



Yeovil Without Parish Council

Minutes for the Annual Council meeting of Yeovil Without Parish Council held at Yeovil Sports & Social Club, Johnson Park, Yeovil on 15 May 2024 at 6.30pm

Present – Cllrs, Kevin Brown, David Knight, John Orchard, Colin Rose, & Rob Stickland (5)

In attendance - Barbara Appleby (Clerk),

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

Somerset Councillor Reports – Clash of meetings, apologies were received from Somerset Councillors.

Outside Reports: The verbal reports & update given on the following were noted:

Westfield Community Association

Yeovil in Bloom – minutes to be circulated

LCN - minutes to be circulated

LCN highways workshop

340/24 ELECTION OF CHAIR

Cllr Rob Stickland was unanimously **ELECTED** Chair of Yeovil Without Parish Council. The acceptance of office was signed.

341//24 APOLOGIES FOR ABSENCE

Council received apologies from Cllr Howard Ashton, Vyvyenne Burt, Iris Coton, Mike Lock, Kate Stevenson (5) – personal commitments

Council **RESOLVED** to accept these apologies.

Not Present

Cllr Charlotte Herbert, Simon Hodder, Mary Snell & John Snell (4)

342/24 DECLARATIONS OF INTEREST

John Orchard – Personal – Allotment Tenant

Kevin Brown – Personal – Allotment Tenant

343/24 ELECTION OF VICE CHAIR

Cllr Colin Rose was unanimously **ELECTED** Vice Chair of Yeovil Without Parish Council.

344/24 MINUTES OF PREVIOUS MEETINGS

- a. The minutes of the Parish Council meeting held on 17 April 2024 were **APPROVED** as a true record.
- b. The draft minutes of the Allotment Committee meeting held on 22 April 2024 were **NOTED**.

345/24 RESIGNATION OF COUNCILLOR

Council **NOTED** the resignation of Cllr Kieta Marshall and that an election had not be called and the vacant position to be filled by co-option.

346/24

APPOINTMENT OF COMMITTEE MEMBERS & OUTSIDE BODIES REPRESENTATIVES

The council **RESOLVED** to appoint members to committees, working groups and representatives of the Council to outside bodies as detailed below:

Organisation/Committee	2024/25 representative
Staffing Committee (5)	Vice Chair, Iris Coton, John Snell, Simon Hodder, David Knight
Financial Scrutiny Committee (3)	Colin Rose, Iris Coton, Simon Hodder
Allotment Committee (2)	Iris Coton, Colin Rose
Environment Committee (4)	Iris Coton, Kate Stevenson, Vyvyenne Burt, Howard Ashton
Grant Steering Group (6)	Iris Coton, Simon Hodder, Vyvyenne Burt, Kevin Brown, Chair of scrutiny, vacant
Yeovil Crematorium Management Board (2)	Colin Rose and the Clerk
Highways and footpaths (3)	Mike Lock, John Snell, Kate Stevenson
Woburn Almshouse Committee	Chair
Bus Back Better	Vyvyenne Burt
Westfield Community Association (1)	Chair
Wyndham Park Community Association (2)	Chair & Vice Chair
Yeovil Sports Club Management Committee (2)	Howard Ashton & Kevin Brown
Yeovil Crematorium and Cemetery Committee (3)	Chair, Vice Chair & Vyvyenne Burt
SALC (Somerset Association of Local Councils)	Chair
Yeovil in Bloom (2)	Chair & Charlotte Herbert
Planning Committee (15)	All YWPC councillors
Appeals Committee (3)	Chair + 2 councillors appointed by the chair upon notice of an appeal
LCN – Local Community Network (1)	Chair - Vice Chair (sub)

Active Working Groups

Allotment Sale	Chair, Colin Rose
Land at Brimsmore/Tintinhull – Water runoff/drainage	Mike Lock, Howard Ashton
Devolution & Asset transfer	Financial Scrutiny Committee

347/24

DOCUMENT AND TOR REVIEWS

- a. **APPROVE and ADOPT** Standing Orders and Financial Regulations.
- b. **APPROVE AND REAFFIRM** all terms of reference for active committees
- c. **APPROVE & REAFFIRM** the scheme of delegation.

348/24

POLICIES

To **APPROVE & REAFFIRM** all other documents and policies of the council.

349/24

STATEMENT OF INTERNAL CONTROL

The council **RESOLVED** to approve the statement of internal control

- 350/24** **PLANNING:**
- 350/24.1** **Planning applications received for consideration:**
- 350/24.1a** **14/02554/OUT – (amended) & 15/03942/FUL (amended) – Land North of Primrose Lane – Both applications NOTED, this view is subject to the community aspects of the build commencing in the first phase and not reliant on the number of dwellings occupied.**
- 350/24.2** **Planning Applications considered under Standing Order 15bxvi : NONE**
- 350/23.3** **Planning Applications received after the publication of the agenda:**
24/01087/HOU – 54 Combe Street Lane, Yeovil- Support
- 350/24.4** **Planning Decisions & Appeals: NONE**
- 350/24.5** **Planning Correspondence: NONE**
- 351/24** **FINANCE**
The council **RESOLVED** to:
a. **NOTE** the payments, paid under delegation details page
b. **NOTE** the £5,000 grant payment above the scheme of delegation threshold, that was approved at the 17 April 2024 pc meeting.
c. **APPROVE** the following regular payments:
Standing Order – £2,200 monthly
Direct Debits – NEST monthly pension payment & ICO yearly payment
Monthly Subscriptions – Vodaphone pay as you go £10 & Virtual landline £6.50
Annual Subscriptions – Adobe and Microsoft 365 software – reimbursement through expenses.
- 352/24** **PARISH CLERKS REPORT**
The council **NOTED** the verbal report. It was agreed that assistance from Somerset Councillors would be sort in relation to the parish ranger devolution and crematorium and cemetery management committee/decisions.
- 353.24** **CORRESPONDENCE:**
- 353/24.1** **Any further correspondence received since preparation of the agenda which does not require a financial decision – NONE**
- 354/24** **FORWARD PLAN**
The council reviewed the forward plan, existing items dates adjusted, no new items were added.

Meeting ended 7.24pm

Chair.....

Date

351/24 - Finance Continued: Payment Lists and balances

YWPC PAYMENTS APPROVAL LIST			May-24		Payments greater than > £500	
EXPENDITURE			9,686.64			
Payment Method	Payment date	Details	above £2,500 *	Net - £	Vat - £	Gross - £
BACS	18-Apr	Yeovil families grant	approved 17/4	5,000.00		5,000.00
BACS	16-May	Somerset Council (Parish ranger)		1,554.00	310.8	1,864.80
BACS	16-May	Staff Emoluments		330.71	6.08	336.79
SO	28-May	Democractic Services		2,200.00		2,200.00
DD	28-May	NEST		285.05		285.05
Total				9,369.76	316.88	9,686.64

INCOME			£139,836.00	
Date	Description	Amount		
	Somerset Council - precept	£ 139,734.00		
1/4 - 16/4	Alloment Rent (5 plots + £2 underpayment)	£ 102.00		
Total In		£ 139,836.00		

Balances		May-24		Transfers between accounts		Current balance
	Previous Month Balance	In	Out			
Unity Current	79,325.25	£ 139,836.00	9,686.64			209,474.61
Unity Access	371,324.96	£ -	£ -			371,324.96
Nationwide	64,833.49	£ -	£ -			64,833.49
Totals	515,483.70	£ 139,836.00	9,686.64			645,633.06
Earmarked Reserves						
	Advice/Legal Costs	82,000				
	Elections	5,500				
	WP Equipement fund	4,500				
	WP Community Hub	5,000				
	Community Building Fund	5,000				
	Play area maintenance/replacement	10,000				
	Parish Ranger	10,000				
	Devolved Management	74,500				
	Total earmarked reserves 24/25	£196,500.00				
	Crematorium repairs and replacement - LTI	£200,000.00				