



Yeovil Town Council

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Mayor: Cllr A Kendall, Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)
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Minutes of the hybrid meeting of the Promotions and Activities Committee held on Tuesday 12th March 2024 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ; and by video-conference using Zoom meeting software.

Committee Members Present (in person): Cllrs S Lowery (Chair); T Casey; E Hopkins; A Kendall; J Lowery; E Potts-Jones; W Read and D Woan.

Members Also Present: Cllr A Wilkes (Abbey Manor South Ward).

Also Present (virtually): Bev Milner-Simonds (eat:festivals).

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

Public Comment. There was one member of the public present. No members of the press were present.

There were no comments from the member of the public.

7.00pm – Meeting Commenced

11/119. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence (*LGA 1972 s85(1)*) were received from Cllr J Cabell (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

11/120. DECLARATIONS OF INTEREST

There were no declarations of interest.

11/121. MINUTES OF LAST MEETING

The Committee approved as a correct record the Minutes of the previous meeting held on 9th January 2024.

RESOLVED: That the Minutes of the meeting of the Promotions and Activities Committee held on 9th January 2024 be signed by the Chairman as a correct record.

11/122. YEOVIL ART SPACE REPORT

The Committee considered the report by Yeovil Art Space and the application to renew the Service Level Agreement between Yeovil Art Space and Yeovil Town Council.

RESOLVED: (1) that the report be noted; and (2) that the Service Level Agreement be renewed for a further three years.

11/123. EAT:FESTIVAL

The Committee considered the proposed dates for eat:festival to come to Yeovil Town Centre in 2025.

RESOLVED: the dates for eat:festival to come to Yeovil Town Centre in 2025 be confirmed as Saturday 31st May, Saturday 20th September (Super Saturday) and Saturday 22nd November.

11/124. BEACON LIGHTING EVENT FOR D-DAY COMMEMORATION

The Committee considered the report by the Deputy Town Clerk regarding the proposal for beacon lighting, a cry by the Town Crier and the ringing of church bells throughout the country in commemoration of D-Day. Discussion took place regarding various options and the Committee concluded to contact Love Yeovil to ask whether they could arrange an event in St John's Churchyard. There was some concern that areas of St John's Churchyard were not fully accessible due to the kerbs, therefore ramps would be needed to address this. As there was no funding for the project, the matter would be referred to the Policy, Resources and Finance Committee.

RESOLVED (1) that the report be noted; (2) that Love Yeovil be contacted for a quote to manage the event in St John's Churchyard; and (3) that the matter be referred to the Policy, Resources and Finance Committee for funding.

11/125. EVENTS IN YEOVIL TOWN CENTRE

The Committee considered the verbal report by the Deputy Town Clerk and the following events for the forthcoming year were identified:

20 th April	Town Crier's Competition
18 th May	eat:festival
6 th June	D-Day Commemoration
6 th July	Super Saturday
21 st Sept	Super Saturday including eat:festival
16 th Nov	Christmas Lights Switch on event
30 th Nov	eat:festival

Discussion took place regarding the general market in the town centre.

It was suggested that artefacts from the South West Heritage Collection be brought into the Town Centre as part of an event to celebrate Yeovil's heritage.

The Deputy Town Clerk also outlined the plans so far for the Super Saturdays. This includes Buskfest, Circus Skills, Traditional Fair Games, and community stalls. In addition, the September Super Saturday will include a performance and outreach work by Autin Dance Theatre in collaboration with The Octagon Outreach and The Quedam. The Deputy Town Clerk is liaising with community groups and businesses to involve as many parts of the community as possible in the event.

RESOLVED (1) that the events update be noted; and (2) that the calendar of events and additional ideas be included in the next meeting of the Committee.

11/126. CHRISTMAS LIGHTS WORKING GROUP

Cllr Woan explained that he had been elected as Chair of the Christmas Lights working Group and read out the terms of reference. He summarised the discussions at the last meeting and the Deputy Town Clerk provided an update on the situation regarding power for the lights. Existing power points would be tested before the installation of the new lighting scheme and the tender would also include the stress testing of the fixing bolts.

Discussion took place regarding the placement of a Christmas tree and it was agreed that it would be a good idea to plant a fir tree at a suitable location in the town which would grow with the town and be decorated annually. In the meantime, it was suggested that an artificial Christmas tree form part of the tender document for the Christmas Lights and that the matter be delegated to the Christmas Lights Working Group.

It was also suggested that the shops be given an incentive to dress their shop windows festively at Christmas. It was agreed that Cllr Wilkes be nominated to join the Christmas Lights Working Group.

RESOLVED: (1) that the summary be noted; (2) that the inclusion of the Christmas tree in the Christmas Lights tender document be referred to the Christmas Lights Working Group; and (3) that Cllr Wilkes becomes a member of the Christmas Lights Working Group.

11/128. FINANCIAL STATEMENT – DECEMBER 2023 AND JANUARY 2024

The Committee considered the Financial Statement for the period 1st December 2023 to 30th 31st January 2024.

RESOLVED: that the Financial Statement for the period 1st December 2023 to 31st January 2024 be approved.

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

8.12pm – The member of the public left the meeting and did not return.

11/129. 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 11/130 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

11/130. SERVICES GOING FORWARD - CONFIDENTIAL

The Committee considered the issues raised with regard to Yeovil in Bloom and it was agreed that the service be continued for the 2024/25 financial year as the budget allocation was already in place and that further consideration be given to longer term aims once more information is available. The storage of the assets and means of storage was also discussed and it was agreed to find a solution if possible.

RESOLVED (1) that the information be noted; (2) that the service be continued for the 2024/25 financial year; and (3) that a solution to the storage of the assets be sought if possible.

The meeting closed at 8.42pm.

Signed: (Chairman)

Date: