



Yeovil Town Council

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Somerset
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Yeovil Town Council

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

The Time... **7.30pm**

The Date... **Tuesday 4 February 2014**

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

The Town Council 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

28 January 2014

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

YEOVIL TOWN COUNCIL

Manny Roper – Mayor of Yeovil

Mike Lock – Deputy Mayor

Martin Bailey

Peter Brock

Kris Castle

J Vincent Chainey

Philip Chandler

Tristan Cobb

Leah Cross

Clive Davis

Bridget Dollard

David Dollard

Tony Fife

Jon Gleeson

David Greene

Peter Gubbins

John Hann

Kaysar Hussain

Andrew Kendall

Tony Lock

Wes Read

David Recardo

Darren Shutler

Alan Smith

Equality Act 2010

The *general* public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age

Disability

Gender Reassignment

Marriage and Civil Partnership

Pregnancy and Maternity

Race

Religion or Belief

Sex

Sexual Orientation

Prior to the start of the meeting, Members are invited to join the Mayor's Chaplain in the Council Chamber at 7.25pm for prayers.

A G E N D A

Grant Presentations

Public Comment (15 Minutes)

1. MINUTES

To confirm as a correct record the Minutes of the previous meeting held on 7 January 2014.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

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

(See attached at pages 2)

5. CORRESPONDENCE

6. ESTIMATES 2014/15

- (a) To consider estimates from the Council's Committees as attached to the Minutes of the Policy, Resources and Finance Committee meeting held on 26 November 2013 (circulated separately).
- (b) To consider adopting the recommended approach by the Policy, Resources and Finance Committee for the fixing of the Town's precept for 2014/15 as set out in the Minutes of the meeting of that Committee held on 28 January 2014 (to be circulated).

Members are asked to bring to the meeting the separately circulated hard copy of the minutes of the meeting of the Policy, Resources and Finance Committee held on 26 November 2013 (which include the recommendations of that Committee on the Estimates 2014/15 and details of the draft budgets for all the service committees) and the minutes of the meeting of the Policy and Resources Committee held on 28 January 2014 (to be circulated). Further copies will be provided on request.

(Alan Tawse, Town Clerk – 01935 382424)

7. PUBLIC PATH DIVERSION ORDER

Attached at pages 3 to 7 is a proposed order made by Somerset County Council to divert parts of the footpath that runs from Watercombe Lane to West Street in

Yeovil. A colour copy of the plan that accompanies the proposed order has been separately circulated to all Members.

Council is **RECOMMENDED** to consider whether it wishes to make representations to this proposal ahead of the closing date of 20 February 2014.

(Alan Tawse, Town Clerk – 01935 382424)

8. **DISPENSATION**

Members will be aware of Councillor J Vincent Chainey's ongoing inability to attend Council meetings on the grounds of ill-health. His last attendance at a qualifying meeting under S.85 of the Local Government Act 1972 was the Town Council meeting on 6 August 2013. S.85 states that if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority.

Qualifying meetings include attendance as a member at a meeting of any committee or sub-committee of the authority or at a meeting of any joint committee, joint board or other body discharging functions of the authority. It also includes attendance as a representative of the authority at a meeting of an outside organisation.

In the circumstances, Council is **RECOMMENDED** to approve a dispensation for Councillor J Vincent Chainey from attending meetings of the Council by reason of illness for a six-month period commencing 4 February 2014, in order to avoid Councillor Chainey ceasing to be a member of the authority under S.85 of the Local Government Act 1972.

(NB Any necessary extension to the proposed dispensation for Councillor Chainey will be subject to a further approval of the Council at the appropriate time).

(Alan Tawse, Town Clerk – 01935 382424)

9. **PROGRAMME OF MEETINGS 2014/15**

Attached at page 8 is a draft programme of meetings of the Town Council and its committees for 2014/15. Council is **RECOMMENDED** to consider the adoption of this programme.

(Alan Tawse, Town Clerk – 01935 382424)

10. **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

6 January 2014
20 January 2014

Grounds and General Maintenance Committee

6 January 2014

Promotions and Activities Committee

14 January 2014

Buildings and Civic Matters Committee

21 January 2014

Policy, Resources and Finance Committee

28 January 2014

11. REPORTS AND REPRESENTATIVES ON OUTSIDE BODIES

Yeovil Twinning Association

14 November 2013 9 - 12

Yeovil Youth Council

25 November 2013 13 - 16

South Somerset Countryside Steering Group

12 December 2013 17 - 20

Yeovil Crematorium and Cemetery Committee

15 January 2014 21 - 28

Members who represent the Town Council on Outside Bodies may wish to take the opportunity to report on any matters of interest.

Public Comment (15 Minutes)

List of Engagements attended/to be attended by His Worship The Mayor of Yeovil, Councillor Manny Roper and the Deputy Mayor of Yeovil, Councillor Mike Lock from 7th January – 4th March 2014

| | |
|----------|--|
| 07/01/14 | The Mayor of Yeovil, Councillor Manny Roper attended the opening of Parkins Ventures art exhibition at Wood's Wine Bar |
| 10/01/14 | The Mayor of Yeovil, Councillor Manny Roper attended The Arctic Star Award Ceremony at RNAS Yeovilton. |
| 14/01/14 | The Mayor of Yeovil, Councillor Manny Roper attended the Thanksgiving Service for former RNAS Yeovilton worker and D-Day veteran, Arthur Whitty at St Peter's Church Podimore. |
| 30/01/14 | The Mayor of Yeovil, Councillor Manny Roper attended a performance of Snow White by Chard Amateur Theatre Society. |
| 31/01/14 | The Mayor of Yeovil, Councillor Manny Roper attended the cheque presentation to the Flying Colours Appeal by Parkins Ventures at the Yew Tree Inn. |
| 31/01/14 | The Deputy Mayor of Yeovil, Councillor Mike Lock attended the performance of Dick Whittington by Yeovil Amateur Pantomime Society at The Octagon Theatre. |
| 02/02/14 | The Deputy Mayor of Yeovil, Councillor Mike Lock attended North Somerset Council Chairman's Civic Service |
| 07/02/14 | The Mayor of Yeovil, Councillor Manny Roper will attend the Yeovil Town Twinning Association Annual Dinner. |
| 10/02/14 | The Mayor of Yeovil, Councillor Manny Roper will attend the presentation of Programme Completion Certificates by Active Plus. |
| 17/02/14 | The Mayor of Yeovil, Councillor Manny Roper will attend Compton View Residential Home to celebrate the 100 th birthday of Lily Burwood. |
| 02/03/14 | The Mayor of Yeovil, Councillor Manny Roper will attend Axbridge Town Council Civic Service and Community Awards. |
| 05/03/14 | The Mayor of Yeovil, Councillor Manny Roper will attend the presentation for the Duke of Edinburgh's Awards at the Octagon Theatre. |



HIGHWAYS ACT 1980
The Somerset County Council
(Footpath Y 32/4 (parts) in the Parish of Yeovil)
Public Path Diversion Order, 2013

The above order made on 20 December 2013 under section 119 of the Highways Act 1980 will divert:

1) Part of footpath Y 32/4 starting at its junction with Watercombe Lane approximately 20 metres generally north of its junction with public footpath Y 32/3 (point M as shown on the order plan) and running in a generally east south easterly direction for approximately 550 metres to point I and then in a generally south easterly direction for approximately 40 metres to point H. To a route which starts from point L adjacent to number 81 Century Park and runs in a generally east south easterly direction for approximately 220 metres to point K and then in a generally south south easterly direction for approximately 10 metres to point O, crossing the bridge in the same general direction for approximately 12 metres to point J and then in a generally east south easterly direction for approximately 150 metres to point H. The width of the footpath will be 3 metres.

2) Part of footpath Y 32/4 starting from a point approximately 10 metres generally westerly of the county road known as West Street (point B) and running for approximately 15 metres in a generally south westerly direction to point D and then in a generally westerly direction for approximately 180 metres to point E and then in a generally north westerly direction for approximately 120 metres to point F and then in a generally west north westerly direction for approximately 50 metres to point G. To a route which starts from the county road known as West Street (point A) and runs in a generally south westerly direction for approximately 15 metres to point C and then in a generally westerly direction, along the surfaced walkway for approximately 180 metres to point E and then in a generally north westerly direction along the walkway for approximately 120 metres to point F and then in a generally west north westerly direction for approximately 50 metres to point G. The width of the footpath will be 3 metres.

A copy of the order and the order plan have been placed and may be seen free of charge at:

- 1 Environment Department, Sixth Floor, C Block, County Hall, Taunton (reception B Block ground floor) from 9.30am until 4.00pm Monday to Friday. Copies may be bought there at a price of £10.00.
- 2 South Somerset District Council, Brympton Way, Yeovil.

Any representations about or objections to the order may be sent in writing to the Rights of Way Definitive Map Team, Environment Department, Somerset County Council, C Block, County Hall, Taunton, TA1 4DY quoting reference RW/299L/SL to be received no later than 20 February 2014. Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, the Somerset County Council may confirm this order as an unopposed order. If the order is sent to the Secretary of State for the Environment for confirmation, any representations and objections, which have not been withdrawn, will be sent with the order.

Dated 23 January 2014

Geoff Dight – Group Manager Highway Maintenance
Environment Department, County Hall, Taunton, TA1 4DY

PUBLIC PATH DIVERSION ORDER

HIGHWAYS ACT 1980

SOMERSET COUNTY COUNCIL

**The Somerset County Council
(Footpath Y 32/4 (parts) in the Parish of Yeovil)
Public Path Diversion Order, 2013**

This Order is made by Somerset County Council ("the authority") under Section 119 of the Highways Act 1980 ("the 1980 Act") because it appears to the authority that in the interest of the landowner it is expedient that the line of the path should be diverted.

The Landowner has agreed to defray any expenses which are incurred in bringing the new site of the footpaths into a fit condition for use by the public.

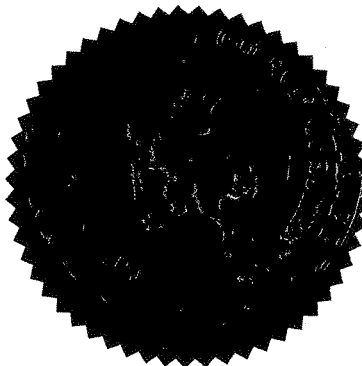
South Somerset District Council has been consulted to the making of the Order as required by section 120 (2) of the Act.

BY THIS ORDER:

1. The public rights of way over the land situate in the parish of Yeovil shown by bold continuous red lines on the plan contained in this order and described in Part 1 of the schedule to this order shall be stopped up on the date on which Somerset County Council certify that work has been carried out to bring the site of the new highways mentioned in Part 2 into a fit condition for use by the public.
2. Notwithstanding this Order statutory undertakers shall have the same rights over the land referred to in paragraph 1 above, in respect to their apparatus under, in, upon, over, along or across the said land as they had immediately before the confirmation of this Order.
3. There shall, at the end of 28 days from the date of confirmation of this order be public footpaths over the land situate in the parish of Yeovil described in Part 2 of the schedule to this Order and shown by dashed blue lines on the plan contained in this Order.

DATE: 20th December 2013

**THE COMMON SEAL of the
COUNTY COUNCIL OF SOMERSET
Was hereunto affixed in
The presence of:**



S Keniston
Authorised Officer

Number in Register **25097**

SCHEDULE

PART 1

DESCRIPTION OF SITE OF EXISTING PATH OR WAY

- 1) Part of footpath Y 32/4 starting at its junction with Watercombe Lane approximately 20 metres generally north of its junction with public footpath Y 32/3 (point M as shown on the order plan) and running in a generally east south easterly direction for approximately 550 metres to point I and then in a generally south easterly direction for approximately 40 metres to point H.
- 2) Part of footpath Y 32/4 starting from a point approximately 10 metres generally westerly of the county road known as West Street (point B) and running for approximately 15 metres in a generally south westerly direction to point D and then in a generally westerly direction for approximately 180 metres to point E and then in a generally north westerly direction for approximately 120 metres to point F and then in a generally west north westerly direction for approximately 50 metres to point G.

PART 2

DESCRIPTION OF SITE OF NEW PATH OR WAY

- 1) The proposed new footpath starts from point L adjacent to number 81 Century Park and runs in a generally east south easterly direction for approximately 220 metres to point K and then in a generally south south easterly direction for approximately 10 metres to point O, crossing the bridge in the same general direction for approximately 12 metres to point J and then in a generally east south easterly direction for approximately 150 metres to point H. The width of the footpath will be 3 metres.
- 2) The proposed new footpath starts from the county road known as West Street (point A) and runs in a generally south westerly direction for approximately 15 metres to point C and then in a generally westerly direction, along the surfaced walkway for approximately 180 metres to point E and then in a generally north westerly direction along the walkway for approximately 120 metres to point F and then in a generally west north westerly direction for approximately 50 metres to point G. The width of the footpath will be 3 metres.

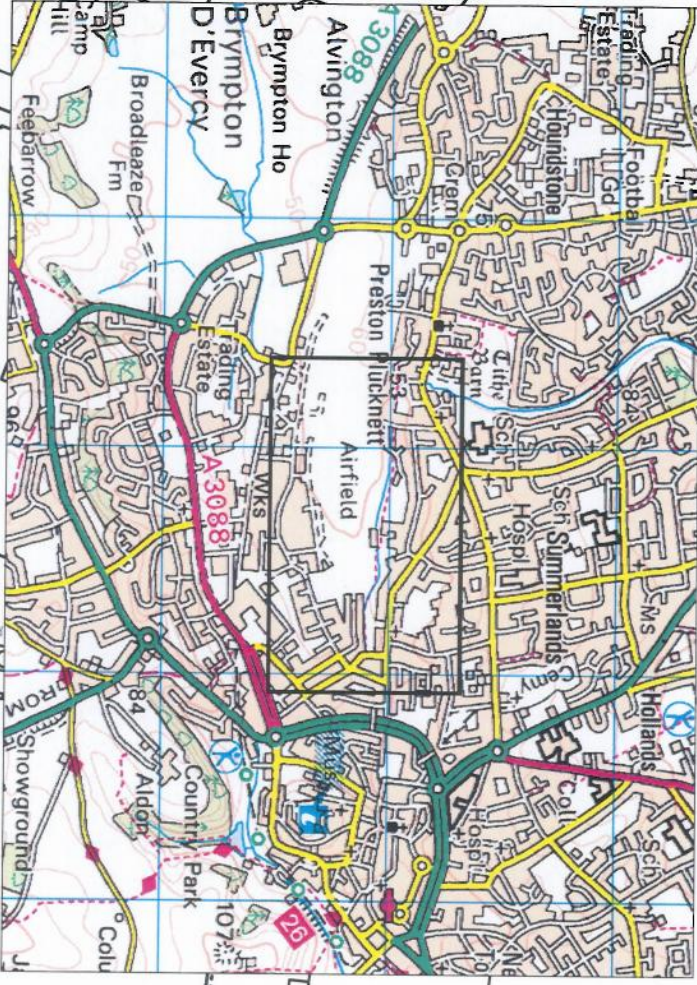
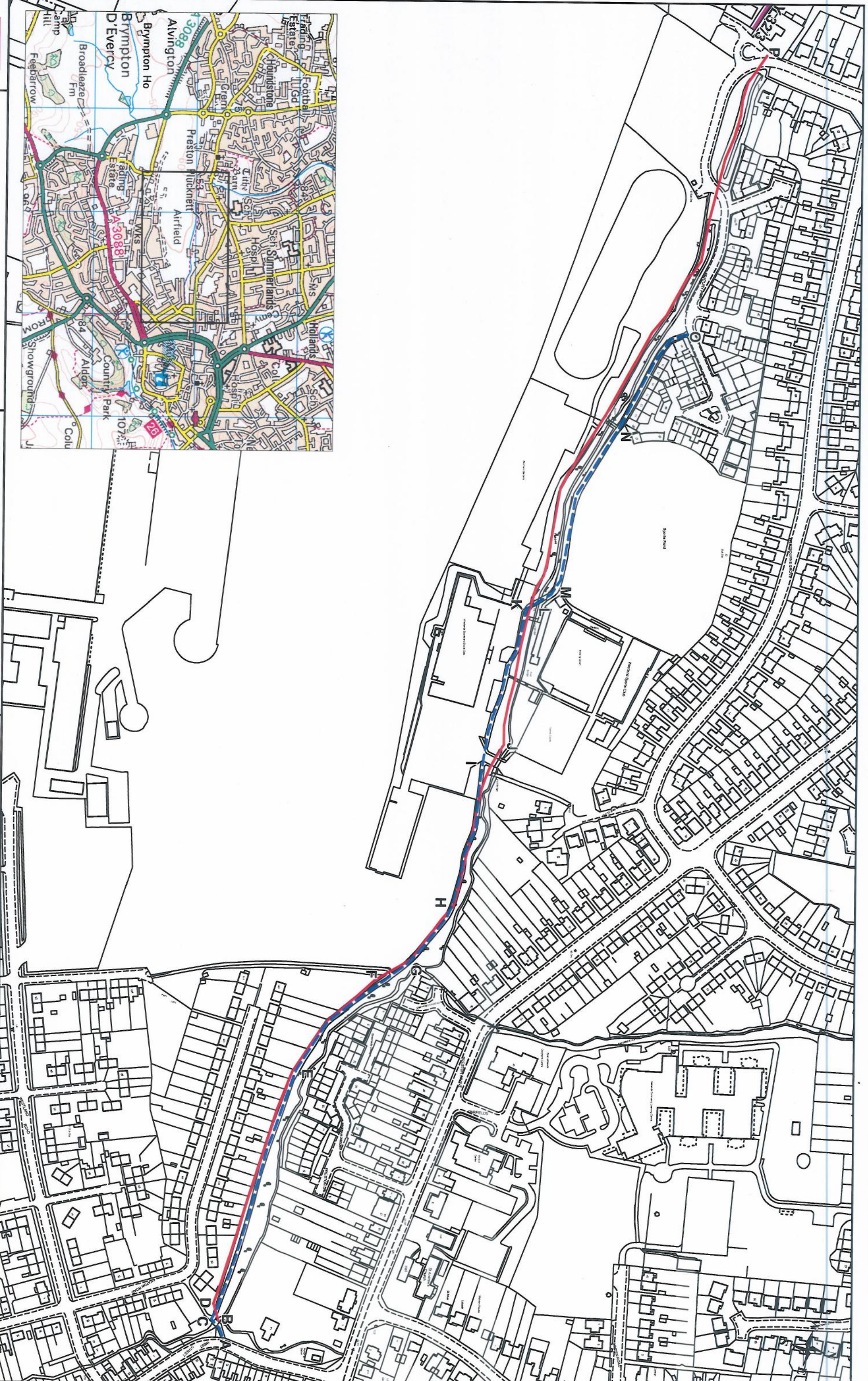
DATED 20th December 2013


HIGHWAYS ACT 1980

THE SOMERSET COUNTY COUNCIL

(FOOTPATH Y 32/4 (PARTS) IN THE PARISH OF YEOVIL)

PUBLIC PATH DIVERSION ORDER 2013

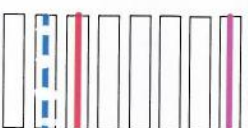




SOMERSET
County Council

Parish: Yeovil
District: South Somerset
Date: 29/05/2012
Drawing No: H036-2012
Drawn By: MHardwill
Grid Ref: 354690 117132
Scale: 1:2500

Definitive Footpath
Definitive Bridleway
Restricted Byway
BOAT
County Road
Proposed Stopping Up
Alternative Route
Extinguishment



SOMERSET COUNTY COUNCIL - ENVIRONMENT DEPARTMENT

The precise line of a Right of Way can only be determined by reference to the Definitive Map (1:10560 scale) and the attached plan has been produced by transposing the Rights of Way Definitive Map onto a larger scale. The County Council can accept no responsibility for any error or inaccuracy which may arise from the transposition of the Rights of Way Definitive Map to a different scale.

This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown copyright.
Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
(Somerset County Council) (100038382) (2012)

- For reference purposes only. No further copies to be made.

YEOVIL TWINNING ASSOCIATION

Minutes of the Committee Meeting held on Thursday 14th November 2013

Present: David Recardo (Chair), Theresa Mahoney (Vice Chair), Diana Gray (Hosting Officer), Andy Kendall (Yeovil Town Council representative), David Torrance (Secretary), John Attwood, Suzanne Biddiscombe, Diane Chant, Bridget Dollard, Norma Northcott, Kathy Smyth, Barbara Stimpson,

DR welcomed the new Committee members to the first meeting of the 2014 cycle of meetings

Apologies: Barrie Smallcalder (Treasurer),

Minutes: The minutes of the 12th September meeting were agreed and signed by the Chairman.

Matters Arising:

KS informed the Committee that unfortunately Hedwig Reinig was undergoing chemo for cancer but was in good spirits. The members requested that DIT write to Taunusstein to express their concern and hope that things would improve. Discussion re the possible visit by the Samarate Youth Orchestra and also about the YFA Website – see Visits and AOB.

Correspondence

Matteo Canziani (Samarate) wanted to visit Yeovil to help with his English studies and had asked for accommodation. This had been circulated to members and two offers of possible help had been forwarded but Matteo had not, at the moment responded to these. Herblay had sent details of two schools who were interested in establishing contact with local Yeovil schools. DIT had been in correspondence with Samarate re the possibility of the Youth Orchestra playing in Yeovil and Taunusstein had suggested some dates for our visit. YTC had indicated that they would also undertake a tree planting ceremony to coincide with the Herblay centenary ceremony. DIT had sought clarification from YTC re their interpretation of the Twinning arrangements between the three towns. Torquay Leisure had provided an update re offers to visit the area and South West Travel had sent details and an invite to the Travel show on the 8th February.

Treasurers Report

BS had offered his apologies but had provided the balance Sheet for October which DIT circulated. Balance at bank as of 20th October was £2,741.00 as against an opening balance as of 1st September of £3,718.85. The difference was due to expenditure incurred from the Taunusstein visit which, although offset by this year's subs and dinner receipts still produced an overall expenditure of £977.45. DR felt we needed to be cautious particularly when committing ourselves to a visit by the Samarate Youth Orchestra. DR felt we could apply to AugustaWestland and YTC for funding once the arrangements had been firmed up and that we need not arrange the visit if there was no support.

Visits

Herblay - Outward 2014 (Thursday 1st May to Tuesday 6th May)

DIT had circulated dates and confirmed that 11 members had indicated that they would be going with 9 "maybe" and 11 not going. JA felt that this was not a large number and DR felt that it may increase – David Byrne may rejoin the Association and may go to Herblay if he did. DG was unsure as it depended

on how Donald was and DR hoped that they would be able to go. Discussion re whether to go by coach and ferry or to use Eurotunnel.

DR explained that using the tunnel meant that the coach driver still had to have the required 45 minute break and the journey would therefore take longer. The need to have a break was also a problem with using coaches from outside Yeovil as they had to travel further etc. KS thought that cost would be important and DC felt that Dover / Calais was the most likely route. JA felt that we should obtain competitive quotes for the coaches and DR would ask Graham Voizey to do this as he had the necessary contacts. DIT indicated that one member had indicated that they did not like the ferry and would perhaps make their own arrangements and meet the group in Herblay if the ferry was used. Members felt that those going on the trip should be given the opportunity to decide on the method of travel. DIT to inform Herblay of the numbers so far.

DR understood that the YTC Parks Committee had been asked about the tree planting and a decision was awaited.

Taunusstein – Outward 2014 (Thursday 26th June to Tuesday 1st July)

Taunusstein had suggested the above dates. BD thought that it would be a good idea to visit Germany in the warm! Committee agreed dates. DIT to circulate to members and confirm with Taunusstein.

Samarate – Inward 2014

DIT had provided a briefing note with the agenda that outlined his preliminary discussions with Mariangela regarding the Samarate Youth Orchestra who she was keen to bring over for a concert. Due to the difficulties associated with the visit by the Herblay musicians he had also (as instructed by the Committee) sought clarification of the role of YTC with regard to Twinning with a view to obtaining assistance with the organisation of any such event. DIT had subsequently been informed that the role of the YTC was limited to the support of the oaths made between the twinned towns which, by way of example, meant that if a local company or club wished to develop close links with a similar body in one of the three twinned towns and they approached the Town Council for advice, they would assist the process by putting them in touch with the Yeovil Twinning Association for them to take forward. The YFA would be able to apply for financial assistance through the Council's grant process and the Chairman of the Policy, Resources and Finance Committee has subsequently confirmed this to DR. However members realised that it could not be guaranteed that funding for a concert would be approved and BD thought it unlikely that such things as the provision of a piano (which the youth orchestra wanted) would be funded by the YTC.

There was a discussion on possible venues and St John's Church was suggested. Both BD and AK confirmed that musicians could play in the church and that there was a sound system available. If the church was not used any concert may have to be free although BD had been to a concert with American musicians and the entrance fee had been divided equally between the church and the organisers. BD to establish contact details and we may need to book early to ensure venue could be used when we wanted it.

DIT suggested that it might be possible to approach the Western Gazette to see if they would also support the visit and DR said he would take this forward. He would also discuss with the Town Team the possibility of them meeting the Samarate visitors and perhaps decorating the shops in the town with an Italian theme – flags etc. DR explained that the Yeovil Flower and Gardeners Market would be taking place on the 4th weekend in September next year and that this would be a good time for the visit to take place. There was a possibility that the Youth Orchestra could play in the town. The market might mean that organising things might be difficult as there would be a lot going on? KS suggested that a

concert in Lysander Road might be possible although there was a £30 charge. The Committee thought that it was worthwhile exploring a possible concert at the Leweson School although this was not particularly associated with Yeovil - DIT to progress this. DR suggested that we invite Preston and Park Schools although BD felt that their students would be too young to take part – the Youth Orchestra was very professional and were mainly University or Music School students.

It might be possible to use the Westland Sports Club although DR indicated that they charged for parking. BD felt that the Mayors wife would be a good contact as she played the piano.

DIT stated that he felt that a subgroup should take on the organisation of the visit and concert to spread the workload. There was recognition that this would be necessary but there were no volunteers at this time.

Action: *Contact Herblay re nos –DIT; Contact Leweson School re possible visit by orchestra – DIT; Contact Western Gazette and Town Team – DR ; Contact Graham Voizey re coaches – DR; Circulate Taunusstein dates to members – DIT; Discuss Youth Orchestra visit with Mariangela – DIT; Set up working group to take concert forward – volunteers sought – all; write to Somerset County Council schools contact – DIT Draft procedure for visits – DIT; Develop ideas for visits – all;*

Socials/ Fund Raising

Annual Dinner – general discussion re possible venues. There were mixed views about using the Red House again. DG felt that there was a good atmosphere at the Griffin Head and TM also felt that they looked after us well. KS suggested the Green Room but felt that it might be expensive – TM would check this. DR agreed that it would be worth going back to the Griffin Head and TM agreed to check out dates and prices etc with them. February 7th was suggested.

DR had contacted Thornford Twinning who were waiting for Trevor to return from holiday before progressing but thought that another fish and chip supper and quiz was a good idea in principal. DR and TM to take forward. BD had heard that a “Call my Bluff” evening was good fun and used outside organisers. Participants brought their own suppers. Members thought that this was worth looking at and BS agreed to find out more info and report back.

TM felt that another Charity night at the Swan Theatre would be a good idea and the Committee agreed and she will explore the possibilities (NB: KS and JanA had previously advised that there were unaware of any suitable shows at the Swan Theatre in the near future – Sept Mtg).

Action: *Obtain prices from the Green Room –TM; Discuss Quiz with Thornford – DR&TM; Obtain details re Call My Bluff – BS; Check possibility of another Charity Night at the Swan Theatre – TM?; Work up details of Lottery – DIT; Contact Thornford twinning -DR*

AOB

Schools initiative-

DIT outlined action so far re establishing contacts etc. and indicated that he did not feel that as Secretary he should have to take on this additional responsibility. BD indicated that she felt that contacts had already been established with Preston Primary School and that the school children tended to stay in hotels so there was not a specific need for Twinning. DIT felt that, if the children enjoyed the contact and exchanges, then the parents should be encouraged to take up Twinning to broaden family

contact. He saw it as a way of gaining new members. BD said that she would continue to liaise with Preston School and DC said she would liaise with Castle School – her daughter was involved with pen pals at Milford Infants School. DC indicated that she would like the details of the contact schools. DIT had also had contact with a school in Samarate but Taunusstein had not been able to provide any info so far.

DIT reiterated that it all needed co-ordinating by a sub group and that we should have an info pack to give out to the schools.

Website

DG explained that Donald was working on the website. He had some material but she felt that members might be able to contribute more info and pictures. Committee wanted to know what was wanted and what we already had. Generally felt that the website host (who had lost all the original info) should be paying for Donald's time to rebuild the site. AK offered to provide free hosting (cost at the moment was £42 pa) – DIT to contact Donald re this. DIT felt that the site should be "snappier" than the original site had been to be attractive to younger people. DR asked if it would be readable on a tablet and he was happy to meet Donald and discuss content etc. if this would be helpful.

DR felt it would be worthwhile to have a Facebook page. KS queried security etc. AK advised re possibility of distribution – felt it was "the modern way" to do things. BS thought it was worth trying and DR agreed to trial.

DG felt that there were other mediums that we should use to advertise the Association and he would find out the name of a suitable contact at the Western Gazette. We could use the library to display information – TM and JA had joined because of a library display they had seen. DIT asked to contact members for their ideas and also the library service re the arrangements necessary.

JA asked how the subs were going – Treasure to respond at next meeting.

DIT reiterated his concerns re security using his own home number although Donald had advised that there were no problems with this. Members agreed to the purchase of a basic Pay As You Go Phone for the Secretary (and others?) to use as the YFA contact telephone number.

Action General; Draft response letter to Sarah Hunt –DIT, Contact members and Donald re info for website – DIT; Arrange PAYG phone – DIT; Circulate pro forma re needs of YTA members so records can be updated– DIT; Establish contact point at WG – DR

The Meeting closed in good order at 9.00pm

Next meeting: Thursday 12th December 2013

Boardroom, Yeovil College – 7.00 pm

David Torrance
YTA Secretary
yeoviltwin@aol.com

YEOVIL TOWN COUNCIL

Minutes of the Meeting of **Yeovil Youth Council** held in the Town House, 19 Union Street, Yeovil, on **Monday 25 November 2013**

(7.00pm – 9.00pm)

Present:

Rebecca Pitts (Chairman)
Zoe Braddick
Luke Brickley
Jack Britten
Chloe Broadribb
Kevin Chan
David Cook
Rhiannon Davies
Natasha Dennington
Louise Golby
Daisy Parsons
Ryan McGuinn
Isabella Tandy
Bethany Vince
Sami Wiltshire
Hayley Worton

Also Present:

| | |
|----------------|------------------------------------|
| Jon Gleeson | Yeovil Town Councillor – West Ward |
| Alan Tawse | Town Clerk |
| Gill Tomlinson | Committee Administrator |

(1) Apologies for Absence

Apologies for absence were received from Sam Barnes-Thornton, James Gard, Heather Murphy and Brandon Cooper.

Rhiannon Davies, who had recently been co-opted as a non-voting member, was welcomed to the meeting.

(2) Minutes

The Minutes of the previous meeting held on 14 October 2013, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

(3) New Website

David gave a short presentation and update on the new website that he was developing on behalf of the Youth Council.

Content needed from Members. It was suggested that the following be added, e-mail address, About Us, Contact Us, past projects and a link to helplines. Alan will send David photos, press releases and helpline telephone numbers. David will do another presentation in January and it was suggested that the meeting be devoted to getting into groups and for each group to discuss certain sections of the web site.

Kevin has offered his help to David with the web site.

The group photo will be taken at a future meeting.

RESOLVED

- (i) that the matters be noted;
- (ii) that David give a further presentation at the January meeting of the Yeovil Youth Council, and that the meeting be devoted to developing the content of the new website by splitting into groups and producing ideas for discussion and adoption.

(4) Youth Services Pilot Projects

For the benefit of new Members Alan explained the background of the pilot projects and the progress that was being made in their implementation. He added that attendance at both projects was growing and that feedback to date had been extremely positive.

Jon Gleeson, (Vice-Chairman of the Youth Services Review Steering Group) spoke in support of the new initiatives, and the positive interest that had been expressed by the Town Council and other local authorities in the Yeovil area to the possible funding of youth services in the future when the funding currently provided by Somerset County Council was withdrawn.

Members of the Youth Council expressed their support and appreciation of the pilot projects and other youth initiatives in the Town.

RESOLVED

that the matters be noted.

(5) Future Projects

(a) Bus Timetables/Maps

John Perrott from Somerset County Council is liaising with First Bus and will get back to Alan. He feels very positive about the outcome and could help with funding.

RESOLVED

that the matter be noted and First's response be reported to a future meeting.

(b) Free Wi-Fi in the Town Centre

Alan was awaiting an indicative quotation from a contractor who had carried out a wifi installation at Yeovil College.

RESOLVED

that the matter be noted and considered further at a future meeting.

(c) Repainting Hospital Mural

Isabella gave a very interesting and worthwhile presentation on repainting and restoration of the hospital underpass. This was part of the recent team building and skill development training undertaken by various Members of the Youth Council.

In the meantime Alan had heard from Pauline Burr (SSDC) that the underpass might be demolished as part of the Hospital's future development strategy.

A few alternative ideas were mentioned, including the Underpass by Morley House and the wall at the Children's Hospital.

It was suggested that a competition could be held in schools to design the mural and promoted by local media.

Isabella's presentation can apply to anywhere and Pauline will be invited to the February meeting to discuss further ideas.

RESOLVED

(i) that the matters be noted; and

(ii) that Alan invite Pauline Burr to the February meeting of the Yeovil Youth Council.

(6) Schools' Update

A variety of school plays/musicals/pantomimes were mentioned and ongoing refurbishment of departments at all schools.

RESOLVED

that the matters be noted.

(7) Any Other Business

Zoe gave an update regarding Yeovil Community Radio Station. Applications would be invited to bid for the licence this month and there is expected to be competition.

There may be a training day being arranged for different Youth Councils in the area. Beth will contact Zara for more information.

A bowling trip had been arranged after the training day in October but due to bad weather it had been cancelled. It will be re-scheduled at a future date.

Members agreed arranged a Christmas or New Year meal and bowling.

It was mentioned to Jon that the streetlights at Wyndham Park are not all working. Jon, who is also a District Councillor for this area, explained that the roads in Wyndham Park had not yet been adopted as public highway and that the developers of the site were currently responsible for their maintenance. However, he undertook to raise the matter with the developers with a view to them addressing the problem.

RESOLVED

- (i) that the matters be noted; and
- (ii) that Zoe will give an update at the next meeting of the Yeovil Youth Council regarding Yeovil Community Radio.

(8) Date of Next Meeting

IT WAS NOTED

that the next meeting of the Yeovil Youth Council would take place at 7.00pm on Monday 27 January 2014

Future Dates

Monday 24 February 2014

Monday 24 March 2014

Chairman

South Somerset Countryside Steering Group
Minutes of Meeting held on Thursday 12th December 2013
At Brympton Way

Present: Katy Munday, Rachael Whaites, Robin Mackay, Dennis Pearce,
Viv Keyte, Josie Miles, Sue Osborne

Apologies: Clive Hawkins, Jack Frapple, Nigel Mermagen, Graham Forsyth, Sylvia Seal

1. Minutes form last meeting

- Katy made contact with Cllr Shane Pledger – re: Eastfield LNR complaint
- Amend 'parish councillor' to member of public in minutes from last meeting with reference Chard reservoir- done DW
- Robin Mackay enquired re. Faith Walk. Heard nothing from lead officer. Countryside has been paid for works already completed - we await a steer from the officers leading on the panels.

2. Update from sites

Bid to replace two mules with two Polaris to District Executives successful. Supplier of new vehicles will buy old ones for a good price. One for Chard and one for Ham Hill.

Yeovil Country Park

- October –Gales – Country park was very hard hit, at least twenty trees blew down and often knocking others down. Has taken over a month of Thursdays with volunteers to do a full clear up operation. Particularly bad were a number of poplars near hump back bridge. We are having to book tree surgery work to remove/stabilise the remaining ones.
- Green Flag Mystery Shopper report from early December. Very positive and mentioned good idea of Green Hub.
- Massive poplar came down at Riverside.
- Water rails are back in Ninesprings and Rachael watched two otters playing in the river near Wyndham hill.
- We have a male and female swan returned to the lake a few weeks ago. Hoping they might stay and breed next spring.
- Lufton College still attending and volunteering.
- FoYCP are very active. Have raised approximately £8k this year mainly for the Green Hub.

- Terry is still busy managing the Facebook page and has produced a funny cartoon of volunteers and rangers.
- The practical volunteers are very successful and still growing.
- Robin raised the issue of the top of Ninepsprings waterfall – Rachael and Bill will discuss with Robin solutions to trying to solve the leak.
- The FoYCP ran a very successful Halloween trail with 500 children attending

The Green Hub

£200K of funding confirmed, and many more bids are submitted awaiting outcomes. Veolia have given us until Mid-January to prove we can build before they release the £90K.

Katy's report to District Executive to underwrite the worst case on the 9th January will now be a confidential report due to the build project still being out to tender. Public and press will not be allowed to remain in chambers to hear it. Rachael and Katy happy to ring people after the meeting to update, and Sylvia will read a piece written by Robin and the FOYCP as part of her introduction to the bid.

Robin says FoYCP will continue to fund raise. Katy has had offer of raffle prizes which we will run next year to continue fund raising.

The Western Gazette wants to do an article on Countryside, past year and future for a Christmas special. Katy has provided headlines to the editor for their attention.

£40k secured from S.106 from the Leisure Team towards the Green Hub.

Josie concerned over future of S.106 money – developers claiming 'no money' after building. SSDC have officer Neil Waddleton to manage S.106 agreements. Ham Hill, Chard and Yeovil Country Park are strategic areas and need S.106 money. Raise with planners. Group feel strongly about it.

Ham Hill Country Park

- Archaeological dig information published in 'Current Archaeology' – article circulated. 2013 was the most productive year for finds. Interpretation of their finds will be interesting. Report due after spring 2014.
- Discussion with FoHH regarding what we do with information. A good project for technology smart apps and wider Heritage Lottery Bid.
- Robin Mackay concerned with possible parking issues if we do attract more visitors. Plans are in place but need landowners agreement – still waiting.
- Quarry funded three years digging – now finished. University may come back if they can find more funding.

- FoYCP got onto shortlist for Peoples Millions this year but did not pursue as too much work at this time. Could be something FoHH apply to next year. Up to 50K available.
- New tenant grazier starting on 1st April 2014. Current grazier has been on site for seventeen years. Went out to tender. New grazier does National Trust Montacute site, offer more livestock and a mix; sheep and cattle. Pit Wood and Witcombe will hold the cattle. Parishes will be informed.
- One complaint regarding future cattle grazing claiming that we be excluding dog walkers. Took his complaint to local ward member. But cattle tenant uses are used to people at Montacute.
- FoHH had a bonfire on 5th November. No fireworks. Toasted marshmallows and hot apple juice from Tinkers. ITV west weather turned up. Very successful and lots of positive comments.
- Hambook – short articles re Ham Hill goes out to local villages. Viv got good feedback re bonfire.
- Application for solar panels at Tintinhull turned down. But they will be re-applying.
- Draft license out to Shuldhams – waiting to hear back. Katy chasing up legal. No significant changes in licence. Cannot progress car park until licence agreement is in place. Five year agreement. May cause problems if car park is externally funded. What will happen if licence is removed in five years? Katy to raise point with legal.

Chard Reservoir

- Green Flag mystery shopper report – positive. Not many comments ‘quiet for a Sunday’ ‘very clean’. Proper judging visit in 2014.
- Unavoidable budget pressure for dam wall on fencing. Went through working group. Looking hopeful for District Executive approval and funding ready for April 2014.
- Katy has reported to Highways re lorry traffic over dam wall. It’s being monitored. No concerns flagged up so far. We may need to chase them (Katy and Tim)
- Volunteer Liz is going to set up Chard Facebook page. Seen success of Yeovil Country Park and Ham Hill. Birders information on Chaffcombe website could be a good link.

3. Update on Delivery Plan

- Update on web pages, we are still waiting. Told December 2013. Katy chasing web development team.

- Shuldhams agreement (see previous) also linked to LNR designation.
- Events went well. Increase in public donations.
- Suggested we may need to start charging for some free events. Katy says we did get bolder at Ham Hill Fayre and received £800 in donations. Difficult to charge as trying to be inclusive, to all families. Katy to ask re; Gift Aid

4. Countryside Events 2014

- Add Ham Hill Trail in September
- Yeovil Fayre to be postponed in 2014 as hopefully we will be building. May run in October 2014 as an opening event.
- Chard Countryside Day moved a week earlier to avoid clashes locally with other events.
- Heritage Trail event at Ham Hill in September.
- Well dressing at Yeovil Country Park in July – back after a five year absence.

5. Katy's Maternity

Rachael Whaites covering four days per week. One day on site.

Becky covering Rachael four days. Bill and Toby (ex Ham Hill apprentice) covering assistant ranger role. Katy hoping to be back in September.

6. Meeting Dates for 2014

13th February, Ham Hill

15th May, Chard Reservoir

18th September Yeovil Country Park

11th December, Brympton Way.

7. Any other business

None

8. Date of next meeting

13th February at Ham Hill.

Minutes of a meeting of **Yeovil Crematorium and Cemetery Committee**
held in the Council Chamber, Town House, 19 Union Street, Yeovil on
Wednesday 15 January 2014

(6.00pm – 7.40pm)

Present:

| | |
|-----------------------|---------------------------------|
| Alan Smith (Chairman) | Yeovil Town Council |
| Mary Evered | Brympton Parish Council |
| Nigel Gage | South Somerset District Council |
| Alf Hill | Yeovil Without Parish Council |
| Maurice Lamb | Yeovil Without Parish Council |
| David Recardo | South Somerset District Council |
| Manny Roper | Yeovil Town Council |

Also Present:

| | |
|---------------|---|
| Alan Tawse | Clerk to the Committee |
| Glenn Ford | Cemetery Foreman |
| Garry Green | Property and Engineering Services Manager |
| Paula Jeffery | Management Accountant |
| Tom Pullin | Operations Manager |

(1) Public Comment

There were no comments from the public.

(2) Minutes

The minutes of the previous meeting held on 16 October 2013, 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 Graham Oakes, Paula Taylor and Clive Wakely.

(4) Declarations of Interest

There were no declarations of interest.

(5) Cemetery - Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 4 refers).

Members were advised of a recent partial collapse of the foul drainage system at the Cemetery Lodge, which was being investigated with a view to early repair works being carried out. It was anticipated that the costs would be met from an underspend in the boundary walls repair allocation.

During the ensuing discussion, reference was made to the method by which capital works at the Cemetery were funded on a rolling basis, and the possibility of capping the Reserve Fund.

Whilst it was acknowledged that there was sufficient in the Reserve Fund to meet the estimated costs of the existing ten-year programme, it was pointed out that this was based on forecasted prices and that adequate provision also needed to be made for unforeseen and inescapable works that would inevitably arise from time to time given the age and nature of the premises. The Fund was also used to meet the cost of any unexpected revenue budget shortfalls that might arise.

Attention was drawn to the surveys that were carried out by a qualified surveyor on a periodic basis with a view to identifying any new works and revaluing any identified works that were already included in the Works Plan and their recommended implementation dates.

The Management Accountant expressed her support for the current approach taken by the Committee, which involved making annual revenue contributions to the Reserve Fund. This ensured that sufficient resources were available for the Committee to meet its legal obligations and to carry out any agreed improvements on an ongoing basis.

It was noted that in past years the level of reserves had been significantly reduced as a result of unforeseen and inescapable works that needed to be carried out as a matter of urgency, and that the present arrangements represented a more robust and prudent approach.

RESOLVED: that the matters be noted.

(6) Crematorium - Works Plan

The Committee considered the report of the Property and Engineering Services Manager (agenda item 5 refers).

During the ensuing discussion, reference was made to the works that had recently been completed to extend the Memorial Rose Garden area, which had created an additional 33% of available space.

In response to a query, the Operations Manager undertook to arrange for sufficient cover to be put in place to ensure the ongoing maintenance of the memorial roses to a high standard.

RESOLVED: that the matters be noted.

(7) Original Budget Estimates 2014/15

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

In response to a query, the Management Accountant agreed to undertake a cost recovery analysis of the charges for erecting memorial headstones or vases and to include her findings in next year's budget estimates report.

During the ensuing discussion, reference was made to the need to ensure that fees were set at an appropriate level, which took into account the anticipated impact of various developments identified in the report; the costs of delivering and improving services and the present economic climate.

- RESOLVED:** (1) that approval be given to the 2014/15 budget estimates – including the fees and charges (attached as Appendix A);
- (2) that the allocation of the Cemetery deficit (attached as Appendix B) be approved;
- (3) that approval be given to the proposed memorial tablet fees;
- (4) that the Service Level Agreements with South Somerset District Council for 2014/15 be approved and signed; and
- (5) that the current position of the reserves be noted.
-

(8) Statistics – October 2013 to December 2013

The Committee considered the report of the Administration Manager (agenda item 7 refers).

RESOLVED: that the matter be noted.

(9) Future Meetings

The Committee considered the report of the Clerk to the Committee (agenda item 8 refers).

RESOLVED: (1) that meetings of the Committee be held on the following dates in 2014/15 at the times and venues indicated:

Wed 16 April 2014 (6.00pm – at the Town House)
Wed 18 June 2014 (6.00pm – at Yeovil Crematorium)
Wed 15 October 2014 (6.00pm – at the Town House)
Wed 14 January 2015 (6.00pm – at the Town House)

(2) that arrangements be made for an inspection of the Crematorium and the Cemetery to be undertaken by Members of the Committee immediately following the June meeting.

(10) Exclusion of Press and Public

RESOLVED: that the press and public be excluded from the meeting for consideration of the following item 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) Crematorium Access

The Committee considered the confidential report of the Clerk to the Committee (agenda item 9 refers).

RESOLVED: (1) that the matter be noted; and
(2) that the recommendation in the report be approved and adopted.

Chairman.....

APPENDIX A

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE

FEES OPERATIVE FROM 1ST APRIL 2014 AT YEOVIL CEMETERY

The fees listed below are applicable to the residents (Parishoners) of Yeovil, ie the parishes of Yeovil Town, Yeovil Without and Brympton.

For Non-Parishoners, ie residents of the Yeovil area but not within the above Parishes, the fees are doubled. If the deceased moved in to a residential care home outside of the Yeovil area, less than 12 months prior to the date of death, the fee will remain at the standard rate.

| Net Fee | INTERMENT FEES | Net Fee | VAT | Total Charge |
|---------|--|---------|--------|--------------|
| 2013/14 | | | 20% | 2014/15 |
| £390.00 | The burial of the body of a person whose age at the time of death exceeded sixteen years | £400.00 | No VAT | £400.00 |
| £174.00 | The burial of cremated remains | £180.00 | No VAT | £180.00 |
| £51.00 | The scattering of cremated remains (uncontained burial) | £53.00 | No VAT | £53.00 |
| £82.00 | The use of the chapel | £84.00 | No VAT | £84.00 |
| | Please note there is no charge for the interment of babies and children up to the age of sixteen | | | |
| Net Fee | BURIAL AND MEMORIAL RIGHTS | Net Fee | VAT | Total Charge |
| 2013/14 | (for a period of 75 years - subject to review) | | 20% | 2014/15 |
| £62.00 | The purchase of burial and memorial rights - in the childrens section | £64.00 | No VAT | £64.00 |
| £368.00 | in the remainder of the cemetery | £377.00 | No VAT | £377.00 |
| £521.00 | in a selected site | £533.00 | No VAT | £533.00 |
| £255.00 | in a grave for cremated remains only | £261.00 | No VAT | £261.00 |
| Net Fee | MEMORIAL APPROVAL FEES | Net Fee | VAT | Total Charge |
| 2013/14 | (applicable for Parishoner and Non-Parishoner) | | | 2014/15 |
| £113.00 | For the right for the erection of a memorial or vase | £116.00 | No VAT | £116.00 |
| £31.00 | Additional subscription to existing memorial | £32.00 | No VAT | £32.00 |
| Net Fee | SEARCHING REGISTERS | Net Fee | VAT | Total Charge |
| 2013/14 | | | 20% | 2014/15 |
| £31.00 | For a period of not more than one year | £32.00 | No VAT | £32.00 |
| £21.00 | For each additional year | £22.00 | No VAT | £22.00 |
| £21.00 | Certificate of entry in the burial register | £22.00 | No VAT | £22.00 |

APPENDIX A

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE

FEES OPERATIVE FROM 1ST APRIL 2014 AT YEOVIL CREMATORIUM

| Net Fee | CREMATION FEES | Net Fee | VAT | Total Charge |
|---------|--|---------|--------|--------------|
| 2013/14 | | | 20% | 2014/15 |
| £520.00 | The cremation of the body of a person whose age at the time of death exceeded sixteen years | £540.00 | No VAT | £540.00 |
| £56.50 | The cremation of body parts | £59.00 | No VAT | £59.00 |
| £148.00 | For extended time for use of the chapel or the use of the chapel only | £150.00 | No VAT | £150.00 |
| | Please note there is no charge for the cremation of babies and children up to the age of sixteen | | | |
| Net Fee | DISPERSAL FEES | Net Fee | VAT | Total Charge |
| 2013/14 | | | 20% | 2014/15 |
| £41.00 | For burying cremated remains where cremation did not take place at Yeovil Crematorium | £42.00 | No VAT | £42.00 |
| £21.00 | Temporary deposit of cremated remains per month (first month free of charge) | £22.00 | No VAT | £22.00 |
| £51.00 | For the removal of cremated remains from the Garden of Remembrance (under Home Office Licence) | £53.00 | No VAT | £53.00 |
| £31.00 | Witnessing the interment of cremated remains | £32.00 | No VAT | £32.00 |
| Net Fee | CONTAINERS | Net Fee | VAT | Total Charge |
| 2013/14 | | | 20% | 2014/15 |
| £21.00 | Baby Urn (white) | £22.00 | No VAT | £22.00 |
| £26.00 | Urn | £27.00 | No VAT | £27.00 |
| £41.00 | Casket | £42.00 | No VAT | £42.00 |
| | If the Funeral Director does not supply a suitable container for the removal of cremated remains, a polytainer will be provided without charge | | | |
| Net Fee | OTHER CHARGES | Net Fee | VAT | Total Charge |
| 2013/14 | | | 20% | 2014/15 |
| £54.00 | Forwarding cremated remains via Securicor (inc. P&P) | £56.00 | No VAT | £56.00 |
| £21.00 | Certificate of cremation (the first is issued free of charge) | £22.00 | No VAT | £22.00 |
| £21.00 | Certified extract from the cremation register | £22.00 | No VAT | £22.00 |
| Net Fee | MEMORIAL FEES | Net Fee | VAT | Total Charge |
| 2013/14 | | | 20% | 2014/15 |
| £140.00 | Rose bush and plaque to include 5 year maintenance | £150.00 | £30.00 | £180.00 |
| £50.00 | Renewal of rose bush maintenance for 5 year term | £60.00 | £12.00 | £72.00 |
| | There are five varieties of rose available and the cast bronze plaque can accommodate up to 45 letters, spaces or characters | | | |

APPENDIX B

YEOVIL CREMATORIUM AND CEMETERY COMMITTEE

ALLOCATION OF CEMETERY DEFICIT

| | | 2013-14 Original Estimate £ | 2014-15 Original Estimate £ |
|--|---------|--------------------------------------|--------------------------------------|
| Total Deficit | | 126,700 | 129,230 |
| Gross Expenditure | | 185,770 | 185,380 |
| Less: Fees | | -59,070 | -56,150 |
| | | 126,700 | 129,230 |
| Less Debt Charges by YTC | | - | - |
| | | 126,700 | 129,230 |
| 80% by 2 Parishes based on electorate @ Jan 14 | | 101,360 | 103,384 |
| | Y.T.C | 23,290 | 80,800 |
| | Y.W.P.C | 5,951 | 82,344 |
| | | 20,560 | 21,040 |
| | | 101,360 | 103,384 |
| 20% by 3 Parishes based on electorate @ Jan 14 | | 25,340 | 25,846 |
| | Y.T.C | 23,290 | 16,964 |
| | Y.W.P.C | 5,951 | 17,281 |
| | B.P.C. | 5,593 | 4,316 |
| | | 4,060 | 4,416 |
| | | 25,340 | 4,150 |
| | | 25,340 | 25,846 |
| Allocation of Deficit | | | |
| | Y.T.C | 97,764.00 | 99,624 |
| | Y.W.P.C | 24,876.00 | 25,456 |
| | B.P.C. | 4,060.00 | 4,150 |
| | | 126,700 | 129,230 |