

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Yeovil Town Council

Yeovil Town Council

Tuesday 30th June 2026

7:30pm

Face-to-face at Town House, 19 Union Street, Yeovil
BA20 1PQ; and virtual using Zoom meeting software

For further information on the items to be discussed, please contact
town.clerk@yeovil.gov.uk.

Amanda Card, Chief Executive / Town Clerk
24th June 2026

Join Zoom Meeting

<https://us06web.zoom.us/j/82632773688?pwd=OEipTS2eXBaLXKUasDYBuq0SaY66Hk.1>

This information is also available on our website: www.yeovil.gov.uk

Members of Yeovil Town Council are summoned to attend:

Tony Lock – Mayor of Yeovil Town

Wes Read – Deputy Mayor of Yeovil Town

Barry Boyton

Karina Parsons

Jade Cabell

Evie Potts-Jones

Tareth Casey

Ashley Richards

Karl Gill

Jeny Snell

Emma-Jayne Hopkins

Andy Soughton

Kaysar Hussain

Roy Spinner

Justice Jimba

Rob Stickland

Andy Kendall

Helen Stonier

Jamie Lock

Ruth White

Jane Lowery

Adrian Wilkes

Graham Oakes

Dave Woan

Public Comments at meetings

Members of the public may attend the meeting either physically or via Zoom.

If you wish to the join the meeting via Zoom following this link:

<https://us06web.zoom.us/j/82632773688?pwd=OEipTS2eXBaLXKUasDYBuq0SaY66Hk.1>

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	

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at www.yeovil.gov.uk. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

Prior to the start of the meeting, Members are invited to join the Mayor's Chaplain in the Council Chamber for "Reflections".

A G E N D A

Public Comment (15 Minutes)

11/355 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/356 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).

11/357 MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the Minutes of the previous Town Council Meetings held on 5th May 2026 and 12th May 2026.

11/358 MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS

To note the Mayor and Deputy Mayor's recent and forthcoming engagements as attached at pages 7 to 10.

11/359 CORRESPONDENCE

Members to consider any correspondence received.

- Expression of Condolence Following Helicopter Crash and response from Captain Stuart Crombie OBE (attached at pages 11 to 12);
- Flood Resilience Funding from Adam Dance MP (attached at page 13);
- Somerset Local Plan Scoping Consultation 2026 from Somerset Council (attached at page 14);
- Somerset Bus Franchising Proposal - Request for Your Council's Support from Public Transport Campaigner & Bus Franchising Specialist attached at pages 15 to 17 and
- Any other correspondence

11/360 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS

To note the meetings of each Committee, any resolutions and recommendations contained therein to be ratified.

Leisure & Environment Committee – 8th June 2026
Presented by Cllr R Spinner

Culture Committee – 16th June 2026
Presented by Cllr D Woan

Property & Community Committee – 9th June 2026
Presented by Cllr R Stickland

Executive – 23rd June 2026
Presented by Cllr A Soughton

11/361 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Members who represent the Town Council on outside bodies should take this opportunity to report on any matters of interest.

11/362 ANNUAL GOVERNANCE STATEMENT 2025/2026 (AGAR – SECTION 1)

To consider the report of the Chief Executive / Town Clerk regarding the annual governance statement for 2025/26 as attached at pages 18 to 24, with the annual governance statement for 2025/26 attached at page 25, and explanation for “no” response on page 26.

11/363 ACCOUNTING STATEMENTS 2025/26 (AGAR SECTION 2)

To consider the report of the Chief Executive / Town Clerk regarding the accounting statements for 2025/26 as attached at pages 27 to x30, with the accounting statements for 2025/26 attached at page 31.

11/364 ANNUAL INTERNAL AUDIT (AIAR) REPORT

To consider the report of the Chief Executive / Town Clerk regarding the annual internal audit report as attached at pages 32 to 33, with the annual internal audit report for 2025/26 attached at pages 34 to 35.

11/365 EXTERNAL AUDITOR’S REPORT AND CERTIFICATE 2025/26

To consider the report of the Chief Executive / Town Clerk regarding the external auditor’s report and certificate as attached at pages 36 to 39.

11/366 INSPECTION AND NOTICE PROCEDURES 2025/26

To consider the report of the Chief Executive / Town Clerk regarding the inspection and notice procedures 2025/26 as attached at pages 40 to 41, with the notice of public rights and publication attached at pages 42 to 44.

11/367 MOTION

To consider the motion received by Cllr T Casey on 17th June 2026: *Standing Order s9*, as attached at pages 45 to 46.

The next section of the agenda will consider planning applications and planning matters affecting Yeovil Town.

Please note that the Town Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any Application. The decisions and comments this Committee makes will be fed into the planning process. Somerset Council is the Planning Authority and will issue the final decision notice (Planning Determination) once their investigations into the application have been completed.

11/368 PLANS LIST – FOR CONSIDERATION

To consider planning applications as attached at pages 47 – 49.

11/369 TREE PRESERVATION ORDER APPLICATIONS

To note the tree preservation order applications as attached at page 50.

11/370 PLANNING DECISIONS

To note the planning decisions as attached at pages 51 – 52..

List of Engagements that will be attended by the Mayor of Yeovil, Councillor Tony Lock and Deputy Mayor of Yeovil, Councillor Wes Read from 6 May 2026 to 1 September 2026.

<u>May Engagements</u>	
06/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended the opening of the Yeovil College Construction Innovation Centre
08/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended Weymouth Civic Day
10/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended Wimborne Minster Civic Thanksgiving Service
16/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended Potter House's 1 st Birthday Party
19/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended the Brainy Brew coffee morning at Abbey Manor Community Centre
21/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended Nationwide's Yeovil Hospital Charity coffee morning
29/05/2026	The Mayor of Yeovil, Councillor Tony Lock attended Castasways production of Annie at Westlands Entertainment Venue
31/05/2026	The Mayor of Yeovil, Councillor Tony Lock and Deputy Mayor of Yeovil, Cllr Wes Read attended Yeovil Town Council Annual Civic Service
<u>June Engagements</u>	
02/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Street Parish Council Community Awards and Investiture Evening
03/06/2026	The Mayor of Yeovil, Councillor Tony Lock was interviewed by Ninesprings Radio

07/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Yeovil and Sherborne Hockey Club presentation awards at Yeovil Recreation Centre
10/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Buffet for Business at Potter House Care Home
11/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Yeovil College Shining Stars Awards
12/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Knoll Fest at The Knoll care home
12/06/2026	The Deputy Mayor of Yeovil, Councillor Wes Read attended Ferndown Mayor Making
14/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Falklands Victory Day Service at St Johns Church
15/06/2026	The Mayor of Yeovil, Councillor Tony Lock had a meeting with Andy Pritchard, The Chief Inspector of Avon and Somerset Police
18/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Creative Employer Engagement Brunch for Yeovil College Creative Showcase 2026 at The Sherborne
19/06/2026	The Mayor Elect of Yeovil, Councillor Tony Lock attended the new store opening of Jollyes Pets
20/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended The Festival of Sport at Yeovil Recreation Centre
20/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended the new refit opening at H Samuel in the town centre
20/06/2026	The Mayor of Yeovil, Councillor Tony Lock and Deputy Mayor of Yeovil, Cllr Wes Read attended The Mayor's Civic Evening and Charity Concert at Westlands Entertainment Venue

	Grand opening of the muga with Wyndham community association and Yeovil without parish council
27/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Wyndham Parks Annual Summer event at Primrose Lane Primary School
27/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended The Peoples Choir Summer Concert at St Johns Church
29/06/2026	The Mayor of Yeovil, Councillor Tony Lock attended Yeovil Twinning Association farewell meal at Union Street Brasserie
<u>July Engagements</u>	
02/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Reverend David Keens farewell celebration at St Peters Church
04/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Yeovil Town Council's Super Saturday
04/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Phoenix Voices concert at Holy Trinity Church & Community Centre
05/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Yeovil Together at Westlands Entertainment Venue
09/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Yeovil In Bloom
21/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Birchfield Community Centre Swap Shop
26/07/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Wareham's Civic Service

August Engagements

09/08/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Chard Mayor Making
12/08/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Annual Westlands Retirement Show at Westlands Entertainment Venue
27/08/2026	The Mayor of Yeovil, Councillor Tony Lock will attend Things I've Never Said production at Westlands Entertainment Venue



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BA20 1PQ

Telephone : (01935) 382424
Website : www.yeovil.gov.uk

Amanda Card Chief Executive/Town Clerk

Captain S Crombie OBE RN
RNAS Yeovilton
Ilchester
Somerset
BA22 8HT

Date: 4th June 2026
Your Ref:
Our Ref:
Ask for: Amanda Card
E-mail: amanda.card@yeovil.gov.uk

Dear Captain Crombie

Expression of Condolence Following Helicopter Crash

On behalf of Yeovil Town Council and the people of Yeovil, I write to express our profound sorrow at the tragic loss of three Royal Navy personnel following the recent helicopter crash during a training exercise in Devon.

Our community shares a deep and longstanding connection with RNAS Yeovilton and the Fleet Air Arm. News of this devastating incident has been received with great sadness throughout the town. We recognise and deeply appreciate the dedication, professionalism, and courage shown by those who serve; and we honour the commitment these personnel made in the service of our country.

At this difficult time, our thoughts and heartfelt condolences are with the families, friends, and colleagues of those who have lost their lives. We also extend our sympathies to the wider Yeovilton community, who will undoubtedly feel this loss deeply.

Please be assured that the people of Yeovil stand in solidarity with you, offering our support and respect as you come to terms with this tragedy.

Yours sincerely

Cllr Tony Lock
Mayor of Yeovil

For and on behalf of Yeovil Town Council and the people of Yeovil



Commanding Officer
HMS HERON
Yeovilton
Ilchester
SOMERSET
BA22 8HT

Email:
NAVYYEO-COSHARED@mod.gov.uk

Cllr Tony Lock
Yeovil Town Council
Town House
19 Union Street
Yeovil
BA20 1PQ

15th June 2026

Dear *Cllr Lock,*

Thank you for your kind letter of condolence following the recent tragic accident in Devon.

Your words of support and solidarity are greatly appreciated by all at RNAS Yeovilton during this immensely difficult time. It is a great comfort to know that the local community stands alongside us in mourning the loss of our Service personnel: Lieutenant Commander Chris Gayson and Lieutenant Lily-Mae Fisher of 846 Naval Air Squadron, and Petty Officer Aircrewman Owen Green of 845 Naval Air Squadron.

Our thoughts remain firmly with the families, friends, and colleagues of Chris, Lily-Mae, and Owen.

Please convey our sincere thanks and appreciation to members of the Town Council and the wider community for their support and kindness.

Yours sincerely,

A handwritten signature in red ink, appearing to be 'Stuart Crombie', written in a cursive style.

Stuart Crombie OBE
Captain Royal Navy
Commanding Officer HMS Heron



17 June 2026

To whom it may concern,

Re: Flood Resilience Funding

Following the Department for Environment, Food and Rural Affairs' announcement that Somerset Council will receive £50m from the Government to invest in flood resilience and prevention schemes, I am writing to ask your thoughts on where this funding should be used in your local area.

This announcement is welcome news for Somerset and for our constituency, and I am pleased the Government has heeded the calls of myself and others for urgent action to combat flooding across the county.

Recent events, such as the major incident declared after Storm Chandra in February, have demonstrated the urgent need for investment in flood resilience and prevention projects across the Yeovil constituency.

As proposals are being developed, it is important that Somerset Council understand the areas in need of investment around Yeovil and South Somerset to ensure the full advantage of the funding is taken. Our constituency's Town and Parish Councils are uniquely placed to provide that local input.

I would therefore be grateful if you could outline the areas and projects you believe would benefit most from this funding in your local area.

Thank you for your consideration.

I look forward to hearing from you.

Yours faithfully,

A J Dance

Adam Dance MP

Member of Parliament for Yeovil

Somerset Local Plan Scoping Consultation 2026



Local Planning Policy <localplanningpolicy@somerse

To Collette Haynes



Reply

Reply All

Forward



Fri 19/06/2026 13:47

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

You don't often get email from localplanningpolicy@somerset.gov.uk. [Learn why this is important](#)

Dear Sir/Madam,

Somerset Council has launched the Regulation 20 Scoping Consultation for the Somerset Local Plan. The consultation will run from Friday 19 June to Friday 24 July.

We invite you to review the consultation materials and submit your comments via the following link:

[Somerset Local Plan Scoping Consultation](#)

Your feedback will help to shape the direction and content of the new Somerset Local Plan.

If you have any questions, please do not hesitate to get in touch.

Yours faithfully,

Somerset Council Planning Policy team
Somerset Council



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Subject: Follow-up: Somerset Bus Franchising Proposal – Request for Your Council’s Support

Dear Council Members,

I hope this email finds you well.

Thank you for taking the time to consider the Somerset Bus Franchising Proposal (May 2026) and the supporting documents I shared with you previously. I would be very grateful for any feedback or comments you may have, particularly on aspects affecting your local area.

As a follow-up, I am writing to ask whether your Council would be willing to **formally pledge its support** for the Somerset Bus Franchising Proposal. This document sets out a bold but realistic and deliverable plan for a radically improved county-wide bus network, with significantly higher frequencies, better evening and Sunday services, stronger connections, and comprehensive coverage for all communities.

We would also like to tackle the issues we experienced when trying to encourage greater participation in the recent Somerset Bus Users and Stakeholders (BUS) Group Vice Chair election. Despite considerable efforts by several of us to promote the vote widely, turnout was extremely low — only 16 votes from an estimated 77 members. A recurring theme from passengers and stakeholders we spoke to was that they did not feel their issues were getting through effectively to Somerset Council and bus operators under the current governance arrangements.

We are therefore keen to address this positively by raising issues sent to us by passengers and stakeholders with the Council and operators on their behalf, and by working to increase engagement more generally after the very low turnout seen in the recent election.

We would warmly welcome any bus-related issues, concerns or suggestions from your local residents. Please feel free to pass them on to us, and we will do our best to get them addressed by the Council and operators.

With the very likely upcoming Andy Burnham premiership expected to see Bus Franchising rolled out across the UK, it is vital that we get an agreed plan — with strong local input from councils such as yours — out there for consideration as soon as possible.

Request for Support

If your Council supports the vision set out in the Somerset Bus Franchising Proposal, a short formal note or resolution of support would be extremely valuable. This would help demonstrate widespread local council backing for an ambitious approach to improving bus services across Somerset.

I am happy to discuss the proposal in more detail with your Council, provide a briefing, or answer any questions at your convenience.

Thank you once again for your ongoing commitment to improving bus services in your area. I look forward to hearing from you.

Best Regards

Lee Fletcher

Public Transport Campaigner & Bus Franchising Specialist
Co-author, Somerset Bus Franchising Proposal (May 2026)

----- Forwarded Message -----

From: Lee Fletcher <leefletcher29@yahoo.co.uk>

To: Lee Fletcher <leefletcher29@yahoo.co.uk>

Sent Wednesday, 3 June 2026 at 03:41:01 CEST

Subject: Somerset Bus Franchising Proposal – May 2026 – Invitation for Views and Support

Dear Council Members,

I hope this email finds you well.

I am writing to share with you the **first draft of the completed Somerset Bus Franchising Proposal (May 2026)**, together with four supporting documents that form part of the Full Business Case. These are attached for your consideration:

- Somerset Bus Franchising Proposal – May 2026 (main document)
- Franchise Procurement and Contract Management Framework
- Interim Stakeholder Consultation System (Transition Period)
- Full Governance and Stakeholder Engagement Framework (Brittany Line Committee Inspired)
- Cross-Border Services Stakeholder Engagement and Negotiation Framework

Overview of the Proposal

This proposal presents a bold but realistic and deliverable vision for a **radically improved county-wide bus network** for Somerset through franchising under the Bus Services Act 2025. Instead of franchising the existing inadequate services, it proposes replacing them with high-frequency urban services (that generate surpluses), strong interurban corridors, and a flexible county-wide Digital Demand Responsive Transport (DDRT) safety net that reaches every community.

The plan is structured around a **three-year phased rollout** (2027–2030) that builds momentum and financial sustainability. Urban areas are prioritised first to generate surpluses and efficiencies that help fund improvements in more rural and interurban areas. By the end of Year 3, the entire network will operate sustainably within Somerset Council's existing £2.3 million Supported Bus Budget.

Benefits for all across Somerset

The proposal is designed to deliver transformative improvements right across Somerset, tailored to the needs of different communities. This would mean:

- Significantly higher frequencies on local and connecting routes
- Much better evening and Sunday services
- Improved connections to key destinations such as healthcare, employment, education, rail stations, and neighbouring towns
- Strong integration with the county-wide DDRT for deeper rural coverage and times when fixed routes are not viable

- Better support for new housing, local businesses, and the visitor economy

These changes would provide residents with a reliable, attractive, and comprehensive bus network that offers a genuine alternative to the car.

We are still very early in the process, and none of this is set in stone. The comprehensive network outlined is necessary to generate robust financial modelling for the business case, but we are very open to feedback and adjustments based on local priorities. A more technical version with deeper financial and timetabling detail will follow in due course.

I would be extremely grateful for any comments or suggestions that you may have on the proposals, particularly those affecting your local area.

We have made pleasing progress with Somerset's politicians. Labour-led Bridgwater Town Council has provided long-standing strong support, and we have also received positive interest from Lib Dem Council Leader Bill Revans, and several Conservative figures.

However, further work is needed to ensure that Somerset Council officers fully embrace an ambitious franchising approach and allow passenger and stakeholder representatives to work alongside them (and any consultants they may appoint) in shaping the assessment process.

I would therefore be very grateful if you would consider writing to the following Somerset Council officers and key politicians to request that the authors of this proposal - Lee Fletcher and Emery Taylor - be fully involved as key stakeholders in the franchising pre-feasibility assessment:

Please include the following recipients in your email:

- Natasha Bates – natasha.bates@somerset.gov.uk
- Sunita Mills – sunita.mills@somerset.gov.uk
- Richard Wilkins – richard.wilkins@somerset.gov.uk
- John Perrett – john.perrett@somerset.gov.uk
- Claire Sully – claire.sully@somerset.gov.uk

Your support in this matter would be greatly appreciated and would help demonstrate widespread local council and community backing for a genuinely ambitious franchising programme.

Thank you once again for your ongoing interest in improving bus services. I look forward to hearing your thoughts on the proposal.

Best Regards,

Lee Fletcher (on behalf of Emery Taylor and our wider aligned passenger & stakeholder representatives)

11/362 ANNUAL GOVERNANCE STATEMENT 2025/2026 (AGAR SECTION 1)

1. Purpose of Report

This report provides an explanation of the assertions contained within Section 1 (Page 4) of the Annual Governance and Accountability Return (AGAR), outlining what each assertion requires and the evidence needed to support a positive (“Yes”) response.

The assertions collectively demonstrate that the authority has maintained proper governance, financial management and legal compliance throughout the financial year.

2. Overview

By approving Section 1, the authority confirms that it has:

- Operated within legal and regulatory frameworks
- Maintained sound financial management and internal controls
- Ensured transparency, accountability and effective governance

3. Detailed Assertions

A positive response to all assertions demonstrates that the authority has maintained effective governance, complied with statutory requirements, and ensured accountability to the public.

Where an assertion cannot be confirmed, the authority must provide an explanation and set out corrective actions.

Assertion 1: Financial Management and Accounting Statements

The authority confirms that it has maintained effective financial management and properly prepared its accounts.

Key Requirements

- Budget set and approved before the start of the financial year
- Regular monitoring of actual spend against budget
- Accurate and up-to-date accounting records maintained by the RFO
- Regular and year-end bank reconciliations
- Proper management of reserves and investments
- Accounting statements consistent with underlying records

Evidence

- Approved budget and precept minutes
- Financial reports and monitoring records
- Cashbook and accounting system
- Bank reconciliation statements

Agreed			
	Yes	No*	*Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>

Assertion 2: Internal Control

The authority confirms that it has maintained and reviewed an adequate system of internal control.

Key Requirements

- Up-to-date Standing Orders and Financial Regulations
- Robust procedures for payments, receipts, and financial administration
- Safeguarding of public money
- Proper payroll, VAT, and asset management arrangements
- Annual review of effectiveness of internal controls

Evidence

- Financial Regulations and Standing Orders
- Payment approval records
- Internal control review minutes
- Payroll and VAT records
- Asset register

Agreed			
	Yes	No*	*Yes' means that this authority:
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>

Assertion 3: Compliance with Laws and Proper Practices

The authority confirms it has complied with all relevant legal and regulatory requirements.

Key Requirements

- Actions taken within statutory powers (avoidance of ultra vires decisions)
- Compliance with Accounts and Audit Regulations and Proper Practices
- Awareness and application of relevant legislative changes

- No unlawful financial decisions made

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.

Evidence

- Council minutes referencing legal powers
- Clerk/RFO advice documentation
- Updated policies and procedures

	Agreed		'Yes' means that this authority:
	Yes	No*	
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.

Assertion 4: Exercise of Public Rights

The authority confirms it has provided electors with proper access to inspect the accounts.

Key Requirements

- Publication of AGAR Sections 1 and 2 (unaudited) and notice of public rights
- Minimum 30 working day inspection period (including first 10 working days of July)
- Publication of notice of conclusion of audit

Evidence

- Website publications
- Public rights notice
- Recorded inspection period dates

	Agreed		'Yes' means that this authority:
	Yes	No*	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.

Assertion 5: Risk Management

The authority confirms that it has identified and managed risks.

Key Requirements

- Maintenance of a risk register
- Identification and assessment of financial and operational risks

- Implementation of mitigation measures
- Appropriate insurance cover

Evidence

- Risk assessment documentation
- Insurance policies
- Minutes showing risk review

	Agreed		'Yes' means that this authority:
	Yes	No*	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>

Assertion 6: Internal Audit

The authority confirms it has maintained an effective internal audit function.

Key Requirements

- Appointment of an independent and competent internal auditor
- Review of financial systems and controls
- Provision of full access to records

Evidence

- Internal audit report
- Auditor appointment documentation

	Agreed		'Yes' means that this authority:
	Yes	No*	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>

Assertion 7: Action on Audit Reports

The authority confirms it has acted on findings from audits.

Key Requirements

- Consideration of internal and external audit findings
- Implementation of corrective actions

Evidence

- Minutes documenting decisions and actions
- Evidence of completed improvements

	Agreed		'Yes' means that this authority:
	Yes	No*	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.

Assertion 8: Significant Events

The authority confirms that all relevant financial events have been considered and disclosed.

Key Requirements

- Review of liabilities, commitments and post year-end events
- Appropriate disclosure in accounts

Evidence

- Year-end review documentation
- Supporting financial notes
- Legal or contractual records

	Agreed		'Yes' means that this authority:
	Yes	No*	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.

Assertion 9: Trust Funds (if applicable)

The authority confirms proper management of trust funds where it acts as sole trustee.

Key Requirements

- Compliance with trust law
- Proper financial reporting
- Independent examination or audit where required

Evidence

- Trust accounts
- Examination/audit reports

If not applicable, this assertion should be marked N/A.

	Agreed		'Yes' means that this authority:
	Yes	No*	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓

Assertion 10: IT and Data Compliance

The authority confirms compliance with IT governance and data protection requirements.

Key Requirements

- Compliance with GDPR and Data Protection Act 2018
- Secure IT systems and policies
- Use of authority-owned email domain
- Website compliance with:
 - Accessibility regulations (WCAG 2.2 AA)
 - Transparency requirements

Evidence

- IT policy
- Privacy notices
- Website compliance records
- Use of official council email systems

	Agreed		'Yes' means that this authority:
	Yes	No*	
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.		✓	has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

Assertion 10 – IT and Data Compliance (Detailed Explanation)

Following a review of its governance arrangements during the year under review, Yeovil Town Council has determined that it is unable to confirm compliance with Proper Practices in respect of IT and data management.

Identified Weaknesses

The following deficiencies have been identified:

- The Data Protection Policy was not reviewed and no data audit was undertaken during the year.
- The Council does not have a formally adopted IT policy and cannot demonstrate that appropriate controls and procedures are in place for the management of IT systems and data.

As a result, the Council cannot demonstrate that it has maintained adequate systems of internal control in this area.

Impact

- Increased risk of non-compliance with data protection and IT governance requirements
- Reduced assurance over the security and management of Council data and systems

Actions Being Taken

The Council is addressing these issues by:

- Developing and adopting a formal IT Policy (an IT Policy has been prepared for consideration of the Executive at its meeting in September).
- Implementing regular policy review arrangements (a revised Data Protection Policy has been prepared for consideration of the Executive at its meeting in September).
- Introducing an annual data audit (the approach is currently under review, including whether this will be conducted in-house or by an appropriately qualified external organisation)

Conclusion

Members are reminded about the significant impact devolution had on internal controls during 2024/25 and should be proud of the significant amount of work that has been carried out throughout 2025/26 to ensure compliance and demonstrate the maintenance of robust and effective systems of internal control.

Assertion 10 is a new requirement for 2025/26, reflecting increased expectations in relation to digital governance and data protection. Due to the control weaknesses identified, a “No” response has been recorded. The Council is actively working to strengthen its arrangements with the aim of achieving full compliance in the next financial year.

It is **RECOMMENDED**:

- 1) that Council approve the annual governance statement and the explanation for non-compliance with Assertion 10 (as attached); and
- 2) that the Chair sign the annual governance statement.

(Amanda Card, Chief Executive/Town Clerk – town.clerk@yeovil.gov.uk)

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

EYEOVIL TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
			✓	
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.		✓		<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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Annual Governance Statement 2025/26

Assertion 10 – IT and Data Compliance - explanations for “no” response

The authority has reviewed its arrangements for IT and data management during the year and is unable to confirm compliance with Proper Practices.

The following key deficiencies were identified:

- The Council did not complete an annual review of its Data Protection Policy or undertake a data audit during the year.
- The Council does not have a formally adopted IT policy and therefore cannot demonstrate that appropriate controls and procedures are in place for the secure and effective management of IT systems and data.

As a result, the Council cannot confirm that it has maintained adequate systems of internal control in respect of IT and data governance.

The Council is taking corrective action, including adopting an IT policy, implementing regular policy reviews and introducing an annual data audit.

1. Purpose of Report

This report provides an overview and assessment of the Accounting Statements for the financial year ended 31 March 2026, as presented in Section 2 of the Annual Governance and Accountability Return (AGAR).

The report confirms the basis of preparation, explains the key figures, and demonstrates compliance with Governance and Accountability for Smaller Authorities in England – a Practitioners’ Guide to Proper Practices (“the Practitioners’ Guide”).

2. Basis of Preparation

The Accounting Statements have been prepared and certified by the Responsible Financial Officer (RFO) in accordance with Proper Practices.

In line with Proper Practices:

- The Responsible Financial Officer (RFO) is required to prepare and certify the Accounting Statements before they are presented to the authority for approval
- The authority must then consider, approve and sign the statements at a formal meeting

The RFO certification confirms that:

- The Accounting Statements have been prepared on the correct accounting basis
- They are derived from the authority’s underlying financial records
- They present fairly the financial position of the authority at the year end

Following certification, the Accounting Statements are presented to the Council for formal approval, providing a key control by ensuring separation between:

- Preparation and assurance (RFO responsibility), and
- Governance oversight and approval (Council responsibility)

3. Overview of Financial Position

The Accounting Statements summarise the Council’s financial activity for the year and its position at 31 March 2026.

Key Financial Data (2024/25 vs 2025/26)

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	1,732,556	2,462,331	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,537,412	3,296,939	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	2,467,433	4,491,305	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,803,202	3,050,634	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	2,471,868	3,980,746	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	2,462,331	3,219,195	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	3,308,968	3,793,174	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	1,587,646	1,656,241	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

4. Explanation of Key Statement Lines

The Practitioners' Guide requires each line of the Accounting Statements to reflect clearly defined categories:

Balances (Boxes 1 & 7)

- Represent **total reserves and cash balances**
- Must reconcile year-on-year – opening balance must equal prior year closing balance

Precept (Box 2)

- Core funding raised through taxation

Other Receipts (Box 3)

- Includes grants, fees and other income sources

Staff Costs (Box 4)

- Includes salaries, employer contributions and related costs

Loan Interest/Capital (Box 5)

- Nil balance confirms no borrowing repayments during the year

All Other Payments (Box 6)

- All non-staff expenditure, including service delivery, contracts, and operational costs

Cash and Investments (Box 8)

- Must agree with the bank reconciliation at 31 March
- Represents liquid financial resources

Fixed Assets (Box 9)

- Reflects long-term assets held by the authority
- Recorded at historical cost

Borrowing (Box 10)

- Nil balance confirms no outstanding loans

5. Compliance with Proper Practices

The Practitioners' Guide requires that Accounting Statements:

- Are complete, accurate and supported by accounting records
- Agree to the authority's cashbook and financial systems
- Are prepared using the prescribed AGAR format
- Add up correctly and reconcile fully to supporting records

Additionally, the authority must:

- Provide explanations of significant year-on-year variances
- Ensure that the bank reconciliation agrees to Box 8

- Demonstrate that all balances are supported by underlying evidence

6. Key Observations

Financial Position

- The Council holds a strong level of reserves, indicating financial stability
- No borrowing demonstrates a low-risk debt profile

Income and Expenditure

- The Council is funded primarily through precept income and additional income generation.

Liquidity

- Significant cash balances provide operational flexibility and financial resilience.

7. Conclusion

The Accounting Statements for 2025/26 have been prepared in accordance with the AGAR requirements and the Practitioners' Guide.

The Council has complied with Proper Practices by ensuring that:

- The Accounting Statements were certified by the Responsible Financial Officer prior to being presented to Members
- The statements are then subject to formal Member approval

Subject to supporting evidence, the statements provide a fair summary of the authority's financial position.

The statements demonstrate sound financial management; strong reserves and no borrowing liabilities.

Council are **RECOMMENDED**:

- 1) to note the report
- 2) to approve the Accounting Statements (Section 2) for the year ended 31 March 2026.

(Amanda Card, Chief Executive/Town Clerk - town.clerk@yeovil.gov.uk)

Section 2 – Accounting Statements 2025/26 for

EYEOVILATOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	1,732,556	2,462,331	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,537,412	3,296,939	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	2,467,433	4,491,305	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,803,202	3,050,634	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	2,471,868	3,980,746	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	2,462,331	3,219,195	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	3,308,968	3,793,174	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	1,587,646	1,656,241	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Date 23/06/2026

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

11/364 ANNUAL INTERNAL AUDIT (AIAR) REPORT

1. Purpose of Report

To present the Annual Internal Audit Report (AIAR) for the financial year ending 31st March 2026 and to highlight key findings, areas of compliance, and matters requiring attention.

2. Background

The Council is required to undertake an annual internal audit review of its systems of internal control in accordance with the Accounts and Audit Regulations.

The internal audit for 2025/26 was carried out by Mrs R Darkin-Miller LLB (Hons), BFP, FCA and completed on 19th June 2026.

The audit provides assurance on whether the Council's internal control systems are adequate and effective.

3. Summary of Findings

The Internal Auditor has confirmed that the Council demonstrates a strong level of compliance across the majority of control areas, including financial management, governance, and internal control processes.

The majority of control objectives were assessed as being achieved to an adequate standard.

4. Areas Identified for Improvement

4.1. Publication Requirements (Control N)

- The External Auditor did not complete the audit before the statutory deadline of 30th September 2025
- As a result, the Council was unable to publish the final audit documentation by that date
- The final audit report was received on 23rd October 2025 and published on 28th October 2025

Officers were of the view that, as the external audit had not been completed by 30th September, this constituted an automatic non-compliance with the publication requirement. At that time, officers were not aware of the requirement to publish the Notice of Conclusion of Audit and associated documents "as soon as reasonably practicable" following receipt. Consequently, this action was not treated as a high priority, resulting in publication taking place five days after receipt of the final audit report.

It is now recognised that, notwithstanding delays outside of the Council's control, there remains a requirement to publish documentation promptly once received. This will be treated as a priority in future years.

4.2. 2. Digital and Data Compliance (Control O)

The audit identified the following gaps:

- No full data audit has been completed
- The Data Protection Policy was not reviewed during the year
- The Council has not yet adopted an IT Policy

5. Actions to be Taken – Digital and Data Governance

To address the issues identified, the Town Council will undertake the following actions:

- Full Data Audit
- Policy Review and Update of the Data Protection Policy

6. Conclusion

The Annual Internal Audit Report provides substantial assurance that the Council's financial management and governance arrangements are sound and effective.

The issues identified are limited and relate primarily to procedural improvements and the strengthening of digital and data governance arrangements.

It is **RECOMMENDED**:

- 1) Notes the Annual Internal Audit Report 2025/26;
- 2) Acknowledges the positive level of assurance provided;

(Amanda Card, Chief Executive/Town Clerk – town.clerk@yeovil.gov.uk)

Annual Internal Audit Report 2025/26

EYEOVIL TOWN COUNCIL

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During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✗	✓	
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✗	✓	
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken **20 SEE ATTACHED SHEET**

Name of person who carried out the internal audit

DD/MM/YYYY DD/MM/YYYY DD/MM/YYYY

Mrs R Darkin-Miller LLB(Hons) BFP FCA

Signature of person who carried out the internal audit

 SIGNATURE REQUIRED

Date 19/06/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Control N: Publication

I checked to see that the Council complied with the publication requirements for the previous year's Annual Governance and Accountability Return (AGAR). The Council had to publish before 01/07/25 (the start of the statutory 10 working day public rights period) ss1&2 of the AGAR, and the public rights notice including a declaration that the accounting statements were unaudited. The requisite documents were properly published on 30/06/25.

On or before 30/09/25 the Council was required to publish the notice of conclusion of audit, and ss1-3 of the AGAR (including the completed external audit report). Unfortunately the External Auditor had not completed the year-end audit by that date so the Council was only able to publish the External Auditor's interim report (which was published on 30/09/25). S.16 of the Accounts and Audit Regulations set out that the Council must publish the documents 'as soon as reasonably practicable after conclusion of an audit.'

The final report was received on Thursday 23/10/25 and published on Tuesday 28/10/25.

I found that the Council complied fully with the requirements to publish the public rights publications, but that it was unable to comply with the publication requirements for the notice of conclusion before 30/09/25 as the External Auditor did not complete the audit prior to the publication deadline, and did not publish the final audit opinion 'as soon as reasonably practicable' after receipt of the final audit report. Consequently I have responded 'no' to this test.

Control O: Assertion 10 – Digital and Data Compliance

During the year the requirements of the Council's Annual Governance Statement Assertions and of the Annual Internal Audit Report were expanded to include assurances and testing around Digital and Data. As a result, I have carried out new testing in this area. I found that whilst the Council is compliant in relation to some requirements, it had not carried out the following actions:

- The Council has not carried out a full data audit of all data held;
- Whilst the Council had adopted a Data Protection Policy this was not reviewed in year; and
- The Council has not yet adopted an IT policy.

As a result, I have responded 'no' for this test.

Dates internal audit undertaken:

13/10/2025	14/10/2025	26/01/2026	03/02/2026	09/02/2026
10/02/2026	16/02/2026	20/02/2026	02/03/2026	16/03/2026
16/04/2026	07/06/2026	15/06/2026	16/06/2026	17/06/2026



R Darkin-Miller LLB (Hons) BFP FCA 19/06/2026

11/365 EXTERNAL AUDITOR'S REPORT AND CERTIFICATE 2025/26

1. Purpose of Report

To inform Members of the process for the external audit of the Council's accounts for 2025/26 and to outline the requirements, timescales, and future reporting arrangements.

2. Background

Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) must be approved by Council prior to submission to the external auditor.

Once approved, the completed AGAR and supporting documentation will be forwarded to the external auditor, PKF Littlejohn LLP, who have been appointed by the Smaller Authorities' Audit Appointments Ltd (SAAA) to act as external auditor for Yeovil Town Council.

3. External Audit Requirements

As Yeovil Town Council's income and expenditure exceed £200,000, the Council is subject to an intermediate (limited assurance) audit. This requires the submission of additional supporting information alongside the AGAR.

All required documentation must be submitted to the external auditor no later than 1st July 2026.

3.1. Standard Information Required

- Sections 1 and 2 of the AGAR
- Bank reconciliation as at 31 March 2026
- Explanation of significant year-on-year variances
- Details of the public rights period
- Annual Internal Audit Report

3.2. Additional Requirements for Intermediate Authorities

As an intermediate authority, the Council must also ensure:

- Accounts are prepared on an income and expenditure basis and include a reconciliation between Boxes 7 and 8
- All basic procedure information (as above) is submitted

In addition, the following must be provided:

- Minutes evidencing the appointment of the current internal auditor, including confirmation that independence was considered
- Where applicable, evidence of corrective action taken in response to any prior year “except for” matters within the external auditor’s report

3.3. Additional Requirements Based on Financial Thresholds

3.3.1. Authorities with Income/Expenditure over £2,000,000

The Council must also provide:

- Copies of year-end bank statements (showing balances at 31 March 2026) to support the bank reconciliation
- The detailed internal audit report(s), together with evidence that any recommendations have been addressed
- Evidence that the Council has considered the independence of the internal auditor during the year
- Evidence that the Council has approved the internal audit programme of work, based on identified risks
- Evidence that the Council satisfied itself as to the competence of the internal auditor, including agreement of a letter of engagement (where applicable, particularly if there has been a change in auditor)

3.3.2. Authorities with Income/Expenditure over £6,500,000

Yeovil Town Council exceeds the £6,500,000 threshold for higher-level external audit requirements.

For the financial year 2025/26, the Council’s financial position is as follows:

- **Total Income:** £7,788,244 (including £3,296,939 precept)
- **Total Expenditure:** £7,031,380

As a result, in addition to the standard and intermediate audit requirements, the Council will also be required to provide the following to the external auditor:

- Explanations for variances exceeding £500,000 in Box 3 (compared to the previous year)

- Supporting documentary evidence for any individual variances exceeding £250,000, such as invoices, contracts, or correspondence

3.4. External Auditor's Report and Certificate

Following completion of the review, the external auditor will issue:

- A Limited Assurance Opinion on the AGAR; and
- The External Auditor's Certificate confirming completion of the audit (or otherwise)

This is contained within Section 3 of the AGAR and will be returned to the Council upon completion of the audit.

The Council is then required to publish:

- Notice of Conclusion of Audit;
- Section 3 (External Auditor's Report and Certificate);
- Sections 1 and 2 (including any amendments)

by 30 September 2026, or as soon as reasonably practicable following receipt.

It is **RECOMMENDED** to note that the outcome of the External Auditor's Report and Certificate for 2025/26 will be brought to Council following completion of the external audit.

(Amanda Card, Chief Executive/Town Clerk – town.clerk@yeovil.gov.uk)

Section 3 – External Auditor’s Report and Certificate 2025/26

In respect of

EYEOVILATOWN COUNCILY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2025/26

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2025/26

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY

11/366 INSPECTION AND NOTICE PROCEDURES 2025/26

1. Purpose of Report

To inform Members of the statutory inspection and public notice requirements relating to the Annual Governance and Accountability Return (AGAR) for 2025/26.

2. Background

Under the Accounts and Audit Regulations, the Council is required to provide a formal period during which members of the public may exercise their rights in relation to the Council's accounts.

3. Inspection and Notice Requirements

The Council must:

- Give notice of a 30-working day period during which the public may:
 - Inspect the Council's accounting records and supporting documents;
 - Make objections to the accounts; and
 - Question the external auditor
- Ensure that this 30-working day period includes the first 10 working days of July

4. Publication Requirements

Prior to the commencement of the public rights period, the Responsible Financial Officer is required to publish:

- Section 1 – Annual Governance Statement
- Section 2 – Accounting Statements
- A formal Notice of Public Rights, including details of how and when the public may inspect the accounts

5. Method of Publication

The Notice of Public Rights and the relevant sections of the Annual Return will be made publicly available via:

- The Council's website
- The Council's social media channels
- The notice board outside Town House

This ensures compliance with statutory requirements and transparency for local residents.

6. Conclusion

The Council will ensure that all statutory requirements relating to the inspection period and public notices are fully complied with for the 2025/26 financial year.

It is **RECOMMENDED** to note required inspection and notice procedures that will be followed.

(Amanda Card, Chief Executive/Town Clerk – town.clerk@yeovil.gov.uk)

Yeovil Town Council

NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN



ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

The Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit (England) Regulations 2015 (SI 2015 No.234)

1. Date of announcement: **30th June 2026**
2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor and appointed by Smaller Authorities' Audit Appointment Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.

Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers and receipts and other documents relating to those records must be available for inspection by any person interested. For the year ended 31st March 2026 these documents will be available on reasonable notice by application to:

Name: Amanda Card

Position: Chief Executive/Town Clerk and Responsible Financial Officer

Address: Yeovil Town Council, Town House, 19 Union Street, Yeovil, Somerset. BA20 1PQ.

Tel No: 01935 382424

E-mail: town.clerk@yeovil.gov.uk

commencing on **Wednesday 1st July 2026** and ending on **Tuesday 11th August 2026**.

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditors about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to Yeovil Town Council.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2105. The appointed auditor is:

PKF Littlejohn LLP (Ref: SBA Team)

30 Churchill Place

London

E14 5RE

(sba@pkf-littlejohn.com)

Amanda Card
Chief Executive / Town Clerk / Responsible Financial Officer
Yeovil Town Council

LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

Please note that this summary applies to all relevant smaller authorities, including local councils, internal drainage boards and 'other' smaller authorities.

The basic position

The [Local Audit and Accountability Act 2014](#) (the Act) governs the work of auditors appointed to smaller authorities. This summary explains the provisions contained in Sections 26 and 27 of the Act. The Act, the [Accounts and Audit Regulations 2015](#) and the [Accounts and Audit \(Coronavirus\) \(Amendment\) Regulations 2020](#) also cover the duties, responsibilities and rights of smaller authorities, other organisations and the public concerning the accounts being audited.

As a local elector, or an interested person, you have certain legal rights in respect of the accounting records of smaller authorities. As an interested person you can inspect accounting records and related documents. If you are a local government elector for the area to which the accounts relate you can also ask questions about the accounts and object to them. You do not have to pay directly for exercising your rights. However, any resulting costs incurred by the smaller authority form part of its running costs. Therefore, indirectly, local residents pay for the cost of you exercising your rights through their council tax.

The right to inspect the accounting records

Any interested person can inspect the accounting records, which includes but is not limited to local electors. You can inspect the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records. You can copy all, or part, of these records or documents. Your inspection must be about the accounts or relate to an item in the accounts. You cannot, for example, inspect or copy documents unrelated to the accounts, or that include personal information (Section 26 (6) – (10) of the Act explains what is meant by personal information). You cannot inspect information which is protected by commercial confidentiality. This is information which would prejudice commercial confidentiality if it was released to the public and there is not, set against this, a very strong reason in the public interest why it should nevertheless be disclosed.

When smaller authorities have finished preparing accounts for the financial year and approved them, they must publish them (including on a website). There must be a 30-working day period, called the 'period for the exercise of public rights', during which you can exercise your statutory right to inspect the accounting records. Smaller authorities must tell the public, including advertising this on their website, that the accounting records and related documents are available to inspect. By arrangement you will then have 30 working days to inspect and make copies of the accounting records. You may have to pay a copying charge. The 30-working day period must include a common period of inspection during which all smaller authorities' accounting records are available to inspect. This will be 1st July -14th July 2026 for 2025/26 accounts. The advertisement must set out the dates of the period for the exercise of public rights, how you can communicate to the smaller authority that you wish to inspect the accounting records and related documents, the name and address of the auditor, and the relevant legislation that governs the inspection of accounts and objections.

The right to ask the auditor questions about the accounting records

You should first ask your smaller authority about the accounting records, since they hold all the details. If you are a local elector, your right to ask questions of the external auditor is enshrined in law. However, while the auditor will answer your questions where possible, they are not always obliged to do so. For example, the question might be better answered by another organisation, require investigation beyond the auditor's remit, or involve disproportionate cost (which is borne by the local taxpayer). Give your smaller authority the opportunity first to explain anything in the accounting records that you are unsure about. If you are not satisfied with their explanation, you can question the external auditor about the accounting records.

The law limits the time available for you formally to ask questions. This must be done in the period for the exercise of public rights, so let the external auditor know your concern as soon as possible. The advertisement or notice that tells you the accounting records are available to inspect will also give the period for the exercise of public rights during which you may ask the auditor questions, which here means formally

asking questions under the Act. You can ask someone to represent you when asking the external auditor questions.

Before you ask the external auditor any questions, inspect the accounting records fully, so you know what they contain. Please remember that you cannot formally ask questions, under the Act, after the end of the period for the exercise of public rights. You may ask your smaller authority other questions about their accounts for any year, at any time. But these are not questions under the Act.

You can ask the external auditor questions about an item in the accounting records for the financial year being audited. However, your right to ask the external auditor questions is limited. The external auditor can only answer 'what' questions, not 'why' questions. The external auditor cannot answer questions about policies, finances, procedures or anything else unless it is directly relevant to an item in the accounting records. Remember that your questions must always be about facts, not opinions. To avoid misunderstanding, we recommend that you always put your questions in writing.

The right to make objections at audit

You have inspected the accounting records and asked your questions of the smaller authority. Now you may wish to object to the accounts on the basis that an item in them is in your view unlawful or there are matters of wider concern arising from the smaller authority's finances. A local government elector can ask the external auditor to apply to the High Court for a declaration that an item of account is unlawful, or to issue a report on matters which are in the public interest. You must tell the external auditor which specific item in the accounts you object to and why you think the item is unlawful, or why you think that a public interest report should be made about it. You must provide the external auditor with the evidence you have to support your objection. Disagreeing with income or spending does not make it unlawful. To object to the accounts you must write to the external auditor stating you want to make an objection, including the information and evidence below and you must send a copy to the smaller authority. The notice must include:

- confirmation that you are an elector in the smaller authority's area;
- why you are objecting to the accounts and the facts on which you rely;
- details of any item in the accounts that you think is unlawful; and
- details of any matter about which you think the external auditor should make a public interest report.

Other than it must be in writing, there is no set format for objecting. You can only ask the external auditor to act within the powers available under the [Local Audit and Accountability Act 2014](#).

A final word

You may not use this 'right to object' to make a personal complaint or claim against your smaller authority. You should take such complaints to your local Citizens' Advice Bureau, local Law Centre or to your solicitor. Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, one of a series of factors the auditor must take into account is the cost that will be involved, they will only continue with the objection if it is in the public interest to do so. They may also decide not to consider an objection if they think that it is frivolous or vexatious, or if it repeats an objection already considered. If you appeal to the courts against an auditor's decision not to apply to the courts for a declaration that an item of account is unlawful, you will have to pay for the action yourself.

For more detailed guidance on public rights and the special powers of auditors, copies of the publication [Local authority accounts: A guide to your rights](#) are available from the NAO website.

If you wish to contact your authority's appointed external auditor please write to the address in paragraph 4 of the *Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return*.

11/367 MOTION

Notice of Motion received from Cllr T Casey on 17th June 2026: *Standing Order s9*

The Council will debate the following motion:

Local Management of The Triangle and Associated Town Centre Assets

This Council notes:

- The significant investment made in Yeovil town centre through the Yeovil Refresh programme, including the Triangle public space, water feature, amphitheatre and large digital screen.
- Somerset Council's ongoing development of the Glovers Walk "Meanwhile Use" site, which is intended to provide community activities, events and public space whilst longer-term regeneration plans are developed.
- That these facilities are located at the heart of Yeovil and have the potential to support community events, cultural activities, family attractions, tourism, local businesses and increased town centre footfall.
- That recent concerns regarding the operation of the water feature, together with questions around the utilisation of the digital screen and wider public space, have highlighted the importance of active management, regular programming and local accountability.
- That Yeovil Town Council has recently strengthened its capacity through the appointment of an Events Officer, providing dedicated expertise and resource to support events, community engagement, place activation and partnership working across the town.

Proposal:

- That these facilities should be managed as part of a coordinated town centre offering rather than as separate assets.
- That decisions regarding events, use of the screen, operation of the water feature and programming of public spaces are best made at the most local level possible.
- That Yeovil Town Council is well placed to work alongside local businesses, community groups, schools, cultural organisations and residents to maximise the benefit of these facilities.
- That the Council's Events Officer provides a strong foundation from which to coordinate events, screenings, community activities, markets and wider town centre initiatives.

- That greater local control would improve accountability, increase utilisation of these facilities and help ensure public investment delivers the greatest possible benefit to residents and the local economy.

Yeovil Town Council therefore resolves:

1. To formally write to Somerset Council requesting discussions regarding the transfer of management responsibility for:
 - the Triangle public space;
 - the water feature;
 - the digital screen;
 - event booking and programming of the area;
 - and the future Glovers Walk Meanwhile Use site.
2. To request that officers of both councils undertake an initial feasibility assessment covering governance arrangements, operational responsibilities, maintenance obligations, staffing requirements, legal considerations and financial implications.
3. To assess how the Council's existing Events Officer role could support the management, programming and promotion of these facilities, with the aim of maximising community use whilst minimising any additional staffing requirements.
4. To seek opportunities to develop a coordinated programme of community events, family activities, cultural events, markets, public screenings and town centre initiatives across these spaces, ensuring they become vibrant and well-used assets for the benefit of Yeovil residents and visitors.

11/368 **PLANS LIST – FOR CONSIDERATION**

	APPLICATION NO. Parish Ward	Applicant	Site Address	Proposal	Notes
1	26/00968/FUL <i>Yeovil Lyde</i>	Mr Alex Emery	Land Adjoining 20 Camborne Grove Yeovil BA21 5DG	To construct a new dwelling within the existing curtilage of 20 Camborne Road Yeovil	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/00968/FUL					
2	26/00973/FUL <i>Yeovil Lyde</i>	Mr Mark Hayhurst	23 Alexandra Road Yeovil BA21 5AL	Change of use from dwellinghouse (Use Class C3) to an 8-bedroom, 13-bedspace large house in multiple occupation (sui generis), including the erection of single-storey and dormer window extensions (benefitting from a lawful development certificate) and the provision of refuse/recycling and bicycle storage to the rear.	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/00973/FUL					
3	23/02821/LBC <i>Westlands</i>	Mr A Aslam	23-25 High Street Yeovil Somerset BA20 1RF	Proposed change of use of existing building to be part commercial and part residential, together with the removal internal walls to create a central courtyard to form private amenity space for the residential element, and associated works.	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02821/LBC					
4	23/02345/FUL <i>Westlands</i>	Mr A Aslam	23-25 High Street Yeovil Somerset BA20 1RF	Change of use of existing commercial building to be part commercial and part residential.	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02345/FUL					

	APPLICATION NO. Parish Ward	Applicant	Site Address	Proposal	Notes
5	26/01194/FUL <i>Summerlands</i>	M Peters	Preston School A Business and Enterprise Academy Monks Dale Yeovil Somerset BA21 3JD	Demolition of two buildings and construction of one education building	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01194/FUL					
6	26/01170/FUL <i>Crofton Park</i>	Social Housing Income Fund	65 Crofton Park Yeovil Somerset BA21 4ED	Change of use of existing dwellinghouse from Use Class C3 to Class C4 (HMO) with associated works	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01170/FUL					
7	26/01264/HOU <i>Westlands</i>	Mr & Mrs G Wonnacott	3 Wraxhill Road Yeovil Somerset BA20 2JZ	Removal of existing garage and the erection of a new garage/workshop/shed.	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01264/HOU					
8	26/01148/S73A <i>Grove Avenue</i>	Stonewater Ltd	The Park School Kingston Site Kingston Yeovil Somerset	S73 application to vary condition 1 (approved plans) and to reword conditions 2 (boundary treatments), 9 (South East access), 10 (North West access), 21 (water efficiency) and 22 (internal streets maintenance) of approval 24/02698/S73A amendment to planning approval 20/01087/FUL for Redevelopment of former Park School site consisting of the conversion of existing buildings to 7no dwellings, conversion of and	

				works to the Grade II Listed Kingston House to 8no dwellings, erection of 30no. new dwellings, demolition of 3 existing school buildings and associated infrastructure, access enhancements, landscaping and all associated works.	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01148/S73A					
9	26/01229/COU <i>Yeovil College</i>	Mr Simon Ellingham	Tyndale Nursing Home 36 Preston Road Yeovil Somerset BA21 3AQ	Change of use from HMO (sui generis) back to Class C2 (residential care home)	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01229/COU					
10	26/01388/COU <i>Yeovil College</i>	Mr James Bamford	Kingdom Hall Eastland Road Yeovil Somerset BA21 4EY	Change of use of redundant Methodist Chapel Use Class F1(f) place of worship to Use Class E(d) indoor sport and recreation and/or Sui Generis Use (specified as dance studio, meeting hall etc).	
https://ssdc.somerset.gov.uk/planningdocuments?ref_no=26/01388/COU					

11/369 **TREE PRESERVATION ORDER APPLICATIONS - FOR INFORMATION**

	APPLICATION NO. Parish Ward	Applicant	Site Address	Proposal	Notes
1	26/01097/TPO	Wes Read	Wellcombe House 94 Ilchester Road Yeovil Somerset BA21 3BL	Application to fell No.01 Norway Spruce (T1), canopy reduction of approx 6m to No.01 Oak (T2), canopy reduction of approx 3-4m to No.01 Beech (T3), canopy reduction of approx 3-4m to No.01 Sycamore (T4), crown raise by approx 2m to No.01 Yew (T5), prune to approx 2-3 m to No.01 Magnolia (T6), full 6-8m pollard to No.01 Horsechestnut (T7), prune to by approx 1-1.5m to No.01 Whitebeam (T8) and prune to approx 1-1.5m to No.01 Tulip (T9)	
2	26/01021/TPO	Mr Ken Sherring	44 Mudford Road Yeovil Somerset BA21 4AB	AMENDED SPECIFICATION: Application to reduce No.01 Lime Tree (T1) by 2m radially back to previous points and to reduce overhang back to the boundary (14.05.2026)	

Application No	Address	Proposal	Decision
26/00969/FUL	Oaklands Primary School Preston Grove Yeovil BA20 2DU	Replacement of existing cedar timber cladding with a HardiePlank ('A' Fire rated) alternative and associated works	Permitted
26/00910/FUL	Rainbow Court Swallowcliffe Gardens Yeovil BA20 1BP	Proposed replacement of existing timber framed windows and doors with white uPVC framed units (like for like fenestration)	Permitted
26/00873/HOU	34 Cromwell Road Yeovil BA21 5AW	Proposed double storey rear extension	Permitted
26/00870/ADV	27B Vicarage Walk Yeovil BA20 1EX	Display of 1No new internally illuminated fascia sign	Permitted
26/00869/FUL	27B Vicarage Walk Yeovil BA20 1EX	Installation of new shopfront, entrance doors and fascia signage	Permitted
26/00845/HOU	20 The Crescent Yeovil BA20 1XW	Replacement Single Storey Garage	Permitted
26/00834/HOU	36 Forest Hill Yeovil BA20 2PH	Proposed rear single storey extension	Permitted
26/00755/HOU	32 Sunningdale Road Yeovil BA21 5LX	Proposed rear single storey extension	Permitted
26/00669/HOU	Penn House Park 6 Penn Hill Park Yeovil BA20 1SE	Renovation of existing dwelling to include internal wall insulation, reduced window sizes, balustrade alterations, two small infill extensions, new balcony and	Permitted

		replacement garage/garden room	
25/02771/FUL	40 The Avenue Yeovil BA21 4BN	Change of use from an existing house in multiple occupancy for up to six persons (Use Class C4) to a 7 – bedroom house in multiple occupation (Suis Generis) including associated works	Permitted

Note:

Planning decisions are highlighted where a decision of the Planning Authority (Somerset Council) has differed from the recommendation of Yeovil Town Council.