

# Frome Town Council

## To Members of the Oversight Committee

Tracey Ashford, Fiona Barrows, Mark Dorrington (Chair), Nick Dove, Anne Hills,  
Andy Jones, Polly Lamb, Ben Still, Steve Tanner, Mel Usher

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### A meeting of the Oversight Committee

Wednesday 24 April 2024, 7pm

Frome Town Hall and Zoom. Join here: <https://bit.ly/4aVONIL>

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#### On this month's agenda:

1. Apologies for absence, declarations of Cllrs' interests and approval of the [minutes from the last meeting on 31 January 2024](#)
2. Questions and comments from the public and Cllrs
3. [An update on the Marketing and Communications strategy](#)
4. [Next steps for the Discover Frome strand of the Marketing and Communications workstream](#)
5. [An update on how we maintain Frome Town Hall](#)
6. [FTC's financial position at the end of March for approval](#)
7. [To approve an update to the Health and Safety policy](#)
8. [Staff update - starters and leavers](#)
9. [To approve the Staff expenses and lone worker policies](#)
10. [To approve updates to the information chapters of the constitution](#)
11. [An update on the Open spaces work programme](#)



Yours sincerely

Handwritten signature of Paul Wynne in blue ink.

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

17 April 2024

#### The next meeting will be at:

7pm on Wednesday 24 July 2024 at Frome Town Hall and on Zoom.