

# Yeovil Town Council



Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

**Buildings and Civic Matters Committee**

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## Buildings and Civic Matters Committee

**Tuesday 21<sup>st</sup> May 2024**

**7:00pm**

**Hybrid Meeting:**

**Face-to-face at Town House, 19 Union Street, Yeovil**

**BA20 1PQ; and virtual using Zoom meeting software**

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For further information on the items to be discussed, please contact [town.clerk@yeovil.gov.uk](mailto:town.clerk@yeovil.gov.uk).

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

**Amanda Card, Town Clerk**  
15<sup>th</sup> May 2024

This information is also available on our website: [www.yeovil.gov.uk](http://www.yeovil.gov.uk)

**Members of Yeovil Town Council are summoned to attend:**

Tareth Casey

Karl Gill (Vice Chair)

Andy Kendall (Ex-officio)

Tony Lock (Ex-officio)

Jane Lowery

Evie Potts-Jones

Wes Read

Ashley Richards

Andy Soughton

Rob Stickland (Chair)

Helen Stonier

**Public Comments at meetings**

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

If you would like to join the meeting via zoom, please e-mail [ytic@yeovil.gov.uk](mailto:ytic@yeovil.gov.uk) by 9:00am on Tuesday 21<sup>st</sup> May 2024. Instructions will be sent to you to view the meeting.

## **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](http://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.

# **A G E N D A**

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

Due to the confidential nature of the business of item 11/174, under the Public Bodies (Admission to Meetings) Act 1960 s3, a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors. *Public Bodies (Admission to Meetings) Act 1960 s3*

### **11/164 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

### **11/165 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. (NB this does not preclude any later declarations).

### **11/166 MINUTES**

To approve as a correct record the Minutes of the meetings held on 19<sup>th</sup> March 2024.

### **11/167 FINANCIAL STATEMENT – FEBRUARY 2024 / MARCH 2024**

To approve the Financial Statement for the period 1<sup>st</sup> February 2024 to 31<sup>st</sup> March 2024 attached at pages 6 to 12.

### **11/168 DEFIBRILLATOR UPDATE**

To note the report of the Town Clerk regarding defibrillators as attached at page 13.

### **11/169 SPEED INDICATOR DEVICE REQUESTS**

To consider the report of the Deputy Town Clerk regarding the Speed Indicator Device Requests as attached at pages 14 and 15. **Please contact the Deputy Town Clerk prior to the meeting should you have any questions regarding this report.**

### **11/170 PEDESTRIAN CROSSING REQUEST AT KINGSTON/HIGHER KINGSTON**

To consider the report of the Deputy Town Clerk regarding a pedestrian crossing request as attached at pages 16 and 17. **Please contact the Deputy Town Clerk prior to the meeting should you have any questions regarding this report.**

**11/171 URGENT BUSINESS: MILFORD HALL HVAC SYSTEM**

To consider the report of the Deputy Town Clerk regarding works to the heating system at Milford Hall as attached at page 18. **Please contact the Deputy Town Clerk prior to the meeting should you have any questions regarding this report.**

**11/172 SOMERSET COUNCIL LICENSING UPDATE**

Cllr T Lock to provide a verbal update on Licensing at Somerset Council. (This item was deferred from the previous meeting).

**11/173 EXCLUSION OF PRESS AND PUBLIC**

The Committee will consider passing a resolution to exclude the press and public from the ***next item*** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**11/174 CCTV IN YEOVIL (CONFIDENTIAL)**

To consider the report of the Deputy Town Clerk as attached at pages 19 to 20. **Please contact the Deputy Town Clerk prior to the meeting should you have any questions regarding this report.**

# Yeovil Town Council

## February Actual V Budget

### Building & Civic Matters

	Budget		Budget		Remaining
	Allocation	Actual YTD	YTD	Variance	Budget
<b>Income</b>					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	27,627.54	23,833.37	3,794.17	-1,627.54
Town House	1,000.00	0.00	916.63	-916.63	1,000.00
	<b>258,720.00</b>	<b>259,347.54</b>	<b>256,470.00</b>	<b>2,877.54</b>	<b>-627.54</b>
<b>Expenditure</b>					
Community Safety	17,500.00	475.80	16,041.63	-15,565.83	17,024.20
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	5.82	641.63	-635.81	694.18
Millennium Clock	570.00	1,100.00	522.50	577.50	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	55,000.00	-54,956.68	59,956.68
Milford Hall	40,370.00	71,099.66	37,005.87	34,093.79	-30,729.66
Milford Hall Refurbishment	0.00	2,990.00	0.01	2,989.99	-2,990.00
Public Toilets - Peter St	22,410.00	21,416.08	20,542.50	873.58	993.92
Public Toilets - Petters Way	20,550.00	17,099.82	18,837.50	-1,737.68	3,450.18
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	698.21	916.63	-218.42	301.79
Band Costs	3,500.00	3,500.00	3,208.37	291.63	0.00
Sports Development Officer	2,160.00	0.00	2,160.00	-2,160.00	2,160.00
Town House - Business Rates	10,400.00	11,046.61	10,400.00	646.61	-646.61
Town House - (excluding Services)	7,000.00	6,048.69	6,416.63	-367.94	951.31
Town House - Electricity	2,400.00	1,672.08	2,200.00	-527.92	727.92
Town House - Gas	2,200.00	1,380.30	2,016.63	-636.33	819.70
Town House - Maintenance	10,000.00	31,930.24	9,166.63	22,763.61	-21,930.24
PA System	620.00	0.00	620.00	-620.00	620.00
War Memorials	750.00	1,100.00	687.50	412.50	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	7,333.37	-7,333.37	8,000.00
Town House - Water Charges	400.00	216.93	366.63	-149.70	183.07
St Georges Day Parade	200.00	200.00	183.37	16.63	0.00
Defibrillator	11,500.00	10,132.55	10,541.63	-409.08	1,367.45
CCTV Reserve	500.00	0.00	458.37	-458.37	500.00
Regalia	2,000.00	53.90	1,833.37	-1,779.47	1,946.10
Remembrance Sunday Video	1,500.00	648.80	1,375.00	-726.20	851.20
	<b>258,720.00</b>	<b>182,858.81</b>	<b>240,965.77</b>	<b>-58,106.96</b>	<b>75,861.19</b>
	<b>0</b>	<b>76,488.73</b>	<b>15,504.23</b>	<b>60,984.50</b>	<b>-76,488.73</b>

ARCHIVE <Year End 2024> Yeovil Town  
Nominal Departmental Analysis (Detailed)

N/C From 6000	Tran Date From 01/02/2024	Tran No From 1	Department From 0
N/C To 6300	Tran Date To 29/02/2024	Tran No To 99,999,999	Department To 999

Dept Number 5                      Dept      BUILDING & CIVIC MATTERS  
N/C                      6005                      Name      B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69058	SI	02/02/2024	Hall Hire Fees		37.50	-37.50
69059	SI	02/02/2024	Hall Hire Fees		17.00	-17.00
69060	SI	05/02/2024	Hall Hire Fees		87.50	-87.50
69061	SI	05/02/2024	Hall Hire Fees		17.00	-17.00
69105	SI	07/02/2024	Hall Hire Fees		27.00	-27.00
69106	SI	07/02/2024	Hall Hire Fees		12.50	-12.50
69123	SI	09/02/2024	Hall Hire Fees		50.00	-50.00
69124	SI	09/02/2024	Hall Hire Fees		17.00	-17.00
69125	SI	13/02/2024	Hall Hire Fees		36.00	-36.00
69126	SI	13/02/2024	Hall Hire Fees		12.50	-12.50
69127	SI	13/02/2024	Hall Hire Fees		50.00	-50.00
69128	SI	13/02/2024	Hall Hire Fees		17.00	-17.00
69171	SI	16/02/2024	Hall Hire Fees		50.00	-50.00
69172	SI	16/02/2024	Hall Hire Fees		17.00	-17.00
69243	SI	23/02/2024	Hall Hire Fees		62.50	-62.50
69244	SI	23/02/2024	Hall Hire Fees		17.00	-17.00
69259	SI	23/02/2024	Milford Hall Hire Fees - March 2024		1,333.33	-1,333.33
69260	SI	23/02/2024	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
69508	SI	29/02/2024	Hall Hire Fees		48.00	-48.00
<u>Account Totals</u>					<u>2,081.08</u>	<u>-2,081.08</u>

N/C                      6080                      Name      B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69199	JD	27/02/2024	Payments	1,173.36		1,173.36
69256	JC	27/02/2024	Caretaker		1,173.36	-1,173.36
<u>Account Totals</u>					<u>1,173.36</u>	<u>1,173.36</u>

N/C                      6090                      Name      B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69138	PI	02/02/2024	Repair Leaking Toilet	103.40		103.40
69140	PI	08/02/2024	Replace Faulty Sensors	136.00		136.00
69147	PI	05/02/2024	Gas	272.85		272.85
69150	PI	09/02/2024	Toilet Rolls	26.90		26.90
69162	PI	07/02/2024	Boiler Service	90.00		90.00
69173	PI	06/02/2024	Electricity	2,392.24		2,392.24
69179	PI	15/02/2024	CCTV Support	200.00		200.00
69180	PI	15/02/2024	Fire Extinguisher Service	175.00		175.00
69181	PI	15/02/2024	Intruder Support	375.00		375.00
69186	PI	15/02/2024	Emergency Lighting Service	130.00		130.00
69187	PI	15/02/2024	Fire System Support	350.00		350.00
69218	PI	22/02/2024	Cleaning	780.00		780.00
69257	JD	27/02/2024	Caretaker	861.01		861.01
69299	PI	22/02/2024	Internet Connection	25.41		25.41
69313	PI	28/02/2024	Repair Water Heater	92.11		92.11
69323	PI	13/02/2024	Decorating Materials	12.49		12.49
69324	PI	14/02/2024	Decorating Materials	24.47		24.47
69325	PI	14/02/2024	Decorating Materials	22.50		22.50
69326	PI	15/02/2024	Decorating Materials	30.81		30.81
69327	PI	19/02/2024	Toilet Seat	29.15		29.15
69333	PI	26/02/2024	Fire Reactive Visit	78.00		78.00
69335	PI	29/02/2024	Alarm Response	35.00		35.00
69341	PI	15/02/2024	Breakdown Heating	67.50		67.50
69342	PI	20/02/2024	Replace Fan Blade	335.22		335.22
69463	PI	16/02/2024	Gas	266.67		266.67

ARCHIVE <Year End 2024> Yeovil Town  
Nominal Departmental Analysis (Detailed)

Account Totals 6,911.73 6,911.73

<u>N/C</u>	6100	<u>Name</u>	B&CM - Exp - Public Toilets Peter St			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69148	PI	01/02/2024	Water Charges	72.18		72.18
69332	PI	16/02/2024	Electricity	360.36		360.36
69338	PI	29/02/2024	Water Hygiene Service	222.25		222.25
69339	PI	29/02/2024	Maintenance Water Harvesting System	165.00		165.00
69358	PI	29/02/2024	Cleaning	615.19		615.19

Account Totals 1,434.98 1,434.98

<u>N/C</u>	6102	<u>Name</u>	B&CM - Exp - Public Toilets Petters Way			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69174	PI	06/02/2024	Toilet Rechrage - 3rd Qtr	2,546.43		2,546.43

Account Totals 2,546.43 2,546.43

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69151	PI	09/02/2024	Washing Up Liquid	16.49		16.49
69178	PI	16/02/2024	Toilet Rolls	31.24		31.24
69219	PI	20/02/2024	Silver Polish	2.96		2.96
69220	PI	21/02/2024	Silver Duster/Gloves	17.31		17.31
69221	PI	21/02/2024	Silver Polish	4.67		4.67
69258	JD	27/02/2024	Cleaner	312.35		312.35
69344	PI	29/02/2024	Waste Disposal	68.87		68.87
69457	CP	22/02/2024	Coffee	5.99		5.99
69458	CP	23/02/2024	Tea Towels	5.00		5.00

Account Totals 464.88 464.88

<u>N/C</u>	6210	<u>Name</u>	B&CM - Exp - Town House - Electricity			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69136	PI	02/02/2024	Electricity	293.69		293.69

Account Totals 293.69 293.69

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69301	PI	06/02/2024	Gas	323.83		323.83

Account Totals 323.83 323.83

<u>N/C</u>	6214	<u>Name</u>	B&CM - Exp - Town House - Maintenance			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69182	PI	15/02/2024	Emergency Lighting Service	130.00		130.00
69183	PI	15/02/2024	Intruder Support	350.00		350.00
69184	PI	15/02/2024	CCTV Support	200.00		200.00
69188	PI	15/02/2024	Fire Extinguisher Service	175.00		175.00
69189	PI	15/02/2024	Access Support	75.00		75.00
69330	PI	21/02/2024	Decorating Materials	10.89		10.89

Account Totals 940.89 940.89

Department 14,089.79 3,254.44 10,835.35

Grand Totals 14,089.79 3,254.44 10,835.35



# Yeovil Town Council

## March Actual V Budget

### Building & Civic Matters

	Budget		Budget	
	Allocation	Actual YTD	YTD	Variance
<b>Income</b>				
PRECEPT	231,720.00	231,720.00	231,720.00	0.00
Milford Hall Hire Fees	26,000.00	30,175.62	26,000.00	4,175.62
Town House	1,000.00	0.00	1,000.00	-1,000.00
	<b>258,720.00</b>	<b>261,895.62</b>	<b>258,720.00</b>	<b>3,175.62</b>
<b>Expenditure</b>				
Community Safety	17,500.00	13,550.96	17,500.00	-3,949.04
CCTV	32,490.00	0.00	32,490.00	-32,490.00
Litter/Grit Bins	700.00	5.82	700.00	-694.18
Millennium Clock	570.00	1,100.00	570.00	530.00
Monmouth Hall	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	60,000.32	60,000.00	0.32
Milford Hall	40,370.00	75,432.28	40,370.00	35,062.28
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00
Public Toilets - Peter St	22,410.00	23,644.39	22,410.00	1,234.39
Public Toilets - Petters Way	20,550.00	21,102.07	20,550.00	552.07
Changing Places Toilet	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	698.21	1,000.00	-301.79
Band Costs	3,500.00	3,500.00	3,500.00	0.00
Sports Development Officer	2,160.00	-2,160.00	2,160.00	-4,320.00
Town House - Business Rates	10,400.00	11,046.61	10,400.00	646.61
Town House - (excluding Services)	7,000.00	6,441.94	7,000.00	-558.06
Town House - Electricity	2,400.00	1,997.39	2,400.00	-402.61
Town House - Gas	2,200.00	1,568.20	2,200.00	-631.80
Town House - Maintenance	10,000.00	32,015.24	10,000.00	22,015.24
PA System	620.00	0.00	620.00	-620.00
War Memorials	750.00	1,850.00	750.00	1,100.00
Town Centre Environmental Improvements	8,000.00	0.00	8,000.00	-8,000.00
Town House - Water Charges	400.00	216.93	400.00	-183.07
St Georges Day Parade	200.00	200.00	200.00	0.00
Defibrillator	11,500.00	11,500.26	11,500.00	0.26
CCTV Reserve	500.00	500.00	500.00	0.00
Regalia	2,000.00	1,999.90	2,000.00	-0.10
Remembrance Sunday Video	1,500.00	648.80	1,500.00	-851.20
	<b>258,720.00</b>	<b>269,849.32</b>	<b>258,720.00</b>	<b>11,129.32</b>
	<b>0</b>	<b>-7,953.70</b>	<b>0.00</b>	<b>-7,953.70</b>

ARCHIVE <Year End 2024> Yeovil Town  
Nominal Departmental Analysis (Detailed)

N/C From 6000	Tran Date From 01/03/2024	Tran No From 1	Department From 0
N/C To 6300	Tran Date To 31/03/2024	Tran No To 99,999,999	Department To 999

Dept Number 5                      Dept      BUILDING & CIVIC MATTERS

N/C                      6005                      Name      B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69245	SI	01/03/2024	Hall Hire Fees		48.00	-48.00
69247	SI	01/03/2024	Hall Hire Fees		48.00	-48.00
69248	SI	01/03/2024	Hall Hire Fees		56.00	-56.00
69249	SI	01/03/2024	Hall Hire Fees		32.00	-32.00
69250	SI	01/03/2024	Hall Hire Fees		128.00	-128.00
69251	SI	01/03/2024	Hall Hire Fees		120.00	-120.00
69262	SI	06/03/2024	Hall Hire Fees		18.00	-18.00
69285	SI	08/03/2024	Hall Hire Fees		16.00	-16.00
69292	SI	08/03/2024	Hall Hire Fees		62.50	-62.50
69293	SI	08/03/2024	Hall Hire Fees		17.00	-17.00
69294	SI	11/03/2024	Hall Hire Fees		37.50	-37.50
69295	SI	11/03/2024	Hall Hire Fees		17.00	-17.00
69367	SI	20/03/2024	Hall Hire Fees		37.50	-37.50
69368	SI	20/03/2024	Hall Hire Fees		17.00	-17.00
69425	PI	22/03/2024	Refund Deposit Fee	140.00		140.00
69477	SI	25/03/2024	Milford Hall Hire Fees - April 2024		1,333.33	-1,333.33
69478	SI	25/03/2024	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
69481	SI	29/03/2024	Hall Hire Fees		144.00	-144.00
69482	SI	29/03/2024	Hall Hire Fees		128.00	-128.00
69483	SI	28/03/2024	Hall Hire Fees		64.00	-64.00
69485	SI	28/03/2024	Hall Hire Fees		64.00	-64.00
69486	SI	28/03/2024	Hall Hire Fees		32.00	-32.00
69507	SI	28/03/2024	Hall Hire Fees		96.00	-96.00
<u>Account Totals</u>				<u>140.00</u>	<u>2,688.08</u>	<u>-2,548.08</u>

N/C                      6030                      Name      B&CM - Exp - Community Safety

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69362	PI	13/03/2024	Speed Indicator Repair	480.00		480.00
69599	PI	06/03/2024	Ranger Labour (SIDS)	95.16		95.16
69643	JD	28/03/2024	Community Safety	12,500.00		12,500.00
<u>Account Totals</u>				<u>13,075.16</u>		<u>13,075.16</u>

N/C                      6080                      Name      B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69376	JD	27/03/2024	Payments	1,173.36		1,173.36
69525	JC	27/03/2024	Caretaker		1,173.36	-1,173.36
<u>Account Totals</u>				<u>1,173.36</u>	<u>1,173.36</u>	

N/C                      6085                      Name      B&CM - Exp - Monmouth Hall Refurbishment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69644	JD	28/03/2024	Monmouth Hall Refurbish	59,957.00		59,957.00
<u>Account Totals</u>				<u>59,957.00</u>		<u>59,957.00</u>

N/C                      6090                      Name      B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69311	PI	02/03/2024	Electricity	1,979.27		1,979.27
69312	PI	05/03/2024	Repair Blocked Toilet	82.50		82.50
69361	PI	15/03/2024	Cleaning	780.00		780.00
69421	PI	20/03/2024	Alarm Response	35.00		35.00
69423	PI	21/03/2024	Key Holding Fee	220.00		220.00
69514	PI	28/03/2024	Electricity	35.24		35.24
69526	JD	27/03/2024	Caretaker	861.01		861.01

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69531	PI	18/03/2024	Weatherstrip	10.08		10.08
69533	PI	20/03/2024	Gas	329.52		329.52
<u>Account Totals</u>				<u>4,332.62</u>		<u>4,332.62</u>

N/C	6100	<u>Name</u> B&CM - Exp - Public Toilets Peter St				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69346	PI	01/03/2024	Water Charge	67.60		67.60
69352	PI	08/03/2024	Electricity	193.02		193.02
69359	PI	01/03/2024	Consumables	72.50		72.50
69560	PI	31/03/2024	Cleaning	615.19		615.19
69561	PI	31/03/2024	Foot Patrols	1,280.00		1,280.00
<u>Account Totals</u>				<u>2,228.31</u>		<u>2,228.31</u>

N/C	6102	<u>Name</u> B&CM - Exp - Public Toilets Petters Way				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69541	PI	30/03/2024	Water Hygiene Service	222.25		222.25
69563	PI	31/03/2024	Foot Patrols	1,280.00		1,280.00
69645	JD	28/03/2024	Petters Way - 4th Qtr	2,500.00		2,500.00
<u>Account Totals</u>				<u>4,002.25</u>		<u>4,002.25</u>

N/C	6160	<u>Name</u> B&CM - Exp - Sports Development Officer				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69633	JC	28/03/2024	Sports Dev Officer		2,160.00	-2,160.00
<u>Account Totals</u>					<u>2,160.00</u>	<u>-2,160.00</u>

N/C	6200	<u>Name</u> B&CM - Exp - Town House - (excluding services)				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69459	CP	19/03/2024	Refreshments	10.15		10.15
69527	JD	27/03/2024	Cleaner	312.35		312.35
69540	PI	31/03/2024	Waste Disposal	70.75		70.75
<u>Account Totals</u>				<u>393.25</u>		<u>393.25</u>

N/C	6210	<u>Name</u> B&CM - Exp - Town House - Electricity				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69336	PI	04/03/2024	Electricity	325.31		325.31
<u>Account Totals</u>				<u>325.31</u>		<u>325.31</u>

N/C	6212	<u>Name</u> B&CM - Exp - Town House - Gas				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69337	PI	05/03/2024	Gas	187.90		187.90
<u>Account Totals</u>				<u>187.90</u>		<u>187.90</u>

N/C	6214	<u>Name</u> B&CM - Exp - Town House - Maintenance				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69340	PI	04/03/2024	Boiler Maintenance	85.00		85.00
<u>Account Totals</u>				<u>85.00</u>		<u>85.00</u>

N/C	6230	<u>Name</u> B&CM - Exp - War Memorials				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69646	JD	28/03/2024	War Memorial	750.00		750.00
<u>Account Totals</u>				<u>750.00</u>		<u>750.00</u>

N/C	6270	<u>Name</u> B&CM - Exp - Defibrillator				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69354	PI	13/03/2024	Install Defibrillator	392.91		392.91

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69467	PI	05/03/2024	Fixing Kit for Cabinet	21.94		21.94
69532	PI	20/03/2024	Storage Hook	2.86		2.86
69647	JD	28/03/2024	Defibrillators	950.00		950.00
<u>Account Totals</u>				<u>1,367.71</u>		<u>1,367.71</u>

<u>N/C</u>	6280	<u>Name</u>	B&CM - Exp - CCTV Reserve			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69648	JD	28/03/2024	CCTV Town House	500.00		500.00
<u>Account Totals</u>				<u>500.00</u>		<u>500.00</u>

<u>N/C</u>	6290	<u>Name</u>	B&CM - Exp - Regalia			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
69649	JD	28/03/2024	Regalia	1,946.00		1,946.00
<u>Account Totals</u>				<u>1,946.00</u>		<u>1,946.00</u>

<u>Department</u>	<u>90,463.87</u>	<u>6,021.44</u>	<u>84,442.43</u>
<u>Grand Totals</u>	<u>90,463.87</u>	<u>6,021.44</u>	<u>84,442.43</u>

## 11/168 DEFIBRILLATOR UPDATE

Yeovil Town Council are currently the guardians of 13 defibrillators across Yeovil, with plans to increase this number continuing.

### Accessed Defibrillators

Since May 2022, the defibrillators have been accessed 50 times:

Location	Go-Live Date	Frequency of access as at 19 <sup>th</sup> March 2024	Frequency of access since 19 <sup>th</sup> March 2024	Frequency of access to date
1. Nationwide	20/09/21	8	2	10
2. The Acorn	16/10/21	9	5	14
3. Ninesprings Café	14/01/22	0	0	0
4. St Andrew's Scout Group	23/04/22	2	0	2
5. St Peter's	12/03/22	2	1	3
6. Dunelm	19/07/22	2	1	3
7. Birchfield	09/12/22	5	0	5
8. The Quicksilver Mail	06/01/23	4	0	4
9. Milford Hall	18/01/18	3	0	3
10. Town House	19/01/23	3	1	4
11. Holy Trinity	29/07/23	1	0	1
12. Southville Elim Church	05/10/23	1	0	1
13. Maltravers House	11/03/24	0	0	0
		<b>40</b>	<b>10</b>	<b>50</b>

### Future Installations

The 14<sup>th</sup> Defibrillator will be installed soon on the Lynx Trading Estate and will be found next to Progress Gym.

Discussions are underway with The Bell Inn on Preston Road. The Pen Mill Hotel have agreed to have one situated on their building pending Listed Building Consent.

The Committee is **RECOMMENDED** to note the report.

***(Amanda Card, Town Clerk – 01935 382424 or amanda.card@yeovil.gov.uk)***

## **11/169 SPEED INDICATOR DEVICE REQUESTS**

Yeovil Town Council owns two Speed Indicator Devices (SIDs) which are installed on a rota at sites around the town (agreed by the Buildings and Civic Matters Committee). The list of locations to date is below.

The posts for the SIDs must be installed by Somerset Council as the Highways Authority.

Two requests have been received for SIDs to be located:

- i) St Michael's Avenue (there is currently one location near the junction with Neatham Road)  
The request is for a SID to be located near St Michael's Church.
- ii) Stiby Road  
The request is for a SID to be located westbound just past the Westfield Grove junction.

The Committee is **RECOMMENDED**:

- (1) to note the report;
- (2) to consider the requests for additional posts to be erected.
- (3) If (2) agreed, to add the new locations to the Speed Indicator Device rota.

*(Sally Freemantle, Deputy Town Clerk – 01935 382424)*

5 August 2022	West Coker Road (W)	St John's Road
19 August 2022	Officer on annual leave	
2 September 2022	Goldcroft	Rosebery Avenue
16 September 2022	Milford Road	Lysander Road
30 September 2022	St Michaels Avenue	Sherborne Road
14 October 2022	St Johns Road	Preston Road
28 October 2022	Info not available	Info not available
11 November 2022	Rosebery Avenue	Milford Road
25 November 2022	West Coker Road	Sherborne Road
9 December 2022	Preston Road	Lyde Road
23 December 2022	St Johns Road	West Coker Road
2 January 2023	Goldcroft	Rosebery Avenue
16 January 2023	Milford Road	Lysander Road
27 January 2023	St Michaels Ave	Sherborne Road
10 February 2023	St Johns Road	Preston Road
24 February 2023	Lyde Road	Goldcroft
17 March 2023	Rosebery Avenue	Milford Road
31 March 2023	West Coker Road	Sherborne Road
14 April 2023	Preston Road	Lyde Road
28 April 2023	St Johns Road	West Coker Road
12 May 2023	Rosebery Avenue	Goldcroft
26 May 2023	Lysander Road	Milford Road
9 June 2023	Sherborne Road	St Michaels Ave
23 June 2023	Preston Road	St Johns Road
7 July 2023	Goldcroft	Lyde Road
21 July 2023	Milford Road	Rosebery Ave
4 August 2023	West Coker Road	Sherborne Road
18 August 2023	Preston Road	Lyde Road
1 September 2023	West Coker Road	St Johns Road
15 September 2023	Goldcroft	Rosebery Avenue
29 September 2023	Milford Rd	Lysander Rd
13 October 2023	St Michaels Ave	Sherborne Rd
27 October 2023	St Johns Road	Preston Road
10 November 2023	Lyde Road	Goldcroft
24 November 2023	West Coker Rd	Sherborne Road
8 December 2023	Preston Rd	Lyde Rd
22 December 2023	Goldcroft	*
5 January 2024	Milford Road	* SID B –
19 January 2024	St Michaels Avenue	*OUT OF ACTION
2 February 2024	Lyde Road	*(repairs)
16 February 2024	Milford Road	*
23 February 2024	Preston Road	*
1 March 2024	Lyde Road	Goldcroft
15 March 2024	Rosebery Ave	Milford Road
29 March 2024	Lyde Rd	Preston Road
12 April 2024	St Johns Road	West Coker Road
26 April 2024	Goldcroft	Rosebery Avenue
10 May 2024	Milford Road	Lysander Road

**11/170      PEDESTRIAN CROSSING REQUEST AT KINGSTON / HIGHER KINGSTON**

The Council has received the following correspondence from a doctor at Yeovil Hospital:

*"I am very concerned about the safety of pedestrians crossing the busy dual carriageway near Yeovil District Hospital (Kingston, near where Higher Kingston joins the main road.*

*What three words: ///reason.chimp.retire).*

*This is used as a short cut for many hospital staff, sometimes in reduced visibility eg late at night. I have also witnessed families as well as unaccompanied children crossing the busy road. I feel that it is only a matter of time before there is a serious accident.*

*Please can we apply to have a zebra crossing at this point?*

*As a pedestrian, I wouldn't want to walk the additional half a mile detour to cross at the Hospital roundabout underpass.*

*As a motorist, I worry about the children that I see running across the road in front of cars moving at 30mph.*

*As a doctor, I would prefer to help prevent an accident, rather than have to clear up after one".*

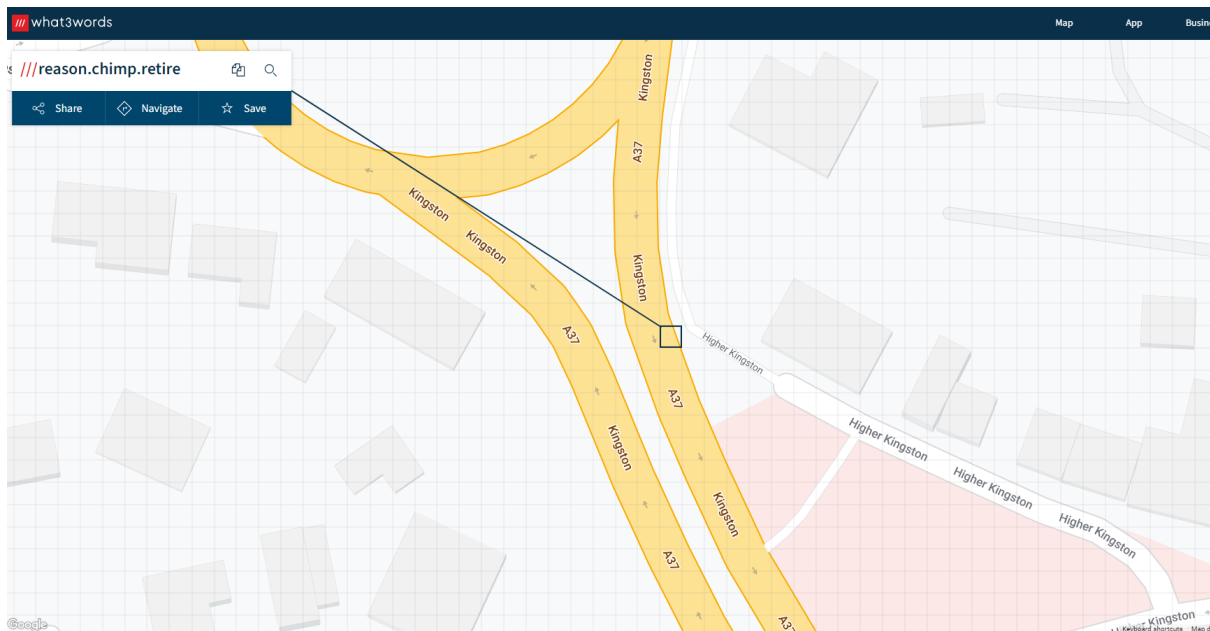
Somerset Council is the Highway Authority, but their website states:

### **Requesting a pedestrian crossing**

If you would like to request a pedestrian crossing, you should contact the appropriate parish council. They will contact the Area Highways Office on your behalf if they support your request.

Therefore, the request has been sent to the Town Council, and brought to this Committee for your consideration. The map below shows the location to which the correspondent refers.





For information, Somerset Council's website lists the different types of pedestrian crossings:

## Pedestrian crossings

We provide pedestrian crossings throughout Somerset to help people cross busy roads safely and easily. There are 4 types of pedestrian crossing used in Somerset.

The 3 types of signal-controlled crossings are:

- Pelican (pedestrian light-controlled crossing)
- Puffin (pedestrian user-friendly intelligent crossing)
- Toucan (pedestrians and cyclists crossing derived from 'two can' cross)

The type of uncontrolled crossing is a: Zebra (from the black and white stripes on the crossing)

The Committee is **RECOMMENDED**:

- 1) to note the report; and,
- 2) to consider what further action to take.

*(Helen Ferdinand, Deputy Town Clerk – 01935 382424 or  
helen.ferdinand@yeovil.gov.uk)*

**11/171 URGENT BUSINESS: MILFORD HALL HVAC SYSTEM**

This report is for information only.

There have been difficulties with the heating and ventilation system at Milford Hall, and the engineers have been called on a few occasions. Elliott Environmental Services, who are contracted to maintain the system, advised that the fan and inverter boards were corroded and need replacing. They provided a quotation to supply and install the relevant parts for £1,175.58 + VAT. Because of the continuing problems, and the issues it causes when it breaks down because the Family Time Team have babies and young children in the building, the necessary work needed to be carried out urgently.

Agreement to accept the quotation and authorise Elliott Environmental Services to carry out the work was sought and agreed under the requirements of Paragraph 4 (d)(xiv) 'Urgent Business' of Standing Orders.

The Committee is **RECOMMENDED** to note the report.

*(Helen Ferdinand, Deputy Town Clerk – 01935 382424 or  
helen.ferdinand@yeovil.gov.uk)*