



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
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BA20 1PQ

Mayor: Cllr A Kendall, Town Clerk: Amanda Card BA (Hons), CPFA, BSc (Open)  
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**Minutes of the hybrid meeting of the Promotions and Activities Committee held on Tuesday 16<sup>th</sup> May 2023 at 7.00pm held 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; S Lowery; E Potts-Jones; W Read; and D Woan.

**Members Also Present (in person):** Cllr A Richards (Wyndham Ward).

**Also Present (virtually):** A Edmonds (Love Yeovil CIC); J Mustafa (Somerset Diverse Communities)

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

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

**7.00pm – Meeting Commenced**

## **11/069. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence (*LGA 1972 s85(1)*) were received from Cllr J Cabell (work commitments), P Lock (unwell) and L Watts (work commitments).

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

## **11/070. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **11/071. MINUTES OF LAST MEETING**

The Committee approved as a correct record the Minutes of the previous meeting held on 14<sup>th</sup> March 2023.

**RESOLVED:** That the Minutes of the meeting of the Promotions and Activities Committee held on 14<sup>th</sup> March 2023 be signed by the Chairman as a correct record.

#### **11/072. PROPOSAL FROM YEOVIL TOGETHER FOR A SERVICE LEVEL AGREEMENT**

The Committee considered the proposal from Yeovil Together for a Service Level Agreement.

**RESOLVED** (1) that the report be noted; (2) that the Service Level Agreement with Yeovil Together for £2,000 per year for 3 years from 2024 until 2026 inclusive be agreed.

#### **11/073. YEOVIL CELEBRATES...**

The Committee considered a verbal report by the Deputy Town Clerk regarding the two-day celebration event due to take place in May 2023 and the Event Management Plan and Appendices which had been circulated previously. The event will include:

Main stage with choirs and bands from 12noon until 10pm  
A smaller stage with community and acoustic performances from 12noon until 6/7pm  
Children's entertainment and community stalls  
2 bars, hot food vendors, ice cream, candy floss and sweets

The Deputy Town Clerk also explained some difficulties experienced with traders licensing due to the requirements of Somerset Council (formerly South Somerset District Council). It was suggested that the Portfolio Holder Cllr Federica Smith-Roberts be contacted.

It was agreed to send a letter of thanks to TRU Security due to their support and assistance in required policies and processes. The Chairman thanked the team for all their hard work in preparing for the event.

**RESOLVED:** (1) to note the update on the "Yeovil Celebrates..." event on 27<sup>th</sup>/28<sup>th</sup> May 2023; (2) to note the Event Management Plan and Appendices; and (3) to send a letter of thanks to TRU Security.

#### **11/074. YEOVIL IN BLOOM MINUTES**

The Committee considered the minutes of the Yeovil in Bloom meeting held on 24<sup>th</sup> April 2023.

**RESOLVED:** that the minutes of the Yeovil in Bloom meeting held on 24<sup>th</sup> April 2023 be noted.

**11/175. EAT:FESTIVALS FEEDBACK**

The Committee considered the feedback about the event from Councillors who attended which was very positive.

**RESOLVED** that the report be noted.

**11/076. FINANCIAL STATEMENT – FEBRUARY AND MARCH 2023**

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

**RESOLVED:** that the Financial Statement for the period 1<sup>st</sup> February to 31<sup>st</sup> March 2023 be approved.

**Public Comment.** There were no comments from members of the public.

The meeting closed at 8.06pm.

Signed: ..... (Chairman)

Date: .....