



# Yeovil Town Council

Town House  
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Mayor: Cllr A Kendall,  
Chief Executive / Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)  
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**Minutes of the hybrid meeting of the Infrastructure (Property & Assets) Committee 7<sup>th</sup> January 2025 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; K Gill; A Kendall; T Lock; J Lowery; E Potts-Jones; W Read; A Richards; and H Stonier.

**In Attendance (in person):** Sergeant Josh Rutter (Avon and Somerset Police); A Card (Chief Executive / Town Clerk); and H Ferdinand (Deputy Town Clerk).

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

## **Public Comment**

Sergeant Josh Rutter attended the meeting and gave an update regarding the Yeovil Neighbourhood team. The team are focusing on anti-social behaviour and street drinking. Reports have decreased, possibly due to the weather, but the team will continue to monitor. The recruitment freeze for PCSOs is due to be lifted next month and it is anticipated that numbers will increase to to a baseline minimum. Sergeant Rutter confirmed that there were 7 PCs within the Neighbourhood team. There was recognition that there needed to be better communication between the police and Yeovil Town Council.

The member of public asked questions regarding the telephone box on Stiby Road and the bus shelter on Preston Road.

*7:14pm – The meeting commenced.*

## **11/197 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence were received from Cllr A Soughton (personal reasons).

**RESOLVED:** to accept the apologies with the reasons given.

## **11/198 DECLARATIONS OF INTEREST**

Cllr J Lowery declared a personal interest in agenda item 11/201 – Telephone Box Request, in that she was a representative for the Council on Westfield Community Association.

She also declared a personal interest in agenda item 11/203 – Westlands Asbestos Guttering, as her daughter is an employee of Westlands Entertainment Venue.

Cllr W Read declared a personal interest in agenda item 11/201 – Telephone Box Request as his wife took the minutes for Westfield Community Association.

#### **11/199 MINUTES**

The Committee confirmed as a correct record the Minutes of the meetings held on 12<sup>th</sup> November 2024.

**RESOLVED:** that the Minutes of the meetings held on 12th November 2024 to be agreed and signed by the Chair as a correct record.

#### **11/200 DEFIBRILLATOR UPDATE**

The Committee considered the report of the Chief Executive/Town Clerk. The defibrillators have now been accessed 75 times.

**RESOLVED:** to note the report.

#### **11/201 TELEPHONE BOX REQUEST**

The Committee considered the report of the Chief Executive/Town Clerk.

It was highlighted that Westfield Community Association had declined the offer of the ownership of the telephone box as they did not want to accept the risk of any Health and Safety issue.

The Chief Executive/Town Clerk mentioned the opportunity for Westfield Community Association to be involved in the Yeovil in Bloom initiative to enhance to look of the telephone box.

**RESOLVED:** to note the report.

#### **11/202 URGENT BUSINESS STANDING ORDER PARAGRAH 4 (d) (xiv): BUS SHELTER REMOVAL**

The Committee considered the report of the Deputy Town Clerk (SF).

**RESOLVED:** (1) to note the report; and (2) to bring to a future meeting a report for replacing the bus shelter.

#### **11/203 URGENT BUSINESS: WESTLANDS ASBESTOS GUTTERING**

The Committee considered the report of the Deputy Town Clerk (HF). She confirmed that the Westlands Entertainment Venue lease was a full repairing lease.

**RESOLVED:** (1) to note the report; and (2) that Members of this Committee be informed when the work will commence and be completed.

**11/204      BUDGET MONITORING REPORT MONTH 9 2024/25**

The Chief Executive/Town Clerk presented the budget monitoring report for month 9. She highlighted the difficulties in predicting expenditure and income for 8 months of activity based on the current 5 months of activity for the services that have devolved from Somerset Council. Since the services are new, the Council does not have the historical data of actuals and trends throughout the year.

**RESOLVED:** to note the predicted expenditure and income for this Committee.

**11/205      BUDGET SETTING 2025/26**

The Chief Executive/Town Clerk presented the budget setting report. She highlighted that the salary costs and casual employee costs had been revised based on pay awards, changes to National Insurance Employers' contributions and changes to the National Living Wage due to come into effect from April 2025.

She highlighted the difficulties in setting the budget for 2025/26 as detailed above in agenda item 11/230 – Budget Monitoring Report Month 9 2024/25.

It was suggested that Band Costs should now fall under Culture, Events and Promotions.

**RESOLVED:** to recommend to the Finance & Policy Executive the draft budget for 2025/26, with Band Costs being transferred to the Culture, Events and Promotions Committee.

*7:30pm – The member of the press left the meeting and did not return.*

**11/206      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 11/219 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

**11/207      COMMUNITY AMBASSADORS (STAFF IN CONFIDENCE)**

The Committee considered the report of the Chief Executive/Town Clerk. Discussions were held regarding how to progress the initiative.

**RESOLVED:** (1) to note the report; and (2) that the Staffing Committee consider the role of a Lead Community Ambassador; and to delegate to the Chief Executive/Town Clerk in consultation with the Chair of this Committee to action the recommendations from the Staffing Committee.

The meeting closed at 8:01pm.

Signed: .....

Dated: .....