

Yeovil Town Council

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Minutes of the hybrid meeting of the Promotions and Activities Committee held on Tuesday 28th May 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 D Woan (Chair); T Casey; K Gill; A Kendall; J Lock; T Lock; J Lowery; S Lowery; G Oakes and R White.

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

Members Also Present (virtually): Cllr A Richards (Wydham Ward).

Also Present (virtually): D Recardo (Town Crier) and A Edmonds (Love Yeovil).

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

Public Comment. There was one member of the press present in person and one member of the press present online.

The member of the press present in person asked why Radio Ninesprings had not been contracted to work at the D-Day event due to take place on 6th June 2024. It was explained that in accordance with the Public Participation Policy (3.2), a written response to the question would be provided because Yeovil Town Council has commissioned Love Yeovil to organise the event.

The member of the press online pointed out the error on the agenda as “Public Participation” had been included at the end of the agenda as well as the beginning and should now only be at the beginning. He also applauded the work of the Arts and Heritage Working Group and the preparations for the D-Day Commemoration event.

The Town Crier discussed potential dates for the 2025 Town Crier’s Competition and stated that it would be preferable to get a regular date in the diary annually to fit in with the rota of competitions throughout the country.

7.07pm – Meeting Commenced

11/135. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

RESOLVED: to accept the apologies with the reasons given.

11/136. DECLARATIONS OF INTEREST

There were no declarations of interest.

11/137. MINUTES OF LAST MEETING

The Committee approved as a correct record the Minutes of the previous meeting held on 12th March 2024.

RESOLVED: That the Minutes of the meeting of the Promotions and Activities Committee held on 12th March 2024 be signed by the Chairman as a correct record.

11/138. YEOVIL ARTS AND HERITAGE WORKING GROUP REPORT

The Committee considered the report by the Deputy Town Clerk and members voiced their support for the work carried out by the group and the Story of Yeovil project. Members also asked how often the group meet, who represented Yeovil Town Council on the group, whether the notes can be made public and how the group fits in with Yeovil Arts Space. The Deputy Town Clerk answered these questions, and it was requested that a Councillor also be a member of the group going forward. It was also expressed that a venue for Arts and Heritage would be welcomed in the town centre.

RESOLVED: (1) that the report be noted; and (2) that the comments from Councillors be noted and fed back to the Arts and Heritage Working Group.

11/139. EAT:FESTIVALS

Members were very complimentary about the event and would welcome expansion into other parts of the town going forward. It was commented that the atmosphere in Wine Street was unique and overall the day was very successful, despite the heavy rainfall in the afternoon.

RESOLVED: (1) that the feedback be noted; and (2) that the locations for eat:festivals stalls (Middle Street middle, Middle Street top, Wine Street, Union Street and Borough) be noted.

11/140. BEACON LIGHTING EVENT FOR D-DAY COMMEMORATION

The Committee considered the report and the representative from Love Yeovil explained the arrangements that had been made to date. It was requested that Yeovil Veterans be invited and the organiser confirmed that she would carry out this request and any other invitations the Committee felt were appropriate.

In answer to a query, the Deputy Town Clerk explained that whilst Love Yeovil was not given strict direction on how to organise the event, regular liaison had taken place with regard to arrangements.

RESOLVED: that the report be noted.

7.45pm – the member of the press present in person left the meeting and did not return.

11/141. EMAIL REGARDING COMMUNITY PROJECTS

The Committee considered the email from the member of the public and Councillors listed the events they were aware of in the town including the Beer Festival, the Beer and Cider Festival, the Gert Gathering and the following events by the Town Council:

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 communications (*as discussions included reference to Westlands, Cllr S Lowery declared a personal interest due to her employment with Westlands/Octagon Outreach*) and it was suggested that the author of the email be invited to a future meeting of the Committee.

RESOLVED (1) that the email be noted; and (2) that the author of the email be invited to a future meeting of the Promotions and Activities Committee.

11/142. YEOVIL MINI SUPER SATURDAY

8.06pm – Cllr T Casey left the meeting.

The Committee considered the summary of the attractions which would be included as part of Mini Super Saturday. The inclusion of a dance performance by aKa Dance Theatre in The Quedam was welcomed. Councillors were asked to let the Deputy Town Clerk know of their availability to help on the day.

8.08pm – Cllr T Casey returned to the meeting.

RESOLVED: that the summary be noted.

11/143. TOWN CRIER'S COMPETITION

The Committee considered the potential dates for the competition next year and agreed on 26th April 2025.

The Committee considered the report by the Assistant Town Clerk and arrangements for competitors were discussed. The Town Crier agreed to provide information regarding the arrangements by other host towns for comparison.

It was suggested that public engagement be improved and commented that the spectacle had drawn more public attention when it had taken place in The Triangle and it was hoped it would return there on completion of Yeovil Refresh.

8.27pm – Cllr J Lock left the meeting.

RESOLVED: (1) that the date of the next Town Crier's Competition be 26th April 2025; and (2) that the arrangements for the competition be reviewed following information from Town Crier.

11/144. YEOVIL IN BLOOM MINUTES

The Committee considered the minutes of the Yeovil in Bloom meetings held on 4th March and 22nd April.

RESOLVED: that the minutes of the Yeovil in Bloom meetings held on 4th March and 22nd April be noted.

11/145. FINANCIAL STATEMENT – FEBRUARY AND MARCH 2024

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

RESOLVED: that the Financial Statement for the period 1st February to 31st March 2024 be approved.

8.30pm – Cllr J Lock returned to the meeting.

8.31pm – The member of the press and the Town Crier left the meeting (virtually) and did not return.

11/146. 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 11/147 and 11/148 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

11/147. CHRISTMAS LIGHTS WORKING GROUP - CONFIDENTIAL

The Committee was informed that the Invitation to Tender had been posted on Contracts Finder and five tenders had been received. The Christmas Lights Working Party had selected three companies to invite for interview and presentation on 11th June 2024 and the outcome of the process would be reported at the next meeting of the Promotions and Activities Committee.

RESOLVED (1) that the information be noted; and (2) that the three companies invited to interview and presentation be approved.

11/148. CHRISTMAS EVENT – CONFIDENTIAL

Discussion took place regarding the proposal from Love Yeovil to manage the Christmas Lights Switch-on event.

RESOLVED (1) that the proposal from Love Yeovil be agreed in principle on condition that flexibility between two locations (The Quedam/The Triangle) be accepted; (2) that Love Yeovil be requested to provide a breakdown of costs; and (3) to note that additional budget required will need to be referred to the Policy, Resources and Finance Committee.

The meeting closed at 9.11pm.

Signed: (Chairman)

Date: