



# Yeovil Town Council

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## Minutes of the meeting of the Grounds & General Maintenance Committee of Yeovil Town Council held on 10<sup>th</sup> May 2017 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

**Present:** Cllrs M Roper (Chairman), J Conway, M Lock, A Pugsley, D Recardo, D Shutler and A Smith.

**Also Present:** W Read (Hollands Ward Member)

**In Attendance:** Sally Freemantle (Deputy Town Clerk), Steve Fox Principal Horticultural Officer (SSDC) and Rob Parr Senior Play and Youth Facilities Officer (SSDC).

There were no members of the press present.

**7.00pm** - Meeting commenced.

### **9/145. Apologies for Absence and to Consider the Reasons Given.**

Apologies were received from F Boieangiu, P Chandler (Working), K Hussain and F Purbrick (Conflicting Engagement).

**Resolved:** To accept the apologies and reasons given.

### **9/146. Declarations of Interest.**

Members to declare Interests that accord with the Council's adopted Code of Conduct. This does not preclude any later declarations.

**No declarations were made at this time.**

**9/147. Minutes of Last Meeting.** The Committee approved the Minutes of the previous meeting held on 20 March 2017.

**Resolved:** That the Minutes of the meeting of Grounds & General Maintenance Committee held on 20<sup>th</sup> March 2017 be signed by the Chairman as a correct record.

### **9/148. Play Area Update Report.**

The Committee considered the report by the Senior Play and Youth Facilities Officer (SSDC), who confirmed that orders had been placed for the works relating to the MATTA surfacing at St Johns Road and Milford Adventure Park.

**Resolved:** that the report be noted.

### **9/149. Grass Royal Play Area**

The Committee noted the verbal report by the Senior Play and Youth Facilities Officer (SSDC) and considered the detailed plans for proposed improvement ideas to Grass Royal Play Area. Rob Parr explained that there was currently insufficient funding to carry out all of the proposed improvements including the pathway, but that grant funding would be sought from Viridor. The deadline for the grant application being September 2017, may impact on the time schedule for the works unless some phasing could be introduced to the planned installation. The Committee felt that it was important that the proposed pathway around the site be installed before/at the same time as the play equipment.

**Resolved:** (1) that the report be noted; and (2) that the proposed improvement ideas to Grass Royal Play Area be agreed.

*7.20pm – Rob Parr left the meeting*

### **9/150. Allotment Maintenance Schedule.**

Steve Fox informed the Committee that in the current works programme only Sunningdale allotment site grass cutting was outstanding. Discussion took place regarding the work programme and the extent and variety of the work required, and it was noted that the Town Clerk and the Principal Horticultural Officer were working on Service Level Agreement. It was also suggested that a meeting between the Tenant Representatives and the Principal Horticultural Officer take place.

**Resolved:** that the report and the information be noted.

### **9/151. Open Spaces Update Report.**

The Committee considered the reports by the Principal Horticultural Officer (SSDC) and the Deputy Town Clerk. Steve Fox informed the Committee that he was encouraging a "Friends of Sidney Gardens" group to monitor and help look after this heritage site. It was also confirmed that the Open Spaces Service Level Agreement had been signed.

**Resolved:** (1) that the reports be noted; and (2) that one member from each of the equivalent District Council Wards be nominated to represent the Committee on the site inspections as follows:

<b>Town Council Ward</b>	<b>Equivalent District Council Ward</b>	<b>Councillor</b>
Central Ward Milford Ward	Central Ward	Cllr M Lock
East Ward New Town Ward	East Ward	Cllr M Roper
Long Mead Ward Preston Ward South Ward	South Ward	Cllr A Pugsley
Hollands Ward Park Ward West Ward White Mead Ward	West Ward	Cllr A Smith

### **9/152. Allotment Tenants Working Group Meeting.**

Discussion took place on the availability of vacant plots and the revised criteria (November 2017) which enables people from outside of the Parish of Yeovil to take up an allotment tenancy with Yeovil Town Council. Suggestions were made for incentives to attract new tenants. It was noted that, as mentioned earlier in the meeting, the Town Clerk and the Principal Horticultural Officer were working on a Service Level Agreement which would address some of the issues raised.

**Resolved:** that the Minutes from the Allotment Tenants Working Group be noted.

*8.03pm – Steve Fox left the meeting*

### **9/153. Financial Statement – February/March 2017.**

The Committee considered the Financial Statement for the period 1 February to 31 March 2017.

**Resolved:** that the Financial Statement be noted.

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

The meeting closed at 8.05pm.

Signed: ..... (Chairman)

Date: .....