



Yeovil Town Council

Town House
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**Minutes of the hybrid meeting of the Infrastructure (Property & Assets) Committee
10th March 2026 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; T Lock; E Potts-Jones;
W Read; A Richards; A Soughton; H Stonier and D Woan.

In Attendance (in person): Cllrs K Parsons; and A Wilkes; A Card (Chief Executive / Town Clerk); and T Cook (Director of Infrastructure (Property & Assets)); Neighbourhood Inspector Rose Green (Avon and Somerset Police) and PCSO Supervisor Leanne Mountain (Avon and Somerset Police)

There was one member of the press present virtually.

Public Comment

Neighbourhood Inspector Rose Green and PCSO Supervisor Leanne Mountain provided an update highlighting a significant increase in staffing, with three new PCSOs bringing the total to ten, alongside six police officers and additional supervisory support. This has improved police visibility in the community. In Yeovil town centre, a dedicated team of three PCSOs and four officers is focusing on retail crime, antisocial behaviour (ASB), and engagement with businesses. Current enforcement actions include several Community Protection Warnings, Community Protection Notices, and Criminal Behaviour Orders, targeting individuals involved in issues such as aggressive begging, fire-setting, and other disruptive behaviour.

Police reported a rise in youth-related ASB, particularly around the Yeovil Leisure Complex, and are working with social services and partners to support young people and redirect them into positive activities. The Flagstaff operation has also resumed, increasing police presence in the town centre on Friday and Saturday nights, alongside plainclothes operations targeting predatory behaviour. During questions, councillors raised concerns about shoplifting, business closures, and court delays; the police representatives confirmed there is no minimum value threshold for shoplifting offences, though outcomes depend on evidence and court processes, and encouraged consistent reporting to help identify hotspots and allocate resources.

There were no public comments.

7:19pm – Both Neighbourhood Inspector Rose Green and PCSO Supervisor Leanne Mountain left the meeting and did not return.

7:20pm – The meeting commenced.

11/267 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

Apologies were received from Cllrs A Kendall (conflicting engagement); and J Lowery (unwell).

**Legislation requires that Councillors need to be physically present at the meeting to be shown as present. If a Councillor is unable to attend in person but can attend virtually, then apologies for absence should be given.*

RESOLVED: to accept the apologies with the reasons given.

11/268 DECLARATIONS OF INTEREST

There were no declarations of interest.

11/269 MINUTES

The Committee confirmed as a correct record the Minutes of the meeting held on 6th January 2026.

RESOLVED: that the Minutes of the meeting held on 6th January 2026 to be agreed and signed by the Chair as a correct record.

11/270 DEFIBRILLATOR AND BLEED KIT UPDATE

The Committee considered a report from the Admin Officer regarding defibrillators and bleed kits.

One Councillor spoke of a nursery sharing their thanks for the placement of a nearby defibrillator, explaining that one child was placed with them specifically because of its presence. They noted that families with seriously ill children consider access to emergency equipment when choosing childcare or where to live, highlighting that defibrillators provide reassurance and contribute to creating safer environments in the community, even when they are not actively used.

A Councillor raised a query about the funding for defibrillator consumables. The Chief Executive / Town Clerk confirmed that costs for consumables are covered by a specific budget line for defibrillators and bleed kits.

RESOLVED: to note the report.

11/271 BUDGET MONITORING UPDATE MONTH 11 (APRIL 2025 – FEBRUARY 2026)

The Chief Executive/Town Clerk introduced the report and highlighted a projected overspend of £129,355. She explained that the overspend was largely attributable to the Director post, the Projects and Property Co-ordinator post, and the third Community Warden post, which had not been factored into the budget as the decisions to create these additional posts were made after the budget had been set.

RESOLVED: to note the report.

11/272 MOTION

Cllr A Soughton introduced his motion - “Keep Yeovil Tidy”, emphasising that maintaining clean streets and public spaces is important for civic pride, public health, community wellbeing and supporting local businesses. He highlighted the council’s leadership role in promoting standards, encouraging responsible behaviour and supporting volunteers without creating unnecessary costs. Several councillors expressed support, noting the environmental benefits, the need for public education and the importance of residents taking responsibility for their local areas.

During discussion, members suggested strengthening aspects of the motion, including recognising partnership work, ensuring measurable outcomes and encouraging education through schools and community campaigns. There was also discussion about enforcement, community wardens and targeting habitual offenders. The Chief Executive/Town Clerk clarified that operational details would be developed by staff if the motion passed.

RESOLVED: (1) to publicly reaffirm its commitment to a “Keep Yeovil Tidy” initiative as a core civic priority; (2) to work in partnership with Somerset Council, local businesses, schools, community groups, and residents to improve cleanliness and environmental stewardship across the town; (3) to support and promote community litter-picking events and volunteer clean-up days across Yeovil’s neighbourhoods; (4) to review the adequacy and placement of litter bins, dog waste bins, and signage within the town and advocate for improvements where necessary; (5) to encourage educational outreach initiatives in local schools to foster long-term civic responsibility among young people; (6) to explore enforcement and reporting mechanisms, including clear public guidance on reporting fly-tipping and environmental offences; and (7) to receive a progress update within six months outlining actions taken and measurable outcomes achieved.

11/273 SAFETY BARRIERS – ST MICHAEL’S SCOUT HUT

The Director of Infrastructure (Property & Assets) introduced the report. A request was discussed to install a safety barrier near a hall used by children and young people to prevent them from running directly into the road. Somerset Highways confirmed they were willing to install the barrier but stated it was not part of their essential programme, meaning funding would be required.

The proposal suggested covering the cost (up to £1,000) from the council's new initiatives budget, with the final decision to be made by the Finance and Policy Executive.

Members generally supported the proposal, emphasising the importance of child safety and the council's duty of care. Officers clarified that once installed, the barrier would become highway infrastructure maintained by Somerset Highways, not the Town Council. There was some discussion about whether the barrier had already been installed, but the committee agreed to note the report and recommend funding the project if required.

RESOLVED: (1) to note the report; (2) to agree the request to fund no more than £1,000 towards the provision of a metal barrier, to be installed by Somerset Council; and (3) to recommend to the Finance & Policy Executive that the project be funded from the New Initiative Budget.

11/274 COMMUNITY WARDENS

The Director of Infrastructure (Property & Assets) reported that two community wardens have been successfully recruited, bringing the team to full capacity. Emma Marsh has returned to the role, alongside new recruit Lindsay Tailby, while Chris Norman continues in post. The team is currently in their second week of induction, focusing on team building, visiting sites and increasing their visibility around the town. A more detailed update will be provided at the next committee meeting, with Community Wardens expected to present a report to the next meeting.

RESOLVED: to note the verbal report.

11/275 STRATEGIC REVIEW OF WORKSPACE

The Director of Infrastructure (Property & Assets) introduced the report which strategically reviewed the council's workspace, storage and workshop requirements, following concerns raised about current arrangements as teams have grown and new staff have joined. The review gathered input from all directorates and aims to identify operational issues - particularly around health and safety, space limitations and storage needs - while also considering opportunities for better collaboration across teams. Members discussed factors such as office capacity, public access to the building, future growth, and the potential role of hybrid or hot-desking arrangements, although officers noted many roles are operational and require staff to be on site

The Director of Infrastructure (Property & Assets) introduced the Property and Projects Co-ordinator.

Officers explained that the review had assessed workspace needs and future requirements, though some details are contained in the confidential section.

RESOLVED: (1) to note the report; and (2) to agree the with the officer's conclusion that to improve working conditions and avoid non-compliance with H&S regulations, additional office, storage and workshop space should be sought.

11/276 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 11/277 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

8:07 pm - The member of the press left the meeting and did not return.

11/325 BUSINESS CASE FOR LEASE OF PREMISES (COMMERCIAL IN CONFIDENCE)

The Director of Infrastructure (Property & Assets) introduced his report. He distributed some further information.

Since Yeovil Without Parish Council were mentioned in discussions, Cllr R Stickland declared a personal issue due to being the Chair of Yeovil Without Parish Council.

8:10 pm - The Chair adjourned the meeting so that Members could review the additional information.

8:13 pm – The meeting was reconvened.

RESOLVED: (1) to note the report; (2) to agree with the officer’s conclusion as detailed within the report; and (3) to authorise officers to progress the next steps as detailed within the report.

The meeting closed at 8:37pm.

Signed:

Dated: