



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Buildings and Civic Matters Committee

Buildings and Civic Matters Committee

Tuesday 19th September 2023

7:00pm

Hybrid Meeting:

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

BA20 1PQ; and virtual using Zoom meeting software

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

Amanda Card, Town Clerk

13th September 2023

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

Members of Yeovil Town Council are summoned to attend:

Tareth Casey

Wes Read

Nigel Gage

Ashley Richards

Karl Gill (Vice Chair)

Jeny Snell

Emma-Jayne Hopkins (Ex-officio)

Andy Soughton

Andy Kendall (Ex-officio)

Rob Stickland (Chair)

Tony Lock

Public Comments at meetings

Members of the public may attend the meeting either physically or via zoom.

If you would like to join the meeting via zoom, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 13th September 2023. 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

Sergeant Crawford from Avon and Somerset Police will give an update on community policing matters. Questions are welcome from both Councillors and members of the public.

Gareth Williams from Yeovil Crime Reduction will give an update on the work of the organisation. Questions are welcome from both Councillors and members of the public.

PUBLIC COMMENT (15 Minutes)

Due to the confidential nature of the business of item 11/112 – 11/114, 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*

11/103 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/104 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. (NB this does not preclude any later declarations).

11/105 MINUTES

To approve as a correct record the Minutes of the meetings held on 18th July 2023.

11/106 FINANCIAL STATEMENT – JUNE 2023 / JULY 2023

To approve the Financial Statement for the period 1st June 2023 to 31st July 2023 attached at pages 3 to 9.

11/107 DEFIBRILLATOR UPDATE

To note the report of the Town Clerk regarding defibrillators as attached at page 10.

11/108 FINGER POST RESTORATION

To consider the report of the Assistant Town Clerk regarding Finger Post Restoration as attached at pages 11 to 12.

11/109 OCTAGON PLAQUES

To consider the report of the Deputy Town Clerk regarding the Octagon Plaques as attached at pages 13 to 14.

11/110 OFFICIAL IMAGE OF HM KING CHARLES

To note the report of the Town Clerk regarding the portrait of HM King Charles III as attached at page 15. .

PUBLIC COMMENT (15 Minutes)

11/111 EXCLUSION OF PRESS AND PUBLIC

The Committee will consider passing a resolution to exclude the press and public from the *next items* 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.

11/112 YEOVIL WAR MEMEORIAL & MILLENIUM CLOCK (COMMERCIAL IN CONFIDENCE)

To note the report of the Deputy Town Clerk as attached at pages 16 to 18.

11/113 MAYORS' PHOTOGRAPHS AND STAIRWELL DECORATION (CONFIDENTIAL)

To consider the report of the Deputy Town Clerk as attached at pages 19 to 21.

11/114 MILFORD HALL ENERGY (CONFIDENTIAL)

Report to follow.

Yeovil Town Council

June Actual V Budget

Building & Civic Matters

	Budget		Budget		Remaining
	Allocation	Actual YTD	YTD	Variance	Budget
Income					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	6,257.90	6,500.01	-242.11	19,742.10
Town House	1,000.00	0.00	249.99	-249.99	1,000.00
	258,720.00	237,977.90	238,470.00	-492.10	20,742.10
Expenditure					
Community Safety	17,500.00	190.32	4,374.99	-4,184.67	17,309.68
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	174.99	-174.99	700.00
Millennium Clock	570.00	0.00	142.50	-142.50	570.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	0.00	15,000.00	-15,000.00	60,000.00
Milford Hall	40,370.00	8,905.20	10,092.51	-1,187.31	31,464.80
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	5,173.87	5,602.50	-428.63	17,236.13
Public Toilets - Petters Way	20,550.00	1,386.98	5,137.50	-3,750.52	19,163.02
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	0.00	249.99	-249.99	1,000.00
Band Costs	3,500.00	0.00	875.01	-875.01	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	3,311.61	3,120.00	191.61	7,088.39
Town House - (excluding Services)	7,000.00	1,134.01	1,749.99	-615.98	5,865.99
Town House - Electricity	2,400.00	489.22	600.00	-110.78	1,910.78
Town House - Gas	2,200.00	591.47	549.99	41.48	1,608.53
Town House - Maintenance	10,000.00	6,914.82	2,499.99	4,414.83	3,085.18
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	0.00	187.50	-187.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	2,000.01	-2,000.01	8,000.00
Town House - Water Charges	400.00	82.67	99.99	-17.32	317.33
St Georges Day Parade	200.00	200.00	50.01	149.99	0.00
Defibrillator	11,500.00	3,917.97	2,874.99	1,042.98	7,582.03
CCTV Reserve	500.00	0.00	125.01	-125.01	500.00
Regalia	2,000.00	53.90	500.01	-446.11	1,946.10
Remembrance Sunday Video	1,500.00	0.00	375.00	-375.00	1,500.00
	258,720.00	35,342.04	88,872.48	-53,530.44	223,377.96
	0	202,635.86	149,597.52	53,038.34	-202,635.86

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C From 6000	Tran Date From 01/06/2023	Tran No From 1	Department From 0
N/C To 6300	Tran Date To 30/06/2023	Tran No To 99,999,999	Department To 999

<u>Dept Number</u> 5		<u>Dept</u>	BUILDING & CIVIC MATTERS			
<u>N/C</u> 6005		<u>Name</u>	B&CM - Inc - Milford Hall Hire Fees			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66068	PI	21/06/2023	Refund - Hall Hire Fees	39.50		39.50
66072	SI	23/06/2023	Milford Hall Hire Fees - July 2023		1,333.33	-1,333.33
66073	SI	23/06/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
66128	BR	23/06/2023	Deposit		140.00	-140.00
66410	SI	01/06/2023	Adjustment Invoice re: over payment		18.00	-18.00
<u>Account Totals</u>				<u>39.50</u>	<u>1,663.58</u>	<u>-1,624.08</u>

<u>N/C</u> 6030		<u>Name</u>	B&CM - Exp - Community Safety			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66169	PI	29/06/2023	Ranger Labour (SIDS)	95.16		95.16
66170	PI	28/06/2023	Ranger Labour (SIDS)	95.16		95.16
<u>Account Totals</u>				<u>190.32</u>		<u>190.32</u>

<u>N/C</u> 6080		<u>Name</u>	B&CM - Exp - Monmouth Hall			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65981	JD	27/06/2023	Payments	1,077.98		1,077.98
66149	JC	27/06/2023	Caretaker		791.64	-791.64
66373	JC	27/06/2023	Cleaner		286.34	-286.34
<u>Account Totals</u>				<u>1,077.98</u>	<u>1,077.98</u>	

<u>N/C</u> 6090		<u>Name</u>	B&CM - Exp - Milford Hall			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65961	PI	05/06/2023	Internet	27.72		27.72
65989	PI	22/06/2023	Wet Floor Sign	10.82		10.82
65990	PI	01/06/2023	Rates	563.00		563.00
66150	JD	27/06/2023	Caretaker	791.64		791.64
66187	PI	22/06/2023	Alarm Response	35.00		35.00
66188	PI	30/06/2023	Mobile Patrols	248.10		248.10
66199	PI	30/06/2023	Cleaning	615.19		615.19
66232	CP	22/06/2023	Replacing Trainers	50.00		50.00
66364	PI	21/06/2023	Gas	171.43		171.43
<u>Account Totals</u>				<u>2,512.90</u>		<u>2,512.90</u>

<u>N/C</u> 6100		<u>Name</u>	B&CM - Exp - Public Toilets Peter St			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65997	PI	16/06/2023	Consumables	72.50		72.50
66024	PI	20/06/2023	Maintenance - Water Harvesting System	165.00		165.00
66176	PI	01/06/2023	Water Charge	69.80		69.80
66181	PI	23/06/2023	Unblock Toilet	272.50		272.50
66182	PI	30/06/2023	Water Hygiene Service	222.25		222.25
66198	PI	29/06/2023	Repair to Toilet Flusher	447.10		447.10
66416	PI	29/06/2023	Electricity	360.91		360.91
<u>Account Totals</u>				<u>1,610.06</u>		<u>1,610.06</u>

<u>N/C</u> 6190		<u>Name</u>	B&CM - Exp - Town House - Business Rates			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65991	PI	01/06/2023	Rates	1,105.00		1,105.00
<u>Account Totals</u>				<u>1,105.00</u>		<u>1,105.00</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65987	PI	11/06/2023	Cleaning Materials	3.75		3.75
65988	PI	11/06/2023	Tissues	12.50		12.50
66192	PI	30/06/2023	Waste Disposal	61.61		61.61
66233	CP	03/06/2023	Refreshments	9.55		9.55
66234	CP	26/06/2023	Refreshments	9.40		9.40
66374	JD	27/06/2023	Cleaner	286.34		286.34
<u>Account Totals</u>				<u>383.15</u>		<u>383.15</u>

<u>N/C</u>	6210	<u>Name</u>	B&CM - Exp - Town House - Electricity			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66391	PI	29/06/2023	Electricity	165.40		165.40
<u>Account Totals</u>				<u>165.40</u>		<u>165.40</u>

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66019	PI	06/06/2023	Gas	89.96		89.96
<u>Account Totals</u>				<u>89.96</u>		<u>89.96</u>

<u>N/C</u>	6214	<u>Name</u>	B&CM - Exp - Town House - Maintenance			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66213	PI	30/06/2023	General Building Repairs	6,424.57		6,424.57
<u>Account Totals</u>				<u>6,424.57</u>		<u>6,424.57</u>

<u>N/C</u>	6290	<u>Name</u>	B&CM - Exp - Regalia			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66106	PI	13/06/2023	Neck Ribbon	53.90		53.90
<u>Account Totals</u>				<u>53.90</u>		<u>53.90</u>

<u>Department</u>	<u>13,652.74</u>	<u>2,741.56</u>	<u>10,911.18</u>
<u>Grand Totals</u>	<u>13,652.74</u>	<u>2,741.56</u>	<u>10,911.18</u>

Yeovil Town Council

July Actual V Budget

Building & Civic Matters

	Budget		Budget		Remaining
	Allocation	Actual YTD	YTD	Variance	Budget
Income					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	9,308.98	8,666.68	642.30	16,691.02
Town House	1,000.00	0.00	333.32	-333.32	1,000.00
	258,720.00	241,028.98	240,720.00	308.98	17,691.02
Expenditure					
Community Safety	17,500.00	190.32	5,833.32	-5,643.00	17,309.68
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	233.32	-233.32	700.00
Millennium Clock	570.00	1,100.00	190.00	910.00	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	20,000.00	-19,956.68	59,956.68
Milford Hall	40,370.00	23,031.22	13,456.68	9,574.54	17,338.78
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	8,404.05	7,470.00	934.05	14,005.95
Public Toilets - Petters Way	20,550.00	4,072.23	6,850.00	-2,777.77	16,477.77
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	0.00	333.32	-333.32	1,000.00
Band Costs	3,500.00	0.00	1,166.68	-1,166.68	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	4,416.61	4,160.00	256.61	5,983.39
Town House - (excluding Services)	7,000.00	1,534.00	2,333.32	-799.32	5,466.00
Town House - Electricity	2,400.00	489.22	800.00	-310.78	1,910.78
Town House - Gas	2,200.00	609.70	733.32	-123.62	1,590.30
Town House - Maintenance	10,000.00	17,973.70	3,333.32	14,640.38	-7,973.70
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	1,100.00	250.00	850.00	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	2,666.68	-2,666.68	8,000.00
Town House - Water Charges	400.00	82.67	133.32	-50.65	317.33
St Georges Day Parade	200.00	200.00	66.68	133.32	0.00
Defibrillator	11,500.00	4,176.30	3,833.32	342.98	7,323.70
CCTV Reserve	500.00	0.00	166.68	-166.68	500.00
Regalia	2,000.00	53.90	666.68	-612.78	1,946.10
Remembrance Sunday Video	1,500.00	0.00	500.00	-500.00	1,500.00
	258,720.00	70,467.24	107,666.64	-37,199.40	188,252.76
	0	170,561.74	133,053.36	37,508.38	-170,561.74

Date: 24/08/2023
 Time: 10:56:05

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 6000	Tran Date From 01/07/2023	Tran No From 1	Department From 0
N/C To 6300	Tran Date To 31/07/2023	Tran No To 99,999,999	Department To 999

Dept Number 5 Dept BUILDING & CIVIC MATTERS
N/C 6005 Name B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66112	SI	10/07/2023	Hall Hire Fees		72.00	-72.00
66114	SI	10/07/2023	Hall Hire Fees		32.00	-32.00
66115	SI	10/07/2023	Hall Hire Fees		48.00	-48.00
66116	SI	10/07/2023	Hall Hire Fees		96.00	-96.00
66117	SI	10/07/2023	Hall Hire Fees		96.00	-96.00
66118	SI	10/07/2023	Hall Hire Fees		120.00	-120.00
66119	SI	10/07/2023	Hall Hire Fees		24.00	-24.00
66120	SI	10/07/2023	Hall Hire Fees		27.00	-27.00
66121	SI	10/07/2023	Hall Hire Fees		12.50	-12.50
66122	SI	10/07/2023	Hall Hire Fees		18.00	-18.00
66123	SI	10/07/2023	Hall Hire Fees		12.50	-12.50
66134	SI	10/07/2023	Hall Hire Fees		144.00	-144.00
66139	SI	11/07/2023	Hall Hire Fees		27.00	-27.00
66140	SI	11/07/2023	Hall Hire Fees		12.50	-12.50
66154	SI	12/07/2023	Hall Hire Fees		54.00	-54.00
66155	SI	12/07/2023	Hall Hire Fees		12.50	-12.50
66156	SI	12/07/2023	Hall Hire Fees		8.00	-8.00
66161	SI	14/07/2023	Hall Hire Fees		36.00	-36.00
66162	SI	14/07/2023	Hall Hire Fees		12.50	-12.50
66163	SI	14/07/2023	Hall Hire Fees		27.00	-27.00
66164	SI	14/07/2023	Hall Hire Fees		12.50	-12.50
66165	SI	17/07/2023	Hall Hire Fees		45.00	-45.00
66166	SI	17/07/2023	Hall Hire Fees		12.50	-12.50
66167	PI	17/07/2023	Refund Overcharge	18.00		18.00
66200	SI	18/07/2023	Hall Hire Fees		45.00	-45.00
66201	SI	18/07/2023	Hall Hire Fees		12.50	-12.50
66313	SI	31/07/2023	Hall Hire Fees		128.00	-128.00
66314	SI	31/07/2023	Hall Hire Fees		16.00	-16.00
66315	SI	31/07/2023	Hall Hire Fees		32.00	-32.00
66316	SI	28/07/2023	Hall Hire Fees		24.00	-24.00
66317	SI	31/07/2023	Hall Hire Fees		48.00	-48.00
66318	SI	31/07/2023	Hall Hire Fees		120.00	-120.00
66319	SI	31/07/2023	Hall Hire Fees		104.00	-104.00
66320	SI	31/07/2023	Hall Hire Fees		24.00	-24.00
66325	SI	31/07/2023	Hall Hire Fees		36.00	-36.00
66326	SI	31/07/2023	Hall Hire Fees		12.50	-12.50
66328	SI	25/07/2023	Milford Hall Hire Fees - August 2023		1,333.33	-1,333.33
66329	SI	25/07/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
<u>Account Totals</u>				<u>18.00</u>	<u>3,069.08</u>	<u>-3,051.08</u>

N/C 6078 Name B&CM - Exp - Millennium Clock

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66194	PI	04/07/2023	Survey Fee	650.00		650.00
66289	PI	26/07/2023	Structural Inspection Report	450.00		450.00
<u>Account Totals</u>				<u>1,100.00</u>		<u>1,100.00</u>

N/C 6080 Name B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66252	JD	27/07/2023	Payments	1,077.98		1,077.98
66375	JC	27/07/2023	Cleaner		286.34	-286.34
66379	JC	27/07/2023	Caretaker		791.64	-791.64
<u>Account Totals</u>				<u>1,077.98</u>	<u>1,077.98</u>	

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>	6085	<u>Name</u>	B&CM - Exp - Monmouth Hall Refurbishment			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66432	PI	10/07/2023	Chain & Padlock	43.32		43.32
<u>Account Totals</u>				<u>43.32</u>		<u>43.32</u>

<u>N/C</u>	6090	<u>Name</u>	B&CM - Exp - Milford Hall			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66203	PI	01/07/2023	Rates	563.00		563.00
66209	PI	02/07/2023	Safety Trainers	24.99		24.99
66240	PI	17/07/2023	Electricity	12,618.98		12,618.98
66323	PC	17/07/2023	Credit to Clear		44.17	-44.17
66365	PI	05/07/2023	Internet	28.25		28.25
66368	PI	14/07/2023	Electricity	73.33		73.33
66380	JD	27/07/2023	Caretaker	791.64		791.64
66445	PI	31/07/2023	Alarm Response	70.00		70.00
<u>Account Totals</u>				<u>14,170.19</u>	<u>44.17</u>	<u>14,126.02</u>

<u>N/C</u>	6100	<u>Name</u>	B&CM - Exp - Public Toilets Peter St			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66417	PI	12/07/2023	Electricity	142.05		142.05
66440	PI	04/07/2023	Water Charges	81.44		81.44
66452	PI	31/07/2023	Repaired Light Fitting	53.50		53.50
66468	PI	31/07/2023	Cleaning	615.19		615.19
66469	PI	27/07/2023	Foot Patrols	418.00		418.00
66471	PI	27/07/2023	Foot Patrols	640.00		640.00
66474	PI	27/07/2023	Foot Patrols	640.00		640.00
66477	PI	27/07/2023	Foot Patrols	640.00		640.00
<u>Account Totals</u>				<u>3,230.18</u>		<u>3,230.18</u>

<u>N/C</u>	6102	<u>Name</u>	B&CM - Exp - Public Toilets Petters Way			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66241	PI	19/07/2023	Repair Leaking Cistern	125.00		125.00
66453	PI	31/07/2023	Water Hygiene Service	222.25		222.25
66470	PI	27/07/2023	Foot Patrols	418.00		418.00
66472	PI	27/07/2023	Foot Patrols	640.00		640.00
66475	PI	27/07/2023	Foot Patrols	640.00		640.00
66478	PI	27/07/2023	Foot Patrols	640.00		640.00
<u>Account Totals</u>				<u>2,685.25</u>		<u>2,685.25</u>

<u>N/C</u>	6190	<u>Name</u>	B&CM - Exp - Town House - Business Rates			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66204	PI	01/07/2023	Rates	1,105.00		1,105.00
<u>Account Totals</u>				<u>1,105.00</u>		<u>1,105.00</u>

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66211	PI	18/07/2023	Refreshments	6.99		6.99
66376	JD	27/07/2023	Cleaner	286.34		286.34
66435	PI	24/07/2023	Paper Hand Towels	44.21		44.21
66455	PI	31/07/2023	Waste Disposal	62.45		62.45
<u>Account Totals</u>				<u>399.99</u>		<u>399.99</u>

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66186	PI	05/07/2023	Gas	18.23		18.23
<u>Account Totals</u>				<u>18.23</u>		<u>18.23</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>		<u>Name</u>				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6214			B&CM - Exp - Town House - Maintenance			
66481	PI	31/07/2023	Boiler Replacement	4,160.35		4,160.35
66482	PI	31/07/2023	Boiler Replacement	4,160.35		4,160.35
66483	PI	31/07/2023	Install Heating Controls	1,369.09		1,369.09
66484	PI	31/07/2023	Install Heating Controls	1,369.09		1,369.09
<u>Account Totals</u>				<u>11,058.88</u>		<u>11,058.88</u>

<u>N/C</u>		<u>Name</u>				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6230			B&CM - Exp - War Memorials			
66193	PI	04/07/2023	Survey Fee	650.00		650.00
66290	PI	26/07/2023	Structural Inspection Report	450.00		450.00
<u>Account Totals</u>				<u>1,100.00</u>		<u>1,100.00</u>

<u>N/C</u>		<u>Name</u>				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6270			B&CM - Exp - Defibrillator			
66448	PI	31/07/2023	Electrical Work	258.33		258.33
<u>Account Totals</u>				<u>258.33</u>		<u>258.33</u>

<u>Department</u>	<u>36,265.35</u>	<u>4,191.23</u>	<u>32,074.12</u>
<u>Grand Totals</u>	<u>36,265.35</u>	<u>4,191.23</u>	<u>32,074.12</u>

11/107 DEFIBRILLATOR UPDATE

Yeovil Town Council are currently the guardians of 11 defibrillators across Yeovil, with plans to increase this number continuing.

Accessed Defibrillators

Since May 2022, the defibrillators have been accessed 30 times:

Location	Go-Live Date	Frequency of access as at 11 th July 2023	Frequency of access since 11 th July 2023	Frequency of access to date
1. Nationwide	20/09/21	5	1	6
2. Cow & Apple	16/10/21	7	0	7
3. Ninesprings Café	14/01/22	0	0	0
4. St Andrew's Scout Group	23/04/22	2	0	2
5. St Peter's	12/03/22	1	1	2
6. Dunelm	19/07/22	2	1	3
7. Birchfield	09/12/22	3	1	4
8. The Quicksilver Mail	06/01/23	1	1	2
9. Milford Hall	18/01/18	1	1	2
10. Town House	19/01/23	1	1	2
11. Holy Trinity	29/07/23	0	0	0
		23	7	30

Holy Trinity Church and Community Centre

The Defibrillator went live on 29th July 2023.

Elim Southville Church

The agreement between Yeovil Town Council and Elim Southville have now been signed. The defibrillator cabinet has been delivered and is due to be installed by the electrician. A plaque is currently being designed. Councillors will be informed of the go-live date in due course.

Yeovil Bus Station

The installation of a defibrillator at Yeovil Bus Station will be actioned once the Elim Southville Church defibrillator has gone live.

The Committee is **RECOMMENDED** to note the report.

(Amanda Card, Town Clerk – 01935 382424 or amanda.card@yeovil.gov.uk)

11/108 FINGER POST RESTORATION

Cllr T Casey has asked whether the Town Council will maintain the fingerpost on Dorchester Road which falls within the Yeovil boundary. The photo below shows the fingerpost's current state.



Somerset Council have confirmed they are no longer responsible for maintaining fingerposts and it should be down to the local parish council.

Somerset Council's response:

"Thank you for your email, although we are the appropriate Highway Authority, Somerset Council and we have maintained fingerposts for well over 60 years, our funding from central government has fallen drastically, it has become increasingly difficult to justify spending precious resources on non-mandatory services. Certain road signs, such as safety and hazard signs, are classed as mandatory, but fingerposts are classified as 'nice to have' rather than essential.

Despite this we continue to recognise the importance of fingerposts as a valuable part of our county's heritage and appreciate that there is a strong desire from within our local communities to ensure fingerposts are preserved for future generations to enjoy. We also recognise that Parish councils and community groups are extremely adept when it comes to mobilising volunteers and seeking bids for grants funding.

This does unfortunately mean that SC are currently unable to assist with funding or resources for any fingerpost works across Somerset. Any works required (refurbishments/dismantling/erection and new components/parts) will need to be managed and paid for by the Parish Council.

We do not get directly involved with arranging or ordering any work that might be required other than supplying a list of approved foundries in the handbook.”

The Committee is **RECOMMENDED:**

- (1) to note the report; and
- (2) to consider whether or not to renovate the finger post.

***(Lucy Ryder, Assistant Town Clerk – 01935 382424 or
lucy.ryder@yeovil.gov.uk)***

11/109 OCTAGON PLAQUES

The Town Council has been approached by the Chairman of Somerset Council to consider the relocation of two plaques that have been hanging in the entrance at the Octagon Theatre. Members will be aware that the Octagon Theatre is to undergo a major refurbishment and extension in the coming months, and the wall that these plaques hang on is to be removed. Therefore, the Chairman is asking if there is a suitable place for them to be displayed, especially the Second World War brass plaque given its significance to the Town.



The circular plaque is still in-situ, and it is uncertain whether it can successfully be removed. Therefore, a decision as to its future has been postponed. However, it is understood the brass plaque has already been removed from the Octagon and can be relocated when a suitable position is agreed. The brass plaque is quite large, 6ft x 2ft (183cm x 61cm).

Possible venues to consider:

- St John's Church
- Yeovil Library
- Westlands Entertainment Venue
- Brympton Way offices
- Petters Way offices
- YESS Club

The Committee is **RECOMMENDED**:

(1) to note the report;

(2) to consider possible locations to accommodate the brass plaque; and

(3) to agree where the brass plaque should be relocated to.

*(Helen Ferdinand, Deputy Town Clerk – 01935 382424 or
helen.ferdinand@yeovil.gov.uk)*

11/110

OFFICIAL IMAGE OF HM KING CHARLES III

We are still waiting for the release of the official image of HM King Charles III.

Royal Images are the Custodians of the Official Royal Image library. Contact has been made requesting information regarding when the portrait may be available.

Royal Images have informed us that once the official portrait has been released (likely not to be until after September 2023), they will inform us. We are advised that we should keep the photograph of the late Queen Eliabeth II in place for now.

Yeovil Town Council have also been added to the database at Buckingham Palace.

The Committee is **RECOMMENDED** to note the report.

(Amanda Card, Town Clerk – 01935 382424 or amanda.card@yeovil.gov.uk)