



Yeovil Town Council

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Minutes of the meeting of the Grounds & General Maintenance Committee of Yeovil Town Council held on 8th January 2018 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs J. Conway, M. Lock, A. Pugsley, D. Recardo, M. Roper and A. Smith.

Also Present: E Potts-Jones (Park Ward Member).

In Attendance: Sally Freemantle (Deputy Town Clerk), Steve Barnes – Young Peoples Officer (SSDC) and Rob Parr – Senior Play and Youth Facilities Officer (SSDC).

There were no members of the public or press present.

7.00pm - Meeting commenced.

9/195. Apologies for Absence and to Consider the Reasons Given.

Apologies for absence were received from Cllrs P. Chandler (working), F. Purbrick (conflicting engagement) and D. Shutler (conflicting engagement).

9/196. Declarations of Interest.

Members declare interests that accord with the Council's adopted Code of Conduct. This does not preclude any later declarations.

Cllr D. Recardo declared a personal interest in agenda item 9/202 (Review of Changes to Allotment Rules – Eligibility and Managing Vacant Plots) due to his allotment tenancy with the Town Council.

9/197. Minutes of Last Meeting. The Committee approved the Minutes of the previous meeting held on 20th November 2017.

Resolved: That the Minutes of the meeting of Grounds & General Maintenance Committee held on 20th November 2017 be signed by the Chairman as a correct record.

9/198. Play Area Update Report.

The Senior Play and Youth Facilities Officer gave an overview of the maintenance works but indicated that no major repair works had taken place in recent weeks. Rob Parr added that along with routine inspections, there was some ongoing maintenance work taking place, some pruning to be carried out at Yew Tree Park, and tree planting at Grass Royal play area.

Cllr D. Recardo informed Rob Parr that there was some broken signage at Howards Road play area, which was duly noted.

Resolved: that the report be noted.

9/199. Grass Royal Play Area

The Senior Play and Youth Facilities Officer explained that most of the play equipment had been installed and work on the new paths by the Streetscene team was progressing. Councillors were pleased to learn that the new play area would be ready for use in the Spring/Summer.

Resolved: that the report be noted.

9/200. Free Holiday Activity Programme

The Committee considered the report by the Young Peoples Officer and Councillors stated that they felt the service was valued and welcomed by the community.

Resolved: (1) that the report be noted; and (2) that the contribution of £8,720, which is within the agreed budget allocation for Financial Year 2018/19, be approved.

7.17pm – *Cllr M. Lock arrived at the meeting.*

7.18pm – *Steve Barnes and Rob Parr left the meeting.*

9/201. Correspondence.

The Committee considered the correspondence received from allotment tenants and noted that the concerns raised included the increase in allotment rents, quality of maintenance, number of vacant plots (included publicising their availability), and concerns regarding selling allotment land for housing developments.

The Committee discussed the concerns in depth and noted that the Town Clerk had been actively promoting the availability of allotments using a variety of media.

In response to the letters it was agreed to explain that a comparison with allotment sites managed by other authorities would take place, that the maintenance of allotment sites would be reviewed, and that the council would continue to endeavor to improve occupancy rates.

Resolved: (1) that the correspondence be noted; (2) that a further letter be sent to the correspondents explaining that a comparison with allotment sites managed by other authorities will take place, that the maintenance of allotment sites will be reviewed, and that the council will continue to endeavour to improve occupancy rates.

9/202. Review of Changes to Allotments Rules – Eligibility and Managing Vacant Plots

The Committee considered the report by the Town Clerk and thanked her for all her work in promoting the allotments.

Resolved: (1) that the report be noted; (2) that no change be made to the policy allowing residents from outside the parish of Yeovil Town Council to be eligible for tenancy of a Yeovil Town Council allotment; and (3) that a recommendation be made to the Policy Resources and Finance Committee that vacant plots be cleared and prepared for new tenants.

9/203. Financial Statement – October/November 2017.

The Committee considered the Financial Statement for the period 1 October to 30 November 2017.

Resolved: that the Financial Statement be noted.

Public Comment. There were no members of the public present.

9/204. 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 9/205 and 9/206 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](#)

9/205. Rustywell Allotment Site (Commercial in Confidence).

The Committee considered the report by the Deputy Town Clerk.

Resolved: that the update be noted.

9/206. Staffing Issues (Confidential)

The Committee considered the report by the Town Clerk.

Resolved: (1) to note the report; (2) that resourcing of the work of priority be delegated to the Town Clerk in consultation with the Chairman of the Grounds and General Maintenance Committee; and (3) that a recommendation be made to the Policy, Resources and Finance Committee that the feasibility of a full time SSDC ranger be investigated as a longer term solution.

The meeting closed at 8:48pm.

Signed: (Chairman) Date: