



# Yeovil Town Council

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**Minutes of the hybrid meeting of the Infrastructure (Property & Assets) Committee 9<sup>th</sup> September 2025 at 7.00pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.**

**Present (in person):** Cllrs R Stickland (Chair); T Casey; K Gill; A Kendall; T Lock; E Potts-Jones; A Soughton; H Stonier and D Woan.

**In Attendance (in person):** Cllr A Richards (Wyndham Ward); PCSO Supervisor Leanne Mountain (Avon & Somerset Police), PCSO Amanda Ware (Avon & Somerset Police); A Card (Chief Executive / Town Clerk); and T Cook (Director of Infrastructure (Property & Assets)).

**In Attendance (virtually):** Cllr A Wilkes

There was one member of the press present virtually.

## Public Comment

An update was provided by PCSO Supervisor Leanne Mountain and PCSO Amanda Ware regarding neighbourhood policing within Yeovil.

The Committee was informed that the Yeovil Neighbourhood Policing Team currently comprises:

- 1 Sergeant
- 6 Police Constables (with an increase anticipated by the end of the year)
- 7 Police Community Support Officers (PCSOs), with 3 additional PCSOs due to join by year-end
- 1 PCSO Supervisor

The team operates under the Neighbourhood Policing Guarantee, which ensures that neighbourhood officers are not routinely abstracted to support emergency (999) response teams. This policy is designed to enhance the police presence and visibility within Yeovil and its surrounding areas. The target response time for all queries and reports managed by the team is within 72 hours.

In addition to the existing Neighbourhood Policing Team, a dedicated Town Centre Policing Team has been established. This team will consist of:

- 1 Sergeant
- 3 Police Constables
- 3 PCSOs

The Town Centre Team will focus on tackling antisocial behaviour, retail crime and violent offences.

It was further noted that PCSOs no longer carry responsibility for the investigation of crimes. This change enables PCSOs to concentrate on increased visibility and engagement within the community.

A new Neighbourhood Police Task Force has also been formed to serve the wider East Somerset area, which includes Mendip and South Somerset. The Task Force comprises:

- 1 Sergeant
- 9 Police Constables

This team is intelligence- and data-led; and will be deployed to areas based on crime trends and local policing needs.

The Committee was reminded of the availability of local policing information through the Avon & Somerset Police website. Yeovil Town team members can be found: <https://www.avonandsomerset.police.uk/your-area/yeovil-town/> and Yeovil Rural team members can be found: <https://www.avonandsomerset.police.uk/your-area/yeovil-rural/>

There was opportunity for members to ask questions.

*7:38pm – The meeting commenced.*

#### **11/233 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence were received from Cllrs J Lowery (personal reasons) and W Read (conflicting engagement).

**RESOLVED:** to accept the apologies with the reasons given.

#### **11/234 DECLARATIONS OF INTEREST**

Cllr R Stickland declared a personal interest should any discussion regarding Yeovil Without Parish Council take place.

#### **11/235 MINUTES**

The Committee confirmed as a correct record the Minutes of the meeting held on 28<sup>th</sup> March May 2025.

**RESOLVED:** that the Minutes of the meeting held on 28<sup>th</sup> March May 2025 to be agreed and signed by the Chair as a correct record.

## **11/236 DEFIBRILLATOR AND BLEED KIT UPDATE**

The Chief Executive / Town Clerk introduced the report, which had been prepared by the Administrative Officer (TS). It was reported that the community defibrillators had now been accessed a total of 109 times.

It was noted that none of the bleed kits funded by Yeovil Town Council had been used to date.

The Chair highlighted that he had previously suggested the installation of a defibrillator at Yeovil Cemetery.

A Member queried the possibility of installing a defibrillator and bleed kit at the Air Cadets Unit. In response, the Chief Executive / Town Clerk advised that a defibrillator would not be installed at that location, as the gates to the premises are locked when the unit is not in session, meaning that 24/7 public access could not be ensured.

However, it was confirmed that discussions are currently ongoing regarding the potential installation of a bleed kit on a nearby lamp post, which would provide accessible emergency equipment in the vicinity.

**RESOLVED:** to note the report.

## **11/237 HIGHWAY REQUESTS**

The Director of Infrastructure (Property & Assets) introduced the report regarding highway requests. Somerset Council as the Highway Authority will not consider any request without support from the parish council.

Request	Committee Decision
Wyndham Park signage for “a no through road” sign from the roundabout	Support
Pedestrian crossing installation outside Homeville House, Hendford	Does not support
Double yellow lines on the corner of Lime Tree Avenue and Cypress Drive	Need to show support from other residents
Double yellow line on Chilton Grove highway	Need to show support from other residents

Members noted that recent requests had highlighted the need for a clearly defined policy and procedure to guide the Committee in assessing future requests – distinguishing between matters such as double yellow lines and pedestrian crossings.

The Committee also discussed the potential reinstatement of a damaged bus shelter. It was agreed that further investigation would be required, including consultation with relevant bus operators and user groups, to determine the most appropriate course of action.

**RESOLVED:** (1) to note the report; (2) to respond to the Highways team accordingly as highlighted above regarding the Wyndham Park signage and pedestrian crossing along Hendford; (3) to inform the requestors of the double yellow lines, that further support from other residents would be required; (4) that the Director of Infrastructure (Property & Assets) write a policy and procedure (distinguishing between double yellow lines and pedestrian crossings) for the Committee to assess how they view requests in the future, and that it be submitted to the next meeting of this Committee; and (5) that the Director of Infrastructure (Property & Assets) carry out further investigation, consulting both bus companies and appropriate user groups .

#### **11/238      BUDGET MONITORING UPDATE MONTH 4 (APRIL 2025 – JULY 2025)**

The Chief Executive/ Town Clerk referred to an updated report which had been circulated that date. She highlighted that there had been a formula error in the last column and the projected overspend for the fully year should read as £46,346 and not £81,596. The overspend was because the Director post had not been factored into the budget as the decision for that post was not made until the budget had been set.

**RESOLVED:** to note the report.

*8:25pm – Cllr A Richards left the meeting and did not return.*

#### **11/239      CCTV YEOVIL STATISTICS**

This report was considered in conjunction with the following agenda item.

#### **11/240      COMMUNITY SAFETY AND CCTV**

The Director of Infrastructure (Property & Assets) presented a report on community safety and the use of CCTV. He advised that while the report provided a useful overview, further work was required to improve the presentation and analysis of the CCTV data, particularly the accompanying pie charts.

He noted that the findings of the report were broadly aligned with the update provided by the police earlier in the meeting. The report further demonstrated the value of CCTV as a policing and community safety tool, with the police continuing to rely heavily on this resource.

A Member commented that it would be beneficial to compare the CCTV data with police statistics in future reports, to provide a more comprehensive understanding of local issues.

The Director of Infrastructure (Property & Assets) further reported that the recent eviction and removal of illegal encampments had been managed smoothly and efficiently, with effective cooperation between Yeovil Town Council, Somerset Council, and the police.

**RESOLVED:** to note the report.

**11/241      PROPERTY UPDATE**

The Committee considered the report of the Director of Infrastructure (Property & Assets) regarding the property update.

**RESOLVED:** (1) to note the report; and (2) to agree that the Director of Infrastructure (Property & Assets) conduct a review of the current public toilet provision with a detailed report of the review to be submitted to the next meeting of this Committee.

*8:40pm – The member of the press left the meeting and did not return.*

**11/242      EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity of agenda item 11/243 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Public Bodies (Admission to Meetings) Act 1960 s3

**11/243      REPLACEMENT GAS MAIN SOLENOID VALVE**

The Committee considered the report of the Director of Infrastructure (Property & Assets) regarding the replacement gas main solenoid valve.

**RESOLVED:** to note the report.

The meeting closed at 8:19pm.

Signed: .....

Dated: .....