



# Yeovil Town Council

Town House  
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BA20 1PQ

Mayor: Cllr T Lock  
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**Minutes of the hybrid meeting of the Culture, Events & Promotions Committee held on Tuesday 15<sup>th</sup> July 2025 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ; and by video-conference using Zoom meeting software.**

**Committee Members Present (in person):** Cllrs G Oakes (Chair); T Casey; E Hopkins; J Lock; T Lock; J Lowery; W Read; R White; and D Woan.

**In Attendance (in person):** A Card (Chief Executive/Town Clerk); A Burgan (Director of Culture, Events and Promotions; and S Freemantle (Deputy Town Clerk).

**Present (Virtually):** Cllrs J Jimba

There was one member of the press present virtually and no members of the public present.

## **Public Comment.**

The member of the press complimented the Director of Culture, Events and Promotions on an excellent report.

**7.01 pm** – Meeting Commenced

## **11/197      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 Cllr J Jimba (personal reasons), however he was present online; and Cllr K Gill (personal reasons).

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

## **11/198      DECLARATIONS OF INTEREST**

Cllr J Lowery declared a personal interest in agenda item 11/200 due to her daughter's employment with Westands and a personal interest on 11/201 due to her membership of the Royal British Legion (the report on events includes reference to Remembrance Day).

## **11/199      MINUTES OF LAST MEETING**

The Committee approved as a correct record the Minutes of the previous meeting held on 27<sup>th</sup> May 2025.

**RESOLVED:** that the Minutes of the previous meeting held on 27<sup>th</sup> May 2025 be signed by the Chairman as a correct record.

## **11/200      CULTURE, EVENTS AND PROMOTIONS COMMITTEE DIRECTOR – 2024/2025 ANNUAL REPORT**

The Director of Culture, Events and Promotions stated that there will be an updated report later in the year which will outline the Yeovil Town Council element of the operational management of Westlands, and also the Somerset Council side of the NPO (National Portfolio Organisation – the National Portfolio is Arts Council England's (ACE) regular funding programme for arts organisations across England.

A service day with the staff had taken place during the day which has gone very well and the Director said he was looking forward to further successes next year.

In answer to a query, the Director explained that the work experience days had been very well received and would be part of a regular programme of ways to support people into creative industries, including via existing apprenticeships. He added that the feedback from attendees and the community was helping the team to learn ways to support career pathways into the arts. The Town Clerk/CEO commented that these successes would be built upon by providing opportunities in other directorates.

A question was raised regarding the availability of public reports about the progress on The Octagon. The Town Clerk/CEO explained that the project board were working hard on moving the project forward so that they could be in a position to publish a detailed report explaining the plans and the Chairman commented that it will be a positive story and looked forward to being able to share it as soon as possible.

**RESOLVED:** that the report be noted.

## **11/201      UPDATE ON EVENTS**

The Committee considered the report by the Deputy Town Clerk regarding events which were organised and managed by the Town House. The Chairman reported that he would like to see the events managed and organised by other departments/directorates of the Town Council included in future reports. The Town Clerk/CEO pointed out that this was the last meeting to be clerked by the Deputy Town Clerk and she was thanked for her contribution to building up the events programme which it was anticipated would be built on by the new postholder.

**RESOLVED:** to note the report.

**11/202      HMS HERON VOLUNTEER BAND ANNUAL REPORT**

The Committee considered the report by Lieutenant Commander Cobbett and the Deputy Town Clerk explained that the report was a requirement of the Service Level Agreement the band have with the Town Council. It was commented that the funding enables the band to play at designated Town Council events and can be invited to additional events.

**RESOLVED:** to note the report.

**11/203      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 items 11/204 and 11/205 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

*7:21pm – The member of the press left the meeting (virtually) and did not return.*

**11/204      CHRISTMAS LIGHT DESIGN COMPETITION (CONFIDENTIAL)**

The Deputy Town Clerk summarised the competition and the winner was confirmed.

**RESOLVED:** that the verbal report and the winning design be noted.

**11/205      OCTAGON PROJECT UPDATE (COMMERCIAL IN CONFIDENCE)**

The Director of Culture, Events and Promotions gave a presentation updating Members on the project to date.

**RESOLVED:** that the report be noted.

The meeting closed at 9.00pm.

Signed: ..... (Chair)

Date: .....