



Yeovil Town Council

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Promotions and Activities Committee

The Meeting... **Promotions and Activities Committee**

The Time... **7.00pm**

The Date... **Tuesday 15 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

8 September 2015

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

To All Members of the Promotions and Activities Committee:

Andy Kendall

Mike Lock (Ex-officio)

Pauline Lock

Sarah Lowery

Wes Read (Vice-Chairman)

David Recardo (Chairman)

Manny Roper

Darren Shutler (Ex-officio)

Alan Smith

Joe Conway

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.

Public Comment (15 Minutes)

A G E N D A

9/26. APOLOGIES FOR ABSENCE

9/27. DECLARATIONS OF INTEREST

9/28. MINUTES

To confirm as a correct record the Minutes of the previous meetings held on 14 July 2015.

9/29. SUPER SATURDAY – YEOVIL FLOWER AND GARDENERS’ MARKET

To consider the report by the Assistant Town Clerk (to follow)

9/30. NEW INITIATIVES

To consider the report by the Assistant Town Clerk attached at pages 2 to 3.

9/31. CHRISTMAS LIGHTS – PROPOSED LIGHTING COLUMN

To consider the report regarding the proposed lighting column by the Assistant Town Clerk attached at page 4.

9/32. CHRISTMAS TREE

To consider the quote for the Christmas Tree in Yeovil Town Centre attached at page 5.

9/33. FINANCIAL STATEMENT FOR JUNE/JULY 2015

To consider the Financial Statement for the period 1 June to 31 July 2015 attached at pages 6 to 9

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?	

CHRISTMAS LIGHTS – LIGHTING COLUMN

At the last meeting of the Promotions and Activities Committee it was reported that there is a requirement for the installation of a new stand-alone column in lower Middle Street, immediately adjacent to the Premier Inn to enable attachment of the catenary wires. This is due to the fact that since the new Premier Inn building was erected on the original first floor, the upper floor construction is no longer deemed strong enough to reattach the catenary wires. An estimate for this work including connection to an electricity supply was £1,500 and the Committee approved this sum of money for, and agreed to proceed with, the installation to enable the erection of the Christmas light crossing at lower Middle Street.

Unfortunately, due to the requirement for very specific technical details, it is highly unlikely that the lighting column will be in place in time for the installation of the 2015 Christmas lights display. The quotation for the installation of the Christmas lights display has been accepted with provision made for the reduction of the cost of this individual crossing should the lighting column not be in place.

Further updates will be brought to a future meeting of this Committee.

(Sally Freemantle, Assistant Town Clerk – 01935 382424)