

Frome Town Council

To Members of the Council Matters Committee

Kate Bielby, Jean Boulton, Colin Cobb, Gary Collinson, Toby Eliot, Pippa Goldfinger, Sheila Gore, Peter Macfadyen, Tim O'Connor, Mel Usher (Chair), Heather Wride

Council Matters Committee Meeting

Wednesday 6 September 2017, 7pm
Frome Town Hall, Christchurch Street West, Frome BA11 1EB

On this month's agenda:

1. Apologies for absence, declaration of Cllrs interests and [minutes](#) from the last meeting on 7 June 2017
2. Questions and comments from the public and Cllrs
3. Update on progress of the marketing and communications team. Click [here](#) to read the report.
4. To approve the management plans for Welshmill and The Roundhouse Garden. Click [here](#) to read the report.
5. Finance update, internal auditors report and first year end forecast. Click [here](#) to read the report.
6. Staff handbook update and to consider contracting out HR support. Click [here](#) to read the report.
7. Health, safety and training update. Click [here](#) to read the report.
8. To note that FTC is about to acquire a new electric vehicle for the Ranger team and to approve the recruitment of a full time Ranger. Click [here](#) to read the report.
9. The next item is confidential as it refers to specific members of staff. As a result the press and public will be asked to leave.

The next meeting will be at:

7pm on Wednesday 1 November 2017 at Frome Town Hall



Yours sincerely



Paul Wynne, Town Clerk.
Frome Town Council,
Frome Town Hall
Christchurch Street West
Frome
BA11 1EB

31 August 2017