

## YEOVIL TOWN COUNCIL

**MINUTES** of the reconvened **ANNUAL MEETING** of **YEOVIL TOWN COUNCIL** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 26 May 2015**

(7.30pm to 8.30pm)

### **Present:**

Mike Lock – Mayor  
Vijay Adampalli  
Nagaraja Akkisetty  
Kris Castle  
Phil Chandler  
Gail Freeman-Bell  
Peter Gubbins  
Kaysar Hussain  
Andy Kendall  
Terry Ledlie  
Pauline Lock

Tony Lock  
Sarah Lowery  
Evie Potts-Jones  
Andrew Pugsley (from Minute 9/12)  
Wes Read  
David Recardo  
Manny Roper  
Darren Shutler  
Alan Smith  
Rob Stickland

### **Also present:**

Alan Tawse - Town Clerk

### **PUBLIC COMMENT**

Paul Saunders of the Westland Rifle and Pistol Club requested that the Town Council give assistance to the various activities and facilities that would be displaced at the Westland Sports and Leisure Complex following its planned closure later this year.

Brian Pike of the Westland Sports Cricket Club made a similar plea and drew attention to the Club's thriving youth section which regularly attracted around 100 boys and girls to its weekly training sessions. He also referred to the ongoing success of the Club in local competitions and the high standard of the Club's cricket pitch.

The Mayor thanked Paul and Brian for their contributions and requested that they forward any written representations to the Town Council to enable them to be taken into consideration during the planned discussions with the owner of the Complex.

### 9/6 **MINUTES**

The Minutes of the previous meeting held on 7 April 2015, copies of which had been circulated, were confirmed as a correct record and signed by the Mayor.

### 9/7 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Tristan Cobb and Joe Conway.

9/8 **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

9/9 **MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

Details of the Mayor and Deputy Mayor's recent and forthcoming engagements and announcements were circulated at the meeting.

9/10 **CORRESPONDENCE**

The Town Clerk referred to the items of correspondence that had been circulated to Members by email since the last Town Council meeting, and indicated that no further items had been received.

9/11 **YEOVIL SOUTH WARD**

Council considered the co-option of a nominee to fill a vacancy that had arisen in Yeovil South Ward following the recent local elections. It was noted that four candidates had been nominated and a copy of their applications had been circulated. Members were advised that one of the candidates had since withdrawn her application, for personal reasons, and a vote was taken on the remaining three nominations.

**RESOLVED**

that Andrew Pugsley be co-opted onto the Town Council to represent South Ward.

*(Andrew, who was in attendance at the meeting, thanked the Council and signed the Declaration of Acceptance of Office. He added that he was not a member of a political group).*

9/12 **APPOINTMENT OF COMMITTEES AND OTHER BODIES**

Council considered the appointment and constitution of committees for 2015/16.

It was noted that, in accordance with Standing Order 45, all Committees needed to reflect the political balance of the Council. Entitlement to seats by virtue of this Standing Order had been reviewed following the recent local elections and details had been circulated to each of the political groups represented on the Town Council. It was suggested that to assist with this process, Members might wish to fix the total number of members of each of the service committees.

It was further noted that, in accordance with Council policy, all Members would be appointed to serve as Members of the Planning and Licensing Committee.

It was proposed and was duly seconded that the following Service Committees be appointed with the membership indicated: -

Buildings and Civic Matters Committee (10 Members)

Grounds and General Maintenance Committee (10 Members plus 1 co-opted non-voting Member)

Planning and Licensing Committee (24 Members)

Promotions and Activities Committee (10 Members)

## **RESOLVED**

- (1) that approval be given to the appointment of the above mentioned Committees; and
- (2) that the Members indicated in Appendix A be appointed to serve on the Service Committees shown, and the Town Clerk be authorised to give effect to the wishes of the political groups represented on the Town Council to fill any remaining vacancies.

Council then considered the appointment and membership of the Policy, Resources and Finance Committee.

It was proposed, seconded and

## **RESOLVED**

that the Policy, Resources and Finance Committee be appointed comprising the following membership: -

Mayor (Ex-Officio)

Deputy Mayor (Ex-Officio)

Chairman of Policy, Resources and Finance Committee

Buildings and Civic Matters Committee (Chairman and Nominee)

Grounds and General Maintenance Committee (Chairman and Nominee)

Planning and Licensing Committee (Chairman and Nominee)

Promotions and Activities Committee (Chairman and Nominee)

Nominated representative of the Labour Group

Council then considered the election of the Chairman of the Policy, Resources and Finance Committee for 2015/16 in accordance with Standing Order 48A.

It was proposed, seconded and

## **RESOLVED**

that Tony Lock be elected Chairman of the Policy, Resources and Finance Committee for 2015/16.

Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairmen and Vice-Chairmen for 2015/16 and to appoint their representative to serve on the Policy, Resources and Finance Committee.

On the resumption of the meeting, the Town Clerk informed Members of the appointments made by the four Service Committees during the adjournment.

Council then agreed to further adjourn the meeting to enable the Policy, Resources and Finance Committee to meet and elect their Vice-Chairman for 2015/16.

On the resumption of the meeting, the Town Council considered the re-appointment of various bodies.

## **RESOLVED**

- (1) that the Standing Orders Sub-Committee be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Mayor  
Deputy Mayor  
Chairman of the Policy, Resources and Finance Committee  
Nominated representative of the Labour Group

- (2) that the Transport Sub-Committee be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Kaysar Hussain  
Darren Shutler  
Alan Smith  
Rob Stickland

- (3) that the Former Ski and Activity Centre Steering Group be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Mayor  
Chairman of the Policy, Resources and Finance Committee  
Vice-Chairman of the Policy, Resources and Finance Committee  
Peter Gubbins  
David Recardo

- (4) that the Selection Panel be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Kris Castle  
Peter Gubbins  
Mike Lock  
Tony Lock

- (5) that the following Members be appointed to represent the Town Council on the Yeovil Crematorium and Cemetery Joint Committee for the ensuing year:

Philip Chandler  
Manny Roper  
Alan Smith

Council then considered the appointment of a representative of the Opposition Group on the Council for consultation purposes under the Council's Emergency Procedure.

## **RESOLVED**

that Gail Freeman-Bell be appointed as the representative of the Opposition Group for this purpose.

9/13 **APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2015/16**

Council considered the appointment of representatives to serve on Outside Bodies for the ensuing year.

**RESOLVED**

that the Members indicated be appointed to serve as representatives of the Town Council for 2015/16 on the Outside Bodies identified at Appendix B to these Minutes.

9/14 **GENERAL POWER OF COMPETENCE**

Council considered the report of the Town Clerk (Agenda Item 12 refers).

**RESOLVED**

that Yeovil Town Council hereby confirms that it meets the statutory criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and is thereby entitled to exercise the General Power of Competence contained in the Localism Act 2011

9/15 **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

The Chairman of the Planning and Licensing Committee presented the Minutes from the previous cycle of meetings, drawing attention to specific references to Council, any matters of particular interest and answering any questions.

**Planning and Licensing Committee**

30 March 2015  
13 April 2015  
27 April 2015

9/16 **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

The Minutes of the following meetings of Outside Bodies were attached to the Agenda and Members were given an opportunity to raise matters relating to them: -

**Yeovil Youth Council**

23 March 2015

**Yeovil Crematorium and Cemetery Committee**

22 April 2015

Members who represented the Town Council on outside bodies were given an opportunity to report on any matters of interest.

9/17 **MEMBERS' ATTENDANCE**

**RESOLVED**

that the Schedule of Members' Attendance at Council and Committee meetings in 2014/15 be received.

9/18 **NOTICE OF MOTION**

Members were reminded that the Town Council had resolved to adopt the following motion during the previous week:

***Westland Sports and Leisure Complex – Motion 1/15***

*“This Council resolves to arrange an urgent meeting with the owners of the Westland Sports and Leisure Complex to discuss the implications for the Town of the recently announced planned closure of the Complex”.*

An update was given on the action that had been taken to set up the planned meeting, and the Town Council was asked to decide upon its Member representation thereat.

During the ensuing discussion, reference was made to the merits of forming a partnership with the District Council and with other local authorities in and around the Yeovil area to help progress matters.

**RESOLVED**

- (1) that the developments in this matter be noted; and
- (2) that the Mayor and the Chairman of the Policy, Resources and Finance Committee be appointed to represent the Town Council at the planned meeting.

9/19 **PUBLIC COMMENT**

Paul Saunders and Brian Pike thanked the Council for the action that they were taking in relation to the planned closure of the Westland Sports and Leisure Complex, and they indicated that Members were welcome to visit the Complex to view the various activities and facilities that were currently provided.

Mayor

<b>Yeovil Town Council – Committee Membership 2015/16</b>
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**Buildings and Civic Matters Committee (10 members)**

Kris Castle
Philip Chandler ( <i>Vice-Chairman</i> )
Gail Freeman-Bell
Peter Gubbins
Andy Kendall
Mike Lock ( <i>Ex-officio</i> )
Tony Lock
Manny Roper
Darren Shutler ( <i>Ex-officio</i> )
Rob Stickland ( <i>Chairman</i> )

**Grounds and General Maintenance Committee (10 members)**

Kris Castle
Philip Chandler
Joe Conway
Kaysar Hussain
Andy Kendall
Mike Lock ( <i>Ex-officio</i> )
Evie Potts-Jones
Manny Roper ( <i>Chairman</i> )
Darren Shutler ( <i>Ex-officio</i> ) ( <i>Vice-Chairman</i> )
Alan Smith
TBC ( <i>co-opted non-voting</i> ) ( <i>substitute – TBC</i> )

**Promotions and Activities Committee (10 members)**

Andy Kendall
Mike Lock ( <i>Ex-officio</i> )
Pauline Lock
Sarah Lowery
Wes Read ( <i>Vice-Chairman</i> )
David Recardo ( <i>Chairman</i> )
Manny Roper
Darren Shutler ( <i>Ex-officio</i> )
Alan Smith
TBC (Labour Group nominee)

### **Planning and Licensing Committee (24 members)**

Vijay Adampalli
Nagaraja Akkisetty
Kris Castle
Philip Chandler
Tristan Cobb
Joe Conway
Gail Freeman-Bell
Peter Gubbins
Kaysar Hussain
Andy Kendall
Terry Ledlie
Mike Lock ( <i>Ex-officio</i> )
Pauline Lock ( <i>Chairman</i> )
Tony Lock
Sarah Lowery
Graham Oakes ( <i>Vice-Chairman</i> )
Evie Potts-Jones
Andrew Pugsley
Wes Read
David Recardo
Manny Roper
Darren Shutler ( <i>Ex-officio</i> )
Alan Smith
Rob Stickland

### **Policy, Resources and Finance Committee (12 members)**

Kris Castle
Peter Gubbins
Terry Ledlie
Mike Lock ( <i>Ex-Officio</i> )
Pauline Lock
Tony Lock ( <i>Chairman</i> )
Graham Oakes
Wes Read ( <i>Vice-Chairman</i> )
David Recardo
Manny Roper
Darren Shutler ( <i>Ex-officio</i> )
Rob Stickland

**May 2015**



**Yeovil Town Council - Appointments to Outside Bodies - 2015/16**

<b>Organisation</b>	<b>Representation 2015/16</b>
Abbey Community Association	Pauline Lock
Area South Community Forum	Andy Kendall Alan Smith
Barnabas Housing Association (incorporating South Somerset Womens' Refuge)	Phil Chandler
Birchfield Community Association	Vacancy
Friends of St John's Parish Church, Yeovil	Phil Chandler
Lark Community Association	Vacancy
Newtown Tenants and Residents Association Management Committee	Philip Chandler
Parish Tree Warden Scheme	Manny Roper
Sea Cadet Corps – Yeovil Unit 458	Andy Kendall
Somerset Association of Local Councils	Alan Smith
South Somerset Countryside Steering Group	Alan Smith
South Somerset Disability Forum	Phil Chandler
Sunningdale Doorstep Green Steering Group	David Recardo
Westfield Community Association	Sarah Lowery
Woborns Almshouse Charitable Trust	Mayor Pauline Lock Manny Roper Alan Smith
Yeovil Chamber of Trade and Commerce	Town Clerk/Mayor
Yeovil Town and Parishes Cluster Workshop	Chairman and Vice-Chairman of the Planning and Licensing Committee
Yeovil Free School and John Nowes Exhibition Foundation	Kris Castle
Yeovil in Bloom and Flower and Gardeners' Market Steering Group	All Members of Promotions and Activities Committee
Yeovil Market Improvement Group	David Recardo Alan Smith
Yeovil Recreation Charity (formerly the Preston Grove Recreation Field for Adults Charity)	Peter Gubbins Andy Kendall David Recardo Alan Smith
Yeovil Shopmobility Charity	Manny Roper
Yeovil Town Centre Partnership Board	David Recardo
Yeovil Transport Strategy Workshop	Chairman of Buildings and Civic Matters Committee
Yeovil Twinning Association	Andy Kendall David Recardo
Yeovil Vision Project Management Board	Chairman of Policy, Resources and Finance Committee/Town Clerk  (Vice-Chairman of Policy, Resources and Finance Committee/Assistant Town Clerk – substitutes)
Youth Services Joint Steering Group	Kris Castle Chairman of Policy, Resources and Finance Committee