



Yeovil Town Council

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**** PLEASE NOTE CHANGE IN USUAL TIME OF MEETING ****

The Meeting... **Promotions and Activities Committee**

The Time... **6.30pm**

The Date... **Tuesday 12 March 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

06 March 2013

Promotions and Activities Committee

Please contact Alan Tawse 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 15 January 2013.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. CORRESPONDENCE

5. TOWN CENTRE ENVIRONMENTAL IMPROVEMENTS

To consider a report by the Town Clerk at page 2

6. YEOVIL IN BLOOM STEERING GROUP MINUTES

To consider the Minutes of the meeting of the Yeovil in Bloom Steering Group held on 28 January 2012 attached at pages 3 to 6.

7. FINANCIAL STATEMENT FOR DECEMBER 2012/JANUARY 2013

To consider the Financial Statement for the period 1 December 2012 to 31 January 2013 attached at pages 7 to 10.

PUBLIC COMMENT (15 Minutes)

5. TOWN CENTRE ENVIRONMENTAL IMPROVEMENTS

As reported to the last meeting, the Regeneration Officer (SSDC) is working on a draft maintenance programme that will encompass all areas of maintenance currently covered by South Somerset District Council in the Town Centre. The findings and conclusions of this work – including potential funding sources - will be reported to the Town Centre Audit Group and then onto the Area South Committee and the Town Council for further consideration.

The recommendation made at the last meeting to install an additional litter bin in Sherborne Road was supported by the Buildings and Civic Matters Committee, and arrangements are in hand for this to be installed in the near future.

The Middle Street and Sherborne Road Enhancement Group have continued to meet and discussions are taking place on a draft project programme for Phase 1. Consultation will take place with the Area South Committee and the Town Council as proposals emerge. In the meantime, the Committee continues to be represented on the Group by the Chairman of the Committee or, in his absence, the Vice-Chairman - along with the Town Clerk.

Given the ongoing work that is being undertaken into future maintenance works and the development of the Middle Street and Sherborne Road Enhancement initiative, Members may wish to seek the support of the Policy, Resources and Finance Committee to carry forward into 2013/14 the current unallocated budget of £8,000 - as a planned underspend towards future environmental improvements in the Town Centre.

The Committee is **RECOMMENDED** to note the matter and consider the above suggestion.

(Alan Tawse, Town Clerk – 01935 382424)

MINUTES of a meeting of the **YEOVIL IN BLOOM STEERING GROUP** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Monday 28 January 2013**.

(4.30pm to 5.40pm)

Present:

David Recardo (Chairman)
Peter Brock
Steve Fox
Lesley Jelleyman
Tristan Keogh
Liz Pike
Sue Pitman
Manny Roper

Also Present:

Alan Tawse – Town Clerk

1. MINUTES

The Minutes of the previous meeting held on 5 November 2012, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Dave Greene, Wes Read and Darren Shutler.

3. CORRESPONDENCE

There were no items of correspondence.

4. YEOVIL IN BLOOM UPDATE

Steve gave an update on work which had been carried in recent months and that planned for the future. He indicated that the Ilchester roundabout and splitter islands had been replanted and that a number of new trees had been planted along Lysander Road.

Turning to the future, he indicated that greater emphasis would be placed on addressing environmental issues and developing community spaces this year, an example of which would be the establishment of a edible woodland area at Milford Park.

Steve also referred to the successful presentation that had taken place at Lufton Depot during the previous week to Tony Targett – Nursery Manager who would shortly be taking retirement after completing almost 40 years service. He added that Tony had requested that his thanks be passed to the Steering Group for organising the event and to all of the other individuals and organisations who had helped with the arrangements.

AGREED

that the matters be noted.

5. QUEDAM SHOPPING CENTRE – NEW INITIATIVE

The Chairman referred to a recent meeting that had taken place between representatives of the Steering Group and the Quedam Shopping Centre management and a summary of the discussions was circulated at the meeting.

He outlined the key issues that had been raised at the meeting and the Steering Group considered the merits and the practicalities of the options that had been put forward.

Steve Fox drew attention to the need for sufficient resources to be identified and maintained on an ongoing basis should the proposals under discussion be implemented.

Taking into consideration the potential difficulties in securing sufficient resources to achieve a successful outcome, he proposed that the planting areas could be improved by the use of an undercover of wild plants – which would require minimal ongoing maintenance following the initial preparation of the beds and planting out. He added there was no reason why the various groups identified in the discussions could not be involved in the exercise provided that adequate arrangements were made for the work to be undertaken at an appropriate time with adequate supervision.

During the ensuing discussion, members expressed their support of the approach put forward by Steve provided that the costs of the materials were met by the Quedam Shopping Centre.

If this approach were to be taken, it was suggested that representatives of various community organisations, local schools and other voluntary groups be invited to participate in the exercise with arrangements being made for the initiative to be publicised – including the possible installation of a sign acknowledging those who had taken part.

AGREED

- 1) that the matters be noted;
- 2) that the above outlined suggestion put forward by Steve be supported and he be requested to approach the Quedam Shopping Centre management to discuss his proposal in further detail;
- 3) that assuming this approach was supported, arrangements be made for the exercise to be carried out towards the end of April 2013 and, in the interim, the Assistant Town Clerk, in consultation with the Chairman of the Steering Group, arrange for invitations to be sent out to appropriate individuals and organisations to participate in the event; and
- 4) that an update on the initiative be given at the next meeting of the Steering Group.

6. INITIATIVES UPDATE

Reference was made to the success of the “Bulb Giveaway” that took place in St Johns Churchyard last year, and it was proposed that the event be repeated but with this time with the bulbs being packaged in biodegradable paper bags.

AGREED

- 1) that the matter be noted; and
- 2) Steve make arrangements for the above outlined suggestion to be implemented.

7. SOUTHWEST IN BLOOM – SPRING SEMINAR

Steve indicated that the above event would be held in Trowbridge on Thursday 21 February 2013.

AGREED

that the Chairman, Manny Roper, Steve Fox and Lesley Jellyman be appointed to attend the event and to report back on the outcome to a future meeting.

8. DATE OF NEXT MEETING

It was confirmed that the next meeting would take place at 4.30pm on 25 March 2013 in the Town House.

9. ANY OTHER BUSINESS

Visit to Foyer “Young Buds” to Lufton Nursery

AGREED

that arrangements be made for this visit to take place in early to mid-April when a greater number of activities take place in preparation for the summer flowering season.

Seed Bombs

Steve circulated samples of seed bombs that he had received from a potential supplier – which included the option to include the Yeovil in Bloom logo and text on the labels.

He referred to the likely cost of producing the items in bulk and the possibility of a discounted rate being negotiated with the supplier.

During the ensuing discussion members expressed their support for the purchase of the items, which was felt would provide a useful promotional aid to encourage schools and other organisations to become involved in the Yeovil in Bloom initiative.

Steve also confirmed that there were sufficient funds within the Yeovil in Bloom budget to meet the costs involved.

AGREED

- 1) that the matter be noted; and
- 2) that the initiative be supported.

Floral Displays

Reference was made to the benefits of succession planting, ensured that floral displays were maintained throughout the Town all year round.

AGREED

that the matter be noted.

Chairman

AT/LJ
4/2/13