



# Yeovil Town Council

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Mayor: Cllr E Potts-Jones, 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 7<sup>th</sup> November 2022 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):** Cllr E Potts-Jones (In the Chair); T Casey; A Kendall; A Soughton and H Stonier and Mr M Roper (Co-opted Non-voting).

**Committee Members Present (Virtually):** Cllrs J Lock and A Richards.

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

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

**7.00pm** – Meeting Commenced.

Due to the absence of the Chairman and Vice Chairman it was proposed, seconded and agreed that Cllr E Potts-Jones chair the meeting.

## **11/045. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence (*LGA 1972 s85(1)*) were received from Cllr P Lock (conflicting engagement) and Cllr R Spinner (illness).

## **11/046. DECLARATIONS OF INTEREST**

Mr M Roper declared a personal interest in agenda items 11/050 (Feedback from Yeovil Allotment Association regarding Representatives from Yeovil Town Council) and a personal interest in agenda item 11/052 (Allotment Rent Review).

## **11/047. MINUTES OF LAST MEETING**

The Committee approved as a correct record the Minutes of the previous meeting held on 3<sup>rd</sup> October 2022.

**RESOLVED:** that the Minutes of the meeting of the Grounds and General Maintenance Committee held on 3<sup>rd</sup> October 2022 be signed by the Chairman as a correct record.

#### **11/048. LITTER AND DOG WASTE BINS**

The representative from South Somerset District Council was not present, therefore it was agreed to defer this agenda item to a future meeting of the Grounds and General Maintenance Committee.

**RESOLVED:** to defer the matter to a future meeting of the Grounds and General Maintenance Committee as the Team Leader Landscaping and Small Works (SSDC) was unable to attend this meeting.

#### **11/049. ALLOTMENT LETTING/AVAILABILITY REPORT**

The Committee considered the report and noted that there is usually an annual reduction of let plots in October as tenancies are due for renewal at this time.

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

#### **11/050. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION REGARDING REPRESENTATIVES FROM YEOVIL TOWN COUNCIL**

The Deputy Town Clerk read out an email from the Yeovil Allotment Association Secretary which was in response to Yeovil Town Council's nomination of two Councillors to attend the Yeovil Allotment Association meetings.

It stated that *"even though we are not obliged to accept any councillors to our committee, only one of the two councillors named would be acceptable, that is Cllr Pauline Lock."*

**RESOLVED:** (1) to note the matter; (2) to note that Cllr P Lock be the representative on behalf of Yeovil Town Council to attend the Yeovil Allotment Association.

#### **11/051. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER**

Mr M Roper stated that he wanted something done about the state of the plots and the state of the unlet plots at Milford Dip allotment site. He requested updates on un-let plots. He also requested a notice board on Milford Dip Allotment site.

It was agreed that it would be a good idea to identify any plots which had remained unlet long term and a plan of action to address these.

**RESOLVED:** (1) to note the matter; and (2) to identify any plots which had remained unlet long term.

#### **11/052. ALLOTMENT RENT REVIEW**

Discussion took place about the additional grass cut of the allotment pathways and it was agreed that the additional grass cut should continue due to the extension of the growing season.

**RESOLVED:** (1) that the report be noted; (2) that the contractors continue to be requested to carry out 8 cuts per year; and (3) to recommend to the Policy, Resources and Finance Committee that the allotment rent be increased to 49p per square metre for the period January 2024 to September 2024.

**11/053. FINANCIAL STATEMENT – AUGUST AND SEPTEMBER 2022**

The Committee considered the Financial Statement for the period 1<sup>st</sup> August to 30<sup>th</sup> September 2022.

**RESOLVED:** that the Financial Statement for the period 1<sup>st</sup> August to 30<sup>th</sup> September 2022 be approved.

**11/054. DRAFT BUDGET 2023/24**

The Committee considered the draft budget.

**RESOLVED:** that the draft Grounds and General Maintenance Budget be referred to the Policy, Resources and Finance Committee. *(4 votes for and 1 abstention – Cllr T Casey abstained).*

**Public Comment.** There were no members of the public or press present. A question was raised by a Councillor regarding an ongoing confidential issue at one of the allotment sites and it was agreed that an update be brought to the next meeting of the Grounds and General Maintenance Committee.

The meeting closed at 7.57pm.

Signed: ..... (Chairman)

Date: .....