



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

Mayor: Cllr E Potts-Jones, Town Clerk: Amanda Card BA (Hons), CPFA, BSc (Open)  
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**Minutes of the meeting of Yeovil Town Council held on Wednesday 5<sup>th</sup> April 2023 at 7:00pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.**

**Present:** Cllrs E Potts-Jones (Mayor); A Kendall; B Boyton; T Casey; N Gage; K Gill; E Hopkins; K Hussain; T Lock; P Lock; K Lock; J Lowery; W Read; A Richards; J Snell; A Soughton; R Spinner; R Stickland and D Woan.

**In Attendance (in person):** A Card (Town Clerk); H Ferdinand (Deputy Town Clerk) and Rev J Pearce (Mayor's Chaplain).

**In Attendance (virtually):** Cllr J Cabell (Summerlands Ward).

There was 1 member of the press present virtually.

This was Rev J Pearce's last Council meeting; he had been the Mayor's Chaplain for the past 9 years. The Mayor, Cllr E Potts-Jones thanked him for the support that he had given the Council over this period.

## **Public Comment**

The member of the press enquired about the impact of Yeovil Refresh on Remembrance Sunday. The Mayor, Cllr E Potts-Jones responded by stating that the matter was being investigated and that it would be reported back to Council and the public.

*7:15 pm The meeting commenced.*

## **11/065 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

Apologies were received from Cllrs S Lowery (work commitments); G Oakes (personal engagement); H Stonier (personal reasons) and L Watts (work commitments).

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

## 11/066 DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

<b>Councillor</b>	<b>Reason</b>	<b>Interest</b>
Cllr A Kendall Cllr T Lock Cllr G Oakes Cllr E Potts-Jones Cllr W Read Cllr J Snell Cllr A Soughton Cllr D Woan	Member of: Somerset Council	Personal

There were no other declarations at this time.

**RESOLVED:** to note the declarations.

## 11/067 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the minutes of the previous Town Council Meeting held on 24<sup>th</sup> January 2023.

**RESOLVED:** that the minutes of the previous Town Council Meeting held on 24<sup>th</sup> January 2023.

## 11/068 MAYOR AND DEPUTY MAYOR'S RECENT AN FORTHCOMING

The Mayor was thanked for her invitation to the Civic Evening at the Octagon Theatre. A question was raised regarding the meetings that both the Mayor and Town Clerk attended with Avon and Somerset Police. The Clerk summarised the meetings but stated that she would provide a briefing to Councillors regarding the topics of discussion.

**RESOLVED:** to note the Mayor's and Deputy Mayor's recent and forthcoming appointments and engagements.

## 11/069 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS

### **Planning Committee – 23<sup>rd</sup> January 2023 / 20<sup>th</sup> March 2023**

Presented by Cllr Jeny Snell. she gave an update regarding the Planning Committee meetings. There were no questions.

### **Promotions and Activities Committee –14<sup>th</sup> March 2023**

Present by Cllr Emma-Jayne Hopkins. She updated Council on the “Yeovil Celebrate...” event to be held on 27<sup>th</sup>/28<sup>th</sup> May 2023 at Yeovil Recreation Ground. She stated that the Committee

had agreed to cancel the Town Criers competition for this year, due to the number of competitors being too low and the works going on in the Borough. Cllr J Lock added that the clash with St George's day, was another reason that the Town Crier's competition had been cancelled. There were no questions.

### **Grounds and General Maintenance Committee – 13<sup>th</sup> March 2023**

Presented by Cllr Roy Spinner. He spoke of the discussions held regarding bins and dog bins. The bins were going to be replaced with bigger multi-use bins, which would be emptied with a machine but less frequently. The bins would be deodorised. The allotment lettings were at 93% but with a few more letting pending. At the Grounds and General Maintenance Committee meeting Cllr P Lock gave feedback from the recent Allotment Association meeting that she had attended.

A Councillor asked who he should contact regarding an issue with the removal of a bin. He was informed that residents should be self-reporting directly. The link to report on Somerset Council website is <https://www.somerset.gov.uk/environment-and-food-safety/litter-bins-and-drug-debris/>; and scroll down to "Report a litter bin problem". There were no other questions.

### **Buildings and Civic Matters Committee – 21<sup>st</sup> March 2023**

Presented by Cllr Rob Stickland. He reported the outcome from the discussions regarding the Somerset Bus Partnership, in that the Town Clerk will write to a number of MPs regarding the bus schemes. He also spoke of the notice boards, grit bins and gave an update on defibrillators. It had been agreed to install defibrillators at Holy Trinity Church and in a location in the Southville area of Yeovil.

A Councillor asked for a confidential item which was discussed at this Committee to be disclosed to Council as a whole. It was suggested that this should be adjourned and discussed under confidential once the remainder of the agenda had been considered.

### **Policy, Resources and Finance Committee – 28<sup>th</sup> March 2023**

Cllr Rob Stickland was unable to attend this Committee and he suggested that if there were any questions regarding this Committee, that Councillors write to the Town Clerk for the answer.

**RESOLVED:** that the minutes of the above Committee be noted together with any resolutions and recommendations contained therein to be ratified.

### **11/060      REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members who represent the Town Council on Outside Bodies were invited to take the opportunity to report on any matters of interest.

The minutes from the Westfield Community Association held on 9<sup>th</sup> February 2023 had previously been circulated. There were no questions.

The minutes from Yeovil Crematorium and Cemetery Committee held on 8<sup>th</sup> March 2023 had previously been circulated. There were no questions.

There were no other reports from representatives on Outside Bodies.

**RESOLVED:** to note the report.

#### **11/071 MAYOR ELECT AND DEPUTY MAYOR ELECT**

Council considered nominations for the office of Town Mayor and Deputy Mayor for the Municipal Year 2023/24.

It was proposed by Cllr E Potts, seconded by Cllr T Lock that Cllr A Kendall be nominated for the office of Town Mayor for the Municipal Year 2023/24. It was proposed by Cllr A Kendall, seconded by Cllr W Read and that Cllr P Lock be nominated for the office of Deputy Mayor for the Municipal Year 2023/24.

The election of the Town Mayor and Deputy Town Mayor will take place at the Annual Meeting of the Town Council which will be held on 2<sup>nd</sup> May 2023.

**RESOLVED:** that Cllr A Kendall be nominated for the office of Town Mayor and that Cllr P Lock be nominated for the office of Deputy Mayor for the Municipal Year 2023/24.

#### **11/072 RISK STRATEGY**

Members considered the Risk Strategy and Risk Assessment for 2023/24 which had been recommended by the Policy, Resources and Finance Committee.

**RESOLVED:** to approve and adopt the Risk Strategy and Risk Assessment for 2023/24.

*(voting: unanimous)*

#### **11/073 FINANCIAL REGULATIONS**

Members considered the amended Financial Regulations which had been recommended by the Policy, Resources and Finance Committee.

**RESOLVED:** to approve and adopt the amended Financial Regulations.

*(voting: unanimous)*

#### **11/074 FORWARD PLAN**

**RESOLVED:** to approve the forward plan as detailed within the agenda.

#### **Public Comment**

There were no further comments.

*7:52 pm Cllr K Hussain and the member of the press left the meeting and did not return.*

**11/075    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 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

**11/076    INCIDENT AT MILFORD HALL (CONFIDENTIAL)**

At this point, Cllr E Potts-Jones declared a personal interest in this item having attended the event. Due to the declaration of interest of the Chair (Cllr E Potts-Jones), the Vice Chair (Cllr A Kendall) took the chair.

The Clerk explained the situation to Council and the steps that were being taken to rectify any issues arising.

**RESOLVED:** to note the report.

*Meeting closed at 8:12 pm.*

Signed:

Date: