



Yeovil Without Parish Council

15 Heather Way,
Yeovil,
Somerset.
BA22 8DZ

Tel: 07586505864

E-mail: clerk@yeovilwithoutparishcouncil.gov.uk

Parish Council Meeting

Wednesday 21 October 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
16/10/26

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 Evie Potts-Jones
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)

Hearing Equipment - opportunity for questions prior to the start of the meeting.

PUBLIC COMMENT (15 minutes)

OUTSIDE REPORTS FROM REPRESENTATIVES

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

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 parish council meeting held on 16 Sep 26 and to **NOTE** the draft minutes of the Environment and Allotment Committee meeting held on 7 Oct 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:

6. PLANNING

6.1 PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION: NONE

6.2 PLANNING APPLICATIONS RECEIVED FOR NOTING ONLY:

i.	Application No.	26/02226/PAMB
	Location	Woodrow Farm, Greenmoor Lane Yeovil Marsh Yeovil BA21 3QE
	Proposal	Prior Approval for the change of use of 3 No. agricultural buildings to 10 No. dwellinghouses (Class C3), and associated building operations.
	Ward	Brimsmore

- 6.3 **PLANNING APPLICATIONS RECEIVED AFTER THE PUBLICATION OF THE AGENDA:**
6.4 **SOMERSET COUNCIL PLANNING DECISIONS between 11/9/26 – 14/9/26 - NONE**

7. ONGOING MATTERS/REVIEWS/GOVERNANCE

7.1 ICB Joint Working Group Update – Closure of the Hyper Acute Stroke Unit at Yeovil District Hospital

To note the request for review sent 25 Sept 26 and consider any next steps

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)
- c. The council to **approve** the quarterly bank reconciliation – page 6
- d. To **NOTE** the quarterly 2026/2027 budget review, - page 7

8.2 GRANTS

To consider the recommendations of the Grant Steering Group.

The Grant Steering Group has considered grant applications from the organisations listed in the accompanying recommendations, which have been circulated to members with the agenda. Members are asked to consider the recommendations and make a decision on the proposed grant awards.

8.3 NATIONAL ALLOTMENT SOCIETY (NAS) - Council membership

To consider renewal of the Parish Council's membership of the National Allotment Society. The Council's membership lapsed during the COVID-19 pandemic. The annual membership fee is £85.00 (including VAT). *Benefits of membership shown on page 8*

8.4 HEARING EQUIPMENT – YEOVIL SPORTS CLUB FUNCTION ROOM

To consider the portable hearing equipment provided for trial, its functionality and effectiveness, and the quoted purchase price of £3,845.69. *The quotation and equipment brochure circulated to Councillors on 13 October 2026.*

8.5 YEOVIL MARSH ALLOTMENTS

1. Autumn 2026 Hedge Cutting

To consider the estimate for the annual cutting of the allotment track hedge. If no estimate is received before the meeting, the matter will remain on the agenda for further consideration.

2. Yeovil Marsh Allotment Track – Future Maintenance and Access Arrangements

To consider the recommendation of the Environment and Allotment Committee, (Minute EAC 11/26) regarding the allotment track proposal, including the future maintenance of the track and hedge and arrangements for maintaining access to the allotment, and to determine whether the Parish Council wishes to proceed with the proposal.

9. CORRESPONDENCE

9.1 DOUBLE YELLOW LINES: -

i. SANDLEWOOD CLOSE – REQUEST FOR DOUBLE YELLOW LINES

To consider concerns raised by residents who are experiencing difficulties entering and exiting their driveways due to vehicles parked by residents of the neighbouring Wyndham Park estate, following the installation of bollards at the bus gate.

ii. HIGH LEA

To receive a report from Somerset Councillor David Woan following parking concerns raised by High Lea residents

9.2 YTC INVITE TO ATTEND REMEMBRANCE DAY SERVICE

To consider attendance at the Remembrance Day Service on Sunday 8 November 2026. YWPC representative is invited to meet at the Town House at 10.00 am, with the procession departing at 10.40 am. Responses are requested by 23 October 2026.

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

10. DATE OF NEXT MEETING

Please note that there will be **no meeting in November**. The next parish council meeting will be held on Wednesday 16 December 2026 @ 6.30pm

8.1c. Bank Reconciliation

YEOVIL WITHOUT PARISH COUNCIL - Period Apr 26 - Mar 27

Quarterly Bank Reconciliation for the period ending **30 Sep 26**

Balance per bank statements as at 30 Sep 26

Unity Current Account - 20445098	£	221,745.00
Unity Instant Access Account - 20445108	£	547,005.61
Nationwide 95 day Saver Account (annual interest)	£	69,914.57
Total cash at banks	£	838,665.18

Uncleared and unrepresented as at 30 Sep 26

Balance less unrepresented cheques at 30 Sep 26 **£ 838,665.18**

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

CASH BOOK

Opening Balance 1/4/26	£	673,491.91	
Add: Income up until 30 Sep 26	£	471,129.16	
Less: Expenditure up until 30 Sep 26	£	305,955.89	
Total Balance as at 30 Sep 26	£	838,665.18	
	£	-	Diff

8.1 d Quarterly Budget Review

Financial summary

The September 2026 budget monitoring report shows expenditure of **£47,691 against the annual budget of £524,710**, representing 9% of the total budget.

Approximately **£288,700 is identified as earmarked reserves**, relating to specific projects and future commitments. A significant proportion is not expected to be spent during 2026/27. These funds remain allocated for their intended purposes and should be distinguished from funds available for general use.

Excluding earmarked items, the report identifies a budget of £236,010, against which expenditure of £47,691 represents approximately 20%. This provides a more representative view of expenditure against the budget available for ongoing activities.

Bank fees and audit charges will show a slight overspend this year.

Recommendation: That Full Council notes the September 2026 budget position, the level of earmarked reserves.

YWPC Budget Report 2026/27 – September 2026

1. Budget monitoring report				Earmarked Reserve items
Budget heading	Annual budget	Spent to Sept	% of budget used	Comments
Staff Costs	£53,500	£23,733	44%	Below mid-year benchmark, allows for max. 12% pension contribution
Clerks Mileage	£650	£322	50%	In line with mid-year benchmark.
Advice/Legal Costs	£32,000	£1,328	4%	Provision for potential legal matters and professional advice.
Allotment Capital Funds	£50,000	£0	0%	Earmarked reserve; expenditure not anticipated this year.
Office Expenses	£1,200	£421	35%	Expenditure within budget expectations.
Meeting Room	£350	£0	0%	Eight meetings included at no cost under Sports Club agreement.
Insurance	£4,500	£3,077	68%	Current premiums paid; balance allows for cover on new assets.
Subscriptions	£3,500	£1,426	41%	Further subscriptions due in the final quarter.
Office Equipment	£1,000	£137	14%	Replacement laptop may be required.
Training/Conferences	£1,000	£0	0%	Training priorities to be considered for next year's budget.
Bank Fees	£100	£93	93%	Overspend anticipated due to card fees and two CHAPS payments.
Audit Charges	£1,750	£1,774	101%	£24 over budget due to the higher external audit fee band.
Elections	£14,500	£0	0%	Earmarked reserve retained for a potential contested election next year.
Chairs Fund	£200	£0	0%	Poppy wreath purchased in October; just over half the allocation expected to be used.
Website	£360	£258	72%	Balance expected to cover the email address change.
Grants – Section 137	£6,000	£0	0%	Payments due in October; remaining funds available for eligible applications.
WP Equipment Fund	£5,000	£1,423	28%	MUGA equipment expenditure; remaining funds earmarked for future needs.
WP Community Hub	£5,000	£0	0%	£5,000 paid last year; current allocation earmarked for future costs.
Art & Culture	£1,000	£0	0%	No planned activities or commitments.
Community Building Fund	£5,000	£0	0%	Earmarked pending identification of a suitable project.
Celebrations	£1,000	£0	0%	No planned activities or commitments.
Octagon Theatre Pledge	£70,000	£0	0%	Earmarked; payable on completion of building works.
Parish Innovations/Benefits	£50,000	£2,500	5%	Provision for initiatives benefiting the parish and eligible grants.
Recreation Inspections	£1,900	£0	0%	Annual invoice anticipated; weekly inspections undertaken by YTC
Play Equipment	£38,000	£308	1%	Johnson Park safety surface replacement planned.
Street Furniture repairs	£2,000	£1,582	79%	High expenditure, mainly bus shelter cleaning.
Street Furniture Purchase	£10,000	£0	0%	Awaiting highways response regarding Thorne Lane bus shelter.
Parish Ranger	£36,000	£8,622	24%	Budget allows for potential service transfer; £15,000 earmarked.
Highway Safety	£1,000	£0	0%	No expenditure recorded; review planned initiatives.
Youth Services	£5,000	£0	0%	Invoice due January 2027.
Defibrillators/Maintenance	£5,000	£480	10%	Monitor servicing and replacement requirements.
Shared Assets	£20,000	£0	0%	Annual invoice due later in the year.
Devolved Management	£54,200	£0	0%	Earmarked; no assets identified to date.
Environment & Allotment Committee	£5,000	£207	4%	Further maintenance work approved.
Cemetery Deficit	£24,000	£0	0%	Six-monthly invoices due in October and February.
Contingency	£15,000	£0	0%	Available for unforeseen expenditure.
Total budget	£524,710	£47,691	9%	Expenditure remains below the annual budget profile.

NAS Membership Benefits

Free allotmentee's liability insurance - protecting individual and association plot holders with up to £5 million cover in the case of being accused of accidental injury or property damage. A leaflet/download explaining the insurance is available to all members.

Free initial legal advice from our legal team on a range of issues including tenancy agreements, land disputes, health & safety, contract & company law and environmental issues.

Discounted legal service from our trusted appointed solicitors, covering a comprehensive range of areas including commercial litigation, commercial property, company and commercial law, employment and HR, as well as wills, trusts, and estate planning.

Access to the digital and printed 'Allotment Gardener' magazine (individuals receive their own paper copy, associations receive 1 paper copy per 10 members), plus regular email updates.

Expert allotment advice and support from regional representatives in your area.

For associations and councils - support to develop and manage sites and template documents.