

FROME TOWN COUNCIL

Minutes of a meeting of Frome Town Council

Wednesday 11 October 2017 at 7pm
Frome Town Hall, Christchurch Street West, Frome BA11 1EB

Present:

Councillors: Richard Ackroyd, Ali Barclay, Kate Bielby, Jean Boulton, Gary Collinson, Toby Eliot, Tricia Golinski, Sheila Gore, Peter Macfadyen, Cath Puddick, Nick White, Heather Wride

In attendance:

Grant Gellatly (Frome Missing Links), Charles Wood (Vision4Frome), Des Harris, Adam Boyden, Paul Wynne (Town Clerk), Kate Hellard (Community Projects Officer), Chris Stringer (Environment Manager), Charlie Orr (Projects Officer), Laura Flaherty (Executive Assistant to the Town Clerk and Mayor)

7 Members of the public

Minute Ref	Agenda Item	Action
2017/30/FC	The meeting started at 7.03pm 1a. Apologies for absence Received and accepted from Colin Cobb, Pippa Goldfinger and Mel Usher. Al O’Kane would arrive late. 1b. Declaration of members’ interests Richard Ackroyd and Tricia Golinski declared a non pecuniary interest in item 3 as trustees of Frome Missing links. 1c. Minutes from the last meeting on 5 July 2017 Des Harris provided an update since the last meeting, he had spoken to MDC about installing benches at bus stops. He was old that they recognized the need but it would come down to budget. The minutes of the Frome Town Council meeting held on 5 July 2017 were approved as a true record of the meeting and signed by the Chair. Proposed by Ali Barclay, seconded by Tricia Golinski, agreed unanimously.	
2017/31/FC	2. Questions and comments from the public and Cllrs Des Harris confirmed that MDC were looking at alternative site for Box Works which would be opposite the Black Swan. He understood that the planning application would go to the Nov/Dec planning meeting.	

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2017/32/FC	3. For Decision - Progress on Frome's Missing Links cycle route and proposal to support this project Grant Gellatly, a trustee of Frome Missing Links, gave an overview of the report summarizing work completed and planned work for the future. He noted that these works would be focused on the North side, Great Elm to Frome, covering approximately two miles. Grant explained that FML's key tasks were to find funding to conduct a feasibility study, appoint designers, selecting routes, obtaining land use agreements, gaining planning permission and defining construction packages. Nick White asked how optimistic FML were about raising their required funds. Richard Ackroyd, trustee of FML, explained that lots of the required work could be done by the volunteers, however the professional fees were where the money was required. The recommendations were: 1. Continue to support in principle the overall aims of Frome's Missing Links 2. Take the lead on the Application for Planning Permission once suitable plans have been generated and agreed 3. Support where possible the Frome Missing Links' funding efforts. 4. Continue to support Frome Missing Links volunteers through training and loans of tools where mutually beneficial. Proposed by Peter Macfadyen, seconded by Tricia Golinski, agreed unanimously.	
2017/33/FC	4. For decision: Whether to financially support a proposal to establish a Changing Places toilet facility in the Market Yard car park Paul Wynne explained what changing places toilets are and why they are important. He explained that MDC agreed to make space available in the toilet block in the Market Yard car park. Kate Bielby brought the meeting up to date following MDC's Cabinet meeting on 9 October. She confirmed that MDC Cabinet agreed to provide the building, the project management, and procurement and also to incorporate the toilet into its ground care cleaning contract. £8.5k of the capital amount required was sourced by a budget from the Mendip Lodge s106 agreement. Kate said that while the proposed £5k from FTC was good, there was still a shortfall of £5k. Kate thanked MDC, especially Cllrs Ham and Boyden, and project lead Jane Sharp.	

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	Kate proposed changing the current proposal to include an additional £5k from the General Reserve. Paul Wynne said that this was feasible. Cllrs and members of the public all supported the proposed change. After discussion Kate proposed an additional clause such that FTC supported the Changing Places group to fund raise in order to offset the contribution from the general reserve. Also, to work with MDC to try and reduce some of the project costs related to the market equipment that will need to be moved to allow the new toilet to be built. Kate Bielby proposed the following: Allocate £10k to the establishment of the Changing Places toilet with £5k from the current year's Community Toilet Scheme budget and £5k from general reserve while exploring the options of alternative funding and reducing mdc costs in order to offset the contribution from the general reserve. Proposed by Kate Bielby, seconded by Cath Puddick, agreed unanimously.	
2017/34/FC	5. For decision: Participatory Budgeting Kate Hellard explained that participation and engagement were a key strand of the FTC strategy. It allowed for direct decision making, with some expert advice FTC's Participatory Budgeting focused on events, play spaces and the toilets at Victoria Park. Kate explained that the process had gone well and lessons for the future had been learnt. These were; planning must be done in time frame, information shouldn't be excessive, easy to participate, more effort to get people to participate that wouldn't normally. Choices need to be easy to understand With regards to the vote for events Kate noted it would happen again and in a similar way but with more stringent shortlisting criteria and a more rigorous application process. In addition, the information about each event would be shared ahead of time. Plans were being put in place for another town wide vote, similar to the vote on the toilets at Victoria Park, the budget had been allocated but the project was still to be decided. The Communications and Marketing Manager was carefully designing questions around the work of FTC to find out what residents wanted. Three fully costed projects would be presented and voted for at the annual council meeting in May 2018. Kate Bielby explained that she was supportive of participation however had reservations around the events vote as she was	

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	concerned some strategy would be lost to ensure there was something for everyone, as recommended by the Town Centre Panel. Toby Eliot, project sponsor, explained that there was a battle between participatory and representative democracy, but it was out of balance. He said it didn't mean representative democracy didn't have a role. FTC continued to set the parameters such as the areas for PB. Charles Wood asked if there would be an opportunity for online participation? Kate said this was being looked into particularly how FTC engaged young people. The recommendations were: 1. PB Events to become an annual project, with an allocation of £25k in 2018/19. A further £25k to be allocated for promotion and administration. 2. Hold a town wide vote for one of three projects with an allocation of £10k in 2018/19. The report explains the process to be followed. Proposed by Peter Macfadyen, seconded by Ali Barclay, agreed by majority. Kate Bielby and Gary Collinson abstained.	
2017/35/FC	6. For Decision: Crowdfund Frome and Community Grants Scheme Kate Hellard presented an overview of the report and noted that the Mayors grants were particularly successful. She explained Crowdfund Frome had been successful however it had mostly been bigger organisations who had seen the benefits and the amount of staff time required had not been anticipated. Therefore, the proposal was to reintroduce the grant scheme allowing groups to apply for funding up to £3k. Richard Ackroyd asked if Crowdfund Frome had given value for money? Kate answered that although FTC had not contributed as much money due to groups not reaching their targets, those that had been successful had leveraged in money from other places and gave them a wider reach to more audiences. The recommendations were: 1. Restart the CGS immediately and allocate £10k from the CF budget. 2. The Grants panel called to assess CSG applications in early January and early April, budget permitting. 3. In the year 2018/19 it is proposed that £10k be allocated	

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	Proposed by Toby Eliot, seconded Gary Collinson, agreed unanimously.	
2017/36/FC	7. For decision: To enter into a Memorandum of Understanding with Vision for Frome to take on the custodianship of Frome's Community Plan 2020 - 2028 Paul Wynne explained that the Community Plan was still valid and supported, however as Vision4Frome had done its job it required a custodian to keep it up to date. FTC would be the best organisation to do this. Vision4Frome would transfer the remaining balance of £6k into FTC's ear marked reserves. Future reviews should be carried out by someone independent of FTC. The recommendation was to instruct the Town Clerk to sign the V4F Memorandum of Understanding on behalf of FTC. Proposed by Nick White, seconded by Richard Ackroyd, agreed unanimously. Charles Wood thanked FTC and Cllrs for agree to take the plan and keep it updated.	
2017/37/FC	8. For decision: Transfer the freehold of land to the Theodora Ann Le Gros for an Open Space Trust Annual meetings next Trusts protect open spaces for the community Last year it was agreed to transfer welshmill, wylands, dippy, old showfield in progress with solicitor Asking to do the same for the remaining pieces of land The recommendation was to transfer the freehold of the following to Theodora Ann Le Gros for an Open Space Trust: 1. New Road play area 2. Chateau Gontier walk 3. Henley Way/Foundary Barton 4. Packsaddle (when in FTC ownership) 5. Tower View (when in FTC ownership) 6. Chapman's Close (when in FTC ownership) 7. Cranmore View allotments 8. Vallis Road allotments 9. North Parade allotments 10. Orchard Street allotments 11. Queens Road allotments 12. Singers Knoll allotments KB, RA, unanimous	

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2017/38/FC	The next meeting will be at 7pm on Wednesday 13 December 2017 at Frome Town Hall	
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The Chair closed the meeting at 8.36pm