



Yeovil Town Council

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Yeovil Town Council

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

The Time... **7.30pm**

The Date... **Tuesday 1 July 2014**

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 ring 01935 382424



Alan Tawse

Alan Tawse

Town Clerk

25 June 2014

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

YEOVIL TOWN COUNCIL

Mike Lock – Mayor of Yeovil

Darren Shutler – Deputy Mayor

Martin Bailey

Kris Castle

J Vincent Chainey

Philip Chandler

Tristan Cobb

Bridget Dollard

David Dollard

Tony Fife

Jon Gleeson

David Greene

Peter Gubbins

John Hann

Kaysar Hussain

Andrew Kendall

Tony Lock

Wes Read

David Recardo

Manny Roper

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 for prayers.

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 3 June 2014.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

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

(See attached at pages 3 to 5)

5. **CORRESPONDENCE**

6. **YEOVIL DISTRICT HOSPITAL**

Paul Mears – Chief Executive of Yeovil District Hospital NHS Foundation Trust will give a presentation about the achievements of the Trust over the past year, and its plans for the future.

7. **AVON AND SOMERSET POLICE**

Inspector Tim Coombe of Avon and Somerset Police will give a presentation on plans to reorganise the operation of the Police service in the Yeovil area.

8. **WEST HENDFORD AND LYSANDER ROAD**

The Council has been consulted by the Department for Transport on a proposal to stop up an eastern part width of West Hendford and a northern part width of Lysander Road. Both parcels of land comprise highway verge.

The proposed work is related to a planning application (Ref 13/03564/FUL) for the development of the adjoining former Ashley's site, which includes the demolition of existing buildings and the erection of a food retail unit and coffee shop drive through and a restaurant/public house with associated car parking, and will only proceed if planning consent is granted.

Further information about the reasons for the proposed stopping up order has been sought from the Highways and the Planning Authorities and will be reported to the meeting. A copy of the draft order and accompanying plan is attached at pages 6 to 9.

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

9. **MEMBERSHIP OF COMMITTEES**

John Vincent Chainey has expressed an interest on serving on the Grounds and General Maintenance Committee.

Council is **RECOMMENDED** to consider this request and, if supported, to appoint John to serve on the above Committee with immediate effect.

10. **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

2 June 2014
16 June 2014

Policy, Resources and Finance Committee

24 June 2014

11. **REPORTS AND REPRESENTATIVES ON OUTSIDE BODIES**

Yeovil Youth Council

19 May 2014 10-13

Yeovil Crematorium and Cemetery Committee

18 June 2014 14-17

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)

EXCLUSION OF PRESS AND PUBLIC

Council 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.

12. **STAFFING ISSUE**

(Confidential report circulated to Members only).

List of Engagements attended/to be attended by His Worship The Mayor of Yeovil, Councillor Mike Lock and the Deputy Mayor of Yeovil, Councillor Darren Shutler from 3 June – 5 August 2014.

07/06/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended the Installation of Peter Hancock as 79 th Bishop of Bath & Wells
07/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Shopmobility 8 Year Anniversary celebration.
07/06/14	The Mayor of Yeovil, Councillor Mike Lock attended a 'County Festival' organised by St Margaret's Hospice.
08/06/14	The Mayor of Yeovil, Councillor Mike Lock attended Ilminster town Council's Civic Service
09/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the launch of a Museum App for the Fleet Air Arm Museum designed by the pupils of The Park School.
12/06/14	The Mayor of Yeovil, Councillor Mike Lock attended Preston School World Cup Exhibition.
14/06/14	The Mayor of Yeovil, Councillor Mike Lock attended The Somerset School' Folk Dance Festival in Wells
15/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Service of Dedication at the National Memorial Arboretum.
15/06/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended Glastonbury Town Council Mayor's Sunday.
17/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Art & Design Exhibition at the Park School by the GCSE & A Level Students.
18/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Gateway Community Church to see the packing up of boxes of Cream Teas by Action Medical Research before being despatched.
18/06/14	The Mayor of Yeovil, Councillor Mike Lock attended a presentation by Channel Training at the Manor Hotel.
19/06/14	The Mayor of Yeovil, Councillor Mike Lock attended Yeovil College Health & Social Care Intergenerational Project at Milford Hall.
20/06/14	The Mayor of Yeovil, Councillor Mike Lock attended West Abbey Care Home Open Day.

21/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Summer Fete at the Altogether Care Home at Sherborne House.
21/06/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended a coffee morning held by the Chairman of East Dorset District Council at Wimborne Minster Town Hall
22/06/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended Bridport Town Council Exercising of the Civic Honour of the Freedom of the Town of Bridport by the Rifles.
22/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the SSDC Fun Dog Show at Goldenstones.
22/06/14	The Mayor of Yeovil, Councillor Mike Lock hosted his Civic Service at St Johns Church with a reception afterwards at Westland Conference & Leisure Centre.
25/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Yeovil Fashion Festival organised by the Town Team.
25/06/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended Yeovil & District Scout Council Annual General Meeting.
26/06/14	The Mayor of Yeovil, Councillor Mike Lock attended Preston School Presentation Evening.
26/06/14	The Mayor of Yeovil attended the Western Gazette Business Awards at Westlands.
27/06/14	The Mayor of Yeovil, Councillor Mike Lock attended the Grand Opening of Tiny Turrets Foundation Stage Unit
28/06/14	The Mayor of Yeovil, Councillor Mike Lock attended SAAFA Armed Forces Day events in the Town Centre.
29/06/14	The Mayor of Yeovil, Councillor Mike Lock attended Swanage Town Council Civic Service
01/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Active Plus presentation of end of course certificates.
01/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Westfield Academy Fundraising Concert.
02/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend Yeovil College Further Education Awards ceremony.

06/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend Weston-super Mare Annual Civic Service.
08/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Yeovil Opportunity Group Annual General Meeting.
09/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend Milford Junior School production of 'Alice, The Musical'
11/07/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler will attend Ferndown Civic Service
15/07/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler will meet with the South West in Bloom judges.
19/07/14	The Deputy Mayor of Yeovil, Cllr Darren Shutler will attend Preston Park Nursing Home Summer fete.
26/07/14	The Mayor of Yeovil, Councillor Mike Lock will attend RNAS Yeovilton Airday

TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS

(SOUTH WEST) (NO.) ORDER 201

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990 ("the Act").

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown on the plan, in order to enable development to be carried out in accordance with the planning permission granted under Part III of the Act by South Somerset District Council under reference

2. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.

3. In this Order

"the plan" means the plan numbered NATTRAN/SW/S247/1398, marked "Highways at Yeovil in the District of South Somerset", signed by authority of the Secretary of State and deposited at the Department for Transport, Deposit Document Service, F Floor, Ashdown House, St Leonards on Sea, Hastings, East Sussex, TN37 7GA.

4. This Order shall come into force on the date on which notice that it has been made is first published in accordance with section 252(10) of the Act, and may be cited as the Stopping Up of Highways (South West) (No.) Order 201 .

Signed by authority of
the Secretary of State
201

VICTORIA POINTER
An Official in the
National Transport Casework Team
Department for Transport

THE SCHEDULE

Description of highways to be stopped up

The highways to be stopped up are at Yeovil in the District of South Somerset, shown on the plan, and are:

1. An irregular shaped eastern part width of West Hendford comprising highway verge, commencing at its junction with Lysander Road (A3088) and extending in generally north westerly then northerly direction for a maximum distance of 76 metres when measured along its outside edge, with a maximum width of 9 metres (marked 1 on the plan).

2. An irregular shaped northern part width of Lysander Road (A3088) comprising highway verge, commencing at its junction with West Hendford at the south eastern end of the stopping up described at 1 above, and extending in a generally north easterly direction for a maximum distance of 99 metres when measured along its southern edge, with a maximum width of 4 metres (marked 2 on the plan).

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

THE SECRETARY OF STATE hereby gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of an eastern part width of West Hendford and a northern part width of Lysander Road at Yeovil, in the District of South Somerset.

IF THE ORDER IS MADE, the stopping up will be authorised only to enable development to be carried out should planning permission be granted by South Somerset District Council. The Secretary of State gives notice of the draft Order under Section 253 (1) of the 1990 Act but will only consider making the Order in the event that planning permission is granted.

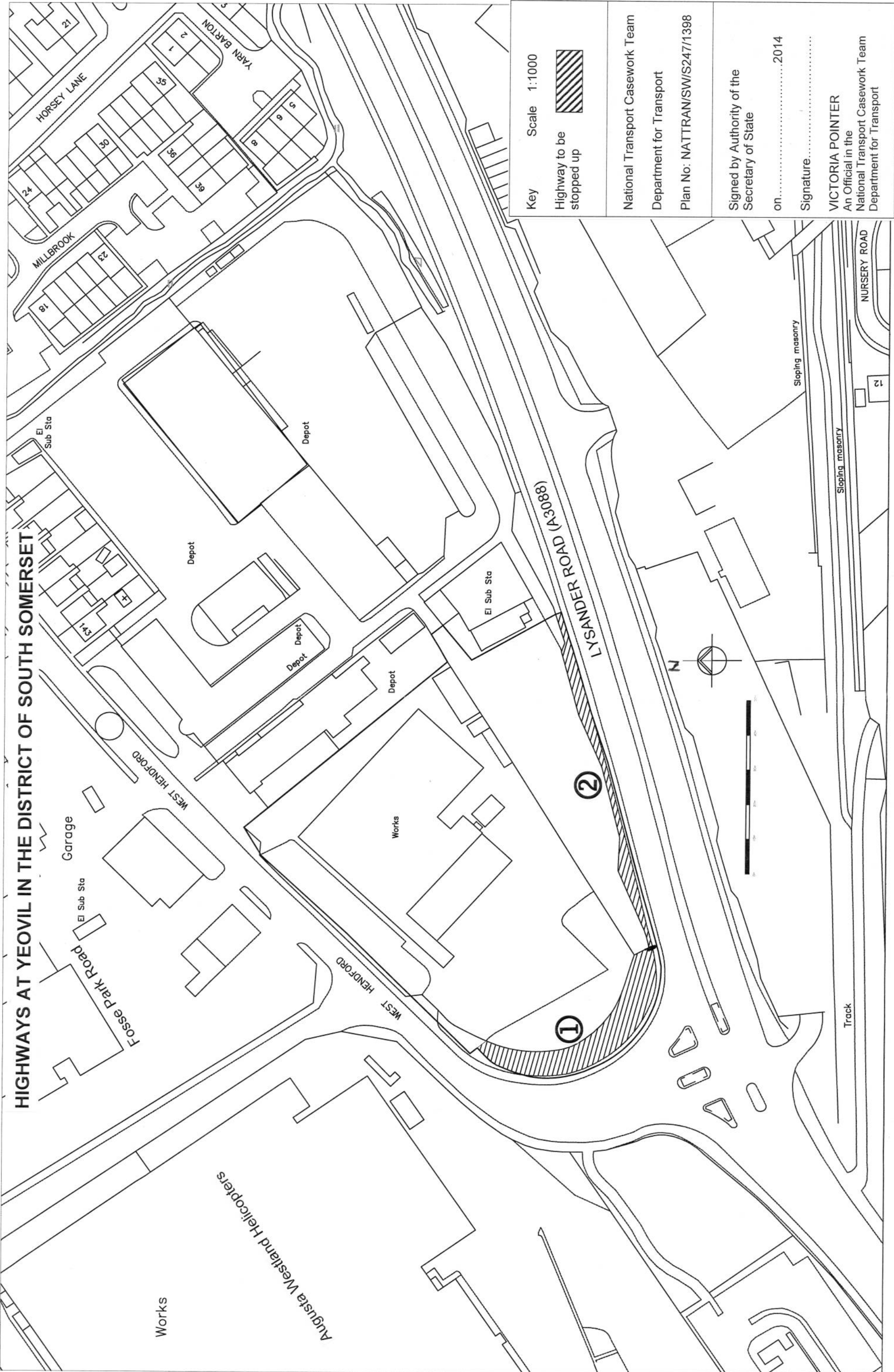
COPIES OF THE DRAFT ORDER AND RELEVANT PLAN will be available for inspection during normal opening hours, at South Somerset District Council, The Council Offices, Brympton Way, Yeovil, BA20 22HT in the 28 days commencing on *19 June* 2014, and may be obtained, free of charge, from the Secretary of State (quoting NATTRAN/SW/S247/1398) at the address stated below.

ANY PERSON MAY OBJECT to the making of the proposed order within the above period by writing to the Secretary of State, National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle Business Park, Newcastle upon Tyne, NE4 7AR or nationalcasework@dft.gsi.gov.uk, quoting the above reference. In submitting an objection it should be noted that your personal data and correspondence will be passed to the applicant to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.



Dave Candlish, Department for Transport

HIGHWAYS AT YEOVIL IN THE DISTRICT OF SOUTH SOMERSET



Key	Scale 1:1000
Highway to be stopped up	
National Transport Casework Team Department for Transport Plan No: NATTRAN/SW/S2471398	
Signed by Authority of the Secretary of State on.....2014	
Signature.....	
VICTORIA POINTER An Official in the National Transport Casework Team Department for Transport	

YEOVIL TOWN COUNCIL

Minutes of the Meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil, on **Monday 19 May 2014**

(7.00pm – 8.40pm)

Present:

Rebecca Pitts (Chairman)
Sam Barnes-Thornton
Luke Brickley
Kevin Chan
David Cook
Rhiannon Davies
James Gard
Bethany Vince
Jack Britten
Chloe Broadribb
Ryan McGuinn
Heather Murphy

Also Present:

Alan Tawse	Town Clerk
Gill Tomlinson	Committee Administrator
Zara Coulson	Youth Worker

(1) Apologies for Absence

Apologies for absence were received from, Natasha Dennington, Louise Golby, Isabella Tandy, Sami Wiltshire and Hayley Worton.

(2) Minutes

The Minutes of the previous meeting held on 22 April 2014, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

(3) Youth Services Pilot Projects

Alan gave an update on the pilot projects that had been operating from the Old Barn Club (on Tuesday evenings) and from the Community Bus/Abbey Community Centre in Abbey Manor Park (on Thursday evenings).

The Old Barn Club, in the Forest Hill area, is going really well with a variety of activities e.g. pool tables, skittle alley. Approximately 20 young people were now attending each session.

The Community Bus had proved successful but obviously limited on size and scope for activities. Abbey Community Centre had become available and was now being used instead.

The Steering Group that was overseeing the delivery of the initiative had extended the original pilot projects to September 2014. A meeting of the Steering Group in July will look at the situation for post September.

A third pilot project had been launched in the Westfield area (St Peter's Hall), on Wednesday evenings, to help meet demand in that part of the Town.

Youth Council Members were welcome to call in to any of the projects to see how they were going and to spread the word. Alan can talk to Pete regarding advertising in the town centre.

West Coker were part of the cluster for youth service provision in the area but they have now made their own arrangements and East Coker was planning to provide a series of sessions in the village.

Alan encouraged Members to continue to support the initiative.

Tuesday - Old Barn Club
Wednesday – St Peters Hall
Thursday – Brympton

RESOLVED

that the matters be noted and the on-going developments welcomed.

(4) New Website

David gave an update on the new website that he was developing on behalf of the Youth Council.

It was decided to take a vote at the next meeting as to which photos to use.

David said he would e-mail Alan regarding the finances.

It was agreed (if possible) that it would be beneficial for the website to go online with restricted access first and then Members can make further contributions and suggestions before going live.

The website will be, www.yeovilyouthcouncil.co.uk

RESOLVED

- (1) that the matters be noted; and
- (2) that David give a further update at the June meeting of the Yeovil Youth Council.

(5) Schools' Update

All schools were in the middle of exams.

Westfield Academy has a dance show on the 4th and 5th of June.

Preston Academy had received an award for the drama production 'Honk'.

Bucklers Academy had football regionals.

Gryphon School's Business School extension was finished and will be used from September onwards.

Strode College has started work on a new B Tech block.

RESOLVED

that the matters be noted.

(6) Any Other Business

It was noted that tube style bus stop maps were now online but no one was sure if that had any relevance to the Youth Councils suggestion.

Members suggested getting together in the summer holidays.

Ryan asked about the Youth Council polo shirts. A quote had been received earlier in the year and is still pending.

Rebecca and James would like a summer project, Members agreed and the following items were suggested:

Volunteering

Litter Picking

Planting Trees

Charity Fundraising – Maybe Car Boot or Street Collection

Singing (Busking) for Charity

Flash Mob (Dancing and Singing) – for charity

Bag packing in supermarkets for charity

Yeovil Youth Council promotional video

Radio Yeovil – promoting Yeovil Youth Council

RESOLVED

(1) that the matters be noted; and

(2) that a summer project be added to the next Agenda of the Yeovil Youth Council.

(7) Osmington Residential

Zara called in to show Members the photos of the residential that took place in March at Osmington. Four members had attended, Heather, Beth, Issy and Louise.

Zara said she would like to have a social get together with some of the others on the residential, mainly the 6 girls from South Petherton, Ilchester and Martock. The best time would be after exams, maybe the beginning of July. Zara would be happy to drive the minibus but Members would have to pay their

share of the bus. It was suggested having food, games, table tennis, pool etc.

Zara said to write to Zara Scott Davies if Members would like the opportunity of going on another residential in the future.

RESOLVED

that the matters be noted.

(8) Date of Next Meeting

IT WAS NOTED

that the next meeting of the Yeovil Youth Council would take place at 7.00pm on Monday 23 June 2014.

Future Dates

Monday 21 July 2014

Chairman

Minutes of a meeting of **Yeovil Crematorium and Cemetery Committee** held in the Waiting Room, Yeovil Crematorium, Bunford Lane, Yeovil on **Wednesday 18 June 2014**

(6.00pm – 6.35pm)

Present:

Alan Smith (Chairman)	Yeovil Town Council
Mary Evered	Brympton Parish Council
Nigel Gage	South Somerset District Council
Alf Hill	Yeovil Without Parish Council
Maurice Lamb	Yeovil Without Parish Council
Manny Roper	Yeovil Town Council

Also Present:

Helen Ferdinand	Assistant Town Clerk, Yeovil Town Council
Glenn Ford	Cemetery Foreman
Paula Jeffery	Management Accountant
Paula Taylor	Administration Manager

(1) Public Comment

There were no comments from the public.

(2) Election of Chairman

It was proposed, seconded and

RESOLVED: that Alan Smith be elected Chairman of the Committee for the Municipal Year 2014/15.

(3) Appointment of Vice-Chairman

It was proposed, seconded and

RESOLVED: that David Recardo be appointed Vice-Chairman of the Committee for the Municipal Year 2014/15.

(4) Minutes

The minutes of the previous meeting held on 16 April 2014, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

(5) Apologies for Absence

Apologies for absence were received from Garry Green, Tom Pullin, Alan Tawse, David Recardo, and Clive Wakely.

(6) Declarations of Interest

There were no declarations of interest.

(7) Final Accounts 2013/14

The Committee considered the report of the Management Accountant (agenda item 6 refers).

The Management Accountant informed Members of two amendments to the report: a) Reserve Funds (p.7) the final column headings should all be 2014/15, and b) in the Notes to the Core Financial Statements (p.16-17) the heading 'Debtors' should be item 5, 'Investments' item 6, 'Creditors' item 7 and 'Receipts in Advance' item 8.

During the ensuing discussion, Members requested clarification of a couple of points to which the Management Accountant responded.

- RESOLVED:**
- (1) that the matter be noted;
 - (2) that, subject to above amendments, the draft Statement of Accounts be approved;
 - (3) that the Audit Commission return – in particular Section 1 on the Statement of Accounts and Section 2 on the Statement of Annual Governance - be approved;
 - (4) that the independent audit report which accompanied Section 3 of the Audit Commission return be noted;
 - (5) that the balance that occurred in the Cemetery's budget which has been transferred to the reserve, be noted;
 - (6) that the general underspend which occurred in the Crematorium's budget, which has been split with 11% transferred to the Yeovil Without Parish Council reserve, and 89% transferred to South Somerset District Council, be noted;

- (7) that the amendment of the reserves to document the Crematoria Abatement of Mercury Emissions Organisation (CAMEO) scheme reserve held by South Somerset District Council be noted; and
 - (8) that the capital expenditure on the Cemetery and Crematorium be noted.
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(8) Cemetery Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 7 refers).

Members raised and discussed the issue of the trees at the top of the bank adjacent to the Preston Road. The Cemetery Foreman explained that the cutting back of the trees was on the programme roster, but the extent of the works was dependent on the advice of the District Council.

Reference was made to the re-slating of the roofs at the Cemetery. The Foreman advised that he was monitoring their condition, but informed Members that whilst their condition was acceptable at the moment, work would need to be carried out on the roofs at some stage.

RESOLVED: that the matters be noted.

(9) Crematorium Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 8 refers).

The Management Accountant advised Members that the Property and Engineering Services Manager was seeking to move elements of the capital expenditure back to the following year. For instance, depending on the advice of the engineer at the annual service, the replacement of the boiler could possibly be moved to the following year. Also, some discussion took place regarding the replacement of the tractor. It would require a major service next year when an assessment would be carried out to decide whether it needs to be replaced or not.

Reference was made to the proposal for the fish pond to be replaced, and again, whether it could be moved back to the following year.

Members also discussed the performance of the photovoltaic panels and commented on the monthly variation. A request was made that the performance figures be shown on a graph for comparison purposes and to allow an assessment to be made of the peaks and troughs.

- RESOLVED:** (1) that the matters be noted;
- (2) that the merits and timing of the proposed replacement of the fish pond be investigated by the Property and Engineering Services Manager and the outcome be reported to a future meeting; and
- (3) that the Property and Engineering Services Manager to provide the PV System Report in the form of a graph.
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(10) Statistics

The Committee considered the report of the Administration Manager (agenda item 9 refers).

RESOLVED: that the matter be noted.

(11) Exclusion of Press and Public

RESOLVED: that the press and public be excluded from the meeting for consideration of the following item 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.

(12) Staffing Issues

The Committee considered the confidential report of the Clerk to the Committee (agenda item 10 refers).

RESOLVED: that the matter be noted;

Following the Committee's tour of the Crematorium and the Cemetery, Members expressed their thanks to all the staff for all their hard work in maintaining the facilities at both locations to a high standard.

Chairman.....