

Yeovil Town Council

Town House
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BA20 1PQ



Mayor : Cllr D Recardo
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Minutes of the meeting of Buildings & Civic Matters Committee of Yeovil Town Council held on Tuesday 17th September 2019 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs R Stickland (Chair); K Gill; D Gubbins; T Ledlie and D Recardo.

Also Present: Cllr G Oakes (Lyde Ward).

In Attendance: A Card (Town Clerk) and PCSO Barb Hooper, Avon and Somerset Police.

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

PC Barb Hooper gave an update regarding activity within Yeovil, this included a night of action, problems with begging and drug issues.

7:07pm – *PCSO Barb Hooper left the room and did not return. The meeting commenced.*

10/24 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllr A Kendall; M Lock; P Lock and T Lock – all of whom had conflicting engagements.

RESOLVED: to accept the apologies with the reasons given.

10/25 DECLARATIONS OF INTEREST

There were no declarations at this time.

10/26 MINUTES

The Committee confirmed as a correct record the Minutes of the meetings held on 16th July 2019.

RESOLVED: that the Minutes of the meetings held on 16th July 2019 be signed as a correct record.

10/19 FINANCIAL STATEMENTS – JUNE 2019 / JULY 2019

Members considered the Financial Statement for the period 1st June 2019 to 31st July 2019. The Town Clerk highlighted that a regular booking for Monmouth Hall had cancelled, so it

was likely that there would be a shortfall in revenue for Monmouth Hall. Discussions were held about the foot patrols to the public toilets and the CCTV.

RESOLVED: (1) that the Financial Statement for the period 1st June 2019 to 31st July 2019 be approved; and (2) that the Town Clerk, request a report regarding CCTV from the Locality Team Leader at South Somerset District Council.

10/28 PRESTON PLUCKNETT WAR MEMORIAL LISTED BUILDING APPLICATION

Members considered the report of the Deputy Town Clerk regarding the Preston Plucknett War Memorial listed building application.

RESOLVED: to the note the report.

10/29 ORDER OF CIVIC PROCESSION

Members considered the report of the Town Clerk regarding the order of Civic Procession. Discussions were held regarding the order of the wreath laying and how this is managed whilst at the war memorial including a briefing to former Mayors. Questions were raised about the etiquette should the High Sherriff be in attendance

RESOLVED: (1) to the note the report; (2) to agree the Civic Processions order for both the Remembrance Sunday and the Annual Civic Service subject to establishing the etiquette regarding the High Sherriff; and (3) to liaise with the representative from the Royal British Legion regarding wreath laying and how this will be managed.

10/30 REFURBISHMENT OF THE TOWN HOUSE STAFF KITCHEN

Members considered the report of the Deputy Town Clerk regarding the refurbishment of the Town House staff kitchen.

RESOLVED: (1) to the note the report; (2) to agree to the refurbishment and re-fitting of the staff kitchen in the Town House; (3) to agree for quotations to be sought from the relevant tradespeople; (4) that the quotation also include the refurbishment and re-fitting of the Chamber kitchen; and (5) that the quotations are reported back to a future meeting of this Committee.

10/31 SPEED INDICATOR DEVICE REPORT

Members considered the report of the Deputy Town Clerk regarding the Speed Indicator Device.

Members highlighted that although it had been originally agreed that the SIDS were used as a deterrent it may be useful to collate information so that it would be available should it be needed in the future. It was recognised that the current SID may not therefore be fit for purpose, since it was felt that downloading information should not be so time consuming.

RESOLVED: (1) to the note the report; (2) that Reckleford be included on the list of installation; and (3) that the Deputy Town Clerk investigate a more efficient solution.

10/32 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity of agenda items 10/33 to 10/37 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Public Bodies (Admission to Meetings) Act 1960 s3

10/33 WATER DISPENSER AT THE TOWN HOUSE (COMMERCIAL IN CONFIDENCE)

Members considered the report of the Deputy Town Clerk regarding a water dispenser at the Town House. They agreed that a mains-fed water cooler was the best solution. However, they were concerned about the water quality and felt that this needed to be tested before a mains-fed water cooler was installed. They felt that reusable cups would be the best option.

RESOLVED: (1) to the note the report; (2) to agree to the installation of the mains-fed water cooler; (3) to agree the rental of the 'AAOF' cooler by Glug Glug Glug and to it being located in a suitable site; and (4) prior to (2), that the water quality be tested.

10/34 HMS HERON ROYAL NAVY VOLUNTEER BAND – SERVICE LEVEL AGREEMENT (COMMERCIAL IN CONFIDENCE)

Members considered report the Deputy Town Clerk regarding the draft service level agreement with the HMS Heron Royal Navy Volunteer Band.

RESOLVED: that the Service Level Agreement with the HMS Heron Royal Navy Volunteer Band be agreed.

10/35 BROADBAND AND TELEPHONE CONTRACT AT MILFORD HALL (COMMERCIAL IN CONFIDENCE)

Members considered report the Deputy Town Clerk regarding the Town Council taking over the provision of the broadband and telephone contract at Milford Hall. PlusNet have been contracted to provide the service.

RESOLVED: to note the report.

10/36 MONMOUTH HALL CARPARK (CONFIDENTIAL)

Members considered the report of the Deputy Town Clerk regarding the issues with parking at Monmouth Hall.

RESOLVED: to note the report.

10/37 PROGRESS ON MONMOUTH HALL (COMMERCIAL IN CONFIDENCE)

Members considered the verbal report of the Town Clerk regarding the progress on the Monmouth Hall project. Members had sight of the conceptual designs.

RESOLVED: to agree the next step in the project.

The meeting closed at 8:25 pm.

Signed:

Dated: