



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Grounds and General Maintenance Committee

Monday 11th September 2023

7:00pm

Hybrid Meeting:

Face-to-face at Town House, 19 Union Street, Yeovil

BA20 1PQ; and virtual using Zoom meeting software

For further information on the items to be discussed, please contact town.clerk@yeovil.gov.uk.

Amanda Card, Town Clerk
5th September 2023

Grounds and General Maintenance Meeting

This information is also available on our website: www.yeovil.gov.uk

Members of Yeovil Town Council are summoned to attend:

Tareth Casey	Ashley Richards (<i>Vice Chairman</i>)
Emma Jayne-Hopkins (<i>Ex Officio</i>)	Andy Soughton
Andy Kendall (<i>Ex-officio</i>)	Jeny Snell
Jamie Lock	Roy Spinner (<i>Chairman</i>)
Tony Lock	Vacancy
Manny Roper (<i>co-opted non-voting</i>)	

Public Comments at meetings (held via Zoom)

Members of the public may attend the meeting either physically or via zoom.

If you would like to join the meeting via zoom, please e-mail ytic@yeovil.gov.uk by 9:00am on Monday 11th September 2023. Instructions will be sent to you to view the meeting.

Equality Act 2010

The general public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Disability	Religion or Belief
Gender Reassignment	Sex
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

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. Please refer to our Policy on audio/visual recording and photography at Council meetings at www.yeovil.gov.uk. 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.

A G E N D A

Public Comment (15 Minutes)

Due to the confidential nature of the business of items 11/25 – 11/27, under the Public Bodies (Admission to Meetings) Act 1960 s3, a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors. *Public Bodies (Admission to Meetings) Act 1960 s3*

11/111. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

11/112. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

11/113. MINUTES

To approve as a correct record the Minutes of the meetings held on 10th July 2023.

11/114. SCHOOL'S OUT PROGRAMME

To consider the report by the Assistant Town Clerk attached at pages 4 to 6.

11/115. PROPOSED REMOVAL OF SHELTER AT ROSEBERY RECREATION GROUND

To consider the report by the Town Clerk attached at pages 7 to 9.

11/116. ELIZABETH FLATS UPDATE

To consider a report by the Assistant Town Clerk attached at pages 10 to 11.

11/117. ALLOTMENT LETTING/AVAILABILITY REPORT

To consider the report by the Assistant Town Clerk attached at page 12 (correct at time of publishing of this agenda).

11/118. MILFORD DIP SHEDS

To consider the report by the Assistant Town Clerk attached at pages 13 to 18.

11/119. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL

To receive any feedback via Cllr Spinner.

11/120. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

To consider a verbal update.

11/121. URGENT DECISION: BEST KEPT ALLOTMENT JUDGING

To consider the report by the Assistant Town Clerk attached at page 19.

11/122. NOTICE TO QUIT REVIEW

To consider the report by the Assistant Town Clerk attached at page 20.

11/123. FINANCIAL STATEMENT – JUNE AND JULY 2023

To consider the Financial Statement for the period 1 June to 31 July 2023 attached at pages 21 to 26.

Public Comment (15 Minutes)

11/124. EXCLUSION OF PRESS AND PUBLIC

The Committee will consider passing a resolution to exclude the press and public from the ***next items*** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11/125. URGENT DECISION: NOTICES TO QUIT (CONFIDENTIAL)

To consider the report by the Assistant Town Clerk attached at page 27.

11/126. TREE WORKS SURVEY AND PROPOSED WORKS (CONFIDENTIAL)

To consider the confidential report by the Assistant Town Clerk attached at page 28.

11/127. YEW TREE PARK GATE OPENING AND CLOSING (CONFIDENTIAL)

To consider the confidential report by the Deputy Town Clerk attached at page 29.

11/114 SCHOOL'S OUT PROGRAMME UPDATE

Background

The "Schools Out" programme currently runs for 8 weeks of the year:

- Easter Holidays – 2 weeks
- Spring Half Term holiday – 1 week
- Summer Holidays – 4 weeks
- Autumn Half Term Holiday – 1 week

It has been funded by Somerset Council (was South Somerset District Council), Abri and Yeovil Town Council. Yeovil Town Council budget contribution for 2023/24 is £10,490.

Schools out Programme

At the July meeting of Ground and General Maintenance Committee, the Committee asked for more information and that the matter be referred to the next meeting.

The programme which previously ran for 8 weeks each year budget approximately £25,000 (not including the Somerset Council Officer's time). Somerset Council and Yeovil Town Council have previously contributed £10,490 each and ABRI gave a community fund of £3,000.

ABRI offer a Community Fund which is available four times a year and is an application process of up to £3,000 which has been historically granted. Abri also offers a Partnership Fund which is 3-year agreement for a higher bracket amount (this needs to be investigated further).

Location

Location	Hire per day (Figures based on 6 hours a day)	Days
Milford Hall	£0	Monday – Thursday
Yew Tree Park	£25	Monday – Thursday
St Peters Community Hall	£102	Monday – Wednesday (Due to cost)

St Peter's Community Hall charge £17.40 per hour for 9.30am – 4.00pm. The programme only runs 3 days out of 4 due to costs. St Peters organise their own activities on a Thursday to substitute costs.

Each location would require a minimum of 2 rangers on site and the rangers are currently paid £10.50 per hour. Each ranger would need to have a DBS check.

Costs:

Based on Week 2 Milford Hall

Date	Session	Cost
Monday 7 August AM	Bubble magic with BubbleMan and Bubble faerie.	£250
Monday 7 August PM	Reptile fun with GRAB	£80
Tuesday 8 August AM	Super Skills Rugby with Rugbytots	£125
Tuesday 8 August PM	Summer crafts with the Rangers	£30
Wednesday 9 August AM	Summer crafts with the Rangers	£30
Wednesday 9 August PM	Mult-skills Sports with TLE Sports	£100
Thursday 10 August AM	Summer crafts with the Rangers	£30
Thursday 10 August PM	Super Skills Rugby with Rugbytots	£125

Week 2 Milford Hall costings

Activities	£770
3 x Rangers	£630
Hire of hall	£0
Total	£1400

If the average week costs £1400 x 8 weeks = £11,200 per location – totally approximately £33,600 – suggesting that the budget of £25,000 is not sufficient.

Staff Resource

The Somerset Council Officer estimates 25% of their annual workload is taken to organise the 8-week programme. The Officer's workload for this aspect of their work includes:

- Researching new activities
- Liaising with activity providers
- Booking of venues
- Sourcing external funding
- Producing promotional posters and leaflets
- Distributing posters and leaflets to the Council, Abri and Yeovil Primary schools
- Attending any venues during the activities to assist with any issues
- Reporting back with feedback and attendance figures

In order for the Town Council to continue to run this programme, it is hoped that this Committee will support the Town Clerk's request for additional hours. A report will be submitted to Policy, Resources and Finance Committee. It is likely that without these resources the above work could not be carried out.

Proposal

It is suggested that in the first instance, the Town Council run this programme at just Milford Hall. This will enable learning, knowledge and relationships with activity providers. It is suggested that this is reviewed in time for the Summer Holiday schedule to determine whether the programme should be rolled out to one or both of the other locations.

The Committee is **RECOMMENDED**:

- (1) to note the report;
- (2) to support the Town Clerk's request for additional hours; and
- (3) subject to (2) to roll out the programme as identified in the proposal above.

If Members have any questions relating to this report, please contact Lucy Ryder, Assistant Town Clerk prior to the meeting.

***(Lucy Ryder, Assistant Town Clerk – 01935 382424 or
lucy.ryder@yeovil.gov.uk)***

11/115 YOUTH SHELTER - ROSEBERRY AVENUE RECREATION GROUND

Background

This committee considered the following request from a resident local to Rosebery Recreation Ground on 19th November 2018 (9/248 Rosebery Recreation Ground Shelter):

“Would you please consider removing the 'pod' shelter from the Rosebery Avenue Recreation Ground where there is a problem with drug dealing. Councillor Tony Lock is aware of the problem.

The shelter is used by drug dealers and those injecting themselves. Also by alcoholics who stay there all night playing loud music and shouting. They leave their empty beer cans and other rubbish in and around the shelter which is collected by the Council cleaning dept who do an exceptional good job at clearing up the mess.

The multi-purpose play area is successful and extremely popular with the youngsters. There are no problems and is used daily. I hope you will seriously consider removing the shelter.”

