

Minutes of a meeting of Frome Town Council

Wednesday 12 March 2025, 7pm
Frome Town Hall and Zoom

Present:

In the Town Hall: Tracey Ashford, Fiona Barrows, Sara Butler, Philip Campagna, Anita Collier, Mark Dorrington, Nick Dove, Anne Hills, Andy Jones (Chair), Polly Lamb, Lisa Merryweather, Steve Tanner, Mel Usher, Max Wide

In attendance:

Alison Murdoch (The Good Heart), Cllr Bill Revans (Leader of SC, online), Cllr Dawn Denton (SC Cllr), Cllr Martin Dimery (SC Cllr), Cllr Shane Collins (SC Cllr), Cllr Michael Dunk (SC Cllr, online), Paul Wynne (Town Clerk), Peter Wheelhouse (Deputy Town Clerk), Matt Mellen (Climate Action Lead), Sarah Williams (Business Manager), Rachel Griffin (Marketing and Communications Manager), Jane Llewellyn (Planning and Development Manager), Hannah Stopford (Engagement Lead), Becca Evans (Business Administrator)

Approx. 12 members of the public were in attendance at Frome Town Hall
3 members of the public were in attendance on Zoom.

To watch to the discussion in full visit: www.youtube.com/watch?v=mYjfZCBg7es

| Minute Ref | Agenda Item | Action |
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| 2025/18/FC | <p>The meeting started at 7pm</p> <p>1a. Apologies for absence Fiona Barrows proposed to accept apologies from Carla Collette, seconded by Nick Dove, agreed unanimously.</p> <p>1b. Declaration of members' interests Anita Collier, Anne Hills, and Philip Campagna declared other registrable interests in agenda item 9.</p> <p>1c. Minutes from the last meeting on 12 February 2025 The minutes of the Frome Town Council meeting held on 12 February 2025 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed by Anne Hills, seconded by Anita Collier, agreed unanimously.</p> | |
| 2025/19/FC | <p>2. Questions from public and Cllrs Nick Dove raised concerns about proposed parking restrictions on Wesley Close, citing safety and accessibility issues for disabled residents, difficulties in parking for local residents and users of Pure Moves Pilates and Wellness Centre . Nick's points</p> | |

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| | <p>were echoed by local residents. SC Cllr Martin Dimery offered to pass the concerns on to Somerset Council and noted that a town wide parking review was required. An owner of a local business pointed out that her concern was access to her business that was blocked by cars not observing the current white and yellow lines. She suggested that repainting these and looking at the safety of the roundabout might help to solve the issues.</p> <p>Jane Llewellyn suggested that there might be a compromise solution following discussion between residents and businesses. She agreed to ask for an extension to the deadline for responses to SC’s proposals and that she would report back at the next meeting.</p> <p>Regarding Selwood Garden Community, Bill Lowe asked FTC whether it intended to seek Rule 6 status at the upcoming section 77 call-in inquiry in late July. Rule 6 status would give FTC a seat at the inquiry table with the ability to cross-examine applicants. Steve Tanner noted the cost of paying for a barrister would be prohibitive. Steve said FTC would continue to work with Somerset Cllrs and developers to negotiate the best possible s106 agreement for Frome.</p> <p>Anita Collier requested action to address parking issues near Pepperbox Nursery for the safety of children. Paul Wynne noted he would write to SC.</p> <p>Following a question from Bob Ashford regarding the removal of the Weymouth Road parking restrictions, Jane Llewellyn confirmed she had written to Somerset Council to reiterate the council's support for this.</p> <p>Gavin Hill raised concerns about the loss of the taxi rank on Waterloo and that car parking was now the norm. Jane Lewellyn had tried and failed to identify the owner of the land as it wasn’t part of the highway nor in the ownership of Maybrook who lease the adjacent car park to SC.</p> <p>Max Wide arrived at 7.10pm Tracy Ashford arrived at 7.15pm.</p> | <p>MD</p> <p>JL</p> <p>PWy</p> |
| <p>2025/20/FC</p> | <p>3. A short presentation from Alison Murdoch from the Good Heart about the upcoming Kindness Festival Alison Murdoch from the Good Heart provided at summary of the upcoming Kindness Festival and the organisation's mission.</p> | |

