



Yeovil Town Council

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Yeovil Town Council

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

The Time... **7.30pm**

The Date... **Tuesday 4 November 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

28 October 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	Peter Gubbins
Kris Castle	John Hann
J Vincent Chainey	Kaysar Hussain
John Clark	Andrew Kendall
Philip Chandler	Tony Lock
Tristan Cobb	Sarah Lowery
Bridget Dollard	Sophie Phillips
David Dollard	Wes Read
Tony Fife	David Recardo
Jon Gleeson	Manny Roper
David Greene	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

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 7 October 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. **SOMERSET AREA CRUSE BEREAVEMENT CARE**

John Brookes – Treasurer and Sue Ripley – Chairperson of the Yeovil, Sherborne and District Branch of Somerset Area Cruse Bereavement Care will give a presentation about the work that the Branch undertakes in the Yeovil area, its achievements over the past year, and its plans for the future.

In the meantime, the Organisation has provided the information requested by the Policy, Resources and Finance Committee (copy letter attached at page 6).

7. **YEOVIL CENTRAL ONE TEAM**

Avon and Somerset Constabulary are seeking a representative from the Town Council to sit on a new strategic board which will meet approximately every three to four months.

It is envisaged that the Board will consist of the Chief Executive and the Leader of South Somerset District Council, the Local Policing Area Commander and an elected member of Yeovil Town Council.

The Board will provide high level support for the programme, help identify and/or allocate funding, represent the Team across local senior leaders and organisations, and provide the visible support that is currently sought by the enthusiastic staff at the operational level.

Once the make-up of the strategy group is determined, it is anticipated that a tactical group will also be formed and meet on a monthly basis to which

appropriate officers – including the Town Clerk – would be invited.

Council is **RECOMMENDED** to note the matter and to consider the appointment of a Member to serve on the Strategy Board of the new Yeovil Central One Team

8. **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

6 October 2014
20 October 2014

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

South Somerset Countryside Steering Group

18 September 2014 7 to 10

Yeovil Crematorium and Cemetery Committee

15 October 2014 11 to 13

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)

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 4 October to 2 December 2014.

04/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the High Sherriff of Somerset Buffet Lunch
05/10/14	The Mayor of Yeovil, Councillor Mike Lock attended Somerset Young Farmers Service of Thanksgiving and Reflection at Wells Cathedral
08/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Marine Society and Sea Cadets AGM and talk on the First World War.
08/10/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended Chard Town Council Antiques "Call My Bluff"
09/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Lyme Regis Civic Day
09/10/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended Preston Academy Open Evening
09/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Yeovil Amateur Operatic Society Show performance of Jekyll and Hyde
11/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Chard Carnival
12/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Bath & North East Somerset Council Civic Service
12/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Deane Dragon Auction
14/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Active Plus Presentations
14/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Westland Classic Motorcycle Club Night
15/10/14	The Mayor of Yeovil, Councillor Mike Lock attended Salisbury City Council Civic Day
16/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the GKN Aerospace Manufacturing Day

16/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the Verwood Town Council Charity Fashion Show
18/10/14	The Mayor of Yeovil, Councillor Mike Lock attended a football match at Yeovil Town Football ground, Huish Park, where a bucket collection took place on behalf of his chosen charity
19/10/14	The Mayor of Yeovil, Councillor Mike Lock attended the North Somerset Council Civic Service
22/10/14	The Mayor of Yeovil, Councillor Mike Lock and the Deputy Mayor of Yeovil, Councillor Darren Shutler attended a Civic Reception in Honour of Marlie Packer – Freewoman of the Town of Yeovil
24/10/14	The Mayor of Yeovil, Councillor Mike Lock attended UCY Higher Education Graduation Day
25/10/14	The Mayor of Yeovil, Councillor Mike Lock attended Somerset County Federation of Women's Institutes Annual Meeting
28/10/14	The Mayor of Yeovil, Councillor Mike Lock attended South Somerset Gold Star Awards
28/10/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler attended the Yeovil, Sherborne and District Samaritans AGM
31/10/14	The Mayor of Yeovil, Councillor Mike Lock attended Borough of Poole Civic Afternoon
03/11/14	The Mayor of Yeovil, Councillor Mike Lock attended the opening of the Ninesprings Café, Education & Information Centre
06/11/14	The Deputy Mayor of Yeovil, Councillor Darren Shutler will attend the Preston Academy Leavers Presentation Evening
06/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Yeovil Community Arts Association Literary Dinner
07/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the North Somerset Council Civic Evening – Winter Carnival
09/11/14	The Mayor of Yeovil, Councillor Mike Lock will lead the Civic Parade to the War Memorial for wreath laying and then onto St Johns Church for the Remembrance Day service
11/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the service at the War Memorial to mark Armistice Day

15/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Yeovil & District Chrysanthemum & Dahlia Show
15/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Childrens' Lantern Parade in Yeovil Town Centre
15/11/14	The Mayor of Yeovil, Councillor Mike Lock, will attend the Christmas Light Switch on
19/11/14	The Mayor of Yeovil, Councillor Mike Lock and the Deputy Mayor of Yeovil, Councillor Darren Shutler will attend the Institution and Installation of The Reverend David Anderson as Priest in Charge of St Michaels' & All Angels Church
22/11/14	The Mayor of Yeovil, Councillor Mike Lock will host the Mayor's Charity Ball at Westlands Conference & Leisure Centre
29/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend St Peters' Church Hall for a Christmas Meal and entertainment
30/11/14	The Mayor of Yeovil, Councillor Mike Lock will attend the Verwood Mayor's Winter Reception
30/11/14	The Mayor of Yeovil, Councillor Mike Lock and the Deputy Mayor of Yeovil, Councillor Darren Shutler will attend the St Margaret's Hospice Light Up A Life Service

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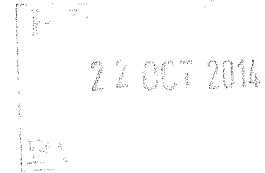
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Somewhere to turn when someone dies

Mr Neil Gage,
Yeovil Town Council
19 Union Street
Yeovil
Somerset
BA20 1PQ



20th October 2014

Ref PRF/008/AT/NG

Dear Neil,

Somerset Area Cruse - Yeovil Sherborne & District Branch

Further to your letter of 2nd October the additional information which you asked for is as follows;

1. The proportion of running costs spent in delivering services in Yeovil Town.

We have provided details of our income and expenditure for last year and our budget for 2014/15 and based on the number of clients referred to a bereavement volunteer the average cost per client is about £112. There were 42 clients with Yeovil postcodes, BA20, 21 and 22 referred for bereavement support in 2013/14 and so this works out at £4,704.

2. Details of the ways that we promote our services

One of the main ways in which we publicise our services is through our A4 information sheet stored electronically by GPs to print out and give to relevant patients. We also distribute leaflets to doctors' surgeries, undertakers and other relevant sites. Our services are also publicised in directories, the Cruse website and networking with other agencies such as Yeovil District Hospital and the Hospice and word of mouth. We are just reprinting our leaflets and I will bring copies to the meeting on 4th November.

We look forward to meeting the members of the Town Council and will be pleased to answer any further questions.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'John Brookes', written over a horizontal line.

John Brookes
Treasurer

South Somerset Countryside Steering Group
Minutes of Meeting held on 18th September 2014 at Brymton Way

Present: Robin Mackay, Viv Keyte, Alan Smith, Clive Hawkins, Rachael Whaites, Becky Russell, Jack Frapple and Josie Mills, Sue Osborne

Apologies: Sylvia Seal, Nigel Mermagen, Graham Forsyth and Dennis Pearce

1. Minutes of last meeting

- Park watch – report of incident at Ninesprings, intimidating people and graffiti. Rangers removed graffiti on site.
- Dogs at Chard – request for dogs in ‘no dog zone’ – denied, public ok with decision.
- Green Infrastructure project – all on hold at present as Lawrence Willis, lead officer has been dealing with office moves.
- Section 106 is going to become Community Infrastructure Levy, which will be much easier to access within District Council. Hopefully money for Yeovil Country Park, but we have to make an individual case for our department. JM asked will it be more enforceable – not sure, hoping that’s why it is changing so developers can’t reduce contribution.
- Additional land at Riverside, Yeovil - hope it will be owned by Parish Council and managed as part of Yeovil Country Park.

2. Updates from Sites

- **Eastfields,**
Grazing issues, lots of orchids, local resident interest but no cattle grazing April to August. Somerset Rare Plants groups said good but grass too long in places so needs regular grazing August to April. Rangers did scything to reduce tall thick grasses more scrub clearance due over winter. Wild thyme established in places, but rushes may also need cutting back. SO entered meeting.
- **Moldrams**
Great Crested Newt surveys in new pond now. Forming links with adjacent landowners, good management now but we have concerns if they use chemicals in future.

Volunteers have been bashing bracken, balance with damaging bluebells, have to wait until bluebells are over. Need to cut back bramble encroachment to enhance grassland – necessary for reptile, amphibian, mammals etc. Entrance benches rotten so being removed, planting that area with hazel.
- **Yeovil Country Park**
Building completed outside, inside café specialist will fit at the end of October. We should hopefully get keys end of October half term. Sam appointed as café manager starting 6th October but will be popping in beforehand.

JF raised concerns re competitive café (Gateway) free parking for café users possibly. We are looking into loyalty schemes. Ours will also be interpretation centre, activities and events will appeal.

Opening hours suggested 7 till 7 to catch commuters and parents taking children swimming. May change over time. Other staff will be in place to cover hours. With introduction of more people in that area RM would like to see mown banks, also while machines on site can we level dip on meadow.

Action RW to raise with ND.

- **HFL**

Ewa working on, nearly completed consultation on activities. Consulting with schools now. In addition to HLF we need £51k match funding, Armed Forces Community Covenant passed first stage, Wyndham Park naval housing into park activities.

BIFA

Through 1st stage for conservation, water voles, reed beds.

Several smaller projects – Somerset Wildlife Trust to do ‘Watch Events’.

Friends of Yeovil Country Park applied to Peoples Millions for tramper, but were unsuccessful, but following up hire with Countryside Motability. Friends of Yeovil Country Park organising raffle for next year - any ideas for good prizes eg shop promises, RW Nuffield Gym passes, Mole Valley gift vouchers – SO suggested. £500 anonymous donation as cash prize already received.

Final application stage for HLF November will know January.

Halloween Trail hoping to raise £500+

Lots of hay cutting, Streetscene cut, volunteers and rangers raked and removed. Hay cut in meadow, their machinery not really suitable, farmer doesn't want it as dog faeces and litter – any ideas let me know.

Lake has blanket weed, Kingcombe Aquacare can remove it, caused by high nutrients. Barley straw boom to go in January and additional planting.

Lots of volunteers, Mencap Lufton and Sweet Surprise, Ilminster and other special needs and still requests so splitting volunteer groups.

Monday afternoon – lighter jobs and special needs, Thursday heavy work. New volunteer days now in place and heavy winter work will be starting.

- **Ham Hill Country Park**

Friends of Ham Hill got £700 of funding, also refreshments from Co-op, but only 100 children attended, 400 estimated - much quieter than usual. Event clashed with Dorset County Show.

Why? Yeovil Country Park trails are held weekdays during school holidays, also wider appeal on Halloween and Easter – will consider in future.

JF Yeovil Town Football Club email people with events – could we email parish councils, schools etc monthly? But it was more widely advertised than usual, in handbook for villages and Parrett news, posters in Crewkerne,

Visitor Magazine, Odcombe News and e-news letter. It necessitates time, will be easier when we can access computer in office in Visitor centre, we may be able to do that. Facebook and Twitter reaches several thousand. We moved Chard Countryside Day as clashed, but events will always clash with things

Maybe the Heritage didn't appeal to people, disappointment for team as a lot of effort went in. Friends and rangers will decide its future.

Plateau fields cut – sheep on soon. Gorse clearance in Witcombe. Winter tree work commences soon. Lots of school visits.

Richard England – quarry applying to extend Northern Spur quarrying. Jon concerned they are not rectifying and too close to All Ability Trail, meeting with Somerset County Council.

Witcome stream project - evidence is being gathered and it is being looked at, feasibility study next – CH asked.

- **Chard**

Inescapable commitment to replace Chaffcombe Road fence (planned- post and wire replacement) and dam repairs.

Wessex Water in to test dam, repairing their leak and lots of pipe replacement through fields.

JM can provide engineers contact and drawings now available.

Reservoir down to winter levels.

Angling Club updates to raise concerns. Tim wanted to do an information leaflets/update leaflet twice per year. Well received and circulated in meeting. JF said could email around, would be good to get people to sign up.

Tim liaising with angling club in install new fishing platform.

Firearm incidents (in Western Gazette). Tim has approached people trying to shoot ducks. Police are involved, parents have been visited and all incidents logged with police.

3. Katy's Return

Katy will return back full time Monday 22nd September (4 days per week)

Rachael will be back as ranger in Yeovil Country Park.

4. Apprentices

We advertised for two level 2 as normal and extra money from HR for one level 3.

Interview for level 2s found not suitable so we have recruited two level 3 graduates who will work at both sites. Kristy and Andrew, this is less about practical and much more about planning and delivering. They already have practical experience. This is a one year post.

5. Green Flag

All got it! Ham Hill has the Green Heritage Award. Feedback generally very positive.

6. Delivery Plans

Not much change from last year (emailed prior to meeting- hard copies handed out).

Apprenticeship still with Kingston Maurwood, but looking at changing in the future, but funding will also be changing and will be monitored. Dorset County Council has left Kingston Maurwood. Develop and diversity volunteers, the new centre want to get volunteers involved with management of centre.

HLF money will hopefully get community ranger will provide other volunteering opportunities.

Events – 2 Halloween events in October,, Bonfire night event, 2 christmas events. We will plan next years in November.

Website being updated, pushing for online booking next year and pay through café too.

Archaeology report from Cardiff and Cambridge (JM and PM are extracting information for press release). Universities would like to do more but depends on funding.

Leaflets

Mostly out of print – big project over the next few months.

VK Langport cycleway couldn't get panniers through gates – we would like to pass it onto Langport Town Council or Somerset County Council, Sustans or someone as we have no connection there. We will look at gates.

7. Any other Business

CH – Barry Widden has 2 x 6ft x 3ft tables were Lou's, would we like them – yes please be very useful for Friends. They're at Coombe Park CH will email contact to RW.

DP gave CH species records, tabled and printed out, can view paper form. Barry Widen has a computer version. JF would like computer copy or disc.

RM – café customers – can we advertise banner on barriers? In past countryside can't put banners on railings on road. Highways won't let us do it as Highways furniture. Can we ask if we can do it **Action RW**

JF said National Play Day – car parking difficult. Grass was cut under Oak trees for tree climbing was good. For insects should we mow it more regularly for this event. We will look into it **Action RW**

Tree planted – Queen Oak needs looking at, tree ring tight at bottom, needs a bigger guard **Action RW**

CH asked about trees on top of Wyndham – we have given up replacing them.

VK is stepping down, has thoroughly his enjoyed time. Thanks everyone and we thank him for his input over years.

8. Next Meeting

Thursday 11th December, 2pm, maybe at the new centre!

Minutes of a meeting of Yeovil Crematorium and Cemetery Committee
held in the Council Chamber, Town House, 19 Union Street, Yeovil on
Wednesday 15 October 2014

(6.00pm – 6.30pm)

Present:

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

Also Present:

Alan Tawse	Clerk to the Committee
Glenn Ford	Cemetery Foreman
Garry Green	Property and Engineering Services Manager
Paula Jeffery	Management Accountant
Tom Pullin	Operations Manager
Paula Taylor	Administration Manager

(1) Public Comment

There were no comments from the public.

(2) Minutes

The minutes of the previous meeting held on 18 June 2014, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

(3) Apologies for Absence

Apologies for absence were received from David Recardo and Clive Wakely

(4) Declarations of Interest

There were no declarations of interest.

(5) Revenue and Capital Budget Monitoring 2014/15

The Committee considered the report of the Management Accountant (agenda item 4 refers).

The Management Accountant drew attention at the meeting to a number of matters that had arisen during the first half of the financial year.

Reference was made to the relatively small net variance in anticipated budgeted expenditure, and the most significant items were set out in the report.

RESOLVED: that the position of the respective revenue budgets and reserves be noted.

(6) Cemetery Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 5 refers).

In response to a query, the Cemetery Foreman confirmed that coppicing work had recently been undertaken to the trees along the Preston Road boundary.

RESOLVED: that the matters be noted.

(7) Crematorium Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 6 refers).

Members were informed at the meeting that discussions were continuing with the main contractor regarding a number of outstanding works, which were expected to be undertaken in the near future.

Reference was also made to recent relining works that had been carried out to the cremators. It was noted that budget provision had already been made to meet the cost of installing replacement parts during the works.

Attention was drawn to the photovoltaic performance graph that had been included in the agenda following a request at the last meeting. Whilst it was acknowledged that this helped to illustrate the output of the system, it was felt that additional information needed to be included to show the actual performance against projected output thereby enabling effective monitoring of the system to be undertaken.

- RESOLVED:** (1) that the matters be noted; and
- (2) that arrangements be made for future reports on the performance of the photovoltaic system to include sufficient information to enable performance to be effectively monitored.
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(8) Statistics

The Committee considered the report of the Administration Manager (agenda item 7 refers).

RESOLVED: that the matter be noted.

Chairman.....