

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Promotions and Activities Committee

Promotions and Activities Committee

Tuesday 13th July 2021

7:00pm

Hybrid Meeting:

Face-to-face at Town House, 19 Union Street, Yeovil

BA20 1PQ; and virtual using Zoom meeting software

Any members of the public wishing to make comments at Public Comments or view should to email ytic@yeovil.gov.uk by 9:00am on Tuesday 13th July 2021.

For further information on the items to be discussed, please contact town.clerk@yeovil.gov.uk.

A handwritten signature in black ink, appearing to read 'Amanda Card'.

Amanda Card, Town Clerk
6th July 2021

This information is also available on our website: www.yeovil.gov.uk

Members of Yeovil Town Council are summoned to attend:

Jade Dash

Andy Kendall (*Ex-officio*)

Terry Ledlie

Jane Lowery

Sarah Lowery (*Chairman*)

Evie Potts-Jones (*Ex-officio*)

Wes Read

David Recardo (*Vice Chairman*)

Helen Stonier

Information for the Public

In accordance with the Local Authorities and Police and Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020, the ability to hold meetings virtually has now ceased. The Council are adhering to guidance set by the Ministry of Housing, Communities and Local government for the safe use of council buildings to enable face-to-face meetings for Councillors yet continue to provide remote access to the public.

Public Comments at meetings (held via Zoom)

We recognise that these are challenging times but we still value the public's contribution to our hybrid meetings. If you would like to make a comment or raise a question in the meeting, you will need to do this in writing before the meeting. Please email ytic@yeovil.gov.uk by 9:00am on Monday 13th July 2021.

If you would like to view the meeting, please e-mail ytic@yeovil.gov.uk by 9:00am on Monday 13th July 2021. Instructions will be sent to you to view the meeting.

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	

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at www.yeovil.gov.uk. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

A G E N D A

Public Comment (15 Minutes)

Due to the confidential nature of the business of items 10/130, under the Public Bodies (Admission to Meetings) Act 1960 s3, a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors. *Public Bodies (Admission to Meetings) Act 1960 s3*

10/118. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

10/119. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

10/120. MINUTES

To approve as a correct record the Minutes of the meetings held on 4th May and 18th May 2021.

10/121. EAT:FESTIVALS YEOVIL 22ND MAY 2021

To receive any feedback about the event.

10/122. QUEEN'S JUBILEE 2022: EVENT

To receive verbal feedback from the Working Party.

10/123. QUEEN'S JUBILEE 2022: LIGHTING OF THE BEACON

To consider the lighting of the Beacon on 2nd June 2022.

10/124. YEOVIL IN BLOOM

To consider the minutes of the meeting of the Yeovil in Bloom Steering Group held on 7th June 2021 attached at pages 4 to 6.

10/125. SOMERSET DIVERSE COMMUNITIES

To consider an email from Somerset Diverse Communities, excerpt attached at page 7.

10/126. MUSIC IN THE PARK 19TH JUNE 2021: URGENT BUSINESS STANDING ORDER 4/D/XIV

In accordance with Yeovil Town Council's Standing Orders, to receive notification of a decision taken in accordance with Standing Order 4/d/xiv to postpone the Music in the Park event which was due to be held on 19th June 2021 in light of the COVID restrictions.

10/127. SUPER SATURDAY

To consider the plan for Super Saturday (to follow).

10/128. FINANCIAL STATEMENT – APRIL/MAY 2021

To consider the Financial Statement for the period 1 April to 31 May 2021 attached at pages 8 to 11.

Public Comment (15 Minutes)

10/129. EXCLUSION OF PRESS AND PUBLIC

The Committee will consider passing a resolution 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.

10/130. CHRISTMAS LIGHTS 2022

To consider the CONFIDENTIAL report by the Town Clerk attached at pages 12 to 13.

Yeovil Town Council

Town House
19 Union Street
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Somerset
BA20 1PQ



Mayor: Cllr E Potts-Jones, Town Clerk: Amanda Card BA(Hons), CPFA, BSc(Open)
T-01935 382424, F-01935 382429, W-www.yeovil.gov.uk
E-mail-Town.Clerk@yeovil.gov.uk

Minutes of the meeting of Yeovil in Bloom Steering Group held on Monday 7th June 2021 at Lufton Nursey, Artillery Road, Yeovil, BA22 8RP.

Present: Manny Roper (Chairman); Steve Fox (SSDC); Sharon Hackett (Yeovil Without PC); Andy Kendall; Pauline Lock; Liz Pike; Evie Potts-Jones, and Rob Stickland.

In Attendance: Sally Freemantle – Deputy Town Clerk.

1.05pm – meeting commenced.

1. Election of Chairman

It was proposed and seconded that Manny Roper to be elected to serve as Chairman for the 2021/22 municipal year.

2. Election of Vice Chairman

It was proposed and seconded that David Recardo to be elected to serve as Vice Chairman for the 2021/22 municipal year.

3. Apologies for Absence

Apologies for absence were received from David Recardo, Tony Lock and Diane Wood.

4. Minutes

To approve as a correct record the minutes of the last meeting held on 26th April 2021.

Resolved: that the Minutes of the meeting of Yeovil in Bloom Steering Group held on 26th April 2021 be signed by the Chairman as a correct record.

5. Yeovil in Bloom Update

- The Steering Group received an update from Steve and a guided tour of the bedding plants at the nursery, which had grown and flourished since the last visit.
- Judging of the regional South West in Bloom Competition is due to take on 23rd July at 9.30am, commencing with a presentation in St John's Church.
- The route will then begin on foot to Princes Street to view the floral window displays and meet the traders; King George Street and Yeovil District Hospital (an It's Your Neighbourhood (IYN) would be judged here.
- The route will then continue by vehicle (Judge, Chairman and Steve only) to Milford Allotment site; Kenmore Drive (IYN); Sidney Gardens (IYN); and Yeovil Country Park.
- The tour will complete with refreshments at the café at Yeovil Country Park, however due to limitations on numbers, unfortunately, not all can be invited this year.
- The remaining eight IYNs will be judged at a different date/time by a different judge.
- Steve reminded us that the judging was assessed: 40% floral, 30% community and 30% environment.
- The South West in Bloom seminar which was due to take place in June has now been cancelled for this year, but the tickets will be carried over to next year.
- The presentations will take place in Weston Super Mare on 7th October 2021.
- Discussions took place regarding the roundabouts which had not been returned to SSDC for maintenance yet.

6. Any Other Business

In answer to queries, Steve explained:

- There would be Platinum Jubilee themed bedding for next year
- That the local gardening competitions would include back gardens where they are accessible without entering a property.

The quality of the plants in the nursery were exceptional and the wildflowers on the roundabouts looked lovely.

As there would not be presentations at Super Saturday this year, it was suggested that a Yeovil in Bloom stall be held where gardening competition winners could collect their prize and be congratulated by the Mayor and Chairman of the Yeovil in Bloom Committee.

It was requested that posters be put up in the Yeovil Town Council and Yeovil Without noticeboards to advertise the local gardening competitions.

7. Date of Next Meeting

Resolved: That the date of the next meeting of the Steering Group will be Tuesday 13th July at 1.30pm at Lufton Nursery.

The Meeting Closed at 1.58pm

10/125. SOMERSET DIVERSE COMMUNITIES

“Good Afternoon,

The diverse ethnic communities of Yeovil have come together and would like to hold an event to celebrate the cultural diversity of the town. We held a meeting last night to discuss whether it is feasible to hold an event. On the steering group we have representatives from:

*South Somerset Filipino and Friends
RAISE (Racial Awareness and Inclusion, Support and Education)
Polonia and Friends (Yeovil Polish group)
Somerset African Caribbean Association
Somerset Women of Colour Network
Yeovil Malayalam Association
South-West Italian and Friends Association
Yeovil Romanian Association
Yeovil Mosque
YDH Multicultutal Network
Somerset Portuguese Association*

There seems substantial interest in holding an event after the Covid restrictions have ended. Here is an initial outline of the event.

Date: Saturday 28 August 2021

Time: TBC

Venue: Mudford Rec

*The event will in essence be run by representatives of the communities listed above. It will be a **free event** for the whole of the community supported by us at Somerset Diverse Communities. The community groups will put together a program of entertainment which will range from Bollywood dances (by nurses at YDH), cultural singing (depending on Covid restrictions) and dancing, arts and crafts and activities for children and families.*

*The groups will provide culturally diverse foods for people to enjoy. The packaging of the food in terms on environmental sustainability and Covid safety will need to be investigated. The food will be **free** as well any entertainment provided.*

We are really asking you for any support you can offer.

In essence it will an event led by the diverse multicultural groups in Yeovil. It will be the celebration of the cultural diversity of Yeovil and it will be a place for people to explore, ask questions and enjoy. I think you can say after the year we've had, we deserve something like this.

I would appreciate if you could give some thoughts into any way that the town council can support this event. I am awaiting to hear back from SSDC as well.

I look forward to hearing from you soon.”

Yeovil Town Council

April Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<hr/> 102,550.00	<hr/> 51,275.00	<hr/> 51,275.00	<hr/> 0.00	<hr/> 51,275.00
Expenditure					
Christmas Lights	23,500.00	0.00	1,958.33	-1,958.33	23,500.00
Christmas Lights Installation	17,000.00	0.00	1,416.67	-1,416.67	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	54.17	-54.17	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	2.50	-2.50	30.00
Town Crier	1,030.00	0.00	85.83	-85.83	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	516.00	-516.00	1,550.00
Unity in the Community	550.00	0.00	45.83	-45.83	550.00
Yeovil Super Saturday	6,500.00	0.00	541.67	-541.67	6,500.00
Open Spaces: YIB Officer	24,800.00	0.00	0.00	0.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	0.00	0.00	16,440.00
Eats: Festival	9,000.00	0.00	750.00	-750.00	9,000.00
	<hr/> 102,550.00	<hr/> 0.00	<hr/> 5,371.00	<hr/> -5,371.00	<hr/> 102,550.00
	<hr/> 0.00	<hr/> 51,275.00	<hr/> 45,904.00	<hr/> 5,371.00	<hr/> -51,275.00

Date: 30/06/2021
Time: 09:56:48

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

N/C From 5500
N/C To 5650

Tran Date From 01/04/2021
Tran Date To 30/04/2021

Tran No From 1
Tran No To 99,999,999

Department From 0
Department To 999

Dept Number 11 **Dept** PROMOTIONS & ACTIVITIES

N/C 5500 **Name** P&A - PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58240	BR	09/04/2021	Precept - 1st Half		51,275.00	-51,275.00
				<u>Account Totals</u>	<u>51,275.00</u>	<u>-51,275.00</u>
				<u>Department</u>	<u>51,275.00</u>	<u>-51,275.00</u>
				<u>Grand Totals</u>	<u>51,275.00</u>	<u>-51,275.00</u>

Yeovil Town Council

May Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<hr/> 102,550.00	<hr/> 51,275.00	<hr/> 51,275.00	<hr/> 0.00	<hr/> 51,275.00
Expenditure					
Christmas Lights	23,500.00	0.00	3,916.66	-3,916.66	23,500.00
Christmas Lights Installation	17,000.00	0.00	2,833.34	-2,833.34	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	108.34	-108.34	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	5.00	-5.00	30.00
Town Crier	1,030.00	0.00	171.66	-171.66	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,033.00	-1,033.00	1,550.00
Unity in the Community	550.00	0.00	91.66	-91.66	550.00
Yeovil Super Saturday	6,500.00	0.00	1,083.34	-1,083.34	6,500.00
Open Spaces: YIB Officer	24,800.00	0.00	0.00	0.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	0.00	0.00	16,440.00
Eats: Festival	9,000.00	750.00	1,500.00	-750.00	8,250.00
	<hr/> 102,550.00	<hr/> 750.00	<hr/> 10,743.00	<hr/> -9,993.00	<hr/> 101,800.00
	<hr/> 0.00	<hr/> 50,525.00	<hr/> 40,532.00	<hr/> 9,993.00	<hr/> -50,525.00

Date: 30/06/2021
Time: 09:57:34

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 5500
N/C To 5650

Tran Date From 01/05/2021
Tran Date To 31/05/2021

Tran No From 1
Tran No To 99,999,999

Department From 0
Department To 999

Dept Number 11

Dept PROMOTIONS & ACTIVITIES

N/C 5650

Name P&A - Exp - Eats: Festival

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58306	PI	17/05/2021	Eat Festival	750.00		750.00
<u>Account Totals</u>				<u>750.00</u>		<u>750.00</u>
<u>Department</u>				<u>750.00</u>		<u>750.00</u>
<u>Grand Totals</u>				<u>750.00</u>		<u>750.00</u>