



## Yeovil Without Parish Council

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## Annual Parish Council Meeting

Wednesday 20 May 2026

Commencing at 6.30pm

Yeovil Sports and Social Club, Johnson Park, Coronation Ave,  
Yeovil, BA21 3DY *(in the large function room, the entrance is to the left of the main building).*

For further information on the items to be discussed, please contact  
[clerk@yeovilwithoutparishcouncil.gov.uk](mailto:clerk@yeovilwithoutparishcouncil.gov.uk)

Barbara Appleby - YWPC Clerk  
15 May 26

The information is also available on our website: [www.yeovilwithoutparishcouncil.gov.uk](http://www.yeovilwithoutparishcouncil.gov.uk)

To all members of Yeovil Without Parish Council are summoned to attend:

**SUMMERLANDS (3)**

Cllr Kevin Brown  
Cllr Iris Coton  
Cllr Colin Rose – Vice Chair

**BRIMSMORE (2)**

Cllr Howard Ashton  
Cllr David Knight

**COMBE (3)**

Cllr Mike Lock  
Cllr John Snell  
Cllr Kate Stevenson

**LYDE WARD (7)**

Cllr Vyvyenne Burt  
Cllr Rani Panesar  
Cllr Jo Gill  
Cllr Sarah Nutland  
Cllr John Orchard  
Cllr Mary Snell  
Cllr Rob Stickland – Chair

**Equality Act 2010**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Gender Equality, Crime & Disorder, Biodiversity, Health & Safety and Human Rights.*

**Recording of Council Meetings**

*The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).*

*Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public.*

*Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.*

**Public Comment**

*This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.*

***Yeovil Without Parish Council will be discussing all the items listed overleaf:***

*The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)*

## PUBLIC COMMENT (15 minutes)

### OUTSIDE REPORTS FROM REPRESENTATIVES

- Police/PCSO
- Somerset Councillors – apologies received & report/updates.
- Outside Bodies

## AGENDA

- TO ELECT A CHAIR**
  - 1.1 Call for nominations
  - 1.2 Declaration of acceptance office
- APOLOGIES FOR ABSENCE**
  - 2.1 To receive apologies for absence
- DECLARATIONS OF INTEREST**

Members are asked to declare any interests, including Disclosable Pecuniary Interests (DPI) and any personal interests (and whether or not such personal interests are also "prejudicial") that they may have in agenda items that accord with the Yeovil Without Parish Council's Code of Conduct, and to consider any requests from members for Dispensations that accord with Localism Act 2011 S33 (NB this does not preclude any later declarations).

  - 3.1 To receive declarations of interest from councillors on items on the agenda
- TO ELECT A VICE CHAIR**
  - 4.1 Call for nominations
- MINUTES**
  - 5.1 To **AGREE** and sign the minutes of the parish council meeting held on 15 April 26
- APPOINTMENTS OF COMMITTEES AND OTHER BODIES**

To appoint members to the following committees and bodies as listed on pages 12 & 13
- ANNUAL REVIEW OF GOVERNANCE DOCUMENTS AND COUNCIL POLICIES**
  - 7.1 To note the circulated policy review checklist and consider the status of each governance document and policy, including any proposed amendments, and to approve adoption of the revised policies for the municipal year 2026/27.  
[Policy and document links are on Page 16](#)
- COMMITTEE TERMS OF REFERENCE (TOR) REVIEWS**
  - 8.1 To review and adopt terms of reference for active committees.

Committee Terms of Reference	Link to document
a. Staffing Committee TOR	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:EU:f7d97aae-3311-48a4-b223-bda9c1ad7f90">https://acrobat.adobe.com/id/urn:aaid:sc:EU:f7d97aae-3311-48a4-b223-bda9c1ad7f90</a>
b. Environment and Allotment Committee	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:EU:e0f247d2-0d18-4b9b-91a2-53b78e850008">https://acrobat.adobe.com/id/urn:aaid:sc:EU:e0f247d2-0d18-4b9b-91a2-53b78e850008</a>

## 9. PLANNING

### 9.1 Planning Applications received for consideration:

Application No.	Proposal	Location	Ward
26/01009/HOU	Proposed front and side extension	12 Rivers Rd, BA1 5RJ	Lyde
25/02769/REM	Reserved Matters application for the appearance, landscaping, layout and scale for Phase 1 comprising 109 residential dwellings and associated infrastructure and green space, excluding the main site access relating to planning application 2/00695/OUT (APP/E3335/W/23/3328322); for the erection of up to 252 dwellings, public open space (including community orchard and village green), woodland planting, ecological buffers, sustainable drainage systems, a biodiverse wetland habitat and other ancillary works.	Land Os 3400 Mudford Rd	Mudford parish

### 9.2 To NOTE planning applications considered under SO 15b xvi prior to this meeting to comply with planning officer deadlines:

#### Yeovil Without Parish Council (YWPC) Response

**Application:** 25/01367/S73

**Site:** Land OS 3400, Mudford Road

Yeovil Without Parish Council has considered the above Section 73 application and objects to the proposed variation of Condition 5 and removal of Conditions 9 and 14 attached to permission 22/00695/OUT (granted on appeal).

While the Parish Council acknowledges the appeal decision, this application seeks to remove and vary conditions that were fundamental to the acceptability of the scheme, and in doing so introduces unacceptable impacts that have not been properly reassessed.

#### 1. Landscape Impact

The Parish Council maintains its strong objection on landscape grounds, consistent with its original comments dated 26 April 2022:

- The development extends down the valley toward the Yeovil Scarplands, resulting in significant visual harm;
- The scale and siting differ materially from nearby developments such as Brimsmore and Primrose Lane, which relate more sympathetically to the landscape;
- The proposal represents an encroachment into a more sensitive and exposed landscape setting.

YWPC remains concerned that insufficient regard has been given to:

- The wider landscape character;
- Long-distance views, including potential impacts toward Glastonbury Tor;
- Compliance with Local Plan Policies EQ2 and EQ3.

The variation of Condition 5 risks further weakening control over the form and extent of development, potentially exacerbating these harms.

#### 2. Drainage, Flood Risk and Removal of Cascading Wetlands

YWPC strongly objects to the removal of the cascading wetlands.

We consider these features to be an intrinsic part of the proposals that originally secured planning permission. Their removal represents a fundamental change to the drainage strategy.

- Nutrient neutrality has not been demonstrated by the revised proposals;
- Independent evidence has not been provided, and should be sought by the Local Planning Authority;
- The Parish Council considers reliance on information commissioned by the developer to be inherently flawed.

YWPC further believes that the removal of the cascading wetland features will increase the likelihood of flooding.

We note that:

- The applicant's assessment is based on annual rainfall of 770mm;
- Independent evidence indicates that actual rainfall levels are approximately 30% higher (circa 1000mm);
- With climate change, rainfall levels are likely to increase rather than decrease.

The Parish Council does not consider that sufficient evidence has been provided to demonstrate the downstream impacts of the revised drainage strategy.

Accordingly, the removal of these features is considered unjustified and likely to give rise to increased flood risk both on and off site.

### **3. Highways and Transport**

YWPC maintains a strong objection to the transport evidence supporting this application.

The applicant continues to rely on traffic data set out in the *Transport Assessment – Land North of A359 Mudford Road, Yeovil (Yeovil LVA LLP, December 2020)*. This explicitly confirms that no new surveys were undertaken and that the assessment instead uses manual classified count data from May 2018 purchased from David Wilson Homes.

This data:

- Covers only limited peak periods;
- Is now significantly out of date;
- Was not independently commissioned for this application.

YWPC formally disputed the validity and robustness of this dataset in its response to application **19/00057/DPO**, and those concerns remain unresolved.

Given the age, origin, and previously challenged nature of the data, the Parish Council does not consider it to provide a reliable or robust basis for assessing current or future transport impacts.

### **4. Impact of Proposed Condition Changes**

The Parish Council is concerned that:

- Condition 5 – variation may allow greater flexibility in layout, increasing landscape and infrastructure impacts;
- Conditions 9 and 14 – removal eliminates safeguards related to environmental mitigation and site constraints.

These conditions formed part of the planning balance at appeal, and their removal risks undermining that balance.

### **5. Infrastructure and Cumulative Impact**

YWPC remains concerned that:

- The eastern side of Yeovil is already under significant infrastructure pressure, particularly highways;
- Improvements elsewhere are not matched in this area;
- This proposal adds to cumulative impacts without adequate reassessment or mitigation.

### **6. Conclusion**

Yeovil Without Parish Council objects to this application.

The proposal would:

- Increase landscape harm;
- Introduce unacceptable flood risk through removal of key drainage features;
- Rely on outdated and previously disputed transport data;
- Undermine conditions that were essential to the acceptability of the original permission.

### **7. Recommendation**

YWPC requests that the Local Planning Authority:

- Refuse the S73 application, or
- At a minimum require:
  - Updated and comprehensive traffic surveys;
  - Retention of conditions necessary to mitigate impacts;
  - Independent review of drainage strategy, including flood risk and nutrient neutrality.

## **9.3 Planning applications received after the publication of the agenda:**

## **9.4 Planning decisions and observations published up to 14 May 26**

The following two applications from 2021 have recently been determined and approved following delay associated with the phosphates issue

- **21/00040/FUL** – Land at Bedford Rd – Demolition of garage block and erection of 2 one and a half storey dwellings and creation of parking area – **YWPC no objection**
- **21/00041/FUL** – Land adjoining 14 & 18 Magna Close- the erection of two bungalows and associated work – YWPC – a response was not received by

Somerset Council – the matter discussed at the 17 March 21 pc meeting and was delegated to the Clerk in consultation with Lyde members to respond outside the meeting.

## 9.5 PLANNING CORRESPONDENCE AND APPLICATIONS FOR NOTING:

- 9.5.1** Members are to **NOTE** that the Clerk has written to Somerset Planning regarding applications **21/00040/FUL** and **21/00041/FUL**, as the Planning Officer's Report incorrectly refers to the consultee as Yeovil Town Council. Yeovil Without Parish Council was the relevant consultee for both applications. An enquiry has also been made regarding any potential CIL payment associated with these applications, as both relate to new dwellings.
- 9.5.2** Members to **NOTE** **26/01106/PDE** - 157 Mudford Rd, BA21 4AQ - **Proposal:** Single storey rear extension (i) the projection of the rear extension beyond the rear wall is 5.00m (ii) the maximum height of the extension is 3.00m (iii) the height at the eaves of the extension is 2.70m.

## 10. FINANCE

- 10.1** To consider and **NOTE** the payments, paid under delegation and any receipts received. Payment list will be sent out separately
- 10.2** The council to approve payments above the scheme of delegation threshold (£5,000)
- 10.3** To **APPROVE** the end of year bank reconciliation 31<sup>st</sup> March 2026 – page 13
- 10.4** To review the Year End Budget monitoring report – page 14
- 10.5** To approve the regular payments for the financial year 2026/2027  
**Standing Order** – Democratic Services £2,200  
**Direct Debits** – NEST (pension contribution) ICO (annual data protection certificate),  
**Corporate Card** (monthly settlement of corporate card transactions) **HMRC** (PAYE contributions)  
**Subscriptions** – Adobe, Microsoft 365 software, pay as you go phone credit and virtual landline to be paid via the corporate card 1 May 26 onwards.
- 10.6 ARTS & ENGAGEMENT – Request for 3-year Service Level Agreement (SLA)**  
To further consider the request from Yeovil Arts and Entertainment for a three-year Service Level Agreement to support the Arts Engagement and Outreach Programme of a contribution of £1,000 per annum.
- Members previously requested additional information regarding the impact of the programme within Yeovil Without Parish and wished to better understand the proposal before committing to a three-year agreement.
- Katherine Beverley, Arts Engagement & Outreach Manager, will be in attendance to provide further information and answer Members' questions regarding the report and proposed SLA.
- 10.7 ANNUAL PLAY INSPECTION – JOHNSON PARK**  
To **NOTE** the annual play inspection and Disability Access Assessment for Johnson Park play area has been booked in conjunction with Yeovil Town Council's annual inspections and will be completed in August at a cost of £79 (ex VAT)

## 10.8 CONSIDERATION OF FUNDING FOR HEARING LOOP INSTALLATION IN YEOVIL SPORTS CLUB FUNCTION ROOM

Members are asked to consider funding the installation of a hearing loop system in the function room used for Parish Council meetings.

A hearing loop system would improve accessibility and help ensure that meetings are inclusive and accessible to all attendees, particularly those with hearing impairments.

The hall owners have confirmed that they are agreeable to a hearing loop system being installed, on the understanding that any associated costs would be met by the Parish Council.

Indicative costs for the installation of a hearing loop system in a meeting room are estimated to be between approximately £1,500 and £4,000 depending on the specification required. Formal quotations have not yet been obtained.

Councillors are therefore requested to consider:

- The benefits to parish residents and meeting attendees of improved accessibility and audibility during public meetings and other events held in the function room;
- The Parish Council's responsibilities under the Equality Act 2010 to make reasonable adjustments to support accessibility and participation;
- Whether to approve the project in principle and agree a maximum budget allocation for the installation, for example up to £4,000;
- Whether to delegate progression of the project, including obtaining quotations and appointing a contractor within the approved budget, to the Clerk in consultation with the Financial Scrutiny Committee;
- That should the cost exceed the Council's delegated spending threshold of £5,000; the matter be brought back to Full Council for further consideration and approval.

## 10.9 BUS SHELTERS

### a. Ilchester Road (opposite Coppitts Hill) – Damaged Bus Shelter



Members are advised that quotations have been received from the Council's preferred bus shelter supplier for repairs to the damaged shelter on Ilchester Road.

**Two repair options have been provided:**

- Option 1 – Replacement of the four damaged panels only  
Cost: £835.60 (excluding VAT)
- Option 2 – Replacement of all shelter panels  
Cost: £1,202.60 (excluding VAT)

Members are advised that, whilst only four panels are currently damaged, the remaining panels have deteriorated over time and may become more susceptible to damage due to their condition. Full replacement would also improve the overall appearance of the shelter.

Members are asked to consider the quotations received and determine the preferred repair option.

## **b. Bus Shelter Cleaning and Maintenance**

Members are advised that the Parish Ranger currently undertakes cleaning of the parish bus shelters. However, the Ranger does not have specialist access equipment and cleaning shelter roofs can be difficult and time-consuming.

It is proposed that bus shelter cleaning be undertaken externally through a scheduled maintenance arrangement. This would assist in freeing Parish Ranger time to accommodate additional duties associated with the completion of the MUGA area at Wyndham Park, including:

- maintenance of grassed areas and planted beds; and
- emptying litter bins.

Members are advised that it is considered more cost effective for the Parish Ranger to undertake these grounds maintenance duties rather than Somerset Council.

A quotation has been received for cleaning all eight parish bus shelters twice yearly at a cost of:

- £585.00 per visit (excluding VAT)
- Total annual cost: £1,170.00 (excluding VAT)

The proposed cleaning works would include:

- cleaning shelter framework, glazing panels and roof panels;
- clearing moss from roof edges;
- cleaning flag poles, timetable cases, seating and associated shelter equipment.

Members are advised that stone shelters with tiled roofs require additional cleaning work; however, this is offset by the simpler cleaning requirements of the two-bay shelters. Shelters along Ilchester Road are also more prone to becoming dirty than shelters elsewhere within the parish and also likely to take more time.

The current street furniture maintenance budget is £10,000.

Members are asked to consider whether to appoint a contractor to undertake twice-yearly cleaning of all parish bus shelters as part of an ongoing maintenance programme.

## **11. PARISH CLERKS REPORT**

Verbal update on ongoing matters that do not require a decision.

Notified of use 20/4 Greenwood Rd shops – Batteries and pads have been replaced WP Hub and Greenwood Rd shops as both approaching expiry. MUGA soft launch opening date 22 May 26. Wyndham Park Summer Event Primrose Lane Primary School - Saturday 27th of June 1-4pm.

## **12**     **CORRESPONDENCE:**

### **12.1**   **LOWER FAIRMEAD ROAD AND RUNNYMEDE ROAD JUNCTION**

Members are asked to consider concerns raised by residents regarding parking and visibility issues at the junction of Lower Fairmead Road and Runnymede Road.

Residents have reported that vehicles are frequently parked on or close to the junction, particularly on the left-hand side when turning into Lower Fairmead Road from Runnymede Road. This can force vehicles entering the road onto the opposite side of the carriageway, creating visibility issues and a potential safety hazard for oncoming traffic.

The existing advisory white line “H-bar” markings at the junction have faded significantly and may have been further affected by recent roadworks. Members are advised that reinstatement of these markings alone is unlikely to fully address the issue, as advisory markings do not legally prevent parking and similar markings are no longer generally implemented by Somerset Council as an enforcement measure.

Following correspondence with Somerset Council Traffic Management, Members are advised that Somerset Council would be willing to consider the introduction of “No Waiting at Any Time” parking restrictions (double yellow lines) at the junction, subject to:

- support from the Parish Council;
- local consultation with affected residents; and
- inclusion within a future Traffic Regulation Order (TRO) programme.

Somerset Council has advised that the introduction of parking restrictions would form part of a wider TRO amendment process covering multiple locations across South Somerset, which is anticipated to commence within approximately 8–10 months.

In the meantime, Somerset Council has confirmed that Highways Officers will review the condition of the carriageway and consider future patching works in the area before any replacement road markings are installed.

#### **Members are asked to:**

- consider whether they support the principle of introducing double yellow lines at the junction;
- consider whether local resident consultation should be undertaken; and
- determine any response to Somerset Council Traffic Management.

Lower Fairmead Rd markings 2010 – clear white definition



Lower Fairmead Rd – current road markings and condition



## 12.2 EXPIRY OF ASSETS OF COMMUNITY VALUE LISTINGS

### Great Lyde Public House and Yeovil Sports and Social Club

Members are advised that the second five-year listing of the Great Lyde Public House and Yeovil Sports and Social Club as Assets of Community Value (ACVs) has now expired in accordance with the relevant legislation governing ACV registrations.

Councillors are reminded that an ACV listing does not guarantee that a community asset can be purchased or retained for community use. The legislation primarily

provides a moratorium period, allowing community groups time to prepare a bid should the asset be offered for sale.

It is suggested that the Parish Council considers whether there is merit in seeking a further listing only where there is an indication or speculation that either property may be sold or otherwise disposed of in the future.

Members may wish to note that the Parish Council was notified of a proposed sale of the Great Lyde Public House in May 2023. The initial six-week window for a community group to register an expression of interest provides limited time if no community organisation has already been formed or is in a position to progress a potential bid. On that occasion, although concerns were expressed within the community regarding the proposed sale, no community group was ultimately formed, and insufficient interest was shown to pursue acquisition of the asset.

Councillors are therefore asked to consider whether there is sufficient justification to seek relisting of the Great Lyde Public House and Yeovil Sports and Social Club as Assets of Community Value at the present time, or alternatively to note that applications for listing can be made in the future should it become known that a community group is interested in taking on either asset if disposed of.

12.3 **Any further correspondence received since preparation of the agenda which does not require a financial decision.**

13. **NEXT MEETING**

The next meeting of the parish council will be held on **Wednesday 24<sup>th</sup> June 26** – **Please note** that this meeting is a week later than normal to allow additional time to receive the Cemetery and Crematorium figures required for completion of YWPC Annual Governance and Accountability Return.

## 6.continued - YEOVIL WITHOUT PARISH COUNCIL COMMITTEES, WORKING GROUPS & REPRESENTATIVES 2026/27

Replacements required for names highlighted in red

### COUNCIL COMMITTEES

Committee	2025/2026 Membership
Staffing Committee (6)	Vice Chair, Iris Coton, John Snell, <b>Simon Hodder</b> , David Knight and <b>Sarah Nutland (subject to acceptance)</b>
Financial Scrutiny Committee (3)	Colin Rose, Rani Panesar and <b>Simon Hodder</b>
Allotment Committee (2)	Iris Coton and Colin Rose
Environment Committee (4)	Iris Coton, Kate Stevenson, John Orchard and Howard Ashton
Allotment & Environment Committee (6) – amalgamation of the above committees subject to approval of Terms of Reference	
Grant Steering Group (6)	Iris Coton, Vyvyenne Burt, Kevin Brown, <b>Simon Hodder</b> and Chair of Financial Scrutiny Committee
Appeals Committee (3)	Chair plus two councillors appointed by the Chair upon notice of an appeal

### OUTSIDE BODIES AND COUNCIL REPRESENTATIVES

Organisation / Committee	2025/2026 Representative(s)
Yeovil Crematorium Management Board	Colin Rose and the Clerk
Highways and Footpaths	Mike Lock, John Snell and Kate Stevenson
Woburn Almshouse Committee	Chair
Bus Back Better	Vyvyenne Burt
Westfield Community Association (Honorary Trustee)	Chair
Wyndham Park Community Association (2)	Chair and Vice Chair
Yeovil Sports Club Management Committee (2)	Howard Ashton and Kevin Brown
Yeovil Crematorium and Cemetery Committee (3)	Chair, Vice Chair and Vyvyenne Burt
Somerset Association of Local Councils (SALC)	Chair
Yeovil in Bloom (2)	No appointment currently made due to structural changes
Local Community Network (LCN)	Chair (Vice Chair substitute)

Birchfield Action Group (New)

## WORKING GROUPS 2025/2026

### Working Group

Allotment Sale

Land at Brimsmore/Tintinhull – Water Runoff and Drainage

Devolution and Asset Transfer

Closure of Yeovil HASU

### Membership

Chair and Colin Rose

Mike Lock and Howard Ashton

Financial Scrutiny Committee

Iris Coton and Colin Rose  
(appointed April 2026)

## 10.3 cont. BANK RECONCILIATION

### YEOVIL WITHOUT PARISH COUNCIL - Period Apr 25 - Mar 26

Quarterly Bank Reconciliation for the period ending

**31 Mar 26**

Prepared by ..... B Appleby Clerk/RFO Date .....

Approved by ..... Date .....

#### Balance per bank statements as at 31 Mar 26

Unity Current Account - 20445098	£	61,880.69
Unity Instant Access Account - 20445108	£	541,696.65
Nationwide 95 day Saver Account (annual interest)	£	69,914.57
<b>Total cash at banks</b>	<b>£</b>	<b><u>673,491.91</u></b>

#### Uncleared and unrepresented as at 31 Mar 26

**Balance less unrepresented cheques at 31 Mar 26**      **£ 673,491.91**

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

#### CASH BOOK

Opening Balance 1/4/25	£	650,728.00
Add: Income up until 31 Mar 26	£	460,013.15
Less: Expenditure up until 31 Mar 26	£	437,249.24
<b>Total Balance as at 31 Mar 26</b>	<b>£</b>	<b><u>673,491.91</u></b>
	£	- Diff

#### 10.4 YEAR END BUDGET APR 25 - MAR 26

EXPENDITURE	Budget 25/26	Mar-26	COMMENTS
Staff Costs	47,000	51,146	Overspend due to increase in SP level
CORE	Budget	Mar-26	COMMENTS
Clerks Mileage	650	545	Within tolerance
Advice/Legal Costs	82,000	-	Below - legal matters remain outstanding
Office Expenses (phone/use of office/stationery)	1,200	1,257	Slight overspend due to tonner being required at end of year
Meeting Room	500	-	Lower than budget due to no. of free meetings document
Insurance	2,000	1,624	Within tolerance
Subscriptions	2,650	3,171	Overspend due to SALC affiliation fee increase, however decreased for 26/27
Office Equipment	1,000	-	Below - flexibility required to allow for unforeseen replacements/requirements
Training/Conferences	1,000	50	Below - flexibility required to allow for additional training needs being identified
Bank Fees	100	170	Overspend due to cost of chaps payment and corporate card set up fee
Audit Charges	2,500	1,522	Within tolerance, no extra work or investigation needed
Elections	13,250	-	2024 uncontested election cost invoice received April 26
Chairs Fund	200	96	below budget flexibility required to allow for unforeseen circumstances
Website/communications	350	288	Within tolerance
PROJECTS/ GRANTS	Budget	Mar-26	COMMENTS
Grants Section 137	8,000	8,000	Budget met
WP Equipment Fund	5,000	-	Below - earmarked funds
WP Community Hub	5,000	5,000	Below - LGA 1972 Section 133 power to provide and equipment - provision for future needs
Art & Culture	1,000	62	Minimum spend - no projects identified
Community Building Fund	5,000	-	Below - earmarked reserve, future needs
Celebrations	1,000	318	Minimum spend
Parish innovations/benefits	50,000	6,348	Minimum spend
SERVICES	Budget	Mar-26	COMMENTS
Recreation Inspections	1,500	723	Allowance made for WP MUGA project needing inspections
Play area maintenance/replacement	26,000	-	Below - earmark reserve for replacement of equipment and maintenance
Street furniture Maintenance	2,000	-	Below - flexibility required to allow for requirements being identified
Street Furniture Purchase	10,000	-	Below - flexibility for future projects - still waiting for bus shelter permission Thorne Lane
Parish Ranger	33,000	18,545	Within tolerance - element of earmarked funds within budget figure if transferred from Somerset Council
Highway Safety	1,000	-	Below - flexibility for future projects
Youth Services	5,100	5,000	Budget met
Defibrillators	5,000	30	Below - flexibility for future projects/maintenance
Devolved Management	100,000	40,000	No new assets devolved, flexibility required in the event of assets being taken on
COMMITTEES	Budget	Mar-26	COMMENTS
Environment Committee	5,000	-	Below - no projects identified
Allotment Committee	2,000	398	Below - no identified issues - includes provision for unforeseen costs
Joint Burial Committee	24,032	24,032	Budget met
Crematorium Reserve Fund & Cremator	215,840	250,000	Reserve funds invested in 2 year fixed bond - funds not spent
Contingency	15,000	-	Nothing identified - flexible fund for unforeseen expenditure
<b>Totals</b>	<b>674,872</b>	<b>418,325</b>	<b>62%</b>

## **10.6 cont. ARTS & ENGAGEMENT – Request for 3-Year Service Level Agreement (SLA)**

The impact of our Arts Engagement & Outreach programme delivery on residents of YWPC, which is as follows: From April 2023 to January 2026, within the Yeovil Without Parish Council area, we have engaged a total of 481 pupils across local schools, including Buckler's Mead Academy, Primrose Lane Primary, and Fairmead School. Pupils and teachers from these schools have taken part in free in school workshops, live performances by national touring companies, teacher training, and opportunities to perform on our regional stage. This has included working with companies such as The Emma Rice Company and the Bournemouth Symphony Orchestra (BSO), experiences that for many young people may have been their first encounter with live music or drama.

At Westlands Entertainment Venue, Yeovil Without residents have booked 15,399 tickets, representing 1,789 customers attending live shows. In addition, we have recorded 1,733 participations from Yeovil Without residents taking part in workshops, masterclasses, summer schools, and participation classes at Westlands Entertainment Venue – as ticketed. (Please note this does not include our non-ticketed community events, which includes our popular free Winter and Summer PlayDay events).

We also provide £3 tickets to shows and events at our venues for low income individuals and households, with 23 Yeovil Without residents currently benefiting from the scheme, and enable to come to watch shows at our venue for £3 year round.

Plus we provide employment for 4 members of staff and volunteers who are also Yeovil Without residents.

To our free family friendly Summer PlayDay event at Yeovil Rec, we attracted 2,050 children, young people and their families from across Yeovil and the surrounding areas; and to our free public Winter PlayDay event that we held at Westlands in February half term we saw 1,033 children, young people and their families come and take part in free creative workshops incl. circus skills, music-making and crafts. See our report attached. The Winter PlayDay was a free event for children, young people and their families in Yeovil which took place in February half term. This was the second year of running the event for which we grateful to have received funding from YWPC to enable us to do so. This year we were blown away by how the events were received and the number of people that attended on the day.

We have plans in place to run a Winter PlayDay in Yeovil again next year in the Feb half term, plus we have planned to host our Summer PlayDay on the grounds of Yeovil Rec, which will again be a free family-friendly event, on Wednesday 5 August.

In terms of costings,

Summer PlayDay - £7,300 (inc. staffing time & marketing)

Winter PlayDay - £5,000 (inc. staffing time & marketing)

Education programme - £2,668 per school (exc. staffing time)

Health & Wellbeing – Movement Through Cancer Project - £9,400 for the year (exc. staffing time)

Health & Wellbeing – Memory Choir Project - £9,400 for the year (exc. staffing time)

Accessible Ticket Scheme – on average looking at a subsidy of £25 p/ticket (exc. staffing time)

Shine Bursary Fund - £300 to cover the costs of one child/adult a year – currently there are 14 currently on the scheme, 2 of which are from Yeovil Without Parish.

**Winter play date report circulated with agenda email**

## Policy Review checklist

Document Title - click title to view policy	Last Review	Legal/NALC updates/Notes	Amendments required	Next Review	Draft amendments - click amendment to view
<a href="#">IT Policy</a>	New - Mar 26	New policy	No changes required	May-27	
<a href="#">Data Audit</a>	New - Mar 26	New document	No changes required	Mar-27	
<a href="#">Investment Policy</a>	May-25	Date period	Minor amendment	May-27	<a href="#">Investment Policy – draft amendment</a>
<a href="#">Scheme of Delegation</a>	May-25	Adequate	No changes required	May-27	
<a href="#">Recording of Council Meetings</a>	May-25	Adequate	No changes required	May-27	
<a href="#">Social Media and Electronic Communication Policy</a>	May-25	Adequate	No changes required	May-27	
<a href="#">Risk Assessment</a>	Feb-26	In date	No changes required	Feb-27	
<a href="#">FINANCIAL REGULATIONS</a>	May-25	Model Doc 2025 - No update released	No changes required	May-27	
<a href="#">STANDING ORDERS</a>	May-25	Model Doc 2025 - No update released	No changes required	May-27	
<a href="#">Code of Conduct</a>	May-25	Model doc 2022 - NALC	No changes required	May-27	
<a href="#">Data Protection Policy</a>	May-25	Legal reference updates required	Yes	May-27	<a href="#">Data Protection Policy – draft amendment</a>
<a href="#">Publication Scheme</a>	May-25	Model document	No changes required	May-27	
<a href="#">Complaints Procedure</a>	May-25	Adequate	No changes required	May-27	
<a href="#">Privacy Notice</a>	May-25	Legal reference updates required	Yes	May-27	<a href="#">Privacy Notice – draft amendment</a>
<a href="#">Retention of Documents and Records</a>	May-25	Adequate	No changes required	May-27	