



Yeovil Town Council

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The Meeting **Grounds and General Maintenance Committee**

The Time... **7.00pm**

The Date... **Monday 9 November 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



John Furze
Locum Town Clerk

03 November 2015

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

Grounds and General Maintenance Committee

To all Members:

Mike Lock - Mayor of Yeovil Town

Darren Shutler - Deputy Mayor of Yeovil Town

Kris Castle

Andrew Kendall

Phil Chandler

Evie Potts-Jones

Joe Conway

Manny Roper

Kaysar Hussain

Alan Smith

Vacancy (co-opted – non voting) (substitute – vacancy)

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	

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PUBLIC COMMENT (15 Minutes)

A G E N D A

9/39. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

9/40. 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).

9/41. MINUTES

To approve as a correct record the Minutes of the meeting held on 14 September 2015.

9/42. YEOVIL COUNTRY PARK UPDATE

To consider the report of the Countryside Manager (SSDC), attached at pages 3 to 8

9/43. PLAY AREA UPDATE REPORT

To consider a report by the Senior Play and Youth Facilities Officer (SSDC), attached at pages 9 to 10

9/44. KINGSTON VIEW PLAY AREA UPDATE REPORT

To consider the report by the Senior Play and Youth Facilities Officer (SSDC), attached at page 11

9/45. FREE HOLIDAY ACTIVITY PROGRAMME

To consider the report by the Senior Play and Youth Facilities Officer (SSDC), attached at pages 12 to 13

9/46. OPEN SPACES UPDATE REPORT

To consider a verbal report by the Principal Horticultural Officer (SSDC).

9/47. ALLOTMENT MAINTENANCE SCHEDULE

To consider the Maintenance Schedule attached at page 14

9/48. ALLOTMENT TENANTS WORKING GROUP MEETING

To consider the Minutes of the meeting of the Allotment Tenants Working Group, held on 19 October 2015 (separately circulated).

9/49. NEW INITIATIVES BUDGET

To consider a report by the Assistant Town Clerk attached at page 15 to 17

9/50. ALLOTMENT RENT REVIEW

To consider a report by the Assistant Town Clerk attached at page 18 to 19

9/51. COMMITTEE REVENUE ESTIMATES – 2016/17

To consider the draft estimates attached at page 20 with a view to making recommendations to the Policy, Resources and Finance Committee

9/52. FINANCIAL STATEMENT – AUGUST/SEPTEMBER 2015

To consider the Financial Statement for the period 1 August to 30 September 2015 attached at pages 21 to 26

PUBLIC COMMENT (15 Minutes)

9/42. YEOVIL COUNTRY PARK UPDATE

Yeovil Country Park is a 127 acre Green Flag award winning, free to access, Country Park that wraps around the southern and eastern sides of the town of Yeovil. It includes popular and well known land parcels like Wyndham Hill, Summerhouse Hill, Riverside Walk, Penn Hill and Ninesprings. Despite being so close to the busy town the site supports a huge range of habitats and species, including some that are becoming increasingly threatened in the UK like water voles, otters and kingfishers. A small dedicated ranger team with the help of a superb team of volunteers run the country park, making a safe and attractive green space that functions well for its human visitors and protects the species of plants and animals that live there. The site team arrange a host of public events and volunteering opportunities throughout the year and the park enjoys significant community involvement. The Friends of Yeovil Country Park are an active community support group who actively fundraise, promote and develop activities in the Park working closely with the ranger team. The diverse landscape of the park, its rich natural and industrial heritage, and opportunities for healthy outdoors activity ensures that there is something for everyone who visits and uses the green space. The Country Park is funded by SSDC with a generous annual grant from Yeovil Town Council, separate grant applications are made for individual enhancement projects. In October 2014 a new multipurpose centre was opened on site housing a ranger workshop, volunteer space, public information centre, café and toilets. The project was made possible with the generous support of both local and national funders.

Country Park Headlines from the last year

In 2015 the ranger team organised 19 public events at the park these varied in scale from larger fairs and trail events to bookable playschemes. The 2015 calendar included Woodland Storytelling, Teddy Bears Picnic and Willow Minibeasts. Trail events like the Easter Eggstravaganza and Halloween Trail plus the new Fairy Tale Trail (in May half term) were hugely popular attracting up to 1200 participants at each event. Fair type events included the popular June Dog show.

Guided walks are often species specific covering things like Fungi Forays and Bat Walks led by local specialists and the ranger team

Participants across the events included 3474 children (2660 in 2014) and 835 adults.

Places on bookable events can now be purchased online through the new countryside web pages at www.southsomersetcountryside.com. We have seen a fourfold increase in bookings as a result of the new online facility. The web pages include lots of Country Park information and all the leaflets in a downloadable format.

Our Facebook pages (Community pages "Yeovil Country Park" and also "Ninesprings Café") continue to be very popular and provide a great link to the

communities that use the park and also a great marketing tool. The rangers continue to run their own twitter feed (@SSDCCountryside). Social media feeds, plus posters on site, are the cheapest and easily the most effective way of marketing up and coming activities and events.

Large park events in 2015 included the annual Play Day in August, two annual running races (the Santa Dash and Ninesprings 9K) and other events such as 'Step out for Stroke' and the Alzheimer's Memory Walk. The country park is seeing an increase in use by charities and groups for their own events, we will continue to encourage and support this when appropriate.

Practical volunteers form the core of the operation in the country park. The two volunteer sessions per week are proving popular and means that we can offer a wider range of opportunities. Monday afternoons are for lighter duties, akin to gardening, and the Thursday group tackle the more challenging or heavier tasks such as path clearance and tree felling. In 2015 we have had 638 practical days donated across 88 sessions.

The South Somerset Countryside Steering Group continue to meet quarterly and is the mechanism where rangers can consult with councillors (including Yeovil Town Council), site users, interest groups and representatives from Natural England, about site management.

The Country Park team have continued to work towards delivery of all targets in their annual delivery plan which is monitored by the South Somerset Countryside Group. This includes target volunteer numbers, tree planting, event management and all health and safety implications like annual tree safety surveys and path clearing. Practical land management continues including hedge laying, scrub and tree stock management and grassland works, plus bin emptying and response work.

The rangers manage a full time apprentice on site. Kristy is working with the Yeovil team for 18 months to complete a National Diploma level 3 in countryside management. This year Kristy's project has focused on restoration of the more formal gardens at Penn Hill, with gardening for wildlife as a theme.

We continue to receive compliments about the events suitable for all the family. Ninesprings receives compliments about the management approach and how appropriate it is and just how lovely the park is now. Generally we feel the input and importance of the practical volunteers is well recognised by the community of Yeovil. In the past year there have been a number of formal and informal compliments about the great new centre and Café, and how they have created a Hub and focus for the country park.

The New Ninesprings Café, Education and Information Centre has been open for over a year, on October 28th we held an activity party day to celebrate this. Key headlines linked to the Centres first year of operation include:

- The Café has been established as part of the Centre and continues to perform well against its business plan. The Café is designed to generate income for the Park and SSDC, we are confident of its continuing success in the coming months and years. A full review is to be completed in November after the first full year of trading. The current roadwork's are having a significant impact on the week day trade.
- Despite an incredibly swift set up and business opening, the café team are performing well under the management of Samantha Lane. The customer service is excellent and provides a welcoming and positive visitor experience at Yeovil Country Park.
- The Café and Centre as a whole have been received incredibly well on site. Already there is a noticeable difference in the visitors coming to site. The provision of public toilets and an indoor space has made a significant difference to the range of individuals and groups that can make use of the wider country park. Local schools, play groups, pre-schools and groups are asking for led sessions and there is an increased demand for more and better literature in the park.

The Friends of Yeovil Country Park community group are active, fundraising and representing the park at local events and meetings. They also run a community Facebook page called "Yeovil Country Park" which has proved to be a great marketing tool for events and gaining public feedback (with over 2500 followers). The Friends have worked tirelessly to fundraise for many community events on site. They have secured various grant monies and regular sponsorship from John Hall Financial services, Crofton Stores and Tamburinos. The Friends Group are a superb community link and they have been a great asset with the Heritage Lottery Fund bid.

Park Watch continues to meet and provides a good forum for local residents and the ranger team to talk to the Police and community safety about any issues. The Police continue to be supportive of the park team and regularly patrol the sites.

Grants Funds and Projects Underway

A range of grants have been secured by the countryside rangers and the Friends Group to enable the delivery of a variety of public and group sessions, events and projects over the next 2 -3 years. In summary these are:

Ernest Cook Fund	£5,580	Educational activities and training sessions for pupils and teachers. Science and statistics sessions for primary school children of varying abilities using a Woodland Science Laboratory, to be repeated over three years for different schools. Literacy sessions for secondary school pupils, to be held in the park producing leaflets etc for
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		younger children, to be repeated over three years. Creation and delivery of training sessions for teachers and support staff covering Darwin and evolution and practical science techniques.
Awards for All	£9,900	CPD training for Teachers and support staff in Forest School. Forest school sessions for primary pupils, pupil referral units and toddler sessions. Leadership training for volunteers. Mini-plays developed and performed in Yeovil Country Park. A new orienteering map for the whole of Yeovil Country Park. Explorers backpacks for families to borrow.
Grants for the Arts	£13,450 + £9,590	Art workshops for local school and community groups. 15 workshops each year for three years using themes of water, meadow and wood. Using local artists with their trainee assistants, workshops are run in the country park using some natural resources found in the park, the art work is then displayed locally. Over two years 12 carving workshops to be run for the general public and community groups; e.g. scouts, youth clubs working with green wood, seasoned wood and lino, to create images inspired by the park. These images will then inspire two local woodcarvers to carve 12 sculptures for Yeovil Country Park. Over two years at least 16 photography sessions run by a local photography tutor for the general public and local community groups. Topics have included children's photography, night vision, autumn colours, smartphone photography and have attracted a wide range of participants from age 4-70+. The purchase of compact cameras, bridge cameras, tripods and photo editing software to produce photographs suitable for exhibition locally.
Armed Forces Community Fund	£14,298	A range of events and activity sessions with a military theme, engaging forces families and the local community in the park. Armed Forces Day celebrated with flags designed by local people. Flight and Float day to link military and wildlife with a fun day of events. The X-men challenge to build a wendy-house type replica of the Ninesprings Cottage. Yaffle Missions; four days of events children and teens summer 2016. Design and installation of a play trail at Riverside Walk incorporating woodcarvings and play items.

The event and activity programme is diverse and offers a range of events to attract new users to site, including art sessions, adventurous activities and performances.

Events and activities completed so far this year include; Sat 27th June, Armed Forces Day, where large flags were erected along the cycleway in Ninesprings celebrating

the work of the Armed Forces and their associated communities in our local area. The flags have been designed in community workshops locally.

On Friday 21st August Flight and Float day was a family focused day of hands of activities all linked to the air and water; model helicopters, creating rafts and local demonstrations to capture young imaginations.

We have delivered a range of Forest School sessions; training for Teachers and support staff, sessions for families and a regular forest school session for local primary schools.

We developed and delivered 9 photography workshops attracting a range of participants including young people with learning difficulties from Lufton College, family groups with young children, teenagers learning how to edit photos, experienced photographers honing their night photography skills and the wider general public.

We have delivered a range of carving workshops for community groups and the general public including spoon carving, wood carving and lino carving animals. We have worked with a talented local director and playwright plus the local writers groups and Yeovil college to facilitate the development of a series of mini plays that were performed twice in July on site in the Country Park. Written by local writers groups, the plays tell some of the historical stories of Ninesprings and its people, performed by local college students and overseen by a local theatrical company, great fun was had by all despite a very wet performance day.

We have worked with Somerset Art Works to run 15 art sessions in Yeovil Country Park around the theme of water. These have involved working with local groups and culminated in an exhibition in the Octagon as part of Somerset Arts Week.

The next year will see further carving and photography workshops. Somerset Arts Works theme will be 'meadows' and they will run sessions throughout Spring and Summer 2016.

A new orienteering pack mapping the whole of Yeovil Country Park will be launched early 2016. In 2016 we will be developing and running more events and activities with local Service families including 'Yaffle Missions; four days for children during the school holidays to really explore Ninesprings and the wider park with a host of military and wildlife themed activities laid on. We will also be developing and completing a brand new wooden play trail at Riverside Walk.

The Heritage Lottery Grant 2015 - 2018

We have now commenced the three year Heritage Lottery Fund Project, which will improve the natural heritage and visitor offer at Yeovil Country Park. The key delivery elements of the project include:

- Employment of a 3 year Community Ranger, Becky Russell, to deliver and coordinate new activities and work programmes.
- Enhanced volunteering opportunities for a greater diversity of individuals and groups.
- New and better interpretation, and educational materials, in the Centre and across the Country Park site.
- Built repairs to Ninesprings, where the ageing infrastructure of the waterfalls and grottos needs specialist attention.
- Habitat improvement works across the park for meadows, wetlands and woodlands.

Over the coming year new centre interpretation will be installed; this will include a moveable divide within the café area to separate a small working room to act as an educational space. Installation of interpretation panels, inside and outside the building, with information about the wildlife and heritage of the Country Park. Site interpretation will be developed including installing wooden sculptures, new interpretation panels, waymarked walks and activity trails.

We will be working with the Yeovil Federation of schools to develop a school information pack, resources for schools to borrow, an updated education pack and we will deliver at least 25 ranger led school sessions per year.

The built repairs to Ninesprings Valley Gardens to restore the waterfalls and grottoes to their former glory will commence in 2016 with the help of a specialist contractor and extra volunteer parties.

Other Projects for the next 6 – 12 months

The Ranger team will manage the felling of the Lysander Road poplars in January / February time. The area will be re planted with a native mix hedgerow to improve biodiversity in the area. When budgets allow we will seek to resurface the cycleway along this stretch.

The Ranger team are trying to properly map and identify the trees in the memorial arboretum as no records were kept at its establishment. Notices are up on site and a press release will be issued in the New Year. This enables the ranger team to carry out works on the site and advise owners of trees what is happening.

*(Report to be presented by Katy Menday, Countryside Manager, SSDC
Katy.menday@southsomerset.gov.uk 01935 462522*

*Becky Russell, Community Ranger, Yeovil Country Park
becky.russell@southsomerset.gov.uk 07971 111970)*

9/43. PLAY AREA UPDATE REPORT

Purpose of the Report

The purpose of this report is to update members of the Grounds and General Committee on the progress of Play Area and Youth Facilities work carried out on their behalf.

Recommendation(s)

1. Members note the report

Report

Play Area Repairs

To ensure the Town Council's play areas remain in a good condition for the general public to use, both responsive and planned maintenance is continually carried out by the Play & Youth Facilities Team.

The responsive repair work is usually carried out as soon as the fault is identified by the Play & Youth Facilities Ranger or within a few days and includes tasks such as cleaning up broken glass, tightening loose nuts and bolts and removing, replacing or immobilising damaged equipment.

Planned Maintenance

The planned maintenance to play areas falls into three broad categories which are:

- Painting
- Impact Absorbing Surfacing
- Replacement Parts

In 2015/16 the following planned maintenance is being actioned:

Painting

Location	Planned Work	Current Status
Westfield & Rosebery Ave MUGA's	Painting MUGA upright posts and goal ends	Complete
Westfield Park	Painting all play equipment and youth shelter	Deferred to next year due to budget/weather
Howard Road Park	Painting all play equipment and street furniture	Deferred to next year due to budget/weather
Kingston View Park	Painting all play equipment and street furniture	Complete
Yew Tree & Milford Skate Park	Painting skate ramps	Complete

Impact Absorbing Surfaces

Location	Planned Work	Current Status
Yew Tree Park	Top up with 15 tons of play sand	Completed
Yew Tree Park	Fill gaps in wet pour edge around mobilus	Planned winter work
Westfield Park	Fill gaps in wet pour edge around roundabout and see saw	Planned winter work
Kingston View Park	Fill gaps in wet pour edge around cradle swings	Planned winter work

Replacement Parts

Location	Planned Work	Current Status
Westland Road Park	Replace Polka Roundabout	Complete
Preston Park	Replace Multipondo junior see saw	Complete
Grass Royal Park	Replace cradle swing seat and chain assembly.	Parts in stock require fitting
Howard Road Park	Replace play panel parts	Planned to take place over winter

The maintenance work above forms our outline plan, however, depending on events through the year and budget availability there is the possibility that adjustments to the plan will occasionally need to be made.

Financial Implications

The budget for Play Area Repairs in 2015/16 is £11,720. To date £10,470.03 has been spent on repair goods and services, leaving a remaining budget of £1,249.97.

*(Robert Parr, Senior Play and Youth Facilities Officer
rob.parr@southsomerset.gov.uk or (01935) 462413)*

9/44. KINGSTON VIEW PARK & PLAY AREA UPDATE REPORT

Purpose of the Report

The purpose of this report is to update members of the Grounds and General Committee on the progress of the Kingston View Park & Play Area improvements.

Recommendation(s)

1. Members note the report

Report

The project steering group met on the 29th July 2015 and established a project plan for the delivery of the improvements to Kingston View Play Area.

The next steps agreed by the project group were to have the site surveyed and then produce a sketch design that would take account of the opportunities and constraints relating to this location.

A full topographical survey has now been completed and a sketch design is being created that can form the basis for community and stakeholder consultation, expected to take place later this year.

The next meeting of the project steering group is planned for 12th November 2015 at which point it is expected the initial sketch design will be available for discussion.

*(Robert Parr, Senior Play and Youth Facilities Officer
rob.parr@southsomerset.gov.uk or (01935) 462413)*

9/45. FREE HOLIDAY ACTIVITY PROGRAMME FOR MILFORD, BIRCHFIELD, WESTFIELD AND YEW TREE AREAS

Purpose of the Report

The purpose of this report is to inform members of the Grounds and General Committee of the successful programme of Free Holiday Activities for young people in four targeted areas of Milford, Birchfield, Westfield and Yew Tree Park.

Recommendation(s)

It is recommended that:

The Committee recommends to the Policy & Resources Committee to set a budget of £8,720 for the provision of a free open access Holiday Activities Programme for young people in targeted areas of Yeovil, for 2016/17, on the basis that both SSDC and Yarlington Housing Group allocate £6,824.

Report

In 2015/16 the Young Peoples Officer has planned and co-ordinated the delivery of a highly successful, Free Open Access Holiday Activities Programme for young people in the Milford, Birchfield, Westfield and Yew Tree Park areas of the Yeovil. This was made possible with the contributions set out in Table 1.0 from Yeovil Town Council, the District Council and Yarlington Housing Group. The contribution from Yeovil Town Council is higher than from other funders to enable the holiday activities delivery at Yew Tree Park.

Funding Source 2015/16	Amount Secured
SSDC	£6,690
Yeovil Town Council	£8,550
Yarlington Housing Group	£6,690
Total	£21,930

Table 1.0

The overriding aim of these free activities is to provide stimulating things to do and places to go for young people during the school holiday periods.

The types of activities that currently take place and would continue to do so during future holiday programmes include:

- Healthy Cooking
- Making Clay Animals
- Kwik Cricket & Rounders
- Making Lanterns
- Bug Fest
- Circus Skills
- Bike Festival
- Water Wars
- Halloween, Easter & Seasonal crafts

- Street Soccer
- First Aid Essentials
- Day Trips to Donkey Sanctuary
- Ready to Climb Trip
- Den Building and Campfire Cooking
- Roller Skating Disco
- Spooky Dens & Caves

The holiday periods that are proposed to be covered by the scheme in 2016/17 for all three areas are: -

- Easter Holidays – 2 weeks
- Summer Holidays – 4 weeks
- October Half Term – 1 week
- February Half Term – 1 week

The numbers of young people attending the activities continue to be substantial and the ongoing feedback from people accessing the activities continues to be very positive.

Below is a table that shows how the finance will be allocated if the application for funding is successful.

The Young People Officer is therefore recommending that Yeovil Town Council continue to support this Holiday Activity Programme into 2016/17.

Financial Implications

The Finance Working Group has recommended that £8,720 be provisionally included in next years' draft estimates.

*(Robert Parr, Senior Play and Youth Facilities Officer
rob.parr@southsomerset.gov.uk or (01935) 462413)*

9/49. NEW INITIATIVES BUDGET

Mindful of the need to develop the range of services that we deliver to the people of Yeovil Town, the Town Council has agreed to allocate £49,300 in the 2015/16 New Initiatives budget.

This approach will ensure that funding totalling £29,300 is available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. £4,000 of this budget has been allocated towards the future provision of tourist information services in Yeovil Town and £4,000 towards Christmas Lights, which leaves a balance of £21,300. A further £20,000 has been earmarked for new initiatives.

In previous years the following initiatives were agreed:

- Interactive Screen in reception - £3,000
- Outdoor gym at Milford Park - £10,000 (in principle)

It has been agreed that all the service committees would be invited to put forward bids for this unallocated part of the New Initiatives budget, and that the Town Council would decide how this portion would be spent having regard to the views of the Policy, Resources and Finance Committee.

Last year, it was agreed that all services committees be reminded of the need for this budget to be used for *new* initiatives and, to allow sufficient time for their ideas to be drawn up and developed, the proposals that emerge during the July cycle of meetings be investigated and reported back to the service committees in the September and the November cycle of meetings.

The agreed definition of a new initiative is set out below;

“A proposal which will result in a new service, facility, activity or new equipment being procured by the Town Council, for the benefit of the people of Yeovil Town, in partnership with other organisations as appropriate”

It was further agreed that supported bids would be considered at the November meeting of the Policy, Resources and Finance Committee and referred to the December meeting of the Town Council for determination. This gave all committees an additional two months to develop their bids. This extended process enables all committees to make bids at the same time thereby giving them an equal opportunity to apply for funding and enabling the Policy, Resources and Finance Committee and the Town Council to consider their relative merits having regard to the budget available. However, in the interests of flexibility, the budget may also be used to enable the Town Council to respond to an unforeseen opportunity that might arise at short notice to fund a new initiative.

Since the last meeting of the Grounds and General Maintenance Committee, a suggestion has been made for the installation of a camera to enable viewing of a nesting box in Yeovil Country Park – a completed submission form is attached for consideration.

The Committee is **RECOMMENDED** to note the matter and to consider developing this bid having regard to the above outlined policy and the services that fall within the remit of this Committee.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)

NEW INITIATIVE SCHEME SUBMISSION

Information Required	Why is this being requested?
Description of the scheme and its location	To install remote wildlife cameras at Yeovil Country Park with a display monitor at the Ninesprings centre showing both live and pre recorded footage of nests, roosts and feeding areas. This will enable people to see the hidden local wildlife as is shown in the increasingly popular BBC's Springwatch and Autumnwatch. Café customers and the wider public will engage with the astonishing wildlife which we are fortunate to have in the park; elusive otters, rare water voles, stunning kingfishers, for example.
What benefits will this scheme provide to the local community?	It will help local people to better understand Yeovil Country Park and engender enthusiasm for local wildlife and greenspace. It will educate people about wildlife and enable us to use footage as outreach educational work with less mobile community groups and local schools.
What evidence is there of community support for the proposal?	It has been developed as part of a Heritage Lottery Funded project with much local consultation during the development phase with a wide range of community groups, schools and general public. Consultations showed the people would like to find out more about the wildlife in the park.
Any on-going costs such as maintenance?	This will be met as part of the Yeovil Country Park Buildings and Park maintenance budget.
Is there any partnership funding? If so what %?	It's a £12,000 project. £10,000 funded by HLF and SSDC, we are still looking for £2,000 of funding (17%)
Has any other funding been applied for, for example other authorities etc. If so what was their decision and why?	Yes, the HLF have funded towards this project element but require match funding from other funders.
Is there local funding (or land) available to support delivery of the proposal?	South Somerset District Council own the land and building.
Are there any constraints to delivery this financial year?	It would not be possible to install the cameras by March 2016. The project is fairly complex and works would need to take place during 2016/17.

Is the initiative usually/has been responsibility provided by another authority?	No
Any additional comments?	

9/50. ALLOTMENT RENT REVIEW – FINANCIAL YEAR 2016/17

Introduction

The Council has agreed to review the allotment rents on an annual basis - the last allotment rent review was therefore carried out in 2014 when it was agreed that an increase of 1p be made to the 2013/14 annual rent charge of 29p/sq metre. All tenants were given twelve months' notice of the increased charge of 30p/sq metre, which takes effect from 10 December 2015. At that point, the average annual rent of an allotment plot will be £42.90, which equates to 82.5p per week.

Last year, the Policy, Resources and Finance Committee concurred with the view of the Grounds and General Maintenance Committee, who felt that such an increase was necessary to ensure the level of subsidy was reduced. This view was echoed by the Town Council who approved the proposal and further agreed that, as a matter of policy and having regard to the individual benefit of allotment plots to individual tenants, the Town Council seeks to recover an increasing proportion of the net cost of providing allotments from the tenants, thereby reducing the level of subsidy by council taxpayers. It was felt that taking such an approach was sustainable and was justified given the personal benefits that allotment tenants derived from their individual plots; the wider implications of subsidising the costs of providing allotments, and the ongoing help and support that the Town Council gave to the management, maintenance and improvement of these facilities.

Process

To assist with the annual budget-setting process, the Council has agreed, as a matter of policy, that the views of the Grounds and General Maintenance Committee on the annual review of allotment rents by the Town Council, be submitted to the Policy, Resources and Finance Committee for consideration as part of that process. Any decision to amend these charges will need to be taken by the Town Council.

Update

The Finance Working Group met last month and considered the draft estimates for 2016/17, which are set out elsewhere on the agenda. Taking into account the details set out above, the total of the provisional budgets for proposed allotment-related expenditure (excluding mains water charges – as explained below) has been increased by 2%.

Water Charges

Last year it was agreed the mains water charges be recharged to each allotment site and collected from tenants on an annual basis. This approach has been successfully taken by a number of other local authorities. Not only is this approach more equitable - as the tenants on each site pay for the mains water that they have actually used - but it encourages tenants to adopt alternative more environmentally-friendly ways of collecting and recycling rainwater thereby reducing their dependency on mains water and saving money. Furthermore, it is in line with the Council's values of raising awareness of environmental issues, improving the quality of the environment and encouraging an environmentally friendly ethos.

The total cost of mains water for each site is divided by the number of plots – with consideration being given to the size of each plot. The tenants of those plots below 125 sq metres (standard half-plot) pay 50% of the charge to tenants of larger plots. Arrangements have been made for water meter readings to be taken towards the end of the summer growing season to ensure that the costs could be calculated and included in the invoices that are sent out in October each year.

The Finance Working Group, who would otherwise have been faced with the prospect of recommending a substantial increase in rent to recover the increasing cost of mains water provision, felt that this was a more equitable and sustainable approach and agreed to adopt it last year to enable the rent increase to be kept to 1p/sq metre. ***It is suggested that this system of re-charging of the mains water on the allotment sites continues, to allow any rent increase to have a positive impact on the reduction of the subsidy of allotment rents made by local council tax payers.***

Financial Implications

To re-cap and put matters into perspective, the average annual rent of an allotment plot is currently £42.90, which equates to 82.5p per week.

- a) An increase of 1p in the current rate of 30p per square metre would result in an additional annual charge of £1.43, which equates to an extra 3p per week - making a new yearly total of £44.33 - equivalent to 85.3 per week.
- b) It is estimated that to reduce the subsidy for proposed allotment-related expenditure to 33%, an increase of 4p in the current rate of 30p per square metre would be required, which would result in an additional annual charge of £5.72, which equates to an extra 11p per week - making a new yearly total of £48.62 – less than £1 per week.

Proposal (a) would generate additional income of £444, and proposal (b) would generate additional income of £1,776, which would, in line with Council policy, help to achieve a more equitable balance between the cost of allotments to individual tenants and local council tax payers by reducing the level of subsidy.

The Finance Working Group have discussed an increase of 1p per square metre and have agreed that the views of the Grounds and General Maintenance Committee be sought on the matter and reported to the Policy, Resources and Finance Committee and the Town Council, along with the Working Group's views, as part of the budget process.

Recommendation

The Committee is **RECOMMENDED** to consider the views of the Finance Working Group and recommend to the Policy, Resources and Finance Committee and the Town Council that situation (b) will best support the Council's policy if gradually reducing the subsidy made by the local council taxpayers.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)

Yeovil Town Council August Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual	Budget	Variance	Actual YTD	Budget YTD	Variance	Remaining Budget
Income								
PRECEPT	234,716.00	0.00	0.00	0.00	117,358.00	117,358.00	0.00	117,358.00
Disposal of Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Leases	2,088.00	0.00	0.00	0.00	522.00	522.00	0.00	1,566.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rents	14,806.00	52.68	1,233.83	-1,181.15	617.83	617.83	-5,551.32	14,188.17
Sales of Gate & Tap Keys	100.00	-13.00	8.33	-21.33	44.00	41.65	2.35	56.00
	<u>251,710.00</u>	<u>39.68</u>	<u>1,242.16</u>	<u>-1,202.48</u>	<u>118,541.83</u>	<u>124,090.80</u>	<u>-5,548.97</u>	<u>133,168.17</u>
Expenditure								
Allotment Maintenance (Corporate)	7,970.00	41.42	664.17	-622.75	3,300.21	3,320.85	-20.64	4,669.79
Allotment Maintenance (Non Corporate)	3,420.00	0.00	285.00	-285.00	698.00	1,425.00	-727.00	2,722.00
Allotment Fence Repairs	2,000.00	0.00	166.67	-166.67	100.00	833.35	-733.35	1,900.00
Buildings & Electric Goar Knap	1,360.00	100.00	113.33	-13.33	608.58	566.65	41.93	751.42
BKAC	220.00	0.00	18.33	-18.33	37.63	91.65	-54.02	182.37
Leases	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
Labour	15,610.00	1,126.00	1,300.83	-174.83	5,873.26	6,504.15	-630.89	9,736.74
Materials & Equipment	760.00	28.60	63.33	-34.73	582.19	316.65	265.54	177.81
Holiday Play Scheme	8,550.00	0.00	712.50	-712.50	0.00	3,562.50	-3,562.50	8,550.00
Open Spaces: Doorstep Green	780.00	0.00	65.00	-65.00	266.73	325.00	-58.27	513.27
Open Spaces: General	147,900.00	0.00	12,325.00	-12,325.00	36,975.00	61,625.00	-24,650.00	110,925.00
Open Spaces: Play Area Repairs	11,720.00	0.00	976.67	-976.67	0.00	4,883.35	-4,883.35	11,720.00
Open Spaces: Country Park	31,450.00	0.00	2,620.83	-2,620.83	7,862.50	13,104.15	-5,241.65	23,587.50
Enhancements: Play Area Upgrades	2,500.00	0.00	208.33	-208.33	0.00	1,041.65	-1,041.65	2,500.00
Yew Tree Park Gate Opening	1,530.00	107.25	127.50	-20.25	560.88	637.50	-76.62	969.12
Play & Landscape Officer	11,950.00	0.00	995.83	-995.83	0.00	4,979.15	-4,979.15	11,950.00
Over/Underspend	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dog Wastebins	230.00	0.00	19.17	-19.17	0.00	95.85	-95.85	230.00
Newsletter	150.00	0.00	12.50	-12.50	0.00	62.50	-62.50	150.00
Protective Clothing	160.00	0.00	13.33	-13.33	19.99	66.65	-46.66	140.01
Vehicle	1,010.00	61.40	84.17	-22.77	314.05	420.85	-106.80	695.95
Water Charges	0.00	0.00	0.00	0.00	686.95	0.00	686.95	-686.95
Water Mains Refurbishment	2,040.00	2,040.00	170.00	1,870.00	2,040.00	850.00	1,190.00	0.00
	<u>251,710.00</u>	<u>3,504.67</u>	<u>20,942.49</u>	<u>-17,437.82</u>	<u>59,925.97</u>	<u>104,712.45</u>	<u>-44,786.48</u>	<u>191,784.03</u>
	<u>0</u>	<u>-3,464.99</u>	<u>-19,700.33</u>	<u>16,235.34</u>	<u>58,615.86</u>	<u>19,378.35</u>	<u>39,237.51</u>	<u>-58,615.86</u>

Date: 02/11/2015

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Yeovil Town Council

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Nominal Departmental Analysis (Detailed)

<u>N/C</u>		<u>Name</u>					
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36393	PI	25/08/2015	Installing Double Check Valves		2,040.00		2,040.00
				<u>Account Totals</u>	<u>2,040.00</u>		<u>2,040.00</u>
				<u>Department Totals</u>	<u>3,531.17</u>	<u>66.18</u>	<u>3,464.99</u>
				<u>Grand Totals</u>	<u>3,531.17</u>	<u>66.18</u>	<u>3,464.99</u>

Yeovil Town Council September Actual V Budget

Grounds & General Maintenance

	Actual	Budget	Variance	Actual YTD	Budget YTD	Variance	Remaining Budget
Income							
PRECEPT	117,358.00	117,358.00	0.00	234,716.00	234,716.00	0.00	0.00
Disposal of Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Leases	522.00	522.00	0.00	1,044.00	1,044.00	0.00	1,044.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rents	86.67	1,233.83	-1,147.16	704.50	7,402.98	-6,698.48	14,101.50
Sales of Gate & Tap Keys	-40.00	8.33	-48.33	4.00	49.98	-45.98	96.00
	<u>117,926.67</u>	<u>119,122.16</u>	<u>-1,195.49</u>	<u>236,468.50</u>	<u>243,212.96</u>	<u>-6,744.46</u>	<u>15,241.50</u>
Expenditure							
Allotment Maintenance (Corporate)	66.77	664.17	-597.40	3,366.98	3,985.02	-618.04	4,603.02
Allotment Maintenance (Non Corporate)	501.00	285.00	216.00	1,199.00	1,710.00	-511.00	2,221.00
Allotment Fence Repairs	0.00	166.67	-166.67	100.00	1,000.02	-900.02	1,900.00
Buildings & Electric Goar Knap	139.64	113.33	26.31	748.22	679.98	68.24	611.78
BKAC	169.18	18.33	150.85	206.81	109.98	96.83	13.19
Leases	0.00	0.00	0.00	0.00	0.00	0.00	400.00
Labour	1,082.66	1,300.83	-218.17	6,955.92	7,804.98	-849.06	8,654.08
Materials & Equipment	54.57	63.33	-8.76	636.76	379.98	256.78	123.24
Holiday Play Scheme	0.00	712.50	-712.50	0.00	4,275.00	-4,275.00	8,550.00
Open Spaces: Doorstep Green	0.00	65.00	-65.00	266.73	390.00	-123.27	513.27
Open Spaces: General	36,975.00	12,325.00	24,650.00	73,950.00	73,950.00	0.00	73,950.00
Open Spaces: Play Area Repairs	0.00	976.67	-976.67	0.00	5,860.02	-5,860.02	11,720.00
Open Spaces: Country Park	0.00	2,620.83	-2,620.83	7,862.50	15,724.98	-7,862.48	23,587.50
Enhancements: Play Area Upgrades	0.00	208.33	-208.33	0.00	1,249.98	-1,249.98	2,500.00
Yew Tree Park Gate Opening	118.24	127.50	-9.26	679.12	765.00	-85.88	850.88
Play & Landscape Officer	0.00	995.83	-995.83	0.00	5,974.98	-5,974.98	11,950.00
Over/Underspend	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dog Wastebins	0.00	19.17	-19.17	0.00	115.02	-115.02	230.00
Newsletter	0.00	12.50	-12.50	0.00	75.00	-75.00	150.00
Protective Clothing	0.00	13.33	-13.33	19.99	79.98	-59.99	140.01
Vehicle	0.00	84.17	-84.17	314.05	505.02	-190.97	695.95
Water Charges	0.00	0.00	0.00	686.95	0.00	686.95	-686.95
Water Mains Refurbishment	0.00	170.00	-170.00	2,040.00	1,020.00	1,020.00	0.00
	<u>39,107.06</u>	<u>20,942.49</u>	<u>18,164.57</u>	<u>99,033.03</u>	<u>125,654.94</u>	<u>-26,621.91</u>	<u>152,676.97</u>
	<u>0</u>	<u>98,179.67</u>	<u>-98,179.67</u>	<u>137,433.47</u>	<u>117,558.02</u>	<u>19,875.45</u>	<u>-137,433.47</u>

Nominal Departmental Analysis (Detailed)

N/C From 01/09/2015 Tran No From 1 Department From 0
 N/C To 99999999 Tran Date To 30/09/2015 Tran No To 99,999,999 Department To 999

Dept Number 4 **Dept Name** GROUND & GENERAL MAINTENANCE

N/C 7000 **Name** G&GM - PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37438	BR	25/09/2015	Precept 2nd Qtr		117,358.00	-117,358.00
<u>Account Totals</u>					<u>117,358.00</u>	<u>-117,358.00</u>

N/C 7002 **Name** G&GM - Inc - Leases

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37528	SI	01/09/2015	Lease at Hillcrest/Higher Ryalls - Rent July to		522.00	-522.00
<u>Account Totals</u>					<u>522.00</u>	<u>-522.00</u>

N/C 7004 **Name** G&GM - Inc - Rents

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36269	SI	02/09/2015	Rotovation		50.00	-50.00
36462	SI	28/09/2015	Spraying of Plot		16.67	-16.67
36463	SI	29/09/2015	Rotovation		20.00	-20.00
<u>Account Totals</u>					<u>86.67</u>	<u>-86.67</u>

N/C 7005 **Name** G&GM - Inc - Sales of gates & tap keys

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37446	CP	08/09/2015	Key Deposit Refund	10.00		10.00
37448	CP	16/09/2015	Key Deposit Refund	10.00		10.00
37455	CP	23/09/2015	Key Deposit Refund	10.00		10.00
37459	CP	30/09/2015	Refund Key Deposits	10.00		10.00
<u>Account Totals</u>				<u>40.00</u>		<u>40.00</u>

N/C 7019 **Name** G&GM - Exp - Allotment Maintenance (Corporate)

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36280	PI	02/09/2015	Plumbing Items	27.46		27.46
37587	PI	02/09/2015	Stakes - Allotments	39.31		39.31
<u>Account Totals</u>				<u>66.77</u>		<u>66.77</u>

N/C 7020 **Name** G&GM - Exp - Allotment Maintenance (Non

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37574	PI	07/09/2015	Skip Hire - Newtown	146.00		146.00
37575	PI	09/09/2015	Skip Hire - Goar Knap	146.00		146.00
37576	PI	24/09/2015	Skip Hire - Sunningdale	209.00		209.00
<u>Account Totals</u>				<u>501.00</u>		<u>501.00</u>

N/C 7040 **Name** G&GM - Exp - Buildings & Electric Goar Knap

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36270	BP	01/09/2015	Rates	100.00		100.00
37535	PI	04/09/2015	Electricity	39.64		39.64
<u>Account Totals</u>				<u>139.64</u>		<u>139.64</u>

N/C 7050 **Name** G&GM - Exp - BKAC

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37483	PI	21/09/2015	Trophies	169.18		169.18
<u>Account Totals</u>				<u>169.18</u>		<u>169.18</u>

Nominal Departmental Analysis (Detailed)

N/C 7070 Name G&GM - Exp - Labour

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36384	JD	27/09/2015	Payments	1,082.66		1,082.66
<u>Account Totals</u>				<u>1,082.66</u>		<u>1,082.66</u>

N/C 7080 Name G&GM - Exp - Materials & Equipment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
37478	PI	10/09/2015	Plumbing Materials	23.94		23.94
37588	PI	11/09/2015	Materials - Workshop	30.63		30.63
<u>Account Totals</u>				<u>54.57</u>		<u>54.57</u>

N/C 7100 Name G&GM - Exp - Open Spaces: Open spaces - general

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
36416	PI	02/09/2015	Open Spaces - 2nd Qtr	36,975.00		36,975.00
<u>Account Totals</u>				<u>36,975.00</u>		<u>36,975.00</u>

N/C 7120 Name G&GM - Exp - Yew Tree Park - Gate Opening

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
57479	PI	16/09/2015	Security	118.24		118.24
<u>Account Totals</u>				<u>118.24</u>		<u>118.24</u>

<u>Department Totals</u>				<u>39,147.06</u>	<u>117,966.67</u>	<u>-78,819.61</u>
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<u>Grand Totals</u>				<u>39,147.06</u>	<u>117,966.67</u>	<u>-78,819.61</u>
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NOTES ON BUDGET ESTIMATES – FINANCIAL YEAR 2016/17

Materials and Equipment

For use of the Town Council's Maintenance Operative to purchase essential tools, materials and equipment. It is anticipated that this year's allocation will be on target and the sum of £760 has been proposed for 2015/16.

Water Mains Refurbishment

It was acknowledged in 2007 that the budget allocation for one year would not be sufficient to carry out the water refurbishment any allotment site. The Council therefore agreed at that time to combine the budget allocation for two years to enable the rolling programme of water refurbishment to be carried out every two years. To date, refurbishment works have been carried out at St George's, Hillcrest, Newtown, Sunningdale, Elizabeth Flats Allotment and Larkhill Allotment Sites.

Last year it was proposed that a sum of £2,040 be included, which combined with the budget allocation for 2016/17, would have provided funds towards water mains refurbishment of the next site in winter 2016. However, due to the requirement by Wessex Water to install non-return valves on all allotment sites, the current year's budget allocation has already been put towards the total cost of these works.

Water Charges

The Finance Working Group has proposed that a different approach be taken to meeting these charges in the future. Details of their proposal are set out elsewhere on the agenda. However, as no contingency has been included for water leaks, it is suggested that £1000 is budgeted for the forthcoming year.

Allotment Maintenance (Corporate)

This budget allows for allotment maintenance, whether carried out by District Council or private contractors engaged by the Town Council and covers basic maintenance such as grass cutting, strimming of vacant plots, landscaping, spraying, hedge trimming, rotovation requests, repairs to damaged or vandalised areas etc.

£8,130 has been allocated in the next financial year.

Allotment Maintenance (Non Corporate)

The Non-Corporate Allotment Maintenance budget was historically for works which may be requested by tenants themselves through their site representatives, but is now used for the provision of skips to allotment sites and is shared out fairly according to the number of let plots on each site. The amount allocated by the Finance Working Group has been provisionally increased from £3,420 this year to £3,490 for 2016/17.

Allotments – Fence Repairs

A proposed contingency of £2,000 for essential repairs to fences and associated gates, which arise during the year and need a speedy response for safety and security reasons.

Leases

An annual charge payable to Wessex Water, which owns the freehold of the Turners Barn Lane allotment site. The five-year lease agreement was renewed in 2014, and the sum allocated is based on the annual cost of the new lease as indicated by Wessex Water.

Goar Knap - Building

This expenditure relates to heat, light, business rates and maintenance of the Councils' depot at Goar Knap allotment site. An allocation of £1,390 has been suggested for 2016/17.

Newsletter

£150 has been allocated in the current year for the costs of mailing the Town Council's 'Greenfingers' information newsletter, which is produced twice per year and distributed to all allotment tenants. £150 is also proposed for next year.

Best Kept Allotment Competition

£220 was allocated for the costs of the annual Best Kept Allotment Competition, summer and winter rounds, including costs of judging day, engraving of trophies and annual presentation of awards. The presentation of awards now takes place at the Annual Flower and Gardeners' Market, which has led to a saving in costs. This year, the overall cost of the Competition is anticipated to be £230 and a budget in this sum has been proposed for next year.

Labour

Budget allocation for the employment costs of the Town Council's Maintenance Operative.

Vehicle

The purchase of the previously leased VW Caddy van used by the Council's Maintenance Operative has resulted in ongoing annual savings of £2,536 in leasing costs. Retaining the vehicle also saved on new livery costs and the purchase of a new roof rack.

As a result of this decision, the amount allocated in the budget was reduced to meet the lower ongoing costs of running the purchased vehicle. The budget for 2014/15 is on target and an allocation of £1,030 is proposed for 2015/16.

Protective Clothing

Allocated for the purchase of any items of protective clothing e.g. steel capped boots, heavy duty gloves, weatherproof jackets etc for the Maintenance Operative to ensure compliance with health and safety requirements. This has been kept at £160 for the forthcoming year.

Dog Bins

A review that took place in 2010 concluded that new bins should only be purchased as a last resort and that more effective enforcement action and, if necessary, a

rationalisation of existing bins should be pursued in the first instance. However, provision still needs to be made for existing bin replacement and repairs and £240 has been allocated for 2016/17.

Open Spaces Budgets

A contribution of £150,860 towards the maintenance of Open Spaces in Yeovil has been proposed, along with £11,950 towards Play Area Repairs/Enhancements and £32,080 towards Yeovil Country Park. A separate report outlining the work carried out in the Country Park over the past twelve months and the plans for the forthcoming year is attached elsewhere on the agenda.

Play Area Upgrade and Play and Landscape Officer

Budget funding allocation towards the costs of the rolling programme of play area upgrades and a District Council Play and Landscape Officer.

Holiday Activity Programme contribution

This initiative now covers a number of activities across the Town and is jointly funded by the Town and District Councils and Yarlington Housing Group.

In 2014 the Programme was extended to include Yew Tree Recreation Ground, which enabled schemes to be delivered to children in all wards of the Town. A separate report setting out the success of this year's events is included elsewhere on the agenda.

To enable the Programme to continue to be delivered on an extended basis, a contribution of £8,720 has been provisionally allocated and Yarlington Housing Group have been approached to establish whether they would be prepared to make a further contribution towards this initiative.

Door Step Green

This covers the ongoing costs of maintaining this area, including the footpath lighting, which is located off Rosebery Avenue. A budget of £795 has been allocated for 2016/17.

Yew Tree Park

£1,530 was allocated in the current year for the costs of operating a 7-day a week car park barrier-closing scheme with a local security company at Yew Tree Park, as agreed at the July 2004 meeting of the Committee. This has been increased to £1,560 for 2016/17.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)