



Yeovil Without Parish Council

15 Heather Way,
Yeovil,
Somerset.
BA22 8DZ

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Parish Council Meeting

Wednesday 24 June 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

Barbara Appleby - YWPC Clerk
19 June 26

The information is also available on our website: 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)

OUTSIDE REPORTS FROM REPRESENTATIVES

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

Report Westfield Youth Club – Circulated 18/6

AGENDA

1. APOLOGIES FOR ABSENCE

- 1.1 To receive apologies for absence

2. 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).

- 2.1 To receive declarations of interest from councillors on items on the agenda

3. MINUTES OF PREVIOUS MEETING

- 3.1 To **AGREE** and sign the minutes of the annual parish council meeting held on 20 May 26.

4. CHAIR'S REPORT

- 4.1 To receive and note a report from the Chair

5. PARISH CLERK'S REPORT

- 5.1 To receive an update from the Clerk with items to note:
MUGA opening ceremony, Bus shelter repair, Assets of Community Value, ICB meeting update MOD response

6. PLANNING

6.1 PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:

i.	Application No.	26/01328/HOU
	Location	69 Thorne Lane, BA21 3LU
	Proposal	1.5 storey extension and loft conversion
	Ward	Summerlands

6.2 PLANNING APPLICATIONS RECEIVED AFTER THE PUBLICATION OF THE AGENDA:

6.3 To NOTE Somerset Council Planning decisions published between 15 May 26 – 17 June 26

i.	Application No.	26/01009/HOU
	Location	Proposed front & side elevation
	Proposal	12 Rivers Rd
	Somerset Council Decision	Approved with conditions
	YWPC Recommendation	Support

7. ONGOING MATTERS/REVIEWS/GOVERNANCE

7.1 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 25/26 (AGAR)

a. ANNUAL GOVERNANCE STATEMENT 25/25

To agree and approve Section 1 – Annual Governance Statement – page 6

b. ACCOUNTING STATEMENTS 25/26

To agree and approve Section 2 – Accounting Statements - page 7

7.2 EXERCISE OF PUBLIC RIGHTS

To announce and note the period for the exercise of public rights (to include the first 10 working days of July 2026) - Public rights period Wednesday 1st July 26 – Tuesday 11th August 26.

7.3 INTERNAL AUDITORS REPORT 25/26

To consider and note the internal auditors report.

8. FINANCE

8.1 PAYMENTS & RECEIPTS

- a. To consider and **NOTE** the payments, paid under delegation and any receipts received. – payments will be circulated prior to the meeting
- b. The council to approve payments above the scheme of delegation threshold (£5,000)
 - i) Proludic Invoice - £255,000

8.2 INSURANCE POLICY AMENDMENT - inclusion of Wyndham Park MUGA project assets

To consider the amendment of the Council's insurance policy to include newly installed play equipment at Wyndham Park, together with associated assets including furniture, fencing, ancillary items, and surfacing works.

Members are advised that the Council's insurance provider has reviewed the relevant invoices and has prepared a Proposed Policy Schedule reflecting the updated asset values. This includes installation costs for the new equipment and associated infrastructure.

The insurer has advised the following changes would apply:

- An additional premium of £391.84 (including Insurance Premium Tax) to include these items for the period up to the current policy renewal date of 01 October 2026
- An estimated increase of approximately £1,280 per annum (including Insurance Premium Tax) at the next renewal

8.3 REVIEW OF MILEAGE ALLOWANCE PROVISION - Employment Contract

To consider amending the Clerk's Contract of Employment relating to mileage allowances.

The current contract refers to reimbursement at the "National Joint Council for Local Government Services (NJC) rate in force". NALC has advised that the NJC is not intending to revise its mileage rates, which remain those agreed in 2010, and now recommends that councils use HMRC mileage rates instead.

As a result, contracts referring to the "NJC rate in force" do not automatically reflect future changes to HMRC mileage rates. To ensure that mileage reimbursement remains aligned with current HMRC Approved Mileage Allowance Payments and automatically reflects future HMRC updates, members are asked to consider replacing the existing wording with:

"Business mileage shall be reimbursed at the HMRC Approved Mileage Allowance Payment rate in force"

9. CORRESPONDENCE

9.1 SOMERSET COUNCIL - Chair's Awards for Service to the Community 2026

To consider the invitation from the Chair of Somerset Council to submit a nomination for the Chair's Awards for Service to the Community 2026.

The nomination invitation letter is on **page 8**. Members are invited to consider whether the Council wishes to make a nomination and, if so, identify a suitable nominee in accordance with the award criteria.

9.2 PREMISES LICENCE APPLICATION – Johnson Park

To consider a premises licence application for Johnson Park, Coronation Avenue, Yeovil, and determine whether the Council wishes to submit a representation to Somerset Council. Relevant application documents will be circulated to Members prior to the meeting.

9.3 SOMERSET BUS FRANCHISING PROPOSAL

To consider the Somerset Bus Franchising Proposal (May 2026) and supporting documents received from the proposal authors. Copies of the proposal and accompanying documents will be circulated to all councillors prior to the meeting.

Members are invited to consider whether the Council wishes to provide any comments on the proposals and/or write to Somerset Council officers and elected members regarding stakeholder engagement in the franchising assessment process.

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

10. DATE OF NEXT MEETING

The next parish council meeting will be held on Wednesday 29th July 2026 @ 6.30pm

End of Agenda

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

YEOVIL WITHOUT PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Section 2 – Accounting Statements 2025/26 for

YEOVIL WITHOUT PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	RESTATED 599,296	740,188	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records. Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	139,734	134,632	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	RESTATED 274,750	496,273	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	RESTATED 96,087	107,188	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	RESTATED 177,505	475,350	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	RESTATED 740,188	788,556	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	650,728	673,492	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	510,340	564,517	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

Date

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chair of the meeting where the Accounting Statements were approved

9.1 cont.

Dear Clerks of Council,

Re: The Chair's Awards for Service to the Community 2026

As Chair of Somerset Council, I am holding our annual award ceremony for Service to the Community on Friday 16th October 2026 and I invite you to make your nomination using the enclosed nomination form. The event will be held at Taunton Rugby Football Club, Hyde Lane, Bathpool, Taunton, TA2 8BU, from 6.00 pm – 10.00 pm.

Please note the following:

- Each council can make one nomination only, for either an individual, a couple or a group, which should be made **via the parish, town or city council only** to avoid duplication.
- Nominees should not be in receipt of any previous community award.
- Nominees must live or operate within the parish, town or city.
- Nominees should not be told about their nomination.
- The deadline for nominations is **Friday 24th July 2026**
- If successful nominators (or seconders in their absence) will be invited to the award presentation, so please keep the date of the awards free – Friday 16th October 2026 (6.00 pm – 10.00 pm). Please type the name of the Nominator/Secunder on the attached form – no need to print and sign.
- Due to limited seating at the venue, seating will be allocated on the following basis; -
 - Single award winners, plus a guest, and the nominator (3 places)
 - Couples award winners, and the nominator (3 places)
 - For groups – 2 from the group, and the nominator (3 places)

Please return nomination forms preferably via email, to Stephanie Gold, at civic@somerset.gov.uk or via post to: Stephanie Gold, Somerset Council, County Hall, The Crescent, Taunton, TA1 4DY, if you are unable to return via email.

Please do not hesitate to contact me if you have any questions or queries in this respect.