



# Yeovil Town Council

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**Minutes of the hybrid meeting of the Grounds and General Maintenance Committee held on Monday 20<sup>th</sup> May 2024 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); J Cabell (arrived 7.06pm); T Casey; A Kendall; J Lock; J Lowery; A Richards; A Soughton; and A Wilkes.

**Committee Members Present (virtually):** Cllrs T Lock and E Potts-Jones (from 7.10pm - 7.22pm).

**In Attendance (in person):** A Card (Town Clerk); S Freemantle (Deputy Town Clerk).

**Public Comment.** There was one member of the public present.

There were no comments from the member of the public.

**7.00pm** – Meeting Commenced.

## **11/183. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence were received from Cllr Emma-Jayne Hopkins (personal reasons). Apologies for absence were also received from Cllrs T Lock (personal reasons), although Councillor Lock was present virtually. (*LGA 1972 s85(1)*).

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

## **11/184. DECLARATIONS OF INTEREST**

No declarations of interest were made at this time. *Localism Act 2011 s33(b-e)*.

## **11/185. MINUTES OF LAST MEETING**

The Committee approved as a correct record the Minutes of the previous meeting held on 11<sup>th</sup> March 2024.

**RESOLVED:** that the Minutes of the meeting of the Grounds and General Maintenance Committee held on 11<sup>th</sup> March 2024 be signed by the Chairman as a correct record.

**11/186. CO-OPTED (NON-VOTING) MEMBER OF THE COMMITTEE**

The Committee considered the position of Co-opted Non-voting Member of the Committee which was historically a role to provide representation from all of the tenants on the allotment site via the allotment tenant representatives.

It was agreed that the Yeovil Allotment Association should be sent a letter to ask whether a representative of the Association would like to be the Co-opted Non-voting member on the Committee; and that the expectations of the person taking on the role be made clear.

*7.06pm – Cllr J Cabell arrived at the meeting.*

**RESOLVED:** (1) that the potential role of Co-opted Non-voting member of the Committee be noted; and (2) that a letter be sent to the Secretary of the Yeovil Allotment Association.

**11/187. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL**

Cllr Spinner explained that he had unfortunately not been able to attend the last meeting of the Yeovil Allotment Association, but that he had attended the previous meeting and commended the association for the way the meetings were operated.

**RESOLVED:** that the matter be noted.

**11/188. ALLOTMENT LETTING/AVAILABILITY REPORT**

The Committee considered the report by the Assistant Town Clerk.

**RESOLVED:** that the report be noted.

*7.10pm – Cllr E Potts-Jones arrived at the meeting (virtually).*

**11/189. CORRESPONDENCE FROM YEOVIL ALLOTMENTS ASSOCIATION REGARDING BEST KEPT ALLOTMENTS COMPETITION JUDGING**

The Committee considered the request.

**RESOLVED:** (1) that the suggestion and offer be noted; and (2) that a letter be sent to the Yeovil Allotment Association thanking them for their suggestion and offer but explaining that the current arrangements for external independent judges would continue.

### **11/190. MILFORD ALLOTMENT SITE SHEDS CORRESPONDENCE**

The Committee considered the report by the Deputy Town Clerk and the correspondence from site tenants. It was noted that the site was not suitable to be cultivated without further work.

*7.22pm – Cllr E Potts-Jones left the meeting (virtually) and did not return.*

*7.24pm – Cllr J Lowery left the meeting.*

**RESOLVED:** (1) that the report and correspondence be noted; and (2) that the matter be deferred to the CONFIDENTIAL section of the meeting due to a question which a Councillor wished to raise.

### **11/191. FINANCIAL STATEMENT – FEBRUARY AND MARCH 2024**

The Committee considered the Financial Statement for the period 1<sup>st</sup> February to 31<sup>st</sup> March 2024.

**RESOLVED:** (1) that the Financial Statement for the period 1<sup>st</sup> February to 31<sup>st</sup> March 2024 be approved.

*7.26pm – the member of the public left the meeting and did not return.*

### **11/192. 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 11/190 (continued) and 11/193 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 – Cllr J Lowery returned to the meeting.*

### **11/190. MILFORD ALLOTMENT SITE SHEDS CORRESPONDENCE**

The Committee considered the question from the Councillor and agreed to address this at a future meeting of the Committee.

**RESOLVED:** (1) that the report and correspondence be noted; (2) that quotes be sought to return the area where the sheds once were to an allotment site and to level up the area with rubble for use as a car parking area; and (3) that the costings of each option be considered at a future meeting of the Committee.

**11/193. SUNNINGDALE DOORSTEP GREEN PATHWAY (CONFIDENTIAL)**

The Committee considered the report. The Deputy Town Clerk explained the situation with regard to the pathway and updated members on the feedback since the last meeting, explaining that the building identified was not subject to planning permission. She informed the Committee that the erection of the building took place before the installation of the improved pathway in Sunningdale Doorstep Green and more than 10 years ago so a representative from Building Control had stated that they would not be able to comment. The Town Clerk reminded the Committee of the obligations of the Council to mitigate the risk and do everything reasonably practical to prevent an accident.

**RESOLVED:** (1) to note the report; and (2) that the proposal by Bamfords to get the section of pathway fixed be accepted.

The meeting closed at 8.05pm.

Signed: ..... (Chairman)

Date: .....