

FROME TOWN COUNCIL

Minutes of a meeting of the Council Matters Committee

Wednesday 3 November 2021, 7pm
Frome Town Hall and Zoom

Present at Frome Town Hall:

Councillors: Rich Ackroyd, Lizzie Boyle (Chair)

Present on Zoom:

Councillors: Sara Butler, Anita Collier, Maxine Crawley, Sheila Gore, Anne Hills, Andy Wrintmore

In attendance at Frome Town Hall and on Zoom:

Cllr Steve Tanner, Paul Wynne (Town Clerk), Sarah Williams (Business Manager), Laura Flaherty (Executive Assistant to the Town Clerk and Mayor)

2 members of the public at Frome Town Hall

0 members of the public on Zoom

Minute Ref	Agenda Item	Action
2021/45/CM	<p>Meeting started at 7.01pm</p> <p>1a. Apologies for absence Received from Mark Dorrington, Nick Dove, John Nelson and Scott Ward</p> <p>1b. Declaration of members' interests None was received</p> <p>2c. Minutes from the last meeting on 8 September 2021 The minutes of the Council Matters Committee meeting held on 8 September 2021 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed by Rich Ackroyd, seconded by Anne Hills, agreed by majority.</p>	
2021/46/CM	<p>2. Questions and comments from the public and Cllrs Gill Fone asked for an update on dealing with the weeds around St Johns Church. Chris Stringer confirmed he was having a separate discussion with the Church. Gill voiced her frustration that not much was happening. Paul Wynne explained it was tricky at the moment and other organisations were not doing their bit. He reassured Gill that FTC were ensuring our estate was managed well and staff were working on finding a solution</p>	

	<p>to the problem of weeds around the town. Gill also asked if any business was moving into the Co – Op in the Westway. Paul explained that this was not known. Gill then raised concern about traffic management issues on The Butts. Lizzie Boyle noted that Cllrs Scott Ward and John Clarke were working with residents to find a solution, including exploring the possibility of double yellow lines. Paul said he would find out more from Scott and John.</p>	<p>PWy</p>
<p>2021/47/CM</p>	<p>3. For decision – Update to the Child and Vulnerable Adult protection policy Laura Flaherty provided a summary of the report.</p> <p>She explained that although safeguarding was not a statutory responsibility of FTC’s all staff and Cllrs had a duty to be aware of issues that may be brought to their attention and to report them appropriately.</p> <p>The recommendation was to approve the amendments to the Child and Vulnerable Adult protection policy at Appendix 1</p> <p>Proposed by Rich Ackroyd, seconded by Sheila Gore, agreed unanimously.</p>	
<p>2021/48/CM</p>	<p>4. For approval - Financial update to 30 September 2021 Sarah Williams gave an overview of the report.</p> <p>Lizzie Boyle thanked Sarah for her persistence with trying to find an ethical bank.</p> <p>Anne Hills explained she had applied to be on the Somerset County Council pension board. She was going to encourage the committee to review their high carbon intense investments.</p> <p>Rich Ackroyd thanked Sarah and Hannah for their perseverance, diligence and advice to Cllrs.</p> <p>The recommendations were to approve the:</p> <ol style="list-style-type: none"> 1. External Auditors report for the year end March 2021 2. First and second Notices of Public Rights 20th May and 8th September 2021 3. Income and expenditure sheet to 30th September 2021 4. Balance sheet including the breakdown of reserves at 30th September 2021 5. Payments made over £500 during August & September 2021 	

	Proposed by Anne Hills, seconded by Sara Butler, agreed unanimously.	
2021/49/CM	<p>5. For information - Update on the Frome Town Hall Paul Wynne provided a summary of the report.</p> <p>There was brief discussion about the quinquennial survey and the chosen surveyor.</p> <p>Sheila Gore noted the creativity and diligence of the staff was really impressive in maintaining and finding a variety of uses for the Town Hall.</p>	
2021/50/CM	<p>6. For information - An update on the town's parks and green spaces Chris Stringer ran through the highlights of the report including:</p> <ul style="list-style-type: none"> • thanking all those that were involved with the Glow in the Park event • the Tiny Forest project had begun at Egford Lane • Dog poo bag dispensers were being installed in the open spaces • Chris and his team were working with the police to install deployable CCTV at Vic Park and Mary Baily • In the next few weeks 2-3k trees would be planted in Frome that were donated by the Woodland Trust • An update on the Vic Park toilets would be a standing item for CM <p>Lizzie Boyle noted that the Glow in the Park event was a special day and evening. She thanked Andy Wrintmore for bringing it to the Council's attention. Lizzie asked Chris about the issue of dog poo bins. Chris explained that he was encouraged in the use of the bag dispensers. He explained it would be helpful for residents to report when bins were overflowing and their location. He could then discuss with MDC the possibility of installing new bins.</p> <p>Rob Collett asked if FTC should negotiate to take on all dog poo bins. Paul said this was a reasonable suggestion and one that will be part of discussions over devolution of services and assets with the unitary council. He noted the existing grounds maintenance contract would need to be unpicked but there was a possibility FTC could take on more street cleaning in the future.</p> <p>Rich Ackroyd thanked Chris and the Rangers for the lovely new benches in the open spaces.</p>	

	<p>Sheila Gore asked if the CM committee should include updates on Boyle Cross. Paul said it could become a standing item. Chris noted that they had been having issues with the contractor for the fountain and were currently looking to appoint a new one to help the Rangers with the more technical side of maintain the fountain.</p> <p>Lizzie asked if there was a plan for the care and maintenance of the new trees. Chris explained lots would be hedgerows. Helen Viner, Tree Officer, had already done some work with the community groups to help look after them. They might need some additional watering in the summer.</p>	
2021/51/CM	<p>7. For information - Marketing and Communications Update Paul Wynne summarised the report.</p> <p>Cllrs noted the report.</p>	
2021/52/CM	<p>8. For information – Update on staff matters Laura Flaherty introduced the report.</p> <p>Rich Ackroyd asked if FTC could offer the community training on event management to help them put on their own community events. Paul said he would speak with Kate Hellard and her team about what would be possible.</p> <p>Rich also asked if Cllrs could have access to the iHASCO training platform. Sarah and Laura agreed to email Cllrs to see if they would like to sign up.</p>	<p>PWy/KH</p> <p>LF</p>
2021/53/CM	<p>9. For information - Health & Safety update Chris Stringer noted he was continually reviewing and updating risk assessments related to COVID – 19.</p> <p>He was also working with Lead Ranger Dave on best practice to ensure the Rangers were kept safe at work.</p> <p>Cllrs noted the report.</p>	
2021/44/CM	<p>The next meeting will be at 7pm on Wednesday 9 February 2022, Frome Town Hall and Zoom.</p>	

Table 1 - Agenda items

The Chair closed the meeting at 7.50pm