



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Town Clerk : Amanda Card BA (Hons), CPFA, BSc (Open)
T: 01935 382424, F: 01935 382429, W: www.yeovil.gov.uk
E-mail: Town.Clerk@yeovil.gov.uk

Minutes of the meeting of the Promotions and Activities Committee of Yeovil Town Council held on Tuesday 12 September 2017 at 7:00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs P Lock, S Lowery, E Potts-Jones, F Purbrick, W Read, M Roper, D Shutler and A Smith.

Also Present: K Gill (Central Ward Member), T Lock (East Ward Member) (arrived at 7:06pm) and J Lowery (West Ward Member)

In Attendance: A Card (Town Clerk).

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

9/141. Apologies for Absence and to Consider the Reasons Given

Apologies for absence were received from Cllrs J Conway (holiday) and D Recardo (holiday).

Resolved: To accept the apologies with the reasons given.

9/142. Declarations of Interest

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

There were no declarations of interests at this time.

9/143. Minutes of Last Meeting

The Committee approved as a correct record the Minutes of the previous meetings held on 31 July 2017.

Resolved: That the Minutes of the meeting of the Promotions and Activities Committee held on 31 July 2017 be signed by the Chairman as a correct record.

9/144. Exclusion of Press and Public.

Due to the confidential nature of the business of item 9/149 – 9/151 under the Public Bodies (Admission to Meetings) Act 1960 s3, it is likely a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors.

Public Bodies (Admission to Meetings) Act 1960 s3

RESOLVED: that Agenda items 9/149 – 9/151 be heard with the Public and Press excluded.

9/145. Yeovil in Bloom Minutes.

The Committee considered the Yeovil in Bloom minutes held on 31 July 2017.

Resolved: that the minutes be noted.

9/146. Unity in the Community Working Group

Cllrs F Purbrick and P Lock gave updated the Committee on last meeting held on 21st July. The next meeting will be on Friday 6th October at Westlands Sports and Leisure Complex.

Resolved: to note the verbal update..

9/147. Yeovil Super Saturday.

A report by the Deputy Town Clerk and a map of events was circulated. The Town Clerk informed the Committee of all the publicity that had taken place such as adverts on Breeze radio and Abbey 104; adverts in various publications; website; Facebook page (both Yeovil Super Saturday page and Yeovil Town Council page); posters and leaflet distributed to businesses in the Town Centre.

In addition a grant was received following a successful application to the Art Council Lottery. This grant will fund workshops in 5 local schools by Paul Stickland (author of Dinosaur Roar, where work will be displayed in the Quedam. Paul Stickland is also available on the day so that visitors can make their own dinosaur.

Resolved: that the update be noted.

9/148. Financial Statement – June/July 2017.

The Committee considered the Financial Statement for the period 1 June to 31 July 2017.

Resolved: that the Financial Statement for the period 1 June to 31 July 2017 be noted.

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

The Committee passed a resolution (see item 9/144) 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 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

9/149. Promoting Yeovil (Commercial in Confidence)

The Committee considered the report of the Town Clerk regarding Promoting Yeovil.

Resolved: (1) to agree in principal the idea of producing a promotional video; (2) to agree that procurement procedures are waived for this project and that the recommended supplier is commissioned to carry out this project; (3) the preferred proposal was selected; (4) to recommend to Policy, Resource and Finance Committee that the New Initiative Budget cover the costs of producing the promotional video; and (5) to recommend to Policy, Resource and Finance Committee that procurement procedures are waived for this project and that the recommended supplier is commissioned to carry out this project.

9/150. Christmas Lights (Commercial in Confidence)

The Committee considered the report of the Town Clerk regarding the Christmas Lights.

A simulation of the proposed Christmas Lights was given at the meeting. The Christmas Lights Scheme was supported by the Members.

Members of the Committee selected the winning entry for the Children's Christmas Light Design Competition which would now be produced into a Christmas Light.

The anticipated expenditure for the Christmas Lights was set to exceed the budget in Year 1 of the scheme due to the extra infrastructure that was needed. It is hoped that this shortfall will be covered by sponsorship but the Committee is asked to underwrite the risk of the shortfall not being met.

Questions were raised about why the sponsorship had not been sought earlier. One member expressed their disappointment in the lack of pro-activeness in securing sponsorship. It was noted that this was not the fault of the Officer involved in the project.

Resolved: (1) to note the report; (2) to recommend to the Policy, Resources and Finance Committee, that the risk of the shortfall not being covered by sponsorship comes from the contingencies; (3) that the budget for future years is reviewed; and (4) to produce a strategy for the way sponsorship is sought, monitored and reported to Council.

The meeting closed at 8:25pm.

Signed: (Chairman) Date: