



Yeovil Town Council

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Yeovil Town Council

Annual Report 2008/09

Alan Tawse
Town Clerk

5 May 2009

Further information about the Town Council,
its responsibilities and its activities is available on
the Town Council's website, the address of which is www.yeoviltown.com

The website includes agendas and minutes of meetings of the Town Council, its
Committees and the Yeovil Crematorium and Cemetery Joint Committee, and
useful contact details.



YEOVIL TOWN COUNCIL

Wes Read – Mayor of Yeovil Town

Philip Chandler – Deputy Mayor of Yeovil Town

J Vincent Chainey

John Cruddas

Clive Davis

Bridget Dollard

Tony Fife

Julian Freke

Dave Gooding

Pete Goodman

John Grana

Dave Greene

Peter Gubbins

John Hann

Steve Hawker

Simon Hester

Andrew Kendall

Ruth Kendall

Tony Lock

Ian Martin

Pat Martin

Tom Parsley

David Recardo

Alan Smith

FINANCIAL ACCOUNTS FOR YEAR ENDING 31 MARCH 2009

(Figures are exclusive of VAT & adjusted for journals)

	<u>INCOME</u>	<u>EXPENDITURE</u>
Balance in hand as at 1 April 2008	£247,079.32	
Precept 2008/09	£783,925.00	
Policy Resources & Finance		
Grants		£18,532.00
Salaries	£4,027.72	£169,149.74
Accumulated interest on Town Council Investments	£22,975.15	
Other Income/Expenditure	£3,310.49	£125,212.54
Planning & Licensing	£23,411.25	£27,878.05
Grounds & General Maintenance		
Allotment Rents	£7,301.36	
Allotment Expenditure		£25,972.58
Open Spaces Expenditure		£181,580.13
Other Income/Expenditure	£1,599.44	£14,723.16
Building & Civic Matters		
Monmouth Hall hiring fees	£6,679.20	
Monmouth Hall Expenditure		£18,817.52
Capital Repayment on Loan Account		£0.00
Interest on Loan		£0.00
Other Income/Expenditure	£6,546.00	£61,293.99
Promotions & Activities		
Christmas Lights	£11,825.00	£35,484.86
Yeovil in Bloom	£0.00	£34,206.31
Other Income/Expenditure	£0.00	£34,742.33
Joint Burial Fund	£721.00	£93,349.00
Bottlebank	£971.01	£748.00
Capital Receipts/Expenditure	£62,485.00	£53,524.38
VAT Accounts	£63,413.23	
TOTALS	£1,246,270.17	£895,214.59
Less Expenditure	£895,214.59	
Net adjustment for expenditure relating to 2007/08 and uncleared expenditure in 2008/09	£120,809.84	
	=====	
Closing Balance as at 31 March 2009	£230,245.74	

Yeovil Town Council Achievements - 2008/09

- The Council met on twelve occasions during the year.
- In May we held our Annual Town Council meeting and appointed members to serve on the various Committees of the Town Council and the outside bodies on which the Council is represented. We also elected the Chairmen and Vice-Chairmen of these Committees.
- We also in May agreed to submit an emergency motion to the Annual Conference of the National Association of Local Councils (NALC) against reported plans by the Government to introduce a capping regime for town and parish councils, which it was felt would inhibit such councils from effectively responding to the wishes of their local community. The motion called upon the Government to withdraw any such plans and, instead, introduce ways of compelling principal authorities to put into effect the clear expectation of the Government that all such authorities carry out an early review of functions that may be delegated to quality town and parish councils in their area and, where the devolution of services is agreed, that the relevant budget is transferred – to ensure that the resultant delegation of powers has no impact on the parish precept.
- At our May meeting, we also agreed to award a Certificate of Recognition to the Holy Trinity Scout Group to mark the 90th anniversary of the founding of the organisation.
- In June, we considered making representations in respect of an application that had been made by a local resident, which sought the designation of land to the rear of the Pen Mill Hotel as a town green. We listened to a presentation by the applicant and a representative of a local residents' group and, after discussing the matter, agreed to support the application and advised the Registration Authority (Somerset County Council) of our views.
- At our June meeting we considered a consultation document issued by South Somerset District Council on proposals to extend street trading throughout the District and to amend the arrangements for designating consent streets. The document indicated that the District Council wished to continue with the delegated street trading arrangements that the Town Council has successfully undertaken for over 15 years. We expressed our support for the proposals subject to their incorporating the criteria previously adopted by the Town Council regarding the location, number and design of street trading units in the Town Centre, which took into consideration the interests of permanent traders. The District Council subsequently accepted this suggestion.
- In July, we received a presentation from Steve Nickerson of Avon and Somerset Constabulary who talked about his duties and responsibilities as the Police Architectural Liaison Officer and his role in commenting on planning applications. Steve referred to the importance of design in helping to

reduce the potential for crime and creating a secure environment and drew attention to ways by which street lighting could assist in the process.

- At our July meeting, we considered proposals by HM Revenue and Customs (HMRC) to close its offices in Maltravers House, Yeovil. We expressed our opposition to these proposals, which we felt would create unnecessary difficulties and additional costs for many local people who would either need to travel further for help and advice from another tax office, or pay for local independent professional financial advice. We also drew attention in our response to the planned growth of the Town and the need for a properly resourced tax office to be maintained to serve the expanding local community.
- We also agreed at our July meeting to adopt the final development brief that had been drawn up for the redevelopment of the former Ski and Activity Centre. Given the ongoing costs of developing, maintaining and operating the selected use, it was anticipated that a commercial development focussed on a range of outdoor leisure activities - with ancillary refreshment facilities – was the most likely option to succeed. We agreed to ask our appointed agents to market the site and to await expressions of interest from potential developers.
- In August, we received a presentation from Alan Brown – Yeovil Vision Projects Director on developments to date in respect of the Yeovil Vision. Members were given an opportunity to comment and to ask questions about the progress of the initiative and plans for the future.
- In September, we received a presentation from Natalie Ross – Community Development Worker (SSDC) on the outcome of the Milford Planning for Real Community Consultation exercise that had been carried out by the Neighbourhood Initiatives Foundation – with financial support from the Town Council. Natalie drew attention to the main findings of the study, which had focussed on transport, crime and leisure issues, and which had identified the need for an adequate well-equipped fully accessible building to meet the aspirations of the local community. We agreed to look at ways by which Milford Community Hall could be upgraded to meet these needs, and to consider the financial implications later in the year as part of the 2009/10 budget-setting process.
- We also learnt in September of the decision of the Youth Court in relation to the damage caused to the War Memorial in the Borough by a young person earlier in the summer, who was given a 12-month community rehabilitation order and ordered to pay £100 compensation, and we considered legal advice that had been obtained regarding the merits of the Town Council pursuing a civil action to recover the £3,300 cost of the repairs. After considering all the options, we reluctantly agreed that it would not be in the public interest to pursue a civil action and we appointed a number of Members to participate in a restorative justice initiative, which involved the young person.

- In October, we received a presentation for Liz Pardoe, Project Worker at the Yeovil Foyer who outlined the work being carried out at the Foyer and its plans for the future. The presentation included a short film made by young people at the Foyer on the perception of alcohol related crime in Yeovil Town Centre.
- After extensive consultation with the Grounds and General Maintenance Committee and the independent Allotment Tenants Working Group, we also agreed at our October meeting to put in place revised arrangements for the maintenance of allotment sites in the light of health and safety advice.
- In November, we received a presentation from Julie Paterson of the Somerset Community Foundation who gave a presentation on the aims and objectives of the organisation and its plans for the future. During her presentation, Julie drew attention to a number of local organisations who had benefited from financial assistance granted by the Foundation.
- We agreed at our December meeting to adopt the New Model Publication Scheme circulated by the Information Commissioner's Office, and to publish details of the scheme and the Council's Guide to Information document on the Town Council's website.
- In December, we also considered a consultation paper issued by the Government on the Code of Conduct for local authority members and employees, and agreed a response.
- At our January meeting, we received a presentation from Chief Superintendent Nikki Watson of Avon and Somerset Constabulary. Nikki spoke about current issues facing the Police in Yeovil, and the Force's plans for the future. She also drew attention to imminent changes in the structure of the East Somerset Policing District and to the changing pattern of crime in the Yeovil area, and detection rates.
- We also agreed a response at our January meeting to a consultation paper issued by South Somerset District Council on the development of a parish and town council charter, which would set out how the District Council would work in partnership with such councils in the future. We expressed the view that any such charter needed to incorporate a reference to the financial arrangements as recommended in the model charter set out in the Government's guidance on the subject, and to clarify how any devolved functions or services would be funded. We also emphasised the need for the provisions concerning consultation to be strengthened to reflect a commitment for effective and meaningful consultation to take place on a wide variety of issues, and for the final document to be more robust in its structure and content – to help encourage town and parish councils to secure Quality status and to take on additional responsibilities.

- Owing to the severe weather conditions, the planned presentation to our February meeting by a representative of the South Somerset Association for Voluntary and Community Action (SSVCA) was postponed until later in 2009.
- In March, we received a presentation from Ian Budd – Town Centre Manager who outlined his role, achievements and future plans with particular reference to the current economic climate. Ian drew attention to the occasional meetings that he had with other town centre managers to discuss new issues and initiatives, and indicated that whilst the present economic downturn was having a significant impact on many traders, he had received positive feedback from a number of local traders about their individual trading position.
- We also received a further update from Natalie Ross – Community Development Worker (SSDC) at our March meeting on the progress being made to pursue the redevelopment of Milford Community Hall, including draft architectural designs. To progress matters, we agreed to apply for planning permission for the proposals and to appoint representatives to serve on a project management board.
- Expressions of interest received from potential developers in respect of the redevelopment of the former Ski and Activity Centre were reported to our March meeting, at which we agreed a plan of action to move the disposal process forward to the next stage.
- We also agreed at our March meeting to support the views of the Yeovil Vision Project Management Board on the future short-term delivery of the Yeovil Vision, and to consider the long-term delivery arrangements at a later date.
- In March we received a further update on the planned disposal of the redundant former Goldcroft Allotment Site and, after considering the merits and legal implications of the options available, we agreed to put in place arrangements for the land to be kept tidy pending an upturn in the housing market and its future disposal at an acceptable price.
- In April, we appointed a Sub-Committee to review the Town Council's Standing Orders – to ensure that they are relevant, easily understood and up to date. The Sub-Committee's findings, conclusions and recommendations will be reported to a future meeting of the Town Council.

Wes Read, Chairman of Yeovil Town Council

5 May 2009

Policy, Resources and Finance Committee Achievements – 2008/09

- The Committee met on six occasions during the year.
- All in all we considered 24 grant applications and made awards totalling £18,532 to 16 local organisations. All of these organisations are based in Yeovil and/or benefit the inhabitants of the Town. These awards included £3,000 to the Holy Trinity Scout Group towards the costs of carrying out works to improve access for all users to the headquarters of the Scout Group and to create fully accessible toilet facilities within the building; £2,000 towards the operation of the South Somerset Citizens' Advice Bureau – 40% of whose clients are from the Yeovil Town area, and £750 towards the running costs of Somerset Area Cruse Bereavement Care.
- In May, we gave our support to proposals to secure the long-term use of the storage unit adjoining the Town Council's Monmouth Hall Car Park by the Boys Brigade. Working closely with the owners of the building, and in recognition of the ongoing contribution made by the Boys Brigade to the Town Council's Annual Civic Service, we subsequently drew up an agreement which ensured that this key community organisation has ongoing access across the Car Park – at no cost - for the duration of the 99-year lease granted by the owners.
- At our July meeting, we learnt of proposals by South West trains to reduce the opening hours of a significant number of ticket offices in its franchise area – including Yeovil Junction Station. We expressed our concern at the proposals, which we felt would disadvantage persons with a disability who need the assistance of railway staff to help overcome access problems, and those wishing to travel who did not hold a debit or a credit card and therefore would be unable to use ticket machines.
- At our September meeting, we learnt that the Internal Auditor had issued the Town Council with a signed Annual Return for the financial year 2007/08, which confirmed that all of the control objectives had been achieved throughout the year to a standard adequate to meet the needs of the Town Council.
- In November we considered the Council's 2009/10 Revenue Budget. To help co-ordinate matters, we once again set up a Finance Working Group, which was given the task of establishing a fair and effective approach to the budget-setting process. The Working Group came up with a number of recommendations that we adopted and this helped to ensure that the budget-setting process was carried out in an effective and sustainable manner.
- Over the year, the Council has continued to market the redundant former Goldcroft Allotment Site, for which a resolution to grant outline permission for residential development – including affordable housing – has been secured. Mindful of the possibility that in the current economic climate it might be prudent to defer the sale of the land and achieve an acceptable capital receipt

when the housing market picked up, the Committee looked at alternative ways by which three key projects could be delivered, namely - new public toilets in the Town Centre; the upgrading of play facilities at Yew Tree Park and the redevelopment of Milford Community Hall.

We noted that, taking into account agreed and pledged partner funding contributions, the total cost of these three schemes amounted to £974,000. However, through negotiations and discussion with the funding partners and following successful grant applications, the overall cost to the Town Council would be £265,000 – just over 27%. Given the significant benefits of these improvements to tens of thousands of local residents and visitors to the Town, the external funding of over £700,000 and bearing in mind the relatively low interest rates currently available to local authorities, we agreed to make provision in our revenue budget to finance a ten-year loan to meet the Town Council's share of the overall cost.

- At our November meeting, we considered the findings and conclusions of an All-Ward Working Group, which had been set up by the Town Council to consider a response to the devolution of services survey, which the District Council undertook amongst all the town and parish councils across South Somerset as part of the Pioneer Somerset initiative. This initiative had been established to consider ways of improving the delivery of services currently provided by the County Council and the five District Councils across Somerset.

We gave our full support to the Working Group's recommendation that the Town Council seeks to take on responsibility for a number of additional services and functions – including the setting-up of a convenient town centre one-stop shop/advice service, the provision of various local environmental services and the management of additional open spaces and amenities in the Town.

Whilst it was appreciated that the devolution of additional services would have resource implications, it was recognised that if the five principles set out in Government Guidance on the matter were followed, the existing budgets would be transferred to the Town Council.

- We also learnt at our November meeting of the successful completion of the 2007/08 External Audit of our Annual Return. The report confirmed that the information contained in the annual return was in accordance with the Audit Commission's requirements, and that no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.
- At our January meeting, we were informed of an invitation that had been extended by the Big Lottery to all organisations, including the Town Council that had been successful in securing financial assistance from their last round of funding under the Breathing Places Grants Programme. Under that round, the Town Council had successfully bid for £9,000, which was used to carry out a number of access improvements, training schemes and special events

at Yeovil Country Park. In response to the invitation, we decided to make a further application for just under £3,000 which, if successful, will be used to fund a range of events in the Country Park during the coming summer.

- In January we adopted a Statement of Intent, which consolidated existing best practice and established new survey, monitoring and review mechanisms in relation to the training of Members and Officers. The Statement forms part of the revised criteria for the National Quality Town Council accreditation, which the Town Council was awarded for the second time running following the submission of a detailed portfolio of evidence to the independent Accreditation Panel in February 2009.
- In March we agreed to support the Heads of Terms for the lease that will be drawn up between the District and the Town Council in respect of the land at Peter Street where the new public toilets are being built. These much-needed facilities, which will replace those that used to be provided at the Quedam Shopping Centre, are due to open next month and will feature a range of eco-friendly design features aimed at reducing water and power usage.
- Throughout the year, the Committee has monitored the Council's revenue and capital expenditure - to ensure compliance with the Council's adopted financial control policy, Standing Orders and Financial Regulations.
- Eight years ago the Government extended Best Value to larger Town and Parish Councils and we responded by drawing up a list of performance indicators against which we measure our achievements each year. Details of these indicators - together with our adopted vision and values - are set out in an annual newsletter, which we circulate to all households in the Town.
- This year, we have achieved the vast majority of the targets we had set ourselves and the full results will be set out in our eighth newsletter, which will be distributed in July. This included 96.1% of letters receiving a full response within ten working days, and answering telephone calls in an average of ten seconds. These figures clearly demonstrate the effectiveness and efficiency of our staff who are a credit to the Council. Further targets will be set for the forthcoming year and these will ensure that the way we work and deliver our services are in line with the Government's objective of continuous improvement.
- Finally, the budget we have set for the coming year equates to a charge of £29.64 per head of population. This works out at 57p per week per resident, which is a small price to pay for all the services we deliver to the people of Yeovil and for the major capital improvements that we are planning to help fund and provide over the forthcoming year - in response to the wishes of local people.

Tony Lock, Chairman of the Policy, Resources and Finance Committee

5 May 2009

Grounds and General Maintenance Committee – Achievements 2008/09

- The Grounds and General Maintenance Committee – which looks after many of the ‘green’ areas in Yeovil, for the enjoyment and leisure activities of the community – met six times in the last year. During that time we have considered a number of issues that, taken together, enhance our quality of life and give pleasure to both residents and visitors.

Extensive Greenspace Areas

- This Committee funds the maintenance of an extensive number of areas of amenity and open spaces in the Town including Yeovil Country Park.
- This Committee also part finances an annual programme of management of our parks and open spaces under the Open Spaces budget.
- The Grounds and General Maintenance Committee purchases and installs dog waste bins which provide suitable facilities for dog owners and help to maintain clean and healthy streets and public open areas. The Committee agreed to a 50% contribution to a request made via South Somerset District Council for the purchase and installation of two replacement dog bins – the District Council funding the remaining 50% required. An agreement with the District Council ensures the bins are emptied on a regular basis.

Play Areas and Play

- This Committee has a rolling programme of play area refurbishment and will continue to ensure that our children have an opportunity to play close to their homes. A report has been received from the Play and Youth Facilities Officer at each meeting regarding the ongoing maintenance and enhancement of existing play areas.
- Yew Tree Park Steering Group, which was set up to work on the future redevelopment of Yew Tree Park play area, met several times throughout the year. The Steering Group includes a number of local residents whose input has been invaluable to the success of the group. As an interim, it was decided to allocate 50% of the £6,000 funding required to provide temporary play facilities at Yew Tree Park which were installed in time for the summer holidays 2007. The other 50% of the funding required was met by the District Council. Whilst the children have been enjoying the benefits of the temporary improvements, the Steering Group has been working very hard on the long term redevelopment project, successfully carrying out consultation exercises and securing funding from both the Town and District Council of £80,000 each, to provide an exciting opportunity to enable a new play area to be designed in this key location which will be enjoyed by children for years to come. Following an extensive investigation into

the requirements for the play area and design process, the final design has been drawn up and the tender process commenced. It is planned that the new play area will be completed in summer 2009.

- The Committee financially supported South Somerset District Council in the co-ordination of the Free Holiday Activity Programme for the Milford, Birchfield and Westfield areas of Yeovil. Activities provided within the scheme included healthy cooking on a budget, street soccer, dance, drama and various art and craft workshops. The scheme has received particular acclaim as the police reported reduced incidents of anti social behaviour during the school holiday period.

Sunningdale Doorstep Green

- A group of local residents, with the full support of our Committee and the assistance of Yeovil Town Council, formed the Sunningdale Doorstep Green Steering Committee and successfully secured a grant from the Countryside Agency to turn a disused and overgrown former allotment site to the rear of Rosebery Avenue into a Doorstep Green. Further funding from Yeovil Town Council, South Somerset District Council and contributions from Somerset County Council, enabled the area to be transformed into a multi-purpose green space for use by the community.
- The community continues to enjoy the benefits from this scheme as the area is maintained as an open green space, with trees, benches (designed with the help of local school children) and lighting along the pathways.

Allotments

- Regular reports were received from the District Council on maintenance work and expenditure increase in respect of work on allotment sites. An annual programme of current maintenance work has been adopted and is regularly updated when necessary.
- The rolling programme of refurbishment of the water supply to allotments continued with the pooling of budget allocation over two years to enable an extensive water refurbishment scheme to take place at St George's allotment site.
- The Committee welcomed representation from the local police to provide advice and answer questions on the general security of allotments, sheds, equipment and related matters. Information regarding prevention and reporting of crime will continue to be included in the Town Council's allotment newsletter "Greenfingers" which is published twice a year.
- A request to keep chickens on an allotment site was considered and granted, and it is anticipated that further requests will be received in the future.

- A group of allotment tenants meet regularly throughout the year to discuss issues and report back to the Grounds and General Maintenance Committee at each meeting. We once again considered bids put forward by individual sites to use allocated funds in the 2008/2009 Non-corporate Allotment Maintenance Budget. This was in line with a previous commitment to enable this budget to be used efficiently by the tenants within the set budget criteria.
- Very often, the Non-corporate Allotment Maintenance Budget is used for the hire of skips to assist tenants in the removal of waste material from their plots. The Town Council carried out a review of the cost and service, drawing comparisons with other service providers, as well as investigating potential alternative methods for removal of waste from allotment plots. It was concluded that alternative methods were not viable, and that the current service provider provided value for money, as well as sorting all the waste contained in the skip and recycling the majority.
- Once again we staged a successful Best Kept Allotments Competition which was open to all allotment holders and as always, it was extremely difficult to pick the winning plots from the well tended gardens.
- Our Best Value target of 80% of allotment plots let was exceeded once again this year and an occupancy rate of 100% was achieved.

Alan Smith, Chairman of the Grounds and General Maintenance Committee

5 May 2009

Buildings and Civic Matters Committee – Achievements 2008/09

- The Committee met on six occasions during the year.
- We once again provided sponsorship funding for Yeovil Town Band in return for playing at various civic events throughout the year. The Band is one of the very few organisations permitted to wear and use the Town Coat of Arms. We are proud that the name of Yeovil is carried to many national and international events by the only championship band in the South West.
- In consultation with South Somerset Disability Forum, the Committee continues to communicate with the County Council regarding the requirements for dropped crossing in Yeovil. The Town Council successfully ensured that a number of dropped crossings will be included as an extension of work to a subway in Yeovil, thus improving a route into town for pedestrians and those using pushchairs and wheelchairs.
- Problems caused by vehicles obstructing dropped kerbs and reported to the Committee, are regularly passed onto the Police who are able to carry out enforcement. There is also a reporting mechanism for cracked paving slabs and, during the cold winter spells experienced this year, areas made particularly slippery by ice and compacted snow.
- During 2007/2008, the Committee agreed to initiate the closure of Middle Street, between Bond Street and The Triangle to traffic on Saturdays from 10am to 4pm. Traders and local organisations including emergency services were consulted for their views on the closure, and the effectiveness was reviewed after the arrangements had been in place for six months. The closure has improved the shopping experience by providing a safer environment on the busiest trading day of the week and enhanced the use of the Performing Arts area. Therefore, following the six-month trial period the Road Traffic Order was confirmed.
- A thirty-minute parking restriction on the north side of lower Middle Street was introduced last year and the Committee was receptive to views of local traders regarding proposals for the introduction of a Road Traffic Order in the close vicinity. Agreement was therefore made to re-assess any problems in the area following the proposed work to the A30 at Reckleford, which would include changes to the road layout.
- Via the Committee, a request was made to the County Council to consider much needed pedestrian crossings, one at the bottom of Forest Hill and one at Bunford Lane. The Town Council is working with the District Council on a major redevelopment of a play area at Yew Tree Park, and following consultation with the local Primary School, it was felt a controlled crossing at the bottom of Forest Hill was necessary. This request has therefore been lodged, along with a request for a crossing at Bunford Lane, as this section of road is extremely busy throughout the day, and particularly at peak times, making it a difficult area for pedestrians to cross the road.
- In consultation with the headteachers of Milford Infant and Junior Schools the Committee arranged with the County Council the installation of three additional car parking spaces designated for blue badge holders. The purpose of the additional spaces in close proximity to the schools was to help

parents of children with disabilities when dropping off and collecting their children.

- A request was made during the particularly cold and icy winter weather, for gritting of footbridges over Queensway. A further appeal was made to the County Council to request that the bridge which crosses Queensway at Huish is given further attention as it becomes slippery during wet as well as icy weather.
- The Committee considered the extension of a 30mph speed limit zone on Newton Road and a proposed schedule of speed indicator devices in the Yeovil area which will be installed for temporary periods by the County Council. It also considered and commented on a Prohibition of Driving Order at St Anne's Gardens.
- Following requests by local residents, the Committee proposed restricted parking at Carisbrooke Gardens (2 hours, no return within 2 hours) to alleviate parking problems in the area. In response to a request it was also agreed to implement parking restrictions on a section of Westland Road. To alleviate problems vehicles encounter turning into Seaton Road, it was proposed by the Committee that a parking space be removed to improve traffic flow in the area. The County Council has acknowledged the request and explained that further consultation with the Police Traffic Management Team is required as they have raised concerns regarding parking in other areas of Seaton Road.
- During July, the Chairman, Vice-Chairman, Andy Kendall and the Town Clerk undertook a tour of the Town Centre with PCSO Ian Ross, who took the opportunity to draw attention to a number of issues and suggested improvements that he felt could be made to various traffic signage, road markings and street furniture. It was noted that these had already been reported to the Highways Authority, who had undertaken to investigate the matters and report back on their findings and conclusions.
- Both the Church clock, which the Town Council historically accepted responsibility for, and the Millennium clock are serviced annually to keep them in good working order. Following two incidents of interruption to the electricity supply to the Millennium clock, causing the clock to stop, the clock was repaired within 3 working days.
- The Committee contributes to the Sports Development and the District Council Officers reported on the wide varied range of activities provided, including holiday activities, sport for young people with disabilities, cricket, football, street soccer, tennis, swimming, bowls, athletics and healthy lifestyle promotional events, to name a few.
- A contribution continues to be made towards the ongoing costs of providing CCTV in the Town for the safety of residents and visitors. The additional camera which was installed in the Church yard has proved invaluable in reduction of crime and vandalism.
- Following agreement to locate a new bus shelter at Hawthorn Road, the installation took place and required the provision of bus stops markings on the road adjacent to the bus stop to prevent vehicular parking obstructing access.

Further requests for markings on the road adjacent to bus stops have been made where similar problems have been identified in other locations.

- Monmouth Hall is well used with bookings by a variety of hirers throughout the year, providing valuable services to those living in the area. The bookings for 2008/09 were consistent with the average lettings of the hall over the past five years, which demonstrates steady demand for this important community facility.
- The Committee supported a proposal for partnership funding to assist in the application to secure a substantial grant to redevelop Milford Hall.
- The Committee considered proposals raised by the Town Centre Manager to extend the existing designated public areas within the Town Centre that are subject to an Alcohol Consumption Prohibition Order. The proposals were supported by the Buildings and Civic Matters Committee and also, after referral, by the Policy, Resources and Finance Committee. South Somerset District Council was therefore asked to consider the matter further with a view to carrying out the relevant statutory consultation procedures and, if the variation of the Order was approved, to implement the agreed provisions.
- Further to a request from a local Resident Association, it was agreed to fund the purchase, installation, and ongoing emptying of a new litter bin on a pathway adjacent to Abbey Road.
- Ongoing maintenance of Town Council property has taken place throughout the year. This included repairs to damage to the War Memorial in the Borough, which was carried out in time for the annual service on Remembrance Sunday.
- Consideration was given to the naming of new roads in Yeovil; Perrythorne Park, The Manse, and Cooksons Orchard, and the naming of an unnamed footway; Lawrence Walk.
- The Committee provided accommodation, and Members participated in the County Council Drivers Awareness Course. The course was part of the County Council's Somerset Road Safety Partnership to reduce casualties along the main routes in Somerset and included the opportunity to try out a driver simulator, testing reactions and hazard perceptions. It was provided free to local residents.

Bridget Dollard, Chairman of the Buildings and Civic Matters Committee

5 May 2009

Planning and Licensing Committee – Achievements 2008/09

- The Committee met 24 times in the last year and considered 269 planning applications and 11 amended plans plus several Advice of Appeal receipts from the District Council.
- The Town Council continues to exercise delegated authority in respect of taxi and private hire licensing, street trading, charitable collections and busking. An effective, efficient and convenient licensing service is therefore provided in Yeovil for the benefit of the public and licence holders.
- During the last municipal year we considered 3 occasional Street Trading Consents and we granted 6 buskers/street entertainer permits

We also:

- renewed 24 Hackney Carriage Drivers licences
 - granted 3 new and renewed 13 Hackney Carriage Vehicle licences
 - renewed 2 Private Hire Vehicle licences
 - granted 2 new and renewed 7 street trading consents
 - granted permission to charitable collectors in the town centre for 64 occasions
 - granted permission to charitable collectors from house to house for 19 occasions
- An additional Driving Standards Agency test was introduced for new drivers, demonstrating the commitment to ensure that licensed vehicles in Yeovil are driven safely and responsibly and that their drivers are trained to assist persons with a disability who are using their vehicles. This is in addition to the regular medical and CRB checks drivers are required to comply with to ensure that Hackney Carriage and Private Hire Drivers are fit to drive and optimise public safety.
 - A new system of Vehicle Licence Plates was introduced and all vehicles were required to replace their plates with new, clearer green and white plates by 5 May. An additional plate was provided for all vehicles to be displayed in the top right hand corner of the windscreen. This plate glows in the dark, so passengers are more easily able to identify a properly licensed taxi at all times.
 - Ongoing checks are also made on Hackney Carriage and Private Hire Vehicles to ensure that they comply with the conditions of their licence.
 - A new Street Trading Policy was introduced which requires increased information at the outset of a Street Trading application and the District Council's Environmental Health Officer carries out regular checks to inspect our traders selling food items, to ensure satisfactory standards of hygiene.

- A set of minimum design standards were adopted in 2005 in consultation with street traders to maintain safety and integration into the street scene, complementing the existing environment and ensuring consistency. These measures have added to the overall effect of the Yeovil Vision initiative, particularly in light of the environmental improvements in Middle Street.
- Town Council Officers carry out periodic checks on the Street Trading stands.
- The Committee waived the fees – in consideration of a donation to the Mayor's Charity – for the attendance of street traders during the evening of the annual Christmas Shopping launch and switch on of the Christmas lights in November.
- Applications for tree works were considered under Tree Preservation Orders and continuing support was given to the retention of Listed Building features and strict policy guidelines for shop front signs.
- To ensure a continued professional Planning Application service is maintained we have worked closely with the District Council throughout the year. Officers of the Town and District Councils meet annually to reassess the process and ensure that the procedures continue to be effective and in line with the guidelines set out by the Audit Commission. We have continued to make it clear in our agendas, and at the beginning of each Planning and Licensing Committee meeting, that the Town Council is a consultee in the planning application process and that the District Council is the Planning Authority. Partnership working enables achievement of the designated eight-week turn around of planning applications and we continue to liaise regularly with the District Council to provide an excellent and efficient, yet democratic planning and development control service.
- Once again, the Committee was pleased to hear that their Best Value performance targets had been exceeded during the year: with (1) 100% of all hackney carriage/private hire vehicle applications processed within 3 working days of receipt, and (2) views on 99% of planning applications being fully expressed within 5 working days of receipt.

Phil Chandler, Chairman of the Planning and Licensing Committee

5 May 2009

Promotions and Activities Committee Achievements – 2008/09

- The Promotions and Activities Committee oversees events and activities in the Town, many in partnership with other authorities and stakeholders including Yeovil in Bloom, the Yeovil Town Centre Partnership and Yeovil Vision. The Committee met six times over the past year and considered and initiated a number of matters.
- The annual Town Criers Competition was staged in May – with entries from all over the country testing their vocal chords on the Citizens of Yeovil. Shoppers were entertained by a parade through the Town with Cries taking place throughout the day at The Entertainments Area. Entrants and visitors to the town enjoyed the bright weather and as the judging took place throughout the day in the town centre.
- The weather was not as kind when the Town Council took part in the May Country Fayre held at the Country Park and organised by the District Council. The Town Council held a stall to promote Allotments, Yeovil in Bloom, the Yeovil Flower and Gardeners' Market and Sunningdale Doorstep Green. Despite the downpours many still attended and children were able to pot a pumpkin seed (with the assistance of two scarecrows and two crows) and enter a colouring competition with a gardening theme.
- In 2005, Yeovil achieved Gold in the regional Britain in Bloom competition, followed by Silver Gilt in 2006 and a further Silver Gilt in 2007. We are proud to announce that the success continued in 2008 as another Gold was awarded in the competition, along with three neighbourhood awards for spectacular displays – Kenmore Drive receiving a Certificate of Outstanding Achievement and a Certificate of Merit being awarded to both Tewkesbury and Rustywell. Throughout the year we received various reports and updates from the Yeovil in Bloom Flower and Gardeners' Market Steering Group, which continues to work hard to promote the Town and brighten up the area with beautiful flowerbed displays, sponsored roundabouts, topiary features, hanging baskets and tubs, as well as arranging the Flower and Gardeners' Market which has become an annual event.
- The Allotment Tenants Working Group grew vegetable plants and worked with the horticultural team once again to produce a unique allotment themed display on one of the roundabouts, which was recognised in the annual Yeovil in Bloom portfolio as an ongoing community initiative.
- In September 2007, the inaugural Yeovil Flower and Gardeners' Market took place in lower Middle Street. With support and funding from The Gardens Group and Yeovil Town Centre Partnership, the event was a success and arrangements continued throughout the year for a second Flower and Gardeners' Market in 2008. The market was initially introduced to enhance the presentations for the Yeovil in Bloom

Gardening competition and in 2008 boasted the first Flower Show in Yeovil town centre and also incorporated the Best Kept Allotments Awards. The Mayor and the Chairman of the Promotions and Activities Committee were pleased to present prizes to the winners in Entertainments Area at lunchtime. Yeovil Town Band played in the morning to shoppers perusing the stalls. The Gardens Group also provided a 'plant surgery' on their stall and competitions and entertainment continued throughout the day.

- An important part of the 'In Bloom' project, the Yeovil Gardening competition, along with the Yeovil Flower and Gardeners' Market will form part of the portfolio of work assessed in the South West in Bloom Competition. The South West in Bloom judges take into account all aspects of the Town including private property, community initiatives, campaigns for awareness of the environment, businesses and recycling. So, thank you to all those who have contributed to the successes over the last few years, thank you to all those who contributed again to the Flower and Gardeners' Market, and congratulations to the winners of the competitions.
- Following completion of a survey on the Yeovil in Bloom displays, we once again exceeded our Best Value target of 80% and achieved a highly commendable satisfaction rate of 94%.
- Christmas Lights – sponsorship from local businesses was appreciated and the scheme of Christmas lights supported by the Committee for 2006, which was complemented further by the addition in 2007 of a bespoke light sponsored by AgustaWestland, was a welcome sight in the dark winter months to provide a cheery atmosphere to shoppers over the Christmas period in 2008. The Committee will continue to endeavour to expand the lighting scheme as funding permits to increasingly enhance the shopping experience around Christmas time and provide colour and cheer during the shortest days of the year.
- We are pleased to report the results of a survey demonstrated that we exceeded our Best Value target of 80% and achieved a highly creditable 90% satisfaction rate for the provision of Christmas lights.
- Christmas Lights Competition – the annual Competition was held in December and the judges were given the difficult task of deciding the winners out of the outstanding entries once again. The Committee was pleased to join in the festive spirit and thank the people of Yeovil who contribute to the festivities by providing the Town with colourful displays. 3 worthy winners received trophies and many others were awarded certificates of merit.
- Western Gazette Business Awards – For the past four years the Committee has sponsored a category in the Western Gazette Annual Business Awards for Best Entertainment/Leisure Venue. Sponsorship of a category within this Yeovil based event reinforces the Council's

partnership work with businesses in the Town. The Committee recognises the importance of the awards initiative, which plays an important part in promoting excellence amongst existing businesses and attracting new ventures and initiatives to the Town.

- The Committee was pleased to receive an update report from the Regeneration Officer detailing the completion of Phase 1B of the Princes Street enhancement scheme. Continuing to work in partnership with the 'Yeovil Vision' the Committee considered the proposed second phase of improvements to Princes Street and will continue to liaise with 'Yeovil Vision' on phase 3 of the scheme, along with other significant developments proposed for the town. As an extension of the work to Princes Street, the Committee liaised with the Town Centre Manager to initiate a 'clean-up' of the subways around Yeovil which lead from Princes Street to the hospital and The Park.
- The Town Council is working closely with the South West in Bloom organisers to bring the South West in Bloom Regional Presentations to Yeovil in September 2009. This prestigious event will draw visitors from around the West Country to Yeovil for the day and will be an excellent opportunity to showcase Yeovil and the beautiful flower displays and open spaces which enhance the town.

David Recardo, Chairman of the Promotions and Activities Committee

5 May 2009

Yeovil Town Council - How to get in touch

Yeovil Town Council comprises 24 elected members each representing one of four areas of the Town. These areas are known as Wards. This arrangement makes sure that we have truly *local* government in Yeovil.

Your Councillors are:

Yeovil Central Ward

J Vincent Chainey	118 Hendford Hill, Yeovil. BA20 2RF	Tel 706410
John Cruddas	150 Ilchester Road, Yeovil. BA21 3BW	Tel 478049
Clive Davis	17 Park View, Montacute. TA15 6XW	Tel 07890 411374
Peter Gubbins	1 Holywell Hollow, Halves Lane, East Coker, Yeovil. BA22 9NF	Tel 862062
Stephen Hawker	104 Goldcroft, Yeovil. BA21 4DE	Tel 477049
Andrew Kendall	41 Coronation Avenue, Yeovil. BA21 3DZ	Tel 421792

Yeovil East Ward

Philip Chandler	48 Southville, Yeovil. BA21 4JB	Tel 415082
Tony Fife	11 Wentworth Road, Yeovil. BA21 5JX	Tel 424022
Pete Goodman	54 Bedford Road, Yeovil. BA21 5QU	Tel 424549
John Hann	11 Plantagenet Chase, Yeovil. BA20 2PP	Tel 476935
Tony Lock	71 St Michael's Road, Yeovil. BA21 5AH	Tel 700061
David Recardo	83 Lyde Road, Yeovil. BA21 5DH	Tel 411099

Yeovil South Ward

Bridget Dollard	81 Rowan Way, Yeovil. BA20 2NS	Tel 421657
John Grana	36 Wellington Flats, Yeovil. BA20 1TX	Tel 414997
Dave Greene	75 Magna Close, Yeovil. BA21 5RS	Tel 414243
Simon Hester	65 St George's Avenue, Yeovil. BA21 4QY	Tel 813619
Tom Parsley	15 Crofton Park, Yeovil. BA21 4EA	Tel 848740
Alan Smith	63 Roping Road, Yeovil. BA21 4BE	Tel 479957

Yeovil West Ward

Julian Freke	30 Coronation Avenue, Yeovil. BA21 3DY	Tel 425442
Dave Gooding	1 Walrond Court, Ilminster. TA19 0HN	Tel 01460 54132
Ruth Kendall	52 Larkhill Road, Yeovil. BA21 3HD	Tel 471441
Ian Martin	63A Preston Road, Yeovil. BA20 2BW	Tel 426367
Pat Martin	63A Preston Road, Yeovil. BA20 2BW	Tel 426367
Wes Read	Wellcombe House, 94 Ilchester Road, Yeovil. BA21 3BL	Tel 426722

All Town Councillors are elected for a period of 4 years. The next Town Council elections will be in May 2011.

The Town Council's team of staff is led by Alan Tawse – Town Clerk. The Assistant Town Clerk is Sally Bing.

How to contact us:

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