

# Minutes of a meeting of Frome Town Council

Wednesday 14 July 2021, 7pm  
Frome Town Hall and Zoom

**Present:**

Councillors present at Town Hall: Rich Ackroyd, Mark Dorrington, Sheila Gore, Paul Horton, Scott Ward, Andy Wrintmore

Councillors present on Zoom: Lizzie Boyle, Maxine Crawley, Rob Collett, Anne Hills, Andy Palmer

**In attendance:**

Paul Wynne (Town Clerk), Peter Wheelhouse (Economic Development and Regeneration Manager & Deputy Town Clerk), Sarah Williams (Business Manager), Jane Llewellyn (Planning and Development Manager), Rachel Griffin (Marketing and Communications Manager), Nikki Brain (Resilience Officer), Beccy Byrne (Marketing and Communications Officer), Laura Flaherty (Executive Assistant to the Town Clerk and Mayor)

o members of the public were in attendance on Zoom or at Frome Town Hall

Minute Ref	Agenda Item	Action
2021/25/FC	<p>The meeting started at 7.00pm</p> <p>1. For decision - To delegate to the Town Clerk any decisions made informally by Frome Town Council and its three committees until further notice</p> <p>Chair Andy Wrintmore read out the following statement:</p> <p><i>“We want to make our council and committee meetings available to as many people as possible, regardless of where they are - virtually or in person.</i></p> <p><i>“We’re still getting used to having meetings with people both on person and those zooming in, so please bear with us if it feels a crunchy at times.</i></p> <p><i>“These hybrid meetings will, technically, be informal because the Government has not brought forward legislation to enable us to continue to operate virtually. But we will run them as if they were formal; they have been advertised and as you can see we still have agendas and reports, discussion and votes, and minutes will be taken.</i></p> <p><i>“Legally, only the Cllrs present in person will be able to vote</i></p>	

	<p><i>which is a bit exclusive and unsatisfactory, so to ensure all Cllrs can vote we have to delegate to our Town Clerk, Paul Wynne, to carry out the informal decisions made by Cllrs tonight and at future Council and committee meetings. Otherwise, we'll be running the meeting in the usual way with everyone chipping in as we go along."</i></p> <p>The recommendation was to delegate to the Town Clerk to implement the decisions made informally by this Council and its committees until further notice.</p> <p>Proposed by Andy Wrintmore, seconded by Mark Dorrington, agreed unanimously.</p>	<p>PWY</p>
<p>2021/26/FC</p>	<p><b>2a. Apologies for absence</b> Received from Ali Barclay, Sara Butler, Anita Collier, Nick Dove, John Nelson and Steve Tanner.</p> <p><b>2b. Declaration of members' interests</b> Rich Ackroyd declared a personal interest in item 9.</p> <p><b>2c. Minutes from the last meeting on 19 May 2021</b> The minutes of the Frome Town Council meeting held on 19 May 2021 were approved as a true record of the meeting and signed by the Chair.</p> <p>Proposed by Scott Ward, seconded by Rich Ackroyd, agreed unanimously.</p>	
<p>2021/27/FC</p>	<p><b>3. Questions and comments from the public and Cllrs</b> None was received.</p>	
<p>2021/28/FC</p>	<p><b>4. For decision – Recording Cllrs votes in the minutes</b> Lizzie Boyle joined the meeting via Zoom at 7.05pm</p> <p>Paul Wynne summarised the report.</p> <p>Concerns were raised that Cllrs could feel like they shouldn't vote against a proposal, and it could make admin harder. However, the majority agreed it would make it easier to see which Cllrs were voting.</p> <p>The proposed</p> <p>The recommendations were:</p> <ol style="list-style-type: none"> <li>1. Approve new wording for recording Cllrs votes in all minutes in the following way: <i>"Proposed by x, seconded by</i></li> </ol>	<p>PWY</p>

	<p><i>x, agreed by majority/unanimously with Cllrs x voting against and x abstaining."</i></p> <p>2. Approve the additional wording (in italics) to the Standing Orders at 4.24 : "... voting on any question will be by a show of hands <i>with those against or abstaining recorded..... The minutes shall record Cllrs who voted against or abstained for all questions.</i>"</p> <p>Proposed by Scott Ward, seconded by Mark Dorrington, agreed unanimously.</p>	<p>PWy</p>
<p>2021/29/FC</p>	<p>5. A verbal update from Rachel Griffin on upcoming FTC events</p> <p>Rachel explained that FTC events had cultural and community value, were a keystone of the visitor offer and primarily were an excellent way to engage the community and share information.</p> <p>The Picnic in the Meadow event on Rodden Meadow had been very successful. There was a great response to the Play Strategy survey, and it had been a good way of sharing the information for children, young people, and families on the new FIND website. The event also provided great engagement for the neighbourhood networks. Active &amp; In Touch raised £450 and other organisations were able to promote themselves.</p> <p>Upcoming events included:</p> <ul style="list-style-type: none"> <li>• 'Great Big Green Week'</li> <li>• A drone show to coincide with Apple Day</li> <li>• A Criterion event which would be a fast and exciting bike race. Costs were going to be high, but a group was being put together to look at how the event could go ahead. Rachel noted it was likely approval from council would be needed to allocate £5k from this financial year for the event next summer.</li> <li>• Queen's platinum jubilee 2022 – a working group had been set up and they were talking to other organisations such as the Rotary to move the planning forward.</li> </ul> <p>Rich Ackroyd thanked Rachel and her team for all their effort.</p>	
<p>2021/30/FC</p>	<p>6. For decision - Declaration of Ecological Emergency</p> <p>Anne Hills joined the meeting via Zoom at 7.30pm</p> <p>Nikki Brain gave a summary of the report.</p> <p>Mark Dorrington asked if Nikki had received much feedback from Chris Stringer and the Ranger team on the implications?</p> <p>Nikki explained that Chris had acknowledged more resources</p>	

	<p>would be needed for his team. Paul Wynne also noted that he and Chris were going to explore what could be done and assess the impact on resources and bring those findings to a future meeting.</p> <p>Sheila Gore asked that community groups in the town would be well placed to be part of this initiative. Rich Ackroyd noted that more grants might be available for improved ecological management.</p> <p>Lizzie Boyle noted how it was interesting to see the passion shown recently to save green spaces. She asked Nikki how did she envisage communicating with residents and businesses where the decisions wouldn't always be easy? Nikki explained there would be a need to engage with all groups already involved in spaces. It made sense to join all work together and accept conflicts would arise.</p> <p>The recommendation was to declare an Ecological Emergency and recognising the significant links between to the two issues, develop an updated Climate and Ecological Emergency Strategy.</p> <p>Proposed by Rob Collett, seconded by Paul Horton, agreed unanimously.</p>	<p>CS</p> <p>NB</p>
<p>2021/31/FC</p>	<p>7. For decision - Environmental Resilience steering group Nikki Brain gave an overview of the report.</p> <p>Paul Horton noted this was very important and needed to be resourced properly as well as including people from the community.</p> <p>Rob Collett commented that FTC needed to make sure they 'walked the walk' and communicated to the community that we were in a real emergency.</p> <p>The recommendation was to delegate to the Resilience Officer and the Environment Manager to establish an Environmental Resilience steering group that meets quarterly, comprising relevant staff and Cllrs who will subsequently recruit others in the community. The steering group will report back to Town Matters Committee twice yearly.</p> <p>Proposed by Paul Horton, seconded by Scott Ward, agreed unanimously.</p>	<p>NB</p>

<p>2021/32/FC</p>	<p>8. For decision – Adoption of Frome Town Council Climate Emergency Planning Guide 2021 Jane Llewellyn summarised the report.</p> <p>Rich Ackroyd and Cllrs thanked Nikki Brain and Jane Llewellyn for their work producing a very powerful tool. He hoped it would make it easier to object to poor planning applications.</p> <p>Lizzie Boyle commented that it was a great piece of work. She said it sent a clear message about the type of developments FTC wanted to see from developers. She asked as the regulations and policies would change, what was the review plan for the guidance? Jane Llewellyn explained the intention would be to update it as soon as new guidance would come in.</p> <p>Andy Palmer asked where would the policy sit, was it an addendum to Neighbourhood Plan? Jane explained it was standalone. She said it also created an opportunity to link with other MDC policies. Jane explained that if this guidance was adopted, the recommendations would be put together in a short but precise planning “wish list” which would also incorporate policies in the Neighbourhood Plan and the Town Design Statement. She noted it would be a starting point for more comprehensive advice for developers in a more accessible way.</p> <p>The recommendation was to adopt the Frome Town Council Climate Emergency Planning Guide as a policy document subject to minor amendments proposed by Cllr Horton.</p> <p>Proposed by Sheila Gore, seconded by Paul Horton, agreed unanimously.</p>	
<p>2021/33/FC</p>	<p>9. For decision – Request for match funding Peter Wheelhouse gave an overview of the report.</p> <p>Rich Ackroyd declared a non-pecuniary interest in the item as he was a trustee of the Cheese and Grain.</p> <p>Peter clarified that match funding was required if the application for a grant to the Community Renewal Fund was successful. It could not be used for capital works. It was to engage other services, sustainability and feasibility studies as well as engagement.</p> <p>Scott Ward asked if funding had already been agreed for feasibility work at Weston Warehouse. Peter explained that so far all had been done was to find out the cost of repair. It was just the tip of the iceberg for the work needed to be done. There</p>	

	<p>had been no other funding for technical feasibility. Scott then asked if there could be more assurance that the project could go ahead before investing the money. Peter noted MDC were supportive and helping put in the application. He explained that in order to secure the capital required FTC needed to demonstrate feasibility.</p> <p>Scott also asked why FTC would undertake feasibility on privately owned land? Peter explained that some areas were to be brought forward for community activity, which would be reasonable for FTC to support. There were important community benefits from these regeneration projects and, therefore, it was reasonable for FTC to invest and appropriate to lead on engagement work. Peter would send round a summary of the bid submitted for Cllrs information.</p> <p>Lizzie Boyle congratulated Peter, and everyone involved in the project. She noted it was not normally a town/parish council that undertook this type of work, and it was an example of how FTC punched above its weight. She asked that when procuring consultants and expertise, a clause was added to make sure opportunities for upskilling were created.</p> <p>The recommendation was that a sum of £10k is allocated from the New Projects EMR to provide match funding if the application to the Government's Community Renewal Fund is successful.</p> <p>Proposed by Rich Ackroyd, seconded by Sheila Gore, agreed unanimously.</p>	<p>PWh</p> <p>PWh</p>
2021/34/FC	The next meeting will be at 7pm on Wednesday 22 September 2021, Frome Town Hall and Zoom	

Table 1 - Agenda items

The Chair closed the meeting at 8.15pm