



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Mayor : Cllr D Recardo, Town Clerk : Amanda Card BA (Hons), CPFA, BSc (Open)
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Minutes of the meeting of Yeovil Town Council held on Tuesday 4th June 2019 at 7.30pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs D Recardo (Chairman and Mayor); P Chandler; N Gage; A Grieves; P Gubbins; D Gubbins; G Hunting; A Kendall; T Ledlie; M Lock; P Lock; T Lock; J Lowery; S Lowery; E Potts-Jones; W Read; A Soughton; R Spinner; H Stonier and R Stickland.

In Attendance: A Card (Town Clerk) and Rev J Pearce (Mayor's Chaplain).

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

Public Comment

There were no public comments.

7:34pm – *The meeting commenced and Rev J Pearce left the meeting and did not return.*

10/16 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

Apologies were received from: J Dash (conflicting engagement); K Gill (work commitments); K Hussain (work commitments) and G Oakes (work commitments).

RESOLVED: to accept the apologies with the reasons given.

10/17 DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

There were no declarations made at this time.

10/18 MINUTES OF THE LAST MEETING

To confirm as a correct record the Minutes of the previous meetings held on 14th May 2019.

RESOLVED: that the minutes of the previous meetings held on 14th May 2019 be signed as a correct record.

10/19 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018/19

Members considered the report by the Town Clerk and the Annual Governance and Accountability Return for 2018/19.

The Town Clerk drew Council's attention to the Annual Governance Statement and explained that Box 4 has been ticked as "No". As highlighted at the meeting held on 2nd October 2018 (9/358 – Conclusion of Audit), the Council did not "...make proper provision during the year 2018/19 for the exercise of public rights, since the notice regarding the period for the exercise of public rights was not published before the start of the period." The notice was dated 6th June 2018 and the commencement of the period was on 6th June 2018. The commencement period should have commenced on 7th June 2018. The Town Clerk assured Council that the correct provision had been made for 2019/20, following the suggested dates given by the External Auditor.

A question was raised concerning the decrease in staffing costs. The Town Clerk explained that in 2017/18, the Council contributed to the Yeovil Crematorium and Cemetery Committee towards the costs of the Data Entry Inputters to put burial records on a computerised data base. This cost was a one-off cost and as such was not replicated in 2018/19.

RESOLVED: (1) to note the report; (2) that Council approve the Annual Governance Statement 2018/19; and that the Chairman sign the Annual Governance Statement 2018/19; (3) that Council approve the Accounting Statements 2018/19; and that the Chairman sign to confirm that the Accounting Statements 2018/19 were approved (4) that Council note that the outcome of the External auditor certificate and report 2018/19 certificate be brought to Council on completion; (5) that Council note that the outcome of the Internal auditor's opinion be brought to Council on completion; and (6) that Council note that the required inspection and notice procedures that will be followed.

Public Comment

The Mayor made the following announcements:

- The short service of remembrance for the D-Day 75th Anniversary Commemoration on 6th June 2019 at 11:00am. Members who can attend are invited to meet at Town House at 10:45am, to walk to the war memorial for 11:00am.
- Wyndham Park would be holding a community event on 8th June 2019 from 11am to 2pm.
- That it was time for the Council photograph and this would hopefully take place prior to the Council Meeting held on 2nd July 2019. The Town Clerk would circulate information nearer the time.

Meeting closed at 7:45pm.

Signed:

Dated: