



Yeovil Town Council

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

The Time... **7.00pm**

The Date... **Monday 10 March 2014**

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

04 March 2014

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

Kris Castle

Philip Chandler

David Dollard (Chairman)

John Hann (Vice Chairman)

Kaysar Hussain

Andrew Kendall

Mike Lock (Ex-officio)

Manny Roper (Ex-officio)

Darren Shutler

Alan Smith

Jon Trevett (co-opted – non voting) (substitute – Bob Ridout)

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

PUBLIC COMMENT (15 Minutes)

1. MINUTES

To approve as a correct record the Minutes of the meeting held on 13 January 2014.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. CORRESPONDENCE

5. OPEN SPACES

To consider a report by the Principal Horticultural Officer (SSDC) attached at page 2.

6. PLAY AREAS

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

7. SUMMERHOUSE VIEW PLAY AREA

To consider a report by the Town Clerk attached at page 3.

8. HOLIDAY ACTIVITY PROGRAMME

To consider a report by the Town Clerk attached at page 4.

9. ALLOTMENT MAINTENANCE SCHEDULE

To consider the Maintenance Schedule attached at page 5.

10. ALLOTMENT TENANT WORKING GROUP MEETING MINUTES

To consider the minutes of the Allotment Tenants Working Group held on 3 March 2014 (circulated separately)

11. FINANCIAL STATEMENT – DECEMBER 2013/JANUARY 2014

To consider the Financial Statement for the period 1 December 2013 to 31 January 2014 attached at pages 6 to 11.

PUBLIC COMMENT (15 Minutes)

5. OPEN SPACES VISITS

The Open Spaces visits take place with a Member from each ward to score the individual sites and raise job tickets for any relevant works required.

January figures: 67% good pass, 29% Fair Pass, 4% Minor Fail (this was for tree damage), I did these in absence of the members as I got the dates wrong.

February figures: 86% good pass, 14% fair pass.

In general the parks have coped well with the weather. There has been some tree damage at Grass Royal & Howard Road, but most of them have remained accessible despite the atrocious wet weather. Once the weather has improved we will be able to catch up with the outstanding tickets.

All members have been sent the new dates for the rest of the year.

The Committee is **RECOMMENDED** to note the report.

(Stephen Fox, Principal Horticultural Officer, SSDC – 01935 462828)

7. SUMMERHOUSE VIEW PLAY AREA

The Policy, Resources and Finance Committee has identified how the Town Council would meet the proposed contribution of £10,000 towards the next project in the rolling programme of play area upgrades - Summerhouse View.

This will be via combination of planned underspends totalling £7,851 carried forward to 2013/14 with the balance of £2,149 being met from savings to be identified by the Grounds and General Maintenance Committee in their current budget.

The Town Council's proposed contribution is subject to South Somerset District Council making a matching contribution towards this scheme, and confirmation has now been received that £10,000 has been allocated by SSDC towards the project.

There is scope for the shortfall in the Town Council's contribution to be met from an underspend in the Grounds and General Maintenance Committee budget, which has arisen from a saving in overtime.

Now that all the funding has been identified, the project will be undertaken in 2014/15.

The Committee is **RECOMMENDED** to note the matter and to support the allocation of a saving of £2,149 in the labour budget being allocated towards the Summerhouse View Play Area upgrade, and for both this underspend and the previous planned underspends being carried forward into 2014/15.

(Alan Tawse, Town Clerk – 01935 382424)

8. HOLIDAY ACTIVITY PROGRAMME - EXTENSION

The Committee has allocated £8,380 towards the provision of open access holiday activity schemes at various locations across the Town in 2014/15.

In past years, these have been successfully provided in the Milford/Birchfield and in the Westfield areas at an overall cost of £15,000, which has been shared equally by the Town Council, South Somerset District Council and Yarlington Housing Group.

In setting next year's budget, the Committee agreed to allocate an extra £3,280 towards the establishment of an additional scheme in Yeovil South Ward, which is the only ward where these activities are not currently delivered.

It is estimated that the cost of providing this extension to the existing programme would be £6,610 and, following the Committee's decision to allocate 50% of this cost, South Somerset District Council and Yarlington Housing Group were requested to contribute to the shortfall of £3,330.

Both organisations have now confirmed their willingness to meet this shortfall on a matching shared basis and now that all the funding is in place, arrangements are being made for this additional scheme to be delivered from Yew Tree Park over the forthcoming year. A separate report (to follow) sets out how this will be achieved.

The Committee is **RECOMMENDED** to note the successful outcome of these funding bids.

(Alan Tawse, Town Clerk – 01935 382424)

