



# Yeovil Town Council

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The Meeting      **Grounds and General Maintenance Committee**

The Time...      **7.00pm**

The Date...      **Monday 11 January 2016**

The Place...      **Town House, 19 Union Street, Yeovil**

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



Amanda Card  
Town Clerk

05 January 2016

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Please contact Sally Freemantle at the Town House for more information about this meeting

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**Grounds and General Maintenance Committee**

**To all Members:**

Mike Lock - Mayor of Yeovil Town

Darren Shutler - Deputy Mayor of Yeovil Town

Kris Castle

Andrew Kendall

Phil Chandler

Evie Potts-Jones

Joe Conway

Manny Roper

Kaysar Hussain

Alan Smith

Vacancy (co-opted – non voting) (substitute – vacancy)

**Equality Act 2010**

The *general* public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Disability	Religion or Belief
Gender Reassignment	Sex
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

**Recording of Council Meetings**

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at [www.yeovil.gov.uk](http://www.yeovil.gov.uk) This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

## **PUBLIC COMMENT (15 Minutes)**

### **A G E N D A**

#### **9/53. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

#### **9/54. 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).

#### **9/55. MINUTES**

To approve as a correct record the Minutes of the meeting held on 9 November 2015.

#### **9/56. EXCLUSION OF PRESS AND PUBLIC**

Due to the confidential nature of the business of item 9/62, 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*

#### **9/57. PLAY AREA UPDATE REPORT**

To consider a report by the Senior Play and Youth Facilities Officer (SSDC), attached at pages 3 to 4.

#### **9/58. KINGSTON VIEW PLAY AREA UPDATE REPORT**

To consider the report by the Senior Play and Youth Facilities Officer (SSDC), attached at pages 5 to 6.

#### **9/59. OPEN SPACES UPDATE REPORT**

To consider a verbal report by the Principal Horticultural Officer (SSDC).

#### **9/60. ALLOTMENT MAINTENANCE SCHEDULE**

To consider the Maintenance Schedule attached at page 7.

**9/61. FINANCIAL STATEMENT – OCTOBER/NOVEMBER 2015**

To consider the Financial Statement for the period 1 October to 30 November 2015 attached at pages 8 to 14 .

**PUBLIC COMMENT (15 Minutes)**

**9/62. ALLOTMENT MAINTENANCE – NEWTOWN ALLOTMENT SITE (WATER)**  
**(Commercial in Confidence)**

*The Committee will consider a resolution (see item 9/56) 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.*

To consider a report by the Assistant Town Clerk (to follow).

## **9/57. PLAY AREA UPDATE REPORT**

### **Purpose of the Report**

The purpose of this report is to update members of the Grounds and General Committee on the progress of Play Area and Youth Facilities work carried out on their behalf.

### **Recommendation(s)**

Members note the report

### **Report**

#### ***Play Area Repairs***

To ensure the Town Council's play areas remain in a good condition for the general public to use, both responsive and planned maintenance is continually carried out by the Play & Youth Facilities Team.

The responsive repair work is usually carried out as soon as the fault is identified by the Play & Youth Facilities Ranger or within a few days and includes tasks such as cleaning up broken glass, tightening loose nuts and bolts and removing, replacing or immobilising damaged equipment.

#### ***Planned Maintenance***

The planned maintenance to play areas falls into three broad categories which are:

- Painting
- Impact Absorbing Surfacing
- Replacement Parts

In 2015/16 the following planned maintenance is being actioned:

#### ***Painting***

<b>Location</b>	<b>Planned Work</b>	<b>Current Status</b>
Westfield & Rosebery Ave MUGA's	Painting MUGA upright posts and goal ends	Complete
Westfield Park	Painting all play equipment and youth shelter	Deferred to next year due to budget/weather
Howard Road Park	Painting all play equipment and street furniture	Deferred to next year due to budget/weather
Kingston View Park	Painting all play equipment and street furniture	Complete
Yew Tree & Milford Skate Park	Painting skate ramps	Complete

### ***Impact Absorbing Surfaces***

<b>Location</b>	<b>Planned Work</b>	<b>Current Status</b>
Yew Tree Park	Top up with 15 tons of play sand	Completed
Yew Tree Park	Fill gaps in wet pour edge around mobilus	Order Placed
Westfield Park	Fill gaps in wet pour edge around roundabout and see saw	Order Placed
Kingston View Park	Fill gaps in wet pour edge around cradle swings	Order Placed

### ***Replacement Parts***

<b>Location</b>	<b>Planned Work</b>	<b>Current Status</b>
Westland Road Park	Replace Polka Roundabout	Complete
Preston Park	Replace Multipondo junior see saw	Complete
Grass Royal Park	Replace cradle swing seat and chain assembly.	Complete
Howard Road Park	Replace play panel parts	Planned to take place over winter

The maintenance work above forms our outline plan, however, depending on events through the year and budget availability there is the possibility that adjustments to the plan will occasionally need to be made.

### **Financial Implications**

The budget for Play Area Repairs in 2015/16 is £11,720. To date £10,759.02 has been spent on repair goods and services, leaving a remaining budget of £960.98.

*(Robert Parr, Senior Play and Youth Facilities Officer  
[rob.parr@southsomerset.gov.uk](mailto:rob.parr@southsomerset.gov.uk) or (01935) 462413)*

## **9/58. KINGSTON VIEW PLAY AREA UPDATE REPORT**

### **Purpose of the Report**

The purpose of this report is to update members of the Grounds and General Committee on the progress of the Kingston View Park & Play Area improvements.

### **Recommendation(s)**

Members approve the Final Design for the improvement of Kingston View Park and Play Area.

### **Report**

The project steering group met on the 12<sup>th</sup> November 2015 to consider the initial sketch design for the park. The design put forward was accepted and it was agreed to move forward with public consultation on the proposals.

A leaflet (attached to report) showing and explaining the sketch design has been posted to 200 homes and posters put up in the park and at Yeovil Town House. To date there have been three responses to the public consultation and the feedback is summarised in the points below.

- Less trees to enable informal ball games to continue.
- New paths are a positive addition to the park.
- Space for informal football and cricket is important use of the park and needs to be retained.
- More play equipment for juniors if possible.
- Park entrance, mounding and other play features a positive as long as they don't unduly restrict ball games.
- One respondent was generally against any change to the site and wanted funds spending at other sites.

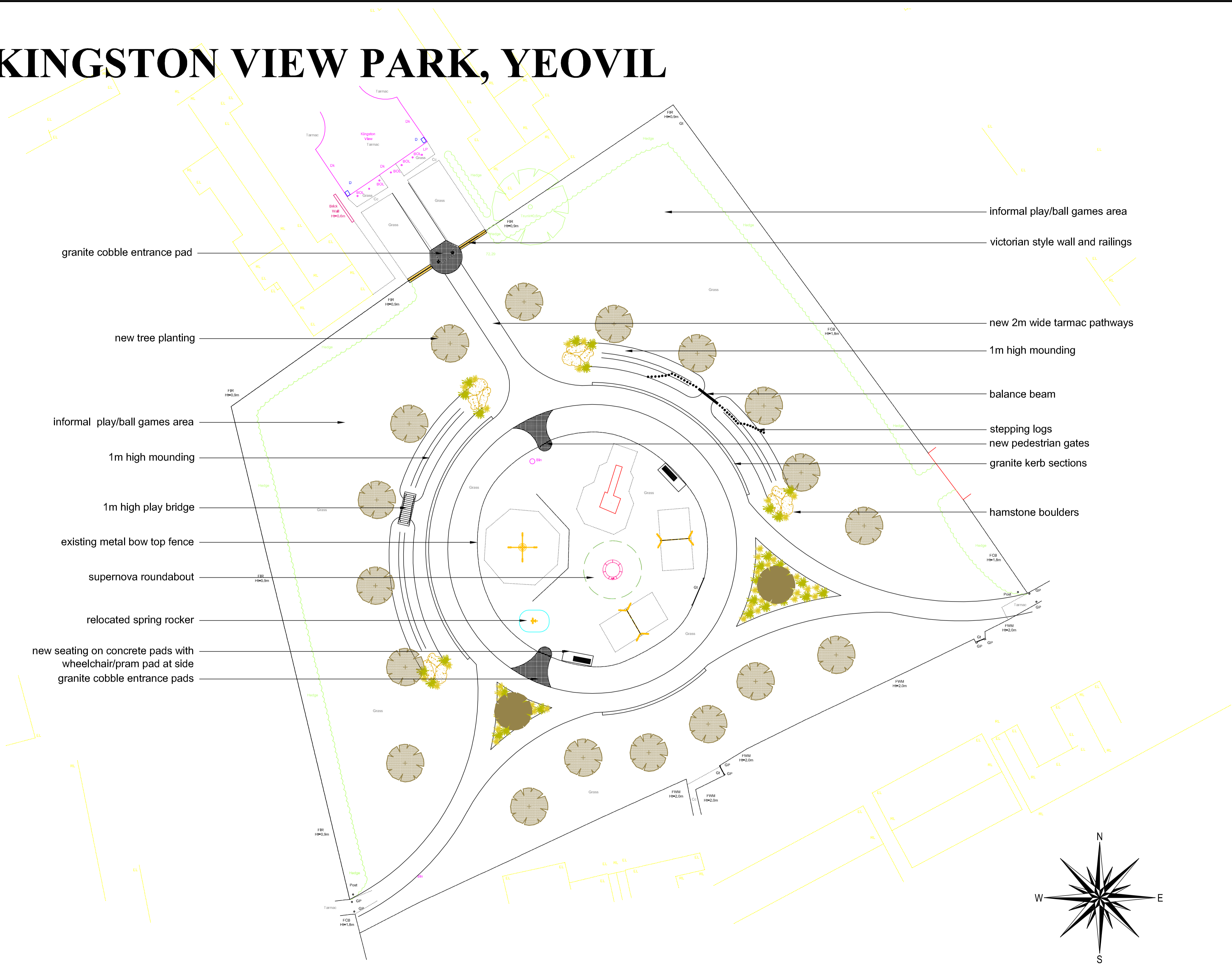
Taking on board this feedback, the sketch design has been modified to reduce the number of trees proposed and create two areas at the top of the site for informal ball games. No new equipment for juniors has been added as it is not considered viable with the budget available and there are excellent facilities at Yeovil Recreation Ground and Milford Adventure Park.

The modified design has been attached to this report and titled Final Design.

If this committee accepts the Final Design attached to this report, the next steps are to obtain quotations for the construction work and, if within the £20,000 budget, appoint contractors to carry out the works as soon as practically possible.

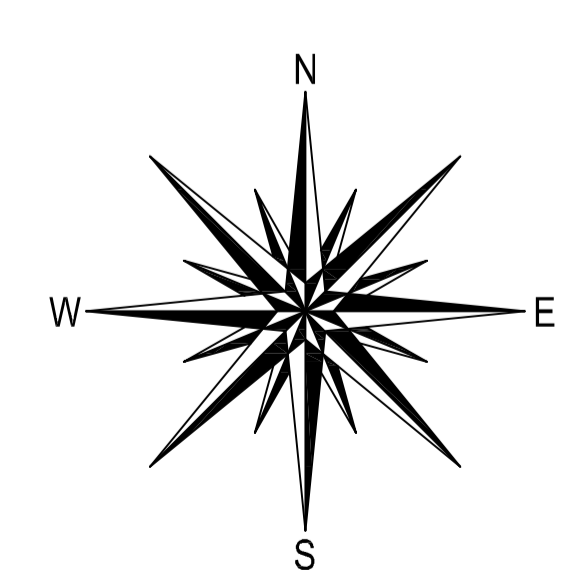
*(Robert Parr, Senior Play and Youth Facilities Officer  
[rob.parr@southsomerset.gov.uk](mailto:rob.parr@southsomerset.gov.uk) or (01935) 462413)*

# KINGSTON VIEW PARK, YEOVIL



- granite cobble entrance pad
- new tree planting
- informal play/ball games area
- 1m high mounding
- 1m high play bridge
- existing metal bow top fence
- supernova roundabout
- relocated spring rocker
- new seating on concrete pads with wheelchair/pram pad at side
- granite cobble entrance pads

- informal play/ball games area
- victorian style wall and railings
- new 2m wide tarmac pathways
- 1m high mounding
- balance beam
- stepping logs
- new pedestrian gates
- granite kerb sections
- hamstone boulders



**NOTES:**  
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 All dimensions are to be checked on site.  
 No works included herein are to proceed to construction without the express approval of the designer.  
 In implementation all works are to comply with current relevant building regulations and international standards.

<b>Client:</b> Yeovil Town Council	
<b>Job Title:</b> Kingston View Play Area Development	
<b>Drawing Title:</b> Final Design	
<b>Scale:</b> 1:200 @ A1	
<b>Drawn by:</b> Robert Parr MBA, NDH, MCIMSPA	
<b>DWG No.</b> KV1-RevB	<b>Date:</b> 16th December 2015



**Yeovil Town Council Allotment Work**

SD005305

**Routine Allotment Work**

Grasscutting	rate	April		May		June		July		August		September		October		November		December		January		February		March		Total Hrs	Total Value
		Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value		
St Georges	£17.32	6.00	£103.92	6.00	£103.92	6.00	£103.92	6.00	£103.92	6.50	£112.58	5.50	£95.26	6.00	£103.92		£0.00		£0.00		£0.00		£0.00		£0.00	42.00	£727.44
Newtown	£17.32	6.50	£112.58	6.50	£112.58	6.00	£103.92	6.00	£103.92	6.00	£103.92	6.00	£103.92	6.00	£103.92		£0.00		£0.00		£0.00		£0.00		£0.00	43.00	£744.76
Elizabeth Flats	£17.32	9.50	£164.54	10.00	£173.20	8.00	£138.56	7.50	£129.90	7.50	£129.90	7.50	£129.90	8.00	£138.56		£0.00		£0.00		£0.00		£0.00		£0.00	58.00	£1,004.56
Sunningdale	£17.32	10.00	£173.20	9.00	£155.88	9.00	£155.88	10.00	£173.20	10.00	£173.20	8.00	£138.56	8.00	£138.56		£0.00		£0.00		£0.00		£0.00		£0.00	64.00	£1,108.48
Hillcrest	£17.32	2.50	£43.30	1.50	£25.98	1.00	£17.32	2.00	£34.64	2.50	£43.30	2.00	£34.64	1.00	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00	12.50	£216.50
Rustywell	£17.32	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00	14.00	£242.48
Turners Barn	£17.32	5.00	£86.60	4.50	£77.94	4.50	£77.94	4.50	£77.94	4.50	£77.94	4.50	£77.94	4.50	£77.94		£0.00		£0.00		£0.00		£0.00		£0.00	32.00	£554.24
Larkhill	£17.32	2.50	£43.30	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00	14.50	£251.14
Milford Dip	£17.32	1.00	£17.32	2.00	£34.64	2.00	£34.64	1.00	£17.32	1.00	£17.32	1.00	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00	10.00	£173.20
Monksdale	£17.32	2.50	£43.30	1.50	£25.98	1.00	£17.32	2.00	£34.64	2.00	£34.64	2.00	£34.64	1.00	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00	12.00	£207.84
Goar Knapp	£17.32	4.00	£69.28	6.00	£103.92	6.00	£103.92	5.50	£95.26	5.00	£86.60	6.00	£103.92	6.00	£103.92		£0.00		£0.00		£0.00		£0.00		£0.00	38.50	£666.82
<b>Totals</b>		<b>51.50</b>	<b>£891.98</b>	<b>51.00</b>	<b>£883.32</b>	<b>47.50</b>	<b>£822.70</b>	<b>48.50</b>	<b>£840.02</b>	<b>49.00</b>	<b>£848.68</b>	<b>46.50</b>	<b>£805.38</b>	<b>46.50</b>	<b>£805.38</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>340.50</b>	<b>£5,897.46</b>

KH251 9300 INV 06000024693 11.06.15 INV 06000025607 09.10.15 INV 06000026246 08.12.15

**Additional Allotment Work**

Location	Rate	April		May		June		July		August		September		October		November		December		January		February		March		Total Hrs	Total Value
		Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value		
Newtown	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Milford Dip (Tree works)	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Sunningdale	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Hillcrest	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
St Georges	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Larkhill	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Monksdale (Hedge Cutting)	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Rustywell	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Turners Barn	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Goar Kapp	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Elizabeth Flats	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
<b>Totals</b>		<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>

KH251 9300

**Allotment Spray & Rotavation**

Location	Rate	April		May		June		July		August		September		October		November		December		January		February		March		Total Hrs	Total Value
		Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value		
Larkhill 15	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Larkhill 15a	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Rustywell 4	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Sunningdale 18	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Sunningdale 19	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Sunningdale 69	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Sunningdale 74	£17.32	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Newtown 8b (spray)	£17.32	1.00	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.0	£17.32
Sunningdale 8	£17.32		£0.00		£0.00		£0.00	3.00	£51.96		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.0	£51.96
Sunningdale 17	£17.32		£0.00		£0.00		£0.00	3.00	£51.96		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.0	£51.96
Sunningdale 85	£17.32		£0.00		£0.00		£0.00	3.00	£51.96		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.0	£51.96
St Georges 5A	£17.32		£0.00		£0.00		£0.00	3.00	£51.96		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.0	£51.96
St Georges 4	£17.32		£0.00		£0.00		£0.00	3.00	£51.96		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.0	£51.96
St Georges 5	£17.32		£0.00		£0.00		£0.00	2.00	£34.64		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.0	£34.64
Goar Knapp 2	£17.32		£0.00		£0.00		£0.00		£0.00	2.50	£43.30		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.5	£43.30
St Georges 12	£17.32		£0.00		£0.00		£0.00		£0.00	2.50	£43.30		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	2.5	£43.30
Elizabeth Flats 9	£17.32		£0.00		£0.00		£0.00		£0.00		£0.00	1.00	£17.32		£0.00												