

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **BUILDINGS AND CIVIC MATTERS COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil, on **Tuesday 19 November 2013**

(7.00pm to 8.05pm)

Present:

Andrew Kendall – Chairman
Martin Bailey
Clive Davis
Bridget Dollard
Tony Fife
Dave Greene
Peter Gubbins
Mike Lock
Tony Lock
Manny Roper
Darren Shutler

Also Present:

Alan Tawse – Town Clerk
Sally Freemantle – Assistant Town Clerk

PUBLIC COMMENT

There were no comments from members of the public.

8/205 MINUTES

The Minutes of the previous meeting held on 17 September 2013, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

8/206 APOLOGIES FOR ABSENCE

Apologies for absence were received from John Hann.

8/207 DECLARATIONS OF INTEREST

Clive Davis declared a personal interest in agenda item 10 due to his representation on two charities that benefit from use of the facility.

8/208 CORRESPONDENCE

There were no items of correspondence.

8/209 **SHERBORNE ROAD - PARKING**

The Committee considered the report by the Town Clerk (agenda item 5 refers) and discussion took place regarding the reasons for the parking restrictions in this area and their effectiveness to allow drivers the opportunity to park for short periods to access shops and businesses in this area. It was noted that there are nearby car parks which provide free parking in the evenings, but also suggested that these car parks could be as easily used by those visiting the shops and businesses as by local residents between 6pm and 8am.

It was therefore decided to support the relaxation of the restrictions on the 30 minute waiting period by allowing unrestricted parking between 6pm and 8am every day. It was felt that this would enable the bays to continue to be available for motorists visiting local shops during the daytime to park nearby on a daily basis.

RESOLVED

- (1) that the matter be noted;
- (2) that the Highways Authority (SCC) be advised of the Town Council's views that the 30 minute limited waiting be applied Monday to Sunday from 8.00am to 6.00pm with no return within an hour for the parking bays at the western end of Sherborne Road, next to its junction with Wyndham Street; and
- (3) that it be suggested that these new arrangements be introduced on a twelve month trial basis.

8/210 **ST JOHN'S ROAD - UPDATE**

The Committee considered the report by the Town Clerk (agenda item 6 refers). The Assistant Town Clerk informed the Committee that an email had been received confirming that a SID (Speed Indicator Device) would be installed in the New Year for a period of two weeks.

RESOLVED

- (1) that the matters discussed be noted; and
- (2) that the resident who contributed to the discussions on the matter at the last meeting be informed of the progress made to date.

8/211 **WEST COKER ROAD - UPDATE**

The Committee considered the report by the Assistant Town Clerk (agenda item 7 refers) and attention was drawn to the severely restricted width of Whistle Bridge on the A37 near Stoford which is presumably on the same abnormal load route to the Dorset Area. The Town Clerk undertook to contact the Highway Authority (SCC) to clarify whether this bridge provides adequate width clearance for abnormal loads.

RESOLVED

that the matter and the report be noted.

8/212 **FOREST HILL - UPDATE**

The Committee considered the report by the Town Clerk (agenda item 8 refers).

RESOLVED

that the matter be noted.

8/213 **COMMUNITY HALL CHARGES**

The Committee considered the report by the Town Clerk (agenda item 9 refers).

RESOLVED

- (1) that the matter be noted; and
- (2) that the proposed charges set out in the report to be introduced on 1 April 2014 be supported.

(Mike Lock arrives at the meeting at 7.25pm)

8/214 **TOWN HOUSE – USE OF MEETING FACILITIES**

The Committee considered the report by the Town Clerk (agenda item 10 refers).

RESOLVED

- (1) that the matter be noted;
- (2) that the proposed amendment to the policy set out below be supported;

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.

- (3) that subject to approval by the Town Council the proposed new arrangements be introduced from 1 April 2014; and
- (4) that subject to approval by the Town Council 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.

8/215 **NEW INITIATIVES BUDGET**

The Committee considered the report by the Town Clerk (agenda item 11 refers).

The suggested changes were noted and the Committee supported the use of an assessment sheet, a sample of which was circulated at the meeting by Peter Gubbins, which it is felt would help Members to consider the relative merits of each bid that comes forward and demonstrate that there was community support for the proposal.

RESOLVED

- (1) that the proposals and amendments to the procedure be noted; and
- (2) that the use of an assessment sheet, which it is felt would help Members to consider the relative merits of each bid that comes forward and demonstrate that there was community support for the proposal, be supported and referred to the Policy, Resources and Finance Committee for consideration.

8/216 **COMMITTEE REVENUE ESTIMATES 2014/15**

The Committee considered the report by the Town Clerk (agenda item 12 refers).

RESOLVED

- (1) that the Budget Strategy drawn up by the Finance Working Group be noted and supported;
- (2) that the Draft Estimates, attached as an appendix hereto, be supported and referred to the Policy Resources and Finance Committee for consideration; and
- (3) that the notes on the proposed budget allocations be noted.

8/217 **FINANCIAL STATEMENT – AUGUST/SEPTEMBER 2013**

The Committee considered the Financial Statement for the period 1 August to 30 September 2013 (agenda item 13 refers).

RESOLVED

that the Financial Statement be noted.

PUBLIC COMMENT

There were no comments from members of the public.

8/218 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED

that the press and public be excluded 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.

8/219 **CCTV MONITORING**

The Committee considered the confidential report of the Town Clerk (agenda item 14 refers).

RESOLVED

that the matter be noted.

Chairman

SF
22/11/13