



Yeovil Town Council

Town House
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Yeovil
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Mayor : Cllr D Shutler. Town Clerk : Amanda Card BA (Hons), CPFA
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Minutes of the meeting of Policy, Resources & Finance Committee of Yeovil Town Council held on Tuesday 29th November 2016 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs T Lock (Chairman), P Gubbins, T Ledlie, P Lock (until 8:05pm), S Lowery, G Oakes (until 8:40pm), E Potts-Jones, W Read (until 8:05pm), D Recardo, M Roper, D Shutler and R Stickland.

In Attendance: A Card (Town Clerk) and Cllr A Kendall (Milford Ward).

There were 0 members of the public and 0 member of the press present.

7.00pm - Public Question Time. There were no questions from the members of the present at this time.

7.00pm - Meeting commenced.

9/142. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

Apologies were received from F Purbrick (ill).

RESOLVED: to accept the apologies with the reasons given.

9/143. 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).

Declarations of interest were received from:

Cllr R Stickland – Personal – Agenda Item 9/152 Yeovil Town Ladies FC.

Cllr M Roper – Personal and prejudicial – Agenda Item 9/154 Draft Budget 2017/18 – Allotment tenant.

There were no other Declarations made at this time.

9/144. MINUTES

To approve as a correct record the Minutes of the meeting held on 27th September 2016.

RESOLVED: that the minutes of the meeting held on 27th September 2016 were signed and dated as a correct record.

9/145. EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business of items 9/154 to 9/158 under the Public Bodies (Admission to Meetings) Act 1960 s3, it is likely a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors.
Public Bodies (Admission to Meetings) Act 1960 s3

RESOLVED: that Agenda Item 9/154 to 9/158 be heard with the Public and Press excluded.

9/131. APPLICATION FOR GRANT AID

a) Access for All (£500)

RESOLVED: To refuse the grant on the basis of the balance of reserves held but this will not preclude them from applying for another grant in the future.

9/147. CIVIC GUIDE

Members considered the Civic Guide for Yeovil Town Council. Some amendments were made.

RESOLVED: To approve and adopt the above mentioned policy with the required amendments.

9/148. FINANCIAL STATEMENT – AUGUST 2016 / SEPTEMBER 2016

Members reviewed the Financial Statements for the months of August 2016 and September 2016.

RESOLVED: to note the Financial Statement for the months of August 2016 and September 2016.

9/149. CAPITAL AND REVENUE RESERVES

Members reviewed the statement of Capital & Revenue reserves as at 30th September 2016.

RESOLVED: to note the level of the Capital and Revenue Reserves as at 30th September 2016.

9/150. CHANGES TO ALLOTMENT RULES - ELIGIBILITY

The Committee considered the report by the Town Clerk.

RESOLVED: (1) to agree that the policy be amended to allow residents from outside the parish boundary of Yeovil Town to be eligible for an allotments tenancy within the parish of Yeovil Town; and (2) that the policy be reviewed in November 2017.

9/151. CHRISTMAS/NEW YEAR OPENING ARRANGEMENTS

RESOLVED: that the offices are opened on 29th and 30th December 2016 between Christmas and New Year.

9/152. YEOVIL TOWN LADIES FC

RESOLVED: to continue to liaise with Yeovil Town Ladies FC and investigate the requirements of a Civic Reception.

9/153. ACTION PLAN – POLICY, RESOURCES AND FINANCE PRIORITIES AND SERVICE COMMITTEES

The Committee considered the Action Plan for the Committee and those of the Service Committees.

RESOLVED: (1) to approve the Action Plan for Policy, Resources and Finance Committee; and (2) to note and approve the Action Plans for the Services Committees.

The Committee passed a resolution (see item 9/145 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 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

9/154. DRAFT BUDGET 2017/18

The Committee considered the budget for the financial year 2017/18.

7:45pm - Cllr M Roper left the meeting whilst the allotment increases were being discussed

8:05pm – Cllr M Roper returned

8:05pm – Cllrs W Read and P Lock left the room and did not return.

Cllr P Gubbins declared an interest in the Crematorium and Cemetery Committee recommendations being South Somerset District Council's Portfolio Holder for the Crematorium.

RESOLVED: (1) Grounds and General Maintenance Committee

- i) that allotments rent be increased from 34p per square metre to 37p per square metre;

- ii) that a budget of £8,720 be set for the provision of a free open access Holiday Activities Programme for young people in targeted areas of Yeovil for 2017/18; and
- iii) to note that SLA's are currently being worked on.

(2) Promotions and Activities Committee

- i) the budget allocation for the Town Team to be set to £1,000; and
- ii) that contingencies will not be put in the control of the Committee.

(3) Buildings and Civic Matters Committee

- i) to agree the Milford and Monmouth Community Halls and Town Council Chamber Hire charges as detailed in the report.

(4) Crematorium & Cemetery Committee

- i) to approve Option 1 of the Cemetery budgets;
- ii) to approve the allocation of the Cemetery deficit of Option 1;
- iii) to approve the proposed Cemetery fees; and
- iv) to explore all avenues for additional savings as a matter of urgency.

(5) Policy, Finance & Resources Committee

- i) To approve the budget as set out in the report; and
- ii) To delegate to the Town Clerk in conjunction with the Chair of Policy, Resources and Finance to negotiate with South Somerset District Council a Service Level Agreement for the contribution to Westlands Leisure Centre, which will come back to this Committee for discussion and approval.

8:40pm – Cllr G Oakes left the meeting and did not return.

9/155. BANK MANDATE (COMMERCIAL IN CONFIDENCE)

The Committee considered the addition of a new authorised signatory and the removal of existing authorised signatories as per the mandate.

RESOLVED: (1) to approve the addition of a new authorised signatory and the removal of existing authorised signatories as per the mandate; and (2) to add Cllr T Lock as an additional authorised signatory.

9/156. YOUTH SERVICES PROVISION (COMMERCIAL IN CONFIDENCE)

The Committee considered the report by the Town Clerk.

The PRF Committee passed their thanks to the officers involved in the procurement of the new services in light of the tight timescales.

RESOLVED: (1) to note the report; (2) to accept the recommendation from the panel to award the contract for the provision of Youth Services in Yeovil to YMCA Mendip on a three year conditional basis (with the first twelve months being regarded as a probationary period during which time Yeovil Town Council will closely monitor the delivery of the provision) at the costs detailed above in the report; and (3) that the officers involved in the procurement of the new services be thanked for the hard work in light of the tight timescales.

9/157. GOLDCROFT ALLOTMENTS AND SKI CENTRE WORKING PARTY (COMMERCIAL IN CONFIDENCE)

The Committee considered the report by the Town Clerk.

RESOLVED: (1) to note the report; (2) that the Working Party for the Goldcroft site and the Ski Centre is disbanded; and (3) that a further report will be brought back as appropriate.

9/158. YEOVIL SKI SLOPE UPDATE REPORT (COMMERCIAL IN CONFIDENCE)

The Town Clerk gave a verbal update regarding Yeovil Ski Lodge.

RESOLVED: (1) to note the verbal report; and (2) to note that in accordance with Standing Order 51 approval was given to instruct Weaver Demolition to carry out the work was also agreed that due to the circumstances, to waive the requirement of gathering 3 quotes; and (3) that in accordance with Standing Order 51 delegation be given to the Town Clerk in consultation with the Chairman of Policy, Resources and Finance Committee, the Mayor and the named representatives from the Opposition Groups, so that the continued necessary steps may be taken to mitigate risks and protect the interest of the Town Council; providing that all cases be reported to next appropriate meeting of the Town Council.

9/159. MONMOUTH HALL UPDATE REPORT (COMMERCIAL IN CONFIDENCE)

The Committee considered the verbal report by the Town Clerk.

RESOLVED: (1) to note the verbal report; (2) to note that the urgent work has been carried out; (3) to endorse Building and Civic Matters resolution that the matter be delegated to the Town Clerk in consultation with the Chairman of the Buildings and Civic Matters Committee to authorise the remaining works; and (4) that if necessary, Financial Regulation threshold for tender requirements be waived providing works authorised as (per resolution (3)) are by local and trusted traders;

9/160. MILFORD OUTDOOR GYM (COMMERCIAL IN CONFIDENCE)

The Committee considered the report by the Town Clerk.

RESOLVED: (1) to note the report; and (2) to approve the use of £10,000 be vired from the Milford Outdoor Gym to improve lighting at the same site.

Meeting closed at 9:01pm.

Signed: (Chairman) Date