



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)
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Minutes of the Annual Meeting of Yeovil Town Council (Reconvened) held on Tuesday 13th May 2025 at 7:30pm held by video-conference using Zoom meeting software; and in the Town House, 19 Union Street, Yeovil BA20 1PQ.

Present: Cllrs T Lock (Mayor); B Boyton; J Cabell; T Casey; K Fieldsend; K Gill; K Hussain; J Jimba; A Kendall; J Lock; J Lowery; G Oakes; E Potts-Jones; W Read; J Snell; A Soughton; R Spinner; R Stickland; R White; A Wilkes and D Woan.

Presen (virtually): Cllr E Hopkins

In Attendance (in person): A Card (Chief Executive/Town Clerk); L Ryder (Assistant Town Clerk); D Recardo (Mace Bearer) and Rev J Pearce.

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

Rev J Pearce gave his reflections

Public Comment

The member of the public made some comments regarding the Council Tax. The member of press raised some comments and questions. Both will receive a written response.

7:46 pm The meeting commenced.

11/248 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 E Hopkins* (family commitments); A Richards (personal reasons); and H Stonier (personal reasons).

**Legislation requires that Councillors need to be physically present at the meeting to be shown as present. If a Councillor is unable to attend in person but can attend virtually, then apologies for absence should be given.*

RESOLVED: to accept the apologies with the reasons given.

11/249 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).

Councillor	Reason	Interest
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

11/250 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the minutes of the previous Town Council Meeting held on 2nd April 2024.

RESOLVED: that the minutes of the previous Town Council Meeting held on 2nd April 2024.

11/251 MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS

The Deputy Mayor, Cllr W Read stated that he had also attended VE Day Celebrations at Reckleford Community School on 8th May 2025.

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

11/252 ANNUAL REPORT 2024/25

Council considered the Annual Report for 2024/25 which outline the achievements of Yeovil Town Council during 2024/25.

RESOLVED: to note the Annual Report for 2024/25

11/253 APPOINTMENT OF COMMITTEES

Council considered the appointment and constitution of committees for 2025/26.

It was noted that in accordance with Standing Order 4(d)(xi), that the Service Committees needed to reflect the political balance of the Council.

RESOLVED: that the members indicated in Appendix A be appointed to serve on the Service Committees shown.

Council then considered the appointment and membership of Finance & Policy Executive.

It was proposed, seconded and

RESOLVED: that the Finance & Policy Executive be appointed comprising of the following membership:

Mayor (Ex-Officio) *

Deputy Mayor (Ex-Officio) *

Chair of the Finance & Policy Executive

Infrastructure (Property & Assets) (Chair and Nominee)

Leisure & Environment Committee (Chair and Nominee)

Planning Committee (Chair and Nominee)

Culture, Events & Promotions Committee (Chair and Nominee)

Representative(s) of Opposition Groups;

Council then considered the election of the Chair of the Finance & Policy Executive for 2025/26.

RESOLVED: that Cllr A Soughton be elected Chair of the Finance & Policy Executive for 2025/26.

At 7:56pm Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairs and Vice Chairs for 2025/26 (details of which are shown in Appendix A) and to appoint their representative to serve on the Finance & Policy Executive.

The meeting was further adjourned to enable the Finance & Policy Executive to meet and elect their Vice Chair for 2025/26.

On resumption of the meeting at 8:07pm, the Town Council the re-appointment of various Sub-Committees and Steering Groups.

RESOLVED:

- (1) that representatives of the Opposition Groups be appointed for consultation purposes under the Council's Emergency Procedure (Standing Order 4 (d) (xiv)) and that the member of representing the Independents be Cllr T Casey. *(Note: in accordance with the Scheme of Delegation – the Chair of the Committee concerned (or, in their absence,*

the Vice Chair) and the Mayor (or in their absence, the Deputy Mayor) will also be consulted);

- (2) that the following be Members be appointed to serve on the Staffing Committee for the ensuing year: Cllrs T Casey; T Lock; G Oakes; A Soughton; R Stickland and A Wilkes; but the appointments be reconsidered if necessary, at a future meeting, to consider gender balance.
- (3) that the following Members be appointed to serve on the Monmouth Hall Working Party for the ensuing year: Cllrs B Boyton; T Lock; G Oakes; and R Stickland;
- (4) that the following Members be appointed to serve on the Goldcroft Working Party for the ensuing year: Cllrs K Gill; A Kendall; A Soughton and R Stickland.
- (5) that the following Members be appointed to serve on the Climate Control Working Party for the ensuing year: Cllrs T Casey; K Gill; A Kendall; J Snell; and A Soughton.
- (6) that the following Members be appointed to serve on the Allotment Maintenance Working Party for the ensuing year: Cllrs A Kendall; J Lock; A Soughton and R Spinner.

11/254 APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2025/26

Council considered the appointment of representative to serve on Outside Bodies for the ensuing year.

RESOLVED: (1) that the Members indicated be appointed to serve as representative of the Town Council for 2025/26 on the Outside Bodies identified at Appendix B to these Minutes; (2) that Members appointed to be representatives on Outside Bodies forward any minutes to the Town Clerk for circulation to all Councillors, and that they report back to future Town Council meetings.

11/255 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.

Cllr J Lowery spoke of a Tabletop Sale At St Peter's Community Centre on 15th July 2025 from 10am until 12:30pm.

There were no other reports from representatives on Outside Bodies.

RESOLVED: to note the report.

11/256 MEMBERS' ATTENDANCE

Council considered the Schedule of Members' Attendance at Council and Committee Meetings in 2024/25.

RESOLVED: to note the Members' attendance.

11/257 MEMBERS' ALLOWANCE

Council considered the Members' Allowances which were paid to Members of Yeovil Town Council during 2024/25.

RESOLVED: to note the Members' Allowance

The Mayor, Cllr Tony Lock reminded Council about his Civic Service on 15th June 2025.

Meeting closed at 8:24 pm.

Signed:

Date:

YEOVIL TOWN COUNCIL – COMMITTEE MEMBERSHIP 2025/2026

Infrastructure (Property & Assets) - 11 Members

Karl Gill (Vice Chair)
Andy Kendall
Tony Lock (<i>Ex-Officio</i>)
Jane Lowery
Evie Potts-Jones
Wes Read (<i>Ex-Officio</i>)
Andy Soughton
Rob Stickland (Chair)
Helen Stonier
Dave Woan

Leisure and Environment – 12 Members (inc co-optee)

Jade Cabell
Tareth Casey
Karl Gill
Andy Kendall
Jamie Lock (Vice Chair)
Tony Lock (<i>Ex-Officio</i>)
Wes Read (<i>Ex-Officio</i>)
Andy Soughton
Roy Spinner (Chair)
Adrian Wilkes
Dave Woan
TBC (co-opted non voting) (substitute – TBC)

Culture, Events & Promotions – 11 Members

Tareth Casey
Karl Gill
Emma-Jayne Hopkins
Justice Jimba
Jamie Lock
Tony Lock(<i>Ex-Officio</i>)
Jane Lowery
Graham Oakes (Chair)
Wes Read (<i>Ex-Officio</i>)
Ruth White
Dave Woan (Vice Chair)

Planning – 20 Members

Barry Boyton
Jade Cabell
Tareth Casey
Kayleigh Fieldsend
Karl Gill (Vice Chair)
Kaysar Hussain
Justice Jimba
Andy Kendall
Jamie Lock
Jane Lowery
Graham Oakes
Wes Read
Ashley Richards
Jeny Snell (Chair)
Roy Spinner
Rob Stickland
Helen Stonier
Ruth White
Adrian Wilkes
Dave Woan

Finance and Policy Executive – 13 Members

Tareth Casey
Karl Gill
Andy Kendall
Jamie Lock
Graham Oakes
Wes Read
Andy Soughton (Chair)
Wes Read
Roy Spinner
Rob Stickland (Vice Chair)
Jeny Snell
Adrian Wilkes
Dave Woan

APPENDIX B

Yeovil Town Council - Appointments to Outside Bodies – 2025/26

Outside Body	Representation 2025/26
Allotment Association	Roy Spinner
Birchfield Community Association	Emma-Jayne Hopkins
Local Community Network	Karl Gill Roy Spinner (Sub)
Octagon Project Board	Karl Gill, Tony Lock, Graham Oakes, Andy Soughton, Rob Stickland, Helen Stonier
Parish Tree Warden Scheme	Karl Gill
Sea Cadet Corps – Yeovil Unit 458	Andy Kendall
Somerset Association of Local Councils	Andy Soughton
Somerset Local Authorities' Civil Contingencies Unit – Emergency Community Contact	Mayor Town Clerk
Westfield Community Association	Jane Lowery
Woborns Almshouse Charitable Trust	Mayor Jane Lowery Andy Kendall Dave Woan
Wyndham Trust	Mayor
Yeovil Chamber of Trade and Commerce	Mayor Town Clerk
Yeovil Crematorium and Cemetery Committee	Andy Soughton Jeny Snell Helen Stonier
Yeovil in Bloom	All Members of Culture, Events & Promotions Committee
Yeovil Recreation Charity (formerly the Preston Grove Recreation Field for Adults Charity) <i>*Awaiting for advice from Charity Commission as non-councillor representatives have resigned.</i>	Andy Kendall Vacant Jeny Snell Helen Stonier Adrian Wilkes
Yeovil Twinning Association	Andy Kendall