



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Phone 01935 382424

Fax 01935 382429

E-mail town.clerk@yeovil.gov.uk

Promotions and Activities Committee

The Meeting... **Promotions and Activities Committee**

The Time... **7.00pm**

The Date... **Tuesday 12 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

5 January 2016

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

To All Members of the Promotions and Activities Committee:

Andy Kendall

Mike Lock (Ex-officio)

Pauline Lock

Sarah Lowery

Wes Read (Vice-Chairman)

David Recardo (Chairman)

Manny Roper

Darren Shutler (Ex-officio)

Alan Smith

Joe Conway

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 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.

Before the meeting commences:

Awards will be presented to successful nominees of the 2015 Christmas Lights Competition.

Steve Elliott from Total Buzz Events will attend the meeting to discuss arrangements for Yeovil Half Marathon – online details can be found on the following link: <http://www.totalbuzzevents.com/wp-content/uploads/2015/03/2015-Yeovil-Half-Spectator-Info-.pdf>

Public Comment (15 Minutes)

A G E N D A

9/44. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

9/45. 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).

9/46. MINUTES

To approve as a correct record the Minutes of the meeting held on 10 November 2015.

9/47. YEOVIL HALF MARATHON

To discuss the details of the presentation given by Steve Elliott of Total Buzz Events and any proposed actions.

9/48. NEW INITIATIVES BUDGET

To consider the report by the Assistant Town Clerk attached at pages 3 to 4.

9/49. CHRISTMAS LIGHTS COMPETITION

To consider the report by the Assistant Town Clerk attached at page 5.

9/50. YEOVIL IN BLOOM UPDATE

To receive a verbal update by the Principal Horticultural Officer.

9/51. YEOVIL IN BLOOM MINUTES

To note the minutes of the Yeovil in Bloom Steering Group meeting held on 30 November 2015.

9/52. CUSTOMISED SOUVENIRS

To consider the purchase of metal pin badges featuring the Town Crest.

9/53. FINANCIAL STATEMENT FOR OCTOBER/NOVEMBER 2015

To consider the Financial Statement for the period 1 October to 30 November 2015 attached at pages 6 to 9.

PUBLIC COMMENT (15 Minutes)

9/48. NEW INITIATIVES BUDGET

Introduction

Mindful of the need to develop the range of services that we deliver to the people of Yeovil Town, the Town Council has agreed to allocate £49,300 in the 2015/16 New Initiatives budget.

As previously reported, this approach will ensure that funding totalling £29,300 is available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. £4,000 of this budget has been allocated towards the future provision of tourist information services in Yeovil Town and £4,000 towards Christmas Lights, which leaves a balance of £21,300. A further £20,000 has been earmarked for new initiatives.

In previous years the following initiatives were agreed:

- Interactive Screen in reception
- Outdoor gym at Milford Park - £10,000 (in principle)

Bidding Process

It has been agreed that all the service committees would be invited to put forward bids for this unallocated part of the New Initiatives budget, and that the Town Council would decide how this portion would be spent having regard to the views of the Policy, Resources and Finance Committee.

Last year, it was further agreed that all services committees be reminded of the need for this budget to be used for *new* initiatives and, to allow sufficient time for their ideas to be drawn up and developed, the proposals that emerge during the July cycle of meetings be investigated and reported back to the service committees in the September and the November cycle of meetings.

The agreed definition of a new initiative is set out below;

“A proposal which will result in a new service, facility, activity or new equipment being procured by the Town Council, for the benefit of the people of Yeovil Town, in partnership with other organisations as appropriate”

It was also agreed that supported bids would be considered at the November meeting of the Policy, Resources and Finance Committee and referred to the December meeting of the Town Council for determination. This gives all committees an additional two months to develop their bids and to put them forward for consideration.

Town Council

Last month, the Town Council noted the bids made to date by the service committees and agreed to allocate £2,000 towards the installation of remote wildlife cameras at Yeovil Country Park.

They also agreed to defer a potential bid from this Committee for the installation of LED Information Boards in the Town pending further investigations about the number of boards, location(s) and the anticipated costs.

The Town Council further agreed in principle to the bid by the Buildings and Civic Matters Committee for the installation of up to three defibrillators in the Town pending further information about potential locations and consultation with SSDC on the co-ordination of the locations.

Update

To develop this proposal further, and to enable officers to draw up a proper project plan, the Committee is asked to decide the location of the LED screens and the anticipated size and potential usage.

The Committee is **RECOMMENDED** to note these matters and to consider potential location(s), size and usage of the signs.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)

9/49. CHRISTMAS LIGHTS COMPETITION

Each year, Yeovil Town Council runs a Christmas lights competition to acknowledge the efforts made by local residents to brighten up their neighbourhoods for the festive season with outdoor lights at their property.

The Committee agreed to invite neighbouring parishes to be included in the competition and this year, Brympton, West Coker and Yeovil Without parishes were included, meaning that more properties were eligible to enter.

The competition was advertised through a press release and letters of invitation to participate in the competition were sent out to previous entrants. Posters advertising the completion were displayed in the Yeovil Town area and forwarded to the participating neighbouring parishes for display in their areas.

As well as inviting written nominations, the Western Gazette kindly arranged for nominations to be made on-line, and this facility was well publicised in the paper leading up to the close of nominations.

Judging took place on 21 December. The judges were Councillor Mike Lock (Mayor of Yeovil), Councillor Pauline Lock, Councillor Manny Roper, Councillor Wes Read, Yeovil Town Clerk, Councillor Iris Coton of Yeovil Without Parish Council, and former Town Councillor and trophy donor Audrey Bartlett.

The winners this year were Mr and Mrs Penny of Freedom Avenue, second place prize winner was Miss Oakes of Highfield Road and third place was Mr and Mrs Cox of Rowan Way.

Presentations will be made before the commencement of the Promotions and Activities Meeting by the Mayor to the winners and the runners-up. The winner will receive the cup and small shields will be presented to all of the top three entrants. As well as the engraved trophy, the overall winner will receive a prize of a voucher for outdoor Christmas lights, which has kindly been provided by Brimsmore Garden Centre (The Garden's Group). Second place prize winner will receive a free meal for two and a bottle of wine courtesy of The Arrow Public House, and third place will be awarded £30 courtesy of Yeovil Without Parish Council. Two entrants will also be presented with certificates of Special Recognition for their excellent displays.

The Committee is **RECOMMENDED** to note the report and consider whether any changes should be made to the future running of the annual Christmas Lights competition.

(Sally Freemantle, Assistant Town Clerk - 01935 382424)