



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Yeovil Town Council – Annual Meeting

Tuesday 6th May 2025

7:30pm

The Sanctuary, Yeovil Baptist Church, South
Street, Yeovil

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

A handwritten signature in black ink, appearing to read 'Amanda Card'.

Amanda Card

Chief Executive / Town Clerk
29th April 2025

Yeovil Town Council – Annual Meeting

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

Members of Yeovil Town Council are summoned to attend:

Andy Kendall – Mayor of Yeovil Town

Tony Lock – Deputy Mayor of Yeovil Town

Barry Boyton

Evie Potts-Jones

Jade Cabell

Wes Read

Tareth Casey

Ashley Richards

Kayleigh Fieldsend

Jeny Snell

Karl Gill

Andy Soughton

Emma-Jayne Hopkins

Roy Spinner

Kaysar Hussain

Rob Stickland

Justice Jimba

Helen Stonier

Jamie Lock

Ruth White

Jane Lowery

Adrian Wilkes

Graham Oakes

Dave Woan

Public Comments at meetings

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 Chair who will instruct those taking a recording or filming to cease doing so while they speak.

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.

A G E N D A

Public Comment (15 Minutes)

1. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

2. TO ELECT THE MAYOR OF YEOVIL TOWN FOR 2025/26

3. TO ELECT THE DEPUTY MAYOR OF YEOVIL TOWN FOR 2025/26

4. TO RECEIVE AN ADDRESS FROM THE WORSHIPFUL MAYOR OF YEOVIL TOWN AND THE ANNOUNCEMENT OF THE APPOINTMENT OF:

- Mayor's Chaplain 2025/26
- Mayor's Cadets 2025/26
- Mayor's Charity 2025/26

(The Mayor will propose that the meeting be adjourned at this point and that the reconvened meeting be held at 7.30pm on Tuesday 13th May 2025 in the Town House, 19 Union Street, Yeovil to consider the remaining items of business).

Public Comment (15 Minutes)

5. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

6. 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).

7. MINUTES

To confirm as a correct record the Minutes of the previous meeting held on 31st March 2025.

8. 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 8 to 10.

9. ANNUAL REPORT 2024/25

To consider the achievements of Yeovil Town Council during 2024/25 (report to follow).

10. APPOINTMENT OF COMMITTEES AND OTHER BODIES

(a) To appoint the following Committees of the Council and to appoint Members to serve on these committees:

- Infrastructure (Property & Assets) Committee
- Leisure & Environment Committee *
- Planning Committee**
- Culture, Events & Promotions Committee

Notes

In accordance with Standing Order 4(d)(xi), all Committees will reflect the political balance of the Council.

** includes a co-opted non-voting representative of the allotment tenants.*

*** to ensure that all wards are represented, the majority of Members will be expected to serve.*

(b) To appoint the Finance & Policy Executive comprising the following membership:

Mayor (Ex-Officio)*

Deputy Mayor (Ex-Officio)*

Chairman of the Finance & Policy Executive

Infrastructure (Property & Assets) Committee - Chair and Nominee

Leisure & Environment Committee - Chair and Nominee

Planning Committee - Chair and Nominee

Culture, Events & Promotions Committee - Chair and Nominee

Representative(s) of Opposition Groups

**Should the Mayor or Deputy Mayor be a Chair on any other Committee, a representative of the Ruling Group will need to be appointed.*

(c) To elect the Chair of the Finance & Policy Executive for 2025/26

(The meeting will be adjourned at this point to enable Special Meetings of the Committees mentioned in 10 (a) above to be held to elect the Chairs and Vice-Chairs of those Committees and to nominate a representative to be appointed to serve on the Finance & Policy Executive). All members are requested to remain in the meeting during this process.

(The meeting will be further adjourned at this point to enable the names of the Members of the Finance & Policy Executive to be confirmed, and for a Special Meeting of the Finance & Policy Executive to be held to elect the Vice-Chair). All members are requested to remain in the meeting during this process.

- (d) To re-appoint the following Sub-Committees, Steering Group and Representative:

i. Emergency Procedure (SO No 4 (d) (xvii))

To appoint the representative of the Opposition Group(s) on the Council for consultation purposes under the Council's Emergency Procedure. Last year Cllr T Casey (Independents) was appointed.

ii. Staffing Committee

To appoint the Staffing Committee (previous membership comprises Cllrs T Casey; T Lock; E Potts-Jones; A Soughton; R Stickland and A Wilkes were appointed).

iii. Monmouth Hall Working Party***

(previous membership comprises of Lyde Ward members - Cllrs B Boyton; T Lock; G Oakes and R Stickland).

iv. Goldcroft Working Party***

(previous membership comprises of Cllrs K Gill; A Kendall; G Oakes and R Stickland).

****Members may wish to combine the Monmouth Hall Working Party and the Goldcroft Party. The Working Parties did not meet during 2024/25 as awaiting the transfer of the freehold of key land adjacent to Council owned land.*

v. Climate Control Working Party

(previous membership comprises of Cllrs T Casey; K Gill; A Kendall; J Snell; and A Soughton). *The Working Parties did not meet during 2024/25 due to devolution priorities.*

vi. Allotment Maintenance Working Party

(previous membership comprises of Cllrs A Kendall; A Richards; A Soughton and R Spinner.).

11. TO APPOINT REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2025/26

(Details of present appointments attached at page 11)

12. 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.

13. MEMBERS' ATTENDANCE

To note the Schedule of Members' Attendance at Council and Committee Meetings in 2024/25 as attached at pages 12 to 13.

14. MEMBERS' ALLOWANCES

To note the Members' Allowances received in 2024/25 as attached at page 14.

List of Engagements attended/to be attended by the Mayor of Yeovil, Councillor Andy Kendall and the Deputy Mayor of Yeovil, Councillor Tony Lock from 2 April 2025 to 6 May 2025. The Mayor of Yeovil Councillor Tony Lock and Deputy Mayor of Yeovil, Councillor Wes Read from 7 May 2025 to 24 June 2025

<u>April Engagements</u>	
02/04/2025	The Mayor of Yeovil, Councillor Andy Kendall welcomed Guests to his Civic Evening at The Festival of Song
03/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Mayor of Portland's Civic Day
05/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Baton Fund Raiser Event at Yeovil Rugby Club
06/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Mayor of Wells Civic Service
08/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended the reopening of Wetherspoons in Yeovil
09/04/2025	The Mayor of Yeovil. Councillor Andy Kendall attended The Deputy Town Clerk's Retirement Gathering
10/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended a Charity Fundraiser for Yeovil 4 Family
12/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Beardmans Festival at the 94 Club, Yeovil
16/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Cooksons Court Somerset Care to celebrate Louise's 100 Birthday
16/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended the Ilchester Cheeses Co rebranding evening
17/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Knoll Nursing Home for their Easter Service
18/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Walk of Faith at St Johns Church, Yeovil

22/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended a Breakfast for Professionals at Potters House
24/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Mayor of Weymouth's Civic Day
24/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Yeovil College University Centre's Art Exhibition at Yeovil Art Space
25/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Glorious Garden of the Year at Yeovil Hospice Hub
25/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended a performance of Don't Close Your Eyes at Evercreech
26/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Yeovil Town Criers Competition
26/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Chard Variety Evening at Chard Guild Hall
27/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The St George's Day Parade
29/04/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Yeovil College for His Majesty's Lord Lieutenant of Somerset visit to Art Award Ceremony in partnership with iAero
<u>May Engagements</u>	
01/05/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Grovelands Residential Home to visit the residents
02/05/2025	The Mayor of Yeovil, Councillor Andy Kendall attended The Mayor of Weymouth's Charity Fundraising Event
03/05/2025	The Mayor of Yeovil, Councillor Andy Kendall attended Abbey Hill Steam and Vintage Vehicle Rally at Yeovil Showground
03/05/2025	The Deputy Mayor of Yeovil, Councillor Tony Lock opened the new Happy Days Nursery and Garden

08/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend Cookson's Court VE Day Celebrations
08/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend Potter House's Grand Opening
08/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend VE celebrations in the Borough and St Johns Church
10/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend the Street Pastors Community Service at Baptist Church
11/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend the Civic Thanksgiving Service at Wimborne
12/05/2025	The Deputy Mayor of Yeovil, Councillor Wes Read will attend Mayor Making at Axbridge Town Hall
20/05/2025	The Mayor of Yeovil, Councillor Tony Lock will attend the Rotary Club with Amanda Card, Chief Executive, Yeovil Town Council
20/05/2025	The Deputy Mayor of Yeovil, Councillor Wes Read will attend Mayor Ilminster's Mayor Making Ceremony

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

Outside Body	Representation 2024/25	Representation 2025/26
Allotment Association	Roy Spinner	
Birchfield Community Association	Emma-Jayne Hopkins	
Local Community Network	Karl Gill Roy Spinner (Sub)	
Octagon Project Board	Karl Gill, Tony Lock, Graham Oakes, Andy Soughton, Rob Stickland, Helen Stonier	
Parish Tree Warden Scheme	Ashley Richards	
Sea Cadet Corps – Yeovil Unit 458	Andy Kendall	
Somerset Association of Local Councils	Andy Soughton	
Somerset Local Authorities' Civil Contingencies Unit – Emergency Community Contact	Mayor Town Clerk	
Westfield Community Association	Jane Lowery	
Woborns Almshouse Charitable Trust	Mayor Jane Lowery Vacancy Vacancy	
Yeovil Chamber of Trade and Commerce	Mayor Town Clerk	
Yeovil Crematorium and Cemetery Committee	Emma-Jayne Hopkins Jeny Snell Helen Stonier	
Yeovil in Bloom	All Members of Culture, Events & Promotions Committee	
Yeovil Recreation Charity (formerly the Preston Grove Recreation Field for Adults Charity) <i>*Awaiting for advice from Charity Commission as non-councillor representatives have resigned.</i>	Andy Kendall Ashley Richards Jeny Snell Helen Stonier Adrian Wilkes	
Yeovil Twinning Association	Evie Potts-Jones	

Yeovil Town Council

Member's attendance at council and committee meetings 2024/25



Member	Total expected attendances	Present as expected		Attended virtually		Apologies received		Absent (including apologies)	
Barry Boyton	15	11	73%	1	7%	3	20%	4	27%
Jade Cabell	20	7	35%	2	10%	6	30%	13	65%
Tareth Casey	36	25	69%	0	0%	11	31%	11	31%
Kayleigh Fieldsend	15	3	20%	0	0%	4	27%	12	80%
Karl Gill	31	28	90%	0	0%	2	6%	3	10%
Emma Jayne-Hopkins	18	10	56%	1	7%	6	33%	8	44%
Kaysar Hussain	15	7	47%	0	0%	7	47%	8	53%
Justice Jimba	11	10	91%	0	0%	1	9%	1	9%
Andrew Kendall*	36	35	97%	0	0%	0	0%	1	3%
Jamie Lock	25	23	92%	0	0%	1	4%	2	8%
Tony Lock*	29	26	90%	1	7%	2	7%	3	10%
Jane Lowery	36	25	69%	0	0%	11	31%	11	31%
Sarah Lowery	7	6	86%	0	0%	1	14%	1	14%
Graham Oakes	26	22	85%	0	0%	4	15%	4	15%
Evie Potts-Jones	19	18	95%	1	5%	0	0%	1	5%
Wes Read	26	17	65%	0	0%	3	12%	9	35%
Ashley Richards	31	27	87%	2	10%	1	3%	4	13%
Jeny Snell	15	10	67%	1	7%	4	27%	5	33%
Andy Soughton	24	20	83%	0	0%	4	17%	4	17%
Roy Spinner	26	22	85%	0	0%	3	12%	4	15%
Rob Stickland	26	23	88%	0	0%	3	12%	3	12%
Helen Stonier	20	14	70%	0	0%	5	25%	6	30%
Ruth White	20	17	85%	1	7%	2	10%	3	15%
Adrian Wilkes	26	23	88%	1	7%	2	8%	3	12%
David Woan	26	22	85%	1	7%	2	8%	4	15%

Total expected attendances are the number of meetings that the councillor was expected to attend in person, where the councillor is a member of the committee.

Present as expected are the number of meetings that the councillor attended in person, where the councillor is a member of the committee.

Attended virtually are the number of meetings that the councillor attended virtually, where the councillor is a member of the committee (there are no voting rights to members of the committee who attend virtually).

Apologies received are the number of meetings where apologies have been submitted, where the councillor is a member of the committee.

Absent (including apologies) are meetings not attended, where the councillor is a member of the committee, including apologies submitted.

Note:

* Members holding ex-officio roles (i.e. The Mayor of Yeovil and the Deputy Mayor of Yeovil) may occasionally be unable to attend meetings due to commitments relating to their roles.

Members appointed to represent the Town Council on outside bodies may occasionally be unable to attend meeting due to commitments relating to those bodies.

Amanda Card
Chief Executive / Town Clerk
6th May 2025

Yeovil Town Council

Members Allowances



Notice is hereby given that the following parish basis allowances were paid to the Members of the Town Council during the municipal year 2024/25.

Councillor	Annual Allowance
Barry Boyton	£1,284.61
Jade Cabell	£1,284.61
Tareth Casey	£1,284.61
Kayleigh Fieldsend	£1,284.61
Karl Gill	£1,284.61
Emma-Jayne Hopkins	£1,284.61
Kaysar Hussain	£1,284.61
Justice Jimba (from 3 rd October 2024)	£642.30
Andrew Kendall	£1,284.61
Tony Lock	£1,284.61
Jamie Lock	£1,284.61
Jane Lowery	£1,284.61
Sarah Lowery (resigned 31 st July 2024)	£417.76
Graham Oakes	£1,284.61
Evie Potts-Jones	£1,284.61
Wes Read	£1,284.61
Ashley Richards	£1,284.61
Jeny Snell	£1,284.61
Andy Soughton	£1,284.61
Roy Spinner	£1,284.61
Rob Stickland	£1,284.61
Helen Stonier	£1,284.61
Adrian Wilkes	£1,284.61
David Woan	£1,284.61

The allowances are paid in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.

Amanda Card
Chief Executive / Town Clerk
6th May 2025