

## YEOVIL TOWN COUNCIL

**MINUTES** of a meeting of the **GROUNDS AND GENERAL MAINTENANCE COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Monday 12 January 2015**

(7:00pm – 7.45pm)

**Present:**

David Dollard – Chairman  
Philip Chandler  
John Hann  
Andrew Kendall  
Manny Roper

**Also Present:**

Alan Tawse	Town Clerk
Steve Fox	Principal Horticultural Officer (SSDC)
Rob Parr	Senior Play and Youth Facilities Officer (SSDC)

### PUBLIC COMMENT

There were no comments from members of the public.

8/286 **MINUTES**

The Minutes of the previous meeting held on 10 November 2014, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

8/287 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from J Vincent Chainey, Dave Greene, Kaysar Hussain, Wes Read, Darren Shutler and Alan Smith.

8/288 **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

8/289 **CORRESPONDENCE**

There were no items of correspondence.

8/290 **OPEN SPACES UPDATE**

The Committee considered the verbal report of the Principal Horticultural Officer (Agenda item 5 refers).

Members were informed of the results of the December inspections, 94% of which had been classed as good with the remaining 6% classed as fair.

The Principal Horticultural Officer added that the ongoing winter maintenance programme included the re-staking of trees in various areas, boundary

trimming works and further improvements to the sensory garden facility at Sidney Gardens. Plant screening works had also been carried out at Yew Tree Park to minimise the impact of ball activities on the Scout Hall.

In response to a query, he outlined the management arrangements that were in place to monitor and review horticultural tasks carried out by agency workers.

### **RESOLVED**

that the matter be noted.

#### **8/291 PLAY AREA UPDATE**

The Committee considered the verbal report of the Senior Play and Youth Facilities Officer (Agenda item 6 refers).

Members were informed of swing renovation works that had been carried out at the Yew Tree Park, Kingston View and Turner's Barn Lane play areas. The Senior Play and Youth Facilities Officer added that the possibility of using the remaining budget to help meet the cost of replacing various roundabouts was currently being investigated.

Reference was also made to the planned installation of a new zip-wire at the Milford Park play area upon receipt of all the necessary parts and instructions. Members expressed the view that this work be undertaken at an early date.

### **RESOLVED**

- (1) that the matters be noted; and
- (2) that the planned installation of the new zip-wire at Milford Park play area be carried out as soon as practicable.

#### **8/292 ALLOTMENT TENANTS' WORKING GROUP MEETING**

The Committee considered the minutes of the Allotment Tenants' Working Group meeting held on 10 November 2014.

The Town Clerk indicated that new timber shuttering had been purchased to reinforce the pathways at the Elizabeth Flats Allotment Site and that arrangements had been made for this to be installed in the next few weeks after it had been treated with the necessary wood preservative. He added that the notice board at Turner's Barn Lane site had been repaired and was due to be re-installed later that week.

Turning to the letting of allotment plots, he explained that the current occupancy rate was 93%, which was well above the 80% performance indicator set by the Committee.

He drew attention to the seasonal fluctuations in the occupancy rate, which often went down in the winter months and picked up again in the spring. He added that notices promoting the availability of allotment plots had been posted on all the Council's community notice boards and that a press release would be issued at the beginning of the growing season to raise further public awareness.

Members expressed their support for the current lettings policy, which it was felt was fair and reasonable and gave sufficient priority to the residents of Yeovil Town. It was noted that under the existing policy, tenants who had taken on a previously divided plot were entitled to apply for a further divided plot if they so wished provided that they currently lived in the Town.

Reference was also made to the current system for managing the cultivation of plots by tenants and the Town Clerk outlined the approach that was taken to ensure that any plots that were not being cultivated to an acceptable standard were investigated and appropriate action taken having regard to any mitigating circumstances that might apply in each case.

**RESOLVED**

that the minutes of the Allotment Tenants' Working Group be noted.

**8/293 FINANCIAL STATEMENT – OCTOBER/NOVEMBER 2014**

The Committee considered the Financial Statement for the period 1 October to 30 November 2014 (Agenda item 8 refers).

**RESOLVED**

that the Financial Statement be noted.

**PUBLIC COMMENT**

There were no comments from members of the public.

**8/294 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED**

that the press and public be excluded 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.

**8/295 SUMMERHOUSE VIEW PLAY AREA UPDATE**

The Committee considered the confidential report of the Senior Play and Youth Facilities Officer (Agenda item 9 refers).

Details of the tenders received were outlined in the report and Members were informed that the accepted tender - including the planned fencing works and the steel columns and fixings for the retaining walls - was within the allocated budget. It was indicated that the works were due to start in February.

**RESOLVED**

that the matter be noted.