

Frome Town Council

To Members of the Operations and Assets Committee

Fiona Barrows, Philip Campagna, Mark Dorrington, Anne Hills,
Andy Jones, Polly Lamb, Lyndsey Mayhew, Steve Tanner

A meeting of the Operations and Assets Committee

Wednesday 26 November 2025, 7pm

Frome Town Hall and Zoom. Join here: <https://bit.ly/47pVyDP>

On this month's agenda:

1. Apologies for absence and declarations of Cllrs' interests and approval of the [minutes from the last meeting 17 September 2025](#)
2. Questions and comments from the public and Cllrs
3. A verbal update on the Market Yard toilets
4. [An update on the Open Spaces work programme](#)
5. [To adopt Management Plans for Adderwell Water Meadow and the Showfield](#)
6. [To approve updates and additions to the Staff Handbook](#)
7. [FTC's financial position at the end of November 2025](#)
8. [A review of safety at Frome Town Hall and the Key Centre and adoption of a Zero Tolerance Statement](#)
9. [A review of facilities management since September 2025](#)

The proposal is for the next item to be held in confidential session, therefore members of the press and public will be asked to leave.

10. For decision - staff matters

The next meeting will be at:

7pm on Wednesday 28 January 2026 at Frome Town Hall and on Zoom.



Yours sincerely

Peter Wheelhouse,
Acting Town Clerk.
Frome Town Council
Frome Town Hall
Christchurch Street West
Frome
BA11 1EB

19 November 2025