

Minutes of a meeting of the Community and Place Committee

Wednesday 11 June 2025, 7pm
Frome Town Hall and Zoom

Present:

In the Town Hall: Tracey Ashford, Fiona Barrows, Sara Butler, Carla Collenette, Anita Collier, Mark Dorrington, Anne Hills, Ben Still, Steve Tanner,

In attendance:

Paul Wynne (Town Clerk), Peter Wheelhouse (Deputy Town Clerk), Laura Flaherty (Executive Assistant to the Town Clerk and Mayor), Rachel Griffin (Marketing and Communications Manager), Nikki Cox (Partnership Lead), Katie Fraser (Town Centre Coordinator)

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

To watch to the discussion in full visit: www.youtube.com/watch?v=gjiiEkZXN7O

| Minute Ref | Agenda Item | Action |
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| 2025/01/CP | <p>The meeting started at 7pm</p> <p>Election of the Chair Fiona Barrows proposed Carla Collenette as Chair of the Community and Place Committee, seconded by Anne Hills, agreed unanimously.</p> <p>Carla took the Chair.</p> <p>Carla Collenette proposed Sara Butler as Deputy Chair of the Community and Place Committee, seconded by Anita Collier, agreed unanimously.</p> <p>Carla outlined her vision for the committee, focusing on people over politics and practical realities.</p> | |
| 2025/02/CP | <p>1a. Apologies for absence Ben Still proposed to accept apologies from Nick Dove, Andy Jones and Lisa Merryweather seconded by Mark Dorrington, agreed unanimously.</p> <p>1b. Declaration of members' interests None was received.</p> | |
| 2025/03/CP | <p>2. Questions from public and Cllrs</p> | |

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| | <p>Anita Collier raised a concern about a missing life belt near the weir along the river. Paul Wynne noted he would pass this along to Rob Holden, Environment Manager to look into.</p> <p>Bob and Karen from the Broadway Traffic Group introduced themselves and discussed traffic issues in Broadway, including speeding, driving on the pavement especially heavy goods vehicles, and confusion over priority. In addition, they were concerned about the lack of enforcement of the speed limit and vehicles using the road who are in excess of the weight limit. They expressed interest in presenting evidence gathered by the group at the next meeting in August.</p> <p>Fiona Barrows provided an update on efforts to get a crossing at Broadway, including a recent email sent to Somerset Council and the MP asking SC to review the decision not to install a crossing on Broadway. Anita Collier noted that the next meeting of the traffic safety group was in early July and the crossing will be on that agenda. She also said that she would ask if the speed enforcement unit could station themselves on Broadway in future.</p> <p>Tracey Ashford arrived at 7.15pm.</p> | RH |
| 2025/04/CP | <p>3. Discussion around how to manage the business of this committee</p> <p>Carla Collette proposed that the structure of future meetings could focus in depth on one of the four main topic areas that the committee is responsible for each time. There could be a brief review of progress in delivering the four areas focusing on those parts of that are not going to plan and then a more detailed discussion on the chosen area to discuss future direction of the work.</p> <p>Anne Hills suggested that the work programme update (via a RAG rating) should be a reminder that all is going well and then to highlight those areas that need some attention.</p> <p>Anita asked to discuss new things came up and some agreement over whether these would be taken forward and, if so, what would not be done as a result.</p> <p>Nikki Cox raised the issue of measuring success and how to identify areas needing support. Carla suggested that these are the areas that could come to committee for discussion.</p> <p>Peter Wheelhouse suggested that discussions might vary depending on the stage of development of different areas of work.</p> | |

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| | <p>Fiona suggested that each discussion theme could be structured around, for example, three questions, designed to provide a broad set of principles and policies for that area.</p> <p>Anne suggested celebrating successes as well would be good.</p> <p>There was a discussion about detail and structure of reports as well as the presentation from staff at the meeting. It was agreed not to be too prescriptive at this point; it was acknowledged different topics might need different formats each time. Katie Fraser noted the importance of inviting stakeholders to future meetings.</p> <p>The committee agreed to focus on Marketing and Communications in the next meeting, with updates from other areas as brief verbal updates.</p> <p>Carla emphasised the importance of a collegiate approach, focusing on discussion and collaboration.</p> <p>The committee agreed to trial different formats and structures for future meetings, adapting as needed.</p> | |
| 2025/05/CP | The next meeting will be at 7pm on Wednesday 6 August 2025, Frome Town Hall and Zoom | |

The chair closed the public meeting at: 7.49pm