



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Finance & Policy Executive

Finance & Policy Executive

Tuesday 28th October 2025

7:00pm

Hybrid Meeting:

**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.

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

Amanda Card,
Chief Executive / Town Clerk
22nd October 2025

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

Members of Yeovil Town Council are summoned to attend:

Tareth Casey

Karl Gill

Andy Kendall

Tony Lock (*Ex-officio*)

Jamie Lock

Graham Oakes

Wes Read (*Ex-officio*)

Jeny Snell

Andy Soughton (*Chair*)

Royston Spinner

Rob Stickland (*Vice Chair*)

Adrian Wilkes

Dave Woan

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 by 9:00am on Tuesday 28th October 2025. 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 Chair 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 Chair 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)

11/324 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/325 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).

11/326 MINUTES

To approve as a correct record the Minutes of the meeting held on 30th September 2025.

11/327 UPDATE REPORT ON YEOVIL TWINNING ASSOCIATION

To consider the report submitted by the Yeovil Twinning Association, with whom the Council holds a service level agreement. Attached at pages 6 -7.

11/328 APPROVAL OF PAYMENTS

Members to approve payments made by Yeovil Town Council:

- 1st July 2025 – 31st July 2025; and
- 1st August 2025 – 31st August 2025.

(These documents will be circulated separately due to the size).

11/329 BANK MANDATE REVIEW

To review the bank signatories on the mandate. To authorise the following changes:

- To add the Deputy Responsible Finance Officer as an authorised signatory
- To remove the former Finance Officer as an authorised signatory
- To remove the former Deputy Town Clerk as an authorised signatory

11/330 PWLB LOAN REPAYMENTS

Members to consider the report of the Chief Executive/Town Clerk regarding alternative funding sources to contribute towards the annual loan repayments (to follow).

11/331 MOTION

Members to consider the motion of Cllr A Wilkes received on 21st October 2025 *Standing Order s9* as attached at pages 8 – 9.



**Yeovil
England**



**Herblay
France**



**Taunusstein
Germany**



**Samarate
Italy**

Yeovil Twinning Association - 2024 Chair's Report

We are once again holding our AGM here in the townhouse courtesy of Yeovil Town Council who very kindly offered to support our Twinning Association in any way they can.

Our monthly Coffee Mornings at Westland Entertainment Venue have been very successful, slowly topping up our coffers by a donation of £1 per person when attending, and giving us all an opportunity to socialise and the possibility to introduce friends.

Last December we had our Christmas meal at the Green Room which was very well attended and enjoyed by all members.

In May we held our very first Twinning Quiz Night which was great fun and enjoyed by a really full house. We had to bring in extra tables and chairs. The credit for the success of the evening has to be laid at the feet of Dotty who arranged it all. We thank her very much.

Our friends from Taunusstein visited 21 - 25 June. As usual, it was very enjoyable and successful trip. Our visit to the Sculpture Park near Dorchester was an excellent suggestion from Sharon, especially on such a sunny day. On the 23rd we enjoyed the American Supper held at the Old Barn Club. To culminate their visit we had an excellent dinner at The Brasserie which was clearly enjoyed by all.

Following the committee meeting in September, a suggestion was made by Bridget to write to the Town Council setting out our various concerns in respect of our future viability. In response we were invited to attend the Yeovil Town Policy, Resources and Finance meeting on 24th September 2024 and had an opportunity to speak in support of our concerns. This was well received and the result was the meeting agreed to a three year Service Level Agreement of £1500 per year. They also offered to support us in any way which included an offer of help to set up an YTA Facebook Group, the use of the Chamber and promotion of YTA when opportunities avail themselves.

During October ten members visited Herblay to celebrate the 40th Anniversary of signing the original Charter. Mayor Andy Kendall accompanied us and received on behalf of the Town a new Charter renewing our Twinning with Herblay. The ceremony was conducted by their Deputy Mayor starting with unveiling a new plaque which is now mounted in front of their Town Hall. The signing of the charter followed and a choir conducted by Herblay's Chair person Stephanie Seban celebrated the event.

That evening we attended a Dinner and Dance at a local restaurant which everyone enjoyed. During our stay our hosts took us to the Chateau du Prieure, a Museum which explained the canal networks of France through detailed models, painting and videos and a chapel on the Seine which was specifically for the boat people who manned the barges. Whole families were involved and the children were boarded at a local school for their education. Other visits were Monet's Town House, a day in Paris visiting Notre Dame, Trocadero, Sacre-Coeur Basilica.

It was a busy visit with excellent company. Herblay had really put a lot of effort into making it a really enjoyable trip.

As previously mentioned our Coffee Mornings bring in a small amount of money, are purely social and I hope you all try to support these monthly meet ups. In the same spirit, Dotty has again arranged a Quiz Night which I hope all of you will endeavour to attend this Friday at 7:30 for 8:00pm Johnson Park. It really is an enjoyable evening.

Darryl Stimpson
Chair - Yeovil Twinning Association

Yeovil Twinning Association

Income and Expenditure Accounts for Year Ending 31 August 2024

	2023	2024
Income		
Annual subscriptions	420	490
Grants received	0	0
Donations		
Quiz		355
French Raffle	72	
French Visit Dinner	334.05	
German Outgoing	3094.62	
Fund raising		
Coffee Mornings	97.5	88.5
Raffles	58	
Ukraine Supper		
	4076.17	933.5
Expenditure		
Insurance premium	0	
Independent Examiner fees	0	
Bank charges	0	
German visit	3095.44	1414
French Visit	1493	70
	4588.44	1484
 Net surplus(deficit) for the year	 -512.27	 -550.5
 Funds Reconciliation		
Balance brought forward	2825.81	2313.54
Net addition(deficit) to reserves	-512.27	-550.5
 Balance carried forward	 2313.54	 1763.04
 Represented by :		
Balance at the bank	2313.54	1763.04
Less unrepresented cheques	0	0
 Available Funds	 <u>2314</u>	 <u>1763</u> ✓

Chris Hockey 20/11/2024

11/331 MOTION

Notice of motion received from Cllr A Wilkes on 21st October 2025: *Standing Order s9*

The Council will debate the following motion:

Title of Motion

Broadcasting of Yeovil Town Council Meetings

Purpose of the Motion

To consider a proposal for Yeovil Town Council to begin the recording and broadcasting of its Full Council and key Committee meetings, in order to enhance transparency, accessibility, and public engagement.

Background

Many Councils, including Somerset Council and comparable town councils such as Weston-Super-Mare and Frome, now routinely live-stream their meetings via an online platform (such as YouTube or Facebook) to improve public participation and transparency.

Yeovil Town Council already welcomes public attendance and allows meetings to be filmed under its Standing Orders. Under Standing Order 3(n), members of the public are permitted to film, photograph, or record Yeovil Town Council meetings that are open to the public.

However, there is currently no provision for the Council itself to broadcast or publish video recordings of meetings.

Officially recording and broadcasting meetings could improve the perception that Yeovil Town Council is dedicated to:

- increasing transparency and trust in Council decision-making;
- enabling broader participation and accountability; and
- to align Yeovil Town Council with modern local-government communication standards, as already adopted by Somerset Council and neighbouring authorities.

This proposal seeks to bring Yeovil Town Council in line with that best practice, using an initial pilot to test feasibility, cost, and community benefit.

Proposal (Motion)

That Yeovil Town Council:

1. Agrees in principle to record and broadcast Full Council meetings and key Committee meetings (including Finance & Policy Executive and Planning) via an accessible online platform such as, but not limited to YouTube or Facebook;
2. Requests the Chief Executive/Town Clerk to prepare and report back to this Committee on:
 - technical options and indicative costs for live-streaming and/or recording;
 - data-protection, safeguarding, and consent considerations;
 - recommended storage and publication arrangements for recordings; and
 - any required updates to Standing Orders or the Social Media Policy;
3. Once the report within (2) has been approved, to approve a three-meeting pilot programme for live-streaming Full Council meetings, following which this Committee will review outcomes and determine whether to adopt broadcasting as standard practice; and
4. Once the report within (2) has been approved, to confirm that recordings will form part of the official public record of the meeting in accordance with the Openness of Local Government Bodies Regulations 2014, and that all attendees will be notified at the start of meetings that recording and broadcasting is taking place.

Financial Implications

To be determined following the Chief Executive/ Town Clerk's report on technical options and potential costs.

Indicative costs for basic streaming equipment and platform setup are expected to be low to moderate and could be funded from the existing Communications or ICT budget.

Legal and Policy Implications

Standing Orders currently allow public filming but do not address council-led broadcasting.

The Openness of Local Government Bodies Regulations 2014 and Data Protection Act 2018 must be observed.

A minor update to the Social Media Policy and Standing Orders (Section 3) may be required to authorise official recording by the Council.

Recommendation

That the Council **RESOLVES** to approve the motion as set out above and instructs the Chief Executive/Town Clerk to prepare a detailed report with costings and policy recommendations for implementation of a live-streaming pilot.