



Yeovil Town Council

Town House
19 Union Street
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Promotions and Activities Committee

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

The Time... **7.00pm**

The Date... **Tuesday 15 March 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

8 March 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.

Public Comment (15 Minutes)

A G E N D A

9/54. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

9/55. 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).

9/56. MINUTES

To approve as a correct record the Minutes of the meeting held on 12 January 2016.

9/57. EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business of item 9/63 and 9/64, 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

9/58. YEOVIL IN BLOOM UPDATE AND PROPOSALS FOR SOUTH WEST IN BLOOM PRESENTATIONS TO TAKE PLACE IN YEOVIL AT A FUTURE DATE

To receive a verbal update by the Principal Horticultural Officer/Chairman.

9/59. SUPER SATURDAY

To consider a verbal update on the proposals for the day by the Deputy Town Clerk.

9/60. YEOVIL IN BLOOM MINUTES

To note the minutes of the Yeovil in Bloom Steering Group meeting held on 8 February 2016 attached at pages 3 and 4.

9/61. CUSTOMISED SOUVENIRS

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

9/62. FINANCIAL STATEMENT – DECEMBER 2015/JANUARY 2016

To consider the Financial Statement for the period 1 December 2015 to 31 January 2016 attached at pages 6 to 9.

PUBLIC COMMENT (15 Minutes)

9/63. YEOVIL TOWN GUIDE (Commercial in Confidence)

The Committee will consider a resolution (see item 9/57) 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 Deputy Town Clerk attached at page 10.

9/64. DETAILS OF SOUTH WEST IN BLOOM PRESENTATIONS (Commercial in Confidence)

The Committee will consider a resolution (see item 9/57) 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

An opportunity to discuss the proposal detail.



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Minutes of the meeting of Yeovil in Bloom Steering Group held on Monday 8th February 2016 in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllr David Recardo, Steve Fox, Lesley Jelleyman, Cllr Mike Lock, Cllr Pauline Lock, Cllr Tony Lock, Liz Pike, Cllr Evie Potts-Jones and Cllr Manny Roper.

In Attendance: Sally Freemantle, Assistant Town Clerk

There were no members of the public and no members of the press present.

2.00pm - Meeting commenced.

1. Minutes. To approve as a correct record the minutes of the last meeting held on 30th November 2015.

Resolved: That the Minutes of the meeting of Yeovil in Bloom Steering Group held on 30th November 2015 be signed by the Chairman as a correct record.

2. Apologies for Absence. Apologies for absence were received from Cllr Sue Pitman (Yeovil Without PC) and Cllr Wes Read.

3. Correspondence. There were no items of correspondence.

4. Yeovil in Bloom Update. Lesley updated the Steering Group on the work carried out so far and outlined ideas and plans for future which included community networking and looking at new ways to engage with and inspire the people of Yeovil.

Resolved: That the update be noted.

5. Yeovil in Bloom Update. Steve updated the Steering Group on the work carried out operationally so far, and outlined plans for future maintenance on specific areas. It was explained that the roundabout sponsorship was due to be renewed and tenders would be invited from potential sponsors in the near future. An overview of the finances was also noted.

Resolved: That the updates be noted.

7. Date of Next Meeting. To arrange the date for the next meeting of the Steering Group.

Resolved: That the date of the next meeting of the Steering Group be 25th April at 2pm.

8. Any Other Business.

- Some discussion took place regarding the entry of properties in Yeovil Marsh into the Gardening Competition.
- A query was raised regarding the management of planting around the works on the hospital roundabout and Steve confirmed that there were proposals to wild flower seed it when access was possible.
- Discussion took place regarding the provision of floral displays on the tables for the Yeovil Literary Festival.
- In answer to a query about the replacement of a tree in a residential area, it was suggested that SSDC's Tree Officer be approached.
- It was reported that an approach had been made by AugustaWestlands for a commission in the town to remember the name "Westlands", which was supported by the Steering Group in principle.

The Meeting Closed at 3.30pm

9/61. CUSTOMISED SOUVENIRS

The budget allocation for Customised Souvenirs is used to purchase promotional items to promote the town, which could be sold or used as souvenirs or mementos.

Some of the 2015/16 allocation (£199) has been used towards the purchase of commemorative Town Crest pins as mementos for attendees to the Mace Bearer's inauguration ceremony to Prime Warden to the Guild of Macebearers which took place last month. It is suggested that the remaining funds in the budget be carried forward to the 2016/17 financial year to enable the purchase of new items to help promote the Town.

The Committee is **RECOMMENDED** to note the matter and request that the Policy, Resources and Finance Committee carry forward the remaining amount of £361 in the Customised Souvenirs budget to the 2016/17 financial year.

(Sally Freemantle – Deputy Town Clerk 01935 382424)