



# Yeovil Town Council

**Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ**

Phone 01935 382424

Fax 01935 382429

E-mail [alan.tawse@southsomerset.gov.uk](mailto:alan.tawse@southsomerset.gov.uk)

## Policy, Resources and Finance Committee

The Meeting... **Policy, Resources and Finance Committee**

The Time... **7.00pm**

The Date... **Tuesday 29 January 2008**

The Place... **Town House, 19 Union Street, Yeovil**

*The Committee will be discussing all the items listed overleaf*

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



QUALITY  
TOWN  
COUNCIL

*Alan Tawse*

Alan Tawse  
Town Clerk

22 January 2008

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Please contact Alan Tawse at the Town House for more information about this meeting

To All Members of the Policy, Resources & Finance  
Committee:

J Vincent Chainey  
Philip Chandler  
Bridget Dollard  
Tony Fife (Vice Chairman)  
Julian Freke  
John Grana  
John Hann  
Andrew Kendall  
Tony Lock (Ex-officio)  
Ian Martin  
Pat Martin  
Wes Read (Ex-officio)  
David Recardo (Chairman)  
Alan Smith

# A G E N D A

Public Comment (15 minutes)

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 27 November 2007.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

PAGES

5. **APPLICATIONS FOR GRANT AID**

(Circulated separately)

6. **GRANT APPLICATION POLICY**

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7. **CAPITAL FUND**

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8. **NALC CONFERENCE 2008**

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9. **FINANCIAL STATEMENT – OCTOBER/NOVEMBER 2007**

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Public Comment (15 minutes)

**Policy, Resources and Finance Committee Meeting – 29 January 2008**  
**Summary of Grant Applications Received**

| <b>Name of Applicant</b>   | <b>Amount sought</b> | <b>Purpose of Grant sought</b>                                     | <b>Last Grant by Town Council/Comments</b>                         | <b>Page Nos</b> |
|--|----------------------|--|--|-----------------|
| Time Out Together  | <b>£1000</b>         | Storage space for resources on bus<br>(Deferred from last meeting) | 2006 £200  |                 |
| South Somerset Association for<br>Voluntary & Community Action Ltd<br>(Formally Yeovil & District CVS) | <b>£5000</b>         | Towards core running costs   | 2006 £1000<br>2005 £1000<br>2004 £1000<br>2003 £1100<br>2002 £1050 |                 |
| Urban Warriors   | <b>£5000</b>         | Core funding/new IT equipment                                      | New Applicant  |                 |

- Unallocated revenue budget in 2007/2008      **£13,702**

- Unallocated Capital Funds                      **£6,095**  
(Excluding other agenda items)

(£500 of revenue budget earmarked as contribution towards Breathing Places project)

In the interest of economy the supporting papers for the above grant applications have been circulated to members of the committee only. Additional copies are available on request.

## 6. GRANT APPLICATION POLICY

Under the present policy, applicants for grant assistance are required to submit a copy of the Organisation's latest audited accounts and balance sheet. In the case of smaller organisations, a recent income and expenditure statement certified by a qualified accountant must be submitted instead. Applications without this supporting information cannot be considered.

The present arrangements make it difficult for prospective and newly formed organisations to apply for assistance, and may act as a disincentive for established organisations that have insufficient funds to obtain the necessary certification.

Following discussions with the Chairman and Vice-Chairman, it is **RECOMMENDED** that to help address these issues, the grant application criteria be amended to allow applicants who are not in a position to provide this supporting information to submit applications, subject to their reasons being included in the application.

*(Alan Tawse, Town Clerk – 01935 382424)*

## 7. **CAPITAL FUND**

A copy of the updated Capital Fund statement is attached at page 4. The sum of £6,095 is available for allocation to new capital schemes.

Future sources of funding include the proceeds arising from the sale of surplus land at the former Goldcroft Allotment Site.

As previously reported, outline planning permission has been granted by the Planning Authority for general housing development on this site with a 35% affordable housing element.

The draft S.106 agreement has been checked by the Town Council's Solicitor, in consultation with the Town Clerk and the Chairman of the Committee and, following a meeting with the Solicitor to the District Council, various comments on this document and on a number of related matters were forwarded to the Solicitor of the District Council for consideration.

Following further discussions and negotiations, a final agreement has now been drawn up and approved by both Authorities. A contaminated land survey has been undertaken ahead of the site being marketed in accordance with the terms of the agreement, and this has not identified any problems that would prevent its development along the lines proposed. It is anticipated that funds will be available from this source within the coming months.

Any funding beyond this source will need to be in the form of a loan from the Public Works Loan Board, applications for which are considered on their individual merits and subject to funding availability.

The Capital Fund includes the £2,500 commitment towards the estimated costs of completing the removal/replanting of diseased hedge at Preston Park – as agreed during the last cycle of meetings. The Fund also includes the £9,000 grant awarded earlier this year by the Big Lottery to the Town Council under the Breathing Places programme, which will be used to help rejuvenate Ninesprings wooded valley in Yeovil Country Park.

The Committee is **RECOMMENDED** to note the current position concerning the Capital Fund.

*(Alan Tawse, Town Clerk – 01935 382424)*

## CAPITAL FUND (as at 29 January 2008)

|   |               |                       |
|---|---------------|-----------------------|
| <b>Balance of Capital Fund as at 31 March 2006</b>  |               | <b>£44,747</b>        |
| <b>Plus Capital Receipts:</b>   |               |                       |
| Countryside Agency - Doorstep Green Grant   |               | £1,803                |
| Breathing Places Project - Big Lottery Grant  |               | <u>£9,000</u>         |
| <b>Sub-total</b>  |               | <b>£55,550</b>        |
| <b>Less Capital Expenditure:</b>  |               |                       |
| Sunningdale Doorstep Green (Phase 3)  | £7,917        |                       |
| Westfield Park Play Area - contribution to improvements   | £9,754        |                       |
| Rosebery Avenue Play Area - contribution to Multi-Use Games Area/Youth Shelter  | £11,400       |                       |
| Yew Tree Park - Interim Play Area Upgrade   | <u>£3,000</u> |                       |
| <b>Sub total</b>  |               | <b><u>£32,071</u></b> |
| <b>New Balance of Capital Fund</b>  |               | <b><u>£23,479</u></b> |
| <b>Less Commitments:</b>  |               |                       |
| Yeovil Country Park - contribution to signage   | £180          |                       |
| Sunningdale Doorstep Green (Phase 3)  | £5,704        |                       |
| Preston Park - Removal/Replanting of Diseased Hedge   | £2,500        |                       |
| Yeovil Country Park - Breathing Places Project  | <u>£9,000</u> |                       |
| <b>Total</b>  |               | <b><u>£17,384</u></b> |
| <b>New Balance (unallocated)</b>  |               | <b>£6,095</b>         |
| <b>Notes</b>  |               |                       |
| 1 YTC Sunningdale Doorstep Green contribution totals £20,820 as follows:  |               |                       |
| Phase 1 - £6,860 (£3,360 to be met from capital and the remaining £3,500 to be met from the reimbursement for the feasibility study costs) (Phase 1 commitment includes £11,580 contribution from SSDC) |               |                       |
| Phase 2 - £6,980 - to be met as a capital contribution from revenue (2004/05)   |               |                       |
| Phase 3 - £6,980 - to be met as a capital contribution from revenue (2005/06)   |               |                       |
| 2 All future Cemetery capital improvements to be met from revenue contributions to capital by the Joint Burial Committee  |               |                       |
| 3 Glenthorne Avenue Traffic Calming Scheme contribution of £9,000 set aside in the General Fund.  |               |                       |
| 4 Essential play area repair work beyond routine maintenance budgets to be charged to capital (subject to matching contributions from SSDC)   |               |                       |
| 5 Contribution to interim play area upgrade at Yew Tree Park subject to matching contribution from SSDC   |               |                       |
| 6 Breathing Places Project to be completed by May 2008  |               |                       |

## 8. NALC CONFERENCE 2008

In previous years, the Town Council has been represented at the National Larger Local Councils' Assembly in London. This forum provided an important opportunity for representatives of larger town councils to meet and discuss matters of mutual concern and, where necessary, to press for legislative reform.

Five years ago, the National Association of Local Councils (NALC), which organises the event, incorporated the Assembly into an Annual National Conference which is held in either September or October each year.

For 2008, NALC has decided to separate the two events, and has brought forward the date of the Annual Conference. This year's Conference will take place in Eastbourne from Tuesday 20 to Thursday 22 May.

The theme of the Conference will be "Making Local Connections", and the focus will be on showing local councils how they can empower themselves to be a strong voice for local communities and bring about real positive change for local people.

Delegates will have the opportunity at the Conference to question key speakers from organisations involved in the sector, as well as getting perspectives from councils on the ground.

There will be sessions held on the new power of well being, local area agreements and strategic partnerships and promoting effective performance - as well as the opportunity to learn from other councils' experience in formal best practice sharing sessions, and networking throughout the weekend.

Further details about the arrangements for submitting motions for debate will be reported to the March meeting.

The cost of attendance has been kept at £341 per delegate plus accommodation, subsistence and travelling costs. In previous years, the Council has appointed four representatives to attend the Conference.

The programme for the Larger Local Councils' Assembly, which takes place in London on Thursday 20 to Friday 21 November, has yet to be decided. However, the cost of attendance has been set at £300 per delegate, which includes overnight accommodation and an evening meal.

The Committee is **RECOMMENDED** to consider the Council's representation at this year's Annual Conference, and to await further information on the arrangements for the submission of motions for debate to the Conference and further details of the additional event planned for November.

*(Alan Tawse, Town Clerk – 01935 382424)*