

## Agenda item 5

For decision – 2018-18 Annual Report

Author : Rachel Griffin, Marketing & Communications Manager

### **Summary**

The purpose of this report is to recommend Council adopts the Annual Report 2018-19 at [Appendix 5.1](#). It explains what its purpose is, how it is comprised and how we will distribute it.

The intent of Frome Town Council's Annual Report is to provide an accessible, interesting and informal retrospective look at the council's activities during 2018/19. It sets out our stall and summarises, not only what we've been doing but also, particularly in the articles written by the previous Mayor and Leader, it re-iterates our values and how we work. It sits hand in hand with other regular reporting that we present council, to the Annual Town Meeting and to the Auditors.

It will be published online and used as a reference document when submitting grant applications, for example. Combined with the upcoming FTC Strategy, it can also be used to give to partners and interested parties when they ask for summaries of what we do and why.

The Annual Report is reflective of the work that we have been doing, how we are funded and how we spend our income; it highlights projects that the council would particularly like to note. The report will form part of our submission to NALC in our bid to become recognised as a "gold standard" local council (which will form the basis of a report to the next council meeting in November).

The Annual Report 2018-19 is comprised of five elements:

- The Mayor's year – written by Rich Ackroyd
- Income and Expenditure as signed off by the auditors
- Highlights – extracted from the end of year 2018-19 Work Programme Review
- The Leader's Year – written by Kate Bielby
- Grant recipients, including Multi-Year Agreements, Community Grants, Mayor's Grants and PB Events grants

### **Recommendation**

Adopt the Annual Report 2018-19