



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

Mayor: Cllr T Lock  
Chief Executive / Town Clerk: Amanda Card BA (Hons), FCPFA, BSc (Open)  
01935 382424, [www.yeovil.gov.uk](http://www.yeovil.gov.uk)  
[town.clerk@yeovil.gov.uk](mailto:town.clerk@yeovil.gov.uk)

**Minutes of the hybrid meeting of the Leisure and Environment Committee held on Monday 9 March 2026 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 K Gill (In the Chair); T Casey; T Lock; W Read; A Richards; A Soughton and D Woan.

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

**In Attendance (in person):** A Card (Chief Executive/Town Clerk); K Menday (Director of Leisure and Environment); L Ryder (Deputy Town Clerk) and Cllr K Parsons (Yeovil Summerlands).

**In Attendance (virtually):** Cllr A Kendall (Yeovil College)

Due to the absence of the Chair and Vice Chair it was **RESOLVED** that Cllr K Gill be Chair and Cllr D Woan be Vice Chair.

## **Public Comment.**

There was two members of the public (in person) and no members of the press present.

7:02pm – Meeting Commenced.

## **11/302 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Apologies for absence were received from Cllr J Lock (personal reasons) and Cllr R Spinner (personal reasons).

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

## **11/303 DECLARATIONS OF INTEREST**

There were no declarations of interest at this time.

## **11/304 MINUTES OF LAST MEETING**

The Committee approved as a correct record the minutes of the previous meeting held on 12<sup>th</sup> January 2026.

**RESOLVED:** that the minutes of the meetings of the Leisure and Environment Committee held on 12<sup>th</sup> January 2026 be signed by the Chair as a correct record.

### **11/305 FEEDBACK FROM CO-OPTED NON-VOTING MEMBER**

The Co-opted Non-Voting Member raised several concerns with the committee. The matters discussed included the arrangements for the annual summer judging of allotments, the ongoing issue of rubbish being left on vacant plots, the suggestion that new tenants should pay a deposit, and how overgrown plots could be managed more efficiently.

It was also noted that the tenant representatives had requested access to tenants' contact details for use in emergencies when the offices are closed. The committee explained that, due to GDPR restrictions, the Data Protection Officer could not agree to sharing sensitive personal data.

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

### **11/306. ALLOTMENT LETTING/AVAILABILITY REPORT**

The Deputy Town Clerk informed the Committee that some figures had changed since publication of the report and that the total number of vacant plots had decreased to 19.

A member highlighted a site which had the highest number of vacant plots. It was explained that there were ongoing issues affecting the site which had contributed to the slow uptake. It was also confirmed that the sites with 100% occupancy currently had waiting lists.

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

### **11/307 SERVICE UPDATE**

The Director of Leisure & Environment updated the committee on the current works across the directorate commenting on how wet and challenging the winter had been for the teams.

The In Bloom preparations are underway for the summer months with the Parks and Engagement Officer encouraging community projects alongside.

For the Open Spaces team, there has been a successful recruitment, with the new Assistant Estates Officer starting in the upcoming weeks. The Estates Manager has entered Sidney Gardens for a Green Flag Award with the judging visiting taking place in late spring, early summer.

The Director informed the committee that the works at Monksdale allotment site had been completed with the Leylandii Hedge being successfully removed and replaced with fencing. The winter management is in progress and receiving positive responses from allotment holders.

In Play, there has been some positive improvements across the different play areas and the team are focusing on the MUGA's. The team are looking at potential new line markings for netball courts and football pitches, which have eroded away over the years. The Estates Manager is actively working on removal and replacement of the condemned play castle at Milford Park.

The Director updated members on the country park and confirmed the Green Flag Award application had been submitted and the inspection will take place in mid-May.

It was confirmed that officers are still working on resolving the car parking issues at Chilton Grove with the residents. For the issues to be resolved, the demand for double yellow lines and resident parking permits need to be demonstrated to Somerset Council.

Yeovil Olympiads Athletics Club provided a grant of £5,500 towards replacement equipment at the arena at Yeovil Recreation Centre. The Director expressed gratitude for the club's continued partnership and support.

Lastly, the Director updated the Committee on the programme of events and engagement planned for 2026. Teams have come together to deliver and further develop the range of events.

Members raised some questions, which were responded to by the Director of Leisure and Environment.

The Chair thanked the team on behalf of the committee for their hard work.

**RESOLVED:** to note the report.

### **11/308. DOG CONTROL PSPO CONSULTATION**

The Director of Leisure and Environment informed the committee that the consultation was open until 20<sup>th</sup> March 2026. It was explained the consultation was open to Town and Parish Councils and that there are two different types of Dog PSPOs to consider. The Director discussed the current suggestions and asked whether Members had any additional proposals they wished to put forward for the consultation. The Director's suggestions included, Yeovil Recreation Centre, Ninesprings Lake Dog Exclusion Zone and fenced play areas in Yeovil.

**RESOLVED:** (1) to note the report; and (2) to support the Director's comments where the Dog Control PSPO should be considered.

*7:43 pm – Dave Potten and two members of the public left the meeting and did not return.*

### **11/309. FLOODLIGHT PROCUREMENT FOR YEOVIL RECREATION CENTRE**

The Director of Leisure and Environment informed the committee that the Yeovil Recreation Centre has two pitches that have lighting. The Athletics Arena has 12 columns with 32 lights, and the Artificial Pitch has 11 columns with 32 lights. All the lights are 13 years old which are proving to have high usage of electricity, expensive maintenance costs and providing inadequate lights for the sport activities.

It was confirmed that 11 quotes were received for the replacement of the lights and explained to the committee the evaluation criteria breakdown on how these quotes had been shortlisted to 5 with Bidder A scoring the highest score during the evaluation.

The Committee discussed that the project is expected to generate annual savings of approximately £13,500 with £5,500 in electricity savings and £8,000 in maintenance savings.

The Yeovil and Sherborne Hockey club have offered a £10,000 grant towards the project and the Yeovil Olympiads had also been approached for a grant.

**RESOLVED:** (1) to note the report; (2) to agree the financial and carbon benefits of progressing the replacement floodlights as discussed; (3) to agree to appoint Bidder A (subject to the outcome of the clarification questions and completion of due diligence) to deliver the flood light replacement scheme; (4)to agree that should Bidder A not meet clarification or due diligence requirements, the next highest-scoring bidder (Bidder B) be appointed (subject to clarification questions and due diligence) to deliver the flood light replacement scheme (considering quality, experience and environmental and social value as well as price);(5) to agree that the project should be funded by £22,000 from the Climate Change Reserve and the remainder from the Yeovil Recreation Centre Sinking Fund; and (6) to recommend to the Finance & Policy Executive, that £22,000 should be released from the Climate Change Reserve to be replenished over a 4-year period at £5,500 per annum.

**11/310. BUDGET MONITORING UPDATE**

The Committee considered the budget monitoring update for Month 11 (April 2025 – February 2026).

**RESOLVED:** to note the report.

*7.56pm – Cllr A Kendall left the meeting and did not return.*

**11/311. 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 item 11/312 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

**11/312. PEN HILL WALL**

The Committee considered the report of the Director of Leisure and Environment regarding the Pen Hill wall.

**RESOLVED:** to note the report.

The meeting closed at 8.02pm.

Signed: ..... (Chair)

Date: .....