



Notice of the Next Council Meeting

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS (Public Bodies (Admission to Meetings) Act 1960)

To all members of the Council,

You are hereby summoned to attend the following Hybrid Full Council meeting of Yeovil Without Parish Council held at Yeovil Sports & Social Club, on **Wednesday 15th March 2023 commencing at 6.30pm.**

Yeovil Sport & Social Club, Johnson Park, Coronation Avenue, Yeovil, BA21 3DY.

If you would like the log in details to view the meeting online, please contact the Clerk 24 hours before the scheduled meeting via clerk@yeovilwithoutparishcouncil.gov.uk

Members will need to attend in person to have full voting rights, any member joining online can speak on the agenda items but will not be able to vote on the matter.

Councillors will be discussing all the items listed overleaf on the Agenda.

Yours Sincerely,

Clerk to the Council - 9th March 2023

6.30pm - Prior to the meeting commencing:

Public Open Session

This provides an opportunity for members of the public to participate by asking questions, raising concerns or making comments on matters affecting Yeovil Without. Questions/comments must be emailed to the Parish Clerk (clerk@yeovilwithoutparishcouncil.gov.uk), at least 24 hours before the meeting and these will be read by the Parish Clerk at the Meeting with a reply. Questions from the public may be asked on the day of the meeting but will not have the guarantee of reply.

Outside Reports

Reports will be received by representatives from the Police, County and District Councillors as well as outside bodies, if present, on items relating to Yeovil Without Parish and the wider area.



AGENDA

1. **Apologies for absence**
Council to receive apologies for absence and consider the reasons given. (*LGA 1972 s85(1)*).
2. **Declaration of interest**
Members to declare any interests, including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
3. **Minutes of the previous Parish Council Meeting**
The Council to agree the minutes of the council meeting held on 15 February 2023. (*LGA 1972 sch 12, para 41(1)*) *minutes circulated as an attachment with the agenda*
4. **Chair's Announcements & Report**
The Council to receive a report and any announcements from the Chair of the Council and note the content.
5. **Parish Clerk's Report**
The council to receive an update from the Clerk with items to note
6. **Land at Brimsmore Working Group (Water drainage/runoff/waste)**
The council to receive an update from the working group (ML/HA)
7. **Community Grants**
The council to consider the Grant Steering Group recommendations summarised below – *further information is detailed on page 5*
 - i. 1032 (Yeovil Squadron RAF Air Cadets – grant award £500)
 - ii. Good Fellowship Club – grant award £200 deferred until April 23
 - iii. Home-Start Blackmore Vale – grant request not supported
8. **Finance – Payments, Receipts & Invoices**
 - a. The council to note the payments, receipts & invoices paid under delegation – *list of payments sent day of meeting*
 - b. The council to approve payments above the scheme of delegation threshold – *any payments above £2,500 will be included in the list of payments, along with relevant invoice.*
 - c. The council to approve the bank reconciliation up until 28th February 2023 *page 6*



- d. The council to note the budget to date and approve any virements between budgets and or reserves. [page 6 & 7](#)

The increase of the grant budget from 6,000 to 9,000 to support payment under LGA section 137 – Grant contribution – [page 6](#)

9. Committees meetings and other meetings

i. Planning Committee

The council to receive and note decisions of the Planning Committee meeting held on 15 Feb 2023 - [minutes circulated as an attachment with the agenda](#)

ii Allotment Committee

The council to receive and note the decisions of the Allotment Committee meeting held on 22 Feb 2023 (all resolutions made are within the Terms of Reference of the committee) – [minutes circulated with the agenda](#)

iii Staffing Committee

The council to receive the minutes and consider and endorse the resolution made by the Staffing Committee on 15 February 2023 – [minutes circulated with the agenda, resolution below:](#)

SC28/23 Clerks Contract of employment - 4.1 Probation

The Committee RESOLVED to the council the Clerk had successfully passed their probation period.

iv Environment Committee

The council to receive the minutes consider and endorse the recommendation made by the Environment Committee on 22 February 2023 – [minutes circulated with the agenda, recommendation below:](#)

EC 6/23 Projects

i. Land at Orchard Close, conservation area

(1) It was **UNANIMOUSLY RESOLVED** recommend to full council to inform the crown that YWPC does not wish to proceed with the purchase of the vacantia crown land (2) close the file and provide any final invoices.

v Crematorium Board Meeting

The council to note the written report from Cllr Colin Rose – [to be circulated when received.](#)



vi Yeovil Crematorium and Cemetery Committee

The council to consider and endorse the recommendations made by the Yeovil Crematorium and Cemetery Committee on 8 Mar 23.

1. Crematorium Update - **Recommendation:** to remove the £29 interment fee charge from the cremation charge.
2. Terms of Reference Membership - **Recommendation:** to increase the membership of Yeovil Without Parish Council to 3.

10. **Fitformyfuture - consultation hospital stroke services in Somerset**
 Report presented by Iris Coton

11. **Risk Assessment Review**
 The council to agree the renewed risk assessment of the Council – [attached separately](#)

12. **Forward Plan**
 To recommend any additions to the forward plan.

Item	Meeting Discussion/Decision
Wessex & Jurassic Fibre	Online public Event - 'Meet your Broadband Providers' event on Thursday 16 th March at 2.30pm.
Brimsmore Presentation	Later in the year onsite, JB to advise of dates
St Peter's Community Youth Club	June 2023
Defibrillator Sites	Awaiting response from the proposed sites
Yeovil Celebrates Event 27 & 28 May	Awaiting further details
Orchard Close	To consider recommendation from Environment Committee
Land at Brimsmore, Tintinhull Road, working group report	Monthly agenda item
Review of Hybrid meetings	Next municipal year (May 23)

End of the agenda



Agenda item 7. Community Grants

Grant applications considered by the Grant Steering Group on 27 February 2023.

Organisation	1032 (Yeovil Squadron RAF Air Cadets)	The Goodfellow Club	Blackmore Vale
Grant application form completed	✓	✓	✓
Supporting documentation submitted	✓	✓	✓
Attended assessment	✓	X constraints of the previous 2019 grant	✓
Meets grant application policy criteria	✓	✓	✓
Purpose of grant	To purchase a squadron gazebo to provide shelter at events RAFAC guidelines have to be followed – bespoke gazebo (branding & colouring)	Help toward transport costs to bring 30 members to the club by bus weekly. 2 x community transport south west buses.	Towards travel and training costs – Pilot project in Yeovilton
Total project cost	£2,193.00	Current cost £88 per week for each bus (expecting a rise in April)	£5,500
Amount of grant requested	£500	£200	£250
Previous YWPC grants	None	£600 Sep 2019 (3 years x £200) – constraint of previous grant – this grant needs to be made in 2023/2024 financial year.	None
Recommendation	Grant full amount requested £500	Grant full amount requested £200, payment deferred until April 23	Not to support the request, no evidence of a benefit to the YWPC community.



Agenda item 8c. Bank Reconciliation

YEOVIL WITHOUT PARISH COUNCIL - Period Apr 22 - Mar 23

BANK RECONCILIATION for the period ending 28 Feb 23

Prepared by B Appleby Clerk/RFO Date

Approved by Date

Balance per bank statements as at 28 Feb 23

Unity Current Account - 20445098	£	47,733.25
Unity Instant Access Account - 20445108	£	95,328.73
Nationwide 95 day Saver Account (annual interest)	£	61,615.30
Total cash at banks	£	<u>204,677.28</u>

Uncleared and unrepresented as at 28 Feb 23

St Margaret's Hospice (donation) Ch No. 300004	£	25.00
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Balance less unrepresented cheques at 28 Feb 23 **£ 204,652.28**

The net balances reconcile to the Cash Book for the year, as follows

CASH BOOK

Opening Balance 1/4/22	£	174,044.11
Add: Income up until 28 Feb 23	£	155,437.39
Less: Expenditure up until 28 Feb 23	£	124,829.22
Total Balance as at 28 Feb 23	£	<u>204,652.28</u>
	£	- Diff

Agenda item 8d. Virements between budgets and or reserves

Contribution agreed June 22 needs to be made under Local Government Act Section 137, the current grant budget is in sufficient to pay this grant and approved community grants – recommendation increase the grant budget figure from £6,000 to £9,000 additional funds to be taken from reserves.

69/22. Skateboard Parks in Yeovil

It was **RESOLVED** that £3,334 be given in a grant to the Yeovil Skate Park Project on the proviso that South Somerset District Council approached both Brympton Parish Council & West Coker Parish Council for match funding.

8d. Budget year to date



EXPENDITURE		Jun	Sep	Dec	Actual YTD	Variance	Estimated
							Year End
		193	196	199			
Staff Costs	40,000	8,209	17,979	31,050	35,645	- 4,355	41,000
Clerks Mileage	2,000	392	705	1,073	1,123	- 877	1,125
Advice/Legal Charges	4,000	95	95	1,595	1,595	- 2,405	1,595
Office Expenses (phone/use of office/stationery)	1,500	226	456	713	853	- 647	1,035
Meeting Room	550	-	-	-	75	- 475	-
Insurance	2,000	-	-	1,598	1,598	- 402	1,598
Subscriptions	2,100	-	-	1,494	1,794	- 306	1,860
Office Equipment	800	-	7	7	7	- 793	-
Training/Conferences	1,200	51	276	301	401	- 799	600
Bank Fees	400	28	50	73	73	- 327	100
Audit Charges	1,800	-	436	1,236	1,236	- 564	1,236
Elections		-	-	-	-	-	-
Chairs Fund	200	-	-	75	100	- 100	75
Finance Systems	700	-	464	464	464	- 236	464
Website/communications	1,030	-	228	528	739	- 291	528
Grants (GPC) up to 5/5/22		1,000	1,000	1,000	-	-	-
Grants Section 137	6,000	-	-	4,200	4,200	- 1,800	6,000
WP Equipment Fund Annual	3,500	-	-	-	-	- 3,500	-
WP Community Hub	1,500	-	-	-	-	- 1,500	-
Parish Initiatives	500	-	-	-	-	- 500	-
Recreation Inspections	850	-	418	418	771	- 79	850
Play area maintenance/replacement	2,000	30	30	1,095	1,145	- 855	1,100
Street Furniture Maintenance	4,500	38	38	38	38	- 4,462	2,500
Street Furniture Purchase	4,000	-	-	500	-	- 4,000	-
Parish Ranger	14,000	2,754	7,474	11,714	2,754	- 11,246	15,400
Westland Leisure Complex	8,600	-	-	-	-	- 8,600	-
Highway Safety	550	-	-	2,729	2,729	- 2,179	2,800
Youth Services	6,750	-	-	-	3,100	- 3,650	3,100
Land at Orchard Close	-	-	-	-	-	-	-
Art & Culture	1,700	-	-	-	-	- 1,700	-
Community Building Fund	5,000	-	-	-	-	- 5,000	-
Defibrilators	6,500	-	5,044	5,044	5,044	- 1,456	9,100
Celebrations	2,000	-	2,000	2,000	2,000	-	2,000
Green Inactive Fund	5,000	-	-	-	-	- 5,000	-
Cemetery Deficit	22,786	-	-	-	23,284	- 498	22,670
Allotments Land Management	2,000	943	1,011	1,161	1,161	- 839	300
Allotment Improvements	2,400	63	2,063	2,063	2,063	- 338	2,063
Total	158,416	13,829	39,773	72,166	72,166	- 64,426	119,099