



Yeovil Town Council

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Yeovil Town Council

The Meeting... **Yeovil Town Council**

The Time... **7.30pm**

The Date... **Tuesday 3 March 2009**

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

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



Alan Tawse

Alan Tawse

Town Clerk

24 February 2009

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

YEOVIL TOWN COUNCIL

Wes Read – Mayor of Yeovil

Philip Chandler - Deputy Mayor

J Vincent Chainey

John Cruddas

Clive Davis

Bridget Dollard

Tony Fife

Julian Freke

Dave Gooding

Pete Goodman

John Grana

David 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

A G E N D A

Prayers

Public Comment (15 Minutes)

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 3 February 2009.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

(See attached at page 3)

5. **CORRESPONDENCE**

6. **TOWN CENTRE MANAGEMENT**

Further to the last meeting of the Policy, Resources and Finance Committee, the Town Centre Manager has been invited to give a presentation to the Town Council on his role, achievements and future plans – with particular reference to the current economic climate.

7. **MILFORD HALL REDEVELOPMENT**

(See attached at pages 4 to 5)

8. **STANDING ORDER NO 64**

(See attached at pages 6 to 7)

9. **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

(The Minutes of the following meetings are open to discussion. Where a Committee has made a recommendation, that will be listed on a separate sheet circulated with the Agenda).

Planning and Licensing Committee

2 February 2009

16 February 2009

<u>10. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u>	<u>PAGES</u>
Yeovil Twinning Association	8 - 9
8 January 2009	
Yeovil Crematorium and Cemetery Committee	10 - 17
21 January 2009	
Yeovil Youth Council	18 - 22
26 January 2009	
Yeovil Town Centre Consultative Panel	23 - 27
28 January 2009	
Public Comment (15 Minutes)	

EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11. FORMER GOLDCROFT ALLOTMENT SITE

(Confidential report attached for Members only).

12. FORMER SKI AND ACTIVITY CENTRE

(Confidential report to be circulated separately to Members only).

13. DELIVERY OF THE YEOVIL VISION

(Confidential report attached for Members only).

List of Engagements attended/to be attended by His Worship The Mayor of Yeovil, Councillor Wes Read and the Deputy Mayor of Yeovil, Councillor Philip Chandler from 3 February to 7 April 2009

05/02/09	The Mayor of Yeovil, Councillor Wes Read, attended a Beauty Open Day at Yeovil College
07/02/09	The Mayor of Yeovil, Councillor Wes Read, attended the Annual Brass Band Competition at the Octagon Theatre
18/02/09	The Mayor of Yeovil, Councillor Wes Read, attended the Time Out Together launch of 'Jumicar Yeovil'
18/02/09	Deputy Mayor of Yeovil, Councillor Philip Chandler, attended the launch of Jumicar Yeovil
21/02/09	The Mayor of Yeovil, Councillor Wes Read, attended the St. Margaret's Hospice breakfast
02/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Fairmead School Zambian assembly.
03/03/09	The Mayor of Yeovil, Councillor Wes Read, will sponsor the ball at the YTFC -v- Hereford United FC match
05/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Yeovil Amateur Operatic Society's 'High Society'.
06/03/09	The Mayor of Yeovil, Councillor Wes Read, will host a charity quiz night at Yeovil Town Football Club
09/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Hair and Beauty Departments at Yeovil College to launch the 'Pampering Week', raising funds for his chosen charities
09/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Chairman of South Somerset District Council's Civic Evening
15/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Somerset County Council's Legal Service and receptions.
15/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the 'Weston Super Showcase'
17/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the Alzheimer's Society Inaugural open meeting.
19/03/09	The Deputy Mayor of Yeovil, Councillor Philip Chandler, will attend the Mayor of Bournemouth's Fashion Show.
19/03/09	The Mayor of Yeovil, Councillor Wes Read, will attend the launch of Somerset Sight.
26/03/09	The Mayor of Yeovil, Councillor Wes Read, will host a visit from Preston School and their guests from Latvia and Germany
01/04/09	The Mayor of Yeovil, Councillor Wes Read, will attend the 20 th annual South Somerset Musical Spectacular.
02/04/09	The Deputy Mayor of Yeovil, Councillor Philip Chandler, will attend the Rotary Club of Yeo Vale's South Somerset Music Spectacular.
04/04/09	The Deputy Mayor of Yeovil, Councillor Philip Chandler, will attend the Salvation Army's Concert for Zambia.

7. Milford Hall Redevelopment

Head of Service: Martin Woods, Area Development Manager
Lead Officer: Natalie Ross, Community Development Officer
Contact Details: natalie.ross@southsomerset.gov.uk or (01935) 462956

Purpose of the Report

The purpose of the report is to provide members with an update on the re-development of Milford Hall and to seek representation on a proposed development group to move the project forward.

Recommendation

1. That members note the report.
2. That the Town Council appoints a member representative to serve on a development group for Milford Hall, along with the Town Clerk.

Background

In June 2007, the Community Development Officer, the Milford Activities Support Group and a consultant from the Neighbourhood Initiatives Foundation undertook a Planning For Real consultation in the Milford area of Yeovil.

During the consultation it emerged that there is a need to update the community facilities in this area of Yeovil. As previously reported, Milford Hall is in need of redevelopment and is unsuitable for many community activities. The Roger Tym Study into Addressing Health Inequalities in Yeovil also confirmed some of the most pressing needs for the area and presented an action plan and the suggestion of the benefits of 'Community Hubs'. Milford Hall is owned by South Somerset District Council and is currently leased to Yeovil Town Council on a 999 year lease.

The creation of a 'Community Hub' is likely to encourage a sense of community in the area and help with the important development work. It will also provide Milford Community Association with a facility from which to run events and develop a sense of community in the area.

Update

Milford Community Association held their official launch event on 8th November 2008. The Community Development Officer (CDO) spoke to residents at this event and received feedback on the proposed re-development plans for Milford Hall. The CDO has also consulted with current users of the hall and other agencies to collate their requirements for the new hall.

The District Council Design Officer has commissioned an architect to create the drawings necessary to apply for planning permission. These drawings are currently being refined following consultation with Milford Community Association and the Leisure Facilities Officer from South Somerset District Council, and the latest designs will be displayed at the meeting.

Next Steps

The most important next steps for this project are to establish a project board that will oversee the running of the project, and also to apply for planning permission. It is important that planning permission is sought before the end of March 2009 in order to achieve funding deadlines.

The project board should contain a community representative, a Yeovil Town Council member and officer and a South Somerset District Council member and officer.

Financial Implications

Following the successful capital bid submitted to Yeovil Town Council in November 2008 for £85,000, South Somerset District Council has approved a capital bid of £200,000 towards the project. Now that these funds have been secured, it is likely that we will be able to receive the match funding of £200,000 from the South West Regional Development Agency.

Additional funding has also been received from District and County Councillors totalling £26,000 and an award for £5,000 has been granted from the Well-being of Yeovil Association.

A further £34,000 is still required, for which various funding applications are being prepared by the CDO.

Background Papers

Milford Planning For Real full report by the Neighbourhood Initiatives Foundation.
Milford Planning For Real report to Yeovil Town Council on 2nd September 2008.
Milford Hall Capital Bid to Yeovil Town Council November 2008.

8. STANDING ORDER No 64

Introduction

John Grana and Simon Hester have requested that the Town Council reviews Standing Order No 64, which is set out below:

Inspection of Documents

A member of the Town Council may inspect and make a copy of any document in the possession or under the control of the Council and which the member may require in the course of his/her duties as a member of the Town Council.

John and Simon have expressed the view that this Standing Order should be amended to delete the reference to the need for the document to be required by the member in the course of his/her duties as a member of the Town Council.

Model Standing Orders

The Model Standing Orders published by the National Association of Local Council (NALC) provide that:

Inspection of Documents

A member may for the purpose of his duty as such (but not otherwise), inspect any document in possession of the Council or a committee, and if copies are available shall, on request, be supplied for the like purpose with a copy.

Legal Position

The legal rights of councillors to inspect council documents are partly set out in statute (the Local Government Acts) and partly by common law (the case of City of Birmingham Corporation v. O (1983).

Councillors have a statutory right to inspect any council document or have access to other council information that contains material in relation to any business that is to be transacted at a council, committee or sub-committee meeting. This right applies irrespective of whether the councillor is a member of the committee concerned and extends not only to reports which are to be submitted to the meeting but to all relevant background papers.

This right does not, however, extend to documents relating to items that may be treated as confidential in accordance with the relevant statutory provisions.

The common law right of councillors is much broader. It is based on the principle that any councillor has a right to inspect council documents so far as his/her access to the document/information is reasonably necessary to enable

the councillor to properly perform his/her duties as a member of the council. This is commonly referred to as the “need to know” principle.

The proper exercise of this common law right depends, therefore, upon an individual councillor being able to show that he/she has the necessary “need to know”. The Courts have held that councillors have no right to a “roving commission” to go and examine documents. Mere curiosity is not sufficient. The crucial question is the determination of the “need to know”.

These rights are in addition to those which are available to all members of the public (including elected members) in accordance with the Town Council’s Publication Scheme, which has been adopted under the Freedom of Information Act.

Procedure for amending Standing Orders

In accordance with Standing Order No 69, any motion to add to, vary or revoke the Town Council’s Standing Orders shall when proposed and seconded stand adjourned without discussion to the next ordinary meeting of the Council.

Recommendation

Council is **RECOMMENDED** to consider whether it wishes to amend this Standing Order having regard to the procedural provisions set out in Standing Order No 69.

(Alan Tawse, Town Clerk – 01935 382424)

YEOVIL TWINNING ASSOCIATION

Minutes of the Committee Meeting held on Thursday 8th January 2009

Present: Jan Aldridge, John Attwood, Roger Baker, Roger Gower, Vera Gower (Treas), Theresa Mahoney, Kathy Smyth, Barbara Stimpson (Sec), Graham Voizey (Chair), Chris West

Apologies: Martin Ford, Diana Gray (Hosting Officer), Andrew Kendall, Tom Parsley, Wes Read, Sally and Richard Wallis,

Minutes: The minutes of the last meeting were discussed, some alterations were agreed and they were then signed.

Matters arising: **Annual dinner:** It was agreed that this would be held on Thursday 12th February, which meant that the next committee meeting would be changed to the 5th.

Schools/college: Roger Gower and Jan had been in dialogue with Yeovil College and Preston School, and were in the process of arranging meetings with the other two secondary schools in Yeovil. Reports will be made at a later date.

Treasurer's report: Vera distributed her report. Membership had closed with 53 paid up (£780). The coffee morning raised £63.64.

Visits 2009: **Inward - Herblay:** Dates agreed were Friday 8th – Sunday 10th May 2009. Arrangements will be discussed later. Graham agreed to find out the price of hiring a coach in case this was required.

Inward – Taunusstein: Vera had sent Sigrid information re Flybe (via Southampton) for their trip Thursday 2nd – Tuesday 7th July 2009.

Outward – Samarate:

- Theresa had been checking internet prices for flights (Easyjet: Bristol to Malpensa) and discovered that payment is required on booking for numbers up to 40. If coming home on the Friday, prices would be about £53 return including £6 each way for the baggage (based on 20 travelling).
- Vera pointed out that when booking the exact passport name is required and there would probably be a charge if you booked 'A N Other' and changed this later.
- If air fares have to be paid up front, members will have to pay this as a booking fee. Vera suggested asking £60 as a booking fee and asking for 'full name as on passport' on the booking form, with the proviso that additional fees for coaches would be requested later.
- The question of transport to and from Bristol airport was discussed but numbers travelling will influence any decision on this.
- Vera asked for someone to act as coordinator for this trip and Theresa volunteered. Vera will send her a list of members interested in visiting Samarate.

- Graham said we have a provisional hotel booking which we need to confirm, although the hotel may not require deposits if the booking is done through Agusta.
- There was a discussion about whether to book air tickets piecemeal as deposits are received but Theresa felt that members should be given two weeks to reply and then she would book all the tickets required.

Town Council Meeting: Support from members on the 27th January (7pm at the Town House) would be welcome when our application for a grant will be considered.

Annual Dinner: Theresa will book this for Thursday 12th February, £10 per head.

Any Other Business: **Coffee Morning:** The coffee morning at the Baptist Church before Christmas had been a great success and the next one will be Friday 15th March.

Treasure Hunt: Kathy mentioned the treasure hunt which she had volunteered to organise in May, querying whether this would be for members or to entertain our French visitors. (She suggested a treasure hunt followed by visit to a pub and possibly skittles.) It was decided in view of the short duration of the French visit, that the treasure hunt would be for members only as originally planned, but could be a 'dry-run' for the German visit in July as they will be here for several days.

Quiz: Jan had volunteered the use of her house for a quiz evening.

Meeting closed at 9pm. **Next meeting** Room B202 Yeovil College Bridge Block 7.30 pm Thursday 5th February 2009.

Agenda

1. Apologies for absence
2. Minutes of the last meeting
3. Matters arising
4. Correspondence
5. Treasurer's report
6. Visits: Herblay in; Taunnustein in; Samarate out
7. Town council meeting
8. A.O.B.

Minutes of a meeting of **Yeovil Crematorium and Cemetery Committee** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Wednesday 21 January 2009**

(7.00pm – 8.05pm)

Present:

Ruth Kendall	Chairman
J Vincent Chainey	South Somerset District Council
Julian Freke	South Somerset District Council
Dave Gooding	Yeovil Town Council
Alf Hill	Yeovil Without Parish Council
David Recardo	South Somerset District Council
Alan Smith	Yeovil Town Council
Barbara Strong	Yeovil Without Parish Council
Mary Thomas	Brympton Parish Council

Also Present:

Alan Tawse	Clerk to the Committee
Joy Coombs	Administration Manager
Tom Pullin	Operations Manager
Ian Johns	Property Services Team Leader
Paula Jeffery	Management Accountant
Glenn Ford	Cemetery Foreman

(1) Public Comment

There were no comments from the public.

(2) Minutes

The minutes of the previous meeting held on 15 October 2008, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

(3) Apologies for Absence

Apologies for absence were received from Rev Ed Bangay, John Hann and Clive Wakely.

(4) Declarations of Interest

There were no declarations of interest.

(5) Crematorium Capital Programme

The Committee considered the report of the Property Services Team Leader (agenda item 4 refers).

Further to the last meeting, potential savings of £24,314 had been identified as a result of reprofiling the existing Capital Programme and included as a proposed contingency for 2009/10. It was indicated that these savings could be used towards the costs of possibly extending the Chapel, which had been estimated at £176,426 (including VAT and fees).

- RESOLVED:** (1) that the capital work carried out to date during 2008/09 be noted;
- (2) that approval be given to the reprofiled Capital Programme; and
- (3) that the potential savings of £24,314 be retained as a contingency for 2009/10 and ringfenced pending a decision being made on whether to extend the Chapel.
-

(6) Cemetery Capital Programme

The Committee considered the report of the Property Services Team Leader (agenda item 5 refers).

The Property Services Team Leader gave an update at the meeting on the progress that had been made in repairing a section of the Cemetery boundary wall and the next stages of the project.

He added that the Capital Programme had been reprofiled to accommodate the potential estimated overall cost of £50,000, which would be partly offset by the savings/underspends/specific provision of £20,940 in the 2008/09 Capital Programme that had been identified and agreed at the last meeting of the Committee.

During the ensuing discussion, Members expressed their support for the work undertaken to date in undertaking the above-mentioned repair works and the plans for their completion.

Reference was also made to the need to include the Cemetery Lodge internal improvement and modernisation works, identified at the last meeting at a revised estimated cost of £5,800, in the 2009/10 Capital Programme.

- RESOLVED:**
- (1) that the matter be noted;
 - (2) that the progress being made in the repair of a section of the Cemetery boundary wall be noted and supported;
 - (3) that approval be given to the reprofiled Capital Programme subject to the addition of the proposed Cemetery Lodge internal improvement and modernisation works at an estimated cost of £5,800 – the cost of which to be met from the Cemetery Reserve Fund; and
 - (4) that the proposed installation of a DDA ramp into the Lodge be further investigated by the Property Services Team Leader, in consultation with the Conservation Architect, and a costed report setting out the options available be submitted to the next meeting.
-

(7) Original Budget Estimates 2009/10

The Committee considered the report of the Management Accountant (agenda item 6 refers).

Attention was drawn to the substantial increase in gas charges and the intention to include this service provision within the District Council's supply contract from 2011, when the present agreement ended, to help secure a reduced cost.

Reference was also made to an apparent significant increase in water charges, and the need to clarify the reason.

- RESOLVED:**
- (1) that approval be given to the 2009/10 budget estimates – including the proposed fees and charges (attached as Appendix A);
 - (2) that the allocation of the Cemetery deficit (attached as Appendix B) be noted;

- (3) that the Service Level Agreements with South Somerset District Council for 2009/10 be approved and signed;
 - (4) that the current position of the reserves set out in the report, be noted; and
 - (5) that the apparent significant increase in water charges be investigated and the reason be reported back to the next meeting.
-

(8) Audit Commission Annual Return

The Committee considered the report of the Corporate Accountant (agenda item 7 refers).

- RESOLVED:**
- (1) that the matter be noted;
 - (2) that the recommendations of the External Auditor be endorsed; and
 - (3) that the action being taken in response to these recommendations be supported.
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(9) Car Park Lighting

The Committee considered the report of the Operations Manager (agenda item 8 refers).

RESOLVED: that the matter be noted.

(10) Statistics – April 2008 to December 2008

The Committee considered the report of the Administration Manager (agenda item 9 refers).

RESOLVED: that the matter be noted.

(11) Future Meetings

The Committee considered the report of the Clerk to the Committee (agenda item 10 refers).

RESOLVED: that meetings be held at 7.00pm in the Town House, 19 Union Street, Yeovil on the following dates in 2009/10:

Wednesday 15 April 2009

Wednesday 15 July 2009 (6.00pm - followed by Committee Inspection)

Wednesday 14 October 2009

Wednesday 20 January 2010

Chairman.....

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE**FEEES OPERATIVE FROM 1st APRIL 2009 AT YEOVIL CEMETERY**

THE TERM 'PARISHIONER' WHERE USED IN THIS TABLE REFERS TO AN INHABITANT OF THE FORMER BOROUGH OF YEOVIL, THE PARISH OF YEOVIL WITHOUT OR THE PARISH OF BRYMPTON, THE CHARGES FOR INTERMENT, BURIAL AND MEMORIAL RIGHTS AND FOR MEMORIAL APPROVAL ARE SHOWN AS PARISHIONER RATE. IN THE CASE OF A NON PARISHIONER THESE CHARGES WILL BE DOUBLED WHERE INDICATED

INTERMENT FEES

Fees for interment apply where the person to be interred is, or immediately before death was a parishioner. In all other cases the fee will be doubled UNLESS the burial and memorial rights were originally purchased at parishioner rate.

For the burial of the body of: -

(i) a person whose age at the time of death exceeded sixteen years	356.00
(ii) for the burial of cremated remains	159.00
(iii) for the scattering of cremated remains (uncontained burial)	36.00

PLEASE NOTE THERE IS NO CHARGE FOR THE INTERMENT OF BABIES AND CHILDREN UP TO THE AGE OF SIXTEEN YEARS

BURIAL AND MEMORIAL RIGHTS (for a period of 75 years – subject to review)

Fees for burial and memorial rights apply where the person to whom the right is granted is a parishioner, in all other cases the fee will be doubled EXCEPT when the rights are purchased by a non parishioner in respect of a parishioner burial, in which case a parishioner fee will apply.

For the purchase of burial and memorial rights: -

(i) in the children's section	49.00
(ii) in the remainder of the cemetery	329.00
(iii) in a selected site	473.00
(iv) in a grave for cremated remains only	229.00

MEMORIAL APPROVAL FEES

(i) For the erection of a memorial or vase	100.00
(ii) For any inscription on a memorial after the first	20.00

FEEES FOR THE MAINTENANCE OF GRAVES inc.VAT

(i) Grass cutting only	41.00
(ii) Grass cutting and planting twice a year	58.00

SEARCHING REGISTERS for a period of not more than one year 21.00
for each additional year 17.00

CERTIFICATE OF ENTRY IN THE BURIAL REGISTER 17.00

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE**FEES OPERATIVE FROM 1st APRIL 2009 AT YEOVIL CREMATORIUM****1. CREMATION FEES**

For the cremation of the body of: -

(i) A person whose age at the time of death exceeded sixteen years	461.00
(ii) For extended time for use of chapel or use of chapel only ..	133.00
(iii) For the cremation of body parts	50.00

PLEASE NOTE - THERE IS NO CHARGE FOR THE CREMATION OF BABIES AND CHILDREN UP TO THE AGE OF 16 YEARS.

2. DISPERSAL FEES

(i) For burying cremated remains where cremation did not take place at Yeovil Crematorium	35.00
(ii) Temporary deposit of cremated remains per month (first month free of charge)....	16.00
(iii) For the removal of cremated remains from the Garden of Remembrance (under Home Office Licence)	46.00
(iv) Witnessing the interment of cremated remains	26.00

3. CONTAINERS

(i) Baby urn (white)	18.00
(ii) Urn	22.00
(iii) Casket	32.00

Note: - if the Funeral Director does not supply a suitable container for the removal of cremated remains, a polytainer will be provided without charge,

4. Forwarding cremated remains Via Securicor (inc. P&P)	48.00
5. Certificate of cremation (the first is issued free of charge)	16.00
6. Certified extract from the cremation register	16.00

7. MEMORIAL FEES

(i) Rose Bush and Plaque to include 5 year maintenance	150.00
(ii) Renewal of Rose Bush maintenance for 5 year term	50.00

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE**ALLOCATION OF CEMETERY DEFICIT**

		2008-09	2009-10
		Original	Original
		Estimate	Estimate
		£	£
Total Deficit		<u>120,170</u>	<u>120,170</u>
Gross Expenditure		164,820	170,590
Less: Fees		<u>44,650</u>	<u>50,420</u>
		120,170	120,170
Less Debt Charges by YTC		<u>-</u>	<u>-</u>
		<u>120,170</u>	<u>120,170</u>
80% by 2 Parishes based on electorate @ Dec '08		96,136	96,136
	Y.T.C	22,885	77,169
	Y.W.P.C	<u>5,612</u>	<u>18,967</u>
		<u>28,497</u>	<u>96,136</u>
20% by 3 Parishes based on electorate @ Dec '08		24,034	24,034
	Y.T.C	22,885	16,180
	Y.W.P.C	5,612	3,977
	B.P.C.	<u>5,466</u>	<u>3,877</u>
		<u>33,963</u>	<u>24,034</u>
Allocation of Deficit			
	Y.T.C	93,349.00	93,398.27
	Y.W.P.C	22,944.00	22,903.70
	B.P.C.	3,877.00	3,868.03
		<u>120,170.00</u>	<u>120,170.00</u>

YEOVIL TOWN COUNCIL

Minutes of a meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil on **Monday 26 January 2009**

(7.00pm – 8.30pm)

Present:

Sam Ashdown
Freddy Bevan
Alex Fells
Lauren Graham
Emily Mangles
Jack Webb

Also Present:

Alan Tawse	Town Clerk
Angela Bromfield	Committee Administrator
Zara Case	Area Youth Worker (SCC)
Rob Parr	Senior Play and Youth Facilities Officer

(1) Election of Chairman

It was discussed by the Youth Council and agreed

RESOLVED

that Emily Mangles be elected Chairman for the remainder of the 2008/09 Municipal Year.

(Emily in the Chair)

(2) Election of Vice Chairman

It was agreed

RESOLVED

that Alex Fells be elected as Vice Chairman for the remainder of the 2008/09 Municipal Year.

(3) Apologies for Absence

There were apologies for absence from Roberta Burns.

(4) Minutes

The Minutes of the previous meeting held on 17 November 2008, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

(3) Flagship Play space

Further to the previous meeting, the Senior Play and Youth Facilities Officer (SSDC) has now finalised the designs (copy attached) and has invited companies for prices to undertake this work information was sent out 26 January 2009. He put up plans and circulated colour plans of the design and discussed all aspects and advised the Youth Council on the design. Advised the Youth Council that the existing play area is not going to be changed and would be incorporated into the new adventure playspace.

The Flagship Play space would include tree top walkways using existing trees and recycled timber for the main posts; the main feature would be a sunken ship with a zip wire. Another feature would be a skull slide, also the pavilion would sell refreshments called the Galley. He anticipated the start date to be 16 March 2009 and the completion of the project would be 19 June 2009. The Youth Council's views were discussed on the matter, Emily Mangles asked about the publicity for the opening of this project, documentation would soon be distributed. Rob also explained that there would be a soft opening in June followed by the main opening in July. He had also agreed to discuss with the company how the Youth Council could be involved in the construction process.

RESOLVED

- (1) that the matter be noted;
- (2) that Rob Parr be thanked for his presentation; and
- (3) that Rob Parr will attend the next meeting to give an update on the outcome of the tendering process and how the Youth Council could become involved in its construction.

(4) Youth Council Website

Further to the last meeting, Alan has got in touch with the British Youth Council it was discussed regarding an email forwarding solution could be used.

In addition, Emily Mangles has kindly undertaken some research into the subject unfortunately she has received no response as yet. Emily has emailed Robby from South Petherton Youth Council and he had said he would like to attend our next meeting to outline how they manage their meeting to outline how they manage their website and email address.

RESOLVED

- (1) that the matter be noted;

(2) that Alan Tawse to research into email forwarding and the use of a forum and practicalities with this and bring the response back to the next meeting, to then be looked at by the Youth Council; and

(3) that Emily Mangles to contact Robby from South Petherton Youth Council to accept his kind invitation and to advise on date of the next meeting.

(5) Team Building Exercise

Zara updated the Youth Council on the team building exercise, which has been arranged for Friday February 27 – Sunday 1 March 2009. Zara read through the itinerary and advised that a kit list and a behaviour form had to be taken away and returned. Only four had replied to attending at the present but it was agreed that other members be chased for a response, as consent, medical form and money had to be sent back in the Stamped Addressed Envelope provided.

Jack raised the question what training sessions would be involved throughout the Exercise, Zara clarified the sessions in detail, she also explained that they would be looking at representation, firming up on job roles within the Youth Council, and they would be returning from the Exercise with an Action Plan to be accountable to.

During the ensuing discussion, reference was made to the need for members of the Youth Council to participate in presentations about the Youth Council at educational establishments, wherever practicable.

RESOLVED

(1) that the matter be noted; and

(2) that arrangements be made for those who had not yet returned their paperwork to do so as soon as possible.

(6) Elections

Alan explained that he had completed Westfield Elections, and had sent out a letter to Bucklers Mead Community School on the 13 January 2009 but as yet there was no response. Alan has spoken to Paul Hickman from Yeovil College trying to build representation from the College.

Zara said that she would use training maybe next time offered by the British Youth Council, and has written to them.

RESOLVED

that the matters be noted.

(7) Any Other Business

Zara explained that the laptop is required to be brought to every Youth Council

Meeting and has to also be brought on the Residential.

Reference was made to the recent decisions of South Somerset District Council regarding the Sports Zone.

RESOLVED

that the matters be noted.

(8) Date of Next Meeting

RESOLVED

that the next meeting of the Youth Council take place at 7.00pm on Monday 23 February 2009.

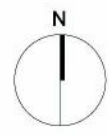
Chairman



notes

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- KEY**
-  Natural Stone
 -  Bark Mulch
 -  Play Sand
 -  Concrete
 -  Timber
 -  Grass
 -  Existing Play Equipment
 -  Hard Paving

27 November 08	FOR TENDER	-
29 October 08	FOR COMMENT	-
date	issue for	revisions

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project
 YEOVIL FLAGSHIP
 PLAYSAPCE

drawing title
 PHASE 1

scale	1:200@A1
drawn	WD
checked	PH
date	Sept 08

project number	drawing no	rev
4976	MP-001	X

YEOVIL TOWN COUNCIL

NOTES of a meeting of the **YEOVIL TOWN CENTRE CONSULTATIVE PANEL** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Wednesday 28 January 2009**

(6.00pm – 7.10pm)

Present:

Tony Fife (Chairman)
J V Chainey – South Somerset District Council
Ian Martin – Yeovil Town Council
Pat Martin – South Somerset District Council
Tom Parsley – South Somerset District Council
Wes Read – Yeovil Town Council
David Recardo – Yeovil Town Council
Alan Smith – South Somerset District Council
Geoff Cave – Retailers and Retail Group
Desmond Lucas – Retailers and Retail Group
Tony White - Retailers and Retail Group
Penny Mitchell – South Street Centre
Sallie Leveridge – South Somerset Disability Forum
Joe Conway – Labour Party
Fred Monson – Conservative Party
Reverend Ed Bangay – St John's Yeovil Church Ecumenical Team

Also Present:

Alan Tawse – Town Clerk
Ian Budd – Town Centre Manager
Martin Woods – Area Development Manager (South) SSDC

1. NOTES OF PREVIOUS MEETING

The notes of the previous meeting held on 19 November 2008, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Clive Davis, Harry Gibson, Nikki Leggett and Derek Pope.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. YEOVIL VISION

Martin Woods gave an update on the latest developments regarding the implementation of the Yeovil Vision initiative, and the delivery of regeneration works in the Town Centre.

He drew attention to the public exhibition of the planned Reckleford Highway improvement works, which had taken place on Saturday 6 December at the Methodist Church Hall and indicated that approximately 200 people had attended the event.

The exhibition had included landscaping proposals, and a clear favourite had emerged from the exercise – which would include the planting of a large specimen tree on land forming part of the Sherborne Road Approach - as part of the public realm works.

Martin confirmed work on the carriageway was scheduled to commence in April 2009 and, giving the nature of the works, it was anticipated that the level of disruption to the flow of traffic would be kept to a minimum.

Turning to transport matters generally, Martin indicated that the County Council had indicated their intention to carry out a review of the Yeovil Transport Strategy – which would take into consideration the increases in housing identified in the emerging Regional Spatial Strategy. He added that the review would provide a useful opportunity for all types of transport links to be investigated and considered – including potential cycling and walking improvements. The Panel was informed that the outcome of the Strategy Review would assist with bids for funding towards transport improvements from Central Government.

Turning to Foundry House, Martin indicated that ongoing discussions were taking place with the developers concerning the content of the proposed scheme – in light of changing marketing conditions.

With regards to the Sport Zone, it was indicated that the District Council had recently approved the illustrative facility mix recommended by the Sports Zone Project Board, but had decided not to progress with the submission of a capital bid to proceed with an outline planning application for the Sports Zone at the Yeovil Recreation Centre. Other options were now under consideration.

Martin indicated that the Princes Street Enhancements Project was proceeding and alternative ways of financing the next stage of the proposals were being investigated – including the possibility of funding from Yeovil College and Yeovil District Hospital given the planned improvements of access to both facilities.

During the ensuing discussion, the Panel expressed their support for the efforts being made to deliver the Yeovil Vision, and the implementation of regeneration works in the Town Centre.

IT WAS AGREED that the matters be noted.

5. TOWN CENTRE MANAGER'S REPORT

Ian Budd reported on a number of recent and planned project and initiatives, with which he was involved:

- Funding of Town Centre Partnership
- Streetscene improvements
- Highway repairs – reporting and monitoring
- BID's seminar (26 November 2008)
- Community Safety
- Street Pastors Scheme
- Key performance indicators
- Annual business survey
- Future continental market

During the ensuing discussion, reference was made to problems with the small pavements in the Borough next to the bus shelters which appeared to have been loosened by passing traffic. In response, the Town Centre Manager indicated that he would investigate the matter.

Reference was also made to the importance of ensuring that the present economic climate was kept in perspective and that the success of local businesses in Yeovil was regularly highlighted by way of business supplements in local newspapers. Reference was also made to the importance of ensuring that good customer service was delivered and that this too was widely publicised.

The Town Centre Manager acknowledged the benefits of this suggested proactive approach and undertook to investigate alternative ways of how this could be achieved.

IT WAS AGREED that the matters be noted.

6. **ANY OTHER BUSINESS**

Town Centre Information Boards

In response to a query, the Town Centre Manager indicated that the new information boards would be installed in the near future.

Town Centre Policing

In response to a query, the Chairman indicated that the Police would be attending the March meeting of the District Council to discuss Policing levels in Yeovil Town Centre.

Town Centre Waste Collection

In response to a query, the Town Centre Manager undertook to chase up the installation of a replacement litter bin in Lower Middle Street with Streetscene Services (SSDC) and also would investigate the reasons for waste collection times being brought forward – in view of the problems that this was causing retailers who were now having to place sacks of waste outside their premises overnight – ready for collection early the next day.

Town Centre Public Toilets

Alan Tawse gave an update on the works that had recently commenced to build a new set of public toilets in the car park in Peters Street. He added that the toilets would be fully accessible, would incorporate a number of eco-friendly design features and were expected to be open in June 2009.

Installation of High Voltage Cable

Alan Tawse gave details of planned works involving the installation of a high voltage electricity cable – which were due to be carried out by contractors over the coming months on behalf of Scottish and Southern Energy Plc.

He indicated that the works (copy details attached) would be widely publicised and had been planned to cause minimal disruption.

IT WAS AGREED the matter be noted.

7. DATE OF NEXT MEETING

IT WAS NOTED that the next meeting of the Panel would take place at 6.00pm on Wednesday 18 March 2009.

Chairman

10/02/09
AT/KD

West Hendford to Yeovil Triple Circuit 33kV HMC Plant Services Ltd Indicative Programme

