



Yeovil Town Council

Town House
19 Union Street
Yeovil
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BA20 1PQ

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 21st June 2022 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; W Read; A Richards; and J Snell.

Present (virtually): T Casey.

In Attendance (in person): A Card (Town Clerk); H Ferdinand (Deputy Town Clerk); PCSO Leanne Mountain (Avon and Somerset Police); Gareth Williams (Yeovil Crime Reduction Team); Dave Crisfield – Community Specialist (South Somerset District Council) and Peter Biggenden – Specialist – Architecture and Projects (South Somerset District Council).

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

Public Comment

PCSO Leanne Mountain updated the Committee regarding the changes in the team - Chief Inspector Andrew Pritchard, Neighbourhood Inspector Rachel Clark and Neighbourhood Sergeant Dan Crawford. She stated that the Neighbourhood Teams activity could be seen on Facebook - <https://www.facebook.com/aspyeongil> or on their website <https://www.avonandsomerset.police.uk/your-area/yeovil-town/>. The team could be contacted using the “Contact the team” function on the web page. It was emphasised that all non-emergency crime could be reported on 101 either by phone or on-line; and for emergencies – 999.

PCSO Leanne Mountain gave an update on recent policing.

The nicer weather had meant that there was an increase in rough sleepers and street drinking in the town. There had been lots of complaints of noise, anti-social behaviour; crime and drug activity in West Hendford carpark.

Funding was now in place to assist in making the car park physically impossible when the car park was shut.

The police were running Priorities meetings, which was a multi-agency meeting where issues was brought, and solutions found to help resolve the issues.

Opportunity was given to Councillors to ask questions.

It was agreed that an invitation would be extended to Neighbourhood Inspector Rachel Clark to attend a future meeting of this Committee. PCSO Leanne Mountain, asked that Councillors inform the Town Clerk if there was anything specific that they wanted to know when she came to the meeting.

7:25pm – *PCSO Leanne Mountain left the meeting and did not return..*

Gareth Williams, the Co-ordinator from Yeovil Crime Reduction Team explained the remit of his organisation. They operated Shop Watch, Pub Watch, Radio link and dealt with issues within the Town Centre. They work very closely with Bridgewater CCTV. The scope of their work is growing due to the lack of resources of the Police. He explained that they were a self-funded organisation

As part of his role, he undertook to help change people's lives and looked to sign post individuals to the help that was available. He felt that this was very important as the courts always questioned what interventions have taken place before court action. He raised issues to Community Safety and noted that there were no enforcement officers to enforce the PSPOs.

Opportunity was given to Councillors to ask questions.

7:42pm – *The meeting commenced.*

11/005 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies were received from Cllr A Soughton (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

11/006 DECLARATIONS OF INTEREST

Cllr E Potts-Jones declared an interest in 11/012 – Mayor's Parlour Cloakroom as she was currently the Mayor.

11/007 MINUTES

The Committee confirmed as a correct record the Minutes of the meetings held on 18th January 2022 and 25th May 2022.

RESOLVED: that the Minutes of the meetings held on 18th January 2022 and 25th May 2022 and that they be signed as a correct record.

11/008 FINANCIAL STATEMENTS – DECEMBER 2021 / JANUARY 2022 / FEBRUARY 2022 / MARCH 2022

Members considered the Financial Statement for the period 1st December 2021 to 31st March 2022.

Cllr N Gage noted the loss that were being made on Milford Hall but acknowledged that the things would improve with the lease to the Family Time Service.

RESOLVED: that the Financial Statement for the period 1st December 2021 to 31st March 2022.

11/009 HOSPITAL BENCH THANKYOU LETTER

The Committee considered the letter from Yeovil Hospital regarding the commemoration bench gifted by Yeovil Town Council.

RESOLVED: to note the letter from Yeovil Hospital regarding the commemoration bench gifted by Yeovil Town Council.

11/010 DEFIBRILLATOR UPDATE

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

The Committee thanked the Clerk, Yeovil Press and all those involved with the project.

RESOLVED: (1) to note the report; and (2) to note the decisions detailed within the report taken under Urgent Business Standing Orders (d) (xiv).

11/011 PROPOSED CHANGING PLACE AT PETER STREET PUBLIC TOILETS

Dave Crisfield – Community Specialist (South Somerset District Council) and Peter Biggenden – Specialist – Architecture and Projects (South Somerset District Council) introduced the report regarding the proposed Changing Place toilet at Peter Street Public Toilets. The Government’s Changing Place funding programme was a scheme to enable retrofit to already establish toilets.

Some Councillors raised issues as to why the Town Council had not been consulted before. There were concerns over the additional maintenance and cleaning costs, additional staffing resource, lost off baby changing facilities and 2 toilet cubicles, the splitting of the service duct and the security in the location. A question was also raised about the potential loss of a parking space due to the addition of another rear door to access the service duct. The Specialist – Architecture and Projects will investigate.

RESOLVED: (1) to note the report; (2) to agree in principle the allocation of £5,000 to the Peter Street Changing Place toilet; and (3) that the Town Clerk negotiate the terms for the on-going revenue costs and amended lease with the principal authority (South Somerset District Council or the Unitary depending on timescales).

8:15pm – Gareth Williams; Dave Crisfield and Peter Biggenden left the room and did not return. The meeting was adjourned for 5 minutes.

8:20pm – The meeting reconvened.

11/012 MAYOR'S PARLOUR CLOAKROOM

Members considered the report of the Deputy Town Clerk regarding the Mayor's Parlour Cloakroom. This included the replacement of the boiler since the replacement parts are no longer available, as well as the decoration of the cloakroom.

RESOLVED: (1) to note the report; (2) to agree in principle that the Parlour boiler be replaced (but to seek advice on suitable solutions) to serve the heating in the Parlour and hot water at the basin, subject to 3 quotations for the work being sought; (3) to agree in principle that the Parlour Cloakroom should be upgraded, subject to 3 quotations for the work being sought; and (4) to report back to a future meeting of this Committee, the quotations for the separate elements of work for further consideration and final agreement.

Public Comment

Cllr Andy Kendall raised the issue of the Armed Forces Flag and why it had not been promoted on Facebook. The Clerk reassured the Committee that the flag was flying and due to weather conditions, an appropriate photograph had not yet been captured. *Update: a posting was made to Facebook on 22nd June 2022.*

11/013 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

8:30pm – *The member of the press left the meeting and did not return.*

11/014 PETTERS WAY PUBLIC TOILETS SHUTTER (COMMERCIAL IN CONFIDENCE) (URGENT BUSINESS)

The Committee considered the report of the Deputy Town Clerk regarding the Urgent Business in accordance with Standing Orders 4 (d) (xiv) regarding the shutter at Petters Way Public Toilet. *Update: the new shutter was installed on 1st July 2022.*

RESOLVED: to note the report.

11/015 CLEANING OF THE MILLENIUM CLOCK (COMMERCIAL IN CONFIDENCE)

Members considered the report by the Deputy Town Clerk regarding the cleaning of the Millennium Clock.

RESOLVED: (1) to the note the report; and (2) to agree to waive financial regulations and appoint Luke Grafton to carry out the work, subject to the work being carried out within an appropriate time frame.

11/016 MONMOUTH HALL UPDATE (COMMERCIAL IN CONFIDENCE)

The Town Clerk and Deputy Town Clerk gave a verbal update regarding Monmouth Hall.

RESOLVED: to note the report.

8:48pm – *Cllrs E Potts-Jones and A Kendall left the meeting. The meeting was adjourned.*

8:54pm – *The meeting reconvened.*

11/017 MACE BEARER (STAFFING IN CONFIDENCE)

The Town Clerk gave a verbal update regarding the Mace Bearer.

RESOLVED: (1) to note the verbal report; and (2) that the Town Clerk carry out the actions as directed by the Committee.

The meeting closed at 9:04 pm.

Signed:

Dated: