



Yeovil Town Council

Town House
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Mayor : Cllr D Recardo, Town Clerk : Amanda Card BA (Hons), CPFA
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Minutes of the meeting of Buildings & Civic Matters Committee of Yeovil Town Council held on Tuesday 20th November 2018 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs R Stickland (Chair); J Conway; K Gill; T Lock, G Oakes; E Potts-Jones; W Read; and D Recardo.

Also Present: Cllr M Lock (Milford Ward Member)

In Attendance: A Card (Town Clerk)

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

7.00pm – Meeting commenced.

9/246 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllr F Boieangiu (family commitment).

RESOLVED: to accept the apologies with the reasons given.

9/247 DECLARATIONS OF INTEREST

There were no declarations of interest.

9/248 MINUTES

The Committee confirmed as a correct record the Minutes of the meeting held on 18th September 2018.

RESOLVED: that the Minutes of the meeting held on 18th September 2018 be signed as a correct record.

9/249 MONMOUTH HALL

Members considered the verbal update from the Town Clerk. A local firm had been requested to provide a professional conceptual sketch and design of the entire site (including the internal layout) that will maximise the usage of Monmouth Hall and surrounding site. This was not yet available.

The Town Clerk updated the Committee about the outcome of the library consultation conducted by Somerset County Council. A cabinet meeting was held on 5th November to discuss changes recommended to the library service. It was resolved that unless a Community Library Partnership at Sunningdale was established, then the library would close and outreach services would be provided as an alternative. No Community Library Partnership has yet been established, it is therefore likely that the library will close.

RESOLVED: to note the verbal update.

9/250 COMMUNITY HALL CHARGES

The Committee considered the report Town Clerk relating to community hall charges for 2019/20.

RESOLVED: (1) that the hourly cost of hire for the facilities should increase by inflation (CPI is currently 2.4%) rounded to the nearest 50p; and (2) to recommend these revised charges (as shown in the table beneath to the Policy, Resources and Finance Committee.

Type of Hire	Rate of Hire 2016/17 <i>(per hall/room per hour or part thereof)</i>	Rate of Hire (2017/18) <i>(per hall/room per hour or part thereof)</i>	Rate of Hire (2018/19) <i>(per hall/room per hour or part thereof)</i>	Proposed Rate of Hire (2019/20) <i>(per hall/room per hour or part thereof)</i>
Milford and Monmouth Halls:				
<i>Rate for commercial organisations/persons</i>	£15.00	£16.00	£16.50	£17.00
<i>Private Functions</i>	£7.00	£7.50	£8.00	£8.00
<i>Damage Deposit for Private Functions (returnable if hall left in a satisfactory condition)</i>	£110.00	£115.00	£120.00	£120.00
<i>Non-profit making Organisations</i>	£6.00	£6.50	£7.00	£7.00
<i>Use of Main Hall Kitchen (included in hall/room hire charge for non-profit making organisations)</i>	£10.00	£10.50	£11.00	£11.00
Town House Council Chamber:				
<i>Hire</i>	£6.00	£6.50	£7.00	£7.00
<i>Provision of tea/coffee (per hire)</i>	£10.00	£20.00	£10.00	£10.00
<i>Use of Kitchen without tea/coffee (per hire)</i>	n/a	£5.00	£5.00	£5.00

9/251 SPEED INDICATOR DEVICES

The Committee considered the report of the Deputy Town Clerk (SF) concerning the speed indicator devices.

RESOLVED: to note the report.

9/252 WAR MEMORIAL PROJECT UPDATE

The Committee considered the report of the Deputy Town Clerk (HF) concerning the War Memorial Project. The Mayor, Cllr D Recardo had received a number of compliments regarding the project and the rededication service held as part of the wreath laying ceremony on remembrance Sunday. All Members agreed that the project was carried out with excellence and that thanks should be passed to all those involved with the project and the organising of the day, especially the Deputy Town Clerk – Helen Ferdinand.

RESOLVED: (1) to note the report; and (2) that a vote of appreciation be passed to all those involved in the project and the organising of the day, especially the Deputy Town Clerk – Helen Ferdinand.

9/253 ADVERSE WEATHER MOTION

The Councillor who raised this motion was not present, therefore the motion failed. However, the Chairman informed the Committee that Yeovil Town Council had 40 grit bins across the parish which had recently been checked and filled by the Amenities Officer. An order for 1 tonne of grit had also been placed. A few years ago, Yeovil Town Council purchased a snow plough attachment which South Somerset District Council used to clear the snow in the town centre. In addition, shops had snow shovels.

RESOLVED: note the statement made by the Chairman.

9/254 DRAFT BUDGET 2019/20

Members considered the report of the Town Clerk. Due to elements under the items of confidentiality, a motion was put in place that any resolutions for this agenda be deferred and considered in its entirety following the items of confidentiality.

RESOLVED: to defer the report.

Following the resolutions from the agenda items of confidentiality, this agenda item was revisited. There was one amendment to the budget as laid out within the agenda. This involved amending the figure for war memorials from £1,500 to £750.

RESOLVED: (1) to note the report of the Town Clerk and (2) to recommend to the draft budget for 2019/20 to Policy, Resources and Finance Committee with the above mentioned amendment.

9/255 FINANCIAL STATEMENT – AUGUST/SEPTEMBER 2018

Members considered the Financial Statement for the period 1st August 2018 to 30th September 2018.

RESOLVED: that the Financial Statement for the period 1st August 2018 to 30th September 2018 be approved.

PUBLIC COMMENT. There were no members of the public present.

9/256 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: to exclude 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 of agenda items 9/257 to 9/260 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Public Bodies (Admission to Meetings) Act 1960 s3

9/257 CLEANING OF WAR MEMORIALS (COMMERCIAL IN CONFIDENCE)

The Committee considered the Deputy Town Clerk's (HF) report regarding the cleaning of war memorials. The Town Clerk suggested that £750 be set aside within the budget each year so that every 2 years when the War Memorials are cleaned and checked there would be sufficient budget to cover these costs. In a year of no expenditure, the amount would be transferred to an earmarked reserve specifically for the purposes of cleaning and checking the war memorial.

RESOLVED: (1) to note the report; (2) to agree that the War Memorials are cleaned and checked every two years; (3) that £750 be budgeted each year for this; and (4) that a earmarked reserve specifically for the purposes of cleaning and checking the war memorial be created.

9/258 SECURITY SHUTTER AT MILFORD (COMMERCIAL IN CONFIDENCE)

The Committee considered the report by the Deputy Town Clerk (HF) regarding the replacement of the security shutter at Milford Hall in accordance with Standing Order 51 (Urgent Business). This Standing Order requires that any action taken should be reported to the next meeting of the Committee.

RESOLVED: (1) that the report be noted; and (2) that the use of Standing Order 51 be noted.

9/244 MONMOUTH HALL RETAINING WALL UPDATE (COMMERCIAL IN CONFIDENCE)

Members considered the report by the Deputy Town Clerk (HF) regarding the tender for the Monmouth Hall retaining wall. The Town Clerk gave further details regarding the process and requested that a group of Members be available to go through the tender submissions.

RESOLVED: (1) to note the both the written report and the verbal report; and (2) that Cllrs M Lock; D Recardo and R Stickland be available to go through tender submissions.

9/260 PRE-SCHOOL AT MILFORD HALL (COMMERICAL IN CONFIDENCE)

Members considered the report by the Town Clerk regarding the Pre-School at Milford Hall

RESOLVED: to note the report.

The meeting closed at 7:40 pm.

Signed:

Dated: