



Yeovil Town Council

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Mayor: Cllr E Potts-Jones, Town Clerk: Amanda Card BA (Hons), CPFA, BSc (Open)
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Minutes of the hybrid meeting of the Grounds and General Maintenance Committee held on Monday 24th May 2021 at 7.00pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.

Committee Members Present (in person): Cllrs R Spinner (Chair); G Hunting; A Kendall; T Ledlie; E Potts-Jones; A Richards and A Soughton.

Committee Members Present (virtually): Cllr P Lock and Mr M Roper.

In Attendance (in person): A Card (Town Clerk); S Freemantle (Deputy Town Clerk).

In Attendance (virtually): T Isaacs (Locality Officer, SSDC); N Turnbull (Locality Officer, SSDC).

Public Comment. There were no members of the public, and one member of the press present virtually.

7.00pm – Meeting Commenced

10/123. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

There were no apologies for absence, but Cllr E Potts-Jones sent apologies as she would be a few minutes late.

10/124. DECLARATIONS OF INTEREST

Mr Manny Roper declared a personal interest in agenda items 10/126, *Co-option of Non-Voting Member* and 10/128, *Request for Grass Cutting to Start in March* due to his allotment tenancies with Yeovil Town Council.

10/125. MINUTES OF LAST MEETINGS

The Committee approved as a correct record the Minutes of the previous meetings held on 8th March and 4th May 2021.

RESOLVED: that the Minutes of the meetings of the Grounds and General Maintenance Committee held on 8th March and 4th May 2021 be signed by the Chairman as a correct record.

10/126. CO-OPTION OF NON-VOTING MEMBER

It was proposed, seconded and all agreed that Mr Manny Roper be the Co-opted Non-voting member on the Grounds and General Maintenance Committee.

RESOLVED: that Mr Manny Roper be the Co-opted Non-voting member on the Grounds and General Maintenance Committee.

10/127. PLAY AREA UPDATE

The Committee considered a report by the Locality Team Leader (SSDC) and the Locality Officers Terena Isaacs and Nathan Turnbull (SSDC) gave verbal updates on the Schools Out Programme and the Play Area Projects sections of the report. Both officers offered to answer any questions.

RESOLVED: that the report be noted.

10/128. REQUEST FOR GRASS CUTTING TO START IN MARCH

The Committee considered a request from an allotment tenant for the monthly cuts to start in March next year.

RESOLVED: 1) that the report be noted; and 2) that the request be agreed should an earlier cut be required next year.

10/129. FINANCIAL STATEMENT – FEBRUARY AND MARCH 2021

The Committee considered the Financial Statement for the period 1st February to 31st March 2021.

RESOLVED: that the Financial Statement for the period 1st February to 31st March 2021 be approved.

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

7.08pm – T Isaacs, M Roper, N Turnbull and the member of the press left the meeting and did not return.

7.08pm – Cllr E Potts-Jones joined the meeting (in person).

10/130. 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 items 10/131 – 10/135 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

10/131. WALL ADJACENT TO ELIZABETH FLATS ALLOTMENT SITE: Urgent Business Standing Order 4/d/xiv

The Committee considered the report and the Deputy Town Clerk explained that initial legal advice had been sought and a structural engineer was due to visit the site within the next few weeks.

RESOLVED: to note the report.

10/132. SUNNINGDALE ALLOTMENT SITE FENCE (COMMERCIAL IN CONFIDENCE)

The Committee considered the report and compared the tenders.

RESOLVED: 1) to note the report, 2) to approve SP Construction (who tendered £16,452.33); 3) that this work be partly funded by the £6,500 held within the allotment fence reserve budget allocation; and 4) that it be recommend to the Policy, Resources and Finance Committee that the additional 9,952.33 be funded from the contingency budget.

10/133. SUNNINGDALE AND GOAR KNAP TRACKWAYS (COMMERCIAL IN CONFIDENCE)

The Committee considered the report and compared the tenders.

RESOLVED: 1) to note the report, 2) to approve SSDC for the trackway repairs to both sites (who tendered £4,414.30 for Sunningdale Trackway repair and £2,943.60 for Goar Knap trackway repair); and 3) that it be recommend to the Policy, Resources and Finance Committee that the cost of the trackway repairs totalling £7,357.90 be funded from the contingency budget.

10/134. MONKSDALE ALLOTMENT SITE HEDGE

The Committee considered the verbal report by the Deputy Town Clerk and compared the tenders.

RESOLVED: that the annual cut of Monksdale Allotment hedge be carried out by SSDC and that a three-year fixed price for this work by SSDC be sought.

10/135. STAFFING

The Committee considered the report circulated in advance of the meeting and the Town Clerk updated the Committee on the current situation.

During the ensuing discussion, the merits of the recommendations made by the Town Clerk were noted and agreed

RESOLVED: to agree the updated recommendation of the Town Clerk

The meeting closed at 8.11pm.

Signed: (Chairman)

Date: