



Yeovil Town Council

Town House
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Mayor: Cllr A Kendall
Chief Executive / Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)
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Minutes of the hybrid meeting of the Leisure and Environment Committee held on Monday 10th March 2025 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 (Chair); E Jayne-Hopkins; A Kendall; J Lock; T Lock; J Lowery; A Richards; A Soughton and A Wilkes.

Also Present (in person): Cllr D Woan (Yeovil College Ward); D Potten (co-opted, non-voting).

In Attendance (in person): A Card (Chief Executive/Town Clerk); Katy Menday (Director of Leisure and Environment); and S Freemantle (Deputy Town Clerk).

Public Comment.

There were no members of the press or public present.

7:00pm – Meeting Commenced.

11/232 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies for absence were received from Cllr T Casey (unwell).

RESOLVED: to accept the apologies with the reasons given.

11/233 DECLARATIONS OF INTEREST

Cllrs J Lock and R Spinner both declared a Personal Interest in agenda item 11/237 Update on Yeovil Country Park as a relative works there.

11/234 MINUTES OF LAST MEETING

The Committee approved as a correct record the minutes of the previous meeting held on 6th January 2025.

RESOLVED: that the minutes of the meeting of the Leisure and Environment Committee held on 6th January 2025 be signed by the Chair as a correct record.

11/235 FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL

Cllr Spinner explained that he had attended the last meeting of the Yeovil Allotment Association and was pleased to report that the meetings and the Annual Show would be taking place at Johnson's Park. Cllr Spinner explained that there had been some negative feedback about the allotments at present, but he had explained that the Town Council had been under enormous work pressure recently due to devolution. He added that he would be happy to attend site with the Deputy Town Clerk should a tenant rep request a site visit.

RESOLVED: that the feedback be noted.

11/236 FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

The Co-opted Non-Voting member listed a number of issues including padlocks, brambles overgrowing at Sunningdale allotment site, waterlogged area at Sunningdale allotment site, brambles on path at entrance to Sunningdale Doorstep Green, clearing of area at Goar Knap allotment site (in hand), plot markers and site maps, Milford Dip allotment site former shed site, and suggestion about management of vacant plots. A detailed list was given to the Deputy Town Clerk.

RESOLVED: (1) that the matter be noted; and (2) that Abri be asked to address the issue of brambles overgrowing onto Sunningdale allotment site.

7:40pm – D Potten (co-opted non-voting member) left the meeting and did not return.

11/237 UPDATE ON YEOVIL COUNTRY PARK

The Committee considered the report and presentation by the Director of Leisure and Environment regarding the Country Park. Councillors felt that the Country Park was an excellent asset for Yeovil and provided huge benefits to the town and residents. Discussion took place regarding replacement trees and a storage area which required some tidying. The excellent management of the site was recognised and the team were commended for their hard work.

7:38pm – Cllr J Lock left the meeting.

RESOLVED: that the report be noted.

7:40pm – Cllr D Woan left the meeting and did not return.

11/238 UPDATE ON FLEET MANAGEMENT

The Committee considered the report by the Director of Leisure and Environment.

7:40pm – Cllr J Lock returned to the meeting.

The Director of Leisure and Environment summarised the short medium and longer term improvements which were agreed recommendations to continually develop the Fleet Management administration and safety process. She also explained the urgency of the new fuel card requirement and highlighted the Fuel Card Policy which required approval.

RESOLVED: (1) to note the report and the positive outcome of the inspection by the Fleet Manager from Somerset Council; (2) to confirm that the Director of Leisure and Environment can progress the automated license checks in preparation of the expansion of the Fleet; and (3) that the new Fuel Card Policy be approved.

11/239 UPDATE ON MONKSDALE ALLOTMENT SITE PERIMETER HEDGE

The Committee considered the report of the Deputy Town Clerk.

In answer to a question it was confirmed that the price was within quotation.

RESOLVED: to note the report.

11/240 LETTER FROM TOPS DAY NURSERY

The Committee considered the report by the Deputy Town Clerk. It was agreed that each case should be assessed individually and that, on this occasion, the policy be waived and the former tenants could be added to the waiting list for an allotment plot at Hillcrest Allotment site.

RESOLVED: (1) that the report be noted; and (2) that Tops Day Nurseries be added to the waiting list for a plot at Hillcrest Allotment site.

11/241 BUDGET MONITORING REPORT MONTH 11 2024/25

The Chief Executive/Town Clerk presented the budget monitoring report for month 11.

RESOLVED: to note the predicted expenditure and income for this Committee.

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 items 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 DEVOLUTION TRANCHE 2 UPDATE REPORT - CONFIDENTIAL

The Committee considered the report by the Director of Leisure and Environment.

RESOLVED: (1) to note the report; (2) to delegate to the Chief Executive/Town Clerk and staffing committee confirmation of a costed structure (which has been budgeted) to allow progression to recruitment of the Estates Officers and Parks Engagement roles.

The meeting closed at 8:16pm.

Signed: (Chair)

Date: