



Yeovil Town Council

**Town House
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The Meeting... **Grounds and General Maintenance Committee**

The Time... **7.00pm**

The Date... **Monday 7 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



Alan Tawse

Alan Tawse
Town Clerk

21 December 2012

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

Grounds and General Maintenance Committee

To: All Members of the Grounds and General Maintenance Committee

Martin Bailey

Peter Brock

Philip Chandler

Clive Davis (Ex-officio)

David Dollard (Vice-Chairman)

John Hann

Kaysar Hussain

Andrew Kendall

Wes Read

Manny Roper (Ex-officio)

Alan Smith (Chairman)

Jon Trevett (co-opted – non voting)

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 approve as a correct record the Minutes of the meeting held on 12 November 2012.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. CORRESPONDENCE

5. PLAY AREAS

To consider a verbal report from the Senior Play and Youth Facilities Officer (SSDC).

6. PRESTON PARK PLAY AREA UPDATE

To consider a verbal report from the Senior Play and Youth facilities Officer (SSDC) Information on public consultation available at www.southsomerset.gov.uk/prestonpark.

7. WINTER ENHANCEMENTS

To consider a report by the Landscape Officer (SSDC) attached at pages 3 to 4.

8. ALLOTMENT TENANT WORKING GROUP MEETING MINUTES

To consider the minutes of the Allotment Tenants Working Group held on 4 December 2012 (circulated separately.)

9. OPEN SPACES

To consider a report by the Town Clerk attached at page 5.

10. REQUEST FOR RAISED ALLOTMENT BED

To consider a report by the Assistant Town Clerk attached at page 6.

11. FINANCIAL STATEMENT – OCTOBER/NOVEMBER 2012

To consider the Financial Statement for the period 1 October to 30 November 2012 attached at pages 7 to 11.

PUBLIC COMMENT (15 Minutes)

7. PROPOSALS FOR THE WINTER ENHANCEMENT WORKS BUDGET ALLOCATION

This report is intended to identify a range of projects from which the Members can choose, to be funded by the 2012/13 Winter Enhancement Budget Allocation.

Background

Each year the Town Council allocate a sum of money that is used to fund specific projects within their managed open spaces. The District Councils Landscape Officer identifies a range of projects annually from which the Members choose a selection.

This year there is a sum of £3150 available.

Options

1) Preston Park

Currently there is a plan in place to improve the current play facilities within the park, following a site visit with the Senior Play Officer it was apparent that some of the park features are also in need of improvement/replacement. It would make a great deal of sense to not only improve the play facilities but to improve the fabric of the park at the same time, therefore we would like to spend the contribution on:

Bench refurbishment	£500
New Bins	£550
New entrance signage	£400
Replacement trees	£600
Replacement fence	£1100

2) Milford Park Community Edible Woodland

South Somerset District Council is currently working with the Milford Community group regarding the planting of edible woodland within Milford Park; this would take the form of an orchard area utilising a variety of fruiting trees (apples, plums, pears, quince, mulberries etc) and a small selection of fruit bushes (black and red currants), The local community would help to plant and manage this area. This project firmly supports the needs and aspirations of the community group, and would enable them to expand their healthy living, eating and cooking programme. It would also significantly contribute toward the Yeovil in Bloom initiative, and would be a participant project for the National Big Dig initiative.

Initial Tree stock purchase £3150

3) A mixture of the above

Preston Park part contribution

Bench refurbishment	£500
New Bins	£550

New entrance signage £400
Replacement trees £600

Milford Park Community edible woodland phase 1

Initial Tree stock purchase £1100

Financial Implications

The completion of any of above projects will account for the Winter Enhancement Budget Allocation for the year 2012/13

*(Stephen Fox – Landscape Officer SSDC
stephen.fox@southsomerset.gov.uk or 01935 462828)*

9. OPEN SPACES

The Town Council procures a number of direct services from South Somerset District Council (SSDC) and also contributes towards the costs of that Authority delivering services across Yeovil.

Where these are provided on a direct basis eg IT Support, Planning Support and Allotment Maintenance, service level agreements (SLA's) have already been drawn up, which set out a framework of service provision and response times etc.

In other cases, the Town Council allocates funding towards the provision of services, including open spaces, which enable SSDC to deliver an *enhanced* service for the benefit of local people using property and land which they own and/or control.

The management and maintenance of open spaces involves a combination of pre-planned and responsive operations which are influenced by seasonal factors and weather conditions.

South Somerset District Council (SSDC) has enabled District Ward Members to have a greater influence in operations by an officer meeting on-site with a nominated Member each month. This not only gives the nominated Member the opportunity to reflect on the work carried out in the Ward over the previous month, but to suggest particular issues that need attention over the coming month. It also raises the profile of open spaces within each Ward and provides a greater understanding of how the service operates.

The Finance Working Group felt that this approach should be taken by the Grounds and General Maintenance Committee, and that they be requested to appoint a member of that Committee from each Ward to undertake this task. This proposal was supported by the Policy, Resources and Finance Committee, who have referred the matter to this Committee to make the necessary appointments.

The Committee is **RECOMMENDED**:

- (1) to appoint four members of the Committee representing each of the Yeovil Town Wards to take on this role; and
- (2) to include an item on each agenda of the Committee to enable the appointed members to give an update on the issues that they have discussed at their monthly meetings and the plans that have emerged.

(Alan Tawse, Town Clerk – 01935 382424)

10. **REQUEST FOR RAISED ALLOTMENT BED**

The Grounds and General Maintenance Committee has previously considered in principle whether raised beds could be provided (8/63, November 2011) particularly with reference to the Newtown site, and resolved that “when a potential allotment gardener requests that their name be added to the waiting list for an allotment plot there be opportunity for them to disclose any disability or mobility problems.” This is in line with one of the five principles of Best Value advocating Fair Access to all services provided by the Town Council. The matter was considered with reference to the New Initiatives budget.

- a) The Application for an Allotment Plot form has been adjusted to include a section where applicants can indicate whether they need to discuss special requirements.
- b) An application for an allotment plot at Newtown allotment site has now been received with the requirement that raised beds would be needed. There is a vacant plot available at the Newtown allotment site measuring 158.74 square metres, which is considered appropriate for the installation of raised beds.

Initial indication of the cost of providing raised beds on half of the site, which would be adequate for the prospective tenant’s requirements have been sought and would be in the region of £5,000.

Other financial implications to consider would be ongoing maintenance costs of the paths and the sleepers. It may also be necessary to provide a small level access area from an adjacent parking area to the plot.

The Committee is **RECOMMENDED** to note the matter and if supported, consider funding the proposals, possibly from the New Initiatives Budget Allocation which would require referral to and approval by the Policy, Resources and Finance Committee.