



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

Mayor : Cllr D Shutler, Town Clerk : Amanda Card BA (Hons), CPFA  
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## Minutes of the reconvened ANNUAL MEETING of YEOVIL TOWN COUNCIL held on Tuesday 10<sup>th</sup> May 2016 at 7.30pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

**Present:** Cllrs D Shutler (Chairman & Mayor), D Recardo (Deputy Mayor), D Byrne, J Conway, G Freeman-Bell, K Hussain, A Kendall, T Ledlie, M Lock, P Lock, T Lock, S Lowery, E Potts-Jones, F Purbrick, G Oakes, W Read, M Roper, A Smith and R Stickland.

**In Attendance:** A Card (Town Clerk) and Rev J Pearce (Mayor's Chaplain).

There were 0 members of the public and 0 member of the press present.

Before the meeting started the Mayor of Yeovil (Cllr D Shutler) welcomed Cllr D Byrne.

### **Public Question Time**

There were no questions from the public.

7:35 pm - The meeting commenced.

### **9/107 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

Apologies were received from: Cllrs F Boieangiu (Holiday), K Castle (Ill), P Chandler (Ill), T Cobb (work commitments) and P Gubbins (Holiday).

**RESOLVED:** To accept the apologies with the reasons given.

### **9/108 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).

No declarations of interests were received.

## **9/109 MINUTES OF THE LAST MEETING**

To confirm as a correct record the Minutes of the previous meeting held on 5<sup>th</sup> April 2016.

**RESOLVED:** That the Minutes of the last meeting held on 5<sup>th</sup> April 2016 be signed as a correct record.

## **9/110 MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

**RESOLVED:** To note the Mayor's and Deputy Mayor's recent and forthcoming appointments and engagements.

## **9/111 APPOINTMENT OF COMMITTEES AND OTHER BODIES**

Council considered the appointment and constitution of committees for 2016/17.

It was noted that in accordance with Standing Order 45, all Committees needed to reflect the political balance of the Council.

**RESOLVED:** that the minutes 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 grounds 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 of the following membership:

**Mayor (Ex-Officio)\***

**Deputy Mayor (Ex-Officio)\***

**Chairman of the 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)**

**Representative(s) of Opposition Groups (Labour and Conservative);**

\* Should the Mayor or Deputy Mayor be a Chairman on any other Committee, a representative of the Ruling Group will need to be appointed in accordance with Standing Order 45 and 46.

Council then considered the election of the Chairman of the Policy, Resources and Finance Committee for 2016/17 in accordance with Standing Orders 48A).

It was proposed, seconded and

**RESOLVED:** that Cllr T Lock be elected Chairman of the Policy, Resources and Finance Committee for 2016/17.

Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairmen and Vice-Chairmen for 2016/17 (details of which are shown in Appendix A) and to appoint their representative to serve on the Policy, Resources and Finance Committee. Since the Deputy Mayor had been appointed Chairman on the Promotions and Activities Committee, a representative of the ruling group was appointed in accordance with Standing Order 45 and 46.

The meeting was further adjourned to enable the Policy, Resources and Finance Committee to meet and elect their Vice-Chairman for 2016/17.

On resumption of the meeting, the Town Council the re-appointment of various Sub-Committees and Steering Groups.

**RESOLVED:**

(1) that the Standing Orders Review 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  
Nominated representative of the Conservative Group

(2) that the Transport Sub-Committee; (3) the Former Ski and Activity Centre Steering Group; (4) the Selection Panel all be re-appointed and the names of the Committee will be sought as and when required.

(5) that representatives of the Opposition Groups be appointed for consultation purposes under the Council's Emergency Procedure and that the nominated representative of the Labour Group would be Cllr G Freeman-Bell and that the nominated representative of the Conservative Group would be Cllr F Purbrick.

#### **9/112 APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2016/17**

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

**RESOLVED:** (1) that the Members indicated be appointed to serve as representative of the Town Council for 2016/17 on the Outside Bodies identified at Appendix B to these Minutes; and (2) that the Clerk feedback at a future meeting the background to each Outside Body, whether the bodies still require representation from the Town Council and the frequency and dates of meetings for the coming year.

## **9/113 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

### **Planning & Licensing Committee – 11<sup>th</sup> April 2016.**

Presented by Committee Chairman, Cllr Pauline Lock. There were no questions or comments.

**RESOLVED:** that the minutes of the above Committees be accepted together with any resolutions and recommendations contained therein.

## **9/114 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members who represent the Town Council on Outside Bodies may wish to take the opportunity to report on any matters of interest.

### **Yeovil Crematorium and Cemetery Committee – 20<sup>th</sup> April 2016**

There were no questions or comments.

## **9/115 MEMBERS' ATTENDANCE FOR 2015/16**

The Clerk highlighted some amendments to the attendance figures. Cllr T Cobb's possible attendance was amended to 22, and Cllr J Conway's actual attendance was amended to 23 and the possible attendance changed to 34.

**RESOLVED:** that the Schedule of Members' Attendance at Council and Committee meetings in 2015/16 be received.

The meeting was closed by the Mayor at 8:14pm.

Signed:

Dated:

<b>Yeovil Town Council – Committee Membership 2016/17</b>
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**Buildings and Civic Matters Committee (10 members)**

Florin Boieangiu
Phil Chandler ( <i>Vice-Chairman</i> )
Gail Freeman-Bell
Peter Gubbins
Pauline Lock
Tony Lock
David Recardo ( <i>Ex-Officio</i> )
Manny Roper
Darren Shutler ( <i>Ex-Officio</i> )
Rob Stickland ( <i>Chairman</i> )

**Grounds and General Maintenance Committee (11 members inc co-optee)**

David Byrne
Phil Chandler
Joe Conway
Kaysar Hussain
Evie Potts-Jones
Wes Read
David Recardo ( <i>Ex-Officio</i> )
Manny Roper ( <i>Chairman</i> )
Darren Shutler ( <i>Ex-Officio</i> ) ( <i>Vice-Chairman</i> )
Alan Smith
TBC (co-opted non-voting) (substitute – TBC)

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

Phil Chandler
Joe Conway
Pauline Lock
Sarah Lowery
Faye Purbrick
Wes Read ( <i>Vice-Chairman</i> )
David Recardo ( <i>Ex-Officio</i> ) ( <i>Chairman</i> )
Manny Roper
Darren Shutler ( <i>Ex-Officio</i> )
Alan Smith

### **Planning Committee (21 members)**

Florin Boieangiu
David Byrne
Kris Castle
Philip Chandler
Tristan Cobb
Joe Conway
Gail Freeman-Bell
Kaysar Hussain
Terry Ledlie
Mike Lock
Pauline Lock ( <i>Chairman</i> )
Tony Lock
Sarah Lowery
Evie Potts-Jones
Faye Purbrick
Graham Oakes ( <i>Vice-Chairman</i> )
Wes Read
Manny Roper
Darren Shutler ( <i>Ex-Officio</i> )
Alan Smith
Rob Stickland

### **Policy, Resources and Finance (13 members)**

Peter Gubbins
Terry Ledlie
Pauline Lock
Tony Lock ( <i>Chairman</i> )
Sarah Lowery
Graham Oakes
Evie Potts-Jones
Faye Purbrick
Wes Read ( <i>Vice-Chairman</i> )
David Recardo ( <i>Ex-Officio</i> )
Manny Roper
Darren Shutler ( <i>Ex-Officio</i> )
Rob Stickland

## Yeovil Town Council - Appointments to Outside Bodies – 2016/17

Organisation	Representation 2016/17
Abbey Community Association	Alan Smith
Area South Community Forum	Andy Kendall Alan Smith
Barnabas Housing Association (incorporating South Somerset Womens' Refuge)	Phil Chandler
Friends of St John's Parish Church, Yeovil	Phil Chandler
Newtown Tenants and Residents Association Management Committee	Philip Chandler
Parish Tree Warden Scheme	Manny Roper
Sea Cadet Corps – Yeovil Unit 458	Andrew Kendall
Somerset Association of Local Councils	Alan Smith
South Somerset Countryside Steering Group	Alan Smith
Access for All	Phil Chandler
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 Committee
Yeovil Free School and John Nowes Exhibition Foundation	Vacancy
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	Andrew 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/Deputy Town Clerk – substitutes)
Youth Services Joint Steering Group	Evie Potts-Jones Chairman of Policy, Resources and Finance Committee