



Yeovil Town Council

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Yeovil Town Council

The Meeting... **Yeovil Town Council**

The Time... **7.30pm**

The Date... **Tuesday 1 September 2015**

The Place... **Town House, 19 Union Street, Yeovil**

The Town Council will be discussing all the items listed overleaf

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



Sally Freemantle

Sally Freemantle
Acting Town Clerk

25 August 2015

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

YEOVIL TOWN COUNCIL

Mike Lock - Mayor of Yeovil Town

Darren Shutler - Deputy Mayor of Yeovil Town

Vijay Adampalli

Pauline Lock

Nagaraja Akkisetty

Tony Lock

Kris Castle

Sarah Lowery

Philip Chandler

Graham Oakes

Tristan Cobb

Evie Potts-Jones

Joe Conway

Andrew Pugsley

Gail Freeman-Bell

Wes Read

Peter Gubbins

David Recardo

Kaysar Hussain

Manny Roper

Andrew Kendall

Alan Smith

Terry Ledlie

Rob Stickland

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

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

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.

Prior to the start of the meeting, Members are invited to join the Mayor's Chaplain in the Council Chamber for prayers.

A G E N D A

Grant Presentations

Public Comment (15 Minutes)

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 30 June 2015.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **TO APPOINT A PROPER OFFICER AND RESPONSIBLE FINANCE OFFICER**

To consider appointing John Furze, Fellow ILCM as Locum Town Clerk (Proper Officer and Responsible Finance Officer) until such a time as a new Town Clerk is appointed.
LGA 1972 s112(1) & s151

5. **MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

(See attached at pages 3 to 6)

6. **CORRESPONDENCE**

7. **MEMBERSHIP OF COMMITTEES**

Newly co-opted Member, Councillor Pugsley has expressed an interest in serving on the Grounds and General Maintenance Committee as a co-opted, non-voting Member.

Council is **RECOMMENDED** to consider this request and, if supported, to appoint Andrew to serve on the above Committee as a co-opted, non-voting Member with immediate effect.

8. **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

(The Minutes of all of the following meetings are open for discussion. Where the Committee has made a recommendation it will be listed under the Committee headings on the Agenda paper).

Planning and Licensing Committee

20 July 2015

Grounds and General Maintenance Committee

6 July 2015

Promotions and Activities Committee

14 July 2015

Buildings and Civic Matters Committee

21 July 2015

Policy, Resources and Finance Committee

28 July 2015

9. REPORTS AND REPRESENTATIVES ON OUTSIDE BODIES

• **Yeovil Twinning Association**

13 May 2015 7

10 June 2015 8 - 9

• **Yeovil Youth Council**

22 June 2015 10 -12

13 July 2015 13 - 15

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

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.

10. SOMERSET COUNTY COUNCIL CHAIRMAN'S AWARDS FOR SERVICE TO THE COMMUNITY

To consider nominating a person for the Somerset County Council Chairman's Awards for Service to the Community – nomination form attached at pages 16 to 17.

11. WESTLAND LEISURE COMPLEX

To receive a verbal report by Steve Joel, Assistant Director (Health and Well-Being) SSDC, regarding an up-date on the key findings emerging from the feasibility exercise into retaining the facilities at the Westland Leisure Complex.

List of Engagements attended/to be attended by His Worship the Mayor of Yeovil, Councillor Mike Lock and the Deputy Mayor of Yeovil, Councillor Darren Shutler from 30 June to 6 October 2015

02/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Tyndale Nursing Home, opening of project completed by Princes Trust
02/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Waterstones Johnny Kingdom book launch
03/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Yeovil College Further Education Awards
04/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Chickerell Civic Day
05/07/15	The Mayor of Yeovil, Councillor Mike Lock attended St Margarets' Country Festival
05/07/15	The Mayor of Yeovil, Councillor Mike Lock hosted the Town Councils' annual Civic Service
07/07/15	The Mayor of Yeovil, Councillor Mike Lock attended the 1 st Preston Guides presentation of guiding awards
08/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Milford School's production of Mary Poppins
09/07/15	The Mayor of Yeovil, Councillor Mike Lock attended The Park School Junior presentation awards ceremony
09/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Yeovil Opportunity Group Annual General Meeting
10/07/15	The Mayor of Yeovil, Councillor Mike Lock attended The Park School Senior presentation awards ceremony
10/07/15	The Mayor of Yeovil, Councillor Mike Lock attended a production of West Side Story at the Octagon Theatre
11/07/15	The Mayor of Yeovil, Councillor Mike Lock attended the RNAS Yeovilton Air Day
12/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Westland Centenary Family Day

13/07/15	The Mayor of Yeovil, Councillor Mike Lock attended a dinner held for visitors from Samarateas guests of twinning association
17/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Yeovil in Bloom Judging
17/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Ferndown Civic Service
18/07/15	The Mayor of Yeovil, Councillor Mike Lock attended the Knoll Care Home Garden Party
25/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Radio Camelot Grand Fundraising Weekend
26/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Weymouth and Portland Civic Service
26/07/15	The Mayor of Yeovil, Councillor Mike Lock attended Bridport Civic Service
07/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Wareham Town Council Civic Walkabout
08/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Twinning Association Cream Tea
08/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Annual Wessex Truck Show
09/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Yeovil Allotments Association Annual Show
15/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Sherborne Care Home Summer Fete
15/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Yeovil Amateur Radio Club event for V J Day
16/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the V J Commemoration Service as Sherborne Abbey
18/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Grand Opening of St Margarets New Shop

19/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the North Dorset District Council Civic Day
22/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Somerset Festival of Transport
23/08/15	The Mayor of Yeovil, Councillor Mike Lock attended Chard's Civic Service
29/08/15	The Mayor of Yeovil, Councillor Mike Lock attended the Travel to the Moon cycle challenge at Morrisons
04/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the High Sheriff Awards Celebration
04/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Induction of Reverend Mike John
05/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Alzheimer's Society Annual Walk
05/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Bridport Civic Day
07/09/15	The Mayor of Yeovil, Councillor Mike Lock will welcome the Preston School Spanish Students at the Town House
11/09/15	The Mayor of Yeovil, Councillor Mike Lock will draw the Grand Raffle at St Margarets Hospice
11/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Crewkerne United Dramatic Operatic Society production of Ghost
12/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend Wimborne Minster Civic Day
16/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend Sunningdale Lodge for their Cupcake Competition
19/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Axbridge Blackberry Carnival
19/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Yeovil and District Chrysanthemum and Dahlia Society Annual Show

20/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend St Johns Special Service
21/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend Weymouth and Portland Civic Day
22/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Chairman of Taunton and Somerset NHS Foundation Trusts 8 th Annual Members' Meeting
23/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the South West in Bloom Civic reception
24/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the South West in Bloom awards
25/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend a Charity Event at the Quicksilver Mail
26/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Annual Flower and Gardeners' Market
26/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend Sturminster Newton Civic Day
26/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend a meal at Yeovil Golf Club for the German Twinning Association
27/09/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Portland Council Ceremony of the Keys
04/10/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Afternoon Tea at Dillington House
04/10/15	The Mayor of Yeovil, Councillor Mike Lock will attend the Wells Cathedral Service of Thanksgiving and Reflection at Harvest Time

YEOVIL TWINNING ASSOCIATION

Summary of the Committee Meeting held on Wednesday 13th May 2015

Pre Meeting Demonstration by Chris West

Chris West demonstrated his entertainment show. Using a computer, amplifier and projector he was able to display the words of popular tunes and people were encouraged to join in by singing along with Chris. The Committee were impressed with the hard work that Chris had put into producing the song book and with the enthusiasm with which he presented the package. It was felt that it would be a good idea to have Chris perform at the proposed dinner for the Samarate visitors (and perhaps other YTA events) and he was thanked for his demonstration.

Present: The Chairman and 6 other Committee members were present.

Minutes: The minutes of the last meeting were agreed and signed.

Reports:

The issue of difficulties with the visit by the Samarate musicians remained outstanding. The husband of the Samarate Chairman was seriously ill in hospital and YTA had sent concerns and best wishes.

Although unable to attend the meeting the Treasurer had indicated that the audited accounts were still awaited.

Incoming Taunusstein trip: September 24th - 29th September:

Nineteen visitors were now expected. The majority had been hosted and the Chairman had offered to help but warned that he would be busy with arrangements for the YTC Farmers and Flower market. There was a discussion on visits with Tyntesfield and the Seaton Tramway and Beer Caves being identified as possibilities.

Incoming Samarate visit: July 2015 9th - 14th July

The Secretary summarised the ongoing discussions with Samarate. The Samarate musicians had promised to sort out their numbers and details ASAP. Westlands had confirmed that they were being flown over on the AW shuttle on Friday and were expected to play on the Sunday Family Day, being flown back on the Monday morning. This would be in conjunction with the Yeovil Town Band who had also been booked to play. There was a discussion on the arrangements for a formal meal and the Red House on the Dorchester Road was suggested.

The Vice Chair was working on a draft programme of visits and was suggesting a trip on the Seaton Tram then lunch in Beer and a visit to Beer Caves for the Friday and a trip to Tyntesfield on the Monday (as the Taunusstein visit). Visitors would be with their hosts on Saturday and the Secretary confirmed he had arranged for the musicians to play at the Old School Gallery in Yetminster as part of their Summer Festival Day. Agreed that we should proceed to arrange the trips and the meal even if the total numbers coming were not known.

Socials/Fundraising:

The Coffee morning had raised £76.00 which was thought to be a good result and the Chairman reported that several membership application forms had been taken. The next coffee morning would be on the 8th August. Tickets had sold well for the charity night presentation of Ring Around the Moon at the Swan Theatre and it was felt that people were looking forward to the play.

AOB:

The Chairman was thanked for hosting the meeting

The meeting closed at 8.35 pm

David Torrance
YTA Secretary
yeoviltwin@aol.com

YEOVIL TWINNING ASSOCIATION

Summary of the Committee Meeting held on Wednesday 10th June 2015

Present: The Chairman and nine other members and the YTC rep were present.

Minutes: The minutes of the last meeting were agreed and signed.

Reports:

It had been confirmed that the Samarate musicians were not now coming. We had learnt of the death of Adriano, the Samarate Chairman's husband and a card of condolence had been sent and the YTC Town Clerk notified,

Notification from Herblay of dates for 2016 - March 25 am - March 28 am

The Treasurer confirmed that the Insurance for the YTA had been paid. The Chairman queried whether we would be able to cover the cost of the two incoming visits and the Treasurer felt that visits would be in the region of £1500 each time and that this would be covered at this time with members contributing to the cost of the coaches etc. as per normal.

Incoming Taunusstein trip: September 24th - 29th September:

It was agreed that the meeting should concentrate on the visit by the Samarate Twinners which was now imminent and the Committee were asked to submit ideas on visits to the Secretary for discussion at the next meeting which would be used to tidy up the Samarate visit and finalise the Taunusstein visit. The Chairman indicated that he had not had a specific invitation from the Mayor of Taunusstein with regard to their proposed Twinning celebration and that he was checking with Yeovil Town Mayor's office to see what had been sent.

Incoming Samarate visit: July 2015 9th - 14th July

The Secretary outlined the correspondence relating to the visit by the musicians etc. and the Committee generally expressed their concerns that the proposed visit was not now happening when so much hard work had been done by all concerned. A total of 12 guests were now arriving and they had all been accommodated.

The Vice Chairman and the Secretary had visited the Seaton Tramway and felt that the trip would be worthwhile as we would be able to have coffee and visit the shop before boarding our own tram for the trip to Seaton. The coach would meet us at Seaton and take us to Beer where we could have lunch. They had also visited the Beer caves and although they had not toured these they felt that this would be an interesting visit - the tour lasted about an hour.

Saturday was a free day with hosts and Sunday was the visit to Westlands although this would only be for visitors and hosts due to the limited numbers permitted.

Monday we would be going to Tyntesfield House outside Bristol and we would then take the coach to Bristol for lunch. We would then visit the Bristol Blue Glass factory for a demonstration before returning to Yeovil.

Arrangements were in hand to hold the "formal" dinner at the Red House on the Dorchester Road and the Chairman would invite the YTC Mayor.

Incoming Herblay: 2016

The Secretary had received an email from Jocelyn (the Herblay Chair) asking if they could visit at Easter - this was felt by them to be the best time for their members because of the French Bank Holidays etc. There was a general discussion re this and it was felt that we would prefer them to visit later due to family and school holidays and the additional costs of coaches over the Bank Holiday weekend etc. and the Secretary was asked to explain this to Jocelyn.

Socials/Fundraising:

The evening at the Swan Theatre had been well supported. An additional Coffee Morning had been arranged on the 17th July in the Baptist Hall and help with serving and cakes would be needed. It was hoped to be able to adopt a library window for a YTA display between 19th to the 30th October.

AOB:

Suzanne Biddiscombe was thanked for hosting the meeting

The meeting closed at 8.35 pm

David Recardo Chair YTA:
Dated:

David Torrance
YTA Secretary
yeoviltwin@aol.com

YEOVIL TOWN COUNCIL

Minutes of the Meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil, on **Monday 22 June 2015**.

(7.00pm – 9.00pm)

Present:

Chloe Broadribb (Chairman)
Zoe Braddick (Deputy Chairman)
Luke Brickley (Treasurer)
Kevin Chan (Secretary)
Bethany Vince
Rhiannon Davies
Heather Murphy

Also Present:

Gill Tomlinson Committee Administrator

(1) Apologies for Absence

Apologies for absence were received from Louise Golby and Alan Tawse.

(2) Minutes

The Minutes of the previous meeting held on 18 May 2015, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

(3) Music Concert

The concert had been moved from Westland to the Gateway and will be held on Saturday 11 July 2015, from 7.00pm – 10.30pm.

Auditions were held on Saturday 20 June at St Peter's Hall, only 4 bands/acts turned up which was disappointing as it was advertised on Facebook.

6 acts are definitely booked but more required. It was agreed to contact Joe Hardy from the Gateway as he has formed a band and they write songs and perform in schools.

The tickets and posters were produced and designed by Luke and printed by Kevin. They will be distributed to schools, notice boards etc.

Somerton Youth Council had expressed an interest in obtaining some tickets.

Kevin will go ahead and get Public Liability Insurance for the event. The cost will be reimbursed from the Youth Council Budget.

The cost of the audio visual services and equipment for the event would cost £220, which would be undertaken by Joel from the Gateway.

It was agreed to use 1 professional security guard plus the Gateway Security.

Beth said she would bring her camera on the night. Rhiannon will contact the Western Gazette and ask for a photographer to attend.

A press release will be produced before and after the concert.

It was agreed to get snacks and drinks to sell on the night. These will hopefully be purchased from Bookers Cash and Carry on the Friday afternoon.

Action Plan

Float
Public Liability Insurance
Countdown on Facebook
Security
Poster distribution
Rhiannon to ring Brake
Rhiannon to ring the Western Gazette
Contact Joe Hardy from the Gateway
Ticket Sales
Snacks and Drinks

It was agreed to carry on using Google Hangouts to keep everyone up to date.

RESOLVED

- 1) that the matters be noted;
- 2) that the Action Plan items above will be implemented.

(4) New Website

Kevin requested more photos for the website. As Beth is taking her camera to the concert, there will be plenty to add.

RESOLVED

that the matter be noted.

(5) Charity Fundraising

It was agreed to ask the Quedam if the cake sale can take place on Friday 14 August.

RESOLVED

- 1) that the matter be noted; and

2) that it was agreed to ask the Quedam if the cake sale can take place on Friday 14 August.

(6) Youth Services Pilot Projects

The Youth sessions were all going well.

RESOLVED

that the matter be noted.

(7) Schools' Update

Preston Academy will hold its School Leavers Assembly on Thursday 25 July.

The Gryphon School year 13 Prom, is being held on the 21 July at the George Albert Hotel.

An Art Show and Dance Show had recently been held at Strode College.

RESOLVED

that the matters be noted.

(8) Any Other Business

It was agreed to write a thank you letter to Alan Tawse who will be retiring in July.

RESOLVED

1) that the matter be noted; and

2) that Chloe will write a thank you letter to Alan.

(9) Date of Next Meeting

IT WAS NOTED

That the next meeting of the Yeovil Youth Council would take place at 7.00pm on **Monday 13 July 2015.**

Future Dates

There will be no meeting in August.
Future dates to be arranged.

Chairman

YEOVIL TOWN COUNCIL

Minutes of the Meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil, on **Monday 13 July 2015**.

(7.00pm – 8.45pm)

Present:

Chloe Broadribb (Chairman)
Luke Brickley (Treasurer)
Kevin Chan (Secretary)
Bethany Vince
Isabella Charlton
Louise Golby

Also Present:

Gill Tomlinson	Committee Administrator
James Gard	Former Member

(1) Apologies for Absence

Apologies for absence were received from Zoe Braddick and Rhiannon Davies.

(2) Minutes

The Minutes of the previous meeting held on 22 June 2015, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

(3) Music Concert

The concert had taken place on Saturday 11 July at the Gateway in Yeovil.

Approximately 100 young people attended and the bands and singers all put on a brilliant show.

The public liability cost of £100.70 and the concert audio production cost of £220.00 will be paid, as agreed by Alan previously, from the Youth Council Budget and the cost of the Hall at £220.00 will be paid from the takings. The balance of £457.96 will be paid to the Brake charity.

Beth took a number of photos on the night and she will upload them to Facebook, and Kevin will put them on the Youth Council Website.

Sally (Acting Town Clerk) asked Gill to convey her congratulations to all the Members who helped to organise the event in difficult circumstances and said that the Youth Council should feel very proud of what they had achieved.

RESOLVED

that the matters be noted.

(4) Charity Fundraising

The Quedam Shopping Centre had been approached about holding the cake sale on Friday 14 August and Chloe was waiting for a reply.

Members will make the cakes and sell them on the day.

RESOLVED

that the matter be noted.

(5) Youth Services Pilot Projects

Nothing to report.

RESOLVED

that the matter be noted.

(6) Schools' Update

All Members had now left their respective Schools/Academies and will be going on to Colleges and Universities in the autumn.

RESOLVED

that the matter be noted.

(7) Any Other Business

It was suggested that Members have a farewell meal at Pizza Hut to take place sometime in August.

Chloe and James said they would be happy to go and visit the schools/academies when the new term starts in September, to talk to the young people and promote the Youth Council. Gill said she will pass this to the new Town Clerk when he starts in September.

RESOLVED

(1) that the matters be noted;

(2) that Gill asks the new Town Clerk whether he is happy for Chloe and James to attend the schools/academies to promote the Youth Council.

(8) Date of Next Meeting

IT WAS NOTED

There will be no meeting in August, and it was agreed that there will be no meeting in September.

Future dates to be arranged when the new Town Clerk starts.

Chairman