



Yeovil Town Council

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Yeovil Town Council

The Meeting... **Yeovil Town Council**

The Time... **7.30pm**

The Date... **Tuesday 3 December 2013**

The Place... **Town House, 19 Union Street, Yeovil**

The Town Council will be discussing all the items listed overleaf

If you need this information in large print, Braille, audio or another language, please



Alan Tawse

Alan Tawse

Town Clerk

26 November 2013

Please contact Alan Tawse at the Town House for more information about this meeting

YEOVIL TOWN COUNCIL

Manny Roper – Mayor of Yeovil

Mike Lock – Deputy Mayor

Martin Bailey

Peter Brock

Kris Castle

J Vincent Chainey

Philip Chandler

Tristan Cobb

Leah Cross

Clive Davis

Bridget Dollard

David Dollard

Tony Fife

Jon Gleeson

David Greene

Peter Gubbins

John Hann

Kaysar Hussain

Andrew Kendall

Tony Lock

Wes Read

David Recardo

Darren Shutler

Alan Smith

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

Disability

Gender Reassignment

Marriage and Civil Partnership

Pregnancy and Maternity

Race

Religion or Belief

Sex

Sexual Orientation

Prior to the start of the meeting, Members are invited to join the Mayor's Chaplain in the Council Chamber at 7.25pm for prayers

Members are invited to join the Mayor in the Mayor's Parlour at the close of the meeting for seasonal refreshments

A G E N D A

Grant Presentations

Public Comment (15 Minutes)

1. MINUTES

To confirm as a correct record the Minutes of the previous meeting held on 5 November 2013.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS

(See attached at pages 8 to 10)

5. CORRESPONDENCE

6. TAXI AND PRIVATE HIRE LICENSING POLICY AND GUIDANCE

South Somerset District Council (SSDC) has consulted the Town Council on its proposed "Taxi Licensing Policy and Guidance". In view of the size of this document (147 pages) Members have been sent a .pdf version. A copy of the document may also be viewed online by clicking on the following weblink:

www.southsomerset.gov.uk/media/600703/draft_hackney_carriage_private_hire_policy_23_10_13.pdf

The Policy brings together all of the existing relevant policies and procedures relating to the licensing of hackney carriage (taxi) and private hire operators, vehicles and drivers, and proposes the inclusion of some new policies. For ease of reference, the key changes are listed below along with the relevant sections of the document.

In putting this draft policy together, SSDC has reviewed how the service is currently delivered and how the service could be improved and standards raised.

A wide number of individuals, bodies and organisations are being consulted on these proposals as listed in Appendix A of the document. These include all licensed drivers, proprietors and operators; South Somerset Disability Forum and taxi/private hire trade associations.

Driver Licensing

- Licences to normally be granted for *three* year period – to link in with DBS (Disclosure and Barring Service) checks. (Section 5.8)
- First-time applicants wishing to drive wheelchair accessible vehicles need to demonstrate competence in assisting wheelchair users to safely gain access to and from such vehicles. (Section 5.109)
- New requirement for first-time applicants to pass a “knowledge” test. (Section 5.115)
- All drivers to take out public liability insurance cover to meet claims up to £5m. (Section 5.145)

Vehicle Licensing

- All hackney carriage vehicles should be accessible to disabled people (including – but not only – people who need to travel in a wheelchair). An equality analysis has shown that 6% of the existing hackney carriage fleet are wheelchair accessible. This is the lowest percentage in Somerset and compares with the national average of 58%. (Section 6.30)
- First time licences will only be granted in respect of *new* vehicles ie within 28 days of first registration with the DVLA. Renewals will be permitted where the vehicle has been continuously licensed with the Authority since being new or otherwise first licensed. (Section 6.40)
- A valid MOT pass certificate will be required on all vehicles regardless of age. (Section 6.92)
- Additional MOT requirements will apply to higher mileage vehicles. (Section 6.97)

General

- A penalty points scheme will be introduced to help licensed operators, proprietors and drivers secure compliance with the Licensing Authority’s taxi licensing and enforcement policy and to deal with any breaches of statutory requirements. (Appendix G)

Council is **RECOMMENDED** to consider its response to this consultation exercise.

7. ALLOTMENT RENTS

Introduction

The Council has agreed to review the allotment rents on an annual basis.

The last allotment rent review was carried out in 2012 when it was agreed that an increase of 2p be made to the 2011/12 annual rent charge of 20p/sq metre. The increased charge of 22p/sq metre will be implemented from 10 December 2013. At that point, the average annual rent of an allotment plot will be £31.46, which equates to 60.5p per week.

Last year, the Policy, Resources and Finance Committee concurred with the view of the Grounds and General Maintenance Committee, who felt that such an increase was necessary to ensure that the level of subsidy was reduced.

Following the planned implementation of last year's agreed increase, the budgeted income from allotment rents (£10,857) now equates to 38% of the overall costs (£28,538) of maintaining allotments across the Town, rather than the previous figure of 36%.

It was felt that taking such an approach was sustainable and was justified given the personal benefits that allotment tenants derived from their individual plots; the wider implications of subsidising the costs of providing allotments, and the ongoing help and support that the Town Council gave to the management, maintenance and improvement of these facilities.

As the allotment rent helps to offset the costs of the maintenance of allotments, which are subject to inflation, it is in the tenants and the Town Council's interests that a realistic level of income is maintained to ensure that the costs of carrying out this work can continue to be met.

In accordance with the terms of the tenancy agreement, all tenants are given 12 months' notice of any agreed increase, which following last year's review, now takes effect from 10 December of the following year.

To assist with the annual budget-setting process, the Council has agreed, as a matter of policy, that the views of the Grounds and General Maintenance Committee on the annual review of allotment rents by the Town Council, be submitted to the Policy, Resources and Finance Committee for consideration as part of that process. Any decision to amend these charges will need to be taken by the Town Council.

Update

The Finance Working Group met in October and considered the draft estimates for 2014/15, which are set out elsewhere on the agenda. The total of the provisional budgets for proposed allotment-related expenditure has been increased from £28,538 to £28,708. This includes an additional 2% for forecasted inflation.

The Finance Working Group noted that should the draft budget be approved, and no increase be made in allotment rents, the income from allotment rents (£10,857) would

continue to equate to 38% of the overall costs of maintaining allotments across the Town.

Put another way, the level of subsidy would rise by £270 and remain at 62% of the overall costs for which no additional income would be receivable from allotment tenants.

The Working Group noted that all tenants are provided with free access to an on-site water supply and that the costs of implementing an ongoing programme of upgrading this supply and providing free skips for waste collection and removal are included in the allotments budget.

Proposal

The Working Group felt that this approach was not sustainable or equitable and agreed that given the *personal* benefit that allotment tenants derive from their individual plots; the need to take into account the wider implications of subsidising the costs of providing allotments, and the ongoing help and support that the Town Council gives to the management, maintenance and improvement of these facilities, that consideration be given to an increase in the current rent to secure an acceptable reduction in this subsidy by allotment tenants meeting a greater proportion of the costs of providing and supporting allotments.

Financial Implications

To put matters into perspective, the average annual rent of an allotment plot is currently £31.46, which equates to 60.5p per week.

An increase of 7p in the current rate of 22p per square metre would result in an additional annual charge of £10.01, which equates to an extra 19p per week - making a new total of £41.47 - equivalent to 79.5p per week.

This would generate additional income of £3,454, which would cover the proposed additional expenditure in 2014/15 and achieve a more equitable balance between the cost of allotments to individual tenants and local council tax payers by reducing the level of subsidy from 62% to 50%. This would ensure that tenants were meeting an equal share of the costs of these facilities rather than just over a third.

The Finance Working Group have supported this approach and have agreed that the views of the Grounds and General Maintenance Committee be sought on the matter and reported to the Policy, Resources and Finance Committee and the Town Council, along with the Working Group's views, as part of the budget process.

Views of Grounds and General Maintenance Committee

Last month, the Grounds and General Maintenance Committee were informed of the views of the Finance Working Group and were invited to express their views on the matter to the Policy, Resources and Finance Committee and the Town Council.

The Allotment Tenants' Representative referred to past rent reviews and felt that the level of proposed increase would create a degree of uncertainty amongst tenants over future rent levels.

The Chairman of the Finance Working Group indicated that, in common with other local authorities, all of the Council's budgets – including fees and charges - were reviewed on an annual basis having regard to the prevailing economic climate and taking into account all other relevant factors.

Following a brief discussion, the Committee agreed to support the approach proposed by the Finance Working Group which it was noted if implemented would ensure that tenants were meeting an equal share of the cost of providing and maintaining allotments rather than just over a third.

Whilst it was noted that the proposed increase of 7p per square metre was above the forecasted inflation rate, it was noted that the additional cost to the average plot holder would be £10.01 per year, which equated to an extra 19p per week.

The views of the Policy, Resources and Finance Committee will be reported to the meeting.

Recommendation

Council is **RECOMMENDED** to consider adopting a 7p per square metre increase in allotment rents with effect from 10 December 2014.

(Alan Tawse, Town Clerk – 01935 382424)

8. COMMUNITY HALL CHARGES

Council is **RECOMMENDED** to consider adopting the following proposed charges for the hire of Milford and Monmouth Community Halls with effect from 1 April 2014. These charges have been increased in line with the anticipated rate of inflation and are supported by the Buildings and Civic Matters Committee. The views of the Policy, Resources and Finance Committee on the proposals will be reported to the meeting.

| Milford and Monmouth Community Halls – Hire Charges | | |
|---|---|---|
| <i>Type of Hire</i> | <i>Current Rate of Hire (per hall/room per hour or part thereof)</i> | <i>Proposed Rate of Hire (per hall/room per hour or part thereof)</i> |
| <i>Rate for commercial organisations/persons</i> | £12.60 | £12.80 |
| <i>Private Functions</i> | £5.80 | £5.90 |
| <i>Damage Deposit for Private Functions (returnable if hall left in a satisfactory condition)</i> | £100.00 | £100.00 |
| <i>Non-profit making organisations</i> | £5.10 | £5.20 |
| <i>Use of Main Hall Kitchen</i> | <i>£7.40 per hire (included in hall/room hire charge for non-profit making organisations)</i> | <i>£7.50 per hire (included in hall/room hire charge for non-profit making organisations)</i> |

(Alan Tawse, Town Clerk – 01935 382424)

9. TOWN HOUSE – USE OF MEETING FACILITIES

The Finance Working Group has carried out a review of the current arrangements whereby no charge is made for the use of the meeting facilities at the Town House and for the provision of refreshments to outside organisations.

These facilities – which are primarily provided for local authority meetings in accordance with the relevant legislation – were used by outside organisations on 78 occasions in 2012/13 and on 76 occasions during the first half of 2013/14.

The current charging policy, which was agreed in October 2000 following the extension of the building and which is set out below, is not considered by the Steering Group to be sustainable:

No charge to be made for the use of the Chamber or for the provision of coffee/tea

The Finance Working Group has proposed that the policy be amended as follows:

No charge to be made for the use of the Chamber or for the provision of coffee/tea for meetings organised by the Town Council, or any other local authority, involving Members and/or Officers of the Town Council.

The Finance Working Group has recommended that the proposed new arrangements be introduced from 1 April 2014 and that a charge of £5.20 per hour or part thereof (same as the proposed new community rate for the Town Council's community halls) be made plus a flat rate of £5.00 for the provision of tea/coffee if required. The income raised will ensure that the additional costs of the facilities being used by outside organisations will be met.

These proposals are supported by the Buildings and Civic Matters Committee, and the views of the Policy, Resources and Finance Committee will be reported to the meeting.

Council is **RECOMMENDED** to consider adopting the above proposed charging policy in respect of the use of meeting facilities at the Town House and for the provision of refreshments to outside organisations with effect from 1 April 2014.

(Alan Tawse, Town Clerk – 01935 382424)

10. ESTIMATES 2014/15

To consider the *provisional* adoption of estimates from the Council's Committees as attached to the Minutes of the Policy, Resources and Finance Committee meeting held on 26 November 2013 (to be circulated) it being noted that the Town Council has until 4 February 2014 to set its precept for 2014/15.

(Alan Tawse, Town Clerk – 01935 382424)

11. REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS

(The Minutes of the following meetings are open to discussion. Where a Committee has made a recommendation that will be listed on a separate sheet circulated with the Agenda).

Planning and Licensing Committee

4 November 2013
18 November 2013

Grounds and General Maintenance Committee

11 November 2013

Promotions and Activities Committee

12 November 2013

Buildings and Civic Matters Committee

19 November 2013

Policy, Resources and Finance Committee

26 November 2013

12. REPORTS AND REPRESENTATIVES ON OUTSIDE BODIES

Yeovil Twinning Association

12 September 2013 11 - 13

Yeovil Youth Council

14 October 2013 14 - 18

Members who represent the Town Council on Outside Bodies may wish to take the opportunity to report on any matters of interest.

Public Comment (15 Minutes)

List of Engagements attended/to be attended by His Worship The Mayor of Yeovil, Councillor Manny Roper and the Deputy Mayor of Yeovil, Councillor Mike Lock from 5 November – 7 January 2014

| | |
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| 07/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Preston School Academy Trust Leavers Presentation evening. |
| 08/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the North Somerset Chairman's Civic Evening Winter Carnival |
| 09/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Somerset Federation of WI's AGM at Westland's Conference & Leisure Centre |
| 10/11/13 | The Mayor of Yeovil, Councillor Manny Roper led the Civic Parade to the War Memorial for wreath laying and then onto St Johns Church for the Remembrance Day service |
| 11/11/13 | The Mayor of Yeovil, Councillor Manny Roper and The Deputy Mayor of Yeovil Councillor Mike Lock attended the service at the War Memorial to mark Armistice Day. |
| 12/11/12 | The Mayor of Yeovil, Councillor Manny Roper attended the Westland Classic Motorcycle Club presentation evening |
| 14/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the switching on of the Yeovil Christmas Lights |
| 16/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Yeovil Chrysanthemum & Dahlia Society show |
| 16/11/13 | The Mayor of Yeovil, Councillor Manny Roper hosted the Mayor's Charity Ball held in the Senior Rates Mess at RNAS Yeovilton |
| 20/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Chicago Rock VIP Preview Night |
| 21/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the dedication of a new chapel screen at Yeovil District Hospital Chapel |
| 21/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended West Abbey Care Home Long Service/GSF Presentation evening |
| 24/11/13 | The Deputy Mayor of Yeovil, Councillor Mike Lock attended Haselbury Mill for St Margaret's Hospice evening of music and mulled wine |
| 25/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Macmillan Cancer Support Gala evening at the Annual Christmas Fair at Maunsel House |
| 26/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended Yeovil Catholic Church for the induction of the Parish Priest. |
| 27/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended Yeovil College Apprentice awards at Haynes Motor Museum |

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| 28/11/13 | The Mayor of Yeovil, Councillor Manny Roper and the Deputy Mayor, Councillor Mike Lock attended the Good Fellowship Christmas lunch |
| 30/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Leukaemia & Lymphoma Research Society Social evening. |
| 30/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended the Milford Community Association Christmas Fair |
| 30/11/13 | The Mayor of Yeovil, Councillor Manny Roper attended St Peters Amenities Club Christmas Dinner |
| 01/12/13 | The Mayor of Yeovil, Councillor Manny Roper attended Verwood Town Council Christmas Reception. |
| 05/12/13 | The Deputy Mayor of Yeovil, Councillor Mike Lock will attend the North Dorset District Council Civic Carol Service |
| 06/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend the Royal Mail Sorting office with David Laws MP for their annual Christmas visit |
| 06/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Yeovil District Hospital with David Laws MP for their annual Christmas visit |
| 06/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend St Margaret's Hospice with David Laws MP for their annual Christmas visit |
| 06/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Crewkerne Town Council's Christmas Concert. |
| 08/12/13 | The Deputy Mayor of Yeovil, Councillor Mike Lock will attend the Salvation Army Christmas Carols Concert at Elim Church |
| 09/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Malmsbury Court for the annual Christmas visit |
| 09/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend West Abbey Care Centre for the annual Christmas visit |
| 09/12/13 | The Deputy Mayor of Yeovil, Councillor Mike Lock will attend the Christmas Celebration Concert at Wells Cathedral on behalf of Sound Foundation Somerset |
| 10/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Cool Runnings Care Home for the annual Christmas visit |
| 10/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Grovelands Nursing Home for the annual Christmas visit |
| 11/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Park Lodge Care Home for the annual Christmas visit |

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| 11/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Tyndale and Latimer Nursing Home for the annual Christmas visit |
| 12/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Preston Park Care Home Christmas party |
| 14/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend the Octagon's production of Snow White |
| 15/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend the Salvation Army Carols at Christmas at the Octagon Theatre |
| 17/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend The Knoll Care Home for the annual Christmas visit |
| 17/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Ivelhurst Nursing Home for the annual Christmas visit |
| 18/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Wyndham Court Care Home for the annual Christmas visit |
| 19/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Sherborne House Care Home for the annual Christmas visit |
| 19/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Yeovil College's Further Education Awards at Westland's Leisure Complex |
| 20/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Compton View Care Home for the annual Christmas visit |
| 20/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Sunningdale Care Home Christmas Party and Christmas card judging competition |
| 21/12/13 | The Mayor of Yeovil, Councillor Manny Roper will attend Yeovil Twinning Association charity night at the Swan Theatre |
| 02/01/14 | The Mayor of Yeovil, Councillor Manny Roper will attend the opening of Parkins Ventures art exhibition at Wood's Wine Bar |

YEOVIL TWINNING ASSOCIATION

Minutes of the Committee Meeting held on Thursday 12th September 2013

Present: David Recardo (Chair), Barrie Smallcalder (Treasurer), David Torrance (Secretary), Jan Aldridge, Kathy Smyth, John Attwood.

Apologies: Theresa Mahoney (Vice Chair), Andy Kendall (Yeovil Town Council representative), Suzanne Biddiscombe, Roger Baker, Norma Northcott, Diana Gray

Minutes: The minutes of the 13th July meeting were agreed and signed by the Chairman.

Matters Arising:

Matters arising related to the outstanding letter from Sarah Hunt and to the 2014 visit to Herblay and are dealt with elsewhere.

Correspondence

DIT had been in initial correspondence with Samarate re their visit to England in 2014 and the possibility of involving the Samarate Youth Orchestra with this. DIT had contacted Herblay re progress with their proposed joint Town Council application for European funding and had updated Alan Tawse at Yeovil Town Council. Herblay had suggested some dates and had asked for numbers likely to visit.

Treasurers Report

One family had billed £140 expenses for the Herblay visit and it had been agreed that we would contribute £120. Flowers to say "Thank You" had cost £25 x 10 but was felt to have been well spent as everyone had expressed their gratitude. The Association's Bank Balance stood at £3718 and £1000 had been held for the Taunusstein visit. There was a further expenditure this year of £428 due to increased insurance costs and postage etc. The accounts had provisionally been submitted to the auditors and the relevant parts would be copied and made available at the AGM.

Visits

Herblay - Outward 2014 (Thursday 1st May to Tuesday 6th May)

Herblay had now confirmed that the proposed application for European Funding was not now going ahead. A tree planting ceremony was now proposed the cost of which would be met by the Herblay Town Council. They were also keen to involve Taunusstein who, like the YTA, they were also twinned with. Alan Tawse had contacted DIT to ask about progress with the application for funding and had been updated re the revised proposal to plant a tree.

JanA indicated that Herblay had twinned with Taunusstein as they felt that they could obtain more funding with three twinned towns and she had helped organise the twinning arrangements. BS had been to a previous anniversary as had JohnA who felt that the Taunusstein visitors had rather dominated the Herblay event. BS said he felt that it had been difficult for the Herblay hosts to cope with the numbers involved and also felt that a number of independent visits were made from Taunusstein to Herblay.

Herblay had suggested some dates for the 2014 visit by YTA. These had been circulated to the Committee. Agreed that we would visit Thursday 1st May – Tuesday 6th May as this would coincide with

the French Bank Holiday and enable YTA to return the day after the UK Bank Holiday which would help keep costs down. DR felt it would be sensible to use Eurotunnel and JanA felt that a coach/ferry combination may be cheaper as the cost was per coach. It was felt that the members going on the trip should be given the option to decide.

Taunusstein – Inward (Thursday 19th September to Tuesday 24th September)

There was a brief discussion on the arrangements for the impending visit. DR would confirm parking at the Recreation car park but explained that there were no restrictions other than that overnight parking was not allowed. Might be difficult for the coach if there was an event planned? Arrangements had been made with the coach company for a visit (at the request of the Taunusstein party) to Kew Gardens on the return trip to the airport and DR and TM were proposing to accompany them. Dinner had been confirmed at the Manor Hotel and JanA queried whether there was any entertainment if there was not a disco. DIT felt that there would not be anything as he understood from TM that the charge for the disco had been offset against a cheese course with the meal. DR had formally invited the Mayor and his wife and was awaiting confirmation that they would attend.

KS had been informed that Hedwig Reinig would be having an operation and would not be travelling to UK – asked if Teirrie could be notified as she would be hosting.

Samarate – Inward 2014

They Youth Orchestra were keen to come over as part of the 2014 visit but DIT had warned that the logistics of this may, bearing in mind the problems we had had organising the French musicians during the Herblay visit, be too difficult for us and that they should not, at this time, make any firm financial commitments. Samarate Twinning had suggested we contact Augusta Westland for assistance although members felt that we would involve them in the Twinning visit anyway. DR suggested that AgustaWestland may be able to arrange transportation of the orchestra's instruments and that he would be happy to progress this through his contacts. The Committee agreed that Yeovil Town Council should be approached to see if they could help with the organisation / venue etc.

DR had been in touch with the Worcester Porcelain Museum and thought that it might be worth considering as a visit in 2014. Eastern Travel were keen to quote for coaches although it was recognised that South West Coaches are competitive and that, generally, their drivers were very helpful. JanA felt that there should be some established criteria with regard to coaches and who paid for what. BS felt that it might be difficult for people and restricted income to contribute.

Action: Action: Contact members re Herblay dates -DIT
Contact YTC re possible visit by orchestra - DIT
Draft procedure for visits – DIT; Develop ideas for visits – all;

Socials/ Fund Raising

IT was confirmed that the Baptist Church Hall had been booked for the AGM on Thursday 10th October. DR felt that a further evening at the Swan Theatre was worth investigating and suggested another joint quiz with Thornford Twinning. DR will contact Thornford to take this forward. KS and JanA advised that there were unaware of any suitable shows at the Swan Theatre in the near future.

Action: Work up details of Lottery – DIT; Contact Thornford twinning -DR

AOB

Discussion of points raised in Sarah Hunts' letter.

The Committee felt that some of the areas of concern were outside of the Association's control. It was accepted that the Twinning "environment" was changing but it was felt that the concept was still worthwhile. It was felt that it would be difficult to set down "rules" as to who pays for what when hosting - not normally felt to be a problem as the "host" was generally likely to visit the "guest" whereby hospitality would be reciprocated. We had offered to compensate for out of pocket expenses. It was accepted that recruitment of new members was difficult. Some concern was raised over the continuing difficulties with the YFA Website as this was our primary source of advertising. There was the possibility of a display in the library / information centre? There would always be a tendency to stay with people the "twinner" knew although it was known that Mariangela of the Samarate Twinning felt people should move around and thereby make new friends. Proposed initiative with the schools would hopefully encourage parents to join the Association. It was understood that YTC had a grant system in place that YTA could use for financial support although approval of this was not automatic. It was agreed that the Herblay return start time of 3.30am was unreasonable although as the arrangements kept changing up to the eleventh hour we had little alternative in the end but to accept this. Philippe had been made aware that we were unhappy with this. Agreed that DIT would draft a suitable response to Sarah Hunt.

General Business

Nomination forms for Committee membership had been circulated but DIT had not received any nominations although he understood that TM would be standing again and that she had been in discussions with Bridget Dollard, Diane Chanet and Barbara Stimpson who had all indicated their willingness to join the Committee. DR said he was happy to stand again as Chairman, JohnA, BS, KS were also willing to remain on the Committee. JanA and Roger Baker said that they would be standing down. DIT said that he would remain as Secretary pending another volunteer for the post.

During the organisation of the Herblay trip DIT had been in discussion with the two schools re the possibility of the YTA being involved with their student exchanges. Everyone had been very positive and he had also had a request for help from a school in Stoke Sub-Hamdon. He was corresponding with Herblay, Taunusstein and with Samarate and would update the Committee accordingly. KS indicated that she would like to be involved with this initiative. DR indicated that Somerset County Council had a designated officer who could provide advice and be involved with the initiative and he would forward the contact details to DIT.

Action General; *Draft response letter to Sarah Hunt –DIT, Contact Somerset County Council Officer re exchanges- DIT, Circulate pro forma re needs of YTA members so records can be updated– DIT:*

The Meeting closed in good order at 9.00pm

Next meeting: Thursday 14th November 2013

Boardroom, Yeovil College – 7.30 pm

David Torrance
YTA Secretary
yeoviltwin@aol.com

YEOVIL TOWN COUNCIL

Minutes of the Annual General Meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil, on **Monday 14 October 2013**

(7.00pm – 9.00pm)

Present:

Isobel Brennan-Laird
Sam Barnes-Thornton
Zoe Braddick
Jack Britten
Chloe Broadribb
David Cook
Natasha Dennington
James Gard
Louise Golby
Ryan McGuinn
Heather Murphy
Rebecca Pitts (Vice-Chairman in the Chair)
Isabella Tandy
Bethany Vince
Kieran Whyte
Hayley Worton

Also Present:

| | |
|----------------|----------------------------|
| Alan Tawse | Town Clerk |
| Pete May | Active Learning and Skills |
| Gill Tomlinson | Committee Administrator |

(1) Apologies for Absence

Marti had stepped down from the Youth Council and was wished the best for the future. Apologies for absence were received from Luke Brickley, Kevin Chan, Brandon Cooper, Daisy Parsons and Sami Wiltshire.

(2) Election of Chairman

RESOLVED

that Rebecca Pitts be elected as Chairman for the Municipal Year 2013/14.

(3) Election of Deputy Chairman

RESOLVED

that Natasha Dennington be elected as Deputy Chairman for the Municipal Year 2013/14.

(4) Appointment of Secretary

RESOLVED

- (i) that Zoe Braddick be elected as Secretary for the Municipal Year 2013/14;
and
- (ii) that Isabella Tandy be elected as Deputy Secretary for the Municipal Year 2013/14.

(5) Appointment of Treasurer

RESOLVED

that Bethany Vince be elected as Treasurer for the Municipal Year 2013/14.

(6) Co-opted Non-Voting Members

RESOLVED

that James Gard and Rhiannon Davies be elected as Co-opted Non Voting Members for the Municipal Year 2013/14.

(7) Minutes

The Minutes of the previous meeting held on 16 September 2013, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

(8) Youth Services Pilot Projects

Pete May from Active Learning and Skills (a not for profit youth working group) was welcomed to the meeting.

Pete gave an update on the planned delivery of two pilot projects by his organisation to young people in the Yeovil area.

He has 10 part time staff and 80/85 volunteers, he wants young people involved in the planning and running from the start.

He is looking for guidance from Youth Council Members and would welcome any volunteers.

The Wraxhill/Forest Hill/Samson's Wood project, The Zone, had started 2 weeks ago on Tuesdays from 7.00pm – 9.00pm at the Old Barn Club at Forest Hill. There will be free entry in October then the cost will be £1.00 per visit. However, this charge would be waived in cases of genuine hardship. He would like more publicity and Members said they would help with distribution. The project will be run by Pete and Vicky Helyar.

Work was ongoing finding suitable premises for the Brympton/Westfield project. Pete was optimistic that they would be resolved shortly and it would take place on a Thursday evening.

RESOLVED

that the matters be noted.

(9) New Website

As Marti had stepped down from the Youth Council David had carried on working on the new website and a new deadline was set for early 2014. It was decided to register the domain name, as www.yeovilyouthcouncil.co.uk and the cost would be £7 for two years.

Photos and content needed urgently from Members, a photo of Members in their T Shirts would be a good starting point. David will give a presentation at the November meeting.

RESOLVED

(i) that the matters be noted;

(ii) that David give a presentation at the November meeting of the Yeovil Youth Council; and

(iii) that Members who have T Shirts, to wear them at the November meeting for a group photo.

(10) Youth Opportunities Group

RESOLVED

That the notes of the meeting held on 23 September 2013 be noted.

(11) Future Projects

(a) Bus Timetables/Maps

John from the County Council is liaising with First Bus and will get back to Alan.

RESOLVED

that the matter be noted and First's response be reported to a future meeting.

(b) Free Wi-Fi in the Town Centre

Alan had talked to the company that supplied Yeovil College who had carried out a site visit of the Town Centre and he will get back to Alan with installation and running costs.

RESOLVED

that the matter be noted and considered further at a future meeting.

(c) Repainting Hospital Mural

Alan had talked further with Pauline Burr from SSDC regarding the restoration of an existing mural near the Yeovil District Hospital. As it is more work than first anticipated Alan suggested inviting Pauline to the November meeting to discuss this further.

RESOLVED

(i) that the matter be noted; and

(ii) that Alan invite Pauline Burr to the November meeting of the Youth Council.

(12) Elections

Kieran Whyte and Sami Wiltshire were now the representatives from Yeovil College. Alan passed on his thanks to Michelle who is president of the Students Union for all her help with the election process.

RESOLVED

that the matter be noted.

(13) Schools' Update

A variety of school plays/musicals were mentioned and ongoing refurbishment of departments at all schools.

RESOLVED

that the matters be noted.

(14) Any Other Business

Isabella said she would be dancing in the Yeovil Christmas Pantomime Snow White at the Octagon Theatre.

A Christmas meal or Bowling was suggested as a get together in December and Members would decide between themselves in November.

James mentioned that he would be an extra in the film The Imitation Game, being filmed in Sherborne over the half term break. The film stars Kiera Knightly and Benedict Cumberbatch and is about Alan Turing the Enigma Code Breaker.

Zoe will ask her father (Yeovil College Media Teacher) for an update regarding Yeovil Community Radio Station.

RESOLVED

(i) that the matters be noted; and

(ii) that Zoe will give an update at the next meeting of the Yeovil Youth Council.

(15) Date of Next Meeting

IT WAS NOTED

that the next meeting of the Yeovil Youth Council would take place at 7.00pm on Monday 25 November 2013.

Future Dates

Monday 27 January 2014
Monday 24 February 2014
Monday 24 March 2014

Chairman