

Yeovil Town Council

Town House
19 Union Street
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Somerset
BA20 1PQ



Mayor : Cllr D Recardo
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Minutes of the meeting of Buildings & Civic Matters Committee of Yeovil Town Council held on Tuesday 21st January 2020 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs M Lock (Chair); K Gill; D Gubbins; A Kendall; T Ledlie; P Lock; T Lock; D Recardo and R Stickland.

In Attendance: A Card (Town Clerk), H Ferdinand (Deputy Town Clerk); PC Amanda Thomas (Avon and Somerset Police) and PCSO Lily Thomas (Avon and Somerset Police).

There were no members of the public and no members of the press present.

PC Amanda Thomas and PCSO Lily Thomas gave an update about the homeless and begging situation in Yeovil. It was recognised that both were a national issue. PC Thomas informed the Committee it was not an offence to rough sleep, but rough sleepers were signposted to relevant agencies. It was acknowledged that some rough sleepers did not want help. Councillors were invited to go on a “ride along” with the police.

Councillors raised several issues and were informed that all crime needed to be reported via the correct channels.

They also informed the Committee that they were providing SmartWater home security packs to several households in Yeovil, to help tackle residential burglary. SmartWater is an odourless and colourless forensic liquid with a unique chemical code, so that property can easily be reunited to the original owner if recovered.

7:30pm – PC Amanda Thomas and PCSO Lily Thomas left the room and did not return. The meeting commenced.

10/48 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

There were no apologies.

10/49 DECLARATIONS OF INTEREST

There were no declarations at this time.

10/50 MINUTES

The Committee confirmed as a correct record the Minutes of the meetings held on 19th November 2019.

RESOLVED: that the Minutes of the meetings held on 19th November 2019 be signed as a correct record.

10/51 CORRESPONDENCE

The Committee considered the correspondence received from the Chairman of Brympton Parish Council concerning Yeovil Remembrance Parade and Wreath Laying which took place on 10th November 2019. Concern was raised regarding the order of wreath laying and area set aside for guests of the civic parade to stand during the event. The Town Clerk reminded Councillors about the positive feedback that had been received from the Royal British Legion (RBL). The Town Clerk also added that she had met with the RBL parade marshal to ensure a smooth running of the event. Councillors were satisfied with the current parade order and guests should follow the order as directed.

RESOLVED: (1) to note the correspondence; and (2) that the Town Clerk respond to the letter of the Chairman of Brympton Parish Council.

10/52 FINANCIAL STATEMENTS – OCTOBER 2019 / NOVEMBER 2019

Members considered the Financial Statement for the period 1st October 2019 to 30th November 2019.

RESOLVED: that the Financial Statement for the period 1st October 2019 to 30th November 2019 be approved.

10/53 WATER SUPPLY TO TOWN HOUSE

The Committee considered the verbal report of the Deputy Town Clerk (HF) following discussions with Wessex Water. She explained how new legislation made joining the water pipe to South Street not feasible. Concerns were raised about how Wessex Water would plan to return every two months to flush the pipe through.

RESOLVED: to note the verbal report.

7:50pm – *Cllr T Ledlie left the room.*

7:52pm – *Cllr T Ledlie returned.*

10/54 COMMERCIAL ENERGY PERFORMANCE CERTIFICATES RESULTS

The Deputy Town Clerk (HF) reported back the finding of the recent Commercial Energy Performance assessments for Town House, Monmouth Hall and Milford Hall. She explained that all public buildings rented out should at least have the energy efficiency score of E.

Town House had been assessed as a D (score of 89); Milford Hall as a C (score of 53) and Monmouth Hall as G (score of 185). The assessor had lodged the results of Town House and Milford Hall on the government database but agreed to hold the result of Monmouth Hall in abeyance. The Deputy Town Clerk informed the committee that they could apply for an exemption certificate.

RESOLVED: to note the results of the Commercial Energy Certificates.

10/55 SID (SPEED INDICATOR DEVICE REPORT) REMOTE DATA COLLECTION

Members considered the report of the Deputy Town Clerk (SF) regarding the Speed Indicator Device. The Town Clerk added further information with regards to the cost of purchasing a second SID with blue tooth data collection facility.

RESOLVED: (1) to note the report; (2) to purchase an additional SID with Bluetooth connectivity and (3) to recommend to Policy, Resources and Finance Committee that the purchase come from contingencies.

10/46 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: to exclude 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 of agenda item 10/47 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Public Bodies (Admission to Meetings) Act 1960 s3

10/57 CCTV (COMMERCIAL IN CONFIDENCE)

Members considered the verbal report from the Town Clerk relating to a request from South Somerset District Council and the annual contribution to the CCTV in Yeovil from the Council.

RESOLVED: (1) to note the verbal report; (2) that the Town Clerk endeavor to locate the original agreement; and (3) that the Town Clerk be authorised to pay the annual contribution subject to receiving a report for the next meeting of this Committee.

10/58 MILFORD HALL

Members considered the report of the Town Clerk relating to Milford Hall.

RESOLVED: (1) to note report; (2) that the Committee select the preferred option; and (3) that the Town Clerk carry out the work required to take the preferred option forward.

10/59 REFURBISHMENT OF KITCHENS IN THE TOWN HOUSE (COMMERCIAL IN CONFIDENCE)

Members considered the report of the Deputy Town Clerk (HF) regarding the kitchens at Town House. The Deputy Town Clerk gave a brief presentation, highlighting potential layouts for the kitchens.

RESOLVED: (1) to note report; (2) to agree to the refitting of the staff kitchen on the basis of the initial costs provided; (3) to agree to the refitting of the Chamber Kitchen on the basis of the initial costs provided (which could then provide a dual function of a provision of a staff rest room); to agree to progress the project with Howdens as the preferred kitchen supplier; (4) to delegate to the Town Clerk, in consultation with the Chair of Buildings and Civic Matters Committee to agree the final designs and costs, the costs for the flooring and tiling, and to implement the project; and (5) to report back to a future meeting of Building and Civic Matters Committee the progress of the project and final costs.

10/60 REDECORATION OF THE TOWN HOUSE (COMMERCIAL IN CONFIDENCE)

Members considered the report of the Deputy Town Clerk (HF) regarding the redecoration of Town House. She also gave details of a third quote received.

RESOLVED: (1) to the note report; (2) to agree to commission G J Pollard to undertake the redecoration of the exterior and interior of the Town House; (3) to agree to finalise the specification for the works with G J Pollard, and if there is any additional costs, to delegate agreement of them to the Town Clerk, in consultation with the Chair of Buildings and Civic Matters Committee; (4) if any additional works arise, to delegate agreement of the additional costs to the Town Clerk in consultation with the Chair of Buildings and Civic Matters Committee; (5) that 3 quotes are sought for the carpets that need replacing, and to delegate agreement of the cost of the carpets to the Town Clerk in consultation with the Chair of Buildings and Civic Matters Committee; and (6) that before any works begin, that a surveyor is commissioned to survey the wooden doors and windows, and that the Town Clerk in consultation with the Chair of Buildings and Civic Matters Committee be delegated to follow through with any recommendations from the surveyor.

10/61 MONMOUTH HALL ROOF (COMMERCIAL IN CONFIDENCE)

Members considered the confidential report by the Deputy Town Clerk (HF) regarding the roof at Monmouth Hall in accordance with paragraph 3 (Urgent Business) of the Scheme of Delegation. There is a requirement to report to this meeting of the Committee any action taken.

RESOLVED: (1) that the report be noted; and (2) that the use of paragraph 3 (Urgent Business) of the Scheme of Delegation be noted.

10/62 FUTURE OF MONMOUTH HALL (COMMERCIAL IN CONFIDENCE)

Members considered the confidential report by the Town Clerk.

RESOLVED: (1) that the report be noted; and (2) to agree to the recommendation of the Monmouth Hall Working Party.

The meeting closed at 9:23 pm.

Signed:

Dated: