



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

Mayor: Cllr A Kendall  
Chief Executive / Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)  
T-01935 382424, F-01935 382429, W-[www.yeovil.gov.uk](http://www.yeovil.gov.uk)  
E-mail-Town.Clerk@yeovil.gov.uk

**Minutes of the hybrid meeting of the Grounds and General Maintenance Committee held on Monday 9<sup>th</sup> September 2024 at 7.00pm in the Town House, 19 Union Street, Yeovil BA21 1PQ and by video-conference using Zoom meeting software.**

**Committee Members Present (in person):** Cllrs R Spinner (Chairman); T Casey; E Hopkins; A Kendall; J Lock; T Lock; A Soughton (from 7.23pm); and A Wilkes.

**Committee Members Present (virtually):** None

**Members Also Present (in person):** Wes Read (Summerland Ward)

**In Attendance (in person):** S Freemantle (Deputy Town Clerk) and L Ryder (Assistant Town Clerk)

**Public Comment.** There was one member of the public present.

The member of the public asked questions specific to an allotment site. The Chairman explained that where possible, answers to the questions would be provided after the meeting.

**7.09pm** – Meeting Commenced.

## **11/194. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence were received from Cllr J Lowery (personal reasons). (*LGA 1972 s85(1)*).

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

## **11/195. DECLARATIONS OF INTEREST**

No declarations of interest were made at this time. (*Localism Act 2011 s33(b-e)*).

## **11/196. MINUTES OF LAST MEETING**

The Committee approved as a correct record the Minutes of the previous meetings held on 14<sup>th</sup> May and 20<sup>th</sup> May 2024.

**RESOLVED:** that the Minutes of the meeting of the Grounds and General Maintenance Committee held on 14<sup>th</sup> May and 20<sup>th</sup> May 2024 be signed by the Chairman as a correct record.

**11/197. UPDATE ON REMOVAL OF SHELTER AT ROSEBERY RECREATION GROUND**

The Committee considered the report by the Deputy Town Clerk and it was noted that no further issues had been reported in the area.

**RESOLVED:** (1) that the matter be noted; and (2) that no further action be taken.

**11/198. CO-OPTED (NON-VOTING) MEMBER OF THE COMMITTEE**

The Committee considered the position of Co-opted Non-voting Member of the Committee and the letter from Yeovil Allotment Association proposing that Dave Potten take up the role.

**RESOLVED:** (1) that the letter from Yeovil Allotment Association be noted; and (2) that Dave Potten be co-opted as the non-voting member of the Committee and act as a representative for all the Town Council's allotment sites.

**11/199. ALLOTMENT LETTING/AVAILABILITY REPORT**

The Committee considered the report by the Assistant Town Clerk.

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

**11/200. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL**

Cllr Spinner explained that he had unfortunately not been able to attend the last meeting of the Yeovil Allotment Association, but that he was looking forward to attending the next one and would feed back at the next meeting.

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

**11/201. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER**

The Co-opted Non-Voting member was not present at the meeting (having only been appointed to post at agenda item 11/198).

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

**11/202. ALLOTMENT RENT REVIEW**

*7.23pm – Cllr A Soughton arrived at the meeting.*

The Committee considered the report by the Town Clerk and a question was raised regarding the financial information. As the question had not been raised in advance, the answer was not available at the meeting, but it was agreed that it would be forwarded to all Councillors as soon as possible after the meeting and in advance of the Policy, Resources and Finance meeting.

Following consideration of the implications of the increase from 50 pence per square metre to 53 pence per square metre it was agreed to propose the rent increase of 3 pence per square metre to the Policy, Resources and Finance Committee.

**RESOLVED:** (1) that the report be noted; (2) that the allotment rent be increased to 53 pence per square metre for the period 1<sup>st</sup> October 2025 to 30<sup>th</sup> September 2026; and (3) that the proposed rent increase be referred to the Policy, Resources and Finance Committee.

#### **11/203. MONKSDALE HEDGE**

The Committee considered the report by the Assistant Town Clerk and it was agreed to investigate the land ownership of the hedge and obtain relevant costings.

**RESOLVED:** (1) that the report be noted; and (2) that costings regarding the hedge be investigated and referred to a future meeting of the Committee.

*8.02pm – the member of the public left the meeting and did not return.*

*8.02pm – Cllr T Casey left the meeting.*

#### **11/204. 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 11/205 and 11/206 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

*8.03pm – Cllr T Casey returned to the meeting.*

#### **11/205. SUNNINGDALE DOORSTEP GREEN PATHWAY (CONFIDENTIAL)**

The Committee considered the report and the option for work to be carried out on the pathway.

**RESOLVED:** (1) to note the report; and (2) that the area be weed killed.

#### **11/206. ELIZABETH FLATS ALLOTMENT SITE FENCING (CONFIDENTIAL)**

The Committee considered the confidential report by the Deputy Town Clerk.

**RESOLVED:** (1) that the report be noted; (2) that the whole 14m area identified, including the area where the gate was, be fenced with v mesh fencing in accordance with the quote received; and (3) that Financial Regulations relating to contracts be waived in accordance with Financial Regulation 11.1 (d) due to the urgency of the repair.

The meeting closed at 8.26pm.

Signed: ..... (Chairman)

Date: .....