



Yeovil Town Council

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Yeovil Town Council

Annual Report 2010/11

Alan Tawse
Town Clerk

17 May 2011

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 – 2010/11

Philip Chandler – Mayor of Yeovil Town

Clive Davis – Deputy Mayor of Yeovil Town

J Vincent Chainey

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

Mike Lock (from 2 July 2010)

Tony Lock

Ian Martin

Pat Martin

Tom Parsley

Wes Read

David Recardo

Alan Smith

FINANCIAL ACCOUNTS FOR YEAR ENDING 31 MARCH 2011

(Figures are exclusive of VAT & adjusted for journals)

	<u>INCOME</u>	<u>EXPENDITURE</u>
Balance in hand as at 1 April 2010	£ 433,939.72	
Precept 2010/11	£ 866,855.58	
Policy Resources & Finance		
Grants		£ 15,590.00
Salaries	£ 2,742.00	£ 166,560.18
Loan Repayment	£ -	£ 30,703.12
Accumulated interest on Town Council Investments	£ 7,383.29	
Other Income/Expenditure	£ -	£ 128,376.54
Planning & Licensing	£ 21,540.25	£ 10,157.40
Grounds & General Maintenance		
Allotment Rents	£ 9,516.82	
Allotment Expenditure		£ 26,488.84
Open Spaces Expenditure		£ 173,808.53
Other Income/Expenditure	£ 4,346.57	£ 149.95
Building & Civic Matters		
Monmouth Hall hiring fees	£ 5,720.35	
Monmouth Hall Expenditure		£ 13,354.82
Other Income/Expenditure	£ 9,738.40	£ 81,575.35
Promotions & Activities		
Christmas Lights	£ 2,000.00	£ 17,864.85
Yeovil in Bloom	£ -	£ 35,988.06
Other Income/Expenditure	£ 387.31	£ 17,912.67
Joint Burial Fund	£ -	£ 93,380.56
Bottlebank	£ 816.47	£ 588.08
Capital Receipts/Expenditure	£ -	£ 164,372.46
VAT Accounts	£ 51,837.00	£ 51,894.09
TOTALS	£ 1,416,823.76	£ 1,028,765.50
Less Expenditure	£ 1,028,765.50	
Closing Balance as at 31 March 2011	£ 388,058.26	

Yeovil Town Council – Achievements 2010/11

- The Council met on thirteen 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.
- In June, we received a presentation from Martin Woods – Assistant Director (Communities) SSDC who gave a presentation on the future delivery and management of the Yeovil Vision. Martin drew attention to a number of recent and ongoing developments that impacted on the previous arrangements, which included changes in the level and source of the funding contributions, the delivery of regional initiatives and the identification of Yeovil Vision projects. We noted these changes and agreed to defer a decision on future funding until the revised draft Memorandum of Understanding was available.
- On 17 June, troops from the naval airbase - led by the Band of the Royal Marines - exercised their right to march through the Town to mark the 70th anniversary of the commissioning of the airbase in June 1940. We were pleased to support a request by the Commanding Officer of RNAS Yeovilton (HMS Heron) for this important commemorative event to take place, and we worked closely with a number of other organisations in the Town and local traders to ensure that all the necessary arrangements were put place to make the event a resounding success.
- Later in June, we convened a special meeting to consider the recommendations of the Policy, Resources and Finance Committee on how to best recognise the outstanding contribution made by former Cllr John Cruddas, who had stood down from the Town Council the previous month for health reasons after almost 37 years service. That Committee had unanimously recommended that he be made an Honorary Freeman of the Town of Yeovil - in recognition of his eminent services to the local area, which had included serving as Mayor on three separate occasions.
- The Town Council unanimously resolved to support this recommendation, and John was presented with a certificate commemorating the award at a special ceremony that he and his family attended. Sadly, John passed away earlier this year, but his outstanding contribution to civic matters and to the work of voluntary and charitable organisations in the Town will never be forgotten.
- In July, we received a presentation from Graham Cole, Managing Director (Business) of AgustaWestland plc who outlined the work undertaken by the Company and its plans for the future. During the presentation, Graham referred to the Company's strong performance over the past year, and he explained the increasing importance of developing a global presence and

international partnerships and the need to develop new and expand existing markets to help achieve sustainable growth.

- At our August meeting, PC Bill Geddes gave a presentation on the success to date of the South Somerset and Area Community Justice Panel and the introduction of a new scheme in Yeovil. During his presentation, he drew attention to the relatively low re-offending rate that had been achieved by the restorative justice approach, and the opportunity which the scheme provided for victims of crime to discuss their experiences with the perpetrators of such crimes.
- We also agreed at our August meeting to award a Certificate of Recognition to Yeovil Town Ladies FC who won the South West Combination Women's Football League in 2009/10 thereby securing promotion to the FA Tesco Women's Premier League. Arrangements were made for the Mayor to present the certificate to the Team at the following home match at Huish Park.
- In September, we received a presentation from James Divall – Community Health and Well-being Project Manager (SSDC) who outlined the success of the recent Yeovil StreetFest event, which had been part-funded by the Town Council. He also gave details of the work being undertaken to alleviate the level of deprivation in various wards across the Town. During his presentation, he drew attention to the aims and objectives of the Yeovil Inequalities Programme and he outlined a number of projects that were being undertaken as part of the initiative.
- We learned at our September meeting of proposals being put forward by the Government to introduce referendums to veto excessive council tax increases by all precepting authorities – including town and parish councils – as an alternative to capping by Central Government. We recognised that, given the anticipated reductions in the services currently provided by principal councils, it was likely that even more demands would be made on town and parish councils to deliver services in their areas – as advocated by the Quality Council initiative and the Power of Well-being.
- Consequently, it was felt that the implementation of the proposals would effectively diminish the role of town and parish councils, stifle their ambition and restrict their ability to respond to their local community's needs. It was also noted that the cost of carrying out a referendum in Yeovil Town would be £10,000 and that the cost would fall on the Town Council. We agreed to express our concerns on all of these issues to the Government.
- In October, we received a presentation from Ian Budd – Town Centre Manager, who outlined the progress of the Town Centre Partnership and the work of the Town Centre Manager over the previous six months. Ian also drew attention to various initiatives and events, and his plans for the future.
- We also received a presentation at our October meeting on the findings and conclusions of a review by our appointed agents of the marketing and

disposal of the former Ski and Activity Centre. This had included a re-assessment of the current development brief and they outlined a number of options that they had identified to progress the future marketing and disposal of the property. We gave approval to our agents entering into discussions with representatives of the organisation commissioned to prepare an indicative masterplan for the nearby urban village – as part of the emerging Core Strategy (Preferred Options) - with a view to exploring the feasibility of the site being included in the masterplan. After the outcome of these discussions was reported back to Members, we agreed to make representations to the Planning Authority seeking the inclusion of the site in the emerging masterplan.

- In November, we learned that the Town Council had been awarded the highest grading for the public toilets that it provides in Peter Street, Yeovil. The toilets were opened in June 2009 - in response to public demand for improved town centre facilities – and we learned that, following an unannounced inspection the previous month by an independent assessor, the facilities had been awarded a five-star rating by the British Toilet Association.
- At our December meeting, we considered the recommendations of the Policy, Resources and Finance Committee on the setting of the 2011/12 precept, and agreed to defer the matter to our next following meeting - by which time we hoped that the nature and extent of any budget cuts, which were under discussion by the District and the County Councils that affected Yeovil Town could be reported and considered as part of the Town Council's 2011/12 budget-setting process. In the meantime, we agreed to make representations to both Authorities.
- We also agreed at our December meeting to a further report on future delivery and funding of the Yeovil Vision and agreed to seek a number of changes in the way in which Members were kept informed of developments and requested clarification of the timetable, ambition and plans for the future of the initiative.
- At our January meeting, we received a presentation from Chief Superintendent Nikki Watson and PC Mark Doble of Avon and Somerset Constabulary. Nikki and Mark spoke about current issues facing the Police in Yeovil, partnership working and the Force's plans for the future. They also drew attention to recorded crime figures and detection rates across a range of criminal activities to help illustrate how the Somerset East Policing District performing in Yeovil. This included a reduction of almost 25% in the number of violent crimes over the past five years. Nikki also indicated that the current overall detection rate of 40.6% represented a 4.4% improvement on the previous year's figure, and was the highest in the Force area.
- In January, we gave further consideration to the setting of the 2011/12 budget and considered the responses received from the District and County Council to the matters that we had raised the previous month. We received representations from officers of both Authorities on the future provision of the

Library and the Tourist Information Services and, after being told that the King George Street Library would continue to be funded by the County Council, we agreed to provisionally include a contribution of £4,000 towards the future provision of tourist information services in the Town and agreed to set the precept at our February meeting. In the meantime, we asked the Policy, Resources and Finance Committee to consider ways by which any supported contributions towards key services currently delivered by the District and the County Councils in Yeovil Town that were under threat could be funded.

- At our February meeting, we considered the recommendations of the Policy, Resources and Finance Committee, which included a proposal to increase the New Initiatives Fund by a further £20,000 to ensure that additional funding was available to enable contributions to be made towards threatened services currently delivered in the Town – including tourist information services. We finally set our budget for 2011/12 and agreed our precept.
- In March we further considered the future funding and delivery of the Yeovil Vision and, having regard to the changing financial climate, we agreed to carry forward the current year's provisional allocation to 2011/12 pending a further report.
- At our April meeting we considered a consultation paper issued by the Devon and Somerset Fire and Rescue Service on eight key improvement proposals set out in their draft corporate plan. Both the Fire and Rescue Service and the Fire Brigades' Union were invited to make representations at the meeting, and we heard from a representative of the FBU who attended.
- Following a detailed discussion, we agreed to make representations to the Fire and Rescue Service expressing our extreme concern at the operational proposals and the impact that these would have on frontline services – particularly the plan to change station staffing levels and to reduce the crewing arrangements from the present number of nine staff.
- We also urged the Fire and Rescue Service to look closely at the scope for reductions in the costs of central administration – including the ongoing financial liability of the proposed Regional Call Centre in Taunton, which has yet to be opened and whose future as a call centre is in severe doubt, and which it was understood is proving to be a significant drain on the resources of the Service.

Philip Chandler, Chairman of Yeovil Town Council

17 May 2011

Policy, Resources and Finance Committee Achievements – 2010/11

- The Committee met on seven occasions during the year.
- All in all we considered 25 grant applications and made awards totalling £16,090 to 19 local organisations. All of these organisations are based in Yeovil and/or benefit the inhabitants of the Town. These awards included £2,500 towards the general running costs of St Margaret's Hospice; £2,000 towards the operation of the South Somerset Citizens' Advice Bureau – who last year saw an increase of over 3% in clients from the Yeovil Town area; and £1,000 to the South Somerset Disability Forum - to help the organisation develop a new website, which will improve access to important information.
- At our May meeting, we considered how to best recognise the outstanding contribution made by former Cllr John Cruddas, who had stood down from the Town Council the previous month for health reasons after almost 37 years service. We unanimously recommended that he be made an Honorary Freeman of the Town of Yeovil - in recognition of his eminent services to the local area, which had included serving as Mayor on three separate occasions. The Town Council supported this recommendation, and John was presented with a certificate commemorating the award at a special ceremony that he and his family attended. Sadly, John passed away earlier this year, but his outstanding contribution to civic matters and to the work of voluntary and charitable organisations in the Town will never be forgotten.
- In July, we considered a draft street trading policy that had been drawn up by South Somerset District Council following a review of the existing arrangements. We agreed to support the policy subject to the inclusion of the criteria that had previously been drawn up by the Town Council to ensure that street trading in the Town Centre was undertaken in a fair and reasonable manner having regard to its impact on the environment and on local traders.
- These included the need to observe a 50 metre minimum walking distance between a street trader and an established trader selling the same items, and the need for street trading to be carried out in a traditional and/or innovative manner, which adds to the colour and atmosphere of the Town Centre. The District Council subsequently confirmed that these criteria would be included in the revised policy.
- At our September meeting, we considered various proposals put forward by the Council's service committees for funding from the New Initiatives budget, which had been introduced to develop the range of services that we deliver to the people of Yeovil Town. After giving careful consideration to each bid, we agreed to support the provision of public noticeboards in each of the Town's wards - to help inform the local community of the Council's activities and events and other useful information. This was subsequently endorsed by the Town Council after suitable locations were identified.

- In September, we learnt that the Internal Auditor had issued the Town Council with a signed Annual Return for the financial year 2009/10, 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.
- We also learnt at our September meeting of the successful completion of the 2009/10 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.
- In November we began the process of considering the Council's 2011/12 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. This year, mindful of the current economic climate and the impact that this is having on all local authorities, we decided to take a zero-based budgeting approach, which involved looking at the past five years income and expenditure to see what trends could be found. 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.
- During the budget-setting process, we received representations from both the District Council and the County Council regarding the possibility of reductions being made in the future provision of various services by those Authorities in Yeovil Town. This followed the announcement by Central Government of the revenue support grant settlements for all principal authorities. Mindful of the need to clarify matters, we recommended that the precept be provisionally adopted and fixed at the January meeting of the Town Council.
- At our January meeting, we further considered the budget, having been advised in the interim that this could now be set at the February meeting of the Town Council. The revised budget that we recommended to the Town Council included an increase of £20,000 in the New Initiatives budget – to ensure that funding would be available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. This included an agreed contribution of £4,000 towards the future provision of tourist information services in the Town.
- We also noted at our January meeting that the Government had made a 2.5% additional grant to all the other precepting authorities this year to help such authorities implement a council tax freeze in 2011/12. However, this arrangement had not been extended to town and parish councils, which put extra pressure on their ability to maintain local services without increasing their share of the council tax.

- At our January meeting, we also agreed to contribute £20,000 towards the planned upgrade and enhancement of the play area at the Monks Dale Recreation Ground and £12,500 towards similar improvements to the play area at Preston Park. These two projects, which will be match-funded by the District Council, will be the subject of ongoing discussions with local residents, which will ensure that the design of the new play areas and the allocation of the overall respective budgets of £40,000 and £25,000 take into consideration the community's wishes. It is anticipated that the Milford Park scheme will be further boosted by a financial contribution from a local developer.
- During the year, the Committee monitored and reviewed the Capital Fund following regular reports about the progress of anticipated capital receipts and ongoing capital schemes. These included the planned disposal of the redundant former Goldcroft Allotment Site, the proceeds from which will be used for the benefit of the people of Yeovil.
- In March we adopted a risk management strategy for the forthcoming year, which pulls together into one document many of the contingency plans, procedures and arrangements that the Town Council has adopted and demonstrates that the Council has adequate corporate governance arrangements in place. This document is reviewed on an annual basis, and helps to satisfy the External Auditor that the Town Council is a responsible, accountable and well-managed local authority.
- We also agreed in March a comprehensive training programme for newly elected members of the Town Council. This is in line with our adopted Training – Statement of Intent, which requires all Members to undertake training in various core areas after their election to the Town Council, and also provides opportunities for interested Members to receive training in personal skills development.
- Immediately after their election to the Town Council, all Members were provided with a welcome and introduction pack, which included a wide range of useful information to help familiarise them with the role and responsibilities of being a town councillor. In addition, induction training in a variety of service areas was organised ahead of Members attending their first meeting.
- Throughout the year, the Committee has monitored the Council's revenue expenditure - to ensure compliance with the Council's adopted financial control policy, Standing Orders and Financial Regulations.
- Ten 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 tenth newsletter, which will be distributed in July. This included 94% 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 an annual charge of £30.82 per head of population. This works out at 59p 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 capital improvements that we are planning to help fund and deliver over the forthcoming year - in response to the wishes of local people. Last year's charge equated to 58p per week per resident and, in keeping this year's increase to 1.6% we have ensured that we continue to deliver quality services at an affordable price.

David Recardo, Chairman of the Policy, Resources and Finance Committee

17 May 2011

Grounds and General Maintenance Committee – Achievements 2010/11

The Town Council's Grounds and General Maintenance Committee:

- Manages all of Yeovil's allotment sites
- Makes arrangements for the Best Kept Allotments Competition
- Manages a wide range of open spaces and amenity areas across the town
- Manages other important recreational and leisure facilities, including play areas.

Play Areas

- The Committee manages 16 play areas across the Town.
- The newly refurbished Yew Tree Park play area was officially opened on Saturday 22 May, with the Head Girl and Head Boy of Holy Trinity School cutting the ribbon. This followed an extensive consultation exercise undertaken with the assistance of local residents in the Yew Tree Park area, to find out what long-term improvements and enhancements local people would like to see put in place. The Town Council allocated £80,000 towards this project, which was match-funded by the District Council, and a contribution of £5,000 was made by the Well Being of Yeovil Community Association.
- The opening event was favoured with excellent weather and was well attended. A demonstration of in line skating and a tug of war were just two of the many attractions on the day. The use of the play area has now increased considerably and is meeting the needs of the community that it serves.
- Following a similar consultation exercise with local residents, the refurbishment of Monks Dale Play Area is nearing completion, following a slow start due to the bad weather conditions towards the end of last year. The Town and District Councils have each contributed £15,000 towards this project, and Yarlington Homes have allocated £11,170.
- Another local steering group, which includes members from the local Community Association and the Town and District Councils, has been set up to oversee the planned refurbishment of the Milford Park Play Area. The local community is being consulted to find out how they would like to see the Play Area develop so that improvements can be made with their needs and aspirations taken fully into account. The Town and District Councils have each allocated £20,000 towards this project, with an additional contribution expected from Yarlington Homes.

Allotments

- There is no doubt that the Council's pro-active and flexible approach to allotment management has helped achieve a thriving allotment community, and has succeeded in achieving an exceeded Best Value target for allotment lettings across the Town's 11 allotment sites.

- To assist the Committee in assuring that these high standards are maintained, each allotment site has a Tenants' Representative. These representatives have met every other month to discuss allotment issues which have been raised by their fellow tenants and they have put forward a range of suggestions and proposals, which have been considered by the Committee.
- Although the Tenants' Representatives operate independently of the Town Council, the Council continues to provide ongoing support to its activities.
- The Committee has continued to consider bids put forward by individual sites to use allocated funds in the 2010/11 Non-Corporate Allotment Maintenance Budget and a number of skip hire requests were met from this source.
- Examples of other initiatives put in place during the current year included practical advice on composting and recycling and preparing plots for re-letting. Clearly all of these efforts have paid dividends, and it is pleasing that the achieved letting rate of 97% was well above the set target of 80%.
- During the year, the Committee completed a review of the allotment lettings policy after monitoring the demand and supply of plots over an extensive period. Having regard to the waiting lists for the majority of sites and the fact that the number of plots currently provided by the Town Council is well in excess of the nationally recognised number for the size of the Town, the Council agreed to amend the lettings policy to restrict future allocations to residents of the Town, and to limit each new tenant to a single plot.
- This approach will ensure that priority is given to Townspeople - who already contribute towards the provision of the service through their precept. As a result of this change in policy, neighbouring parishes, which have previously not provided allotments for their parishioners are actively looking to provide additional plots within their areas to help satisfy local demand.
- For the first time, an allotment holder was allowed to house her chickens on site through the summer months, and this proved very successful, with the chickens providing a welcome addition to the friendly atmosphere, as well as a supply of eggs and manure.
- The winter judging for the Best Kept Allotments' Competition was undertaken on possibly the wettest day in the middle of March. The judges all agreed that the general standard of the allotment sites continues to improve.
- The access road leading to the Monks Dale Allotment site was resurfaced following the redevelopment of the neighbouring garages into a small housing site. The road, now named Foxes' Rest, was

tarmaced and the new surface extended into the allotment site by negotiation with Yarlinton Homes at no cost to the Town Council.

- The annual review of allotment rents was carried out and having regard to the economic climate and with the Town Council's support, it was agreed to keep them at the same rate.
- Funding was also allocated during the year towards fence improvements at the Sunningdale Allotment site, which will be carried out following the completion of negotiations with a Housing Association who has properties overlooking the site.

Youth Facilities

- The Holiday Activities Programme, which is funded 50/50 by Yeovil Town Council and South Somerset District Council, was attended by almost 5,000 young people in 2010/11. This increasingly popular programme includes such activities as arts and crafts, healthy eating on a budget, Grow it, Eat it sessions, seasonal crafts, sport, day trips and mini-musicals.

Greenspace Areas

- The Committee has continued to fund the maintenance of an extensive number of areas of amenity and open spaces in the Town – including Yeovil Country Park. This ensures that local communities have ongoing access to public areas of greenspace close to where they live.

Winter Enhancement Programme

- The enhancement programme holds a budget primarily for specific projects to improve the fabric and appearance of the parks and open spaces. The schemes cover two or three sites each year and generally form part of a longer-term site development programme. This year the Committee approved the planting of trees in various open spaces around the Town and path refurbishment works at Upper Milford Valley.

Steve Hawker, Chairman of the Grounds and General Maintenance Committee

17 May 2011

Buildings and Civic Matters Committee – Achievements 2010/11

The Buildings and Civic Matters Committee's remit includes:

- Management of Monmouth and Milford Community Halls
 - Management, maintenance and repair of the Town House
 - Management of Peter Street Public Toilets
 - Provision, siting and maintenance of litter bins
 - Sponsorship of theatrical, educational and artistic ventures
 - Maintenance of War Memorials
 - Maintenance of the Millennium Clock
 - Street Naming and House Numbering
 - Traffic Regulation Orders
 - Community Safety
-
- The Committee met on six occasions during the year.

 - Last year, following the worst snow and ice conditions experienced in over thirty years, the Town Council carried out a review of grit bin provision in Yeovil, and purchased an additional 28 grit bins, which were located in key areas around the Town - ahead of last winter.

 - These additional bins proved to be a much-needed facility during the severe weather conditions that we experienced later in 2010, and they helped local residents to get out and about.

 - We have since received a number of requests for further grit bins, and these will be considered in July after the County Council, which is responsible for filling the grit bins, has reviewed its severe weather budget for the forthcoming winter and its grit provision policy is known.

 - During the year, the Committee approved the installation of a temporary protection system to retain the wreaths placed on the War Memorial in the Borough on Remembrance Sunday, and to display them in an attractive manner. This system uses a combination of eyebolts and wires which can be removed after a suitable length of time, then installed again the following November.

 - Repairs to the War Memorial in the Borough were successfully carried out following significant damage from vandalism in July. Following a request from a local historian and further investigation undertaken by the Council, it was agreed that the name of a local Victoria Cross holder who died in the Second World War be added to the War Memorial.

 - The redevelopment of Milford Community Hall was successfully completed last December, and now provides local residents and user groups with much improved and up-to-date community facilities. It is proving to be a very popular local venue and, since its re-opening, it has been in regular use by a wide number of community groups and other hirers.

- As well as managing the Hall, the Town Council is now operating the bookings system, and the review of fees and charges that we undertook during the year ensures that the charges for the community use of the facility continue to be kept at an affordable level.
- Monmouth Community Hall continues to be well used, with bookings from a variety of hirers throughout the year, providing valuable services to those living in the area, and has had a new sign erected outside. The bookings that we took in 2010/11 were 11% above the set target, which demonstrates that there is growing demand for this important community facility.
- The County Council has indicated its intention to withdraw funding the community library, which is located within the Hall, from the end of September, and is currently seeking expressions of interest from members of the local community who may wish to help deliver the library service at the Hall after that date.
- A sponsorship cheque for £3,000 was presented to Yeovil Town Band in return for playing at various civic events throughout the year, including the Town Criers' Competition, the Annual Civic Service and the September Flower and Gardeners' Market.
- A significant contribution continues to be made by the Committee towards the ongoing costs of providing CCTV in the Town Centre for the safety of residents and visitors. Members of the Committee visited the CCTV Control Centre at Bridgwater, further to which it was agreed to seek the setting up a working group in partnership with South Somerset District Council to carry out a review of the existing system in Yeovil and discuss future developments.
- Following an extensive review by the Committee, and with the support of the Town Council, it was agreed to use part of the Council's New Initiatives Fund to erect a further five public noticeboards at strategic locations within each of the Wards across the Town. These will ensure that local people are kept informed of matters affecting the community in which they live.
- The Committee considered and approved three street naming requests for new roads in the Town. They also suggested that the names of three Victoria Cross holders, who lived in or close to the Town, be considered by the District Council for new roads in the future.
- Following a competitive tendering exercise, arrangements were made for the exterior of the Town House to be repainted last summer and for a number of minor repairs to be carried out to this Grade II listed building, which accommodates the Town Council's offices.
- An application was received from a local delicatessen to place tables and chairs outside their premises in order for their customers to enjoy a coffee in the sunshine. This application was supported by the Committee, following a consultation from the Highways Authority.

- A request for an HGV restriction on Cromwell Road has been referred to the Highways Authority, and a request for a zebra crossing on St Michael's Avenue was referred to the County Council's Local Transport Plan Implementation officer, asking that the request be considered a high priority because the increase in new housing in the area, which has led to more on-street parking, has increased the potential for accidents close to a nearby busy school.
- The Committee allocated £2,000 to support sports/physical development work undertaken in Yeovil. This work includes football related projects that are delivered by Yeovil Town FC coaches to young people in areas which have been identified as "hot spot" areas for anti-social behaviour. The number of young people registered on the scheme has more than doubled over the last year.
- A broad range of other sports is also included in the support programme, as well as community based Active Health Programmes, which range from chair based physical activity to free swimming sessions, and Active Workplaces initiatives in key local organisations.

Tony Lock, Chairman of the Buildings and Civic Matters Committee

17 May 2011

Planning and Licensing Committee – Achievements 2010/11

The Committee met 24 times in the last year and considered 198 planning applications 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 4 occasional Street Trading Consents and granted 2 buskers/street entertainer permits.

We also:

- renewed 24 Hackney Carriage Drivers licences
 - renewed 13 Hackney Carriage Vehicle licences
 - renewed 1 Private Hire Vehicle licence and 1 Private Hire Operators licence
 - processed 101 street trading consents including 2 new traders
 - granted permission to charitable collectors in the town centre for 190 occasions
 - granted permission to charitable collectors from house to house for 8 occasions
-
- All new Private Hire and Hackney Carriage applicants are required to pass a Driving Standards Agency test 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.
 - Ongoing checks are also made on Hackney Carriage and Private Hire Vehicles to ensure that they comply with the conditions of their licence.
 - 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 and Princes Street.
 - Town Council Officers carry out periodic checks on the Street Trading stands 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.
 - 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.

- Checks were regularly made on new charities that apply for a charitable collector's licence, to ensure that these charities were legitimate and met the adopted eligibility criteria.
- Applications for tree works were considered under Tree Preservation Orders and an appeal was made for retention of trees deemed to be a valuable part of the street scene. 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.

J Vincent Chainey, Chairman of the Planning and Licensing Committee

17 May 2011

Promotions and Activities Committee - Achievements 2010/11

- 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 tenth annual Town Criers Competition was staged in May 2010 – 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.
- 81% of those questioned were satisfied with the 2010 Town Criers' competition and said they had enjoyed the pageantry of the occasion.
- In 2005, Yeovil achieved Gold in the regional Britain in Bloom competition, followed by Silver Gilt in 2006 and 2007. We are very proud this year to have achieved the third Gold award in a row. This continued success is due to the hard working team as well as the excellent efforts of the community.
- We are delighted that more community groups are entering the "Neighbourhood Award" part of the competition, with Kenmore Drive receiving an "Outstanding" accreditation for the **fourth** year in a row. Tewkesbury, Rustywell Park, Huish Primary School, West Abbey Nursing and Residential Home, Westfield Community Association and Grovelands Care Home were all congratulated for receiving "Thriving" results and Holy Trinity Primary School did well with a "Developing" award. Credit is due to all the entrants who provided spectacular displays to impress the judges and enhance the town.
- 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.
- With support and funding from The Gardens Group and Viridor, the fourth annual Flower and Gardeners' Market took place in September. The event was a success and arrangements are continuing for another in 2011. The market was initially introduced to enhance the presentations for the Yeovil in Bloom Gardening competition and in 2008 also incorporated the Best Kept Allotments Awards. The Mayor and the Chairman of the Promotions and Activities Committee were pleased to have the opportunity to present

prizes to the winners of both competitions, and praise those who entered the South West in Bloom competition. Yeovil Town Band played in the morning to shoppers perusing the stalls and Yeovil College Bands kept the visitors entertained in the afternoon. There were also activities for children, a local juggling group and a clown. It was arranged for the monthly Farmers' Market to take place on the same day so a wide array of goods and produce were available.

- Both the Town Criers Competition and the Flower and Gardeners' Market require the use of a number of chairs to provide seating for spectators of the event around the Entertainments Area in lower Middle Street. In previous years these have been hired, but this year the Town Council purchased 120 new folding chairs to be used for the events and arrangements have been made for them to be stored in close proximity to the Town Centre. Taking this approach will not only result in considerable savings, but improves flexibility as they can be made available for other town centre events.
- 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 a competition to find a new logo for Yeovil in Bloom, the lovely new design has been used in all publicity for both Yeovil in Bloom and the associated Flower and Gardeners' Market. The designers, Camilla Bell and Vicki Cotes-James, who had both helped design the logo were warmly congratulated on the freshness and originality of their design and the logo has been welcomed by all. The logo was also used to produce jute shopping bags to help promote Yeovil in Bloom.
- 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 98%.
- The Committee continued to support the Go Yeovil and were pleased that the first Yeovil Half Marathon organised in association with the initiative was a success. It was decided that the Town Council would arrange Town Centre walking tours conducted by the Town Crier during the planned week of activities (week commencing 13 June 2011). The walks will focus on the blue plaques in and around the Town Centre, which have been erected by the Town Council on a number of buildings of historic interest.

- Following consideration by this Committee, approval was given by the Town Council to award of a Certificate of Recognition to Yeovil Town Ladies FC for winning the South West Combination Women's Football League in 2009/10 and thereby securing promotion to the FA Tesco Women's Premier League.
- Christmas Lights – the scheme of Christmas lights supported by the Committee was a welcome sight in the dark winter months to provide a cheery atmosphere to shoppers over the Christmas period. 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.
- Christmas Lights Competition – the annual Competition was held in December and once again the judges were given the difficult task of deciding the winners out of the outstanding entries. 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 and award 3 worthy winners with trophies.
- The Chairman of the Promotions and Activities Committee is a member of the Princes Street Improvements Working Group, and this Committee was pleased to receive an update report from the Regeneration Officer detailing the plans for Phase 2 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.

Wes Read, Chairman of Promotions and Activities Committee

17 May 2011

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
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
Kaysar Hussain	6 Westminster Street, Yeovil. BA20 1AE	Tel 07708 836635
Andrew Kendall	41 Coronation Avenue, Yeovil. BA21 3DZ	Tel 07899 922554
Mike Lock	Poplars Farm, Yeovil Marsh, Yeovil. BA21 3QN	Tel 474089

Yeovil East Ward

Kris Castle	96 St John's Road, Yeovil. BA21 5NQ	Tel 07958 789163
Philip Chandler	48 Southville, Yeovil. BA21 4JB	Tel 415082
Tony Fife	11 Wentworth Road, Yeovil. BA21 5JX	Tel 424022
Tony Lock	71 St Michael's Road, Yeovil. BA21 5AH	Tel 700061
David Recardo	83 Lyde Road, Yeovil. BA21 5DH	Tel 411099
Manny Roper	36 Sunningdale Road, Yeovil. BA21 5LX	Tel 472163

Yeovil South Ward

Martin Bailey	5 Penfield, Yeovil. BA21 4HN	Tel 474454
Bridget Dollard	81 Rowan Way, Yeovil. BA20 2NS	Tel 421657
David Dollard	81 Rowan Way, Yeovil. BA20 2NS	Tel 421657
Dave Greene	75 Magna Close, Yeovil. BA21 5RS	Tel 414243
John Hann	11 Plantagenet Chase, Yeovil. BA20 2PP	Tel 476935
Alan Smith	63 Roping Road, Yeovil. BA21 4BE	Tel 479957

Yeovil West Ward

Peter Brock	14 Ermine Street, Yeovil. BA21 3QT	Tel 478259
Tristan Cobb	83 Freedom Avenue, Yeovil. BA21 3JW	Tel 477006
Leah Cross	44 Fennel Way, Yeovil. BA22 8SA	Tel 07825 234134
Jon Gleeson	29 Runnymede Road, Yeovil. BA21 5RX	Tel 427041
Wes Read	Wellcombe House, 94 Ilchester Road, Yeovil. BA21 3BL	Tel 426722
Darren Shutler	5 Streamside Cottages, Dodham Crescent, Yeovil. BA20 2GD	Tel 848768

All Town Councillors are elected for a period of 4 years. The next Town Council elections will be in May 2015.

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

The Assistant Town Clerk post is shared by Sally Freemantle (Mon, Tues and Fri) and Jacki Simmons (Wed and Thurs)

How to contact us:

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