

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 January 2013**

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



QUALITY
TOWN
COUNCIL

Alan Tawse

Alan Tawse

Town Clerk

09 January 2013

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

To All Members of the Promotions and Activities Committee

Peter Brock

Kris Castle (Vice Chairman)

Tristan Cobb

Clive Davis (Ex-officio)

Bridget Dollard

Tony Fife

Jon Gleeson (Chairman)

Mike Lock

Wes Read

David Recardo

Manny Roper (Ex-officio)

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

Race

Disability

Religion or Belief

Gender Reassignment

Sex

Marriage and Civil Partnership

Sexual Orientation

Pregnancy and Maternity

A G E N D A

Public Comment (15 Minutes)

1. MINUTES

To confirm as a correct record the Minutes of the previous meeting held on 13 November 2012.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. CORRESPONDENCE

5. PRINCES STREET ENHANCEMENT SCHEME

To consider a report by the Assistant Area Support Team Leader (SSDC) – to follow.

6. YEOVIL TOWN CENTRE AUDIT GROUP - UPDATE

To consider an update by the Regeneration and Renewal Officer (SSDC) attached at pages 3 to 4.

7. YEOVIL IN BLOOM STEERING GROUP MINUTES

To consider the Minutes of the meeting of the Yeovil in Bloom Steering Group held on 5 November 2012 attached at pages 5 to 7.

8. CHRISTMAS LIGHTS COMPETITION

To consider a report by the Assistant Town Clerk attached at page 8.

9. TOWN HOUSE – HISTORIC DISPLAY

To consider a report by the Town Clerk attached at page 9.

10. FINANCIAL STATEMENT FOR OCTOBER/NOVEMBER 2012

To consider the Financial Statement for the period 1 October to 30 November 2012 attached at pages 10 to 13.

PUBLIC COMMENT (15 Minutes)

EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding 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

11. CHRISTMAS LIGHTS

To consider a confidential report by the Town Clerk attached at page 14.

6. YEOVIL TOWN CENTRE AUDIT GROUP - UPDATE

Purpose of Report

To update and inform members of progress relating to the 'Yeovil Town Centre Audit' project.

Recommendation

That members note the report.

Background

The Town Centre Audit Group commenced in 2011 and to date has completed a number of physical improvements in Yeovil Town Centre including:

- Improvements to the subways at the end of Princes Street
- Refurbishing benches
- Repainting street furniture
- Removing old tree guards and replacing old tree grills with smart new resin
- Cleaning street furniture
- Installing new litter bins
- Repainting finger pointer signs
- Refreshing some planting beds

2012 / 2013 work schedule:

The Regeneration Officer, Marie Ainsworth, has been working hard on the schedule of improvements for 2012/2103. The work to be carried out this financial year includes:

- Bespoke street furniture in Middle Street and Princes Street to be refurbished (Tim Fortune pieces)
- Tarmac patch repairs will be replaced with like for like materials
- Resurfacing will take place in some key locations across Yeovil town centre
- Overgrown trees and shrubs on exit from subway leading to Parkway have been cut back or removed
- Finger pointers in the town centre will be readjusted and distances/times will be added to some blades in the Borough and the Bus Station
- Litter bins will be cleaned
- Art feature on King George Street will be cleaned
- Further installation of resin under street trees

- Continued maintenance of subways
- Replanting entrance to subway on Princes Street
- Painting and decorating of bollards and street furniture
- Trees on South Western Terrace green area to be lifted (lower branches removed)
- Survey of bus shelters and carrying out remedial work in line with available budget

In addition to the scheduled works, an officer sub-group has been formed to look at parking for touring coaches in Yeovil town centre. There is an informal bay situated outside the Manor Hotel. The sub group will be looking at further on street locations across the town centre and the Regeneration Officer will report her findings back to the next Audit Group meeting.

The Regeneration Officer is also working on a draft maintenance programme that will encompass all areas of maintenance currently covered by South Somerset District Council. A report will be drafted with a summary of the results of this piece of work in due course and will be taken initially to the audit group then onto Area South Committee and Yeovil Town Council.

*(Marie Ainsworth – Regeneration Officer - 01935 427876
E-mail: marie.ainsworth@southsomerset.gov.uk)*

MINUTES of a meeting of the **YEOVIL IN BLOOM STEERING GROUP** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Monday 5 November 2012**

(4.00pm to 5.45pm)

Present:

David Recardo
Peter Brock
Steve Fox
Dave Greene
Lesley Jelleyman
Tristan Keogh
Liz Pike
Sue Pitman
Wes Read
Manny Roper

Also Present:

Sally Freemantle – Assistant Town Clerk (Job Share)

1. MINUTES

The Minutes of the previous meeting held on 8 October 2012 were approved as a correct record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from John Horsey.

3. CORRESPONDENCE

There were no items of correspondence.

4. YEOVIL IN BLOOM UPDATE

Steve gave an update on the winter planting of roundabouts and indicated that the winter hanging baskets would be erected by the end of the month, with the entrance beds being planted out soon after the Christmas break.

In answer to a query Steve said that it was likely that there would be a gathering arranged to thank the horticultural team.

AGREED

that the matters be noted.

5. YEOVIL IN BLOOM – PROPOSED DESIGNS FOR 2013

Steve presented the Steering Group with the proposals for the summer bedding designs for 2013, with illustrative diagrams detailing colour and variety. He explained the use of nova flora wildflower seed in specific areas including the entrance beds close to the Ilchester roundabout and the Western Avenue roundabout. Vegetable planting would also feature in some of the flowerbeds, with an allotment themed bed at Petters Way. The designs were well received and the Steering Group commented on the variety and originality.

AGREED

that the matters be noted and the proposed designs be supported.

6 QUEDAM SHOPPING CENTRE – SCHOOLS INITIATIVE

A meeting between representatives from the Steering Group and David Mills, Quedam Centre Manager was arranged for late November to discuss potential partnership working on permanent planting in the Quedam, with the possibility of involving community groups/schools.

AGREED

that the matters be noted and the outcome of the meeting be reported to the next meeting of the Steering Group.

7. IDEAS FOR STEERING GROUP INVOLVEMENT

The list of suggestions included in the agenda was discussed and it was felt that members of the Steering Group could become more involved in litter picking a few days before the judging was due to take place, and also on the morning of the judging on specified routes in to the Town House.

The idea to demonstrate how to grow vegetables in containers had been recently included by the “graffiti gardening” – recycling containers being used to grow crops and positioned at certain locations around the town. The identification of land for growing vegetables in residential areas had been included in the designs for the forthcoming year.

Collectively dead heading of daffodils was not supported as it was felt that the benefits were not justified by the amount of effort involved. It was felt that the idea of working with the Quedam Centre, as indicated in the previous agenda item was worth pursuing and more information was awaited on this matter.

AGREED

that the matters be noted, that further information on the Quedam initiative be awaited, and that the Steering Group become more involved in litter picking preceding judging.

8. DATE OF NEXT MEETINGS

It was confirmed that the next meeting would take place on 28 January 2013 at 4.30pm at the Town House.

9. ANY OTHER BUSINESS

Tristan suggested some gardening examples be set around the Town, and then a survey be carried out to gauge the response of the public to well maintained areas in contrast to those businesses which made little or no effort. Tristan also suggested central storage location for plants and it was suggested that the “Young Buds” from Yeovil Foyer be invited to a site visit to Lufton Nursery.

Steve suggested that some “seed bombs” (seeds, compost and a binding material) be made which could be placed in strategic places to brighten up areas with wild flowers.

AGREED

that the matters be noted, that the visit to Lufton by “Young Buds” be arranged and the idea of producing “seed bombs” be supported.

Chairman

SF
31/12/12

8. CHRISTMAS LIGHTS COMPETITION

Each year Yeovil Town Council runs a Christmas lights competition to acknowledge the efforts made by residents to brighten up their neighbourhoods for the festive season with outdoor lights at their property.

The competition was advertised through a press release and letters of invitation to participate in the competition were sent out to 40 previous entrants. Entrance forms were also posted through letterboxes of houses that had made an effort with a lighting display and this generated some new interest, with 6 new entrants in total. Judging took place on 12 December. The judges were the Mayor of Yeovil Clive Davis, Councillor Wes Read, Councillor Jon Gleeson (Chairman of the Promotions & Activities Committee), ex-councillor and trophy donor Audrey Bartlett, and Emma Slee (Editor of the Western Gazette).

The winners this year were Mr and Mrs Cox of Rowan Way, and the runners-up were Mr and Mrs Penny of Freedom Avenue. Presentations took place at the meeting of Yeovil Town Council held on 8 January 2013. A prize in the form of a food hamper was kindly provided by Marks & Spencer's Yeovil branch for the winner, and the runner up received a voucher to spend at Lufton Nursery. Both the winner and runner-up in this year's competition are previous winners of the award.

It should be noted that one of the entrants, although with a Yeovil postal address and in the built-up area of Yeovil, was for a property outside the Yeovil Town Council ward boundaries. The press release issued in November 2012 to announce the event did state that nominated displays must be located within the Borough of Yeovil Town. A suggestion has been made that neighbouring parishes be invited to be included in the competition in the future.

The administration of the competition was undertaken by our Trainee Administrator Lucy Jones and she is to be congratulated on her hard work to accomplish all the detailed arrangements, including identifying festive displays with potential to enter the competition.

The Committee is **RECOMMENDED** to note the report and consider whether any changes should be made to the future running of the competition.

(Sally Freemantle & Jessica Vale, Assistant Town Clerk - 01935 382424)

9. **TOWN HOUSE – HISTORIC DISPLAY**

Following on from previous discussions, arrangements have been made with South Somerset District Council Heritage Service for historic items of local interest to be exhibited in a specially designed illuminated museum display cabinet within the reception area of the Town House.

This partnership approach will enable visitors to the Town House to view interesting artefacts associated with the Town. The intention is for the exhibition to be changed from time to time.

The first exhibition includes items associated with Lieutenant General Sir Charles Knight Pearson, the son of Commander Charles Pearson RN, who was born in Thorne Coffin in 1834. The display includes a number of interesting objects including medals, badges and ceremonial swords and is accompanied by a specially designed information panel, which explains the history of each of the exhibits and their connection to the two men.

All the costs involved in the initiative have been met by the District Council, and arrangements will be made for the new display to be formally launched in the near future.

The Committee is **RECOMMENDED** to note this new facility.

(Alan Tawse, Town Clerk – 01935 382424)