



Yeovil Town Council

Town House
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**Minutes of the hybrid meeting of the Infrastructure (Property & Assets) Committee
28th May 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; W Read; A Soughton; H Stonier and D Woan.

In Attendance (in person): Inspector Rose Green (Avon & Somerset Police), Sergeant Josh Rutter (Avon & Somerset Police); A Card (Chief Executive / Town Clerk); and T Cook (Director of Infrastructure (Property & Assets)).

In Attendance (virtually): Cllr A Richards (from 7:10pm)

There were no members of the press or public present.

Public Comment

Inspector Rose Green (Avon & Somerset Police), Sergeant Josh Rutter (Avon & Somerset Police) gave an update on policing in Yeovil. The Committee were informed of the Neighbourhood Policy Guarantee which would safeguard neighbourhood policing, meaning that the Yeovil Neighbourhood team would not need to provide resource to the 999 teams. In addition, the public should see a greater presence within the town and surrounding areas. There will be a dedicated Town Centre team consisting of a sergeant, 3 PCs and 3 PCSOs, this team will be in addition to the Neighbourhood team. The Town Centre team's focus will include antisocial behaviour, retail crime and street drinking. A hub within the town centre is being sought.

There will also be a Neighbourhood Police Task Force consisting of a sergeant and 9 PCs who will operate within the East Somerset Area and the statistics would drive where they operated.

The Committee were informed of the "Contact a Department, Team or Officer" (<https://www.avonandsomerset.police.uk/contact/>) where acknowledgement would be received within 72 hours.

The Committee were also given an update regarding Violence Against Women and Girls. A Walk and Talk scheme was in place, where women are invited to meet with female police officers and PCSO's to show them areas in which they feel vulnerable or unsafe in their local communities. More information can be found <https://www.avonandsomerset.police.uk/apply/walk-and-talk/>. There was also a Youth Walk and Talk initiative which was being operated through the schools.

There was opportunity for members to ask questions.

7:15pm – The meeting commenced.

11/224 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllr J Lowery (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

11/225 DECLARATIONS OF INTEREST

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

At this point, the Chair introduced Tim Cook as the newly appointed Director of Infrastructure (Property & Assets).

11/226 MINUTES

The Committee confirmed as a correct record the Minutes of the meetings held on 11th March 2025 and 13th May 2025.

RESOLVED: that the Minutes of the meetings held on 11th March 2025 and 13th May 2025 to be agreed and signed by the Chair as a correct record.

11/227 DEFIBRILLATOR AND BLEED KIT UPDATE

The Chief Executive/ Town Clerk introduced the report prepared by the Admin Officer (TS). The defibrillators have now been accessed 92 times.

The Chief Executive/Town Clerk highlighted the roll out of the bleed kits and that the responsibility for refilling them once used was that of Avon and Somerset Police. The Chair stated that the bleed kit outside of HSBC had already been used. Suggestions were made to have bleed kits in play areas.

The Chair requested that the report in future include statistics for usage of the bleed kits.

RESOLVED: to note the report.

11/228 HEALTH & SAFETY – ACCIDENTS AND NEAR MISSES.

The Committee considered the report of the Director of Infrastructure (Property & Assets) concerning accidents and near misses.

He stated that the level of risk and health and safety implications had increased and that a new Health and Safety Policy was being drafted. He would be pulling together a working group of staff representatives from across the various teams. He said he would also like to involve a Working Party of Councillors.

RESOLVED: (1) to note the report; and (2) that Cllrs T Casey; K Gill; E Potts-Jones; and A Soughton be appointed to the Health and Safety Working Party.

11/229 PROPERTY UPDATE & REQUEST FOR RESOURCES

The Committee considered the report of the Director of Infrastructure (Property & Assets) regarding a property update and request for resources.

The Director of Infrastructure (Property & Assets) stated that all buildings complied with the necessary legislation. He stated that there was a complex set of contracts and arrangements which varied from site to site. He acknowledged that the reactive work was full on and was likely to increase as summer approaches, when sites will be used more.

He stated that there were several improvements and new facilities that needed to be carried out which resulted in the need for more resources for the co-ordination of compliance and project work. This was vital for the Council to keep on top of the day-to-day requirements. He acknowledged that there was a bit of work to fine tune the role to assess the salary. He asked whether the Committee would support this request.

Discussion was held regarding the additional information would be required.

RESOLVED: (1) to support the requirement for additional resources in principle; and (2) that further information be taking to Staffing Committee and Finance and Policy Executive.

11/230 FUTURE RESOURCES – COMMUNITIES TEAM

The Committee considered the report of the Director of Infrastructure (Property & Assets) regarding a request for resources for the Communities Team.

Resources were requested which built on the work of the previous Community Ambassadors. He was requesting to recruit 3 Community Warden's, with a review in 12 months' time. This would result in funding required for an additional post, as funding remained in place for 2 posts.

7:59 pm - Cllr W Read left the meeting.

Questions were raised regarding lone working. The Director of Infrastructure (Property & Assets) stated that the activities of these posts would be risk assessed and mitigations put in place as appropriate.

8:02pm - Cllr W Read returned.

RESOLVED: (1) to note the report; (2) to support the funding of an additional post; and (3) that a report be considered by the Finance and Policy Executive to fund the additional post.

11/231 OUTTURN REPORT 2024/25

The Chief Executive /Town Clerk introduced the Outturn report for 2024/25 for the Infrastructure (Property & Assets) Committee.

The Chief Executive /Town Clerk confirmed that work was still being carried out regarding the final position so the figures presented were subject to change.

RESOLVED: to note the outturn report 2024/25.

11/232 CCTV MONITORINT REPORT

The Committee considered the report of the Director of Infrastructure (Property & Assets) regarding CCTV in Yeovil. The Director of Infrastructure (Property & Assets) spoke of the meeting that he had with the CCTV Manager.

There was acknowledgment that the report provided by the CCTV service was basic and the quality of the reporting needed to be improved. Members were asked if there was anything specific that they wanted to see in the report. Some suggestions were given.

The Director of Infrastructure (Property & Assets) also confirmed that all cameras have been operational throughout the period with exception to the camera at Glovers Walk.

RESOLVED: to note the report and progress that has been made to supply monitoring information for future meetings.

The meeting closed at 8:19pm.

Signed:

Dated: