speakers kept to a minimum and asked to be brief and to the point. For Cllrs, this would mean that they would be expected to attend 12 formal meetings per annum.

At least at the beginning of this new way of working the meetings could be themed. For example, the first meeting in a three month cycle could be primarily around internal matters, the second about external relationships and the third around knowledge gaining (ie getting others to talk to the council about their work in the town).

This approach will introduce some certainty about when specific items will be decided and will allow for the business of the Council to be conducted in a timely and effective manner - so long as the meetings are well planned and well run. If not, there would be a danger that Council meetings could become long and tedious.

This approach does put pressure on the Chair of the Council. However, with lead Cllrs and project sponsors in place (see below) the task of chairing should not demand a detailed understanding of every item.

b. Proposal: Establish informal panels

To encourage greater discussion, to use the talents in the town and to allow a diversity of voices to be heard in a participatory way the Council should introduce a series of time limited panels. Their formation should be advertised and the results well circulated.

The effective working of these panels is key to the proposals in this report; they must not become meandering talking shops and Cllrs on each panel will have to take a leadership role to avoid this.

The **remit and timescale** of each panel is, therefore, paramount. It should be drafted by the small group of interested Cllrs alongside the most relevant staff member and, where appropriate, members of the public. Remits can vary in timescale and scope. Some maybe short specific task and finish groups, others might run over a year. The proposed remit and

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timescale should be formally agreed by Council and the panels would feed back to Council with recommendations. Once a panel has finished its work it should be disbanded and, if necessary, replaced by a new one.

The **composition** of panels should include any combination of Cllrs, staff, experts and members of the community, although it would be helpful if one member of staff was allocated to every panel to provide advice and administrative functions.

The number of panels should be limited to **four or five priority areas** so that Cllrs and staff are not overwhelmed. It seems that frontrunner subjects for the initial tranche are: sport and leisure; developing the FTC strategic plan; wellbeing (including poverty and inequality); Keep Frome Clean; and, the Town Centre.

Focusing public engagement on these panels and away from formal meetings of Council is an experiment and success is not guaranteed. I suggest a thorough review after six months.

c. Retain and rename the Planning Sub-Committee.

Planning sub was the subject of much debate in the last administration although it was never resolved. The debate has resolved around the fact that FTC does not have the power to decide planning applications; instead it is a statutory consultee. Many members of the community understandably fail to realise our limited role.

Some Cllrs have felt that making comment over minor planning applications was of marginal benefit to the community when all comments can be ignored by Mendip without reference back to the Town Council. By meeting at three weekly intervals Planning sub uses the same amount of resources as all the other formal meetings combined (notwithstanding staff time which is greater for the other meetings).

Others Cllrs have felt that Planning sub provided a useful public information service, a forum for members of the community to share their views on planning applications and where FTC's recommendations to Mendip were made in public, following open discussion. Despite FTC being only a consultee, it is able to provide Mendip with an educated and informed assessment on the local impact of a development.

Most planning applications are minor in nature. Other, fewer applications are more significant and research, consultation and extensive comments are made.

Looking forward, the Frome Neighbourhood Plan and Design Statement will soon provide a robust local policy foundation and we should advocate compliance by developers and ensure both policy documents are observed by Mendip.

On balance, it is important to maximise the opportunity for the public to have a voice and, especially, to know where the Town Council stands on significant applications. Accordingly, and after some debate with Cllrs and staff, I recommend that the functions of the Planning Sub-Committee be retained with the following provisos, that:

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- i. The name is changed to the Planning Advisory Panel to reflect its true status
- ii. Much more information in “plain English” is made publicly available via our website on planning policy, process and applications
- iii. FTC, via the Panel, takes a more proactive campaigning stance using the powers in the Neighbourhood Plan to achieve the right development in the right place in the town and to work with local groups to achieve this
- iv. Significant applications should be considered by Council as a whole
- v. Town Clerk is given delegated authority to respond less significant applications to Mendip on behalf of FTC following advice from the Panel
- vi. The Panel does not concentrate on planning policy alone but on behalf of the community says what it thinks about inappropriate applications, while publicly championing good ones.
- vii. The Panel consists of at least five members (and ideally seven) to allow for holidays and other commitments with an elected chair and deputy chair
- viii. The Panel agendas, including applications for consideration, are well advertised and findings published the day after the meeting.

d. Proposal: Appoint Cllrs as project sponsors and topic leads

For some major projects, where a panel might be too ponderous, Council should continue to appoint individual Cllrs as project sponsors. It will also be appropriate to appoint a lead Cllr to work closely with a member of staff on a specific topic, for example. These Cllrs can be appointed by Council as and when required, but with one exception: one Cllr should be appointed to work collaboratively with me on internal management issues. To date, this role has been covered by the Leader. As with panels, Cllrs who are project sponsors, topic leads and indeed, the Leader, would have an advisory role only, decisions of policy will remain with Council.

e. Proposal: Retain the SMT

Having a similar group over the next four years would be very useful for advising me as Town Clerk. The membership should comprise the Mayor, Leader of the Council, two other Cllrs with specific skills and time availability and the four senior staff. Additional Cllrs and/or staff should be invited by the group as appropriate.

f. Proposal: Encourage individual Cllrs to champion any issue

Cllrs or groups of Cllrs should be encouraged to champion any issue they think is important. Some of these issues may not involve the Council. There may also be ward or neighbourhood concerns that need addressing. The availability of staff to support these Cllrs will need to be considered by the Town Clerk on a case by case basis.

g. Proposal: Retain and appoint membership of the Grants Advisory Group and Personnel Panel

Until now, there has been a Grants Advisory Group whose remit is to recommend to the External Affairs Committee who should receive community grants. Similarly, there is a Personnel Panel (that has not needed to meet) to adjudicate on staff disciplinary and grievance matters. These two are internal groups who meet in private and retaining them is a priority. I recommend that a grants group of five Cllrs is appointed. The Personnel Panel

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should comprise the Mayor, the Leader and one other appointed Cllr.

Conclusion

The key to all of the above will be transparency, good agenda planning, effective chairing, setting precise remits, realistic timetables and clear priorities. If we achieve these and if they are combined with a combination of delegated decision making to staff with lead Cllrs / project sponsors working closely with them, we could establish a really effective and efficient way of working.

Moreover, the Council could achieve the aim of greater community engagement and empowerment whilst making those necessary decisions that are essential to keeping the council on track and open to scrutiny.

Recommendations

1. Approve the changes to Standing Orders described in Appendix 4 that reflect the proposals in this report.
2. Approve the establishment of the following panels:
 - a. Sport and leisure
 - b. Developing the FTC corporate strategy
 - c. Wellbeing (including poverty and inequality)
 - d. Keep Frome Clean
 - e. Town Centre
3. Cllrs to inform the Town Clerk by 24 June of the panels they would like to join.
4. The Town Clerk and relevant Cllrs to draft the remit, timescale and the membership of each panel in bullet 2 above for approval at the next Council meeting.
5. Appoint the Leader of the Council
6. Appoint two Cllrs, in addition to the Mayor and the Leader, to sit on the Senior Management Team
7. Appoint one Cllr, in addition to the Mayor and the Leader, to the Personnel Advisory Group
8. Appoint five Cllrs to the Grants Advisory Group
9. Appoint seven Cllrs to the Planning Advisory Group
10. Review the success of Panels at Council in December 2015

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5. For decision: Calendar of meetings for June 2015 to May 2016

Recommendation

To agree the calendar of meetings for June 2015 to May 2016 inclusive (Appendix 5)

6. For Decision: Approve the Dippy Management and Improvement Plan

Author: Chris Stringer, Environment Manager

Summary

Since acquiring The Dippy earlier this year, we have been working closely with the Dippy Greenspaces group – supporting them in their volunteer tasks and organising additional, contracted works as required. This approach has seen a variety of improvements on site.

Continuing and developing this, a Management and Improvement Plan (Appendix 6) for the site has been prepared and supported by a visual plan (Appendix 7) prepared by NVB. Read together, these documents outline the overall ambition for the site; as well as a number of specific aims.

Although the detail and delivery of actions may change as the site evolves and develops, this plan will provide the basis of our work on the Dippy in the next few years and used to help construct upcoming budgets and work programmes.

Recommendations

1. Agree the plan as proposed at Appendix 6 and 7
2. Note the exceptional contributions and work of the Dippy volunteer group

7. To receive an update on the work of the environment team

Author: Chris Stringer, Environment Manager

Frome’s Green Spaces

“Frome’s green spaces should be vibrant, well-managed and linked up; welcoming and inclusive – a fundamental and successful part of the town’s green ambitions.”

The table below highlights some of the work that has taken place since February, plus the next steps.

Done	Next step
First Town Ranger successfully appointed	Recruit a second Town Ranger
Looked into a variety of ways to provide additional staffing and community support	Recruit for a summer placement role; finalise work experience arrangement
Design for play trail at Welshmill agreed with FROGS - order placed	Oversee start on site this month!
First Dog Control Order session in the park with the Police	Second awareness session later this month; with sessions to follow in July,

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	August and September
Scythes collected and ready to go	Set up 'Ranger Days' scheme
Next stretch of Henley Way path nearing completion; likewise the Roundhouse garden Bat-friendly lighting through Weylands	Opening ceremony for the path; Management and Improvement Plan to be drafted
Further steps towards Showfield: VG application withdrawn and lawyers working away	Publicity; review and revisit previous consultation; 'Opening' event like MAYhem in the Meadow; Identify & action projects using the 106 and capital funding available
Had follow-up meetings with Simon King	Deciding where & how we can work together
Adopted pragmatic and informal agreement to manage fly-grazing, but this has not always been effective or popular	Report to next IAC (or equivalent) for discussion
Seasonal grass cutting contract in place	Review alternatives and prepare fuller set of documents to let longer (more cost effective) contract from next spring

Keep Frome Clean

"The town should be consistently clean and welcoming – with everyone playing their part"

Again, the table below highlights work since February – and next steps.

Done	Next step
Weekly monitoring and reporting to MDC (normally three times a week)	Detailed report to next IAC (or equivalent)
Provide additional support and emergency resource to help keep the town clean	Explore a formal arrangement with MDC and SCC
Aims and Action Plan for FTC staff agreed	Implement on the ground
Preparation for bin review	Maps; Negative reporting; 'Any Bin Will Do' campaign
Contacting people and organisations; background research	Updated content for FTC website, including dedicated Keep Frome Clean pages
Supported and organised a number of successful litter picks, including national events	Schedule of community litter picks throughout the year
'Event' bins ordered	Plans for recycling at town events
New bins ordered for Mary Baily and The Dippy	Order new bins for the town, such as Ley Vale

Other work in progress

A snapshot of other important or imminent work:

- Updating pages on FTC website
- The new tennis courts at Mary Baily

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- Updating & re-planting Chateau-Gontier Walk
- The Singers site
- Tree surveys
- River corridor improvements
- Opening the refurbished toilets in Victoria Park
- Management and Improvement Plans for all FTC spaces

Cllrs are requested to note the report.

8. For Decision: Saxonvale – to approve a plan to secure the rejection of Frontier Estates’ proposal and promote a viable alternative

Author: Economic Development & Regeneration Manager

Summary

It is understood that Mendip District Council will be determining the Frontier Estates’ proposal for Saxonvale in July. To ensure that the momentum associated with FTC’s ‘Saxonvale Project’, agreed by Council on 18 March, continues, the objective must be to ensure that Mendip District Council (MDC) rejects Frontier’s proposal. In line with FTC’s desire to adopt a more campaigning approach to the wrong type of development, this report makes recommendations as to how this can be achieved.

Background

Frontier Estates’ proposal for Saxonvale

The planning application submitted by Frontier Estates on 18 October 2013 remains undetermined but MDC is expected to take a decision at their Planning Board on 22 July. Frontier submitted an outline application (all matters reserved except access) for a mixed use development comprising a foodstore of 25,000 sq. ft. (net), non-food retail, restaurants (Use Class A3), offices (Use Class B1), hotel, education (FETE) (use class D1), car parking and open public space.

The application was considered at the Council meeting on 23rd January 2014 following a public survey, presentations by various interest groups and debate at the meeting. The outcome was agreement that MDC should refuse permission on the following grounds:

1. The proposed scale of the supermarket would have a negative impact on the town centre economy
2. The application does not demonstrate a seamless connection with the existing town centre
3. The increased traffic that will be generated by the development is likely to lead to congestion around a number of junctions but this is not adequately addressed within the Transport Assessment
4. The lack of assurance that parking will be managed to the benefit of the town rather than simply for the benefit of the development will result in a detrimental impact on existing town centre businesses

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5. The application has not been accompanied by a Travel Plan that will deliver integrated sustainable transport solutions.
6. The proposal is contrary to the policies in the Planning Brief and the Draft Neighbourhood Plan
7. There is insufficient or misleading information in the submission for the Local Planning Authority to make a considered judgement
8. The proposal will adversely affect the Frome Conservation Area, and the character of the riverside corridor, due to the loss of protected trees and development of car parking, which reduces the size and quality of the proposed riverside park
9. The size of the service yard for the supermarket jeopardises the future viability of adjoining land allocated for housing
10. Pedestrian access through the Kingsway centre and M&S car park needs to be included in the application

The following statutory consultees have also recommended refusal: Highways Authority, Mendip Conservation Advisory Panel, Frome & District Civic Society, Mendip's Trees & Woodland Officer.

The Saxonvale Project

FTC's policy on the Frontier proposal has not changed. Indeed, on 18 March, Council agreed to lead on an alternative approach to the development of Saxonvale by working towards the preparation of a Neighbourhood Development Order (NDO) and/or a Business Development Order (BDO) for the site. A NDO or BDO would grant planning permission for development that is in line with the policies for the site in the Neighbourhood Plan for Frome with the ultimate decision being made by the community through a local referendum. At the Council meeting, Cllrs agreed to pursue an approach to the development of the site which can be summarised as follows:

The Western Part

This part would provide for a limited expansion of the town centre from the historic core into the western end of Saxonvale. This would be physically linked by clear and accessible pedestrian routes and should incorporate:

- New town centre shops to meet the growing local demand for 'comparison' goods e.g. clothing and footwear
- Enable the consolidation and expansion of the Silk Mill to provide additional creative workspace
- A re-energised Kingsway precinct
- Provision for a riverside walk
- Pedestrian access between the Blue Boar Inn and The Blue House and into the rear of Iceland and Iron Gates into a new public realm
- A re-configured parking area

The Eastern Part

The eastern end would be linked to the western part with clear and accessible pedestrian routes and would incorporate:

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- A riverside walk and amenity area
- New employment and business space building on the growing demand from local businesses
- Housing that is affordable and that delivers new benchmarks in design, build quality and energy performance
- Education and training facilities
- Visitor accommodation to meet business and leisure visitor needs

Since the meeting, the Economic Development & Regeneration Manager (EDRM) and Jeremy Smalley have been meeting with landowners to secure their commitment to this approach. Those discussions are continuing and are showing promise.

Next steps

A refusal of the Frontier proposal when the application is determined in July is required in order to ensure that the momentum of FTC's project continues. This can best be achieved by ensuring that MDC continues to receive representations from the local community that identify the shortcomings of the proposal.

The next step should be a programme of activity that includes:

- Engagement of all interest groups to secure coordinated action
- A campaign utilising press and social media that highlights the shortcomings of the Frontier proposal and the benefits associated with the FTC 'Saxonvale Project'
- Direct representations by FTC and other opponents to the scheme to members of the Planning Board in advance, and at, the meeting.

It is important that the campaign includes the strong message that FTC's alternative proposals are viable and have the support of the community and ultimately this will be helpful in the context of the preparation of a NDO/BDO as this process will require effective engagement of the community.

Recommendation

Delegate authority to the EDRM to plan and implement a campaign to secure rejection of Frontier Estates' proposal for Saxonvale by Mendip District Council in consultation with the Project Sponsor, Cllr Mel Usher.

9. For information - A brief update on payments over £500 made since the last meeting and other financial matters

Author: Responsible Finance Officer

Summary

A breakdown of Income and Expenditure as at 31 May 2015 is shown at Appendix 8.

The 2014/15 Annual Return including the Accounting and Annual Governance Statements which presented the financial position of the Council at 31 March 2015 plus Earmarked and

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General Reserves at the end of financial year, were approved at the meeting on 20 May 2015. The Annual Return plus supporting documentation have been submitted to the external auditors Grant Thornton for audit.

The Internal Auditor's quarterly visit on 24 March 2015 included an audit of the Community Grant system and application process. Following the audit we were advised that details in the terms and conditions of the application do not allow individuals to submit applications whereas Financial Regulation 11.1 states

"All grants to external organisations or individuals must be approved by the External Affairs Committee."

In discussion with the Community Projects Officer and RFO it is recommended that for clarification, Financial Regulations 11.1 should be revised to remove the words '*or individuals*'.

Income

Significant income for the period 1 April to 31 May was the half-yearly Precept (£517k) from the District Council, to be used to finance the 15/16 budgeted expenditure. The Council Support Tax Grant (£110k) for 15/16 was received, and as agreed at the Internal Affairs meeting on 3 February 2015 has been allocated to General Reserves. Income was also received from HMRC for VAT reclaimed in the 15/16 4th quarter (£24.9k) plus Forward Space (£1k) donation to the Car Club, Npower (£942) for the PV panel's electricity sold back to the grid for the final qtr to 31/3/15.

Expenditure

Aside from normal monthly running costs, there was no significant expenditure during April and May. Councillors are invited to spot check 2 invoices over £500 for the new financial year through to payment shown at Appendix 9.

Budget Savings/Overspends

It was agreed at the 20 May 2015 Council meeting that General Reserves started the financial year at £255k. This balance includes:

- Budget commitment for 2015/16 (£30k)
- The C&G loan (£22k)
- Expenditure not included in the 2014/15 accounts (£13k).

This resulted in an 'actual' General Reserve figure of £190k, £10k above the agreed amount.

In addition to the GR's, the agreed Earmarked Reserves, expenditure earmarked for specific projects started the 2015/16 financial year at £899k.

Reserves/Balance Sheet

The Balance Sheet shows the deposits held in the bank and investments at 31 May 2015. The current account balance was not invested due to the requirement to finance the

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imminent purchase of Frome Town Hall whilst the PWLB loan (£550k) is drawn down. The current reserves stand at £1.6m . Shown at Appendix 10.

Section 106 agreements

The Rossetti House s106 (£10k) was finally released by MDC in March 15, part funding the Henley Way footpath project.

Latona Leisure, former Mendip Lodge Hotel s106 (£38k): a project proposal was supported in principle by the previous town and district ward councillors, to support improvements to the Market Yard and information to tourists and a detailed scheme is being refined.

The completion of the Showfield purchase, will see the transfer of the S106 Open Spaces enhancement (£44k), MDC has drafted a funding agreement.

MDC currently hold two S106 agreements, (£19k and £25k) for public open space contribution which FTC officers will be working on to identify suitable projects for Council approval.

There is no progress to report on the Garston Road open space s106.

Investments

All investments are short term (90-day) with fixed rates in line with the Investment Strategy.

Recommendations

1. Note the council's financial position as at 31 May 2015.
2. Revise Financial Regulation 11.1 to remove the words '*or individuals*'.

10. Health and Safety update

Nothing to report

11. The next meeting will be at 7pm on 22 July 2015, Critchill School, Nunney Road, Frome BA11 4LB.