

# FROME TOWN COUNCIL

## *making Frome a better place*

Minutes of a meeting of the Town Matters Committee

Wednesday 28 September 2016 at 7pm  
Frome Medical Practice, Enos Way, Frome BA11 2FH

Present:

Councillors: Richard Ackroyd, Ali Barclay, Colin Cobb, Toby Eliot, Tricia Golinski, Peter Macfadyen, Mel Usher

In attendance:

Kate Bielby, Sheila Gore, Des Harris, Katherine Nolan (SPARK), Andrew Lee (Frome Rotary Club), Malcolm Westgate (Frome Selwood Rotary Club), Greg Wood (Frome Lions), Alice (Share Shop), Lauren (Community Fridge), Paul Wynne (Town Clerk), Kate Hellard (Community Projects Officer), Laura Poulton (Democratic Services Administrator)

16 members of the public

Minute Ref	Agenda Item	Action
2016/10/TM	<p>The meeting started at 7.04pm</p> <p><b>1a. Apologies for absence</b> Received from Jean Boulton, Al O’Kane and Heather Wride.</p> <p><b>1b. Declaration of members’ interests</b> None was received.</p> <p><b>1c. Minutes from the last meeting on 27 July 2016</b> The minutes of the Frome Town Council meeting held on 27 July 2016 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed by Colin Cobb, seconded by Tricia Golinski, agreed unanimously.</p>	
2016/11/TM	<p><b>2. Questions and comments from the public and Cllrs</b> None was received.</p>	
2016/12/TM	<p><b>3. For ratification: Community Grant to Memorial Theatre</b> The recommendation was to ratify the decision to award a grant of £1000 towards replacing the boiler at the Memorial Theatre.</p> <p>Proposed by Toby Eliot, seconded by Richard Ackroyd, agreed unanimously.</p>	
2016/13/TM	<p><b>4. For Decision: Frome Volunteer Base</b></p>	

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	<p>Kate Hellard introduced the concept of a volunteer base that would be known as Volunteer Frome. She explained that it was a collaboration with SPARK (formerly Mendip Community Support and South Somerset Community Voluntary Action) and the project would be managed by a steering group comprising Frome Rotary Club, Frome Selwood Rotary Club, Frome Lions and FTC.</p> <p>She explained that the project would build on the current bank of volunteers as well as increase the number of volunteers. She noted that the project would extend the traditional view of volunteering and would provide routes into employment and training.</p> <p>Kate explained that there would be a physical space for the volunteer base at the Town Hall. She noted that one day a week there would be a member of SAPRK there to offer advice and a DBS checking service. She also noted that there would be an online tool and database.</p> <p>Mel Usher asked if the software for the database was already in use by other organisations. Katherine explained that it was in use in Plymouth. She explained it was chosen due to its reasonable cost and the developers were very responsive to issues. Mel asked if the person based at the Town Hall was qualified to do DBS checks. Katherine said that they would. Mel queried whether one day would be sufficient to cover all needs. Andrew Lee from Frome Rotary Club explained that eventually there should also be volunteers that could cover this role as well.</p> <p>Colin Cobb asked if there was an agreed process for raising funds? Kate explained that the terms of the steering group would formalise this. Andrew noted that eventually the project would become self-sufficient and will require less and less running costs.</p> <p>Charles Wood queried how the steering group would ensure it would be used. Kate explained that as the database was designed to be beneficial to the users there will be incentive for them to keep using the database.</p> <p>Kate Bielby asked if there was scope for providing for groups with an immediate need. Kate explained that the newsletter would contain call outs for those that were in need of immediate help.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> <li>1. Approve the project outlined above to establish a volunteer base called <i>Volunteer Frome</i>.</li> </ol>	
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	<p>2. Establish a steering group comprising FTC and representatives from the Lions Club and the Rotary Clubs to oversee <i>Volunteer Frome</i> from now until March 2020.</p> <p>3. Subject to satisfactory performance, agree to allocate up to £16k pa for three years, starting in 2017/18, to implement and maintain the project.</p> <p>4. Delegate responsibility for the delivery of the project to the Community Projects Officer in consultation with the project sponsor Ali Barclay.</p> <p>Proposed by Colin Cobb, seconded by Toby Eliot, agreed unanimously.</p>	<b>KH</b>
<b>2016/14/TM</b>	<p><b>5. A facilitated discussion on volunteering in Frome including current provision and areas for extra work</b> Toby Eliot left at 7.53pm</p> <p>Cllrs and members of the public were asked 'how can the Share Shop, the Community Fridge and the volunteer driver scheme engage more volunteers?</p> <p>Share Shop</p> <ul style="list-style-type: none"> <li>• Social media</li> <li>• Student volunteers</li> <li>• Selling on eBay and gumtree</li> </ul> <p>Community Fridge</p> <ul style="list-style-type: none"> <li>• Organising a celebration for volunteers</li> <li>• Approaching users of the fridge to see if they would volunteer</li> </ul> <p>Driver scheme</p> <ul style="list-style-type: none"> <li>• Facebook, set up a similar page to Frome volunteers job board</li> <li>• Take out a regular page in the Frome Times</li> </ul> <p>Cllrs and members of the public were then asked 'are there other projects like these that FTC should consider helping to set up?</p> <p>Table 1 suggested welcoming and integrating new people to Frome, help with CV's.</p> <p>Table 2 suggested community gardeners, a walking taxi for those that need assistance when on foot and support for carers</p> <p>Table 3 suggested support for community garden projects such as the Mount and clearing litter.</p>	

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2016/15/TM	The next meeting will be at 7pm on Wednesday 30 November 2016 at Frome Medical Practice	
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The Chair closed the meeting at 8.22pm