



Yeovil Town Council

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

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The Meeting... **Grounds and General Maintenance Committee**

The Time... **7.00pm**

The Date... **Monday 12 May 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



Alan Tawse

Alan Tawse
Town Clerk

06 May 2008

Please contact Sally Bing at the Town House for more information about this meeting

Grounds and General Maintenance Committee

To: All Members of the Grounds and General
Maintenance Committee

J Vincent Chainey (Vice Chairman)

Philip Chandler (Chairman)

Pete Goodman

John Grana

Dave Greene

Simon Hester

Ruth Kendall

Tony Lock (Ex-officio)

Wes Read (Ex-officio)

David Recardo

Alan Smith

Vacancy (co-opted non-voting)

A G E N D A

PUBLIC COMMENT (15 Minutes)

1. **MINUTES**

To approve as a correct record the Minutes of the meeting held on 3 March 2008.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **PLAY AND YOUTH FACILITIES UPDATE**

The Play and Youth Facilities Officer will provide a verbal update on maintenance and improvements of sites managed by the Town Council.

6. **REGENERATION OF YEW TREE PARK PLAY AREA**

To consider a report of the Play and Youth Facilities Officer (attached at pages 3 and 4).

7. **ALLOTMENTS MAINTENANCE**

To consider the report and table by the Street Scene Services Co-ordinator (attached at pages 5 and 6) on the maintenance of sites managed by the Town Council.

8. **ALLOTMENT EQUIPMENT**

To consider the report by the Assistant Town Clerk (attached at page 7).

9. **FEEDBACK ON MEMBERS' TOURS OF ALLOTMENT SITES AND OPEN SPACES**

Following the tour of open spaces: an opportunity to raise any questions/issues for consideration at a future meeting of the Committee.

10. **ALLOTMENT TENANTS WORKING GROUP**

To consider the outcome of the Allotment Tenants Working Group held on 11 February 2008 (copies of the Minutes have been previously circulated).

11. **WATER REFURBISHMENT**

To consider the report of the Assistant Town Clerk (attached at page 8).

12. **FINANCIAL STATEMENT FOR FEBRUARY AND MARCH 2008**

To receive the Financial Statement for the period 1 February to 31 March 2008. See attached Financial Statement at pages 9 to 16.

REGENERATION OF YEW TREE PARK PLAY AREA

Purpose of the Report

To update Yeovil Town Council, Grounds and General Committee on the progress being made to regenerate the Yew Tree Park Play Area.

Recommendation(s)

It is recommended that:

1. Members note this report and the progress being made in relation to the Regeneration of Yew Tree Park Play Area project.
2. Consider and comment upon the draft design brief to be circulated ahead of the meeting.

Background

As part of the programme of play area improvements outlined at Policy, Resources and Finance Committee on 28th November 2006, Yew Tree Park Play Area is due to be improved during 2008/9.

At Grounds and General Committee on Monday 5th March 2007 committee agreed for a steering group to be set up by Steve Barnes that included representatives from South Somerset District Council, Yeovil Town Council and local members of the community. The committee also resolved to agree the outline project plan included in the committee report.

The aim of the steering group was to consult with local residents and progress towards the regeneration of the play area.

In line with the project plan funding bids were submitted during 2007 and in March 2008 SSDC Full Council Resolved to allocate £80,000 to match fund Yeovil Town Council's development of the Yew Tree Park Play Area.

On April 1st 2008 Yeovil Town Council's Full Committee resolved to allocate £80,000 to match fund SSDC and achieve the estimated £160,000 budget.

Report

With funding for this project now in place and the majority of the consultation completed, the Steering Group agreed on the 3rd April 2008 to develop the design brief for the project in line with the project plan.

A draft design brief is currently being refined and will be discussed at the next Steering Group meeting on the 8th May 2008. Feedback from this meeting will therefore be provided to the Grounds and General Committee on the 12th May 2008. To ensure committee members are presented with the most up to date information, the draft design brief will be circulated to committee members after the Steering Group has met on the 8th May when any amendments have been made.

Financial Implications

Yeovil Town Council has allocated £80,000 to the refurbishment of Yew Tree Park Play Area.

South Somerset District Council has allocated £80,000 also to the refurbishment of Yew Tree Park Play Area.

Total secured budget for the project is £160,000.

The steering group is still applying to other possible funders if we are successful with other applications I will inform all interested parties.

Yeovil Town Council and South Somerset District Council continue to work in partnership to move this project forward.

Other Implications

None

Background Papers

Yeovil Town Council Grounds and General Maintenance Committee -

5th March 2007

30th May 2007

9th July 2007

South Somerset District Council - Area South -

4th April 2007

:

stephen.barnes@southsomerset.gov.uk or (01935) 462408

ALLOTMENTS MAINTENANCE

We completed 7 cuts in total this season, 6 in 2007 and a further cut this year which has helped to keep the sites generally in good condition. We also completed regular weed spraying on the hard surfaces keeping them weed free. Working relationships have improved this year as we have used the same staff throughout the year resulting in closer communications between ourselves, the Town Council and tenants.

(Rich Davy, Street Scene Services Co-ordinator)
Tel: 01935 462462

Yeovil Town Council Allotment Work

NOTE hourly rate approved by Steve Fox budget of £6700 confirmed 16.10.07 by Alan Tawse

Routine Allotment Work

Grasscutting		April		May		June		July		August		September		October		November		December		January		February		March			
Location	rate	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Total Hrs	Total Value		
St Georges	14.37	6.00	£86.22	5.50	£79.04		£0.00	8.00	£114.96	6	£86.22	4	£57.48	4.5	£64.67		£0.00		£0.00		£0.00		£0.00	6.50	£93.41	47.00	£581.99
Newtown	14.37	6.00	£86.22	5.50	£79.04		£0.00	8.00	£114.96	5	£71.85	5.5	£79.04	5.5	£79.04		£0.00		£0.00		£0.00		£0.00	6.50	£93.41	48.50	£603.54
Lizy Flats	14.37	5.00	£71.85	5.00	£71.85		£0.00	6.00	£86.22	5.5	£79.04	5	£71.85	5	£71.85		£0.00		£0.00		£0.00		£0.00	5.50	£79.04	42.50	£531.69
Sunningdale	14.37	11.50	£165.26	11.00	£158.07		£0.00	14.00	£201.18	12	£172.44	10	£143.70	11	£158.07		£0.00		£0.00		£0.00		£0.00	11.00	£158.07	91.50	£1,156.79
Hillcrest	14.37	1.00	£14.37	1.00	£14.37		£0.00	1.00	£14.37	1	£14.37	1	£14.37	1	£14.37		£0.00		£0.00		£0.00		£0.00	1.00	£14.37	8.00	£100.59
Rustywell	14.37	2.25	£32.33	2.00	£28.74		£0.00	2.00	£28.74	2	£28.74	2	£28.74	2	£28.74		£0.00		£0.00		£0.00		£0.00	2.00	£28.74	16.25	£204.77
Turners Barn	14.37	4.25	£61.07	4.00	£57.48		£0.00	4.50	£64.67	4	£57.48	6	£86.22	5	£71.85		£0.00		£0.00		£0.00		£0.00	4.00	£57.48	35.75	£456.25
Larkhill	14.37	2.00	£28.74	2.00	£28.74		£0.00	2.00	£28.74	2	£28.74	3	£43.11	2	£28.74		£0.00		£0.00		£0.00		£0.00	2.00	£28.74	17.00	£215.55
Milford Dip (plot15)	14.37	0.00	£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00	0.00	£0.00
Monksdale	14.37	1.50	£21.56	1.50	£21.56		£0.00	2.00	£28.74	1.5	£21.56	1.5	£21.56	1.5	£21.56		£0.00		£0.00		£0.00		£0.00	1.50	£21.56	12.50	£158.07
Totals		39.50	£567.62	37.50	£538.88	0.00	£0.00	47.50	£682.58	39.00	£560.43	38.00	£546.06	37.5	£538.88	0.00	£0.00	0	£0.00	0	£0.00	0	£0.00	40.00	£574.80	319.00	£4,009.23
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Additional Allotment Work

		April		May		June		July		August		September		October		November		December		January		February		March			
Location	Rate	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Total Hrs	Total Value		
Newtown	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.00	£14.37		£0.00		£0.00		£0.00		£0.00		£0.00	1.00	£14.37
Milford Dip	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	3.00	£43.11		£0.00		£0.00		£0.00		£0.00		£0.00	3.00	£43.11
Sunningdale	14.37		£0.00	1.50	£21.56		£0.00		£0.00	1.00	£14.37		£0.00	2.00	£28.74		£0.00		£0.00		£0.00		£0.00	0.50	£7.19	5.50	£71.85
Hillcrest	14.37		£0.00		£0.00		£0.00	0.50	£7.19	0.50	£7.19		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.00	£14.37
St Georges	14.37		£0.00		£0.00		£0.00	0.50	£7.19	0.50	£7.19		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.00	£14.37
larkhill	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56
Monksdale	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Rustywell	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Turners Barn	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56
Goar Kapp	14.37		£0.00		£0.00		£0.00		£0.00	0.50	£7.19		£0.00	1.00	£14.37		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56
Lizy Flats	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.00	£0.00
Totals		0.00	£0.00	1.50	£21.56	0.00	£0.00	1.00	£14.37	2.50	£35.93	0.00	£0.00	10.00	£143.70	0.00	£0.00	0.00	£0.00	0.00	£0.00	0.00	£0.00	0.50	£7.19	15.50	222.74
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Allotment Rotavation

		April		May		June		July		August		September		October		November		December		January		February		March			
Location	Rate	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Hrs	Value	Total Hrs	Total Value		
Milford Dip	14.37		£0.00		£0.00		£0.00	1.00	£14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.0	14.4
Sunningdale	14.37	5.50	£79.04		£0.00		£0.00	2.00	£28.74	1.50	£21.56		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.50	£21.56	10.5	150.9
Newtown	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.0	0.0
St Georges	14.37	0.5	£7.19		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.5	7.2
Monksdale	14.37	1.5	£21.56		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.5	21.6
Goar Knapp	14.37		£0.00		£0.00		£0.00	1.00	£14.37	2.5	£35.93	2	£28.74		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	5.5	79.0
Hillcrest	14.37		£0.00		£0.00		£0.00		£0.00	1	£14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	1.0	14.4
Lizy Flats	14.37		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00		£0.00	0.0	0.0
Totals		7.50	£107.78	0.00	£0.00	0.00	£0.00	4.00	£57.48	5.00	£71.85	2.00	£28.74	0.00	£0.00	0.00	£0.00	0.00	£0.00	0.00	£0.00	0.00	£0.00	1.50	£21.56	£20.00	£287.40
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ALLOTMENT EQUIPMENT

A report was considered at the last meeting if the Grounds and General Maintenance Committee regarding proposed arrangements for equipment for allotment tenants.

Following consideration of the report, the Committee agreed the following:

“The Committee was supportive of giving allotment tenants the option to hire equipment from local hire companies to ensure fair distribution of resources and ease problems in transporting the relevant equipment to the allotment sites. It was felt however that the existing equipment could be kept in storage and the hiring initiative be trialled for one season. It was also noted that the comments of the Allotment Tenants Working Group were awaited and the Committee felt that these would be instrumental in making the correct decision with regard to allotment equipment.

RESOLVED

- (1) *that the matters be noted;*
- (2) *that the initiative to allow allotment tenants to hire equipment directly from reputable tool and equipment hire suppliers in the Yeovil area be supported; and*
- (3) *that a final decision regarding the hiring initiative be made at the May meeting of the Grounds and General Maintenance Committee – anticipating that the comments of the Allotment Tenants Working Group would be received by that time.”*

Comments from the Allotment Tenants Working Group are awaited and will be available at the meeting.

The Committee is **RECOMMENDED** to consider the proposed new initiative with regard to allotment equipment in light of the views expressed by the Allotment Tenants Working Group.

(Sally Bing, Assistant Town Clerk – 01935 382424)

WATER REFURBISHMENT

As part of a rolling programme the refurbishment of the water supply at St George's Allotment site was completed in time for the water to be turned on in the middle of April. Three new standpipes have been installed, so water is more easily available for all tenants on the site. All underground pipes on the site have been renewed to ensure the long-term reliability of the system.

(Sally Bing, Assistant Town Clerk – 01935 382424)