



# Yeovil Town Council

Town House  
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Yeovil  
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Mayor: Cllr T Lock  
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**Minutes of the hybrid meeting of the Leisure and Environment Committee held on Tuesday 19<sup>th</sup> May 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); A Kendall; J Lock; T Lock; W Read; A Soughton; A Wilkes and D Woan.

**Also Present (in person):** D Potten (co-opted, non-voting).

**Also Present (online):** Sue Wheeler (Parks Engagement Officer) Steve Sowden (Yeovil Press and Cllr Ashley Richards (Wyndham Hill Ward) (from 7.09pm).

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

## **Public Comment.**

There was one member of the public (in person) and one member of the press (attending virtually) present.

7:00pm – Meeting Commenced.

### **11/248      APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

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

### **11/249      DECLARATIONS OF INTEREST**

Cllrs J Lock declared a Personal Interest in agenda item 11/261 due to his volunteer work.

### **11/250      MINUTES OF LAST MEETINGS**

The Committee approved as a correct record the minutes of the previous meetings held on 10<sup>th</sup> March and 13<sup>th</sup> May 2025.

**RESOLVED:** that the minutes of the meetings of the Leisure and Environment Committee held on 10<sup>th</sup> March and 13<sup>th</sup> May 2025 be signed by the Chair as a correct record.

**11/151. CO-OPTED (NON-VOTING) MEMBER OF THE COMMITTEE**

The Committee considered the position of Co-opted Non-voting Member of the Committee.

**RESOLVED:** 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.

**11/252. 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 had fed back the details of the issues reported to the Deputy Town Clerk who was actioning them.

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

**11/253. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER**

The Co-opted Non-Voting member explained that he had contacted the Deputy Town Clerk about suggestions with regard to letting of plots which were overgrown and taking deposits in advance of letting the plot and understood that these suggestions would be reviewed by the Allotment Working Party.

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

**11/254. ALLOTMENT LETTING/AVAILABILITY REPORT**

The Committee considered the report by the Assistant Town Clerk and it was agreed that the rate of let plots was positive.

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

**11/255. TREE REPORT SUMMARY**

The Committee considered the report by the Deputy Town Clerk and the proactive approach was commended.

**RESOLVED:** to note the summary report and the complete tree report circulated to Councillors.

**11/256. YEOVIL RECREATION CENTRE RESERVE FUND REQUEST**

The Committee considered the report by the Director of Leisure and Environment and discussion took place regarding the approach to neighbouring Parish Councils to contribute to services which have been and are being devolved from Somerset Council to the Town Council. The Town Clerk/CEO confirmed that all possible revenue streams would be explored and relevant applications made to secure supporting funding. The Director of Leisure and Environment explained that a "Friends" group for the athletic track had been formed with a view to supporting fundraising efforts to assist with the viability of the facility.

**RESOLVED:** (1) to note the report; and (2) to recommend to Finance and Policy Executive that a new reserve fund be established for future requirements at Yeovil Recreation Centre subject to pursual of other funding streams.

**11/257. YEOVIL IN BLOOM UPDATE**

The Committee considered the report by the Deputy Town Clerk and the new Parks Engagement Officer, was introduced to the Committee.

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

**11/258. DEVOLUTION TRANCHE 2 UPDATE REPORT**

The Director of Leisure and Environment introduced the report and explained that the recruitment and appointment of new team members was taking place in readiness for the transfer in June.

**RESOLVED:** (1) to note the report; (2) to authorise that the Management Agreement (following legal consultation) be executed in accordance with Standing Order 26 (Execution and Sealing of Legal Deeds) for the land and facilities covered by tranche 2 of Devolution; and (3) that the completion of this Management Agreement be delegated to the Chief Executive/Town Clerk.

*7:38pm – Cllr A Richards left the meeting (attending virtually) and did not return.*

**11/259. OUTTURN REPORT 2024/25**

The Committee considered the Outturn Report 2024/25 for the Leisure and Environment Committee.

**RESOLVED:** that the Outturn Report 2024/25 for the Leisure and Environment Committee be noted.

*7:44pm – Mr D Potten (co-opted non-voting member) and one member of the public (in person), Sue Wheeler and Steve Sowden (attending virtually) left the meeting and did not return.*

**11/260. 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 11/261 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

**11/261. OUTLINE SPORTS DEVELOPMENT PROPOSAL - CONFIDENTIAL**

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

**RESOLVED:** (1) to note the report; (2) to agree that the Director of Leisure and Environment progresses a partnership development plan with Yeovil Town Community Sports Trust for future consideration by the Leisure and Environment Committee.

The meeting closed at 8:07pm.

Signed: ..... (Chair)

Date: .....