



# Yeovil Town Council

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The Meeting      **Grounds and General Maintenance Committee**

The Time...      **7.00pm**

The Date...      **Monday 14 September 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

09 September 2015

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

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**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	

### 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](http://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.

**PUBLIC COMMENT (15 Minutes)**

**A G E N D A**

**9/29. APOLOGIES FOR ABSENCE**

**9/30. DECLARATIONS OF INTEREST**

**9/31. MINUTES**

To approve as a correct record the Minutes of the meeting held on 6 July 2015.

**9/32. ALLOTMENT MAINTENANCE SCHEDULE**

To consider the Maintenance Schedule attached at page 2

**9/33. PLAY AREA REPAIRS – UPDATE REPORT**

To consider a verbal report by the Senior Play and Youth Facilities Officer (SSDC).

**9/34. KINGSTON VIEW – UPDATE REPORT**

To consider a verbal report by the Senior Play and Youth Facilities Officer (SSDC).

**9/35. YEOVIL BIKEFEST/ YEOVIL BIKETRACK**

To consider a verbal report by the Senior Play and Youth Facilities Officer (SSDC).

**9/36. ALLOTMENT TENANTS WORKING GROUP**

To consider the minutes of the meeting of the Allotment Tenants Working Group held on 24 August 2015 (circulated separately).

**9/37. NEW INITIATIVES**

To consider a report by the Assistant Town Clerk attached at pages 3 to 4.

**9/38. FINANCIAL STATEMENT – JUNE/JULY 2015**

To consider the Financial Statement for the period 1 June to 31 July 2015 attached at pages 5 to 10.

**PUBLIC COMMENT (15 Minutes)**



## 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 gives all committees an additional two months to develop their bids using the attached assessment sheet and put them forward for consideration.

This extended process will enable 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.

The Committee is **RECOMMENDED** to note the matter and to consider developing bids 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	
What benefits will this scheme provide to the local community?	
What evidence is there of community support for the proposal?	
Any on-going costs such as maintenance?	
Is there any partnership funding? If so what %?	
Has any other funding been applied for, for example other authorities etc.  If so what was their decision and why?	
Is there local funding (or land) available to support delivery of the proposal?	
Are there any constraints to delivery this financial year?	
Is the initiative usually/has been responsibility provided by another authority?	
Any additional comments?	