



Yeovil Town Council

Town House
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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 Buildings & Civic Matters Committee 16th November 2021 at 7.00pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.

Present (in person): Cllrs R Stickland (Chair); N Gage; K Gill; A Kendall; T Lock; E Potts-Jones and D Recardo.

Present (virtually): Cllr T Ledlie.

Also present (in person): Cllr M Lock (Yeovil College Ward)

In Attendance (in person): A Card (Town Clerk) and H Ferdinand (Deputy Town Clerk).

In Attendance (virtually): Cllr A Richards (Wyndham Hill Ward)

There was no members of the public, and one members of the press present virtually.

Public Comment

Comments were made by the Committee regarding the written report from Avon and Somerset Constabulary which gave an update on community policing matters.

The member of the press commented on Remembrance Sunday stating that he thought it went very well. He did say there was a cigarette bin on the lamppost which was not pleasant to see central to the proceedings.

7:07 pm – *The meeting commenced.*

10/170 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

No apologies were given at the time; however, the Town Clerk had received apologies from Cllr D Gubbins prior to the meeting.

10/171 DECLARATIONS OF INTEREST

There were no declarations at this time.

10/172 MINUTES

The Committee confirmed as a correct record the Minutes of the meeting 21st September 2021.

RESOLVED: that the Minutes of the meeting held on 21st September 2021 and that they be signed as a correct record.

10/173 FINANCIAL STATEMENTS – AUGUST 2021 / SEPTEMBER 2021

Members considered the Financial Statement for the period 1st August 2021 to 30th September 2021.

The Town Clerk re-iterated to the Committee, that the Milford Hall income had reduced since COVID-19 and that the Pre-school were no longer using the sub hall.

The Town Clerk advised the Committee that her application to retrieve Business Rates for the Public Lavatory Relief from 1st April 2020 had been successful. £5,749.20 is to be refunded for Peter Street and £4,761.40 for Petters Way - £10,510.60 in total.

The Town Clerk informed the Committee that she has been approached by Northern Gas and Power who could investigate greener energy costs on behalf of the Town Council.

RESOLVED: (1) that the Financial Statement for the period 1st August 2021 to 30th September 2021 be approved; and (2) that the Town Clerk instruct Northern Gas and Power to investigate energy costs on a no obligation basis.

10/174 DEFIBRILLATOR UPDATE

Members considered the verbal report of the Town Clerk regarding the defibrillator project.

Requests had been received to have defibrillators installed at the Cemetery and at St Andrews Scout Group.

The Nationwide Building Society Yeovil team have decided that the second defibrillator that they fund will be at Yeovil Country Park. It is anticipated that it will be launched soon. The Emporium are fund raising to meet 50% of the costs of a defibrillator.

Cllr D Recardo informed the Committee that Yeovil Golf Club now have a defibrillator.

RESOLVED: (1) to note the update; (2) to defer the decision of where the next phase of the defibrillator rollout will be once a location exercise has been carried out; and (3) to inform the parties who raised requests of (2).

10/175 COMMEMORATIVE BENCH FOR YEOVIL DISTRICT HOSPITAL: NEW INITIATIVES BUDGET

Members supported the chosen design for the bench at Yeovil District Hospital. Questions were asked as to when the bench would be installed.

RESOLVED: (1) to support the chosen design; and (2) that further information be emailed to Committee members regarding installation.

10/176 COMMUNITY HALL CHARGES

The Committee considered the report by the Town Clerk relating to community hall charges for 2022/23.

The Town Clerk highlighted that the Historical Income and Expenditure for 2016/17 to 2020/21 should have been £207,632, not £172,032 as printed within the report. This made the average annual expenditure £41,526, meaning that on average for the past full 5 financial years for every £1 spent on Milford Community Hall, 58p was recouped.

RESOLVED: to recommend the revised charges (as shown in the table overleaf) to the Policy, Resources and Finance Committee.

Type of Hire	Rate of Hire (2019/20) <i>(per hall/room per hour or part thereof)</i>	Rate of Hire (2020/21) <i>(per hall/room per hour or part thereof)</i>	Rate of Hire (2021/22) <i>(per hall/room per hour or part thereof)</i>	Proposed Rate of Hire (2022/23) <i>(per hall/room per hour or part thereof)</i>
Milford Hall:				
<i>Rate for commercial organisations/persons</i>	£17.00	£17.00	£17.50	£18.00
<i>Private Functions</i>	£8.00	£8.00	£8.00	£8.50
<i>Damage Deposit for Private Functions (returnable if hall left in a satisfactory condition)</i>	£120.00	£125.00	£125.00	£130.00
<i>Non-profit making Organisations</i>	£7.00	£7.00	£7.00	£7.50
<i>Use of Main Hall Kitchen (included in hall/room hire charge for non-profit making organisations)</i>	£11.00	£11.50	£11.50	£11.50
Town House Council Chamber:				
<i>Hire</i>	£7.00	£7.00	£7.00	£7.00
<i>Provision of tea/coffee (per hire)</i>	£10.00	£10.00	£10.00	£10.00
<i>Use of Kitchen without tea/coffee (per hire)</i>	£5.00	£5.50	£5.50	£5.50

10/177 REGALIA BUDGET

The Committee considered the report Town Clerk relating to the regalia budget

RESOLVED: (1) to the note the report; (2) to agree that the regalia budget be moved to the Buildings and Civic Matters Committee; and (3) to recommend (2) to the Policies, Resources and Finance Committee.

10/178 DRAFT BUDGET 2022/23

The Committee considered the draft budget. The decision was deferred to after items 10/180 and 10/181 were considered.

RESOLVED: that the draft Buildings and Civic Matters Budget be referred to the Policy, Resources and Finance Committee.

Public Comment

The Chair informed the Committee that the Remembrance Sunday event was filmed, and the release date was awaited. The video link has since been published (YouTube, Facebook and Website) and distributed to all Members.

7:40pm – The member of the press left the meeting and did not return.

10/179 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 10/168 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

10/180 MILFORD HALL – SUBHALL AND MEETING ROOM LETTING (COMMERCIAL IN CONFIDENCE)

The Committee considered the report of the Town Clerk regarding the letter of the sub hall and meeting room letting.

RESOLVED: (1) to the note the report; (2) that further negotiations be had, and further consideration be given to the utilities.

10/181 COMMUNITY SAFETY (CONFIDENTIAL)

The Committee considered the verbal report of the Town Clerk.

8:40pm – Cllr E Potts-Jones left the meeting and did not return.

RESOLVED: (1) to the note the report; (2) that £15,000 be added to the budget for Community Safety for 2022/23.

Voting: 5 for; 1 abstention

The meeting closed at 8:44 pm.

Signed:

Dated: