



Yeovil Town Council

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Minutes of the meeting of Buildings & Civic Matters Committee of Yeovil Town Council held on Tuesday 22nd November 2016 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs R Stickland (Chairman), F Boieangiu, P Chandler, G Freeman-Bell, P Gubbins, T Lock, D Recardo and M Roper.

In Attendance: Cllr W Read, (Hollands Ward Member), S Freemantle (Deputy Town Clerk), Jake Hannis (Senior Sport and Healthy Lifestyles Officer) and Marie Ainsworth (Neighbourhood Officer).

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

7.00pm – Meeting commenced.

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

Apologies for absence were received from Pauline Lock – conflicting meeting, and Darren Shutler – conflicting Mayoral engagement.

RESOLVED: to accept the apologies with the reasons given.

9/108. DECLARATIONS OF INTEREST

There were no declarations of interest.

9/109. MINUTES

The Committee confirmed as a correct record the Minutes of the previous meeting held on 20 September 2016.

RESOLVED: that the Minutes of previous meeting held on 20 September be signed as a correct record.

9/110. EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business of item 9/120 and 9/121, under the Public Bodies (Admission to Meetings) Act 1960 s3, it is proposed to put forward a motion to exclude members of the public and press during the discussion of these items.

RESOLVED: that agenda item 9/120 and 9/121 be heard with the Public & Press excluded.

9/111. SPORTS DEVELOPMENT UPDATE

The Senior Sports and Healthy Lifestyles Officer (SSDC) summarised his written report which was included in the agenda and responded to questions regarding the positive impact the Town Council's contribution has on the sports and clubs in Yeovil.

RESOLVED: (1) that the report be noted; and (2) to recommend to the Policy, Resources and Finance Committee that a budget of £2,080 be allocated to support the sports/physical activity development work undertaken in the Yeovil area in 2017/18.

7.18pm – J Hannis left the meeting

9/112. YEOVIL TOWN CENTRE MAINTENANCE PROGRAMME

The Neighbourhood Officer (SSDC) summarised her written report which was included in the agenda and discussion took place regarding the use of our own resources for some of the work, however it was generally felt that there was no capacity to increase existing workload and reported that reviews are in place to save money wherever possible.

RESOLVED: to note the report.

8.27pm – M Ainsworth left the meeting.

9/113. COMMUNITY HALL CHARGES

The Committee considered the proposed increase in Community Hall charges.

RESOLVED: RESOLVED: (1) that the report be noted; (2) that the Community Hall Hire Charges be altered in accordance with the updated table below; and (3) that these proposed charges be referred to the next meeting of the Policy, Resources and Finance Committee for consideration for the 2017/18 financial year.

Milford and Monmouth Community Halls – Hire Charges	
<i>Type of Hire</i>	<i>Proposed Rate of Hire</i>
<i>Rate for commercial organisations/persons (per hall/room per hour or part thereof)</i>	<i>£16.00</i>
<i>Private Functions (per hall/room per hour or part thereof)</i>	<i>£7.50</i>

<i>Damage Deposit for Private Functions per hire (returnable if hall left in a satisfactory condition)</i>	<i>£115.00</i>
<i>Non-profit making Organisations (per hall/room per hour or part thereof)</i>	<i>£6.50</i>
<i>Milford and Monmouth Halls: Use of Main Hall Kitchen (per hire)</i>	<i>£10.50 per hire (included in hall/room hire charge for non-profit making organisations)</i>
Town Council Chamber – Hire Charges	
<i>Town House Council Chamber: Hire (per hour or part thereof)</i>	<i>£6.50</i>
<i>Town House Council Chamber: Provision of tea/coffee (per hire)</i>	<i>£20.00</i>
<i>Use of Kitchen without tea/coffee (per hire)</i>	<i>£5.00</i>

9/114. CONSIDERATION OF DROPPED KERBS AT ST JOHN'S CHURCHYARD

Discussion took place regarding the suggestion of dropped kerbs onto the grassed areas, however it was felt that the work could be quite invasive to a closed Churchyard. Given that Planning Consent would also be required it was agreed that it would be preferential to manage the layout of the part of Super Saturday held in the Churchyard to ensure that where possible all visitors could access stalls and activities.

RESOLVED: (1) that the suggestion of dropped kerbs in St John's Churchyard be noted; and (2) that Super Saturday be planned with access for all to the attractions in the Churchyard in mind.

9/115. MOTION REGARDING DEFIBRILLATORS

Discussion took place regarding the suggestion of defibrillators in the Community Halls, however it was felt that the defibrillators would be better placed outside of the halls following a review of relevant security and lighting in both areas.

RESOLVED: (1) that the suggestion of defibrillators in or Community Halls be noted; and (2) that the motion be supported for defibrillators outside of the halls but that no measures for installation be made until completion of security reviews.

9/116. TOWN CENTRE GAS PIPE REPLACEMENT

The Committee considered the letter from Wales & West Utilities and members reiterated that they wanted to ensure that access to Court Ash car park be maintained.

RESOLVED: (1) that the letter be noted; and (2) that the importance of continued access to Court Ash car park be re-iterated.

9/117. ACTION PLAN – BUILDINGS AND CIVIC MATTERS PRIORITIES

The Committee considered the proposed Action Plan.

RESOLVED: (1) that the Action Plan be noted; and (2) that Action Plan be approved with the addition of the following on-going activities:

- Alternative use for Monmouth Hall/Site
- Reviewing Community Halls to keep running costs down

9/118. DRAFT BUDGET – 2017/18

The Committee considered and discussed the draft budget.

RESOLVED: (1) to note the draft budget, 2) that the draft budget be supported and referred to the Policy, Resources and Finance Committee for consideration.

9/119. FINANCIAL STATEMENT – AUGUST/SEPTEMBER 2016

The Committee considered the Financial Statement for the period 1 August to 30 September 2016.

RESOLVED: that the Financial Statement be noted.

PUBLIC COMMENT (15 Minutes)

There were no members of the public present.

In accordance with Agenda Item 9/110 the public & press were excluded during discussion of the following items.

9/120. MONMOUTH HALL FIRE RISK ASSESSMENT

The Committee considered the confidential report.

RESOLVED: (1) that the report be noted; (2) that the works identified in the assessment be carried out as a matter of urgency; (3) that the matter be delegated to the Town Clerk in consultation with the Chairman of the Buildings and Civic Matters Committee to authorise the works; (4) that if necessary, Financial Regulation threshold for tender requirements be waived providing works authorised as (per resolution (3)) are by local and trusted traders; and (5) that a report be given at the next Policy, Resources and Finance meeting.

9/121. CCTV MONITORING

The Committee considered the confidential report.

RESOLVED: to note the report and the statistics given.

The meeting closed at 9.01pm

Signed:.....

Dated:.....