



Yeovil Town Council

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Promotions and Activities Committee

The Meeting... **Promotions and Activities Committee**

The Time... **7.00pm**

The Date... **Tuesday 13 January 2015**

The Place... **Town House, 19 Union Street, Yeovil**

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



Alan Tawse

Alan Tawse
Town Clerk

07 January 2015

Please contact Sally Freemantle at the Town House for more information about this meeting

To All Members of the Promotions and Activities Committee:

Martin Bailey

Tristan Cobb

Jon Gleeson (Chairman)

Mike Lock (Ex-officio)

Sarah Lowery

Sophie Phillips

Wes Read (Vice-Chairman)

David Recardo

Darren Shutler (Ex-officio)

Alan Smith

Equality Act 2010

The *general* public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age

Disability

Gender Reassignment

Marriage and Civil Partnership

Pregnancy and Maternity

Race

Religion or Belief

Sex

Sexual Orientation

A G E N D A

Public Comment (15 Minutes)

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 11 November 2014.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **YEOVIL IN BLOOM STEERING GROUP MINUTES**

To consider the Minutes of the meeting of the Yeovil in Bloom Steering Group held on 1 December 2014 (to follow)

6. **NEW INITIATIVES BUDGET**

To consider the report by the Town Clerk attached at pages 2 to 4.

7. **CHRISTMAS LIGHTS COMPETITION**

To consider the report by the Town Clerk attached at page 5.

8. **FINANCIAL STATEMENT FOR OCTOBER/NOVEMBER 2014**

To consider the Financial Statement for the period 1 October to 30 November 2014 attached at pages 6 to 8.

PUBLIC COMMENT (15 Minutes)

6. NEW INITIATIVES BUDGET

Introduction

Mindful of the need to develop the range of services that we deliver to the people of Yeovil Town, the Town Council has agreed to allocate £49,300 in the 2014/15 New Initiatives budget.

As previously reported, this approach will ensure that funding totalling £29,300 is available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. £4,000 of this budget has been allocated towards the future provision of tourist information services in Yeovil Town and £4,000 towards Christmas Lights, which leaves a balance of £21,300. A further £20,000 has been earmarked for new initiatives.

Last year, the following initiatives were agreed, which have been funded from the 2013/14 budget:

- Outdoor gym at Milford Park - £10,000 (in principle)
- Hire of temporary marquee for Town Council events at Public Entertainment Area - £735

Bidding Process

It has been agreed that all the service committees would be invited to put forward bids for this unallocated part of the New Initiatives budget, and that the Town Council would decide how this portion would be spent having regard to the views of the Policy, Resources and Finance Committee.

Last year, it was further agreed that all services committees be reminded of the need for this budget to be used for *new* initiatives and, to allow sufficient time for their ideas to be drawn up and developed, the proposals that emerge during the July cycle of meetings be investigated and reported back to the service committees in the September and the November cycle of meetings.

The agreed definition of a new initiative is set out below;

“A proposal which will result in a new service, facility, activity or new equipment being procured by the Town Council, for the benefit of the people of Yeovil Town, in partnership with other organisations as appropriate”

It was also agreed that supported bids would be considered at the November meeting of the Policy, Resources and Finance Committee and referred to the December meeting of the Town Council for determination. This gives all committees an additional two months to develop their bids using the attached assessment sheet and to put them forward for consideration.

This extended process enables all committees to make bids at the same time thereby giving them an equal opportunity to apply for funding and enabling the Policy, Resources and Finance Committee and the Town Council to consider their relative merits having regard to the budget available. However, in the interests of flexibility, it has been agreed that the budget may also be used to enable the Town Council to respond to an unforeseen opportunity that might arise at short notice to fund a new initiative.

Town Council

Last month, the Town Council noted the bids made to date by the service committees and agreed to allocate up to £3,000 towards the installation of a large interactive screen and supporting hardware/software in the Reception area of the Town House.

They also agreed to defer a potential bid from this Committee for the temporary provision of an urban water slide in the Town Centre on a suitable date pending further investigations about the practical implications and the anticipated costs.

In the meantime, the Town Council further agreed that the £10,000 provisionally earmarked for the proposed outdoor gym at Milford Park be carried forward to the next financial year.

Update

At the last meeting of this Committee it was agreed that the cost and feasibility of an urban water slide be investigated further and information brought to this meeting.

For various reasons beyond the officers' control, this additional work is not yet completed. However, it is anticipated that all the necessary information will be obtained in the coming weeks and it is therefore proposed that the planned report be submitted to the next meeting of the Committee in March instead.

A further suggestion that has come forward from a newly elected member, who was not on the Council when this year's bids were initially invited, is for the possible provision of an electric buggy in the Town Centre on a pilot basis. A summary drawn up by the member concerned of this idea has been circulated to all Members of the Committee.

The Committee is **RECOMMENDED** to note these matters and to consider whether they wish to support the investigation of the above-mentioned suggestion by the officers, in which case the proposal will be fully investigated and their findings presented to the next meeting with the help of the adopted assessment sheet.

(Alan Tawse, Town Clerk – 01935 382424)

NEW INITIATIVE SCHEME SUBMISSION

Information Required	Why is this being requested?
Description of the scheme and its location	
What benefits will this scheme provide to the local community?	
What evidence is there of community support for the proposal?	
Any on-going costs such as maintenance?	
Is there any partnership funding? If so what %?	
Has any other funding been applied for, for example other authorities etc. If so what was their decision and why?	
Is there local funding (or land) available to support delivery of the proposal?	
Are there any constraints to delivery this financial year?	
Is the initiative usually/has been responsibility provided by another authority?	
Any additional comments?	

7. CHRISTMAS LIGHTS COMPETITION

Each year, Yeovil Town Council runs a Christmas lights competition to acknowledge the efforts made by local residents to brighten up their neighbourhoods for the festive season with outdoor lights at their property.

The Committee has agreed to invite neighbouring parishes to be included in the competition and this year, Brympton, West Coker and Yeovil Without all came on board, which further extended the area of the competition, making more properties eligible to enter.

The competition was advertised through a press release and letters of invitation to participate in the competition were sent out to previous entrants. Posters advertising the completion were displayed in the Yeovil Town area and forwarded to the participating neighbouring parishes for display in their areas.

As well as inviting written nominations, the Western Gazette kindly arranged for nominations to be made on-line, and this facility was well publicised in the paper leading up to the close of nominations.

Judging took place on 22 December. The judges were Councillor Mike Lock (Mayor of Yeovil), Councillor Wes Read, Councillor Jon Gleeson (Chairman of the Promotions and Activities Committee), Councillor Iris Coton of Yeovil Without Parish Council, and former Town Councillor and trophy donor Audrey Bartlett.

The winners this year were Tony and Lorraine Cox of Rowan Way (Yeovil Town) and the two runners-up were Emma and Michael Keynes of Gainsborough Way (Yeovil Without) and Darren and Jennifer Snell of Fosse Way (Brympton).

Arrangements are being made for a presentation by the Mayor to the winners and the runners-up with the winner receiving the cup and small shields presented to all of the top three entrants. As well as the engraved trophy, the overall winner will receive a prize of a voucher for outdoor Christmas lights, which has kindly been provided by Brimsmore Garden Centre (The Garden's Group). One of the runners-up will receive a free meal for two and a bottle of wine courtesy of The Arrow Public House, and both runners-up will each be presented with a cheque for £25 courtesy of Yeovil Without Parish Council.

The administration of the competition was undertaken by our Trainee Administrator, Adam Lane and he is to be congratulated on his hard work in making this year's competition a success.

On a related matter, Yeovil Without Parish Council has also kindly donated £350 towards the cost of the recent Christmas Lights display in the Town Centre.

The Committee is **RECOMMENDED** to note the report and consider whether any changes should be made to the future running of the annual Christmas Lights competition.

(Alan Tawse, Town Clerk - 01935 382424)