



# 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)  
Tel: 01935 382424, Website : [www.yeovil.gov.uk](http://www.yeovil.gov.uk)  
E-mail: [town.clerk@yeovil.gov.uk](mailto:town.clerk@yeovil.gov.uk)

**Minutes of the meeting of Yeovil Town Council held on Tuesday 2<sup>nd</sup> September 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; T Casey; K Gill; K Hussain; J Jimba; A Kendall; J Lock; J Lowery; G Oakes; E Potts-Jones; A Richards; W Read; J Snell; A Soughton; R Spinner; R Stickland; H Stonier; R White; A Wilkes and D Woan.

**Present (virtually):** Cllr E Hopkins

**In Attendance (in person):** A Card (Chief Executive/Town Clerk) and Rev J Pearce.

**In Attendance (virtually):** L Ryder (Deput Town Clerk)

There was one member of the public present in person, three members of the public present in person and nine members of the public present virtually.

## **Public Comment**

The three members of the public present in person, raised some questions and made some comments regarding the Octagon Theatre and the associated consultation.

*7:46 pm The meeting commenced.*

## **11/271 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 J Cabell (conflicting engagement); and E Hopkins\* (family commitments).

*\*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.

## **11/272      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

In addition, Cllr J Lowery declared a personal interest in 11/278 – Update on Octagon Theatre PWLB Application process, in that her daughter worked at Westlands and the Octagon when it was opened.

## **11/273      MINUTES OF PREVIOUS TOWN COUNCIL MEETING**

To confirm as a correct record the minutes of the previous Town Council Meeting held on 30<sup>th</sup> June 2025.

**RESOLVED:** that the minutes of the previous Town Council Meeting held on 30<sup>th</sup> June 2025 be signed by the Chair as a correct record.

## **11/274      MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

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

## **11/275      CORRESPONDENCE**

There was no correspondence.

## **11/276      REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

### **Planning Committee – 14<sup>th</sup> July 2025 / 11<sup>th</sup> August 2025**

These meetings were cancelled due to insufficient business to be transacted.

### **Leisure & Environment Committee – 7<sup>th</sup> July 2025**

Presented by Cllr R Spinner. He reported that the non-voting co-opted member had been appointed. The allotments were 93% let. The Committee considered feedback from the co-

opted non-voting member; the “Growing Together” initiative; the Yeovil in Bloom Update and the Devolution update. There were no questions.

### **Culture, Events & Promotions Committee – 15<sup>th</sup> July 2025**

Presented by Cllr G Oakes. The Committee considered the Annual Report of the directorate. A report had been received from HMS Heron band and the service level agreement. There were no questions.

### **Infrastructure (Property & Assets) Committee – 15<sup>th</sup> July 2025**

This meeting was cancelled due to insufficient business to be transacted.

### **Finance & Policy Executive – 29<sup>th</sup> July 2025**

Presented by Cllr A Soughton. He gave an update of the discussions held at the meeting which included the report from Yeovil4Families report regarding the service level agreement; a grant application to Oddments Theatre Company for £2,000; the internal audit report was deferred until the next meeting. There were no questions.

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

### **11/277 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.

Yeovil Crematorium and Cemetery Committee – 9<sup>th</sup> July 2025 (minutes had previously been circulated.

Cllr W Read reported to Council about the meeting of Westfield Community Association held on 7<sup>th</sup> July 2025 which discussed the closure of Yeovil Maternity Hospital. Cllr A Wilkes thanked everyone who attended that meeting.

Cllr A Kendall updated Council about the Yeovil Twinning Association. There had been a recent visit from Herblay.

There were no other reports from representatives on Outside Bodies.

**RESOLVED:** to note the report.

### **11/278 UPDATE ON OCTAGON THEATRE PWLB APPLICATION PROCESS**

The Chief Executive / Town Clerk delivered a presentation outlining the application process for borrowing via the Public Works Loan Board (PWLB) in relation to the Octagon Theatre project.

She explained that the results of the public consultation would be collated and reported to Full Council at an Extraordinary Meeting scheduled for 1st October 2025, to be held at Westlands Entertainment Venue. Should the Council resolve to proceed with borrowing, the application

would be submitted to the Somerset Association of Local Councils (SALC), who would in turn submit it to the Department for Levelling Up, Housing and Communities (DLUHC) to seek the Secretary of State's approval. A series of affordability checks would form part of the process.

The Chief Executive / Town Clerk outlined a range of consultation activities being undertaken by the Council. She highlighted the existence of a dedicated project webpage that would in time, provide updates on both the project and the borrowing application. Media outreach had included local radio coverage at the launch of the consultation and a feature in the September edition of the Yeovil Press. In-person public open events were also held for residents.

It was noted that completion of either an online or paper survey was mandatory for residents wishing to provide feedback. All responses are being cross-checked against the electoral register to confirm that respondents reside within the parish of Yeovil. In addition to the survey, a letter was sent to every household within the parish, with a follow-up reminder scheduled. The Town Council also used its social media channels to share information, and a video was produced by the Director of Culture, Events & Promotions.

The consultation was conducted using a recognised consultation template. The Chief Executive / Town Clerk emphasised that the application form is comprehensive and must be accompanied by a checklist of supporting documents. She confirmed that the survey results would be published.

In response to a question regarding the application timeline, she stated that the intention is to submit the application by mid-October 2025, with a decision anticipated by late November or early December. This would enable the Council to set its precept for the 2026/27 financial year accordingly.

A Councillor raised concerns about potential budget overruns and questioned who would be responsible for covering any additional costs. He also queried the position of Somerset Council should the consultation not receive public support and expressed dissatisfaction with the financial model, noting that all funding, aside from that from the Department for Culture, Media and Sport (DCMS), would fall on the parish of Yeovil.

In response, the Chief Executive / Town Clerk clarified that the agenda item specifically addressed the PWLB application process. However, she did reassure Members that the budget includes contingency provisions and allowances for inflation. The project team is fully aware of the £15 million budget cap, and any forecasted overspend would trigger cost-cutting measures to stay within the limit.

The Chair of the Culture, Events & Promotions Committee added that all outgoing contracts would be fixed price and that multiple safeguards were being implemented. He acknowledged the concern around fairness and reiterated that Yeovil Town Council is not legally permitted to levy Council Tax on other parishes. However, the Council had now approached neighbouring parishes to request financial contributions. He noted that 60% of the loan repayment would be covered by a ticket levy, which was intended to address concerns about fairness. He further explained that Somerset Council was not in a financial position to fund the project, prompting Yeovil Town Council to step in.

The Chair of the Finance & Policy Executive Committee, speaking in his capacity as Leader of the Council (and not as a representative of any political party), made a statement concerning a leaflet recently distributed to the public.

*8:38 pm – Cllr K Hussain left the room.*

*8:40pm – Cllr A Wilkes left the room and did not return.*

*8:40pm – Cllr K Hussian returned to the room.*

He highlighted that the leaflet contained inaccuracies that could potentially undermine the integrity of the consultation process. The leaflets had been circulated during the first consultation event.

**RESOLVED:** to note the update on the Octagon Theatre PWLB application.

*Meeting closed at 8:46 pm.*

Signed:

Date: