



**Minutes for the Council meeting of Yeovil Without Parish Council held as a Hybrid meeting at the Yeovil Sports & Social Club, Johnson Park, Yeovil on 15 March 2023 at 6.30pm.**

**Present** – Cllrs Howard Ashton, Kevin Brown, Vyvyenne Burt, Iris Coton, Mike Lock, John Orchard, Kate Stevenson & Rob Stickland (Chair) (8)

**In attendance** - Barbara Appleby (Clerk)

**In attendance virtually** – Cllr Graham Oakes - (County Councillor) (6:54pm – 7:40pm)

**Apologies Other** - Cllr Wes Read. Cllr Tony Lock

Cllr Andy Kendall passed on his apology due to not being able to gain virtual access.

**Members of the Public** – None

**Public Session** – There were no members of the public present

**Police, District & County Councillor Reports** – A PCSO was not in attendance and no report had been received, the Clerk to follow up and circulate any report received post meeting.

District Councillor Mike Lock commented on the Yeovil Refresh, chairman's report refers to this matter.

Cllr Graham Oakes virtually joined the meeting at 6.54pm and made comment on the public consultation on improving acute hospital based stroke services in Somerset. **NOTED**

**Outside Reports:**

Cllr Vyvyenne Burt reported that the Wyndham Park Community AGM will be held on Monday 20<sup>th</sup> March at Primrose Lane School, commencing at 7pm.

**187/23 Apologies for absence (6)**

Council receive apologies from Cllr Charlotte Herbert – personal reasons. Cllrs David Knight, Kieta Marshall, John Snell, Mary Snell and Colin Rose – conflict of engagement.

Council **RESOLVED** to accept these apologies.

**Not Present**

Simon Hodder (1)

**188/23 Declaration of interest**

Cllr Mike Lock – Member of South Somerset District Council – Personal  
Cllr Rob Stickland - Member of South Somerset District Council – Personal

**189/23 Council Minutes**

The minutes of the Council meeting held on 15 February 2023 were **APPROVED** as a true record.

## 190/23 Chair's Announcements & Report

The Chair gave a verbal report covering the following matters:

- Thanked those that have represented YWPC on SSDC and wished the elected New Somerset Council YWPC representatives well.
- The planning function will be conducted by full council in the new fiscal year and a plan/structure will be brought to the next council meeting.
- Joint Burial Committee, the importance of submitting apologies
- Yeovil refresh – any questions to be submitted to the Clerk, who will compile an email to send to the refresh officers. Permission to be gained to put SSDC/Somerset Council podcasts on website/facebook page.
- Sub Committees recommendations - if further information is required to ask for clarification from the Clerk, prior to the meeting the matter will be discussed.

Council **NOTED** the report

## 191/23 Parish Clerk's Report

The parish clerk presented a brief verbal update on the receipt of the Crematorium Rent which was **NOTED** by council

## 192/23 Land at Brimsmore Working Group (Water drainage/runoff/waste)

Cllr Lock gave an update on the progress that had been made. Further onsite meetings between LLFA and Wessex water to take place. Cllr Lock and Cllr Ashton to liaise with the clerk to organise a meeting date. **NOTED**

## 193/23 Community Grants

The recommendations of the grant steering group were considered.

Council **RESOLVED**: In accordance with LGA 137 the following grants were awarded.

- i. 1032 (Yeovil Squadron RAF Air Cadets – grant award £500
- ii. Good Fellowship Club – grant award £200 deferred until April 23

## 194/23 Finance – Payments, Receipts & Invoices

The council **RESOLVED** to:

- i. **Note** the payments, receipts & invoices paid under delegation (details page 4)
- ii. **APPROVE** the payments above the delegation threshold (£2,500) (details page 4)
- iii. **APPROVE** the Bank Reconciliation up until 28 February 2023
- iv. **APPROVE** the increase of the 22/23 Grant Budget to 9,000 increase from reserves and **NOTE** the budget to date. (details page 5)

## 195/23 Committee meetings and other meetings

- i. Council **NOTED** the minutes of the **Planning Committee** meeting held on 15 Feb 2023
- ii Council **NOTED** the minutes of the **Allotment Committee** meeting held on 22Feb 2023 and that the track maintenance will be sent back to the Allotment Committee to scope and bring a recommendation to full council.
- iii Council **NOTED** the minutes of the **Staffing Committee** held on 15 Feb 23.

195/23 Cont. iv Council **NOTED** the minutes of the **Environment Committee** held on 22 Feb 23 and considered the recommendation given at minute no. EC 6/23.

Council **RESOLVED** (1) that YWPC does not wish to proceed with the purchase of the vacantia crown land (2) close the file and provide any final invoices. (3) to make enquiries with the crown to the possibility of leasing the land as an alternative to purchase.

v **Crematorium Board Meeting report** – deferred until the next meeting

vi **Yeovil Crematorium and Cemetery Committee**

Council considered the recommendations made by the above committee on 8 Mar 23 and **RESOLVED** (1) that £29 to be removed from the cost of a cremation and that a nominal fee of £29 be charged for an interment (2) note and endorse to increase the membership of YWPC to 3 members

196/23 **Fitformyfuture - consultation hospital stroke services in Somerset**

The council considered the response presented by Cllr Coton. It was **RESOLVED** to submit the response with some minor additions that would be circulated to councillors before submission to engagement NHS Somerset.

197/23 **Risk Assessment Review**

Council **RESOLVED** to adopt the Risk Assessment following the recent review.

198/23 **Forward Plan**

Council **NOTED** the forward plan.

199/23 **Questions arising for noting only**

YWPC no longer having the General Power of Competence was raised, the following response was given.

YWPC does not meet the GPC criteria following the last ordinary elections in May 22. 9 councillors were declared elected, 10 members were needed to meet the criteria. Therefore whilst criteria (b) is now met (CiLCA qualified clerk), criteria (a) cannot be satisfied until the next ordinary elections and the council remains unable to pass a resolution that they meet the criteria for eligibility. **NOTED**

The General Power of Competence (GPC) was brought into force by SI. 961, The Localism Act 2011 (Consequential Amendments) Order 2012 on 28th March 2012.

*Legislation link below.*

[The Parish Councils \(General Power of Competence\) \(Prescribed Conditions\) Order 2012 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uk/si/2012/961)

Meeting Closed at 7.48pm

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_

Finance Cont. 194/23  
i & ii List of payments

YWPC PAYMENTS APPROVAL LIST				Payments greater than	> £500			
Payments between <b>25/2/23 - 16/3/23</b>								
Payment Method	Invoice Date	Invoice No.	Payment date	Details	above delegation threshold	Gross	Vat	Net
	14-Feb	YEO003	Held	Community Heartbeat - Defibs		-£ 5,322.00	-£ 887.00	-£ 4,435.00
	14-Feb	YEO003	Held	Community Heartbeat - Support		-£ 324.00	-£ 54.00	-£ 270.00
DD	14-Feb	749897	28-Feb	Onecom		£ 40.91	£ 6.82	£ 34.09
BACS	31-Jan	3062153780	16-Mar	Water2business		£ 44.03		£ 44.03
BACS	24-Feb	4510129184	16-Mar	SSDC - grant skate park - LGA 137	Approved	£ 3,334.00		£ 3,334.00
BACS	14-Feb	YEO003	16-Mar	Community Heartbeat - Defibs	Approved	£ 5,322.00	£ 887.00	£ 4,435.00
BACS	14-Feb	YEO003	16-Mar	Community Heartbeat - Support		£ 324.00	£ 54.00	£ 270.00
BACS	02-Mar	02/03/2023	16-Mar	Yeovil Sports & Social Club		£ 45.00	£ 15.00	£ 30.00
BACS	02-Mar	6000059736	16-Mar	SSDC - Parish Ranger		£ 1,344.52	£ 224.09	£ 1,120.43
BACS		M12	16-Mar	HMRC (Q4)	Approved	£ 2,867.51		£ 2,867.51
BACS	14-Mar	M12	16-Mar	Clerks Emoluments		£ 615.25	£ 71.47	£ 446.21
				Total		£ 8,291.22	£ 317.38	£ 7,876.27
<b>RECEIVED INCOME TRANSACTIONS</b>								
Receive: 25/2/23 - 16/3/23								
Method	Received Date	Account	Details			Gross	Vat	Net
BACs	08/03/2023	Unity Current Account	Cemetery Deficit credit - invoice error			£ 498.00		£ 498.00
<b>BALANCES</b>								
b/f Unity Current	£ 42,091.24				<b>All accounts</b>			
Income	£ 498.00				Unity Current Account	£ 33,800.02		
Expenditure	£ 8,291.22				Unity Instant Access	£ 95,328.73		
<b>Balance 16/03/23</b>	<b>£ 33,800.02</b>				Nationwide	£ 61,615.30		
					<b>Total</b>	£ 190,744.05		
b/f Unity Access	£ 95,328.73				<b>Crematorium Reserves</b>			
Income	£ -				<b>as @ 31/3/22</b>			
<b>Balance 16/03/23</b>	<b>£ 95,328.73</b>				Reserve fund balance	£ 403,731	£ 392,453	<b>22/23</b>
					Cremator Replacement Reserve	£ 62,037	£ 62,037	
					<b>Total</b>	£ 465,768	£ 454,490	

## Finance Cont. 194/23

### iii Budget 2022/23

EXPENDITURE	Budget 22/23	Jun	Sep	Dec	Feb	Actual YTD	Variance	Estimated Year End
Staff Costs	40,000	8,209	17,979	31,050	35,645	35,645	- 4,355	41,000
Clerks Mileage	2,000	392	705	1,073	1,123	1,123	- 877	1,125
Advice/Legal Charges	4,000	95	95	1,595	1,595	1,595	- 2,405	1,595
Office Expenses (phone/use of office/stationery)	1,500	226	456	713	853	853	- 647	1,035
Meeting Room	550	-	-	-	75	75	- 475	-
Insurance	2,000	-	-	1,598	1,598	1,598	- 402	1,598
Subscriptions	2,100	-	-	1,494	1,794	1,794	- 306	1,860
Office Equipment	800	-	7	7	7	7	- 793	-
Training/Conferences	1,200	51	276	301	401	401	- 799	600
Bank Fees	400	28	50	73	73	73	- 327	100
Audit Charges	1,800	-	436	1,236	1,236	1,236	- 564	1,236
Elections	-	-	-	-	-	-	-	-
Chairs Fund	200	-	-	75	100	100	- 100	75
Finance Systems	700	-	464	464	464	464	- 236	464
Website/communications	1,030	-	228	528	739	739	- 291	528
Grants (GPC) up to 5/5/22	-	1,000	1,000	1,000	-	1,000	- 1,000	-
Grants Section 137	9,000	-	-	4,200	4,200	4,200	- 4,800	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	771	- 79	850
Play area maintenance/replacement	2,000	30	30	1,095	1,145	1,145	- 855	1,100
Street Furniture Maintenance	4,500	38	38	38	38	38	- 4,462	2,500
Street Furniture Purchase	4,000	-	-	500	-	1,020	- 2,980	-
Parish Ranger	14,000	2,754	7,474	11,714	2,754	13,475	- 525	15,400
Westland Leisure Complex	8,600	-	-	-	-	-	- 8,600	-
Highway Safety	550	-	-	2,729	2,729	2,729	- 2,179	2,800
Youth Services	6,750	-	-	-	3,100	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	5,044	- 1,456	9,100
Celebrations	2,000	-	2,000	2,000	2,000	2,000	-	2,000
Green Inactive Fund	5,000	-	-	-	-	-	- 5,000	-
Cemetery Deficit	22,786	-	-	-	23,284	23,284	- 498	22,670
Allotments Land Management	2,000	943	1,011	1,161	1,161	1,161	- 839	300
Allotment Improvements	2,400	63	2,063	2,063	2,063	2,063	- 338	2,063
<b>Total</b>	<b>161,416</b>	<b>13,829</b>	<b>39,773</b>	<b>72,166</b>	<b>93,990</b>	<b>106,730</b>	<b>- 54,686</b>	<b>119,099</b>