



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

Mayor: Cllr A Kendall, Town Clerk: Amanda Card BA (Hons), CPFA, BSc (Open)  
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**Minutes of the Annual Meeting of Yeovil Town Council (Reconvened) held on Tuesday 10<sup>th</sup> May 2023 at 7:30pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.**

**Present:** Cllrs A Kendall (Mayor); T Casey; N Gage; K Gill; E Hopkins; T Lock; J Lock; J Lowery; G Oakes; E Potts-Jones; W Read; A Richards; J Snell; A Soughton; R Spinner; R Stickland and D Woan.

**In Attendance (in person):** A Card (Town Clerk); L Jones (Assistant Town Clerk) and A Locke (Mace Bearer).

**In Attendance (virtually):** Cllr B Boyton (Lyde Ward) and H Stonier (Yeovil Westlands Ward).

There was 1 member of the press present virtually.

## **Public Comment**

The Mayor of Yeovil, Cllr A Kendall welcomed everyone to the first meeting with himself as Mayor.

*7:00 pm The meeting commenced.*

### **11/081 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

Apologies were received from Cllrs B Boyton (conflicting engagement); P Lock (unwell); S Lowery (work commitments); H Stonier (personal reasons) and L Watts (work commitments).

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

### **11/082 DECLARATIONS OF INTEREST**

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of

Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

<b>Councillor</b>	<b>Reason</b>	<b>Interest</b>
Cllr A Kendall Cllr T Lock Cllr G Oakes Cllr E Potts-Jones Cllr W Read Cllr J Snell Cllr A Soughton Cllr D Woan	Member of: Somerset Council	Personal

There were no other declarations at this time.

**11/083      MINUTES OF PREVIOUS TOWN COUNCIL MEETING**

To confirm as a correct record the minutes of the previous Town Council Meeting held on 5<sup>th</sup> April 2023.

**RESOLVED:** that the minutes of the previous Town Council Meeting held on 5<sup>th</sup> April 2023

**11/084      MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

**RESOLVED:** to note the Mayor's and Deputy Mayor's recent and forthcoming appointments and engagements.

**11/085      ANNUAL REPORT 2022/23**

**RESOLVED:** to note the Annual Report 2022/23.

**11/086      APPOINTMENT OF COMMITTEES**

Council considered the appointment and constitution of committees for 2023/24.

It was noted that in accordance with Standing Order 4(d)(xi), all Committees needed to reflect the political balance of the Council.

**RESOLVED:** that the members indicated in Appendix A be appointed to serve on the Service Committees shown.

Council then considered the appointment and membership of the Policy, Resources and Finance Committee.

It was proposed, seconded and

**RESOLVED:** that the Policy, Resources and Finance Committee be appointed comprising of the following membership:

**Mayor** (Ex-Officio) \*

**Deputy Mayor** (Ex-Officio) \*

**Chairman of the Policy, Resources and Finance Committee**

**Buildings and Civic Matters Committee** (Chairman and Nominee)

**Grounds and General Maintenance Committee** (Chairman and Nominee)

**Planning Committee** (Chairman and Nominee)

**Promotions and Activities Committee** (Chairman and Nominee)

**Representative(s) of Opposition Groups** (Labour and Conservative);

Council then considered the election of the Chairman of the Policy, Resources and Finance Committee for 2023/24.

**RESOLVED:** that Cllr G Oakes be elected Chairman of the Policy, Resources and Finance Committee for 2023/24.

At 7:37pm Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairmen and Vice-Chairmen for 2023/24 (details of which are shown in Appendix A) and to appoint their representative to serve on the Policy, Resources and Finance Committee.

The meeting was further adjourned to enable the Policy, Resources and Finance Committee to meet and elect their Vice-Chairman for 2023/24.

On resumption of the meeting at 7:48pm, the Town Council the re-appointment of various Sub-Committees and Steering Groups.

**RESOLVED:**

- (1) that representatives of the Opposition Groups be appointed for consultation purposes under the Council's Emergency Procedure (Standing Order 4 (d) (xiv)) and that the member of the Conservative Group be Cllr N Gage. *(Note: in accordance with the Scheme of Delegation – the Chairman of the Committee concerned (or, in his/her absence, the Vice Chairman) and the Mayor (or in his/her absence, the Deputy Mayor) will also be consulted);*

- (2) that the following be Members be appointed to serve on the Staffing Committee for the ensuing year: Cllrs T Casey; E Potts-Jones; N Gage; T Lock; A Soughton and R Stickland.
- (3) that the following Members be appointed to serve on the Monmouth Hall Working Party for the ensuing year: Cllrs B Boyton; T Lock; G Oakes; and R Stickland;
- (4) that the following Members be appointed to serve on the Ski Centre/Goldcroft Working Party for the ensuing year: Cllrs K Gill; A Kendall; G Oakes and R Stickland.
- (5) that the following Members be appointed to serve on the Climate Control Working Party for the ensuing year: Cllrs T Casey; K Gill; A Kendall; A Soughton and L Watts.
- (6) that the following Members be appointed to serve on the Allotment Maintenance Working Party for the ensuing year: Cllrs A Kendall; P Lock; A Soughton and R Spinner.
- (7) that the following Members be appointed to serve on the 5-year Corporate Plan Working Party for the ensuing year: Mayor and Chair of each Committee.

**11/087      APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2023/24**

Council considered the appointment of representative to serve on Outside Bodies for the ensuing year.

**RESOLVED:** (1) that the Members indicated be appointed to serve as representative of the Town Council for 2023/24 on the Outside Bodies identified at Appendix B to these Minutes; (2) to defer to the next meeting the appointment of a representative to serve on Yeovil Rivers Community Trust; and (3) that Members appointed to be representatives on Outside Bodies forward any minutes to the Town Clerk for circulation to all Councillors, and that they report back to future Town Council meetings.

**11/088      REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members who represent the Town Council on Outside Bodies were invited to take the opportunity to report on any matters of interest.

The minutes from the Westfield Community Association held on 13<sup>th</sup> April 2023 had previously been circulated. Cllr J Lowery informed Council that the next meeting will be held on 11<sup>th</sup> May 2023 at 7:30pm. She also spoke of the King's Coronation event which was held on 8<sup>th</sup> May 2023.

Cllr E Potts-Jones spoke of her visit to Samarate to meet with the Mayor, Enrico Puricelli.

There were no other reports from representatives on Outside Bodies.

**RESOLVED:** to note the report.

**11/089 MEMBERS' ATTENDANCE**

A query was raised by a Councillor as to whether those who attended meetings virtually could be included within the attendance figures, as they were still attending the meeting albeit not in person. The Clerk clarified that a Councillor attending virtually could not be classified as "present as expected" and that it had been agreed that an additional column be added (as within the table presented) to recognise that the Councillor had attended in person.

**RESOLVED:** to note the Members' attendance.

*Meeting closed at 8:00 pm.*

Signed:

Date: