



Yeovil Town Council

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The Meeting... **Buildings and Civic Matters Committee**

The Time... **7.00pm**

The Date... **Tuesday 24 March 2015**

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



QUALITY
TOWN
COUNCIL

Alan Tawse

Alan Tawse

Town Clerk

17 March 2015

Buildings and Civic Matters Committee

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

To: All Members of the Buildings and Civic Matters Committee

Martin Bailey

Bridget Dollard (Vice-Chairman)

Dave Greene

Peter Gubbins

John Hann

Andrew Kendall (Chairman)

Mike Lock (Ex-officio)

Tony Lock

Wes Read

Darren Shutler (Ex-officio)

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

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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.

A G E N D A

PUBLIC COMMENT (15 minutes)

1. **MINUTES**

To approve as a correct record the Minutes of the previous meeting held on 19 January 2015.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **REPRESENTATIVE FROM AVON AND SOMERSET POLICE CONSTABULARY**

Sergeant Pete Paskin will attend to discuss community policing matters.

6. **PARKING IN WILLOW ROAD**

To consider the report of the Assistant Town Clerk attached at page 3.

7. **REQUEST FOR A SPEED INDICATOR DEVICE IN ROSEBURY AVENUE**

To consider a request from residents of Rosebury Avenue for a Speed Indicator Device in their road.

8. **GREENHILL ROAD/SUNNINGDALE ROAD**

To consider the results of the Mobile Radar Speed results for Greenhill Road/Sunningdale Road (to follow).

9. **TRANSPORT SUB COMMITTEE MINUTES**

To consider the minutes of the Transport Sub Committee attached at pages 4 to 7.

10. **PRESTON PLUCKNETT WAR MEMORIAL**

To consider the report of the Assistant Town Clerk attached at pages 8 to 11.

11. **FINANCIAL STATEMENT - DECEMBER 2014/JANUARY 2015**

To consider the Financial Statement for the period 1 December 2014 to 31 January 2015 attached at pages 12 to 19.

PUBLIC COMMENT (15 Minutes)

EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding 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.

12. **CCTV MONITORING**

To consider the confidential report of the Town Clerk attached at pages 20 to 30 .

6. **PARKING IN WILLOW ROAD**

It has been brought to the Town Council's attention that the residents of Willow Road are experiencing problems with vehicles parking inconsiderately on the highway, preventing residents from driving in and out of their driveways. It is alleged that some drivers are leaving their vehicles on Willow Road while they go to work for the day. It has been reported that 84% of residents have signed a petition to Somerset County Council requesting a solution to the problem.

Following a site meeting with the Highways Authority, Officers have suggested that a 2-hour maximum parking restriction between the hours of 10am and 4pm, Monday to Friday, be introduced. This would be in line with parking restrictions on other local roads which have been introduced due to similar problems.

The Committee is **RECOMMENDED** to note the concerns of the residents and consider supporting the suggestions made by Somerset County Council.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **TRANSPORT SUB-COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil, on **Monday 9 March 2015**

(6.00 pm – 7.00 pm)

Present:

Wes Read
Kaysar Hussain
Mike Lock
Darren Shutler
Alan Smith

Also Present:

Andrew Kendall – Chairman of the Buildings and Civic Matters Committee
Helen Ferdinand – Assistant Town Clerk (Job Share)

PUBLIC COMMENT

There were no comments from members of the public.

1. **ELECTION OF CHAIRMAN**

It was proposed, seconded and

RESOLVED

that Wes Read be elected to serve as Chairman of the Committee for the Municipal Year 2014/15.

(At this point Wes Read took the Chair)

2. **APPOINTMENT OF VICE-CHAIRMAN**

It was proposed, seconded and

RESOLVED

that Alan Smith be appointed to serve as Vice-Chairman for the Municipal Year 2014/15.

3. **MINUTES OF PREVIOUS MEETING**

The Minutes of the previous meeting held on 14 December 2011, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

4. **COMMITTEE TERMS OF REFERENCE**

The Committee was informed that they had delegated authority to consider and determine the provision of bus shelters at suggested locations in Yeovil, and that a budget was available for this purpose:

£4,380 (1 April 2014 – 31 March 2015)

£4,470 (1 April 2015 – 31 March 2016)

RESOLVED

(1) that this matter be noted; and

(2) that the Buildings and Civic Matters Committee be requested to support the carry forward of any unallocated budget in the current financial year.

5. **SITING BUS SHELTERS IN YEOVIL**

The Committee considered the report by the Assistant Town Clerk (Agenda item 5 refers) and the merits of each proposed bus shelter location set out in the report. Issues such as site constraints and the frequency of the bus service were considered, and photographs of each site were provided.

The conclusions were as follows:

Pine Tree Avenue

Members were concerned about the hedge at this location, and recognised that it would need to be cut back on a regular basis especially as the shelter would need to be installed so that the glazed panels were at the back edge of the pavement because the pavement is narrow. Consideration was also given to moving the stop further up the road (to the south), but here the road starts to bend and it was agreed that it was not a suitable location for a shelter.

The Committee was also concerned that although the occupants of the house directly behind the proposed shelter might not object to a shelter being positioned here, they were aware that they rented the house, and that the owner of the house might object.

Members recognised that Rustywell Park residents use this stop.

Plantagenet Chase (south of entrance to Yew Tree Park)

Members noted that this was a straight stretch of road and considered that there was some flexibility on the exact location of a bus shelter. Yew Tree Park is located directly behind so the impact on residents would be limited.

It was noted that there is no marked stop at this location, but that some people in Sampsons Wood would use the stop, and that the bus company had said that the stop is well used.

Forest Hill (by the Yew Tree Inn)

Concerns were raised in respect of the number of people that use this bus stop, especially as there is a stop around the corner in Lime Tree Avenue and the Yew Tree Inn is now closed. Other aspects such as the steep bank immediately behind the bus stop, and the fence that has recently been erected upon, it are also of concern.

White Mead

The Committee noted that the bus stop here is sited immediately in front of some private flats, and suggested that it could perhaps be sited further to the east next to a grassed area which appears to be public open space. It was noted that an elderly lady had requested the shelter, and that many elderly residents live in the immediate vicinity that use the bus. Members added that White Mead is close to the boundary with Brympton Parish, and therefore the parish council should be approached again to request a contribution to a shelter here.

Glenthorne Avenue (near to High Lea)

Looking at the photographs of the current position of the bus stop, the Committee agreed that the location was not suitable for the installation of a bus shelter. However, on the basis of the identified need for a bus shelter here (especially from High Lea residents), and the frequency and use of the bus service, members were keen to investigate the alternative site suggested to the east where there is a patch of grass and a tree, and the houses are set back from the road.

The Committee welcomed Yeovil Without Parish Council's offer to help finance a bus shelter in the vicinity if a suitable site could be identified. Members agreed that a request be made to Yeovil Without Parish Council for a contribution of 50% towards the cost of the shelter.

RESOLVED

- (1) that the matters be noted;
- (2) that the proposed sites at Pine Tree Avenue and Forest Hill were not suitable locations for bus shelters; and
- (3) that in light of the concerns raised and additional information requested (including numbers of people using the bus services, land ownership, etc.), further work be undertaken to investigate the siting of bus shelters at Plantagenet Chase, White Mead (at a site further to the east of the current bus stop), and Glenthorne Avenue (at a site further to the east of the current bus stop).

PUBLIC COMMENT

There were no comments from members of the public.

Chairman

HF
12/03/15

10. PRESTON PLUCKNETT WAR MEMORIAL

Members will be aware that last year restoration works were carried out at the Preston Plucknett War Memorial, and subsequently a re-dedication service was held in August to mark the centenary of the start of the First World War. In order for the application for a Heritage Lottery Fund grant to be successful, the project was widened to involve the community so that children from the local primary school assisted with the planting and prepared an exhibition for St James Church for Remembrance Day. The children also went on a trip to the Museum of Somerset in Taunton to see the 'Somerset Remembers' exhibition about the First World War. Members of the Yeovil Youth Council also assisted with the organisation of the re-dedication service, and took part in the service. One member wrote a poem especially for the occasion which he read on the day. A presentation of the re-dedication service including the poem and service sheet, together with photographs, is currently on display in the entrance to the Town House.

Later in 2014 English Heritage carried out a strategic assessment of war memorials, including the one at Preston Plucknett, as part of their First World War Commemoration Project. As a result English Heritage has confirmed that the Preston Plucknett War Memorial has been added to the list of 'Buildings of Special Architectural or Historic Interest' and therefore the memorial is now listed at Grade II. Listing brings specific protection so that its special interest can be properly considered in managing its future, although it does not mean that no alterations can be made. The official listing is attached as an appendix for information.

Following the completion of the works and activities, some of the Heritage Lottery Fund grant had remained unspent. Therefore some of the remaining grant has been used to provide a folder with photographs and information gathered about the memorial to be kept in St James Church, Preston Plucknett. The possibility of using the remaining grant to erect a sign to highlight the location of the memorial on the Preston Road is also being investigated.

The Committee is **RECOMMENDED** to note the developments in this matter.

(Helen Ferdinand, Assistant Town Clerk Job Share – 01935 382424)