

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 26 November 2013**

(7.00pm – 8.30pm)

Present:

Tony Lock - Chairman	Jon Gleeson
Martin Bailey	John Hann
Bridget Dollard	Mike Lock
David Dollard	Darren Shutler

Also Present:

Peter Gubbins	Yeovil Central Ward
Alan Tawse	Town Clerk

PUBLIC COMMENT

Pat Martin, Chairman of the Woborn's Almshouse Trust, referred to Agenda item 7 (Town House - Use of Meeting Facilities) and requested that consideration be given to an exception being made to the proposed charging policy in respect of the use of meeting facilities at the Town House to enable the Trust to continue using the venue for their meetings free of charge.

In support of her request, she drew attention to the purpose and charitable nature of the Trust; its connections to the Town, and its limited scope for meeting the anticipated costs involved.

The Chairman thanked Pat for her contribution and indicated that her comments would be considered later in the meeting when the relevant agenda item was discussed.

8/219 MINUTES

The Minutes of the previous meeting held on 24 September 2013, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

8/220 APOLOGIES FOR ABSENCE

Apologies for absence were received from Peter Brock, Tony Fife, Andrew Kendall, Wes Read, Manny Roper and Alan Smith.

8/221 DECLARATIONS OF INTEREST

There were no declarations of interest.

8/222 CORRESPONDENCE

There were no items of correspondence.

8/223 APPLICATIONS FOR GRANT AID

- (a) Friends of Oaklands

RESOLVED that a grant of £500 be awarded towards transport costs. (S.1 of the Localism Act 2011 – General Power of Competence).

- (b) Yeovil Tennis Club

During the ensuing discussion, reference was made to the location of the Club, which was in the adjoining Parish of Yeovil Without, and the fact that a proportion of its membership was drawn from areas outside Yeovil Town.

RESOLVED that consideration of the application be deferred pending confirmation of the Club's application to other local authorities in the area for funding assistance.

- (c) Somerset Area Cruse Bereavement Care

RESOLVED that no action be taken.

- (d) Orchard Gymnastics

RESOLVED that no action be taken.

- (e) St John's Church

RESOLVED that a grant of £3,000 be awarded towards the restoration and repair of the crumbling masonry of the Church subject to sufficient funding being secured to enable the planned project to proceed. (S.1 of the Localism Act 2011 – General Power of Competence).

8/224 ALLOTMENT RENTS

The Committee considered the report of the Town Clerk (Agenda item 6 refers).

It was noted that earlier that month, the Grounds and General Maintenance Committee had considered the matter and, following a brief discussion, the Committee had agreed to support the approach proposed by the Finance Working Group which it was noted if implemented would ensure that tenants were meeting an equal share of the cost of providing and maintaining allotments rather than just over a third.

Whilst it was also noted that the proposed increase of 7p per square metre was above the forecasted inflation rate, it was further noted that the additional cost to the average plot holder would be £10.01 per year, which equated to an extra 19p per week.

In response to a query, the Town Clerk explained the financial impact of a lesser increase on the current level of subsidy. He also outlined the ongoing programme of water mains refurbishments and improvements that were being

carried out by the Town Council on all allotment sites to ensure that tenants had access to a reliable supply of water throughout the growing season.

Members considered the merits of the proposal and, following a detailed discussion, felt that the suggested increase was justified given the need to reduce the present level of subsidy to a more acceptable level; the relatively small amount of additional cost involved to ploholders and the fact that all tenants would be given over twelve month's notice of the proposed increase.

Turning to the future, it was proposed that a policy be adopted setting out the Town Council's approach to the funding of the net cost of providing allotment facilities.

RESOLVED

- (1) that the matter be noted;
- (2) that a proposed increase of 7p per square metre in allotment rents be supported, and the Town Council be informed of this Committee's views on the matter; and
- (3) that, as a matter of policy and having regard to the individual benefit of allotment plots to individual tenants, the Town Council seeks to recover an increasing proportion of the net cost of providing allotments from the tenants thereby reducing the level of subsidy by council taxpayers.

(Martin Bailey requested that his vote against the passing of Resolutions 2 and 3 above be recorded).

8/225 TOWN HOUSE – USE OF MEETING FACILITIES

The Committee considered the report of the Town Clerk (Agenda item 7 refers).

During the ensuing discussion, reference was made to the costs involved in providing meeting facilities to outside organisations, which it was noted amounted to almost 60% of the current annual usage.

It was felt that this arrangement was not sustainable and was inequitable given the fact that organisations wishing to use similar facilities in the Town Council's community halls were required to pay a hire charge. Bearing this in mind, it was felt that it would not be appropriate to make exceptions to the proposed policy.

Attention was drawn to the relatively low proposed hire charge for use of meeting facilities at the Town House by such organisations, which is was pointed out equated to the community rate levied in respect of these halls.

The Chairman indicated that the proposed charge had been calculated to recover the costs involved in providing meeting facilities to outside organisations. He also drew attention to the availability of the Council's grant assistance scheme, which had been used in the past to help local organisations meet the cost of hiring accommodation.

RESOLVED

- (1) that the matter be noted; and
- (2) that the recommendations of the Finance Working Group and the Buildings and Civic Matters Committee be supported and the Town Council be advised of this Committee's views on the matter.

8/226 COMMUNITY HALL CHARGES

The Committee considered the report of the Town Clerk (Agenda item 8 refers).

RESOLVED

- (1) that the matter be noted; and
- (2) that the recommendations of the Buildings and Civic Matters Committee be supported and the Town Council be advised of this Committee's views on the matter.

8/227 CAPITAL AND REVENUE RESERVES

The Committee considered the report of the Town Clerk (Agenda item 9 refers).

The report drew attention to the current level of capital and revenue reserves and indicated that there was some scope within the Capital Fund to finance additional items of a capital nature. However, it was pointed out that the balance of this Fund would increase following the capital receipt that would arise from the planned sale of the former Goldcroft Allotment Site, the history of which was outlined in the report.

It was noted that the application to renew the outline planning consent and the reserved matters application had recently been approved by the Planning Authority and that discussions were taking place with the Council's Property Agent and Solicitor with a view to providing details of the options available for taking this project forward.

It was pointed out that another potential source of funding was the former ski and activity centre should the Town Council decide to dispose of the freehold as part of the redevelopment proposals. A summary of the action taken to date by the Town Council in relation to this matter, and the current position regarding its inclusion in a masterplan for the proposed nearby urban village, and plans for further feasibility work on the ski slope site were set out in the report.

It was indicated that any funding beyond these sources would need to be in the form of a loan from the Public Works Loan Board, applications for which were considered on their individual merits and subject to funding availability.

Turning to play areas, Members were reminded of the successful approach that had been made to South Somerset District Council regarding the joint funding of capital improvements to play areas owned by the District Council and managed by the Town Council on its behalf.

It was noted that the District Council had been asked to consider the suggested phasing of proposed future upgrades having regard to the condition of the play equipment at all of the sites managed by the Town Council and the availability of contributory funding from the District Council.

This work, which had been completed earlier this year, had involved a further audit of the play areas by the District Council's Play and Youth Facilities Team and the results - including an analysis of the findings and suggested priorities – had been reported to the March 2013 meeting of the Committee (Minute 8/167 refers) along with the views of the Grounds and General Maintenance Committee on the matter.

A copy of the updated programme was set out in the report, and it was noted that the figures represented the anticipated contributions from the Town Council and assumed that matching contributions would be made by the District Council.

Allocations had been made by both Authorities for 2012/13 (Preston Park) which was currently underway, and the Policy, Resources and Finance Committee had identified how it would meet the proposed contribution of £10,000 towards the 2013/14 scheme (Summerhouse View). This would be via a combination of planned underspends totalling £7,851 being carried forward to 2013/14 with the balance of £2,149 being met from savings to be identified by the Grounds and General Maintenance Committee in their current budget.

However, the Town Council's proposed contribution was subject to the District Council making a matching contribution towards this scheme, and a decision on this was still awaited.

The Committee had also agreed to the funding of the remainder of the programme being considered as part of the budget-setting process leading up to the fixing of the 2014/15 precept.

As previously reported, the Preston Park project was due to be delivered in 2013, and the programme had been adjusted to reflect this change in timing.

It was noted that S106 contributions amounting to £5,463 had been secured from a local developer towards the Preston Park project, along with a contribution of £5,000 from Cllr Dave Greene who had agreed to allocate part of his County Councillor delegated health and well-being budget, which had enabled an enhanced scheme to be delivered at that location. A contribution of £1,500 had also been made by the Well-Being of Yeovil Association, making a total overall working budget of £36,963.

A project plan and sketch designs for the play area had been agreed by the Grounds and General Maintenance Committee, and a steering group had been formed to help deliver this project – in consultation with the local community. Following a tendering process, a contractor had been appointed to deliver the agreed scheme and work was almost complete. A formal opening would be arranged in the coming weeks.

It was noted that the General Reserve stood at £385,947 and, after taking into consideration agreed carry forwards from 2012/13 and other commitments totalling £142,259, the net unallocated balance was £243,688.

The Committee had previously agreed, as a matter of policy, that a minimum balance of £150,000 remain uncommitted in the General Reserve to meet any unexpected revenue needs beyond those which could be funded from contingencies over the forthcoming financial year. This was £93,688 (62%) *above* the recommended minimum balance. However, given the ongoing economic climate, it was proposed that this minimum balance be increased to £180,000, which would reduce this figure to £63,688 (35%).

RESOLVED

- (1) that the position concerning the Capital Fund and the General Reserve be noted;
- (2) that, as a matter of policy, it be agreed that a minimum balance of £180,000 remain uncommitted in the General Reserve to meet any unexpected revenue needs beyond those which could be funded from contingencies over the forthcoming financial year; and
- (3) that the current position regarding the rolling programme of play area improvements be noted, and confirmation be awaited of the District Council's funding towards future schemes included in the programme.

8/228 POLICY RESOURCES AND FINANCE COMMITTEE REVENUE ESTIMATES 2014/15

The Committee considered the report of the Town Clerk (Agenda item 10 refers).

The Chairman referred to the current year's budget, which was likely to be underspent by £12,007, the reasons for which were set out in the report.

During the ensuing discussion, reference was made to the proposal that, in line with the funding arrangements for other local organisations, the allocation for Shopmobility be removed from the base budget and that the Organisation be invited to apply for grant assistance in the future as necessary.

It was pointed out that this would improve public accountability by ensuring that Shopmobility was treated in the same way as other local organisations who provided services in the Town with the support of the Town Council, and that any application for such assistance would be considered on its merits.

RESOLVED

- (1) that the reasons for the anticipated underspend in the Policy, Resources and Finance Committee's budget for 2013/14 be noted; and
- (2) that the 2014/15 draft revenue estimates for the Committee, as submitted, be supported.

8/229 **SERVICE COMMITTEE REVENUE ESTIMATES 2014/15**

The Committee considered the report of the Town Clerk (Agenda item 11 refers).

The Chairman drew attention to the Budget Strategy drawn up by the Finance Working Group and explained the reasons for its suggested adoption.

To help co-ordinate the overall budget process, each Committee had once again been asked by the Working Group to keep their expenditure within the suggested maximum limits, with any proposed increases beyond those suggested being matched by reductions elsewhere in their respective draft budgets.

The Working Group had felt this approach would ensure that a balanced and sustainable budget was set for 2014/15. The Chairman indicated that all Committees had agreed to follow this suggested approach.

He added that the Working Group had also proposed that contingencies continue to be included in a separate budget and that bids for the use of these funds be considered once again by the Policy, Resources and Finance Committee. This approach was consistent with the way in which unspent revenue balances were now dealt with and it ensured that all Committees had the same opportunity to put forward bids for additional expenditure during the year.

The Group had also proposed that, to ensure a co-ordinated approach was taken to the use of any unspent allocated budgets, committees wishing to carry forward any underspends to the following financial year continue to seek the prior approval of the Policy, Resources and Finance Committee.

The Finance Working Group had also provisionally included a further allocation of £49,300 in the 2014/15 estimates towards new initiatives, of which it was proposed that £29,300 continued to be made available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. It had been further proposed that the service committees put forward bids for the use of the £20,000 balance of this fund during the next financial year.

Given the anticipated level of inflation and the ongoing discussions over the future of the former Ski and Activity Centre it was further proposed by the Working Group that the contingencies calculation be maintained at 5%.

Members expressed their support for the adoption of the above outlined strategy and it was noted that the Town Council had until 4 February 2014 to set its precept for the 2014/15 financial year.

RESOLVED

- (1) that the Budget Strategy drawn up by the Finance Working Group be noted and supported;
- (2) that the 2014/15 draft revenue estimates for the various Service Committees of the Council, summarised below and attached as

spreadsheets to these Minutes be supported and recommended to the forthcoming Town Council meeting for *provisional* adoption:

Committee	Revenue Estimate
Planning and Licensing	£5,471
Grounds and General Maintenance	£243,391
Promotions and Activities	£76,955
Buildings and Civic Matters	£112,434
Policy, Resources and Finance	£378,837
Total	£817,088

- (3) that the Town Council be recommended to endorse this approach and to fix the Town's precept for 2014/15 at its February 2014 meeting.

8/230 **NEW INITIATIVES BUDGET**

The Committee considered the report of the Town Clerk (Agenda item 12 refers).

Members supported the proposed changes – including the use of an assessment sheet based on the sample drawn up by Peter Gubbins and Bridget Dollard, which it was felt would help Members to consider the relative merits of each bid that comes forward and demonstrate that there was community support for the proposal.

RESOLVED

- (1) that the matter be noted; and
- (2) that approval be given to the proposed amendments to the definition and procedure in the administration of the New Initiatives budget – including the use of an assessment sheet – to help Members consider the relative merits of each bid that comes forward and to demonstrate that there was community support for the proposal.

8/231 **YOUTH REPRESENTATION**

The Committee considered the report of the Town Clerk (Agenda item 13 refers).

During the ensuing discussion, the Committee discussed the effectiveness of Yeovil Youth Council and its achievements over the years. Reference was also made to the involvement of young people in the Council's decision-making process and the work undertaken by individual Members in seeking the views of the people that they represented – including young people.

RESOLVED

- (1) that the matter be noted; and
- (2) that for the reasons set out in the report, the matter be not pursued.

8/232 **FINANCIAL STATEMENTS – AUGUST/SEPTEMBER 2013**

The Committee considered the report of the Finance Administrator (Agenda item 14 refers).

RESOLVED

that the Financial Statements and payments therein for the above months be approved.

PUBLIC COMMENT

There were no further comments from members of the public.

Chairman

YEovil TOWN COUNCIL - ESTIMATES

PLANNING AND LICENSING COMMITTEE

PLANNING AND LICENSING COMMITTEE										
		YEAR 2012/13			YEAR 2013/14			YEAR 2014/15		
NOTES		Item	Allocated	Spent	Allocated	1/2 year spent 30.09.13	Full year estimated spend to 31.03.14	Estimated over/under spend	Estimated required	To be allocated
Income to 30/09/13		Licensing Direct Costs	12,360	11,903	12,600	5,534	12,600		12,730	
Licensing	9,697	Planning Recharge	13,910	13,910	14,188	7,094	14,188		14,480	
Est Income 1/2 Year		Total	26,270	25,813	26,788	12,628	26,788	0	27,210	
Ending 31/03/14										
Licensing	11,600						Estimated recharge (+)			27,210
Total	21,297						Estimated 2014/15 income (-)			22,000
							Estimated underspend (-)			0
										5,210
Estimated Income 2014/15							Plus contingencies (5%)			261
										5,471
Licensing	22,000									
Notes										
1 Income for 2013/14 includes fees and charges which will be received before the financial year end which relates to 2014/15 financial year										
2 Planning recharge increased in line with inflation										

YEovil TOWN COUNCIL - ESTIMATES

GROUNDS AND GENERAL MAINTENANCE COMMITTEE

		YEAR 2012/13		YEAR 2013/14			YEAR 2014/15			
NOTES	Item	Allocated	Spent	Allocated	1/2 year spent 30.09.13	Full year estimated spend to 31.03.14	Estimated over spent	Estimated under spent	Estimated required	To be allocated
INCOME 2013/14	Materials and equipment	820	754	840	249	750		90	750	
1/2 Year to 30/09/13	Water Mains Refurbishment/Repairs	1,820	0	2,200	0	2,200			2,000	
	Water charges	4,120	2,675	4,200	648	4,200			4,280	
Lease 1044	Allotment Maintenance (SSDC)	7,500	6,831	7,650	3,486	7,650			7,810	
Taps & Keys 83	Allotment Maintenance (Tenants)	3,220	2,517	3,280	1,730	3,280			3,350	
Allotment rents 4949	Allotments - Fence Repairs	1,880	87	1,920	750	1,920			1,960	
1/2 Year 6076	Leases	335	335	400	0	400			400	
	Goar Knap - Building	1,400	1,105	1,430	671	1,300		130	1,330	
ESTIMATED INCOME	Newsletter	160	104	160	0	140		20	140	
2013/14	Best Kept Allotments Competition	220	178	230	160	200		30	210	
Taps & keys 100	Labour	15,000	14,790	15,150	6,451	15,150			15,300	
Rent 10857	Vehicle	950	1,166	970	377	970			990	
Lease 2088	Protective clothing	160	39	160	30	160			160	
Est 2013/14 13045	Dog Bins	200	0	210	0	210			220	
	Open spaces:									
	Open Spaces	139,360	139,360	142,150	35,538	142,150			145,000	
ESTIMATED INCOME	Play Area Repairs/Enhancements	11,040	9,645	11,260	8,909	11,260			11,490	
2014/15	Country Park	29,620	29,620	30,220	15,110	30,220			30,830	
	Enhancements	3,150	3,150	3,210	0	3,210			0	
Taps & Keys 100	Play and Landscape Officer	11,250	11,250	11,480	2,870	11,480			11,710	
Rents 14311	Holiday Playscheme contribution	8,000	4,387	5,000	0	5,000			8,380	
Lease 2088	Door Step Green	720	467	740	152	740			760	
Est 2014/15 16499	Yew Tree Park - Gate Opening	1,440	1,289	1,470	699	1,470			1,500	
	Total expenditure	242,365	229,749	244,330	77,830	244,060	0	270	248,570	0
Notes:							Estimated underspend (-)			-270
										248,300
1	Budget prepared on a year on year basis, with adjustments made for previous year's accruals						Estimated 2014/15 income			16,499
2	Water mains refurbishment/repairs budget allocated to meet planned programme of phased improvements									231,801
3	Income of £2,090 pa receivable from lease of land at Higher Ryalls						+ contingencies @ 5%			11,590
4	Enhancements budget used to increase Holiday Playscheme contribution - to help meet cost of new scheme in Yeovil South Ward									243,391

YEOVIL TOWN COUNCIL - ESTIMATES

PROMOTIONS AND ACTIVITIES COMMITTEE

NOTES		Item	YEAR 2012/13		YEAR 2013/14				YEAR 2014/15		
			Allocated	Spent	Allocated	1/2 year spent 30.09.13	Full year estimated spend to 31.03.14	Estimated over spent	Estimated under spent	Estimated required	To be allocated
INCOME 2013/14		Town Centre Partnership	3,090	3,000	3,150	0	3,150		150	3,000	
1/2 Year to 30/09/13		Christmas Lights	20,360	19,515	20,770	2,075	20,770			21,190	
Festive Lights		Yeovil in Bloom Working Budget	14,870	14,870	15,170	3,795	15,170			15,480	
- SSDC 2,000		Yeovil in Bloom Officer	22,660	22,660	22,890	5,722	22,890			23,350	
- Traders 1,000		Town Crier	930	818	950	0	950			970	
Sponsorship 500		Yeovil Open Town Crier Competition	1,650	1,822	1,800	1,541	1,600		200	1,840	
Souvenirs 0		Customised souvenirs	530	816	540	0	540			550	
3,500		Town Guide/promotional publications	210	0	220	0	220			230	
		Town Centre Environmental Improvements	8,000	8,000	8,000	0	8,000			8,000	
ESTIMATED INCOME		Christmas Lights Competition	30	18	30	0	30			30	
2013/14		Yeovil Flower and Gardeners' Market	2,500	2,195	2,550	1,766	2,550			2,600	
Festive Lights											
- SSDC 2,000											
- Traders 0											
Sponsorship 500											
Souvenirs 50											
2,550											
Estimated Income											
2014/15											
Festive Lights											
- SSDC 2,000											
- Traders 1,000											
Sponsorship 500											
Souvenirs 100											
3,600		Total Expenditure	74,830	73,714	76,070	14,899	75,870	0	350	77,240	0
Notes:											
								Estimated underspend (-)			-350
								Estimated 2014/15 income			3,600
1 Christmas Lighting - Expenditure offset by agreed contributions from New Initiatives Fund and anticipated contribution from SSDC											73,290
2 Town Centre Environmental Improvements budget previously used to help meet costs of Middle Street.											3,665
and Princes Street Enhancement Schemes. Possible top-slicing to fund ongoing Town Centre maintenance programme?								+ contingencies @ 5%			
3 Yeovil Town Centre Flower and Gardeners' Market - maximum guarantee against loss (offset by income from stalls and sponsorship)											76,955

YEovil TOWN COUNCIL - ESTIMATES

BUILDINGS AND CIVIC MATTERS COMMITTEE

		YEAR 2012/13		YEAR 2013/14		YEAR 2014/15				
NOTES	Item	Allocated	Spent	Allocated	1/2 year spent 30.09.13	Full year estimated spend to 31.03.14	Estimated over spent	Estimated under spent	Estimated required	To be allocated
INCOME 2013/14	Yeovil Town Band - Sponsorship	3,000	3,000	3,000	3,000	3,000			3,000	
1/2 Year 30/09/13	Litter/Grit bins	640	0	650	0	650			670	
Monmouth Hall 1,523	Monmouth Hall	15,660	12,152	15,970	5,912	14,000		1,970	16,290	
Milford Hall 8,567	Town House (excluding services)	6,000	6,189	6,120	3,084	6,120			6,250	
SCC deleg functions 0	Town House - business rates	9,810	10,076	10,280	6,218	10,360	80		10,570	
Library 0	Town House - water charges	310	281	320	113	320			330	
	Town House - electricity	1,550	984	1,580	301	1,200		380	1,400	
1/2 year 8,567	Town House - gas	1,650	1,774	1,800	826	1,800			2,040	
	Town House - repairs and maintenance	3,090	1,877	3,150	1,482	3,150			3,220	
	Civic Items (Town Twinning)	210	95	210	0	210			210	
ESTIMATED INCOME 2013/14	Sports Development Officer (SSDC)	2,000	2,000	2,040	0	2,040			2,080	
	War memorials	310	12	320	0	320			330	
Monmouth Hall 3,400	Public noticeboards	310	0	320	0	320			330	
Milford Hall 17,000	Community safety	4,740	4,740	4,830	0	4,830			4,930	
SCC deleg functions 4,000	CCTV	30,000	30,000	30,600	15,300	30,600			31,220	
Library 1,780	Millennium Clock	270	260	280	239	280			290	
	Transport support	4,200	1,196	4,290	0	4,290			4,380	
Yr to 31/03/14 26,180	Public toilets	16,810	14,668	17,150	8,465	17,150			21,900	
	Milford Hall	21,660	26,814	22,100	11,810	22,100			22,550	
ESTIMATED INCOME 2014/15										
Monmouth Hall 3,500										
Milford Hall 17,340										
Library 1,800										
Est. 2014/15 22,640										
	Total expenditure	122,220	116,118	125,010	56,750	122,740	80	2,350	131,990	0
Notes										
							Estimated underspend (-)			-2,270
										129,720
1	Transport Support budget to meet cost of contributions towards new bus shelters and related matters						Estimated 2014/15 income			22,640
2	Separate budget to be created to meet ongoing operational costs of Petter's Way Public Toilets with initial dowry from SSDC									107,080
3	SCC funding for deleg functions (removal of highway obstructions) to be withdrawn from April 2014						+ contingencies @ 5%			5,354
										112,434

