



Minutes for the meeting of Yeovil Without Parish Council, held at Yeovil Sports & Social Club, Johnson Park, Yeovil on 19th February 2025.

Present – Cllrs: Howard Ashton, Kevin Brown, Iris Coton, David Knight, John Orchard, Colin Rose and Rob Stickland (7)

In attendance - Barbara Appleby (Clerk)
Somerset Councillors: Andy Kendall and Tony Lock.

Kate Stevenson Sarah Setter Rani Panesar

Members of the Public: None

Somerset Councillors: Members **NOTED** the updates and comments made by Somerset Councillors. Iris Coton raised the recent road repairs to Throne Lane and how little had been done and that many potholes remained.

Police/PSCO: None in attendance, phone contact had been made with the clerk, any matters council wish to raise to be forwarded to the clerk.

Outside Reports/Representatives:

Members **NOTED** the verbal report from Howard Ashton on the Flood Forum that he attended on 13 February 2025

APOLOGIES FOR ABSENCE: (5)

427/25

Council received apologies from:
Cllr. Vyvyenne Burt & Rani Panesar - personal commitment (2),
Cllrs: Sarah Nutland & Kate Stevenson – unwell (2)
Cllr Mike Lock – had sent his apology (1)

Council **RESOLVED** to accept these apologies.

Not Present: (3)

John Snell,
Simon Hodder
Mary Snell

416/25

DECLARATIONS OF INTEREST:

Kevin Brown and John Orchard – Allotment tenants – Personal –

417/25

MINUTES OF PREVIOUS MEETING:

The minutes of the Parish Council meeting held on 22nd January 2025 were **APPROVED** as a true record.

418/25

CHAIRS ANNOUNCEMENTS, ENGAGEMENTS & REPORT:

Members **NOTED** the invitation for councillors to attend the WPCA AGM on 3rd Mar 25.

423/25.2 To APPROVE payments above the delegation threshold: NONE

423/25.3 **YEOVIL MARSH PHONE KIOSK – BOOK SWAP TRIAL**

Members NOTED the report from the clerk concerning the current usage and book case. Members RESOLVED the approval of expenditure up to £600 ex VAT for the installation of a bespoke L shaped book case.

423/25.4 **ALLOTMENT TRACK HEDGE TRIMMING INVOICE**

The Council NOTED:

1. The invoice dated 31 December 2024, received on 10 February 2025, detailing two visits at £250 per visit, total cost £500 (ex VAT).
2. The invoice did not comply with resolution 387/24.4 and does not accord with “*YWPC Financial Regulations 10 regarding orders for work, goods and services*”. YWPC has only issued one written instruction in 2024 for hedge trimming in autumn which was made on 20 Sep 2024 for a maximum cost of £250 (ex VAT).
3. The council received an update from the clerk regarding the work that had been authorised, completed, and recent correspondence between both parties since the receipt of the invoice.

The council RESOLVED:

1. To approve the payment of £250 (ex VAT) for the hedge trimming that was previously authorised at the parish council meeting held on 18 Sept 24, instructed on 20 Sept 24 and works completed during Nov 24.
2. YWPC shall not be liable for any payment for works other than those works that have been approved by full council and have an official written instruction from the council, provided by the Clerk.
3. Future Allotment Track works:
 - i. **Quote Submission:** Before any work is started on the allotment track, a formal quote must be submitted to the council for consideration and approval.
 - ii. **Payment Condition:** No payments will be made for the works unless the full council has previously approved the works and issued a written instruction to proceed with the work at the quoted price.

423/25.5

BLEED CONTROL KITS

The item was deferred to enable the clerk to gather more information and reach out to other councils in the area for a combined project, which may afford a reduction in costs by ordering a larger volume of kits.

422/25

ONGOING MATTERS/REVIEWS/GOVERNANCE

314/24.1

RISK ASSESEMENT REVIEW 25/26

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

314/24.2

SCHEDULE OF MEETINGS 2025/2026

Members **AGREED** the schedule of meetings for the next municipal year.

Yeovil Without Parish Council meeting schedule May 25- Apr 26

Full council meetings will usually commence at 6.30am on the 3rd Wednesday of the month unless noted otherwise*

Meeting are usually held at Yeovil Sports and Social Club, meeting venue will be publicised on the meeting notice

Schedule of Meetings 2025 - 2026												
YEAR	2025								2026			
MONTH	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR
Full Council	21	25*	23*		17	15	26*		21	18	18	15
Annual Parish Meeting												15
*Notes on meetings that are not the 3rd Wednesday of the month												
25/06/25	Moved to accommodate the possible delay in receiving Crem and Cem audit figures.											
23/07/25	Moved to accommodate the later meeting in June and no meeting in August.											
26/11/25	Moved to accommodate no meeting in December											
	No meeting in August and December, matters delegated to the clerk in consultation with the chair											

INVESTMENT POLICY 25/26

Members **RESOLVED** to adopt the investment policy 25/26

424/25

CORRESPONDENCE

424/25.1

BRISMORE DEVELOPMENT UPDATE

Members **NOTED** the update received from John Bishop and the offer of a meeting. It was agreed that a meeting now and a meeting following the viability report would be preferable, the clerk would make contact to establish a convenient date.

424/25.2 Any further correspondence received since preparation of the agenda which does not require a financial decision:
(i) Take Art project Emerge
The matter was deferred to gain further information.

425/25 **FORWARD PLAN**
Council **NOTED** the forward plan.

Meeting closed 19:40

Chair..... Date

DRAFT