

YEOVIL TOWN COUNCIL

MINUTES of the reconvened **ANNUAL MEETING** of **YEOVIL TOWN COUNCIL** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 13 May 2014**

(7.30pm to 8.10pm)

Present:

Mike Lock – Mayor
Martin Bailey
Philip Chandler
Bridget Dollard
David Dollard
Tony Fife
Peter Gubbins
John Hann

Kaysar Hussain
Andrew Kendall
Tony Lock
Wes Read
Manny Roper
Darren Shutler
Alan Smith

Also present:

Alan Tawse - Town Clerk

PUBLIC COMMENT

There were no comments from members of the public.

8/446 **MINUTES**

The Minutes of the previous meeting held on 1 April 2014, copies of which had been circulated, were confirmed as a correct record and signed by the Mayor.

8/447 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Kris Castle, J Vincent Chainey, Tristan Cobb, Jon Gleeson, Dave Greene and David Recardo.

8/448 **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

8/449 **MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

Details of the Mayor and Deputy Mayor's recent and forthcoming engagements and announcements were attached to the Agenda.

8/450 **CORRESPONDENCE**

The Town Clerk reported that, in addition to the items of correspondence that had been circulated to Members by email since the last Town Council meeting, the following items had been received:-

- Letters of thanks from Yeovil Town Team for the contribution of £3,000 towards their activities in 2013/14

8/451 **APPOINTMENT OF COMMITTEES AND OTHER BODIES**

Council considered the appointment and constitution of committees for 2014/15. It was proposed and was duly seconded that the following Service Committees and Area Committees be appointed with the membership indicated: -

Buildings and Civic Matters Committee (10 Members)

Grounds and General Maintenance Committee (12 Members plus 1 co-opted non-voting Member)

Planning and Licensing Committee (7 Members)

Promotions and Activities Committee (9 Members)

Yeovil Central Ward Committee (comprising the Yeovil Central Ward Members)

Yeovil East Ward Committee (comprising the Yeovil East Ward Members)

Yeovil South Ward Committee (comprising the Yeovil South Ward Members)

Yeovil West Ward Committee (comprising the Yeovil West Ward Members)

RESOLVED

- (1) that approval be given to the appointment of the above mentioned Committees; and
- (2) that the Members indicated in Appendix A be appointed to serve on the Service Committees shown.

Council then considered the appointment and membership of the Policy, Resources and Finance Committee.

It was noted that Martin Bailey had previously given formal notice that he wished to be treated as a member of the Labour Party for the purpose of Standing Order No 45 (Appointment of Committees) and that in accordance with the political proportionality provisions of this Standing Order, he would be entitled to a seat on the Policy, Resources and Finance Committee.

It was proposed, seconded and

RESOLVED

that the Policy, Resources and Finance Committee be appointed comprising the following membership: -

Mayor (Ex-Officio)

Deputy Mayor (Ex-Officio)

Chairman of Policy, Resources and Finance Committee (Ex-Officio)

Buildings and Civic Matters Committee (Chairman and Vice Chairman)

Grounds and General Maintenance Committee (Chairman and Vice Chairman)

Planning and Licensing Committee (Chairman and Vice Chairman)

Promotions and Activities Committee (Chairman and Vice Chairman)

Yeovil Central Ward Committee (one nominated Member)

Yeovil East Ward Committee (one nominated Member)

Yeovil South Ward Committee (one nominated Member)

Yeovil West Ward Committee (one nominated Member)

Nominated representative of the Labour Party

Council then considered the election of the Chairman of the Policy, Resources and Finance Committee for 2014/15 in accordance with Standing Order 48A.

It was proposed, seconded and

RESOLVED

that Tony Lock be elected Chairman of the Policy, Resources and Finance Committee for 2014/15.

Council then agreed to adjourn the meeting to enable the four Service Committees to meet and elect their respective Chairmen and Vice Chairmen and for the four Area Committees to meet and elect their respective Chairmen, Vice Chairmen and to appoint their representative to serve on the Policy, Resources and Finance Committee.

On the resumption of the meeting, the Town Clerk informed Members of the appointments made by the four Service Committees and four Area Committees during the adjournment.

The Council then considered the appointment of three representatives to serve on the Yeovil Crematorium and Cemetery Joint Committee.

RESOLVED

- (1) that Kaysar Hussain, Manny Roper and Alan Smith be appointed to serve on the Yeovil Crematorium and Cemetery Joint Committee; and
- (2) that the meeting be further adjourned to enable the Policy, Resources and Finance Committee to elect a Vice Chairman.

On the resumption of the meeting, the Town Council considered the re-appointment of various internal bodies.

RESOLVED

- (1) that the Standing Orders Sub-Committee be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Mayor
Deputy Mayor
Chairman of the Policy, Resources and Finance Committee
Martin Bailey

- (2) that the Transport Sub-Committee be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Kaysar Hussain	(Central Ward)
Tony Fife	(East Ward)
Wes Read	(West Ward)
Alan Smith	(South Ward)

- (3) that the Former Ski and Activity Centre Steering Group be re-appointed and the following Members be appointed to serve thereon for the ensuing year:

Mayor
Chairman of the Policy, Resources and Finance Committee

Council then considered the appointment of a representative of the Opposition Group on the Council for consultation purposes under the Council's Emergency Procedure.

RESOLVED

that Martin Bailey be appointed as the representative of the Opposition Group for this purpose.

8/452 **APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES FOR 2014/15**

Council considered the appointment of representatives to serve on Outside Bodies for the ensuing year.

RESOLVED

that the Members indicated be appointed to serve as representatives of the Town Council for 2014/15 on the Outside Bodies identified at Appendix B to these Minutes.

8/453 **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

The Chairman of the Planning and Licensing Committee presented the Minutes from the previous cycle of meetings, drawing attention to specific references to Council, any matters of particular interest and answering any questions.

Planning and Licensing Committee

31 March 2014
14 April 2014
28 April 2014

8/454 **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

The Minutes of the following meetings of Outside Bodies were attached to the Agenda and Members were given an opportunity to raise matters relating to them: -

Yeovil Twinning Association

13 March 2014

Yeovil Youth Council

24 March 2014

It was noted that Yeovil District Hospital was currently considering future development plans and that ongoing discussions were taking place regarding the delivery of the Eastern Corridor Transport Study. In view of these considerations, it was felt that a watching brief needed to be kept on any

proposals to improve the visual appearance of the nearby underpasses at the end of Princes Street.

Yeovil Crematorium and Cemetery Committee

16 April 2014

Members who represented the Town Council on outside bodies were given an opportunity to report on any matters of interest.

David Dollard referred to a recent seminar that he had attended, which had been organised by the Local Strategic Partnership, entitled "Meeting the Skills Needs of Industry".

He explained that the aim of the event had been to discuss and gather views on what was needed to meet South Somerset's business skills needs and to develop a skilled workforce to address the gaps. David outlined the main points that had arisen at the event, at which local employers Numatic International and EDF Energy had been represented.

Phil Chandler referred to the recent expansion of the area covered by the Newtown Tenants and Residents Association and plans to broaden the local Neighbourhood Watch Scheme to encompass the larger area.

Bridget Dollard drew attention to the new holiday activity scheme that had recently been held at Yew Tree Park with the financial support of the Town Council. She added that the introduction of this additional scheme meant that all four wards of the Town now had such schemes operating in their respective areas, access to which was freely available to local young people.

8/455 MEMBERS' ATTENDANCE

During the ensuing discussion, reference was made to the attendance of Leah Cross.

RESOLVED

that the Schedule of Members' Attendance at Council and Committee meetings in 2013/14, as attached to the Agenda, be received.

8/456 PUBLIC COMMENT

There were no comments from members of the public.

Mayor

Yeovil Town Council – Committee Membership 2014/15

Buildings and Civic Matters Committee (10 members)

Martin Bailey
Bridget Dollard (<i>Vice-Chairman</i>)
Dave Greene
Peter Gubbins
John Hann
Andrew Kendall (<i>Chairman</i>)
Mike Lock (<i>Ex-officio</i>)
Tony Lock
Wes Read
Darren Shutler (<i>Ex-officio</i>)

Grounds and General Maintenance Committee (12 members)

Martin Bailey
Philip Chandler
David Dollard (<i>Chairman</i>)
Dave Greene
John Hann (<i>Vice-Chairman</i>)
Kaysar Hussain
Andrew Kendall
Mike Lock (<i>Ex-officio</i>)
Wes Read
Manny Roper
Darren Shutler (<i>Ex-officio</i>)
Alan Smith
TBC (<i>co-opted non-voting</i>) (<i>substitute – TBC</i>)

Planning and Licensing Committee (7 members)

Kris Castle
Philip Chandler (<i>Vice-Chairman</i>)
David Dollard
Andrew Kendall
Mike Lock (<i>Ex-officio</i>)
Manny Roper
Darren Shutler (<i>Ex-officio</i>)(<i>Chairman</i>)

Promotions and Activities Committee (9 members)

Martin Bailey
Tristan Cobb
Clive Davis
Jon Gleeson (<i>Chairman</i>)
Mike Lock (<i>Ex-officio</i>)
Wes Read (<i>Vice-Chairman</i>)
David Recardo
Darren Shutler (<i>Ex-officio</i>)
Alan Smith

Policy, Resources and Finance Committee (14 members)

Martin Bailey
Philip Chandler
Bridget Dollard
David Dollard
Tony Fife
Jon Gleeson
Peter Gubbins
John Hann
Andrew Kendall
Mike Lock (<i>Ex-Officio</i>)
Tony Lock (<i>Chairman</i>)
Wes Read
Darren Shutler (<i>Ex-officio</i>)(<i>Vice-Chairman</i>)
Alan Smith

May 2014

Organisation	Representation 2014/15
Abbey Community Association	Darren Shutler
Area South Community Forum	Bridget Dollard Andrew Kendall
Barnabas Housing Association (incorporating South Somerset Womens Refuge)	Phil Chandler
Birchfield Community Association	Jon Gleeson
Friends of St John's Parish Church, Yeovil	Phil Chandler
Lark Community Association	Tristan Cobb
Newtown Tenants and Residents Association Management Committee	Philip Chandler
Parish Tree Warden Scheme	<i>Vacancy</i>
Sea Cadet Corps – Yeovil Unit 458	Andrew Kendall
Somerset Association of Local Councils	Alan Smith
South Somerset Countryside Steering Group	Alan Smith
South Somerset Disability Forum	Clive Davis
Sunningdale Doorstep Green Steering Group	David Recardo
Woborns Almshouse Charitable Trust	Mayor Manny Roper Alan Smith <i>Vacancy</i>
Yeovil Chamber of Trade and Commerce	Town Clerk/Mayor
Yeovil Town and Parishes Cluster Workshop	Chairman and Vice-Chairman of the Planning and Licensing Committee
Yeovil Free School and John Nowes Exhibition Foundation	Bridget Dollard
Yeovil in Bloom and Flower and Gardeners' Market Steering Group	All Members of Promotions and Activities Committee
Yeovil Market Improvement Group	David Dollard Alan Smith
Yeovil Recreation Charity (formerly the Preston Grove Recreation Field for Adults Charity)	David Dollard Peter Gubbins David Recardo Alan Smith
Yeovil Shopmobility Charity	Clive Davis
Yeovil Town Centre Partnership Board	David Recardo
Yeovil Transport Strategy Workshop	Chairman of Buildings and Civic Matters Committee
Yeovil Twinning Association	Andrew Kendall David Recardo
Yeovil Vision Project Management Board	Chairman of Policy, Resources and Finance Committee/Town Clerk (Vice-Chairman of Policy, Resources and Finance Committee/Assistant Town Clerk – substitutes)
Youth Services Joint Steering Group	Jon Gleeson Chairman of Policy, Resources and Finance Committee