YEovil TOWN COUNCIL - ESTIMATES

POLICY RESOURCES AND FINANCE COMMITTEE

		YEAR 2012/13		YEAR 2013/14			YEAR 2014/15			
NOTES	Item	Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated required	To be allocated
					spent	estimated	over	under		
					30.09.13	spend to 31.03.14	spent	spent		
Income	Grants	20,000	17,678	20,000	3,766	20,000				20,000
2012/13	Insurance	9,310	8,275	9,000	7,837	7,837		1,163		8,500
	Telephone	2,270	2,017	2,320	1,067	2,320				2,370
Investment Int	Postage	4,000	3,162	4,080	1,522	3,500		580		4,000
	Stationery/supplies	4,640	2,697	4,730	2,231	4,730				4,830
	Furniture, office equipment & servicing	3,900	3,258	3,500	957	3,000		500		3,570
Income 2013/14	Advertising	730	436	750	0	750				770
1/2 Year to 30/09/12	Audit fees	4,000	3,868	4,000	876	2,876		1,124		3,000
	Prof. fees/subs	5,360	5,668	5,470	3,365	5,470				5,580
Investment Int	Books/periodicals	210	18	220	0	220				230
	Salaries	170,090	167,907	171,800	82,078	167,000		4,800		173,520
	Mayoral allowance	8,380	8,380	8,380	8,380	8,380				8,380
Estimated Income	Courses/conferences	5,150	2,725	5,250	386	5,250				5,360
2013/14	Costs of Democracy	25,290	23,289	25,540	11,761	25,540				25,800
	Regalia	680	298	700	20	700				720
Investment Int	Youth Council	1,310	1,616	1,340	42	1,340				1,370
Ski Centre	Best Value	2,100	1,637	2,140	1,650	1,650		490		1,800
	NVQ Trainee Administrator	5,300	2,963	5,350	0	2,000		3,350		5,400
	Franking Machine	540	518	550	484	550				560
	PC Support	7,500	5,862	7,650	2,705	7,650				7,810
Estimated Income	Delivery of Yeovil Vision	10,000	10,000	10,000	10,000	10,000				10,000
2014/15	Yeovil Shopmobility	5,360	5,360	5,470	5,470	5,470				0
	PWLB Loan Repayments	30,704	30,704	30,704	15,352	30,704				30,704
Investment Int	New Initiatives Fund	49,300	13,492	49,300	0	49,300				49,300
Ski Centre	Ski Centre	6,180	5,822	6,300	3,176	6,300				6,430
	Contingencies	38,591	10,188	39,222	33,483	39,222				
	Total Expenditure	420,895	337,838	423,766	196,608	411,759	0	12,007	0	380,004
Notes:								Estimated underspend (-)		-12,007
										367,997
1	Investment income set to reflect anticipated interest rates							Estimated 2014/15 income		7,200
2	Capital Fund commitments set out elsewhere on the agenda									360,797
3	PC Support budget extended to include Members' PC support and internal/external broadband connections							+ contingencies @ 5%		18,040
4	Costs of Democracy budget set to reflect anticipated Members' allowances									378,837
5	Salaries budget adjusted to meet anticipated national pay awards, Employer's pension contributions and previously agreed increments									
6	Regalia budget to meet rolling programme of civic robe refurbishment and repairs									
7	PWLB loan repayments reflect cost of servicing £265,000 ten-year loan to meet costs of replacement Town Centre public toilets and contribution towards upgrade of Yew Tree Park Play Area and redevelopment of Milford Hall									
8	Application procedure for New Initiatives Fund under review									