



# Yeovil Town Council

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The Meeting... **Buildings and Civic Matters Committee**

The Time... **7.00pm**

The Date... **Tuesday 20 May 2014**

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

14 May 2014

**Buildings and Civic Matters Committee**

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

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To: All Members of the Buildings and Civic Matters Committee

Martin Bailey  
Bridget Dollard (Vice-Chairman)  
Dave Greene  
Peter Gubbins  
John Hann  
Andrew Kendall (Chairman)  
Mike Lock (Ex-officio)  
Tony Lock  
Wes Read  
Darren Shutler (Ex-officio)

### **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*

*Race*

*Disability*

*Religion or Belief*

*Gender Reassignment*

*Sex*

*Marriage and Civil Partnership*

*Sexual Orientation*

*Pregnancy and Maternity*

# AGENDA

## **CHEQUE PRESENTATION**

The Chairman will present a cheque for £3,000 to representatives of Yeovil Town Band to help meet their running costs. In return, the Band perform free of charge at a number of civic and other events throughout the year, which the public are welcome to attend.

## **PUBLIC COMMENT (15 minutes)**

### 1. **MINUTES**

To approve as a correct record the Minutes of the previous meeting held on 18 March 2014.

### 2. **APOLOGIES FOR ABSENCE**

### 3. **DECLARATIONS OF INTEREST**

### 4. **CORRESPONDENCE**

### 5. **REPRESENTATIVE FROM AVON AND SOMERSET POLICE CONSTABULARY**

A representative from the Police will attend to discuss community policing matters.

### 6. **WEST COKER ROAD**

An opportunity to discuss matters regarding speeding vehicles on West Coker Road with the representative from Avon and Somerset Police Constabulary.

The County Council's Design Team has recently confirmed that a consultation plan should be available by the end of the month. As this involves a signalized crossing a Notice of Intent will need to be advertised, and this will be organised as soon as possible after the plan is produced.

### 7. **SPEED INDICATOR DEVICES**

To consider the Speed Indicator Device results for Goldcroft, Lysander Road and Preston Road (attached at pages 3 to 12) taken during February, March and April 2014.

### 8. **BEST VALUE**

To consider a report by the Town Clerk attached at page 13 - 14

### 9. **FINANCIAL STATEMENT – FEBRUARY/MARCH 2014**

To consider the Financial Statement for the period 1 February to 31 March 2014 attached at pages 15 to 21.

## **PUBLIC COMMENT (15 Minutes)**

### **EXCLUSION OF PRESS AND PUBLIC**

The Committee will be requested to pass a resolution excluding 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 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

#### 10. **PRESTON PLUCKNETT WAR MEMORIAL**

To consider the confidential report by the Assistant Town Clerk attached at pages 22 to 23.

#### 11. **CCTV MONITORING**

To consider the confidential report by the Town Clerk attached at pages 24 to 35.

## SS1115 260314 ( Mar 2014 )

## FLOW

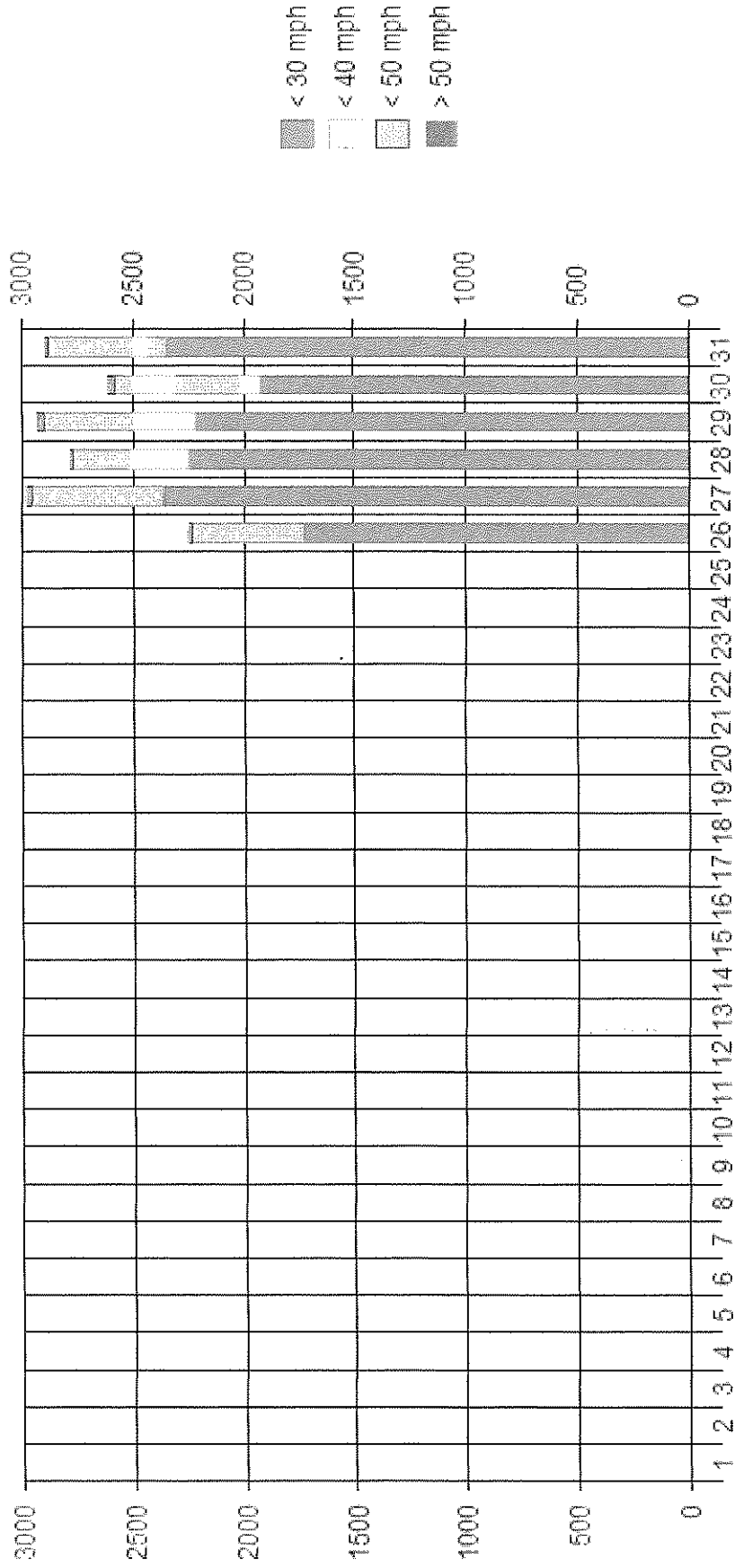
	< 30 mph	< 40 mph	< 50 mph	> 50 mph
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	0	0	0	0
6	0	0	0	0
7	0	0	0	0
8	0	0	0	0
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	0	0	0	0
13	0	0	0	0
14	0	0	0	0
15	0	0	0	0
16	0	0	0	0
17	0	0	0	0
18	0	0	0	0
19	0	0	0	0
20	0	0	0	0
21	0	0	0	0
22	0	0	0	0
23	0	0	0	0
24	0	0	0	0
25	0	0	0	0
26	1728	510	20	1
27	2365	591	29	4
28	2253	519	19	4
29	2225	676	40	8
30	1923	659	39	2
31	2342	541	17	0
	12836	3496	164	19

Median : 23 mph

85% Percentile : 31 mph

Total Count : 16515

# SS1115 260314 ( Mar 2014 )



( Median = 23 mph | 85% Percentile = 31 m

1W

# SS1115 260314 ( Apr 2014 )

## FLOW

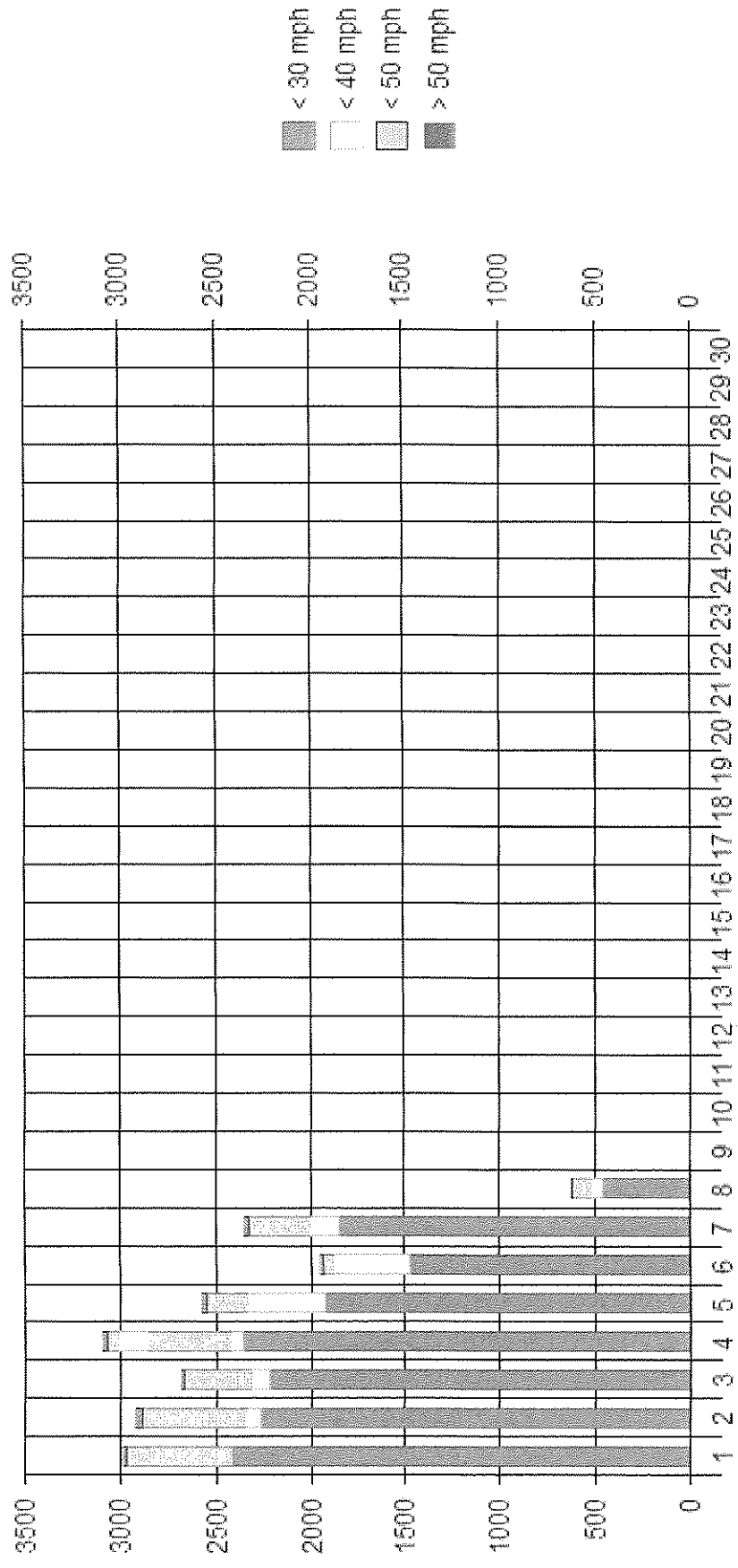
	< 30 mph	< 40 mph	< 50 mph	> 50 mph
1	2420	548	26	3
2	2262	625	38	3
3	2229	444	22	1
4	2364	703	27	1
5	1929	625	32	1
6	1468	466	21	0
7	1854	474	31	1
8	457	158	12	1
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	0	0	0	0
13	0	0	0	0
14	0	0	0	0
15	0	0	0	0
16	0	0	0	0
17	0	0	0	0
18	0	0	0	0
19	0	0	0	0
20	0	0	0	0
21	0	0	0	0
22	0	0	0	0
23	0	0	0	0
24	0	0	0	0
25	0	0	0	0
26	0	0	0	0
27	0	0	0	0
28	0	0	0	0
29	0	0	0	0
30	0	0	0	0
	14983	4043	209	11

