



Yeovil Town Council

Town House
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Mayor: Cllr A Kendall, Town Clerk: Amanda Card BA (Hons), CPFA, BSc (Open)
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Minutes of the hybrid meeting of the Buildings & Civic Matters Committee 23rd May 2023 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); T Casey; N Gage; K Gill; A Kendall; W Read; and A Richards.

In Attendance (in person): Cllr J Lowery (Summerlands Ward); A Card (Town Clerk); H Ferdinand (Deputy Town Clerk); Sergeant Dan Crawford (Yeovil Neighbourhood Policing Team - Avon and Somerset Police); PCSO Leanne Mountain (Yeovil Neighbourhood Policing Team - Avon and Somerset Police); and Ian Timms (Yeovil Refresh Project Manager – Somerset Council)

There was one member of the public (in person) and one member of the press present (virtually).

Public Comment

There were no public comments.

The police gave an update on policing in Yeovil. The summer season sees an increase in events and resources will be directed as appropriate. They will be focussing on safeguarding issues and responding to issues around the town. The Neighbourhood Team are undergoing a recruitment process and it is hoped that there will be more staff in the Autumn.

A member of the public raised her concerns regarding contact that she had with the police.

7:04pm – Meeting commenced.

11/078 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies were received from Cllrs P Lock (unwell); T Lock (conflicting engagement); J Snell (conflicting engagement) and A Soughton (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

11/079 DECLARATIONS OF INTEREST

Cllr J Lowery raised a declaration of interest in 11/088 Yeovil War Memorial and Millennium clock in that she had a relative who's name is on the war memorial.

RESOLVED: that the declaration be noted.

11/080 MINUTES

The Committee confirmed as a correct record the Minutes of the meetings held on both 21st March 2023 and 2nd May 2023.

RESOLVED: that the Minutes of the meetings held on both 21st March 2023 and 2nd May 2023.

11/081 CORRESPONDENCE

The Clerk read out the correspondence from Richard Holden MP –Parliamentary Under-Secretary for the Department of Transport, following a letter she had sent regarding the Bus recovery Grant and £2 bus fare cap scheme.

RESOLVED: to note the correspondence.

11/082 REQUEST FOR FUNDING FOR A CLOCK AT BUS STATION

A request was made by the Lead of Yeovil Bus User Group for a clock at Yeovil Bus Station. This would include the purchase of the clock and the installation.

Questions were raised about the long-term plans of the bus station. Costs have not yet been sought but the Town Clerk suggested that it be funded from the Community Infrastructure Levy reserve.

RESOLVED: (1) to agree in principle to fund the purchase and installation of a clock at Yeovil Bus Station subject to liaising with the Yeovil Refresh regarding the design; (2) to request from Policy, Resources and Finance Committee that it be funded from Community Infrastructure Levy reserve; and (3) to delegate to the Town Clerk in consultation with the Chair to source a clock subject to (2) being approved by the Policy, Resources and Finance Committee.

11/083 FINANCIAL STATEMENTS – FEBRUARY 2023 / MARCH 2023

Members considered the Financial Statement for the period 1st February 2023 to 31st March 2023.

RESOLVED: that the Financial Statement for the period 1st February 2023 to 31st March 2023 be approved.

11/084 DEFIBRILLATOR UPDATE

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

A request had been made by the Lead of the Yeovil Bus Users Group about the installation of a defibrillator at Yeovil Bus Station.

RESOLVED: (1) to note the report; and (2) to agree the installation of the defibrillator at the Bus Station at the suggest location.

Public Comment

The member of the press questioned whether the Remembrance Sunday parade would still go ahead due to the works in the Borough. The Town Clerk stated that a Remembrance Sunday parade would go ahead and that communications with the contractors were underway regarding the possible route.

11/085 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 11/086 to 11/089 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

7:28pm - Sergeant Dan Crawford; PCSO Leanne Mountain and the member of the public left and did not return. The member of the press also left the meeting and did not return. The Deputy Town Clerk (HF) also left the meeting and returned at 7:31pm.

The Chair with the agreeance of the Committee, moved the agenda item Yeovil War Memorial and Millennium Clock, so that it was the next item for discussion.

11/086 YEOVIL WAR MEMORIAL & MILLENIUM CLOCK (CONFIDENTIAL)

Members considered the report of the Deputy Town Clerk (HF) highlighting the concerns regarding the War Memorial. The Yeovil Refresh Project Manager gave an update on the works around the War Memorial.

Reference was made regarding the Millennium Clock. The Yeovil Refresh Project Manager stated he would provide a date for the connection of the clock.

RESOLVED: (1) to note the report; (2) that the Yeovil Refresh Project Manager arrange for the data collected before and during the work; and (3) that a suitable surveyor be appointed to act on behalf of the Council to assess any issues both now and once the works have been completed.

8:00pm – Cllr W Read left the room.

8:01pm – Cllr W Read returned.

8:05pm – Ian Timms – Yeovil Refresh Project Manager left the meeting and did not return. The Deputy Town Clerk (HF) also left the meeting and returned at 8:09pm.

11/087 MILFORD HALL CCTV (CONFIDENTIAL)

The Committee considered the report of the Deputy Town Clerk (HF). In accordance with Standing Orders, paragraph 4d (xiv) 'Urgent Business', it was agreed that the two cameras overlooking the carpark be replaced, and that an additional camera be installed in the main hall.

RESOLVED: to note the report..

11/088 CIVIC PROTOCOLS (CONFIDENTIAL)

The Town Clerk gave an update on the Remembrance Sunday Parade and to update the Civic Protocols for Operation Menai Bridge.

RESOLVED: (1) to note the report; and (2) to note the plans for Menai Bridge.

11/089 INCIDENT AT MILFORD HALL (CONFIDENTIAL)

The Committee considered the report of the Deputy Town Clerk (HF), regarding an incident at Milford Hall which had been reported at the previous meeting where some damage had been caused. The damage created had since been assessed and compared to the initial assessment was not as bad as first thought, due to some industrial cleaning.

RESOLVED: (1) to note the report; and (2) to agree a way forward into being recompensed.

8:26pm – Cllr T Casey left the room.

8:29pm – Cllr T Casey returned.

The meeting closed at 8:35pm.

Signed:

Dated: