



Yeovil Town Council

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Minutes of the hybrid meeting of the Grounds and General Maintenance Committee held on Monday 13th November 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 R Spinner (Chairman); T Casey; E Hopkins; A Kendall; J Lock; T Lock; A Richards and A Soughton.

Also Present (in person): Mr M Roper.

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

Public Comment. There were no members of the press present. One member of the public was present who raised a query about a badger hole at Rustywell Allotment site.

7.02pm – Meeting Commenced.

11/128. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

No apologies for absence were received.

(LGA 1972 s85(1)).

11/129. DECLARATIONS OF INTEREST

Mr M Roper declared a personal interest in agenda items 11/132 Allotment Signs due to his allotment tenancies with the Town Council.

No other declaration of interest were made at this time.

RESOLVED: that the declarations of interest be noted.

11/130. MINUTES OF LAST MEETING

The Committee approved as a correct record the Minutes of the previous meeting held on 11th September 2023.

RESOLVED: that the Minutes of the meeting of the Grounds and General Maintenance Committee held on 11th September 2023 be signed by the Chairman as a correct record.

11/131. OPEN SPACES

No officers from Somerset Council were present.

11/132. ALLOTMENT SIGNS

The Committee considered the report regarding the allotment signs and it was suggested that the QR codes be checked before the signs are erected.

RESOLVED: that the report be noted.

11/133. ALLOTMENT LETTING/AVAILABILITY REPORT

The Committee considered the report by the Assistant Town Clerk. The social media publicity about the allotments was commended and it was confirmed that the vacant plots were being maintained.

RESOLVED: that the report be noted.

11/134. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL

Cllr Spinner explained that he had been made very welcome once again. The only issue to report was regarding concerns about a tree at Goar Knap Allotment site which had been reported to the Assistant Town Clerk. Advice had been sought from the arboriculturist who carried out the tree survey who explained that the work identified had taken into account the 'co-dominant/included union' tree. It was confirmed that this information had been communicated to the tenant who had raised the concern.

RESOLVED: that the feedback and the advice regarding the tree at Goar Knap be noted.

11/135. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

The Co-opted Non-voting member suggested that corrugated roofing be used instead of roof felt and chippings for the sheds at Milford Dip as it would last a long time and be more cost effective. He also explained that tenants had historically sourced blue drums and 1000 litre containers for water from a local company, but these were no longer available. In answer to a request for the Town Council to assist with finding an alternative source, it was suggested that this is the responsibility of the tenants.

RESOLVED: that the feedback be noted.

11/136. DOORSTEP GREEN BENCH

The Committee considered the report by the Assistant Town Clerk and it was suggested that the bench which had been removed from Sunningdale Doorstep Green be restored if possible.

RESOLVED: that the report be noted.

11/137. ST GEORGES ALLOTMENT SITE TRACKWAY

The Committee considered the report by the Assistant Town Clerk.

RESOLVED: (1) that the report be noted; (2) that no action be taken regarding trackway D; and (3) that no action be taken regarding the rest of the trackways at St George's Allotment site.

11/138. FINANCIAL STATEMENT – AUGUST AND SEPTEMBER 2023

The Committee considered the Financial Statement for the period 1st August to 30th June 2023.

RESOLVED: that the Financial Statement for the period 1st August to 30th June 2023 be approved.

11/139. DRAFT BUDGET 2024/25

The Committee considered the draft budget.

RESOLVED: that the draft Grounds and General Maintenance Budget be supported and referred to the Policy, Resources and Finance Committee.

7.35pm – Mr M Roper and the member of the public left the meeting and did not return.

11/140. 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 11/141 – 11/147 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

11/141. ALLOTMENT TENANCY APPEAL (CONFIDENTIAL)

The Committee considered the allotment tenancy appeal.

RESOLVED: (1) that the report be noted; (2) that the appeal be upheld; and (3) that a six-month probation period be agreed.

11/142. MILFORD DIP SHEDS (CONFIDENTIAL)

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

RESOLVED: (1) to note the report; and (2) that the costs of demolition of the sheds be investigated; and (3) that tenants be asked to remove their belongings from the sheds by 5th January 2024.

11/143. MONKSDALE HEDGE (CONFIDENTIAL)

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

Cllr Richards declared a personal interest in this agenda item as he had recommended one of the contractors.

RESOLVED: (1) to note the report; (2) that Shawyers be contracted to carry out the second option; and (3) that subject to performance, Shawyers be contracted to carry out the first option in 2024. (Cllr Richards abstained from taking part in the vote).

11/144. YEW TREE PARK GATE OPENING AND CLOSING (CONFIDENTIAL)

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

RESOLVED: (1) that the report be noted; and (2) that Yeovil Town Council discontinues paying for this service from the end of December 2023.

11/145. ELIZABETH FLATS RETAINING WALL (CONFIDENTIAL)

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

RESOLVED: that the report be noted.

11/146. BEST VALUE – OPEN SPACES (COMMERCIAL IN CONFIDENCE)

The Committee considered the confidential report by the Town Clerk.

RESOLVED: (1) that the report be noted; and (2) that officers at Yeovil Town Council investigate the options for receiving Best Value.

11/147. SUNNINGDALE DOORSTEP GREEN PATHWAY (CONFIDENTIAL)

The Committee considered the verbal confidential report by the Deputy Town Clerk.

RESOLVED: (1) that the report and the investigative work be noted; and (2) that further information be reported to a future meeting of the committee.

The meeting closed at 9.21pm.

Signed: (Chairman)

Date: