



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 Grounds and General Maintenance Committee held on Monday 10th July 2023 at 7.00pm in the Town House, 19 Union Street, Yeovil BA21 1PQ and by video-conference using Zoom meeting software.

Committee Members Present (in person): Cllrs A Richards (In the Chair); T Casey; E Hopkins; A Kendall; J Lock; A Soughton and J Snell.

Also Present (in person): Mr M Roper

In Attendance (in person): S Freemantle (Deputy Town Clerk) and L Jones (Assistant Town Clerk).

Public Comment. There were no members of the press or public present.

7.00pm – Meeting Commenced.

It was proposed, seconded and agreed that Cllr J Lock take the role of Vice Chair for the meeting.

11/097. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllrs R Spinner (personal reasons) and T Lock (personal reasons). (*LGA 1972 s85(1)*).

RESOLVED: to accept the apologies with the reasons given.

11/098. DECLARATIONS OF INTEREST

Mr M Roper declared a personal and prejudicial interest in agenda item 11/100, Allotment Rent Review due to his allotment tenancies with the Town Council. He also declared a personal interest in agenda items 11/101, 11/102, 11/103, 11/104 and 11/105 due to his allotment tenancies with the Town Council.

Cllrs E Hopkins and J Snell declared a personal interest in agenda item 11/106, School's Out Programme as they had attended the events with their children who had taken part.

RESOLVED: that the declarations of interest be noted.

11/099. MINUTES OF LAST MEETING

The Committee approved as a correct record the Minutes of the previous meeting held on 22nd May 2023.

RESOLVED: that the Minutes of the meeting of the Grounds and General Maintenance Committee held on 22nd May 2023 be signed by the Chairman as a correct record.

11/100. ALLOTMENT RENT REVIEW

The Committee considered the report by the Town Clerk and considered the implications of the increase from 49 pence per square metre to 50 pence per square metre.

RESOLVED: (1) that the report be noted; (2) that the allotment rent be increased to 50 pence per square metre for the period 1st October 2024 to 30th September 2025; and (3) that the proposed rent increase be referred to the Policy, Resources and Finance Committee.

11/101. WESSEX WATER INSPECTION

The Committee considered the report regarding the recent inspection of allotment sites by Wessex Water. It was confirmed that the matters found by Wessex Water to be a contravention of the regulations had been addressed. Wessex Water confirmed that the sites would be re-inspected in August.

RESOLVED: to note the report and the work carried out to rectify the contraventions to the regulations.

11/102. ALLOTMENT LETTING/AVAILABILTY REPORT

The Committee considered the report by the Assistant Town Clerk who confirmed that there would be publicity about available allotments preceding the usual seasonal decline in allotment tenancies when the rents are renewed in October.

RESOLVED: that the report be noted.

11/104. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL

There had been no Yeovil Allotment Association meeting to attend. As the Yeovil Town Council representative had resigned from the Council, it was suggested that Cllr R Spinner become the new nominated representative. This had been confirmed as acceptable by the Yeovil Allotment Association.

RESOLVED: that Cllr R Spinner be the Yeovil Town Council representative on the Yeovil Allotment Association meetings.

11/104. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

The Co-opted Non-voting member thanked the Committee for the noticeboard on Milford Dip Allotment site and noted that that the assessment of the sheds is to be considered.

RESOLVED: that the update be noted.

11/105. MILFORD DIP SHEDS

The Committee considered the report by the Assistant Town Clerk.

RESOLVED: (1) that the report be noted; and (2) that a Building Surveyor be appointed to examine the condition of the communal sheds.

11/0106. SCHOOL'S OUT PROGRAMME

The Committee considered the report by the Town Clerk and expressed their disappointment that the service provided by Somerset Council was coming to an end.

RESOLVED: (1) that the report be noted; (2) that the service should continue, even if at a reduced number of days per week; (3) that the feasibility of the service continuing and potential sponsorship be investigated; and (4) that the matter be referred back to the Grounds and General Maintenance Committee.

11/0107. PLAY AREA INSPECTION REPORTS

The Committee considered the reports which had been provided by the Locality Officer (SC) following the request by the Grounds and General Maintenance Committee at the last meeting.

RESOLVED: that the inspection reports be noted.

11/0108. FINANCIAL STATEMENT – APRIL AND MAY 2023

The Committee considered the Financial Statement for the period 1st April to 31st May 2023.

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

Public Comment. There were no members of the public or press present.

8.00pm – Mr M Roper left the meeting and did not return.

11/109. 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 11/110 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

11/110. YEW TREE PARK GATES (CONFIDENTIAL)

The Committee considered the confidential report by the Assistant Town Clerk.

RESOLVED: (1) to note the report; and (2) to investigate the matter further.

The meeting closed at 8.23pm.

Signed: (Chairman)

Date: