

FROME TOWN COUNCIL

making Frome a better place

Minutes of a meeting of Frome Town Council

Wednesday 27 April 2016 at 7pm
Selwood Academy, Berkley Road, Frome BA11 2EF

Present:

Councillors: Richard Ackroyd, Ali Barclay, Kate Bielby, Colin Cobb, Gary Collinson, Toby Elliot, Tricia Golinski, Pippa Goldfinger, Sheila Gore, Peter Macfadyen, Tim O'Connor, Nick White, Heather Wride

In attendance:

Gavin Eddy and Tabitha Clayson (Frome Independent), Annabelle Macfadyen (Community Connections), Des Harris (MDC Cllr), Adam Boyden (MDC Cllr), Paul Wynne (Town Clerk), Jane Llewellyn (Planning and Development Officer), Kate Hellard, Ruth Knagg, Emma Parker (Community Projects Officers), Laura Poulton (Administration Officer)

Minute Ref	Agenda Item	Action
2016/48/FC	<p>The meeting started at 7.05pm</p> <p>1a. Apologies for absence Received from Jean Boulton, Al O’Kane, Cath Puddick and Mel Usher</p> <p>1b. Declaration of members’ interests Peter Macfadyen declared a personal interest in item 8. Gary Collinson declared a personal and pecuniary interest in item 10.</p> <p>1c. Minutes from the last meeting on 23 March 2016 The minutes of the Frome Town Council meeting held on 23 March 2016 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed Nick White, seconded Pippa Goldfinger, agreed unanimously.</p>	
2016/49/FC	<p>3. Questions and comments from the public Margaret Merrill asked whether it was possible to improve the exterior of the empty building next to the Memorial Theatre. Pippa Goldfinger explained that the building was privately owned and asked Jane Llewellyn to contact MDC to ask if the owners could be contacted. Margaret also asked if anything could be done to prevent fly posting on the BT boxes in the town. Jane Llewellyn said that she would report this to MDC and also request permission from them to be removed by the Rangers. In addition, FTC would contact the promotor of the events to ask them to stop fly posting.</p>	<p>JL</p> <p>JL CS</p>

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	<p>Paul Wynne introduced Emma Parker as the new part time Community Projects Officer.</p>	
2016/50/FC	<p>4. Questions and comments from Cllrs</p> <p>Heather Wride arrived at 7.20pm</p> <p>Des Harris noted that since meetings were held between MDC and The Landscape Group communications had improved and this resulted in a much tidier town centre.</p> <p>Tricia Golinski asked if an update on the improvements at the train station could be provided at the next meeting.</p> <p>Adam Boyden noted that there was now a concrete barrier at Gypsy Lane to deter fly tippers. He had met with the owners of Commerce Park who were happy to improve signage for cyclists. He noted residents were appreciative of the new bins at the Old Showfield. Southwest Energy had confirmed they were accepting the licenses to eventually frack in the area. Adam noted that he was meeting with RadCo to talk about how retrospective improvements to the exterior of the Co – Op at Fromefield could be made.</p>	PWh
2016/51/FC	<p>2. Short presentation from Gavin Eddy and Tabitha Clayson, Frome Independent Market</p> <p>Gavin Eddy explained that the Frome Independent was a not for profit company. He noted that their aims when they began were to establish a Sunday market in Frome. Tabitha Clayson explained that the December 2015 market attracted 15,000 people into the town and because of its success; she has had to deal with some issues around parking and congestion, which led to increased costs. Tabitha thanked FTC for the joint funding with MDC that allowed them to begin the 2016 markets from April. Tabitha said that the Frome Independent were looking into new and innovative ways to ensure the markets could continue such as the loyalty scheme, Market Maker.</p> <p>Kate Bielby asked what the value was to Frome. Tabitha estimated it to be approximately £2 million. She noted from her research of those that had signed up to the Market Makers scheme showed that the average age was 31 – 60 and average spend was between £10 – 50. Most of those who come from outside of the town also spent money in Frome shops and cafes.</p> <p>Des Harris asked what the plans were for clearing the site lines on Cheap Street. Gavin Eddy explained that the overnight parking at</p>	

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	Boyle Cross affects the number of stalls along Cheap Street. However when an event is held at the Silk Mill it does draw people up Cheap Street and into the open shops.	
2016/52/FC	5. For information: Projects update The projects update was noted.	
2016/53/FC	<p>6. For decision: Next steps on Neighbourhood Plan following MDC approval to go to referendum</p> <p>Nick White asked if the Neighbourhood Plan referendum could be done at the same time as the EU referendum. Jane Llewellyn explained that she had asked the question of MDC but was told that the costs could be the same and the issues could become confused.</p> <p>Peter Macfadyen congratulated Jane for her hard work to get the Neighbourhood Plan to the point of referendum and noted that once adopted it would be important to work closely with MDC to ensure the NP policies were followed.</p> <p>The recommendations were to delegate responsibility to Jane Llewellyn, in consultation with the project sponsor Pippa Goldfinger, to:</p> <ol style="list-style-type: none"> 1. Draft a Communications Plan to encourage electors to vote, and implement it once the referendum date is known. 2. Use the Neighbourhood Plan EMR to cover costs up to a maximum of £5,000 <p>Proposed Richard Ackroyd, seconded Nick White, agreed unanimously.</p>	JL
2016/54/FC	<p>7. For decision: Proposed projects to implement the Well Being Pillar of the Work Programme 2016/17</p> <p>Kate Hellard introduced this element of the work programme and identified the projects that had been completed and those that were in progress.</p> <p>The recommendation was to approve the projects detailed in the report.</p> <p>Proposed Toby Eliot, seconded Peter Macfadyen, agreed unanimously.</p>	
2016/55/FC	8. For decision: Building communities at street level – results and recommendations from a research project called Community Connections	

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	<p>Colin Cobb arrived at 8.19pm</p> <p>Kate Hellard thanked Meki Nattero and Annabelle Macfadyen for their work on the project. Annabelle explained the purpose of the project, the events that they had run and their findings and recommendations from speaking with residents.</p> <p>Toby Eliot felt that a resident’s newsletter was not the most effective way to explain the responsibilities of the three tiers of local government in Frome. Ali Barclay felt that it was an important message to get across but one that needed to be done in a more creative way.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Find ways to inform the community in order to explain the roles and responsibilities of the three Councils serving Frome and to promote the work of FTC in line with the communications strategy (at agenda item 11). <p>Proposed Ali Barclay, seconded Richard Ackroyd, agreed by majority.</p> <ol style="list-style-type: none"> 2. Provide a programme of support for community leaders in the three pilot areas alongside the facilitation of a community meeting, support to build local community groups and opportunities for residents to meet local ward councillors. 3. Deliver a series of ‘street level events’ managed by the CPO’s to address the specific recommendations relating to Trinity Park and Packsaddle. 4. Review the project in 6 months with a view to considering training for community leaders and extending the project to other communities across the town. <p>Proposed Toby Eliot, seconded Richard Ackroyd, agreed unanimously.</p>	<p style="text-align: center;">KH</p> <p style="text-align: center;">KH</p> <p style="text-align: center;">KH</p> <p style="text-align: center;">KH</p>
<p>2016/56/FC</p>	<p>9. For decision: Criteria and timetable for community grants 2016/17</p> <p>Tim O’Connor asked for clarification on who Purple Elephant were. Ruth Knagg explained that it was a CIC run by Sue Willis and Rachel Griffin and they delivered projects like the Children’s Festival and Youth conference.</p> <p>The recommendations were:</p>	

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	<ol style="list-style-type: none"> 1. Ratify the Town Clerk’s decision to award a £3k grant to Purple Elephant towards delivery of the Children’s Festival, as an exception to the normal process. 2. Small grants of up to £300 will be awarded by the Town Clerk, in consultation with the Mayor, up to a maximum of £3k in any one year. 3. Large grants, normally capped at £3k, will be considered in three funding rounds in the financial year (June, September and February) by the Grants Advisory Group with its recommendations considered by Council at the subsequent meeting. 4. Approve the updated grant criteria for 2016/17 that reflects the priorities in the Corporate Strategy. <p>Proposed Tim O’Connor, seconded Sheila Gore, agreed unanimously.</p>	RK
2016/57/FC	<p>10. For information: Update on how Sport and Leisure recommendations will be delivered in 2016/17 The progress report was noted.</p>	
2016/58/FC	<p>11. For decision: Ensuring FTC provides good quality information in a planned and consistent way Cllrs had a discussion on the importance of a consistent brand with a clear set of guidelines rather than a ‘corporate brand’.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Agree the principles and strategy at Appendix 2 2. Commission guidelines, including a consistent visual identity, at a maximum cost of £5k. This to be delegated to the Town Clerk, in consultation with the Kate Bielby. 3. Draft an emergency plan as described in the last row of the table at Appendix 2. Delegate this to the Town Clerk, in consultation with Kate Bielby. <p>Proposed Pippa Goldfinger, seconded Colin Cobb, agreed unanimously.</p>	PWy PWy
2016/59/FC	<p>12. For ratification: Response from FTC on the planning application for the Southfield Farm site Pippa Goldfinger explained that the Planning Group was only given the same amount of time to consider this application as a normal household application. It was suggested that Pippa wrote to the chair of the planning board to say how disappointed the group was by the lack of consideration time provided for such an important application.</p>	PG

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	<p>The recommendation was to ratify the response from FTC on the planning application for Southfield Farm.</p> <p>Proposed Peter Macfadyen, seconded Nick White, agreed unanimously.</p>	
2016/60/FC	13. For information: Health and safety update The Town Clerk advised there was nothing to report.	
2016/61/FC	14. The next meeting will be at 7pm on 25 May 2016 at the Assembly Rooms. This meeting will elect the next Mayor of FTC and other positions held by Cllrs.	

The Chair closed the meeting at 9.07pm