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Minutes of the hybrid meeting of the Policy, Resources & Finance Committee 27th July 2021 at 7.00pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.

Present (in person): Cllrs G Oakes (Chair); K Gill; D Gubbins; G Hunting; A Kendall; D Recardo; R Spinner and R Stickland.

Present (virtually): Cllrs E Potts-Jones and P Lock.

In Attendance (in person): A Card (Town Clerk).

In Attendance (virtually): Cllrs T Lock (Lyde Ward) and A Richards (Wyndham Hill Ward); Mark Willcox (Director of Youth and Community, YMCA Brunel Group) and Nigel McLachlan (Team Leader, YMCA Brunel Group)

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

7.00 pm - Public Comment

There was no public comment.

10/209 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies were received from Cllrs T Ledlie (personal reasons) and S Lowery (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

10/210 DECLARATIONS OF INTEREST

Cllr P Lock declared a personal interest in 10/225 Monmouth Hall in, as the contractor recommended is an organisation which she has conducted business with in the past.

10/211 MINUTES

To approve as a correct record the Minutes of the meeting held on 26th May 2021.

RESOLVED: that the minutes of the meeting held on 26th May 2021 be signed as a correct record.

10/212 OCTAGON THEATRE SUMMER SCHOOL

Members considered the extension of the Octagon Theatre Summer School Service Level Agreement. Katherine Hoskins, Art Engagement Assistant at the Octagon Theatre had previously given a presentation to Town Council in February 2020 about the Summer School held in Summer 2019. There were unable to run a Summer School in Summer 2020, due to COVID-19.

RESOLVED: (1) to extend the Octagon Theatre Summer School Service Level Agreement for a further year; and (2) that the Committee receive a presentation about the Summer School 2021 later in the financial year (voting: unanimous).

10/213 GRANTS AND SLA WORKING PARTY

The Grants and SLA Working Party would be short-term to bring back the outcome of their review to the next meeting of this Committee.

RESOLVED: (1) that Cllrs K Gill; D Gubbins; P Lock; G Oakes and D Recardo be appointed to the Grants and SLA Working Party; and (2) that the outcome of the review to be brought to the next meeting of this Committee.

10/214 DETACHED YOUTH WORK IN YEOVIL

Mark Willcox (Director of Youth and Community, YMCA Brunel Group) and Nigel McLachlan (Team Leader, YMCA Brunel Group) introduced their proposal to increase youth provision within Yeovil by way of weekly detached youth work sessions. YMCA Brunel Group are currently contracted to provide youth clubs at Milford Hall and Westfield and this proposal would enhance the current provision, The two representatives highlighted that this work would extend beyond Milford and Westfield where the 2 current youth clubs were held. Detached youth work sessions work particularly well with those who would not ordinarily attend a weekly youth club. The proposal was agreed in principle and YMCA Brunel Group were asked to bring a draft plan with facts, figures and desired outcomes.

RESOLVED: (1) to agree to the proposal in principle; (2) that a detailed draft plan, draft Service Level Agreement, costings be brought to the November meeting of this Committee; and (3) to circulate YMCA Brunel Group Safeguarding Policy.

7:52pm – Both Mark Willcox and Nigel McLauchlan left the meeting and did not return.

10/215 BALANCE SHEET

Members considered the Balance Sheet as of 30th June 2021.

RESOLVED: to approve the Balance Sheet as of 30th June 2021.

10/216 BANK RECONCILIATION

Members considered the formal bank reconciliation as at Balance Sheet as of 30th June 2021.

RESOLVED: to approve the formal bank reconciliation as at 30th June 2021.

10/217 FINANCIAL STATEMENT – APRIL 2021 / MAY 2021

Members considered the financial statement for the months April 2021 and May 2021.

RESOLVED: to approve the financial statement for the months of April 2021 and May 2021.

10/218 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 30th JUNE 2021

Members considered the Revenue Budget Monitoring report for the period ending 30th June 2021 (Month 1 – 3). The report provided Members with the current projection of the expected expenditure and income against the Council approved budget for the financial year 2021/22 and explained significant variances against budget. Current projections highlighted an anticipated £59,828 underspend.

RESOLVED: to note the report.

10/219 ARMED FORCES COVENANT

Members considered the request of Cllr A Kendall to commit to honour the Armed Forces Covenant.

RESOLVED: (1) to agree in principle to sign up to the Armed Forces Covenant; and (b) that the Town Clerk and Cllr A Kendall submit the appropriate Armed Forces Covenant to Town Council.

10/220 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS

Members considered how Council meetings will run in future following the lifting of the COVID-19 restrictions.

Discussions were held about minimising risk and where possible to eliminate it completely

RESOLVED: (1) that Committee meetings to continue to hold hybrid meetings whereby only those who are the decision makers are physically present and the remainder of attendees attend virtually; (2) that Town Council meetings are held informally as zoom meetings; with decisions delegated to the Town Clerk (when necessary) in consultation with the Mayor and other Councillors; and (3) that the decision be reviewed in 3 months.

10/221 FORWARD PLAN

Members considered the Forward Plan as detailed within the agenda, with the inclusions of feedback from the Grants and SLA Working Party; the proposal of detached youth work in Yeovil; feedback from the Octagon Theatre Summer School and to review Council meetings.

RESOLVED: to approve the forward plan with the inclusions as listed above.

Public Comment

Steve Sowden stated that Zoom and hybrid meetings had been very beneficial to him and he hoped they would continue.

10/222 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 10/223 to 10/225 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](#)

8:18pm – The member of the press left the meeting and did not return.

10/223 INSURANCE CLAIM (CONFIDENTIAL)

Members considered the report of the Town Clerk regarding the insurance claim.

RESOLVED: to note the report.

10/224 GOLDCROFT SITE AND SKI CENTRE SITE (CONFIDENTIAL)

Members considered the report regarding Goldcroft site and Ski Centre site.

RESOLVED: (1) to note the report; (2) to agree to appoint an agent to market the land at the ski centre; and (3) to delegate to the Town Clerk in consultation with the Chairman of this Committee, the procurement and appointment of an agent for the land at the ski centre.

10/225 MONMOUTH HALL (CONFIDENTIAL)

Members considered the report regarding Monmouth Hall.

RESOLVED: (1) to note the report; (2) to agree with the recommendations of the Buildings and Civic Matter Committee to carry out the specified work; (3) to approve (as recommended by the Buildings and Civic Matters Committee) to appoint Pennys as the contractor; and (4) that the Town Clerk, in consultation with the Chairman of this Committee, prepare a press release.

Meeting closed at 8:40pm.

Signed: (Chairman) Date