



# 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 meeting of Yeovil Town Council held on Tuesday 30<sup>th</sup> June 2026 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 (in the Chair); B Boyton; J Cabell; T Casey; K Gill; E Hopkins; A Kendall; G Oakes; K Parsons; E Potts-Jones; A Richards; J Snell; A Soughton; R Stickland; R White; A Wilkes and D Woan.

**In Attendance (in person):** A Card (Chief Executive/Town Clerk); L Ryder (Deputy Town Clerk) and D Recardo (Mace Bearer).

**In Attendance (virtually):** Cllr J Jimba.

There were three members of the public present in person, two members of the public present virtually.

It was proposed, seconded and that Cllr R Stickland be Vice Chair.

## **Public Comment**

Cllr Soughton raised a question on behalf of a member of the public asking whether Cllr Wilkes, whose registered interests show that he has joined the Conservative Party, was serving as an Independent or Conservative councillor, as this could affect committee appointments. Cllr Wilkes confirmed that although he has joined the Conservative Party, he remains a sitting independent councillor on the council.

*7:42 pm The meeting commenced.*

## **11/355 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 K Hussain (work commitments); J Jimba (unwell)\*; J Lock (work commitments); J Lowery (unwell); W Read (unwell); R Spinner (conflicting engagement) and H Stonier (conflicting engagement).

*\*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.

## 11/356 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	Member of: Somerset Council	Personal
Cllr T Lock		
Cllr G Oakes		
Cllr E Potts-Jones		
Cllr W Read		
Cllr J Snell		
Cllr A Soughton		
Cllr D Woan		

Cllr E Potts-Jones declared a personal interest in 11/369 – Tree Preservation Order Applications which involved Cllr W Read (a fellow councillor on Yeovil Town Council), stating that they did not feel comfortable voting on or even simply noting the application because of the councillor's involvement. The same consideration applied to all Members.

Cllr B Boyton declared a personal interest in 11/368 – Plans List for Consideration, as the first planning applicant supports his charity, and therefore he would be abstaining from voting on that application.

Cllr R White declared a personal interest in 11/368 – Plans List for Consideration, as she held a rental property in the same street that the first planning application referred to.

Cllr A Kendall declared a personal interest in item 11/359 – Correspondence regarding the Somerset Bus Franchise, as he lived opposite the Lead of Yeovil Bus Users Group/ Leadership Member of Somerset Bus Partnership. He also declared a personal interest in the correspondence to RNAS as he is a military veteran.

## 11/357 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the minutes of the previous Town Council Meeting held on 5<sup>th</sup> May 2026 and 12<sup>th</sup> May 2026.

**RESOLVED:** that the minutes of the previous Town Council Meetings held on 5<sup>th</sup> May 2026 and 12<sup>th</sup> May 2026 be signed by the Chair as a correct record.

**11/358**      **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.

**11/359**      **CORRESPONDENCE**

Members noted the following correspondence:

- A letter from Yeovil Town Council expressing condolences following the helicopter crash, together with the response received from Captain Stuart Crombie OBE.
- Correspondence from Adam Dance MP regarding flood resilience funding.
- Notification of the Somerset Local Plan Scoping Consultation 2026.
- Correspondence regarding the Somerset Bus Franchising proposal and a request for the Council's support of the public transport campaign and bus franchising initiative.

Members were also advised that:

- Additional correspondence had been received from Linda Snelling setting out her position as a member of the Somerset Bus Partnership and Lead for Yeovil Bus Users Group.
- East Coker Parish Council had requested that consideration be given to reviewing the boundary between East Coker and Yeovil to include the Keyford development within Yeovil Town Council's area.

It was agreed to note the correspondence received. The matter relating to the East Coker boundary review request was referred to the appropriate committee, with the Chair proposing that it be considered by the Executive Committee for further discussion. This was agreed by Members.

There was no other correspondence.

**RESOLVED:** (1) to note the correspondence received; and (2) that the matter relating to the East Coker boundary review request was referred to the appropriate committee, with the Chair proposing that it be considered by the Executive Committee for further discussion.

**11/360**      **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

**Leisure & Environment Committee – 8<sup>th</sup> June 2026**

Presented by Cllr K Gill. No questions were raised.

**Culture Committee – 16<sup>th</sup> June 2026**

Presented by Cllr D Woan. No questions were raised.

**Property & Community Committee – 9<sup>th</sup> June 2026**

Presented by Cllr R Stickland. No questions were raised.

## **Finance & Policy Executive – 23<sup>rd</sup> June 2026**

Presented by Cllr A Soughton. No questions were raised.

Cllr Soughton reported on a meeting with Somerset Council's Lead Member - Cllr Mike Rigby and Ian Timms, regarding the town centre fountain and the Triangle. He advised that assurances had been received that the fountain is being inspected twice daily, seven days a week, and noted that Somerset Council had responded positively to Yeovil Town Council's offer of additional support and resources to help maintain its operation.

Cllr Soughton also raised concerns about the underuse of The Triangle, advising that Somerset Council does not actively promote the space despite it being available for community use. Discussion took place regarding the potential for Yeovil Town Council to take a greater role in managing or promoting the area, whilst recognising that any future use should not compete with local businesses.

It was agreed that the matter of The Triangle should be referred to the appropriate committee for further consideration. The Chair of the Property & Community Committee confirmed that the matter would be welcomed for discussion at a future meeting.

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

### **11/361      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 A Kendall reported that Yeovil had hosted a successful visit from its twinned town, Taunusstein, Germany over the long weekend. The visitors enjoyed a programme of activities in Yeovil and the surrounding area and departed having thoroughly enjoyed their stay. He thanked the Mayor for attending the farewell dinner held on the final evening of the visit.

Cllr Kendall also noted that the group had met and departed from Westlands, providing an opportunity to showcase an important local venue and promote what Yeovil has to offer to its international visitors.

Cllr K Gill reported that he had attended the recent Local Community Network (LCN) meeting. The meeting focused primarily on setting priorities for the coming year, particularly in relation to health and community wellbeing. Discussion included how local groups and activities, such as knitting groups and other community initiatives, could be promoted and supported to encourage greater participation and community engagement.

There were no other reports from representatives on Outside Bodies.

**RESOLVED:** to note the reports.

### **11/362      ANNUAL GOVERNANCE STATEMENT 2025/26 (AGAR – SECTION 1)**

The Chief Executive/Town Clerk presented the Annual Governance Statement and reported that all necessary information had been received from Somerset Council in good time, enabling a comprehensive report to be provided to Members. The Council was able to answer "Yes" to all but one of the governance assertions, representing an improvement on the

previous year. Significant progress had been made in strengthening internal controls, improving transparency, and ensuring compliance with publication requirements. The Chief Executive/Town Clerk commended the work of the finance team and advised that the Council was now substantially compliant with the Transparency Code.

Members noted that Assertion 10 had been answered "No" due to the absence of an IT User Policy, the need to refresh the Data Protection Policy, and the requirement to undertake a full data audit. The Chief Executive/Town Clerk advised that these matters were already being addressed and that the relevant policies would be presented to a future meeting.

**RESOLVED:** (1) that Council approve the annual governance statement and the explanation for non-compliance with Assertion 10; and (2) that the Chair sign the annual governance statement.

### **11/363      ACCOUNTING STATEMENTS 2025/26 (AGAR SECTION 2)**

The Chief Executive/Town Clerk presented the Accounting Statements for 2025/26, explaining that they comprised the Council's accounts together with the relevant figures held by Somerset Council on behalf of the Burial Committee. Members were advised that the government had increased the AGAR reporting threshold from £6.5 million to £15 million, reflecting the growth of councils as a result of devolution. The Chief Executive/Town Clerk noted that, while the statutory accounting statements met the required reporting standards, additional detailed year-end financial information would be provided in future to improve transparency and public understanding of the Council's finances.

Cllr Wilkes proposed that Full Council recommend to the Executive that it consider the establishment of a Scrutiny Committee. The proposal was seconded by Cllr Casey. Members debated the merits of a formal Scrutiny Committee and the extent of existing scrutiny arrangements. During the discussion, Cllr Stickland suggested that the matter be brought forward to a future meeting of the Executive. Cllr Wilkes stated that this reflected the purpose of his proposal. No vote was taken on the proposal and Council proceeded to consider the recommendations before it. Once the resolutions had been agreed, the Chief Executive/Town Clerk clarified that Cllr Wilkes would submit the motion to the Executive Committee within the required timescale.

**RESOLVED:** (1) to note the report; (2) to approve the Accounting Statements (Section 2) for the year ended 31<sup>st</sup> March 2026; and (3) that the Chair sign the Accounting Statements (Section 2) for the year ended 31<sup>st</sup> March 2026.

*8:03 pm - Cllr E Potts-Jones left the meeting and did not return.*

### **11/364      ANNUAL INTERNAL AUDIT (AIAR) REPORT**

The Chief Executive/Town Clerk presented the Annual Internal Audit Report and advised that the Internal Auditor had reviewed the Council's systems and controls over 15 audit days. The report provided positive assurance on the majority of control areas, with only two areas receiving a negative response: compliance with publication requirements and Assertion 10 relating to information governance and data management.

Members were reminded that the issues identified had already been discussed, with explanations provided and action plans in place to address them. The Council noted the Internal Audit Report and the assurance it provided regarding the effectiveness of the Council's financial and governance controls.

**RESOLVED:** (1) to note the Annual Internal Audit Report 2025/26; and (2) to acknowledge the positive level of assurance provided.

**11/365      EXTERNAL AUDITOR'S REPORT AND CERTIFICATE 2025/26**

The Chief Executive/Town Clerk advised that, following approval of the Council's governance and accounting statements, the AGAR documentation and supporting information would be submitted to the external auditor. The outcome of the external audit would be reported back to Council once the audit process had been completed.

**RESOLVED:** to note that the outcome of the External Auditor's Report and Certificate for 2025/26 will be brought to Council following completion of the external audit.

*8:25pm – the meeting was adjourned for a short comfort break*

*8:32pm - the meeting was reconvened*

**11/366      INSPECTION AND NOTICE PROCEDURES 2025/26**

Members considered the arrangements for the Notice of Public Rights and publication of the unaudited accounts. The Chief Executive/Town Clerk advised that all statutory requirements would be completed following the meeting, including publication of the relevant notices on the Council's website in advance of the public inspection period.

**RESOLVED:** to note the required inspection and notice procedures that will be followed.

**11/367      MOTION**

Cllr T Casey proposed, and Cllr A Wilkes seconded, a motion following concerns raised by residents about the town centre water fountain not operating during recent hot weather. He noted that Somerset Council had confirmed maintenance issues and welcomed Yeovil Town Council's offer of support. He argued that this raised wider questions about the management and promotion of The Triangle, suggesting that the space was underused despite its potential for events and community activities. The motion proposed that the Council explore the feasibility of taking on responsibility for managing the area and making better use of its facilities and resources.

During the debate, Members discussed whether the proposal should first be considered by the relevant service committees. Amendments were suggested, including removing the requirement contained within paragraph one of the original motion to write to Somerset Council, as the Council Leader had already discussed the matter with Somerset Council and reported the outcome to Council earlier in the meeting. Cllr Casey confirmed that he was content for paragraph one to be removed from the motion. Members also discussed incorporating community safety considerations into any future feasibility work.

The Mayor proposed an amendment that the matter be referred to the Property and Community Committee and the Culture Committee for detailed consideration. The amendment was seconded and, following debate, was carried.

As the amendment was carried, it superseded the original motion and became the substantive motion before Council. Accordingly, the Council resolved not to determine the matter at this meeting but to refer it, in its entirety, to the Property and Community Committee and the Culture Committee for detailed consideration and report back to Council.

Members also discussed the possibility of holding extra-ordinary committee meetings to enable the matter to be considered sooner if required. The Chief Executive/Town Clerk suggested that, should extra-ordinary meetings be required, the Property and Community Committee and the Culture Committee could meet on the same evening, one immediately following the other, to make best use of officer time and resources.

*8:45pm – Cllr J Cabell left the meeting and did not return.*

**RESOLVED:** (1) that the motion be referred to a future meeting of the Property and Community Committee and the Culture Committee; and (2) that the Chief Executive/Town Clerk arrange extra-ordinary meetings for each Committee.

11/368 PLAN LISTS

	<b>APPLICATION NO. Parish Ward</b>	<b>Applicant</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Resolutions</b>
1	26/00968/FUL <i>Yeovil Lyde</i>	Mr Alex Emery	Land Adjoining 20 Camborne Grove Yeovil BA21 5DG	To construct a new dwelling within the existing curtilage of 20 Camborne Grove Yeovil	Support, design and appearance acceptable
2	26/00973/FUL <i>Yeovil Lyde</i>	Mr Mark Hayhurst	23 Alexandra Road Yeovil BA21 5AL	Change of use from dwellinghouse (Use Class C3) to an 8-bedroom, 13-bedspace large house in multiple occupation (sui generis), including the erection of single-storey and dormer window extensions (benefitting from a lawful development certificate) and the provision of refuse/recycling and bicycle storage to the rear.	Object on the ground of <ul style="list-style-type: none"> <li>• Overdevelopment</li> <li>• Inadequate parking</li> </ul>
3	23/02821/LBC <i>Westlands</i>	Mr A Aslam	23-25 High Street Yeovil Somerset BA20 1RF	Proposed change of use of existing building to be part commercial and part residential, together with the removal internal walls to create a central courtyard to form private amenity space for the residential element, and associated works.	Support, design and appearance acceptable
4	23/02345/FUL <i>Westlands</i>	Mr A Aslam	23-25 High Street Yeovil Somerset BA20 1RF	Change of use of existing commercial building to be part commercial and part residential.	Support, design and appearance acceptable

5	26/01194/FUL <i>Summerlands</i>	M Peters	Preston School A Business and Enterprise Academy Monks Dale Yeovil Somerset BA21 3JD	Demolition of two buildings and construction of one education building	Support, acceptable design and reuse of existing building
6	26/01170/FUL <i>Crofton Park</i>	Social Housing Income Fund	65 Crofton Park Yeovil Somerset BA21 4ED	Change of use of existing dwellinghouse from Use Class C3 to Class C4 (HMO) with associated works	Support, subject to the Somerset Waste Partnership's comments being addressed
7	26/01264/HOU <i>Westlands</i>	Mr & Mrs G Wonnacott	3 Wraxhill Road Yeovil Somerset BA20 2JZ	Removal of existing garage and the erection of a new garage/workshop/shed.	Support, design and appearance acceptable
8	26/01148/S73A <i>Grove Avenue</i>	Stonewater Ltd	The Park School Kingston Site Kingston Yeovil Somerset	S73 application to vary condition 1 (approved plans) and to reword conditions 2 (boundary treatments), 9 (South East access), 10 (North West access), 21 (water efficiency) and 22 (internal streets maintenance) of approval 24/02698/S73A amendment to planning approval 20/01087/FUL for Redevelopment of former Park School site consisting of the conversion of existing buildings to 7no dwellings, conversion of and works to the Grade II Listed Kingston House to 8no dwellings, erection of 30no. new dwellings, demolition of 3 existing school buildings and associated infrastructure,	Support, no material planning concerns

				access enhancements, landscaping and all associated works.	
9	26/01229/COU Yeovil College	Mr Simon Ellingham	Tyndale Nursing Home 36 Preston Road Yeovil Somerset BA21 3AQ	Change of use from HMO (sui generis) back to Class C2 (residential care home)	Support, design & appearance acceptable, and no detrimental impact on visual amenity
10	26/01388/COU Yeovil College	Mr James Bamford	Kingdom Hall Eastland Road Yeovil Somerset BA21 4EY	Change of use of redundant Methodist Chapel Use Class F1(f) place of worship to Use Class E(d) indoor sport and recreation and/or Sui Generis Use (specified as dance studio, meeting hall etc).	Support, subject to highways approval

	<b>APPLICATION NO. Parish Ward</b>	<b>Applicant</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Notes</b>
1	26/01097/TPO	Wes Read	Wellcombe House 94 Ilchester Road Yeovil Somerset BA21 3BL	Application to fell No.01 Norway Spruce (T1), canopy reduction of approx 6m to No.01 Oak (T2), canopy reduction of approx 3-4m to No.01 Beech (T3), canopy reduction of approx 3-4m to No.01 Sycamore (T4), crown raise by approx 2m to No.01 Yew (T5), prune to approx 2-3 m to No.01 Magnolia (T6), full 6-8m pollard to No.01 Horsechestnut (T7), prune to by approx 1-1.5m to No.01 Whitebeam (T8) and prune to approx 1-1.5m to No.01 Tulip (T9)	No comment was made on this application
2	26/01021/TPO	Mr Ken Sherring	44 Mudford Road Yeovil Somerset BA21 4AB	AMENDED SPECIFICATION: Application to reduce No.01 Lime Tree (T1) by 2m radially back to previous points and to reduce overhang back to the boundary (14.05.2026)	Noted

**RESOLVED:** to note.

*Meeting closed at 9:27pm.*

Signed:

Date: