



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Mayor: Cllr A Kendall, Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)
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Minutes of the Annual Meeting of Yeovil Town Council (Reconvened) held on Tuesday 14th May 2024 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); B Boyton; J Cabell; T Casey; K Gill; E Hopkins; K Hussain; T Lock; J Lock; S Lowery; J Lowery; G Oakes; E Potts-Jones; W Read; A Richards; J Snell; A Soughton; R Spinner; R Stickland; H Stonier; R White; A Wilkes and D Woan.

In Attendance (in person): A Card (Town Clerk); S Freemantle (Deputy Town Clerk) and Rev D Crouch.

There were 2 members of the public present and 2 members of the press present virtually (one of which joined the meeting from 7:22pm).

Rev D Crouch gave his reflections

Public Comment

Cllr A Richards asked whether there were any bequeathments or legacies listed or coming to Yeovil Town Council. The Town Clerk responded that she was not aware of any.

7:39 pm The meeting commenced.

11/172 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

There were no apologies.

11/183 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).

Councillor	Reason	Interest
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

Cllr B Boyton declared a personal interest in agenda item 11/190 (Yeovil4Families) in that he was a regular member of Yeovil Community Church. Cllr S Lowery declared a personal interest in agenda item 11/190 (Yeovil4Families) in that she had recently worked with the service as part of her employment. Cllr H Stoner declared a personal and prejudicial interest in agenda item 11/190 (Yeovil4Families) in that she was an employee of Yeovil Community Church. Cllr A Kendall declared a personal and prejudicial interest in agenda item 11/190 (Yeovil4Families) in that Yeovil4Families was the Mayor’s chosen charity for 2024/25.

11/184 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the minutes of the previous Town Council Meeting held on 2nd April 2024.

RESOLVED: that the minutes of the previous Town Council Meeting held on 2nd April 2024.

11/185 MAYOR AND DEPUTY MAYOR’S RECENT AN FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS

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

11/186 APPOINTMENT OF COMMITTEES

Council considered the appointment and constitution of committees for 2024/25.

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 2024/25.

RESOLVED: that Cllr A Soughton be elected Chairman of the Policy, Resources and Finance Committee for 2024/25.

At 7:45pm Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairmen and Vice-Chairmen for 2024/25 (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 2024/25.

On resumption of the meeting at 7:54pm, the Town Council the re-appointment of various Sub-Committees and Steering Groups.

RESOLVED:

- (1) that the matter of if and how the Independents could be appointed for consultation purposes under the Council's Emergency Procedure (Standing Order 4 (d) (xiv)) be deferred to the next meeting of the Policy, Resources and Finance Committee (*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*);

7:54 pm Cllr J Lock left the meeting.

7:59 pm Cllr J Lock returned to the meeting.

- (2) that the following be Members be appointed to serve on the Staffing Committee for the ensuing year: Cllrs T Casey; E Potts-Jones; T Lock; A Soughton; R Stickland and A Wilkes.
- (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; J Snell; and A Soughton.
- (6) that the following Members be appointed to serve on the Allotment Maintenance Working Party for the ensuing year: Cllrs A Kendall; A Richards; A Soughton and R Spinner.

8:02 pm Cllr J Snell left the meeting.

8:03 pm Cllr J Snell returned to the meeting.

- (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.

11/187 APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2024/25

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 2024/25 on the Outside Bodies identified at Appendix B to these Minutes; (2) 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.

11/188 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.

Cllr A Kendall and E Potts-Jones spoke of the visit due by Taunusstein in June as part of the Yeovil Twinning Association.

There were no other reports from representatives on Outside Bodies.

RESOLVED: to note the report.

11/189 MEMBERS' ATTENDANCE

Council considered the Schedule of Members' Attendance at Council and Committee Meetings in 2023/24, which would be published on the Council website.

RESOLVED: to note the Members' attendance.

8:06 pm Cllrs A Kendall and H Stonier left the meeting.

The Deputy Mayor, Cllr T Lock took the Chair.

11/190 YEOVIL4FAMILIES

Council considered the report of the Town Clerk and the draft Service Level Agreement. There was an amendment to the recommendation made by the Policy, Resources and Finance Committee, in that the agreement should stipulate that the financial contribution should be ringfenced for support for families who live in the parish of Yeovil.

Councillors agreed that the proposal was very worthwhile and it was important to support.

RESOLVED: (1) to note the report; (2) to agree that a Service Level Agreement of £25,000 per year for 3 years, with break clauses at the end of Year 1 and Year 2 to review the arrangement, which would include reviewing the financial situation at both Yeovil Town Council and Yeovil4Families; (3) to agree to fund £25,000 in year 1 (2024/25) by £7,250 2023/24 grant underspend, £10,000 2023/24 New Initiative underspend, with the remaining £7,750 from contingencies; and that year 2 (2025/26) and year 3 (2026/27) a specific budget line of £25,000 be inserted; and (4) to agree the Service Level as attached with the amendment that the financial contribution should be ringfenced for support for families who live in the parish of Yeovil .

(voting: 19 for, 2 abstentions)

8:11 pm Cllrs A Kendall and H Stonier returned to the meeting.

The Mayor, Cllr A Kendall took the Chair.

11/191 DEVOLUTION OF ASSETS AND SERVICES

Council considered the report of the Town Clerk regarding the devolution of open spaces, play areas and Yeovil In Bloom.

One Councillor understood the importance of taking on the services, he raised concerns about what the final costs would be. Other Councillors spoke in support of the Council taking on these services.

RESOLVED: (1) to note the report; (2) to agree that Yeovil Town Council take on the full responsibility of all Open Spaces, all Play Areas and Yeovil in Bloom from Autumn 2024 (*voting: 20 for; 3 abstentions*); (3) to agree that up to £354,229 (the amounts will be pro ratad accordingly) is funded from Unallocated General Fund for the remainder of this year (2024/25) (*voting: 20 for, 1 against, 2 abstentions*); and (4) to agree to set a budget of £571,969 in 2025/26 for of open spaces, play areas and Yeovil In Bloom (*voting: 20 for, 1 against, 2 abstentions*).

Meeting closed at 8:30 pm.

Signed:

Date:

Yeovil Town Council – Committee Membership 2024/25

Buildings and Civic Matters Committee (11 members)

Tareth Casey
Karl Gill (<i>Vice-Chair</i>)
Andy Kendall (<i>Ex-Officio</i>)
Tony Lock (<i>Ex-Officio</i>)
Jane Lowery
Evie Potts-Jones
Wes Read
Ashley Richards
Andy Soughton
Rob Stickland (<i>Chair</i>)
Helen Stonier

Grounds and General Maintenance Committee (12 members inc co-optee)

Jade Cabell
Tareth Casey
Emma Jayne-Hopkins
Andy Kendall (<i>Ex-Officio</i>)
Jamie Lock
Tony Lock (<i>Ex-Officio</i>)
Jane Lowery
Ashley Richards (<i>Vice-Chair</i>)
Andy Soughton
Roy Spinner (<i>Chair</i>)
Adrian Wilkes
TBC (<i>co-opted non-voting</i>) (<i>substitute – TBC</i>)

Promotions and Activities Committee (11 members)

Tareth Casey
Karl Gill
Emma-Jayne Hopkins
Andy Kendall (<i>Ex-Officio</i>)
Jamie Lock
Tony Lock (<i>Ex-Officio</i>)
Jane Lowery (<i>Vice-Chair</i>)
Sarah Lowery
Graham Oakes
Dave Woan (<i>Chair</i>)
Ruth White

Planning Committee (20 members)

Tareth Casey
Barry Boyton
Jade Cabell
Kayleigh Fieldsend
Karl Gill (<i>Vice-Chair</i>)
Kaysar Hussain
Andy Kendall (<i>Ex-Officio</i>)
Jamie Lock
Jane Lowery
Sarah Lowery
Graham Oakes (<i>Chair</i>)
Wes Read
Ashley Richards
Jeny Snell
Roy Spinner
Rob Stickland
Helen Stonier
Ruth White
Adrain Wilkes
Dave Woan

Policy, Resources and Finance (13 members)

Tareth Casey
Karl Gill (Planning)
Andy Kendall (<i>Ex-Officio</i>)
Tony Lock (<i>Ex-Officio</i>)
Jane Lowery (P&A)
Graham Oakes (Planning)
Evie Potts-Jones (BCM)
Ashley Richards (GGM)
Andy Soughton (<i>Chair</i>)
Roy Spinner (GGM)
Rob Stickland (<i>Vice Chair</i>) (BCM)
Adrian Wilkes
Dave Woan (P&A)

Yeovil Town Council - Appointments to Outside Bodies – 2024/25

Organisation	Representation 2024/25
Allotment Association	Roy Spinner
Local Community Network	Karl Gill Roy Spinner (Sub)
Octagon Project Board	Karl Gill
Parish Tree Warden Scheme	Ashley Richards
Sea Cadet Corps – Yeovil Unit 458	Ashley Richards
Somerset Association of Local Councils	Andy Soughton
Somerset Local Authorities' Civil Contingencies Unit – Emergency Community Contact	Mayor Town Clerk
South Somerset Countryside Steering Group	Ashley Richards
Westfield Community Association	Jane Lowery
Woborns Almshouse Charitable Trust	Mayor Jane Lowery Adrian Wilkes Vacancy
Yeovil Chamber of Trade and Commerce	Mayor Town Clerk
Yeovil Crematorium and Cemetery Committee	Emma-Jayne Hopkins Jeny Snell Helen Stonier
Yeovil in Bloom	All Members of Promotions and Activities Committee
Yeovil Recreation Charity (formerly the Preston Grove Recreation Field for Adults Charity)	Andy Kendall Ashley Richards Jeny Snell Helen Stonier Adrian Wilkes
Yeovil Twinning Association	Evie Potts-Jones