

## Agenda item 5

For decision - To adopt the Annual Report 2024-2025

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### Summary

The Annual Town Council Report is a pictorial summary of the end of year financial return, some of the year's highlights, a message from the Leader of the Council, the Mayor as presented in the Annual Town Meeting, and a roll of grant recipients.

The intent of Frome Town Council's Annual Report is to provide an accessible, interesting and informal retrospective look at the council's activities during 2024/25. It summarises not only what we've been doing but also, in the articles written by the previous Mayor and Leader, it re-iterates our values and how we work. It sits hand in hand with other regular reporting that we present to the Council, to the Annual Town Meeting and to the Auditors.

It will be published online and used as a reference document when submitting grant applications, for example. Combined with the updated Council Plan, it can also be used to give to partners and interested parties when they ask for summaries of what we do and why.

The Annual Report is reflective of the work that we have been doing, how we are funded and how we spend our income; it highlights projects that the council would particularly like to note. The report will form part of our submission to the National Association of Local Councils (NALC) Local Council Award Scheme in our bid to become recognised as a "Gold Award" local council. There are some other documents that need to be submitted to NALC as part of the submission including some new policies and a three-year financial forecast which we are working on but are not yet available. A report will come back to Council as soon as possible to obtain the necessary resolution to enable a submission to be made.

The Annual Report this year is comprised of five elements:

- The Mayor's year – written by Andy Jones
- Income and Expenditure as signed off by the auditors
- Highlights – extracted from the end of year updates
- The Leader's Year – written by Steve Tanner
- Grant recipients, including Community Grants and Mayor's Grants

[To view the report please see Appendix 5.1 which can be viewed on the website here.](#)

### Recommendation

Adopt the Annual Report 2024-25