



Yeovil Town Council

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The Meeting... **Buildings and Civic Matters Committee**

The Time... **7.00pm**

The Date... **Tuesday 17 November 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

10 November 2009

Buildings and Civic Matters Committee

Please contact Sarah Hunt at the Town House for more information about this meeting

To: All Members of the Buildings and Civic Matters
Committee

J Vincent Chainey

Philip Chandler (Ex-officio)

John Cruddas

Clive Davis

Bridget Dollard (Chairman)

Tony Fife

Dave Gooding

Pete Goodman

Peter Gubbins

John Hann

Steve Hawker (Vice-Chairman)

Andrew Kendall

Tony Lock

Wes Read (Ex-officio)

AGENDA

PUBLIC COMMENT (15 minutes)

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 22 September 2009.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **SPORTS DEVELOPMENT UPDATE**

To consider the report of the Senior Sports Development Officer, SSDC attached at pages 3 to 15.

6. **BUS SHELTER UPDATE**

To consider the Minutes of the Bus Shelter Sub-Committee dated 8 October 2009 at pages 17 to 19 and to consider an update report from the Assistant Town Clerk at page 16.

7. **REQUEST FOR A PEDESTRIAN FACILITY AT FOREST HILL**

To consider a report of the Town Clerk attached at pages 20 to 22 .

8. **HUISH AND PARK FOOTBRIDGE RESURFACING**

To consider a report of the Assistant Town Clerk attached at pages 23 to 24.

9. **LOADING/UNLOADING PROHIBITION IN SOUTH STREET**

To consider a report by the Assistant Town Clerk attached at page 25.

10. **MONMOUTH HALL CHARGES**

To consider a report of the Assistant Town Clerk attached at page 26.

11. **COMMITTEE REVENUE ESTIMATES - 2010/11**

To consider the report of the Town Clerk attached at pages 27 to 28.

12. **NOTES ON BUDGET ESTIMATES**

To consider the report of the Town Clerk attached at pages 29 to 31.

13. **FINANCIAL STATEMENT FOR PERIOD ENDING 30 SEPTEMBER 2009**

To consider the Financial Statement for the period 1 August to 3 September 2009 attached at pages 32 to 38.

PUBLIC COMMENT (15 minutes)

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10/11/09

5. **SPORTS DEVELOPMENT UPDATE IN YEOVIL AREA**

Assistant Director: Steve Joel - (Health and Well-Being)
Lead Officer: Jake Hannis, Senior Sports Development Officer
Contact Details: jakehannis@southsomerset.gov.uk or (01935) 462544

Purpose of Report

To update members on sport, leisure & recreation developments in the Yeovil area between October 2008 & October 2009.

Recommendations

It is recommended that members note the achievements of officers responsible for sports development in Area South and continue to allocate £2,000 in the financial year 2010/2011 to support the future sports/physical activity development work undertaken in the Yeovil area.

Report

The following is a summary of key achievements in the field of Sports Development and also Community Activity and Lifestyles and Facility Development in the last 12 months for the Yeovil Area. A number of officers have contributed to these achievements.

Sport Development Team

Sport Specific Development Groups

Following the implementation of the Strategy of Sport and Active Leisure in South Somerset 2006-2012 and our plans to establish district wide Sport Specific Development Groups with development plans in 12 sports by April 2008. The following details the progress made in each sport so far between October 2008 and October 2009:

Football

Encouraging Good Behaviour through Sport

Following on from the successful Street Soccer programme delivered in 2007 & 2008, the Sports Development team in conjunction with officers from the Mendip and South Somerset Community Safety Partnership have established a steering group to provide a strategic direction for football related projects that are tackling anti social behaviour hotspots across the district.

The other representatives on the steering group include; Yeovil Town Community Sports Trust, Avon and Somerset Constabulary, Royal Navy, Yarlinton Homes, Knightstone Housing and representatives from the community groups in the 7 locations the project is currently being delivered.

The project provides free, high quality football coaching from Yeovil Town FC coaches to young people for one hour per week in areas that have been identified as

'hot spot' areas for Anti Social Behaviour. Within **Yeovil**, the project is currently being delivered in **Milford, Southville and Westfield**, where **16, 16 and 21** young people attend the respective schemes. The current block of 12 weeks of coaching started in September 2009 and will be complete in December 2009. This is being funded by £10,000 secured by the Sports Development team through the South Somerset Community Sport and Physically Network in August 2009.

Other members of the steering group continue to source funding to continue and expand locations. Yarlinton Homes have recently provided £10,000 towards the costs of delivering the project and the Mendip and South Somerset Community Safety Partnership has been awarded £11,100 towards the project.

The steering group will be meeting on a monthly basis and will be analysing anti social behaviour statistics on a monthly basis in each area to measure the success of the scheme. The group are also looking for a creative name for the project to brand all locations under the same scheme.

Bucklers Mead School - 3G Pitch and South Somerset Football Development Officer

Bucklers Mead Community School officially opened its 3rd generation floodlit football pitch in October 2009 following £395,123 from the Football Foundation. The Football Foundation is the country's largest sports charity, funded with £40m from the Premier League and Government, £79,023 of the grant awarded to Bucklers Mead by the Foundation will pay for a full time Football Development Officer.

SSDC Sports Development will be working with the Sion Kitson, the new development officer to implement the delivery of football activity and community access to the new pitch. The post will also support Charter Standard clubs in the Yeovil and the South Somerset area to ensure their development needs are fully supported.

Tennis

South Somerset Tennis Development Group – Schools Tennis Programme

The South Somerset Tennis Development Group secured £4,872 in March 2009 from Awards for All to deliver a schools tennis coaching programme for 7 and 8 years in primary schools across the district. The programme included introductory sessions with local professional tennis coaches to give young players the chance to demonstrate their skills and commitment and also a five-week coaching programme for those selected. 1,000 young people from 38 primary schools took part.

The Sports Development team set up the group in 2006 and with representatives, coaches and volunteer members from nine tennis clubs across the district, the Lawn Tennis Association and the South East Somerset School Sports Partnership.

Yeovil Tennis Club was one of nine clubs from across the district to take part in the schools programme. 59 young people from 5 primary schools in the Yeovil area received coaching (St Gilda's, Holy Trinity, Huish, Preston and East Coker). 31 were male and 28 were female. 36 young people also attended the cluster competition, which was organised at Yeovil Tennis Club.

South Somerset Mini Tennis Series

Now in its third year, the South Somerset Mini Tennis Series continues to provide winter and summer junior inter club competitions. This programme continues to provide competitive opportunities for junior tennis players across the district. 57 juniors took part in the Mini Tennis Winter Series 2008/09 and 44 junior players took part in the Summer Series, which takes place from April to August 2009. This is compared to 57 juniors in the Winter Series 2007/08 and 67 in the Summer Series 2008.

Yeovil Tennis Club are one of six clubs across South Somerset who continues to take part in the Mini Tennis Series. Giving junior tennis players the opportunity to compete in Mini Tennis Red, Orange, Green and Yellow tournaments across South Somerset, organised by the Mini Tennis co-ordinator employed by SSDC and the Lawn Tennis Association. Yeovil Tennis Club has hosted 3 out of the 12 events in the Winter 2008/09 and 3 out of the 13 events in the Summer Series 2009.

Swimming

Yeovil and District Swimming Club

Alex Pinniger, Head Swimming Coach at **Yeovil & District Swimming Club** who is funded by South Somerset District Council, Somerset Activity and Sports Partnership and Yeovil Swimming Club is in his fourth year as a full time coach and continues to build on the success each year. Discussions are currently ongoing with all partners to extend the post for a further two years from April 2010.

Some of the clubs achievements between October 2008 and October 2009:

- 2 x gold; 1 x silver & 1 bronze medal at the Amateur Swimming Association (ASA) South –West Regional Open Water Championships.
- 64 medals at the Somerset County Championships in March 2009, 13 more than 2008 (21 gold; 16 silver and 27 bronze).
- 4 x gold; 3 x silver & 7 bronze medals at the ASA South-West Regional Age-Group Championships. 17 swimmers qualified in June 2009, compared to 15 swimmers in 2008.

The most impressive achievement for the club in 2009 was 2 swimmers qualifying for the ASA National Age Group Championships in Sheffield in July 2009. Daniel Liu (Aged 13) and Bronwyn Clifford (Aged 14) both qualified for the National Championships This was an outstanding achievement for Daniel, Bronwyn and the club.

Daniel won 1 x silver and 2 x bronze medals and also 3rd top boy and as a result has been selected for the ASA England Talent Programme. Again this is outstanding achievement by Daniel, Alex and the club.

South Somerset Swimming Development Camps

The second South Somerset Swimming Development Camp was organised at CRESTA Leisure Centre in on 29th December 2008 to improve the competitive performance of young swimmers across the district. The swimmers aged between 8

and 12 benefited from 2 swimming sessions on the day including individual medley swimming skills and race finishing techniques. They also took part in 2 gym sessions and a practical lecture on nutrition. 65 swimmers attended the camp from the 3 swimming clubs across South Somerset. These were Chard & District, Ilminster and Yeovil & District. **23 swimmers from Yeovil and District Swimming Club** attended the day.

Two more Swimming Development Camps were held during the recent October half-term break, in conjunction with the Swimming Community Coach in Mendip. 60 young swimmers aged between 8 and 12 attended the Skill Development Day at Millfield School's 50-metre swimming pool. 18 of these swimmers were from Yeovil & District Swimming Club. 49 swimmers aged 11 and over attended the Competitive Development Day also at Millfield. 26 of these were from Yeovil & District Swimming Club. The three national swimmers from South Somerset, Daniel Liu, Bronwyn Clifford (both Yeovil) and Daniel Walker (Chard) also attended both days to demonstrate, inspire and help the swimmers.

Bowls

The second South Somerset Bowls Open Day was held in May 2009, attended by over 90 people across the district. Nine clubs were provided with promotion materials for the event, which was co-ordinated by the Sports Development team, as they held coaching and taster sessions on the same day. Yeovil Bowls Club and Westland Bowls Club took part in the day, attracting approximately 25 new members between them.

Athletics

The Sports Development team at SSDC continue to fund £6k towards a part time Community Athletics Coach in partnership with Somerset Activity and Sports Partnership, England Athletics (SW) and Yeovil Olympiads Athletics Club based at Yeovil Athletics Arena. Stuart Richards commenced work in September 2008 and continues to co-ordinate the South Somerset athletics programme.

The following are some of the achievements between September 2008 and October 2009:

- 20 newly qualified Level 1 and Level 2 athletics coaches since September 2008 in order to develop the coach infrastructure at Yeovil Olympiads AC (YOAC).
- Westfield School Bleep Test Challenge in November 2008 to talent ID potential athletes for area schools. 75 athletes tested during session.
- Children in Athletics Course run in May 2009, with 5 young athletes from YOAC attending. This course is an introduction to support those young volunteers who would like to develop their coaching.
- Organised a Sports Hall Athletics Grand Prix for Yeovil cluster primary schools in March 2009, with 7 schools taking part and 84 children participating.

- Yeovil Athletics After Schools Club has been established, with Westfield and Bucklers Mead students attending on Tuesday's.
- Established 12-14 years old session introduced in May 2009 as part of the continued LTAD pathway. 15 participants currently attending, with the aim to provide a bridging programme between junior athletics and YOAC.
- Monday Night Junior Athletics session now all-year round and in 8-week blocks of coaching. Over 50 young people aged 8-11 now attend programme on a regular basis, this started with 25 in September 2008.

The Sports Development team at SSDC has also supported the Somerset Activity and Sports Partnership, Yeovil Olympiads and other organisations on a successful funding application to England Athletics to develop a Somerset Athletics Network. The network will include all four track and field/junior clubs including Mendip AC, Taunton AC, **Yeovil Olympiads**, & Wells City Harriers. The Somerset Athletics Network has received £40k over 3 years to grow and sustain participation levels in athletics and improve levels of performance. The network has recently agreed to fund 1 extra day of the South Somerset Community Athletics Coach – Stuart Richards.

Rugby Union

The Sports Development team has continued to support the South Somerset and Mendip Community Rugby Partnership to lead the development of Rugby Union within South Somerset and Mendip. Somerset RFU continues to employ a full-time community rugby coach who has been part-funded by 7 clubs in South Somerset and Mendip. The RFU has now integrated the South Somerset and Mendip Community Rugby Coach into its core team of community coaches and will part-fund the coach with Somerset RFU using resources secured from Sport England as part of its Whole Sport Plan funding.

In **Yeovil**, the community rugby coach continues to work with **Ivel Barbarians RFC** on a number of objectives within the rugby delivery plan.

These include some of the following which have been achieved between October 2008 and October 2009:

- Delivered 12 weeks of rugby coaching to Yr 5 & 6 pupils at Birchfield and Milford Junior primary schools.
- Supported a Yeovil Primary Schools Tag Rugby Festival, which took place at Ivel Barbarians RFC.
- Delivered 12 weeks of coaching to Yr 10 & 11 pupils at Preston, Bucklers Mead and Westfield secondary schools.
- Delivered 12 weeks of coaching to Yr 8, 9, 10 & 11 girls at Preston, Bucklers Mead and Westfield to increase the number of female rugby players at Ivel Barbarians RFC.

Cricket

South Somerset Cricket Development Group - Funding

The South Somerset Cricket Development Group, made up of representatives from 9 cricket clubs across the district, South Somerset District Council Sports Development and Somerset County Cricket Board, has been awarded £8,615 from Sport England Small Grants Scheme.

The funding will be used to training for more coaches and groundsmen within clubs as well as a number of projects aimed at increasing participation and ensuring more new people can take part in the sport. **Westlands Cricket Club in Yeovil** will receive just over £1,000 to develop Level 1 and 2 coaches, organise a holiday cricket programme at the club and also pilot Street Cricket at two venues in Yeovil.

Westfield Indoor Cricket for Juniors

We continue to organise the successful Monday night cricket coaching at Westfield School Sports Centre. Our local coach Neil Davies continues to run these sessions, which attract approximately been 20-25 young people aged between 7 and 16 years per week during term time. These sessions provide winter training for young people and help to feed young people into Westlands Cricket Club and other local village cricket teams during the summer.

Support for Clubs

Yeovil Visually Impaired Bowls Club

The Sports Development team were contacted by the club to assist with helping them with expensive green fees and travel costs associated with playing in competitions. Providing officer support we prepared a funding application with the club to Somerset Community Foundation Grassroots Grant Scheme. In February 2009, the club was awarded £3,080 over two years to cover their transport costs.

Orchard Gymnastics Club

We have provided officer support to Orchard Gymnastics Club in re-locating from their previous venue to a new gymnasium in Yeovil so the club could grow its gymnastics programme. SSDC provided support in the planning application process and with legal advice and business rates advice and the club have moved into their new premises in September 2009. We are now working closely with the club and the South East Somerset School Sports Partnership to create a schools gymnastics programme within the Yeovil, which will be delivered in 2010.

Wessex Wizards Triathlon Club

We have supported Wessex Wizards Triathlon Club with a project to obtain funding for Level 1, 2 and 3 coaching courses, equipment and also coaching fees. With SSDC officer support the club received £5,520 from Awards for All in February 2009. The club now has three new qualified Level 1 coaches. The club has only been in existence two years, but already has a membership of 100 members. Last year 4 members of the club took part in the 70.3 Ironman World Championships.

Yeovil Jets Basketball Club

We have continued to provide dedicated officer time to Yeovil Jets Basketball Club in developing the clubs aspirations. The club celebrated a triple success in July 2009,

when it was awarded Clubmark quality accreditation (a national programme to recognise safe and accessible sports clubs), secured two new sponsors in the Quedam Shopping Centre and Aztec Media, and supported by SSDC secured £1,154 from Somerset Community Foundation for funding towards coaching, table official courses and equipment. With SSDC officer support, the club has also secured £1,075 from Sport England's Sportsmatch scheme, which looks to match business sponsorship; this funding will be used to run four club promotional sessions in the Quedam Shopping Centre and free introductory sessions for new members of their launch night. The club now regularly has over 60 junior players training.

Yeovil Olympiads Athletics Club

In addition to the continued financial support for the South Somerset Community Athletics Coach mentioned in the Sports Specific Development section, we have continued to support and promote athletic training for young people at Yeovil Athletics track in conjunction with club. An all year-round athletics programme has been created, which includes a new Academy session for 12-14 year olds to bridge the gap between community and club programmes. The Monday Night Junior sessions continue for 8-11 year olds and these now attract over 45 young people every week.

It is also acknowledged that Yeovil Town Council provided the club with £800 to help support the annual promotion of the Yeovil Games in July 2009.

Finally it is also acknowledged that Yeovil Town Council funded Wessex Higashi Karate Kai Club with £1,500 to purchase competition mats and general expenses.

Club Development

South Somerset Sport Awards 2008

The second South Somerset Sport Awards took place on the Thursday 6th November 2008 at Westland Conference and Leisure Complex to recognise and reward the contribution made by coaches, volunteers and performers across the district. AugustaWestland supported this prestigious event and our guest for the evening was Stephen Parry, the Olympic Bronze Medal winner in the 200m butterfly at the 2004 Athens Olympics. Over 160 people attended the evening and 73 nominations were received in 9 award categories. An award for Lifetime Services to Sport was introduced this year to recognise individuals who have made a significant contribution to sport over a number of years. 47 nominations were received from the Yeovil area, a 44% increase on the 2007 nominations. 98% of the attendees rated the Sport Awards as either Excellent or Good. The winners of awards and those highly commended from Yeovil were:

Winners:

- Coach of the Year – Rob Rooks (Sutton Bingham Canoe Club)
- Junior Club of the Year – (Gryphon West Gymnastics Club)
- Senior Club of the Year – (Yeovil Olympiads Athletics Club)
- Senior Performer of the Year – Sam Weale (Yeovil Olympiads Athletics Club)

Highly Commended:

- Coach of the Year – Nathan Jones (Yeovil Town Ladies FC)
- Rookie Coach of the Year – Michael Gibson (Yeovil Olympiads Athletics Club)
- Junior Performer of the Year – James Bell (Gryphon West Gymnastics Club)

- Senior Performer of the Year – Sarah Robson (Sutton Bingham Canoe Club)

The third South Somerset Sport Awards 2009 will take place on the Thursday 26th November 2008 at the Haynes International Motor Museum Conference Centre, Sparkford. 74 nominations have been received and 150 people are expected. Our special guest this year is Nigel Redman, a former England International Rugby Player, who toured South Africa with the British and Irish Lions in 1997. Nigel is now Elite Coach Development Manager with the Rugby Football Union.

A-Z South Somerset Sport and Leisure Directory 2010/11

We are now in the process of updating our 3rd edition of the A3 foldout South Somerset A-Z Sport & Leisure Directory 2010/11. We are hoping to have over 150 sports clubs in the directory from across the district and it will be a valuable resource to help residents and visitors access the wide range of sport and active leisure opportunities available to them. The directory is designed to help you locate the nearest club in your chosen sport. To date, 21 sports clubs from Area South have submitted forms to be included in this directory and over 2,500 copies of the directory will be distributed in January 2009 when the directory is complete.

South Somerset Community Sport and Physical Activity Network

South Somerset's Community Sport and Physical Activity Network was established in January 2007 by the Sports Development and Community Activity and Lifestyles teams and was the first to be set up in the county. The network brings together key partners for sport and physical activity in the district including South Somerset District Council, Sport England, South East Somerset School Sports Partnership, Yeovil College, Somerset PCT, Somerset Activity and Sports Partnership and Somerset Leisure.

In September 2009 it was announced that a funding application to Sport England by the Senior Sports Development Officer on behalf of the South Somerset Community Sport and Physical Activity Network had been successful. The £42,500 was awarded and the funding will benefit hundreds of sports clubs, players and coaches across South Somerset (including Yeovil), open up further opportunities including 'street sports' sessions and help coaches and volunteers develop their skills and qualifications.

The eight projects included in the funding application are:

1. **Sport Specific Development** – Projects that develop our priority 12 sports across the district.
2. **Give a Club a Go** – Adult participation project which will give non-club members free sports sessions at clubs for 6 weeks, costs incurred by clubs will be covered.
3. **Talent Development Squads** – These district squads will aim to increase the number of junior participants from South Somerset representing their sport at county, regional and national levels.
4. **Coach Development** – A programme to develop the skills and knowledge of coaches across the district and also support coaches who would like to gain new qualifications.
5. **Volunteer Development** – A programme to develop the skills and knowledge of volunteers in sports clubs, and will include first aid, safeguarding and protecting children and marketing.

6. **Sport Awards** – Financial support for the South Somerset Sport Awards 2009.
7. **Street Sports** – A programme of sports activities that engage young people in 'hot sport' areas for anti-social behaviour. This also includes a programme of floodlit football with Yeovil Town FC, which is being delivered in the **Westfield, Southville** and **Milford** areas.
8. **B Active** – The continuation of the B Active scheme, which currently takes place at Goldenstones Pools and Leisure Centre. The B Active scheme refers young people to take part in swimming or gym based programmes.

All these projects will engage with sports clubs, coaches and volunteers from the Yeovil area from September 2009 – March 2011.

South Somerset Coach Education Programme 2008/09 & 2009/10

In 2008/09 four workshops were organised and delivered as part of the South Somerset Coach & Volunteer Education programme. These workshops aim to develop coaching skills, update knowledge and share best practice. This programme looks to create a support structure that provides opportunities for the development of Coaches and Volunteers. The workshops were:

Safeguarding and Protecting Children – November 2008 (11 people attended, 7 from the Yeovil area).

First Aid – January 2009 (11 people attended, 3 from the Yeovil area).

Equity in your Coaching – February 2009 (11 people attended, 6 from the Yeovil area).

Safeguarding and Protecting Children – March 2008 (20 people attended, 8 from the Yeovil area).

Another programme of Coach & Volunteer Education courses in South Somerset has been produced for 2009/10. However this year, we have joined together with Mendip District Council and Somerset Activity and Sports Partnership to produce a joint programme with courses taking place in Yeovil, Shepton Mallett and Taunton in order to save costs. Course subjects include Safeguarding and Protecting Children, Equity in your Coaching and First Aid. These courses have been franchised from both Sports Coach UK and Running Sports (Sport England) who are national providers of coach education courses. In total seven workshops will run between October 2009 and April 2010 across Somerset, three of these will be in Yeovil. The first workshop, Safeguarding and Protecting Children takes place on 4th November 2009 and is now full. Of the 24 candidates, 8 are from the Yeovil area.

Healthy Lifestyles Team (formerly Community Activity and Lifestyles)

The Community Activity and Lifestyles team has widened its remit to take into account that our residents cannot be defined by one health condition or lifestyle behaviour alone, hence the change of name. Often the team are in situations where they can influence other aspects of health (not only physical activity) and it is important that the team now develop an integrated service approach that will not only contribute to strategic priorities but will also ensure benefits to the overall health of our residents.

There are a number of projects that have been developed by the team to promote physical activity and healthy lifestyles in Yeovil between October 2008 and October 2009.

Supporting targeted communities to establish activity teams and programmes

Through the Active Somerset programme, funding and officer support have helped to develop 9 activity courses including Hip Hop Dancing, Introduction to Triathlon, Intensive Pilates, Basketball, Badminton, Body Balance, Come and Play activities, Latin /Ballroom Dancing and a Health Walk. To date, 70 residents have attended sessions on a regular basis.

Active College - In partnership with Yeovil College, the team piloted a Come and Play programme, and a Body Balance class. A total of 36 students attended.

Developing community based Active Health Programmes.

Flexercise (training for volunteers to lead chair-based exercise): In total, through training and support given by the Active Lifestyles team, 71 leaders from the Yeovil area now run chair-based exercise sessions that provide a fun, social way of improving mobility and general fitness. The Active Lifestyles team also continues to offer additional training for leaders (the only district in Somerset to offer such training).

Free Swimming for Over 60's has been offered at 5 Swimming Pools across the district. Since April 2009, in Yeovil at Goldenstones Pools & Leisure Centre so far 4,903 free swims have been accessed and 1,113 residents have signed up to the 2-year project.

Delivering and expanding the ProActive GP Referral Service with health practitioners.

165 residents in the Yeovil area have been referred to specialist physical activity sessions since October 2008. The sessions provide additional support and discounted membership rates for individuals with medical conditions at Goldenstones Pools & Leisure Centre. Continued support is provided to the centres to ensure that the scheme continues to run and update meetings are provided for instructors and centre managers.

Encouraging Active Workplaces.

In order to set a positive example amongst key local organisations, the team have run 3 successful active workplace programmes in the Yeovil area with SSDC staff and in partnership with Yarlington Homes (Yeovil) and Yeovil District Hospital.

- Across the programme, over 500 staff have participated in initiatives.
- Weight-loss challenges have helped staff lose a total of 40 stone
- Pedometer challenges have encouraged staff to walk a total of 4 million steps (approximately 2,000 miles).
- Over 70 staff have attended fitness classes (including Pilates)

- An innovative 1-1 support programme took place at Yeovil District Hospital has already helped 20 staff referred through Occupational Health to become more active. Supported YDH to secure £100k of funding to develop an Active Travel Scheme for staff to pilot.

Facility Development Team

The purpose of this team is to enhance facility provision and management across South Somerset. In Yeovil the team specifically look after Yeovil Recreation Centre and Milford Park (on behalf of Yeovil Town Council). Up until 1st September 2009, the team also looked after St Michael's Hall, although this service has now transferred to the team at Goldenstones in order to provide easier access to this service for our customers. The team also manage football pitch bookings at the Yew Tree Park and Turners Barn Lane sites in Yeovil.

As well as managing facilities, the team also provides specialist advice on facility development and funding to sports clubs and community organisations, recommends appropriate levels of sport, arts and leisure contributions to planning officers to ensure that housing developments are acceptable in planning terms and through consultation and research, seeks to establish the playing pitch and build leisure facility requirements in South Somerset.

The following has been achieved between October 2008 and October 2009:

- Assistance given to East Coker Parish Council in redesigning their existing pavilion to make the most efficient use of space available.
- Assistance given to Wesfield School to support the enhancement of their community sports facilities.
- Assistance given to Fiveways Special School to support the development of a new hydrotherapy pool in Yeovil that is available for community use.
- Officers have secured just over £140,000, in principle, from developments in Area South for improvements to playing pitches and strategic sports and arts facilities.
- A small food kiosk (The Galley) has been opened at Yeovil Recreation Centre, to compliment the new flagship play area
- Work has continued to support and promote the junior athletics programmes at Yeovil Athletics Arena. A programme of activity is now available all year round and in excess of 50 young people regularly attend weekly sessions. Three athletics Startrack athletics schemes were also held this year during the Easter, Summer and October half term school holidays.
- Advertising income was generated from the Athletic Arena for the first time.
- The Pitch and Putt customer satisfaction survey returned 100% customer satisfaction with the facility at the end of last season.

- Annual **Yeovil Sports Grounds User Forum** held in June and well attended. The forum gives residents and recreation ground users the opportunity to discuss facility issues.
- The football changing facilities with Holy Trinity Scout hut have been completely refurbished this year along with the storage facilities at Yeovil Athletics Arena. The Athletics Arena grandstand is due to have it's tiered seating replaced in January 2010.
- **Milford Hall** – the service continues to operate the bookings service for the hall on behalf of Yeovil Town Council until such time as the hall is closed for upgrade and expansion.
- A Level 1 trampoline course was organised at St Michael's Hall and 15 teachers achieved the required standard.

SOME PRIORITIES FOR THE FUTURE

Sports Development

- Deliver the 8 projects within the South Somerset Community Sport and Physical Activity Network Action Plan 2009-2011 funded by Sport England, ensuring Yeovil sports clubs are involved in the deliver of sporting opportunities.
- Work with Community Athletics Coach to develop a 2010 community athletics programme; including a new athletics Fundamentals sessions for 5-7 year olds based at the Yeovil Athletics Arena.
- Work with Westland's Cricket Club to deliver Street Cricket sessions at two Multi Use Games Area's in Yeovil during 2010.
- Develop a schools gymnastics programme for 6 primary schools in the Yeovil area in conjunction with Orchard Gymnastics and South East Somerset School Sports Partnership.

Healthy Lifestyles

- Deliver U16 Free Swimming sessions as part of Government's national programme at Goldenstones Pools and Leisure Centre.
- Contribute towards Health Inequalities project in Yeovil.
- Develop 1-1 and group support programme for families – to be delivered in a school setting and pilot MEND in Yeovil.
- Deliver NHS Health Checks on an outreach basis within the Yeovil area.

Facility Development

- Work with England Hockey to investigate feasibility of new sand Astro Turf Pitch in Yeovil.

- Refurbish the grandstand seating and equipment storage sheds at Yeovil Athletics Arena.
- To increase income from hosting athletics competitions, particularly to schools.
- Replace the carpet within the mini golf at Yeovil Recreation Centre.

Jake Hannis – Senior Sports Development Officer (01935 462544)

Cheryl Lingard – Community Activity and Lifestyles Officer (01935 462348)

Louise Bulmer – Community Activity and Lifestyles Officer (01935 462347)

Lynda Pincombe – Senior Leisure Facilities Officer (01935 462614)

6. **BUS SHELTER UPDATE**

The Bus Shelter Sub-Committee met on Thursday 8 October (copy Minutes attached at pages 17 to 19) to consider and determine the provision of bus shelters at suggested locations in Yeovil.

The Committee prioritised four suitable sites as follows :

1. Kingston (outside Conservative Club) – to replace the shelter which had been knocked down by a bus
2. West Coker Road (Windermere Close)
3. Preston Road (top of Watercombe Lane)
4. Yeovil Hospital (bottom of Roping Road)

Following the meeting, it was established that the former bus shelter at Kingston was damaged beyond repair by a bus and was the subject of an insurance claim. It is understood that the claim has since been settled. However, the provider of the former shelter has apparently decided not to replace it, despite receiving a settlement. Discussions are continuing between the provider concerned and the local bus company, who, with the support of the District Council, are seeking its early replacement.

Having obtained quotes from the bus shelter supplier, we can only afford three bus shelters this year. Due to the ongoing negotiations with regards to Kingston, the three remaining bus shelters will total £8,195. This leaves just over £1,000 in the current bus shelter budget.

The fifth favoured site for a bus shelter was White Mead on the Abbey Manor estate. Sub-Committee members commented that a number of the local residents who would use the bus stop live in the parish of Brympton. I met with Liz James, Brympton Parish Clerk on 4th November and advised her that the Bus Shelter Sub-Committee would be prepared to contribute £1,000 towards the purchase and installation of a bus shelter, subject to Brympton Parish Council funding the balance. I have since written to Liz to confirm the offer and will be contacting SSDC to explore funding options when the outcome of the approach to Brympton Parish Council is known.

Subject to Highways Authority approval, it is anticipated that the bus shelters will be in place early in the new year.

RECOMMENDATION

The Committee is **RECOMMENDED** to note the report.

(Sarah Hunt, Assistant Town Clerk – 01935 382421)

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **BUS SHELTER SUB-COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil, on Thursday 8 October 2009

(2.00 pm – 2.55 pm)

Present:

Alan Smith (Chairman)
J Vincent Chainey
Tony Fife
Ruth Kendall

Also Present:

Sarah Hunt – Assistant Town Clerk

PUBLIC COMMENT

There were no comments from members of the public.

1. **ELECTION OF CHAIRMAN**

It was proposed, seconded and

RESOLVED

that Alan Smith be elected to serve as Chairman of the Committee for the Municipal Year 2009/10.

2. **APPOINTMENT OF VICE-CHAIRMAN**

It was proposed, seconded and

RESOLVED

that J Vincent Chainey be appointed to serve as Vice-Chairman for the Municipal Year 2009/10.

3. **APOLOGIES FOR ABSENCE**

Everyone was present.

4. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

5. **CORRESPONDENCE**

There were no items of correspondence.

6. **TERMS OF REFERENCE**

RESOLVED

that the Terms of Reference as set out in Item 3 of the Agenda be noted and agreed.

7. **SITING BUS SHELTERS IN YEOVIL**

The Assistant Town Clerk's report was considered and the Committee discussed the merits of each proposed bus shelter site outlined in Appendix A of the Agenda, taking into account the frequency of bus services, the number of regular bus passengers as well as other relevant environmental factors. A further verbal submission by First Bus, based on the number of passengers using their services, was also considered as part of the discussion. Conclusions were as follows :

West Coker Road (next to Windermere Close)

This proposal for a shelter was warmly supported by Councillors, who acknowledged that this bus stop was well used by elderly bus passengers.

Forest Hill and Lime Tree Avenue (by the Former Yew Tree Inn)

This circular route 4 was served by First Bus, with services running once per hour. The Committee felt that neither of these sites warranted a bus shelter.

Glenthorne Avenue and Milford Dip

These sites were dismissed because the bus stop in both cases is located on the outbound route. Committee members felt it was important to site a shelter for people waiting to get on the bus rather than for those getting off the bus.

Plantagenet Chase

Councillors could not justify specifying a bus shelter as there was no physical bus stop either end of the Chase; the service was operated by Nippy Bus and was a request route only.

Preston Road (Top of Watercombe Lane)

Councillors acknowledged that this was a well-used bus-stop and served a wide range of bus users in the area. There were few bus shelters along Preston Road. The bus stop had the required yellow line markings and was on a regular, inbound route to the Borough from Asda.

Sparrow Road/Roping Road

Councillors dismissed this request as the bus stop is located on a potentially dangerous and narrow corner at the top of Roping Road.

Whitemead – next to Tewkesbury (Abbey Manor)

Councillors were sympathetic towards this request and were prepared to contribute some money, although it was noted that the bus stop was located right next to Brympton Parish. The Assistant Town Clerk was asked to write to both Brympton Parish and the District Council to ask them for a contribution to the shelter.

Kingston (Outside Yeovil Hospital)

This proposal was put forward by Councillor Fife. The shelter was required to replace an existing bus shelter, which had been knocked down by a bus. Many people would be visiting friends and relatives at the hospital and it was unanimously agreed by the Committee that it was a priority to have a bus shelter at that location.

Outside Yeovil Hospital (Outbound)

This arose as a request from Phil Edmond of First Bus for Route 1 passengers. This bus stop is used by a large number of people visiting Yeovil Hospital. Committee members supported the request because of the number of bus users as well as the location.

RESOLVED

- (1) that the matters be noted; and
- (2) to arrange for the costing and installation of the following bus shelters (subject to approval by the Highways Authority and available funding) :
 - (i) Kingston (replacement bus shelter)
 - (ii) Outside Yeovil District Hospital (Outbound)
 - (iii) West Coker Road (next to Windermere Close)
 - (iv) Preston Road (at the top of Watercombe Lane)
- (3) to waive Standing Orders with regards to contracts in order to enable the shelters to be procured and installed at the various locations via the District Council's preferred supplier.
- (4) that the Assistant Town Clerk write to Brympton Parish Council and South Somerset District Council to seek contributions towards a future siting of a bus shelter at Whitemead.

PUBLIC COMMENT

There were no comments from members of the public.

Chairman

7. FOREST HILL, YEOVIL – REQUEST FOR PUSH BUTTON CROSSING

Last year, the Committee agreed to make representations to the Highway Authority regarding the possible incorporation of a push button crossing into the traffic lights at the bottom of Forest Hill.

It was suggested that the crossing could be phased into the existing lights sequence and would make the pedestrian route to the proposed upgraded play area at Yew Tree Park much safer for children accessing the site from that direction.

During the ensuing discussion it was recognised that Forest Hill had become an extremely busy road as it was the only road between Bunford Hollow and Hendford Hill which connected West Coker Road to Lysander Road. It was recognised that there were a number of shops and amenities in the area and there were plans to upgrade the play area at Yew Tree Park, which would generate additional pedestrian movement. Together with the cycle way along Lysander Road and the requirement to provide safe routes to school, it was agreed that a push button pedestrian crossing at the bottom of Forest Hill was extremely important. The Committee expressed its support for the proposal, and representations were made to the Highway Authority.

The Highway Authority responded by indicating that, given the increased cycle time in terms of the traffic light changing sequence should such a crossing be introduced at the present signalised junction, improvement works would need to be carried out to reconfigure the junction and provide a new staggered crossing facility.

This would enable adequate cycle times to be maintained, but would involve land acquisition and construction works, the estimated costs of which were put at £125,000 to £150,000. The proposal was scored by the Highway Authority using their Local Transport Plan (LTP) scoring process, and it failed to meet their criteria. However, they agreed to keep a watching brief on the matter, particularly if an opportunity arose from a development opportunity to make improvements to the junction.

The matter was recently raised by the Grounds and General Maintenance Committee, which in the light of the imminent upgrading of the Yew Tree Park Play Area, requested that the Highway Authority be approached again to establish if any further progress had been made. A copy of the letter to the Authority and their response is attached a pages 21 to 22. As can be seen, their position remains unchanged.

The Committee is **RECOMMENDED** to note the matter.

(Alan Tawse, Town Clerk – 01935 382424)

Mr Neil Pincombe
Engineer Resource Manager
Somerset County Council
County Hall
Taunton
TA1 4DY

Our Ref: BCM/001/AT/KD
Your Ref: TD/0903/T/246479/MH

8 September 2009

Dear Mr Pincombe

Request for a pedestrian crossing facility at Forest Hill, Yeovil

I refer to your letter of 12 September 2008 in which you expressed your intention to look at ways by which the possible introduction of improved pedestrian crossing facilities at the bottom of Forest Hill, Yeovil at its junction with Lysander Road could be achieved.

Last night, the Council's Grounds and General Maintenance Committee was advised of the imminent upgrade of a play area in a recreation ground to the west of that junction and, bearing in mind the number of children who live to the east of Forest Hill who would wish to access the upgrade play area from that direction, the Committee requested that I write to you to reiterate the importance of this proposed enhancement and to establish whether any progress had been made with regard to its inclusion in a future highway improvements programme.

I look forward to your reply.

Yours sincerely



Alan Tawse
Town Clerk

David please copy to Bridget Bellard +
Environment Directorate
Alan Smith +
Sonia Davidson-Grant Corporate Director
include
on next BCCM site agenda.
County Hall
Taunton
Somerset
TA1 4DY

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RECEIVED 25 SEP 2009

Yeovil Town Council
File No: BCM/001

Wants
28/9

Alan Tawse
Town Clerk
Yeovil Town Council
Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

please ask for
Louise King

direct line
01823 357072
llking@somerset.gov.uk

my reference
TD/0903/T/336674

your reference

23 September 2009

Dear Alan

Request for a pedestrian crossing facility at Forest Hill, Yeovil

Thank you for your letter of 8th September 2009 for the attention of Neil Pincombe which has been passed to me for a response.

In his letter of 12th September 2008, Neil Pincombe stated that it would be difficult to incorporate a further crossing point into the existing signalised junction due to the increase in the 'cycle time'.

In relation to the alternative option of widening the area of the junction between Forest Hill and Lysander Road, this would have to be considered under the Local Transport Plan (LTP) for funding. As previously mentioned, an area of land would need to be purchased in order to reconfigure the road layout to incorporate a pedestrian refuge. This could mean an estimated scheme cost of £150,000 which, when assessed using our scorecarding process, does not achieve a sufficient value for money rating for the scheme to be incorporated within the programme for the current LTP and I am unaware of any developer opportunities within the area at this time.

I am sorry that I cannot be more positive in my response.

Please do not hesitate to contact me if you require any further details.

Yours sincerely,

Louise King
LTP Implementation Officer



INVESTOR IN PEOPLE



8. UPDATE ON HUISH AND PARK FOOTBRIDGE RESURFACING

A report from Paul Tucker
Bridge Maintenance Team Leader
Tel: 01823-483024
Fax: 01823-483123
email: ptucker@somerset.gov.uk
Web: www.somerset.gov.uk

Apologies for the lack of an update before now with regards to the surfacing on the above two footbridges in Yeovil but we have been busy investigating the options available and we now believe we have a way forward.

We have received a number of quotes and are just about to raise an order for our contractor to procure these works. At both sites the existing surfacing will be prepared and/or removed as necessary and a new anti-slip surfacing applied.

We have investigated various application methods including keeping the footbridges open and working in two halves or closing the footbridges completely during the works and have come to the conclusion that the quickest and safest method, which should minimise the inconvenience to the general public, would be to close each of the footbridges in turn. I would stress that at no time would both footbridges be closed. Our contractors will be employing specialists to carry out these works and they have given the following timescales for the works:

The Park Footbridge (5150801) - Footbridge would be closed for 6 days - Monday to Saturday inclusive. The signed diversion route would be via the subways under the hospital roundabout (to be confirmed).

Huish Footbridge (5150901) - Footbridge would be closed for around 8 days in total with works taking place over the weekend. The signed diversion route would be via the subway at West Hendford. I am not sure if you are aware that the improvement works planned at West Hendford Subway have now been delayed until early January 2010 and therefore will not clash with our works.

However it should be noted that these works are very weather dependant and this may result in the footbridges being closed for a longer period, but wherever possible we will try and get the works carried out as quickly as we can.

Signed diversion routes would be displayed during each of the closures, however we do appreciate that the closure of Huish Footbridge being the main pedestrian route across Queensway to Tesco's, is highly used. At this location we are planning to erect pre-works additional advanced signing to warn of the closure, show the diversion route and give a contact number for people to ring if they consider the diversion route will cause them inconvenience or hardship. We would then provide a free bus pass to those who contact us so that they could use the number 11 bus, which I am told travels from one side to the other. We are mainly hoping to target those less able people who use the route frequently.

At present I don't have an anticipated start date for these works but am hopeful that they will be completed before Christmas. As soon as I have some dates I will let you know.

I hope you find these measures appropriate, however if you have any comments please don't hesitate to contact me.

RECOMMENDATION

The Committee is **RECOMMENDED** to note the report.

(Sarah Hunt, Assistant Town Clerk – 01935 382421)

9. **UPDATE ON LOADING/UNLOADING PROHIBITION IN SOUTH STREET**

Colin Fletcher (Somerset Highways) has now discussed this with the Police on site and they have no objection to the loading ban on the north side of South Street being extended to its junction with Union Street.

This will have to go through the legal process, a draft order will need to be prepared and a notice published. Colin advises that his traffic management budget is now fully committed this year but that he is hoping for additional funds to be allocated.

RECOMMENDATION

The Committee is **RECOMMENDED** to note the report.

(Sarah Hunt, Assistant Town Clerk – 01935 382421)

10. MONMOUTH HALL CHARGES

The Committee is requested to consider increasing the charges for the use of Monmouth Hall by the anticipated rate of inflation (2%).

The present and proposed scale of charges is as follows:

Community Use

Daytime (before 5.00pm)	Present	Proposed (rounded to nearest 5p)
First two hours	£10.30	£10.50
Additional hours (per hour)	£6.75	£6.90
Use of Kitchen	£6.75	£6.90
Evenings (after 5.00pm)		
First three hours	£15.75	£16.10
Additional hours (per hour)	£6.75	£6.90
Use of kitchen	£6.75	£6.90
Surcharges for use after 11.00pm	£6.75	£6.90

Commercial Use – Double Community Use Charges

It is proposed to retain the charge of £30.00 as the rate for the returnable deposit, which covers the cost of cleaning up the Hall if hirers fail to do so (after children's parties etc.). The rate was increased from £20.00 last year.

The proposed charges are comparable to other halls in the area, which are provided primarily for community use.

In accordance with previous decisions of the Committee all community use hirers are required to pay the same rates and that any organisations needing financial support are required to apply for grant assistance on a means tested basis.

RECOMMENDATION

The Committee is **RECOMMENDED** to support the proposed charges with effect from 1 April 2010.

(Sarah Hunt, Assistant Town Clerk – 01935 382421)

11. COMMITTEE REVENUE ESTIMATES - 2010/11

Budget Strategy

In setting recent year's budgets, the Council has drawn attention to the importance of officers and committees making bids for growth to give careful consideration to the impact of such bids on the overall finances of the Council as part of the initial budget process.

With this in mind, the Finance Working Group has met and, taking into consideration known growth bids and inescapable increases has worked with the officers in drawing up the Committees' draft estimates for 2010/11.

To help co-ordinate the overall process, each Committee has once again been asked by the Working Group to keep their expenditure within the suggested maximum limits – with any proposed increases beyond those suggested being matched by reductions elsewhere in the draft budget.

This approach worked successfully last year, and the Working Group feels that following the same approach this year will ensure that a balanced and sustainable budget is set for 2010/11.

The Working Group has again proposed that contingencies continue to be included in a separate budget and that bids for the use of these funds be considered by the Policy, Resources and Finance Committee. This approach is consistent with the way in which unspent revenue balances are now dealt with, and it ensures that all Committees have the same opportunity to put forward bids for additional expenditure during the year.

This approach has been successfully followed for the last seven years, and the Working Group feel that the same approach should be followed this year.

The Finance Working Group has also provisionally included an allocation of £20,000 in the 2010/11 estimates towards new initiatives, and has proposed that the service committees put forward bids for the use of this new fund during the January 2010 cycle of meetings.

Contingencies

At present, contingencies are calculated at 6% of the overall budgets set by the Town Council. In view of the fact that inflation is predicted to rise to 2% over the coming year, and given the ongoing negotiations over the future of the Ski and Activity Centre, it is proposed that these be maintained at 6%.

RECOMMENDATION

The Committee is **RECOMMENDED:**

- (1) to note and support the budget strategy drawn up by the Finance Working Group; and
- (2) to consider the draft estimates attached at page 28, with a view to making recommendations to the Policy, Resources and Finance Committee.

(Alan Tawse, Town Clerk – 01935 382424)

12. NOTES ON BUDGET ESTIMATES

Sponsorship

Sponsorship of £3,500 has been allocated to Yeovil Town Band and as a condition of the sponsorship, the band play at predetermined annual events such as the Annual Civic Service, Remembrance Sunday, the Yeovil in Bloom Awards Ceremony and the Town Criers' Competition.

Litter Bins

This Committee may allocate funding for litterbins in its area in response to requests, including replacements due to vandalism and wear and tear. The budget has been set for the forthcoming financial year having regard to previous levels of expenditure.

Monmouth Hall

The budget allocated to Monmouth Hall covers the cost of cleaning, maintenance, rates and utilities. This includes the salary of the caretaker employed at the Hall. An underspend of £1,630 is anticipated in the current year's budget following the retirement of the previous postholder and the appointment of a temporary replacement pending a permanent appointment being made.

Town House (excluding services)

This budget is for the cleaner's salary, all cleaning materials, laundry costs and refreshments used at the Town House.

Town House (other expenses)

These budgets include all service utilities, water, gas, electricity, business rates, safety inspections, maintenance and repairs to the Town House. These budgets have been increased by the anticipated rate of inflation and, in the case of the business rates, by a revaluation of the premises as part of a statutory five-yearly review. Higher than anticipated electricity, gas and water costs have contributed to various minor overspends in these budgets.

Civic Items (Town Twinning)

This budget is mainly used for civic items linked to any official twinning ceremonies or visits during the year. The current year's allocation of £400 is likely to be underspent by £200, and £210 has been allocated for 2010/11.

Sports Development Officer

An allocation of £2,000 is set aside for the SSDC Sports Development Officer post as the Town Council's contribution to sports development in local schools and in the wider community. A report is included within the agenda which sets out how the current year's contribution has been used to develop sport in the Yeovil area. A similar sum is proposed for 2010/11.

War Memorials

£280 was allocated for 2009/10 for any essential repairs to war memorials in the Town. This year's allocation will be used to meet the costs of minor repairs to the

stonework in the War Memorial in Preston Road. With an inflationary increase, the amount allocated for next year is £290.

Public Noticeboards

This budget meets the costs of maintaining and repairing the Town Council's noticeboards. Arrangements are in hand for various repainting works to be carried out in the near future – including the unit that contains the new Town Centre street plan in King George Street. A budget of £290 is proposed for next year.

Community Safety

This budget heading represents funding for any community safety projects e.g. increased street lighting. Last year, this budget was used to meet the cost of providing a new street light along a heavily used public footpath linking Milford Park to Chelston Avenue.

The amount provisionally allocated for the next financial year is £4,380.

CCTV

The Town Council's contribution to the ongoing costs of CCTV in the Town has been increased in line with a previous request by South Somerset District Council (Minute 7/134 refers) that the Town Council meets an increasing proportion of the overall cost of this service. Last year the contribution was raised to £26,750, and for next year it is proposed that the contribution be increased to £30,000 - with a view to ensuring that the contribution keeps pace with inflation and meets the necessary equipment repairs and maintenance costs.

PWLB Loan Repayments

This budget covers the cost of the Town Council repaying the ten-year fixed rate loan of £265,000, which was taken out in June 2009 to cover the Town Council's contribution towards the following three capital projects:

New Public Toilets – Peter Street	£100,000
Yew Tree Park Play Area Upgrade	£80,000
Redevelopment of Milford Community Hall	£85,000

There is a saving of £16,859 in the current year, as the twice-yearly instalments for the repayment of the loan (£15,352 payable on 1 December and 1 June each year) are lower than expected and in 2009/10 only one instalment is due.

Millennium Clock

The annual budget of £600 for the current financial year is likely to be underspent by £260, and has been reduced to £250 for 2010/11 to cover the costs of maintaining the Millennium Clock only following the Committee's decision (Minute 7/195 refers) to discontinue contributing towards the servicing and repair of the clock at St John's Church.

Transport Support

This budget is used to provide ancillary support to help provide public transport services such as moving bus stops or providing bus shelters and has been used

previously for the streetworks in Bond Street to facilitate its occasional closure to vehicles.

The unallocated allocation for 2008/09 of £5,232 was carried forward as a planned underspend into the current financial year, and the combined budget of £9,232 has been allocated to meet the costs of providing bus shelters at various suggested locations in the Town. An update on this initiative is included elsewhere on the agenda. £4,080 has been provisionally allocated for 2010/11.

Public Toilets

A sum of £18,000 was included in the 2009/10 budget to meet the Town Council's commitment to the servicing, cleaning and maintenance of the new toilets that were built in the Peter Street Car Park earlier this year.

The toilets were opened in June 2009, and the anticipated underspend of £4,000 in current year's budget reflects the part-year operation.

A budget of £18,360 is proposed for 2010/11.

(Alan Tawse, Town Clerk – 01935 382424)