

Yeovil Town Council

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BA20 1PQ



Mayor : Cllr D Recardo
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Minutes of the meeting of the Grounds & General Maintenance Committee of Yeovil Town Council held on 6th January 2020 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs A Kendall; G Hunting; T Ledlie; P Lock; A Soughton; R Spinner; H Stonier and Manny Roper (co-opted non-voting).

In Attendance: Sally Freemantle (Deputy Town Clerk), Stephen Barnes, Locality Team Leader (SSDC), Rob Parr, Locality Officer (SSDC).

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

7.00pm - Meeting commenced.

10/45 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN.

Apologies for absence were received from Cllrs Sarah Lowery (conflicting engagement) and D Recardo (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

10/46 DECLARATIONS OF INTEREST.

Members declare interests that accord with the Council's adopted Code of Conduct. This does not preclude any later declarations.

There were no declarations of interest.

10/47 MINUTES

To approve as a correct record the Minutes of the meeting held on 18th November 2019.

RESOLVED: that the minutes of the meeting held on 18th November 2019 be signed and dated as a correct record.

10/48 PLAY AREA AUDIT AND OUTLINE CAPITAL INVESTMENT PLAN

The Committee considered the report by the Locality Team Leader and Locality Officer. It was explained that with the exception of Summerhouse View play area, which is owned by

Yeovil Town Council, all the play areas are owned by SSDC with management delegated to Yeovil Town Council. Discussion took place regarding the updating of the skateparks and it was agreed that a tour of some existing skateparks in South Somerset would be beneficial.

In answer to a query, it was confirmed that the old changing room/pavilion at Turner's Barn Lane play area is owned by SSDC.

RESOLVED: 1) that the Play Area Audit and Outline Capital Investment Plan be noted; and 2) that outline Capital Investment Plan be referred to the Policy, Resources and Finance Committee.

7.35pm – The Locality Officers (SSDC) and the Locality Team Leader (SSDC) left the meeting and did not return.

10/49 REVIEW OF ALLOTMENT TENANCY AGREEMENT

The Committee considered the "Allotment Tenancy Agreement", "Chief Provisions of Rules with Respect to Allotment Gardens" and "Sheds, Greenhouses and Polytunnels on Allotment Plots". It was agreed that a restriction on bonfires should be added and a number of paragraphs were highlighted for review by the Allotment Maintenance Working Party.

RESOLVED: 1) that the "Allotment Tenancy Agreement", "Chief Provisions of Rules with Respect to Allotment Gardens" and "Sheds, Greenhouses and Polytunnels on Allotment Plots" be noted; and 2) that a review of the documents be delegated to the Allotment Maintenance Working Party, with a summary report to the Grounds and General Maintenance Committee before publication.

10/50 ALLOTMENT MAINTENANCE

The Committee considered the Terms of Reference and the minutes of the Allotment Maintenance Working Party. Manny Roper raised a number of questions which were noted by the Deputy Town Clerk and would be referred to the Allotment Maintenance Working Party.

RESOLVED: that the Terms of Reference and the minutes of the Allotment Maintenance Working Party be noted.

10/51 CORRESPONDENCE: YEOVIL ALLOTMENTS ASSOCIATION

The Committee considered a letter sent from the Yeovil Allotments Association to the Chairman of the Grounds and General Maintenance Committee which had been deferred from the last meeting. The responses to the points in the letter as set out by the Town Clerk were also considered and approved.

RESOLVED: 1) that the correspondence from Yeovil Allotments Association be noted; 2) that the response be made in accordance with the notes set out by the Town Clerk; and 3) that it be explained in the letter that no rebate is payable.

10/52 GOAR KNAPP TRACKWAY

The Committee considered the report by the Town Clerk.

RESOLVED: 1) that the report and the issue with the trackway be noted; 2) that the issue be resolved by removal of the centre grass mound along the length of the trackway; and 3) that (2) be arranged by the Town Clerk in consultation with the Chairman.

10/53 SIDNEY GARDENS FOUNTAIN

There was no further information to report, however it was agreed include the subject matter as an agenda item at every Grounds and General Maintenance Committee meeting to progress matters when appropriate.

10/54 FINANCIAL STATEMENT – OCTOBER AND NOVEMBER 2019

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

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

Public Comment. There were no comments from members of the public.

8.27pm - Manny Roper left the meeting and did not return.

10/55 EXCLUSION OF PRESS AND PUBLIC

The Committee resolved to exclude the press and public from the next 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.

10/56 TENDER FOR MAINTENANCE

The Committee considered the confidential draft tender by the Town Clerk.

RESOLVED: 1) that the confidential draft tender be noted; 2) that the “removal of grass cuttings” and associated clauses be included; 3) that the tender documents be published; 4) that the documents be opened by the Town Clerk and Chairman of the Committee; and 5) that the successful tenderer be selected by the Town Clerk in consultation with the Chairman of the Committee

The meeting closed at 8.55pm.

Signed: (Chairman) Date: