



Yeovil Town Council

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Minutes of the meeting of the Grounds & General Maintenance Committee of Yeovil Town Council held on 18th November 2019 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs A Kendall; G Hunting; T Ledlie; P Lock; S Lowery; A Soughton; R Spinner; H Stonier and Manny Roper (co-opted non-voting).

Also Present: Mike Lock (Yeovil College Ward) and Tony Lock (Lyde Ward)

In Attendance: Sally Freemantle (Deputy Town Clerk), Kenton Bourne, Locality Officer (SSDC), Debbie Haines, Locality Team Leader (SSDC), Terena Isaacs, Locality Officer (SSDC) and Katy Menday, Leisure and Recreation Manager (SSDC).

Public Comment. There were no members of the public and no members of the press present.

7.00pm - Meeting commenced.

10/31 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN.

Apologies for absence were received from Cllr D Recardo (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

10/32 DECLARATIONS OF INTEREST.

Members declare interests that accord with the Council's adopted Code of Conduct. This does not preclude any later declarations.

There were no declarations of interest.

10/33 MINUTES

To approve as a correct record the Minutes of the meeting held on 9th September 2019.

RESOLVED: that the minutes of the meeting held on 9th September 2019 be signed and dated as a correct record.

10/34 ALLOTMENT RENT REVIEW

The Committee considered the report on the Allotment Rent Review.

RESOLVED: 1) that the Allotment Rent Review report be noted; and 2) that it be proposed to the Policy, Resources and Finance Committee that the Town Council not increase the cost of allotment rent for the year commencing 1st January 2021.

10/35 PLAY AREA MAINTENANCE AND “SCHOOL’S OUT” REPORT

The Committee considered the report by the Locality Team Leader (SSDC) and the officers from South Somerset District Council answered questions on the report.

RESOLVED: 1) that the report be noted; 2) that the funding of the “School’s Out” Play Activities continue and that it be proposed to the Policy, Resources and Finance Committee that the amount for 2020/21 include an inflationary linked increase of 2%; and 3) that the funding of the Play Area Inspections, Maintenance and Landscape Officer work continue and that it be proposed to the Policy, Resources and Finance Committee that the amount for 2020/21 include an inflationary linked increase of 2%.

7.21pm – The Locality Officers (SSDC) and the Locality Team Leader (SSDC) left the meeting and did not return.

It was proposed by the Chairman and unanimously **AGREED** that agenda item **10/41** be considered next.

10/41 DRAFT BUDGET 2020/21

The Committee adjusted the figures for Play Area Repairs/Enhancements, Play and Landscape Officers, and Holiday Playscheme contribution in accordance with the previous agenda item.

The Committee considered a report and presentation by the Leisure and Recreation Manager (SSDC) regarding a funding application towards Pavilion Improvements at Yeovil Recreation Centre. The work required to generate more use of the centre and a community of sports was supported. It was agreed that a contribution of £5,000 be proposed to the Policy, Resources and Finance Committee subject to applications being made by the Project Manager to other Parish Councils for funding contributions.

RESOLVED: that with the inclusion of the 2% inflationary increase on the figures for Play Area Repairs/Enhancements, Play and Landscape Officers, and Holiday Playscheme; and £5,000 contribution towards the Pavilion Improvements at Yeovil Recreation Centre (subject to applications being made by the Project Manager to other Parish Councils for funding contributions); the draft Grounds and General Maintenance Budget be referred to the Policy, Resources and Finance Committee.

7.44pm – The Leisure and Recreation Manager (SSDC) left the meeting and did not return.

10/36 CORRESPONDENCE: YEOVIL ALLOTMENTS ASSOCIATION

The Committee considered a letter sent from the Yeovil Allotments Association to the Chairman of the Grounds and General Maintenance Committee.

Cllr T Lock explained that he had received an email complaint which he summarised and requested that answers be provided by the Chairman of the Grounds and General Maintenance Committee and the Officer present.

The Committee unanimously **AGREED** that in order to progress the discussion, information was required regarding agenda item **10/44**. Therefore:

10/43 EXCLUSION OF PRESS AND PUBLIC

The Committee resolved to exclude the press and public from the next item in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

8pm - Manny Roper left the meeting.

10/44 MAINTENANCE/STAFFING

The Deputy Town Clerk provided a verbal update and explained the requirement for a Working Party to be formed to consider the best way forward.

8.15pm - Manny Roper returned to the meeting.

Returning to:

10/36 CORRESPONDENCE: YEOVIL ALLOTMENTS ASSOCIATION

RESOLVED: that the matter to be deferred to the next meeting of the Grounds and General Maintenance Committee (following the meeting of the proposed Working Party in the interim).

10/37 CORRESPONDENCE: REQUEST TO FELL A TREE AT ST GEORGE'S ALLOTMENT SITE

The Committee considered the letter from the tenant.

8.35pm - Manny Roper left the meeting and did not return.

RESOLVED: 1) that the letter be noted; 2) that the tree be removed; 3) that the tenants be given permission to remove the tree subject to satisfactory risk assessment and method statement; and 4) should the risk assessment and method statement not be satisfactory, the felling of the tree be carried out by Town Council contractors.

10/38 CORRESPONDENCE: REQUEST TO REDUCE IN SIZE A TREE AT ST GEORGE'S ALLOTMENT SITE

The Committee considered the verbal report by the Deputy Town Clerk. It was explained that whilst the tenants have a responsibility to maintain their own plots, the size and nature of the work required for the apple tree on plot 20 would require working at height.

8.42pm – Cllr T Lock left the meeting and did not return.

RESOLVED: that the Town Council reduce the size of the apple tree at plot 20 St George's Allotment Site.

10/39 SIDNEY GARDENS FOUNTAIN

There was no further information to report, however as it was anticipated that the work would be carried out in the next financial year it was agreed to request an amount in the budget towards the project.

RESOLVED: that the Policy, Resources and Finance Committee be requested to include a budget allocation of £140,000 in the 2020/21 budget for restoration of Sidney Gardens Fountain.

10/40 FINANCIAL STATEMENT – AUGUST AND SEPTEMBER 2019

The Committee considered the Financial Statement for the period 1st August to 30th September 2019.

RESOLVED: that the Financial Statement for the period 1st August to 30th September 2019 be approved.

10/41 DRAFT BUDGET 2020/21

Considered earlier in the meeting.

10/42 ALLOTMENT MAINTENANCE

The Committee decided to form a Working Party to progress Allotment Maintenance.

RESOLVED: 1) that Cllrs A Kendall, P Lock, A Soughton and R Spinner form the Working Party; 2) that progression of the future maintenance of the Allotments be delegated to the Town Clerk in consultation with the Chairman of the Working Party; and 3) that the Working Party report progress to the Grounds and General Maintenance Committee.

Public Comment. There were no comments from members of the public.

10/42 EXCLUSION OF PRESS AND PUBLIC

Occurred earlier in the meeting.

10/44 MAINTENANCE/STAFFING

Considered earlier in the meeting.

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The meeting closed at 9.02pm.

Signed: (Chairman)

Date: