



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 22nd May 2023 at 7.00pm held 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 (Chair); E Hopkins; A Kendall; J Lock; T Lock; A Richards and A Soughton.

Also Present (in person): Mr M Roper and Mr N Turnbull (Somerset Council).

Committee Members Present (Virtually): Cllr J Snell

Members Present (Virtually): Cllr E Potts-Jones (Grove Avenue Ward)

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

Public Comment.

There was one member of the public in person and one member of the press present virtually. The member of the public commented on the poor state of Eizabeth Flats Allotment site and gave some specific details which were noted for investigation.

7.08pm – the member of the public left the meeting and did not return.

11/083. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllrs T Casey (conflicting engagement), P Lock (unwell) and J Snell (family commitment) although present virtually. (LGA 1972 s85(1)).

RESOLVED: to accept the apologies with the reasons given.

11/084. DECLARATIONS OF INTEREST

There were no declarations of interest.

11/085. MINUTES OF LAST MEETING

The Committee approved as a correct record the Minutes of the previous meeting held on 13th March and 9th May 2023.

RESOLVED: that the Minutes of the meetings of the Grounds and General Maintenance Committee held on 13th March and 9th May 2023 be signed by the Chairman as a correct record.

11/086. CO-OPTION OF A NON-VOTING MEMBER

It was proposed, seconded and all agreed that Mr Manny Roper be the Co-opted Non-voting member on the Grounds and General Maintenance Committee.

RESOLVED: that Mr Manny Roper be the Co-opted Non-voting member on the Grounds and General Maintenance Committee.

7.16pm - Mr Manny Roper took his place at the meeting.

11/087. PLAY AREA REPAIRS, SCHOOLS OUT PROGRAMME AND PLAY AREA IMPROVEMENTS

The Locality Officer from Somerset Council gave an overview of the report and Committee Members asked the following questions:

- Update on St John's Road and Howard Road Play Areas
- Update on Arnewood Park Gardens (Turners Barn Lane) Play Area
- Inspection Reports on Play Areas
- School's Out Timetable

The Locality Officer stated that the above information would be forwarded to the Committee via the Deputy Town Clerk. The Locality Officer also informed the Committee that work will start shortly on the tennis courts at Yeovil Recreation Centre and Cllr Kendall commented that it is not possible to book the tennis courts online.

The Locality Officer added that there will be a play day at Milford Park on 24th August which would mark the official opening of the skate park.

RESOLVED: (1) to note the report; and (2) to receive the information requested via the Deputy Town Clerk.

11/088. SKATE PARKS UPDATE

The Locality Officer gave an update on the skate park projects and explained that an extra path had been added to the Milford Park skatepark within budget.

RESOLVED: that the report be noted.

11/089. ALLOTMENT LETTING/AVAILABILTY REPORT

The Committee considered the report by the Assistant Town Clerk who was congratulated on managing the allotment lettings to 95% occupancy. It was noted that Elizabeth Flats Allotment site had particular issues which had been reported by during Public Comment.

RESOLVED: that the report be noted.

11/090. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL

The Yeovil Town Council representative had unfortunately not been able to attend the meeting of the Yeovil Allotment Association and it was suggested that if the representative is unavailable, Cllr R Spinner attend instead. The Deputy Town Clerk explained that she would check this arrangement with the Yeovil Allotment Association.

RESOLVED: that in the absence of the Yeovil Town Council representative, Cllr R Spinner attend the attend the Yeovil Allotment Association meetings subject to this being acceptable to the Yeovil Allotment Association.

11/091. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

The Co-opted Non-voting member stated that the noticeboard on Milford Dip Allotment site had not been installed and that the letter had been sent to the wrong tenant. The Deputy Town Clerk explained that more than one tenant had been sent a letter as the noticeboard location may span more than one plot. The Assistant Town Clerk asked for clarification on whether the noticeboard needed to be viewable by people outside of the allotment site and the Co-opted Non-voting member confirmed that it did not.

It was confirmed that the assessment of the sheds is a scheduled task. It was asked whether the trackway at St George's could be checked as the Co-opted Non-voting Member had received an email to say that the central ridge was getting too high for cars to pass over easily.

7.42pm Cllr J Lock left the meeting.

It was requested that the brambles on the corner of Milford Road leading into Milford Dip be cut back.

7.45pm Cllr J Lock returned to the meeting.

The Co-opted Non-voting Member commented that it was nice to be working with the Assistant Town Clerk again.

He stated that there was still no feedback when issues were raised regarding the issuing of Notices to Quit. It was commented that information about individual tenants and their tenancies could not be disclosed due to GDPR.

RESOLVED: that the update be noted.

11/092. OPEN SPACES REPRESENTATION

The Committee considered a table which identified the open spaces in the Town and the ward representation by Committee member of each open space in 2022/23. The agreed representation from this Committee for the open spaces in Yeovil Town are listed in the table below. Site visits to the open spaces will commence once Councillors have been contacted by the Specialist & Operational Management – Horticulture (SSDC). It was suggested that Yeovil Recreation Centre and the play area at Harbin Close be included in the open spaces.

RESOLVED: (1) that the report be noted; and (2) that the representation from this Committee for the open spaces in Yeovil Town are:

Open Space	Ownership	Ward	Agreed Representative as at 22 nd June 2023
Westfield Grove Recreation Ground	Somerset Council (SC)	Yeovil Summerlands	Pauline Lock pauline.lock@yeovil.gov.uk Roy Spinner roy.spinner@yeovil.gov.uk
Monksdale Recreation Ground	SC		
Preston Park	SC		
<i>Harbin Close?</i>	SC	Lyde	Tony Lock tony.lock@yeovil.gov.uk Ashley Richards ashley.richards@yeovil.gov.uk
Oxford Road / St Johns Road play area	SC		
Roseberry Avenue Recreation Ground	SC		
Howard Road Recreation Ground	SC		
<i>Yeovil Recreation Centre?</i>	SC		
Kingston View Recreation Ground	SC	Crofton Park	Andy Soughton andy.soughton@yeovil.gov.uk Andy Kendall andy.kendall@yeovil.gov.uk
Bides Gardens/ Reckleford	SC		
Fielding Road Recreation Ground	SC	Yeovil College	Andy Kendall andy.kendall@yeovil.gov.uk Jamie Lock jamie.lock@yeovil.gov.uk
Grass Royal Recreation Ground	SC		
Milford Park	SC		
Higher Milford Valley Playing Field	SC		
Lower Milford Valley Playing Field	SC		
Sidney Gardens	SC	Grove Avenue	Emma-Jayne Hopkins emma.hopkins@yeovil.gov.uk
Westland Road Recreation Ground	SC	Yeovil Westlands	Andy Soughton andy.soughton@yeovil.gov.uk Tareth Casey tareth.casey@yeovil.gov.uk Jeny Snell jeny.snell@yeovil.gov.uk
Turners Barn Lane	SC		
Yew Tree Park Recreation Ground	SC		

11/093. FINANCIAL STATEMENT – FEBRUARY AND MARCH 2023

The Committee considered the Financial Statement for the period 1st February to 31st March 2023.

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

Public Comment.

There were no members of the public and one member of the press present. The member of the press asked for the location of Bides Gardens.

7.58pm – The Locality Offer (Somerset Council), the Co-opted Non-voting Member and the member of the press left the meeting and did not return.

11/094. 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 11/095 – 11/096 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

11/095. ROAD TO GOAR KNAP ALLOTMENT SITE (COMMERCIAL IN CONFIDENCE)

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

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

11/096. ELIZABETH FLATS SITE AND PATHWAYS (COMMERCIAL IN CONFIDENCE)

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

RESOLVED: (1) to note the report; (2) to focus on letting the plots at the bottom of the site; (3) to support the restoration of the pathways and to delegate the matter regarding clarification of some aspects and the decision to proceed to the Town Clerk in consultation with the Chairman; and (4) subject to a positive decision to proceed, refer the matter to the Policy, Resources and Finance Committee under Standing Order paragraph 4d (xiv) 'Urgent Business' to expedite the work.

The meeting closed at 8.52pm.

Signed: (Chairman)

Date: