



Minutes for the meeting of Yeovil Without Parish Council held at Yeovil Sports & Social Club, Johnson Park, Yeovil on 17 January 2024 at 18.35.

**Present** – Cllrs, Kevin Brown, Iris Coton (18:38), Charlotte Herbert (19:04), John Orchard, Colin Rose, Kate Stevenson, and Rob Stickland (7)

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

Somerset Councillors: Tony Lock, Graham Oakes, Andy Kendall, Evie Potts-Jones

Apologies received from Somerset Councillors' David Woan and Wes Read

**Members of the Public** – Ruth Glendinning, Youth Worker, St James & St Peters Church – no comments were made in the public open session. Ruth left the meeting at 18:53.

**Police/PSCO** – None in attendance. The chairman reported that PC Dan Crawford had been reassigned out of the area.

**Somerset Councillor Report** – Somerset Councillors gave verbal reports covering Yeovil Stroke unit, the current financial situation of Somerset Council and proposed loss of facilities/services in the area. Iris Coton raised the condition of Throne Lane, drainage issues in the parish were raised by TL & IC. The reports and issues were **NOTED**.

#### **Outside Reports/Representatives:**

Ruth Glendinning commented on the Westfield Youth Work report that had been circulated to councillors. The report was **NOTED** and Ruth was thanked for the work that she does.

#### **295/24      APOLOGIES FOR ABSENCE:**

Council received apologies from Cllrs, Howard Ashton, David Knight, Mike Lock  
- conflicting commitments (3)

Cllr Vyvyenne Burt – unwell (1)

Council **RESOLVED** to accept these apologies.

Not present - Simon Hodder, Kieta Marshall, John Snell and Mary Snell (4)

#### **296/24      DECLARATIONS OF INTEREST:**

John Orchard – Personal – Yeovil Marsh Allotment Tenant

Kevin Brown – Personal – Yeovil Marsh Allotment Tenant

**Rob Stickland** – Personal – Member of Yeovil Town Council (declaration given during discussion – 302/24.3 refers.

#### **297/24      MINUTES OF PREVIOUS MEETING:**

**297/24.1** The minutes of the Parish Council meeting held on 20 Dec 2023 were **APPROVED** as a true record.

- 298/24**      **CHAIRS ANNOUNCEMENTS AND ENGAGEMENTS:**  
The Chair mentioned Westfield consultation to be held on 29<sup>th</sup> Jan 24 and the next LCN meeting.
- 299/24**      **PARISH CLERK REPORT:**  
**299/24.1**      There were no matters outside the agenda items that required raising.
- 300/24**      **DEFIBRILLATOR UPDATE:**  
**300/24.1**      The council **NOTED** the defibrillator monthly usage report, along with an explanation of the usage information that is received and that only frequency of access can be reported.
- 301/24**      **PLANNING:**  
**301/24.1**      Planning applications received for consideration: NONE  
**301/24.2**      Planning Applications considered under Standing Order 15bxvi : NONE  
**301/23.3**      Planning Applications received after the publication of the agenda: NONE  
**301/24.4**      **Planning Decisions & Appeals**  
The Council **NOTED** the planning decisions of Somerset Council since the last meeting.
- 301/24.5**      **Planning Correspondence:**  
Clark Telecom Ltd letter dated 10 Jan 24 – Councillors to forward any comments to the clerk, the Council **NOTED** the letter
- 302/24**      **ONGOING MATTERS/REVIEWS/GOVERNANCE**
- 302/24.1**      **CREMATORIUM AND CEMETERY COMMITTEE**  
The council were informed that the delegated officers and Crematorium and Cemetery Committee Chair had approved the revised Crematorium and Cemetery Committee 2024/2025 budgets, cemetery deficit, the SLA figures would be reviewed when detail figures are received. Members **NOTED** the approval of all the Crematorium and Cemetery Committee revised figures and minutes of the meeting held on 19 Dec 2023.
- 302/24.2**      **RISK ASSESEMENT REVIEW**  
The Council **NOTED** the request to review the current risk assessment and consider if there are any new risks. Councillors were asked to send any comments or potential risks to the Clerk by 12 Feb 24.
- 302/24.3**      **SOMERSET COUNCIL ASSET AND SERVICE DEVOLUTION UPDATE**  
The Council **NOTED** the latest correspondence from Somerset Council.  
**Rob Stickland declared a personal interest – Yeovil Town Council member.**  
The proposed cuts to Mudford Recreational Ground were raised. It was **RESOLVED** that this matter would be delegated to the Scrutiny Committee to obtain further information, engage with any relevant parties in preparation of bringing a proposal to the parish council for consideration.

**303/24 FINANCE**

- 303/24.1** The council **RESOLVED** to:
- a. **NOTE** the payment, paid under delegation – page 4
  - b. **APPROVE** the quarterly bank reconciliation.
  - c. **NOTE** the quarterly 2023/2024 budget review – page 5

**303/24.2 24/25 BUDGET AND PRECEPT**

- The council **RESOLVED** to:
- a. **APPROVE** the budget of £364,934.
  - b. **APPROVE** the precept demand of £139,734.

**303/24.3 INVESTMENTS**

Unity Bank 2 year-fixed term deposit account - The Chair and Vice Chair signed the authorisation to open a 2 year-fixed term deposit account in line with the resolution made on 20 Dec 23, minute no. 294/23.1

- 303/24.4** The council discussed an alternative investment option, the Vice Chair proposed that the remaining Crematorium reserve funds could be used to try and gain an 9% increase in YWPC share of the Crematorium. It was **RESOLVED** that the clerk would approach Somerset Council with the proposal.

**304.24 CORRESPONDENCE:**

**304/24.1** SALC Newsletter - NOTED

**304/24.2** Any further correspondence received since preparation of the agenda which does not require a financial decision - NONE

**305/24 FORWARD PLAN**

**305/24.1** The council **NOTED** the forward plan.

***Confidential Items***

***Exclusion of the press and public***

*The Council **RESOLVED** to exclude the press and public from the remainder of the meeting 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.*

**306/24 PARISH RANGER**

**306/24.1** The council **NOTED** the update from the clerk. It was **RESOLVED** that the matter would be delegated to the Clerk to explore further and in principle the parish ranger service to be retained in an agreed manner with Somerset Council.

Meeting closed 20:20.

Chair.....

Date .....

## 303/24.1 (a) cont. - Finance Continued: Payment List

### YWPC PAYMENTS APPROVAL LIST

Jan-24

Payments greater than > £500

### EXPENDITURE 4,068.80

above £2,500

Invoice Date	Payment date	Details	Net - £	Vat - £	Gross - £
Auto	31-Dec	Service Charge	21.90		21.90
BACS	03-Jan	18-Jan Somerset Council (parish ranger)	751.76	150.36	902.12
BACS	09-Jan	18-Jan Yeovil Sports & Social Club	37.50	7.50	45.00
BACS	20-Dec	18-Jan Parish Online (subscription)	300.00	60.00	360.00
BACS	21-Dec	18-Jan Edge It System Limited		15.20	15.20
BACS	16-Jan	18-Jan Staff Emoluments	239.53		239.53
SO	16-Jan	25-Jan Democractic Services	2,200.00		2,200.00
DD	16-Jan	18-Jan NEST	285.05		285.05
Total			3,835.74	233.06	4,068.80

### INCOME £21.84

Date	Amount	Description
12/01/2024	21.84	Onecom credit (end of contract over ch
		Total In £ 21.84

### Balances Jan-24

	Previous Month Balance	In	Transfers between accounts	Out	Current balance
Unity Current	110,425.09	£ 21.84		4,068.80	106,378.13
Unity Access	566,969.63	£ -		£ -	566,969.63
Nationwide	62,635.50	£ -		£ -	62,635.50
Totals	740,030.22	£ 21.84		4,068.80	735,983.26

#### Earmarked Reserves

Play Area equipment replacement	3,000
Legal Costs	80,000
Elections	5,500
WP Community Equipment	3,500
WP Hub	1,500
Community Building	5,000
Devolved Management	60,000
Total earmarked reserves 23/24	158,500.00

Crematorium Reserves @ year end Mar 23 462,402.68

**YWPC - Actual V Budget 23/24**

<b>INCOME</b>	<b>Estimate</b>	<b>YTD</b>	<b>Budget Variance</b>	<b>Jun</b>	<b>Sep</b>	<b>Dec</b>
General Precept	109,650	109,650	-	109,650	109,650	109,650
Burial Precept	23,284	23,284	-	23,284	23,284	23,284
Crematorium Funds	-	462,403	462,403	-	-	462,403
Crematorium Rent	12,100	12,100	-	-	-	12,100
Allotments	500	540	40	540	540	540
Interest	2,000	2,751	751	539	1,194	2,751
Grants	-	-	-	-	-	-
Other Income	-	-	-	-	-	-
<b>Total Income</b>	<b>147,534</b>	<b>610,728</b>	<b>463,194</b>	<b>134,013</b>	<b>134,668</b>	<b>610,728</b>

<b>EXPENDITURE</b>	<b>Budget 23/24</b>	<b>YTD</b>	<b>Budget Variance</b>	<b>% expenditure v budget</b>	<b>Jun</b>	<b>Sep</b>	<b>Dec</b>
Staff Costs	41,000	33,702	7,298	82%	9,761	16,577	31,054
Clerks Mileage	250	509	259	204%	130	241	475
Advice/Legal Costs	82,000	-	82,000	0%	-	-	-
Office Expenses (phone/use of	1,500	1,153	347	77%	718	951	1,093
Meeting Room	300	338	38	113%	38	150	300
Insurance	2,000	2,692	692	135%	-	2,692	2,692
Subscriptions	2,200	1,975	225	90%	-	-	1,675
Office Equipment	800	-	800	0%	-	-	-
Training/Conferences	1,500	100	1,400	7%	-	-	100
Bank Fees	100	70	30	70%	27	48	70
Audit Charges	1,500	1,364	136	91%	524	1,364	1,364
Elections	5,500	-	5,500	0%	-	-	-
Chairs Fund	200	97	103	48%	-	-	97
Edge system software	500	533	33	107%	-	533	533
Website/communications	700	316	384	45%	316	316	316
Grants Section 137	6,000	3,000	3,000	50%	200	2,200	3,000
WP Equipment Fund	4,500	-	4,500	0%	-	-	-
Annual	2,000	-	2,000	0%	-	-	-
WP Community Hub	1,000	353	647	35%	-	353	353
Recreation Inspections	10,000	-	10,000	0%	-	-	-
Play area	4,000	125	3,875	3%	125	125	125
maintenance/replacement	25,000	10,962	14,038	44%	880	5,986	10,211
Street Furniture	4,500	5,611	1,111	125%	1	1,180	5,611
Purchase	1,000	157	843	16%	-	-	157
Highway Safety	5,000	-	5,000	0%	-	-	-
Youth Services	2,000	-	2,000	0%	-	-	-
Planning - Local Plan	1,700	192	1,508	11%	-	91	192
Art & Culture	5,000	-	5,000	0%	-	-	-
Community Building	6,000	-	6,000	0%	-	-	-
Defibrilators	5,000	330	4,670	7%	330	330	330
Celebrations	10,000	1,500	8,500	15%	-	-	1,500
Environment Committee	23,284	11,642	11,642	50%	-	-	11,642
Cemetery Deficit	2,000	112	1,888	6%	-	85	112
Allotments Land	74,500	-	74,500	0%	-	-	-
Management							
Devolved Management							
<b>Total</b>	<b>332,534</b>	<b>76,833</b>		<b>23%</b>	<b>13,049</b>	<b>33,222</b>	<b>73,001</b>