

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **PROMOTIONS AND ACTIVITIES COMMITTEE** held in the Town House, 19 Union Street, Yeovil on **Tuesday 14 July 2015**

(7.00pm to 8.30pm)

Present:

David Recardo – Chairman
Andy Kendall
Mike Lock
Pauline Lock
Wes Read
Manny Roper
Darren Shutler
Alan Smith

Also Present:

Tony Lock – East Ward Member
Sally Freemantle – Acting Town Clerk
Emma Slee – Western Gazette Editor and Yeovil Town Team Chairman
Elizabeth Evenson – Marketing Co-ordinator, Yeovil Town Team

PUBLIC COMMENT

Mr Martin Haynes addressed the Committee regarding some ideas for the Ski Centre. The Chairman thanked Mr Haynes for his ideas and asked him to put the proposals in a letter to the Town Council.

9/13 **MINUTES**

The Minutes of the previous meetings held on 9 June 2015, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

9/14 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Joe Conway and Sarah Lowery.

9/15 **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

9/16 **CORRESPONDENCE**

There were no items of correspondence.

9/17 **YEOVIL IN BLOOM STEERING GROUP**

The Committee considered the outcomes of the meeting of the Yeovil in Bloom Steering Group held on 15 June 2015.

The Chairman of the Steering Group stated that he would answer any questions arising from the minutes.

RESOLVED

that the matters be noted.

9/18 **SUPER SATURDAY – YEOVIL FLOWER AND GARDENERS’ MARKET**

The Committee considered the report of the Acting Town Clerk (agenda item 6 refers) and the outline budget was circulated. The Chairman of the Committee explained that he was disappointed that the funding from the New Initiatives Budget for the marquee canopy over the Public Entertainments Area for the Flower and Gardeners’ Market was for one year only. It was therefore suggested and agreed that an alternative way of funding the cost of the marquee canopy for the 2015 event be investigated using potential savings from the Promotions and Activities Committee budget.

Discussion took place regarding the purchase of cotton shopping bags and the costs were reported by the Acting Town Clerk. Ideally, sponsorship of the bags was required to off-set the cost and more avenues needed to be explored before a conclusion was made. A report would therefore be brought to a future meeting of the Promotions and Activities Committee.

RESOLVED

- (1) that the matter be noted;
- (2) that with regard to the purchase of printed cotton bags, further quotes and potential sponsorship be sought and referred to a future meeting of the Promotions and Activities Committee; and
- (3) that the marquee to cover the Public Entertainments Area be hired for the day and that the cost of £300 be met from potential savings in the Promotions and Activities budget.

9/19 **ANNUAL LANTERN PARADE AND CHRISTMAS LIGHTS SWITCH-ON**

The Committee considered the report of the Acting Town Clerk (agenda item 7 refers) and Emma Slee and Elizabeth Evensen outlined the proposals for the day and the anticipated costs.

A discussion took place regarding the proposed date and it was noted that the date for the Mayor’s Ball had not yet been set, but recognised by the Committee that advance planning was required for many aspects of the Christmas Lights Switch-On event.

RESOLVED

- (1) that the matter be noted; and
- (2) that confirmation of approval of the date of Saturday 14th November be delegated to the Acting Town Clerk in consultation with the Chairman and Vice-Chairman of the Committee and the Mayor.

9/20 **WESTLAND 100TH ANNIVERSARY EXHIBITION**

The Committee considered the report of the Acting Town Clerk (agenda item 8 refers).

RESOLVED

that the matter be noted.

9/21 **BEST VALUE**

The Committee considered the report by the Town Clerk (agenda item 9 refers) and the five dimensions of performance suggested by the Government as key performance indicators were noted.

RESOLVED

- (1) that the Committee notes the achievements of 97% satisfaction rate with the Yeovil in Bloom displays and the Town's success in securing the sixth Gold Award in the regional Britain in Bloom competition and agrees to set the same customer satisfaction target of 80% for the forthcoming year; and
- (2) that the Committee notes the achievements of 90% satisfaction rate with the Christmas Lights displays and agrees to set the same customer satisfaction target of 80% for the forthcoming year.

9/22 **NEW INITIATIVES BUDGET**

The Committee considered the New Initiatives Budget report (agenda item 10 refers).

RESOLVED

that the New Initiative budget be noted and that the Members consider submitting bids having regard to the policy and services that fall within the remit of the Committee.

9/23 **FINANCIAL STATEMENT FOR APRIL / MAY 2015**

The Committee considered the Financial Statement for the period of 1 April to 31 May 2015 (agenda item 11 refers).

RESOLVED

that the Financial Statement be noted.

PUBLIC COMMENT

There were no comments from members of the public.

9/24 **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.

9/25 **CHRISTMAS LIGHTS**

The Committee considered the confidential report by the Acting Town Clerk (agenda item 12 refers)

- (1) that the matter be noted;
- (2) that the quotation as set out in the report for the installation and removal of the Christmas lights display be accepted; and
- (3) that the same contractors be commissioned to install a separate stand-alone column to enable the installation of the Christmas light crossing at lower Middle Street adjacent the new Premier Inn.

Chairman

SF
27/07/15