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| | <p>Alison presented seven key learnings about the Good Heart:</p> <ol style="list-style-type: none"> 1. Kindness Brings People Together 2. Importance of an Open Door 3. Collaborate as Much as Possible 4. Stay Curious, Flexible and Agile 5. Keep it Fun 6. Personal Stories Matter Most 7. Kindness is a Superpower <p>Andy and the Cllrs thanked Alison for her presentation.</p> | |
| <p>2025/21/FC</p> | <p>4. For decision – A proposal to sign a Partnership (Twinning) with Pieve di Soligo, Italy.</p> <p>Philip Campagna presented a proposal to form a new partnership with Pieve di Soligo in Italy and a new model to replace the traditional twinning arrangements.</p> <p>The new model involved enabling and facilitating community organisations in the twin towns to collaborate.</p> <p>Nick Dove asked about the implications for staff time and funding. Philip clarified there would be minimal impact on the council's resources. FTC would work as facilitators.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Adopt a new twinning approach based on enabling specific partnerships between like-minded organisations in Frome and our twin towns. 2. Approve Pieve di Soligo as our fourth twin town. 3. Delegate to Cllr Campagna to lead on twinning matters for FTC. <p>Proposed by Anita Collier, seconded by Sara Butler, agreed by majority. Mel Usher abstained.</p> | |
| <p>2025/22/FC</p> | <p>5. For decision - Business Case to recruit a Facilities Manager (4 days/30 hrs @ week)</p> <p>Sarah Williams presented the case for a Facilities Manager to manage the council's expanding estate. The role would include maintaining the Council's buildings, including fire risk assessments, health and safety compliance,</p> <p>In reply to Max Wide's question, Paul Wynne confirmed that as the proposed post was permanent there would be a call on future annual budgets.</p> <p>In reply to Fiona Barrows question about how the post would operate within the staff management structure and whether</p> | |

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| | <p>impacted staff would be consulted, Paul assured Cllrs that if Cllrs approved the post, these would be properly managed.</p> <p>The recommendation was to delegate to the Business Manager to recruit a 30 hour per week Facilities Manager.</p> <p>Proposed by Anne Hills, seconded by Steve Tanner, agreed by majority. Max Wide, Lisa Merryweather, Fiona Barrows, Tracey Ashford and Nick Dove abstained.</p> | |
| <p>2025/23/FC</p> | <p>6. For decision - To approve the next steps for an FTC approach to grant making in our town and an update on FTC Community Grants Scheme</p> <p>Anne Hills and Hannah Stopford presented the grants committee's proposals.</p> <p>Nick Dove queried what the £8k budget would be used for. Hannah explained it was to understand organisational needs, explore external funding opportunities and develop more innovative grant-making strategies.</p> <p>Paul Wynne suggested an amendment to recommendation 2:</p> <p>To support this work, approve the allocation of £8,000 to be funded by an underspend from 24/25 and 25/25 grants budget. from this year's grant budget to support this work.</p> <p>The amendment was proposed by Nick and seconded by Anne, agreed unanimously.</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> 1. Delegate the commissioning of the funding needs assessment and external funding scoping to the Communities Team in collaboration with Grants Committee members. 2. To support this work, approve the allocation of £8,000 to be funded by an underspend from 24/25 and 25/25 grants budget. <p>Proposed by Anita Collier, seconded by Nick Dove, agreed unanimously.</p> | <p>HS</p> |
| <p>2025/24/FC</p> | <p>7. For information - Update on Climate & Ecological Emergencies work programme.</p> <p>Fiona Barrows introduced Matt Mellen's update on the climate and ecological emergency work programme.</p> | |

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| | <p>Fiona emphasised the importance of climate action despite other pressing issues.</p> <p>Matt Mellen highlighted the need for more work on adaptation to climate change. The work programme focused on adaptation, renewable energy (in particular solar panels on roofs and community energy projects) and energy efficiency, with a town-wide coordination approach.</p> <p>Matt noted the involvement of Somerset Wildlife Trust and the importance of nature-based solutions as part of the adaptation work.</p> <p>Matt also talked about expanding the retrofit project and increasing the capacity of energy advice volunteers.</p> <p>Nick Dove highlighted the need for better planning to include renewables in new developments. Helen Kay emphasised the importance of feeding the vision into future planning policies.</p> | |
| 2025/25/FC | <p>8. A verbal update on the devolution project Peter Wheelhouse provided updates on the devolution project, including the transfer of open spaces to Frome Town Council.</p> <p>Interim management arrangements were in place for weekly markets and the Key Centre Coordinator post was being recruited for .</p> <p>A markets forum had been set up to engage with market traders and stakeholders prior to the transfer to FTC.</p> <p>Max Wide requested more involvement in the forums and updates, Peter offered to meet with him.</p> | PWh |
| 2025/26/FC | <p>9. A verbal update on Badger’s Hill Stadium Peter Wheelhouse shared images of the progress on the changing room project at Badgers Hill. The project was nearing completion, with only minor tasks remaining.</p> <p>Peter noted he would keep council informed.</p> | PWh |
| 2025/27/FC | <p>The next meeting will be at 7pm on Wednesday 30 April 2025, Frome Town Hall and Zoom</p> | |

The chair closed the public meeting at: 9.02pm