Median : 24 mph

85% Percentile : 31 mph

Total Count : 19246

# SS1115 260314 ( Apr 2014 )



1W ( Median = 24 mph | 85% Percentile = 31 m



## SS1114 120314 ( Mar 2014 )

## FLOW

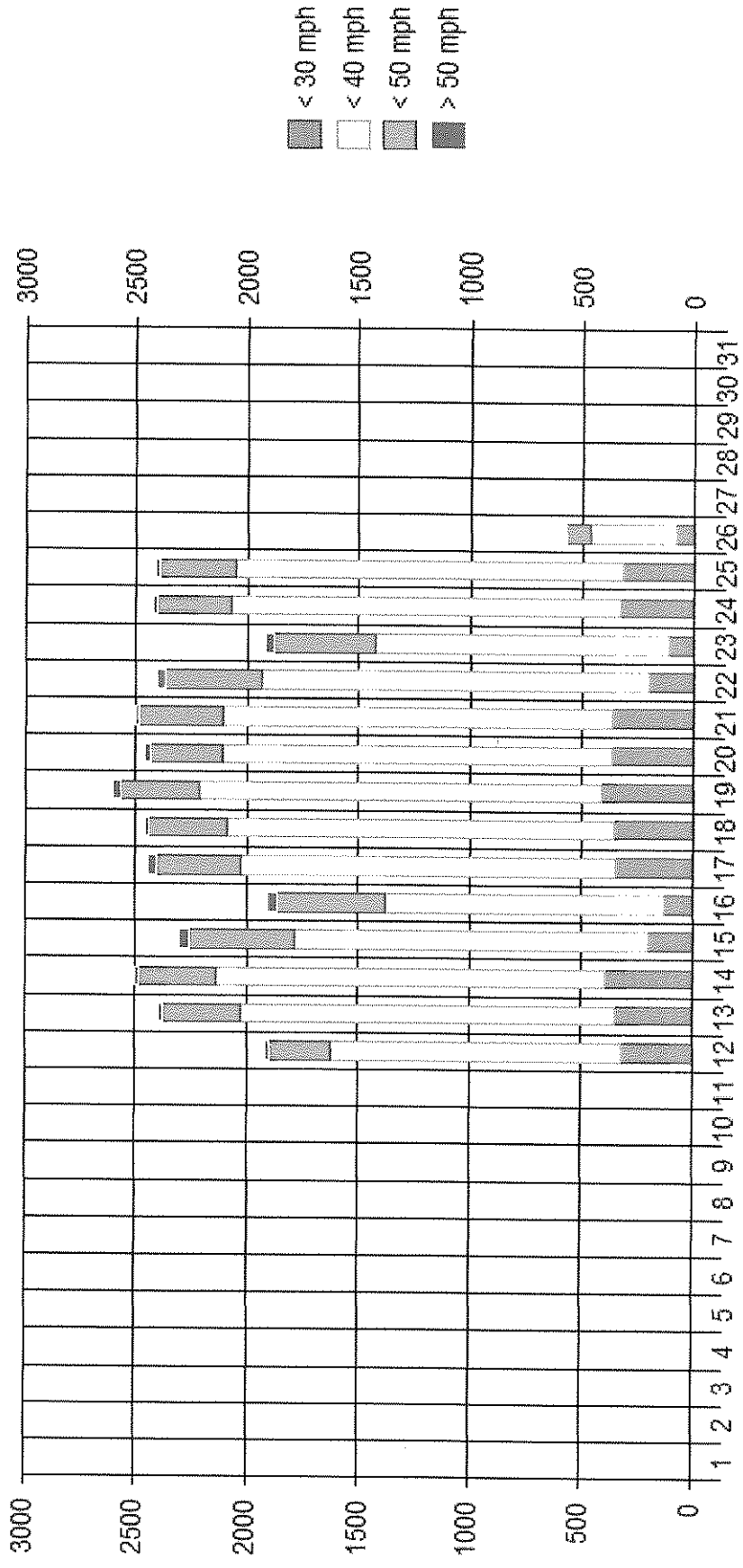
	< 30 mph	< 40 mph	< 50 mph	> 50 mph
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	0	0	0	0
6	0	0	0	0
7	0	0	0	0
8	0	0	0	0
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	319	1305	270	19
13	343	1682	351	18
14	387	1746	348	24
15	199	1589	468	44
16	125	1254	478	45
17	344	1677	381	31
18	355	1737	342	25
19	411	1798	358	35
20	364	1742	324	28
21	357	1749	376	23
22	197	1733	431	39
23	102	1317	464	32
24	328	1739	332	23
25	318	1737	333	20
26	77	382	116	7
27	0	0	0	0
28	0	0	0	0
29	0	0	0	0
30	0	0	0	0
31	0	0	0	0
	4226	23187	5372	413

Median : 35 mph

85% Percentile : 40 mph

Total Count : 33198

# SS1114 120314 ( Mar 2014 )



1W ( Median = 35 mph | 85% Percentile = 40 mph )

# SS1111 250214 ( Feb 2014 )

## FLOW

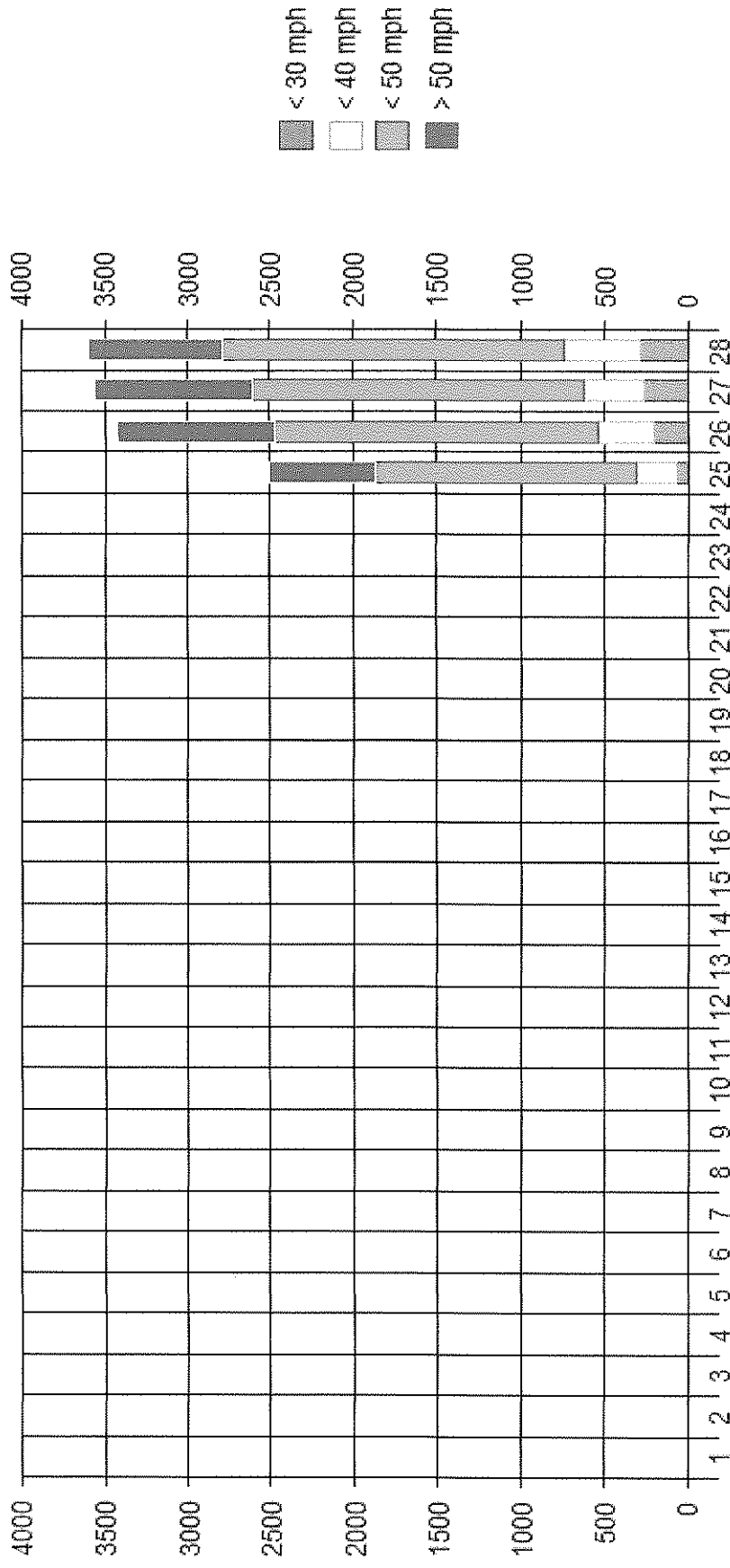
	< 30 mph	< 40 mph	< 50 mph	> 50 mph
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	0	0	0	0
6	0	0	0	0
7	0	0	0	0
8	0	0	0	0
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	0	0	0	0
13	0	0	0	0
14	0	0	0	0
15	0	0	0	0
16	0	0	0	0
17	0	0	0	0
18	0	0	0	0
19	0	0	0	0
20	0	0	0	0
21	0	0	0	0
22	0	0	0	0
23	0	0	0	0
24	0	0	0	0
25	68	238	1563	632
26	206	338	1922	971
27	268	364	1972	966
28	282	463	2040	815
	824	1403	7497	3384

Median : 46 mph

85% Percentile : 52 mph

Total Count : 13108

# SS1111 250214 ( Feb 2014 )



W ( Median = 46 mph | 85% Percentile = 52 mph )

# SS1111 250214 ( Mar 2014 )

## FLOW

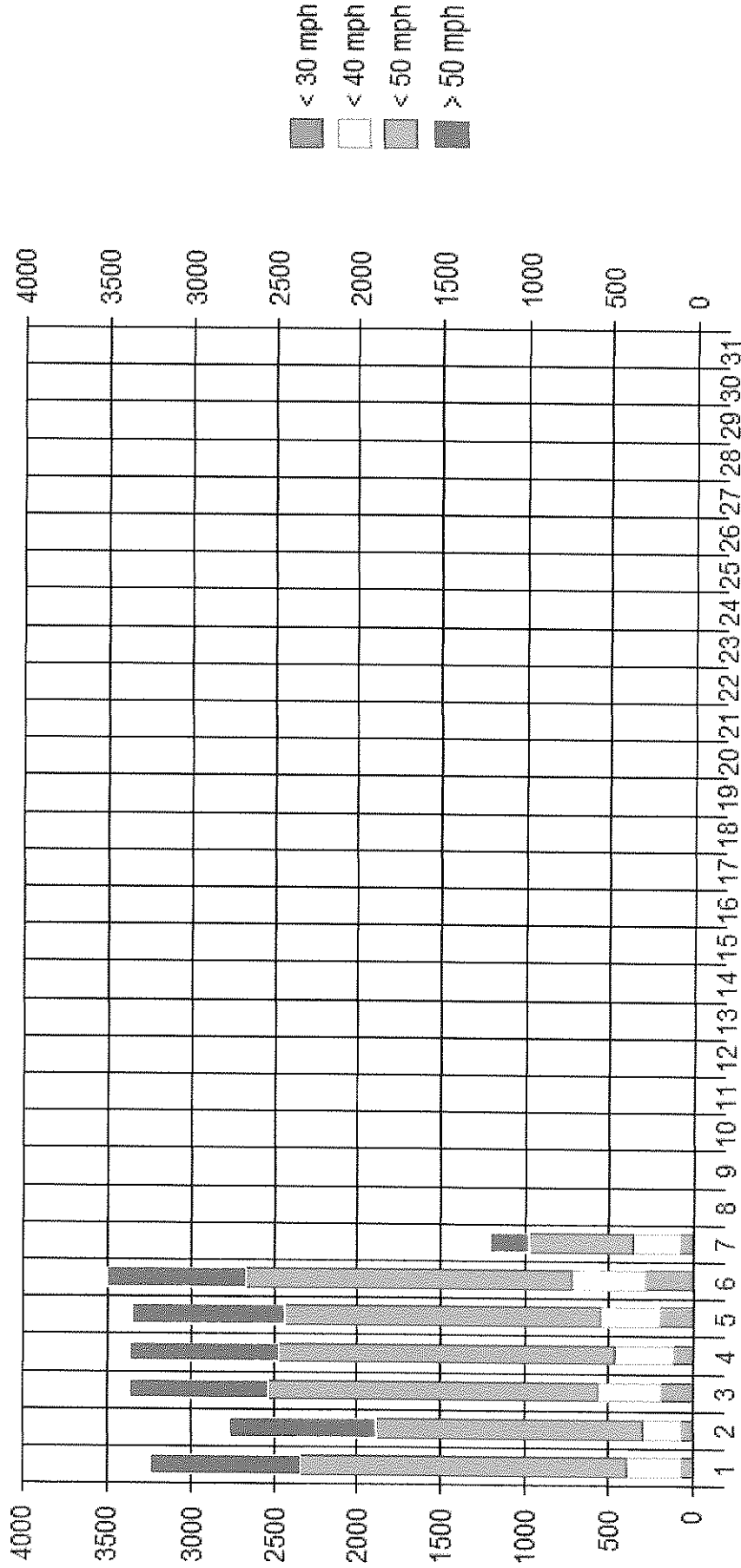
	< 30 mph	< 40 mph	< 50 mph	> 50 mph
1	64	333	1956	894
2	69	233	1576	896
3	191	382	1975	826
4	112	352	2021	881
5	205	355	1879	925
6	281	440	1957	824
7	74	282	622	241
8	0	0	0	0
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	0	0	0	0
13	0	0	0	0
14	0	0	0	0
15	0	0	0	0
16	0	0	0	0
17	0	0	0	0
18	0	0	0	0
19	0	0	0	0
20	0	0	0	0
21	0	0	0	0
22	0	0	0	0
23	0	0	0	0
24	0	0	0	0
25	0	0	0	0
26	0	0	0	0
27	0	0	0	0
28	0	0	0	0
29	0	0	0	0
30	0	0	0	0
31	0	0	0	0
	996	2377	11986	5487

Median : 46 mph

85% Percentile : 52 mph

Total Count : 20846

# SS1111 250214 ( Mar 2014 )



iW

( Median = 46 mph | 85% Percentile = 52 m

## 8. **BEST VALUE**

Unlike their county and district counterparts, town councils are free to choose their own performance indicators. These play an important part in the Best Value process, as they are the yardsticks by which the targets set are measured.

To make sure indicators chosen give a balanced view of performance, the Government has suggested using five dimensions of performance:

- Strategic Objectives
- Cost/Efficiency
- Service Delivery Outcomes
- Quality
- Fair Access

The Council has set corporate health performance indicators as well as setting additional ones for each service. The Policy, Resources and Finance Committee have adopted a list of corporate performance indicators compiled from the mandatory list that all principal councils must adopt. Achievements against targets set will be reported to that Committee later this month.

Service related indicators are just as important. The Council has agreed that these are best chosen by the Service Committees - who are already responsible for monitoring and reviewing the services within their purview. Last year, all the Service Committees were asked to put forward a performance indicator for each of the major services/functions under their control.

As far as this Committee is concerned, the major services are traffic regulation/community safety and the management of various community facilities. It is suggested that, as far as possible, performance indicators should be chosen which measure activities/services within the control of the Council.

### ***Public Toilets***

Last year, the Committee agreed to set itself the target of achieving a minimum of a gold rating for the Peter Street Public Toilets, which are operated by the Town Council and opened in 2009.

In previous years, the Town Council has achieved a five-star rating. This is the highest grade, and the award followed an unannounced inspection by an independent assessor appointed by the British Toilet Association that covered a number of aspects:

- Signage and communication
- Male and female facilities
- Baby-changing facilities
- Cleanliness
- Accessibility
- State of repair
- Safety measures

A further unannounced visit was undertaken by an independent inspector appointed by the Association in 2013 who had regard to the same criteria. Following this inspection, the Association agreed to award the Town Council a gold award, which is in line with the target set by the Committee.

Turning to next year, and bearing in mind that the Town Council is now responsible for the management of the Petters Way public toilets, it suggested that a similar target be set of achieving a gold rating for both of these important public facilities.

### ***Community Facilities***

The number of lettings at Monmouth Community Hall is a good indication of how well the Hall is being marketed and used by the local community. Maximising use achieves the twin benefits of providing local groups with accommodation and increasing rental income - to help offset the cost of provision.

In recent years the number of lettings at the Hall has fallen. The reasons for this reduction included the loss of two regular bookings and the return of some hirers to Milford Community Hall after it reopened in 2011 following its refurbishment.

There was no doubt that the refurbished Milford Hall has had an impact on demand for Monmouth Hall. However, there are a number of groups who continue to use the Hall, and it was felt that greater publicity of the Hall's availability and a review of the pricing structure (which previously included a minimum two-hour daytime and three-hour evening booking time) would help to address these issues. It was noted that the fees for the hire of Monmouth Hall were higher and less flexible than those applied at Milford Hall.

The Committee subsequently agreed a new marketing and pricing strategy, which was implemented in October 2012. This included bringing the charging structure into line with that of Milford Community Hall. In light of these developments and changes, the Committee agreed to set a long-term target of 250 bookings per year.

In 2012/13 a total of 198 bookings were achieved. Last year, this rose to 212 bookings, which represents an increase of 7%. Whilst this is below the long-term target, it represents positive progress towards this goal and shows that the marketing and pricing strategy adopted by the Committee is working.

It is **RECOMMENDED** that the Committee notes this year's achievements, and sets a target of achieving a gold rating for the Peter Street and the Petters Way Public Toilets and, as far as Monmouth Hall is concerned, seeks to meet the long-term annual target of 250 bookings over the forthcoming year.

*(Alan Tawse, Town Clerk - 01935 382424)*