The Committee discussed the request. This was the only request received concerning the removal of the shelter due to anti-social behaviour issues. Other key stakeholders had commented that the Rosebery Recreation Ground Shelter had not been reported as an issue.

It was resolved that the Chief Inspector for Neighbourhood Policing be informed of the complaint; and that the Deputy Town Clerk respond to the request stating that the shelter would not be removed and that the local police should be contacted each and every time an issue occurs.

Location of the Shelter



Figure 1: Accessed from Roseberry Avenue



Figure 2: The recreation ground can be accessed between 2 houses on Roseberry Avenue - opposite the One Stop shop



Figure 3: The Shelter

Current situation

An e-mail was received from a PCSO for the Neighbourhood Policy Team informing the Town Council of complaints received from a number of local residents whose garden backs onto a playing field , where a number of youths have found a metal shelter, which is the perfect place to smoke cannabis and play music loudly.

This issue has now escalated, and communication has been made with the Locality Officer at Somerset Council regarding the youth shelter and the anti-social behaviour that continues. The police have now requested that the shelter be removed. This is supported by the Locality Officer who recommends a temporary removal of the shelter so that the impact of removal can be monitored.

The Committee is **RECOMMENDED** to

- 1) to note the report;
- 2) to agree to the temporary removal of the shelter; and
- 3) to review the impact of the removal in six months' time.

(Amanda Card, Town Clerk – 01935 382424 or amanda.card@yeovil.gov.uk)

11/116. ELIZABETH FLATS SITE AND PATHWAYS UPDATE

In May 2023, the Committee agreed for the pathway works to be completed and for efforts to improve the overall site. The pathway works have since been completed and all rubbish has been removed off site. Maple have assisted with strimming some of the overgrown areas. Since the works, there has been interest from potential tenants.

Before the works:



After the works:



The Committee is **RECOMMENDED** to note the report.

(Lucy Ryder, Assistant Town Clerk – 01935 382424 or lucy.ryder@yeovil.gov.uk)

Site Name	Plots on site	Vacant Plots	Let Plots	Percentage of let plots
Elizabeth flats	25	10	15	60%
Goar Knap	42	2	40	95%
Hillcrest	9	0	9	100%
Larkhill	30	0	30	100%
Milford Dip	42	2	40	95%
Monksdale	19	0	19	100%
Newtown	35	1	34	97%
Rustywell	23	0	23	100%
St Georges	29	5	24	83%
Sunningdale	56	2	54	96%
Turners Barn Lane	25	0	25	100%
Totals -	335	22	313	93%

11/118. MILFORD DIP SHEDS

At the last Grounds and General Committee meeting, the committee agreed that a Building Surveyor should be appointed to examine the condition of the communal sheds.

Alan J Young Ltd, a local chartered building surveyor, met with the Assistant Town Clerk and Tenant Representative. Alan J Young Ltd, carried out an inspection of the building and concluded the building is in need of urgent repair, which will be necessary to extend its useful life expectancy.

The recommended repair works:

1. To completely strip off all the present mineral felt on the flat roof, to remove the chipping and then to prepare and, where necessary, to replace any rotted timber decking underneath prior to the replacement of the felt with a new high-performance felt flat roof incorporating a sola- reflective paint.
2. To remove and replace all the present rotted timber fascias and bargeboards.
3. To replace at least one section of rotted timber rafter located outside the door to No. 8, extending from the position of the head of the door frame through to the eaves beam.
4. To remove and replace any loose or defective fibreboard from the underside of the exposed eaves construction.
5. The two timber support posts supporting the eaves beam will require replacement, and I suggest they are replaced with minimum 150 x 150mm treated SC4 grade timber posts supported off the existing slab underneath, but with the benefit of a horizontal damp-proof course underneath the posts.
6. To replace all the present rotted timber doors to the various allotment units, along with taking-out and replacement of the timber cover strips between each door.
7. On the rear elevation there is significant cracking affecting both the render and the blockwork behind and which forms the rear wall to the outbuilding. The cracks vary in width but extend up to between 5-8mm wide at the top of the wall, diminishing to around 3–4 mm at the base. The cause of the cracking is probably due to the construction of all of the walls off an unreinforced concrete slab, somewhere in the region of 150mm in depth and built directly up off the ground underneath. The walls do not appear to have the benefit of a concrete foundation.

The Committee is **RECOMMENDED** to

- 1) to note the report;
- 2) to note the Building Surveyor's report; and
- 3) to decide the course of action.

***(Lucy Ryder, Assistant Town Clerk – 01935 382424 or
lucy.ryder@yeovil.gov.uk)***

Alan J. Young Ltd
Chartered Building Surveyors

The Lodge
Penn Hill
Yeovil
Somerset BA20 1SF

Tel/Fax: (01935) 479164
Mobile: (07767) 203637
E-mail: info@alanyoung.co.uk

Ms Lucy Ryder
Assistant Town Clerk, Yeovil Town Council
Town House
19 Union Street
Yeovil BA20 1PQ

25 July 2023

Dear Lucy

Further to your e-mail of 20 July 2023, I would like to thank you for and confirm your valued instructions to carry out an inspection on the outbuilding located at the Milford Dip Allotment Site, Milford Road, Yeovil. The purpose of the inspection was to report on the condition of the outbuilding, whether it is structurally stable, and to identify the more significant repairs that will be necessary in order to extend its lifespan. I confirm I carried out the inspection on Monday 24 July 2023.

I believe the allotment outbuilding was built in the 1960s and comprises single-skin part reconstructed stone blockwork, part concrete blockwork 100mm thick walls. The concrete block walls have an external cement-rendered surface. The walls are located underneath a mineral felt flat roof covered with solar-reflective chippings, the mineral felt laid on top of a wood-wool fibrous deck boarded on traditional flat roof joists. The roof joists are built onto the rear elevation wall; on the front elevation there is a timber eaves beam spanning between the access doors nos. 4 to 14 and which is supported on two intermediate timber posts.



Director: Alan J Young, BSc MRICS
Reg. Office: 6 The Linen Yard, South Street
Crewkerne TA18 8AB
Reg. in England: No. 4706576



From my inspection, it is very clear that the outbuilding has had little if any maintenance repair, possibly since it was originally erected. The building is now in need of urgent repair, which will be necessary in order to extend its useful life expectancy. Assuming that these repairs are implemented, I can see no obvious reason why the building should not be capable of being used in connection with allotment activities for at least another 10 years or so.

I would therefore recommend carrying-out the following repair works:

1. To completely strip off all the present mineral felt on the flat roof, to remove the chippings and then to prepare and, where necessary, to replace any rotted timber decking underneath prior to the replacement of the felt with a new high-performance felt flat roof incorporating a solar-reflective paint.
2. To remove and replace all the present rotted timber fascias and bargeboards.
3. To replace at least one section of rotted timber rafter located outside the door to No. 8, extending from the position of the head of the door frame through to the eaves beam.
4. To remove and replace any loose or defective fibreboard from the underside of the exposed eaves construction.
5. The two timber support posts supporting the eaves beam will require replacement, and I suggest they are replaced with minimum 150 x 150mm treated SC4 grade timber posts supported off the existing slab underneath, but with the benefit of a horizontal damp-proof course underneath the posts.
6. To replace all the present rotted timber doors to the various allotment units, along with the taking-out and replacement of the timber cover strips between each door.
7. On the rear elevation there is significant cracking affecting both the render and the blockwork behind and which forms the rear wall to the outbuilding. The cracks vary in width but extend up to between 5-8mm wide at the top of the wall, diminishing to around 3-4mm at the base. The cause of the cracking is probably due to the construction of all of the walls off an unreinforced concrete slab, somewhere in the region of 150mm in depth and built directly up off the ground underneath. The walls do not appear to have the benefit of a concrete foundation.





Milford Dip is known to have been built up using reclaimed materials as opposed to natural ground, and consequently the soils underneath the ground-bearing slab will always be vulnerable to compaction and also seasonal ground movement. Any movement in the slab will naturally cause cracking in the walls supported directly above.

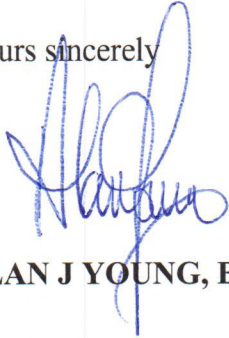
In the first instance, I recommend any loose, cracked or defective render is removed from the surface of the wall. Where the blockwork is affected by the most severe cracking, I recommend infilling the cracks with sand:cement mortar and then fitting galvanised mild steel restraint straps to each side of the cracks, extending 300mm minimum to either side of the crack, plugged and screwed to the walling. The repaired sections of the cracks and generally any loose or defective render can then be covered/replaced with a new sand:cement rendered surface.

The risk of further cracking and movement in the wall cannot be ruled out, and indeed is likely, partly due to the made-up ground underneath the building but also due to the lack of foundations. The concrete slab will continue to be affected by some compaction of the ground underneath and seasonal movement. It would however appear that the present cracks have been in place for a considerable number of years and there is no clear evidence that this is recent movement.

8. I suggest the fitting of rainwater gutters and downpipes to the rear elevation roof slope, to pick up any water running off the roof. This can then obviously be used for rainwater harvesting in connection with the allotments, and which will also reduce the risk of any significant build-up of moisture at the foot of the walls – this could increase the risk of seasonal ground movement.

If I can provide you with any further information or clarification on any of the points raised within this report, please do not hesitate to contact me, and I know attach my fee account in accordance with our agreement.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Alan J Young', written over the typed name below.

ALAN J YOUNG, BSc MRICS

11/121. BEST KEPT ALLOTMENT JUDGING (URGENT BUSINESS)

This report is a requirement of Standing Orders, paragraph 4d(xiv) 'Urgent Business', and is for information only.

Yeovil Town Council's Best Kept Allotments Competition which is held every year on an unspecified date in June or July which all tenants are automatically entered. There is no entry form, however the plots are automatically considered by independent judges who visit all the sites in one day and consider entries for the following categories:

Best Kept Allotment
Best Individual Crop
Best Allotment Design
Best Produce
Best Winter Produce
Best Flowers
Best New Allotment Holder
Best Allotment Site Overall

Unfortunately, the independent judges that were due to attend were both unavailable. As the date was already in the diary, it was agreed that the judging would be done internally so prizes could still be awarded.

The day was successful, and all prizes will be awarded later in the year.

The Committee is **RECOMMENDED** to note the report.

*(Lucy Ryder, Assistant Town Clerk – 01935 382424 or
lucy.ryder@yeovil.gov.uk)*

11/122. NOTICE TO QUIT REVIEW

Background

The Town Council's Maintenance Operative carries out an inspection of all plots on all sites to check on the general condition of each site and to ensure plots are being worked as per the conditions of the Tenancy Agreement.

Should the plot not be worked sufficiently, a letter (Pre-NTQ) will be sent to the tenant. A further inspection will take place approximately two weeks from the date of the letter. If no action has been taken to cultivate the plot within the time specified to an acceptable standard as per paragraph 2(c) of the tenancy agreement and no extenuating circumstances put forward and accepted by the Town Council, a formal Notice to Quit (NTQ) will be issued. The Tenant will have one month's notice from the date of the letter to vacate the plot.

It has been previously agreed that when a Tenant vacates the allotment after being issued an NTQ, they cannot reapply for another 12 months.

Proposal

It is suggested that when a Notice to Quit is issued, the Tenant should not be able to reapply for an allotment for another 5 years. Extending the period from 12 months to 5 years discourages Tenants reapplying who have a poor track record of cultivating the plot in accordance with the tenancy agreement. The Tenant should not be able to enter the allotment site during the 5-year period. This should also be applied to Tenants who voluntarily leave the allotment plot in a poor state.

The Committee is **RECOMMENDED** to

- 1) to note the report;
- 2) to agree when issuing a NTQ, the Tenant can only reapply after a 5-year period;
- 3) subject to (2) to not allow the Tenant to enter the allotment site during the 5-year period.

*(Lucy Ryder, Assistant Town Clerk – 01935 382424 or
lucy.ryder@yeovil.gov.uk)*

Yeovil Town Council

June Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	281,370.00	281,370.00	281,370.00	0.00	0.00
Leases	2,090.00	0.00	524.00	-524.00	2,090.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	18,500.00	333.82	4,625.01	-4,291.19	18,166.18
Sales of Gate & Tap Keys	100.00	36.50	24.99	11.51	63.50
Water Charges	1,500.00	0.00	0.00	0.00	1,500.00
	303,560.00	281,740.32	286,544.00	-4,803.68	21,819.68
Expenditure					
Allotment Maintenance (Corporate)	13,800.00	3,021.91	3,450.00	-428.09	10,778.09
Allotment Fence Repairs	2,000.00	0.00	500.01	-500.01	2,000.00
Buildings & Electric Goar Knap	2,200.00	501.42	549.99	-48.57	1,698.58
BKAC	250.00	0.00	62.49	-62.49	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	32,000.00	6,718.98	8,000.01	-1,281.03	25,281.02
Materials & Equipment	1,870.00	57.90	467.49	-409.59	1,812.10
Holiday Play Scheme	10,490.00	0.00	2,622.51	-2,622.51	10,490.00
Open Spaces: Doorstep Green	7,000.00	2.67	1,749.99	-1,747.32	6,997.33
Open Spaces: General	133,480.00	0.00	0.00	0.00	133,480.00
Open Spaces: Play Park Programme	10,000.00	0.00	2,499.99	-2,499.99	10,000.00
Open Spaces: Country Park	32,700.00	0.00	8,175.00	-8,175.00	32,700.00
Enhancements: Play Area Upgrades	3,080.00	0.00	770.01	-770.01	3,080.00
Yew Tree Park Gate Opening	2,400.00	1,036.17	600.00	436.17	1,363.83
Play & Landscape Officer	14,360.00	0.00	3,590.01	-3,590.01	14,360.00
Playarea Enhancements	14,080.00	0.00	3,519.99	-3,519.99	14,080.00
Lights for Milford Hall	400.00	0.00	99.99	-99.99	400.00
Community Heritage Officer	10,000.00	0.00	2,499.99	-2,499.99	10,000.00
Protective Clothing	100.00	6.66	24.99	-18.33	93.34
Vehicle	1,800.00	607.42	450.00	157.42	1,192.58
Water Charges	1,000.00	2,172.05	249.99	1,922.06	-1,172.05
Water Mains Refurbishment	2,200.00	0.00	549.99	-549.99	2,200.00
Electric Van	8,000.00	0.00	2,000.01	-2,000.01	8,000.00
	303,560.00	14,125.18	42,432.45	-28,307.27	289,434.82
	0	267,615.14	244,111.55	23,503.59	-267,615.14

Date: 24/08/2023
Time: 09:23:22

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 7000
N/C To 7250

Tran Date From 01/06/2023
Tran Date To 30/06/2023

Tran No From 1
Tran No To 99,999,999

Department From 0
Department To 999

Dept Number 4 **Dept** GROUNDS & GENERAL MAINTENANCE

N/C 7004 **Name** G&GM - Inc - Rents

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65971	SI	09/06/2023	Allotment rent for 9 the period June - 30		12.54	-12.54
65973	SI	09/06/2023	Allotment rent for 9 the period June - 30		14.25	-14.25
66007	SI	26/06/2023	Allotment rent for the period 26 June - 30		12.64	-12.64
66009	SI	26/06/2023	Allotment rent for the period 26 June - 30		10.97	-10.97
66011	SI	26/06/2023	Allotment rent for the period 26 June - 30		20.76	-20.76
Account Totals					<u>71.16</u>	<u>-71.16</u>

N/C 7005 **Name** G&GM - Inc - Sales of gates & tap keys

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65972	SI	09/06/2023	Gate key deposit		5.00	-5.00
66008	SI	26/06/2023	Gate key deposit		5.00	-5.00
66010	SI	26/06/2023	Gate key deposit		5.00	-5.00
66012	SI	26/06/2023	Gate key deposit		5.00	-5.00
Account Totals					<u>20.00</u>	<u>-20.00</u>

N/C 7019 **Name** G&GM - Exp - Allotment Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66175	PI	14/06/2023	Workshop Materials	30.87		30.87
66215	PI	20/06/2023	Weed Killer	129.30		129.30
Account Totals					<u>160.17</u>	<u>160.17</u>

N/C 7040 **Name** G&GM - Exp - Buildings & Electric Goar Knap

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65992	PI	01/06/2023	Rates	128.00		128.00
Account Totals					<u>128.00</u>	<u>128.00</u>

N/C 7070 **Name** G&GM - Exp - Labour

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65982	JD	27/06/2023	Employers Pension	408.38		408.38
65983	JD	27/06/2023	Payments	1,831.28		1,831.28
Account Totals					<u>2,239.66</u>	<u>2,239.66</u>

N/C 7120 **Name** G&GM - Exp - Yew Tree Park - Gate Opening

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66171	PI	07/06/2023	Security	420.00		420.00
66172	PI	08/06/2023	Security	420.00		420.00
Account Totals					<u>840.00</u>	<u>840.00</u>

N/C 7190 **Name** G&GM - Exp - Protective Clothing

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66174	PI	14/06/2023	Gardening Gloves	6.66		6.66
Account Totals					<u>6.66</u>	<u>6.66</u>

N/C 7210 **Name** G&GM - Exp - Vehicle

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66023	PI	17/06/2023	Vehicle Tax	320.00		320.00
66173	PI	06/06/2023	Parts for Van	15.83		15.83
66366	PI	21/06/2023	MOT/Repairs	202.87		202.87

Yeovil Town Council

July Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	281,370.00	281,370.00	281,370.00	0.00	0.00
Leases	2,090.00	522.00	524.00	-2.00	1,568.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	18,500.00	385.49	6,166.68	-5,781.19	18,114.51
Sales of Gate & Tap Keys	100.00	36.50	33.32	3.18	63.50
Water Charges	1,500.00	0.00	0.00	0.00	1,500.00
	303,560.00	282,313.99	288,094.00	-5,780.01	21,246.01
Expenditure					
Allotment Maintenance (Corporate)	13,800.00	9,481.02	4,600.00	4,881.02	4,318.98
Allotment Fence Repairs	2,000.00	11.16	666.68	-655.52	1,988.84
Buildings & Electric Goar Knap	2,200.00	629.42	733.32	-103.90	1,570.58
BKAC	250.00	0.00	83.32	-83.32	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	32,000.00	9,216.35	10,666.68	-1,450.33	22,783.65
Materials & Equipment	1,870.00	192.35	623.32	-430.97	1,677.65
Holiday Play Scheme	10,490.00	0.00	3,496.68	-3,496.68	10,490.00
Open Spaces: Doorstep Green	7,000.00	210.29	2,333.32	-2,123.03	6,789.71
Open Spaces: General	133,480.00	0.00	33,370.00	-33,370.00	133,480.00
Open Spaces: Play Park Programme	10,000.00	0.00	3,333.32	-3,333.32	10,000.00
Open Spaces: Country Park	32,700.00	0.00	8,175.00	-8,175.00	32,700.00
Enhancements: Play Area Upgrades	3,080.00	0.00	1,026.68	-1,026.68	3,080.00
Yew Tree Park Gate Opening	2,400.00	1,416.17	800.00	616.17	983.83
Play & Landscape Officer	14,360.00	0.00	4,786.68	-4,786.68	14,360.00
Playarea Enhancements	14,080.00	0.00	4,693.32	-4,693.32	14,080.00
Lights for Milford Hall	400.00	0.00	133.32	-133.32	400.00
Community Heritage Officer	10,000.00	0.00	3,333.32	-3,333.32	10,000.00
Protective Clothing	100.00	6.66	33.32	-26.66	93.34
Vehicle	1,800.00	719.51	600.00	119.51	1,080.49
Water Charges	1,000.00	2,172.05	333.32	1,838.73	-1,172.05
Water Mains Refurbishment	2,200.00	0.00	733.32	-733.32	2,200.00
Electric Van	8,000.00	0.00	2,666.68	-2,666.68	8,000.00
	303,560.00	24,054.98	87,221.60	-63,166.62	279,505.02
	0	258,259.01	200,872.40	57,386.61	-258,259.01

Date: 24/08/2023
Time: 09:36:00

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 7000
N/C To 7250

Tran Date From 01/07/2023
Tran Date To 31/07/2023

Tran No From 1
Tran No To 99,999,999

Department From 0
Department To 999

Dept Number 4 **Dept** GROUNDS & GENERAL MAINTENANCE

N/C 7002 **Name** G&GM - Inc - Leases

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66304	SI	27/07/2023	Lease at Hillcrest/Higher Ryalls - Rent April to		522.00	-522.00
Account Totals					<u>522.00</u>	<u>-522.00</u>

N/C 7004 **Name** G&GM - Inc - Rents

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66159	SI	13/07/2023	Allotment rent for the period 13 July - 30		18.06	-18.06
66244	SI	21/07/2023	Allotment rent for the period 21 July - 30		22.64	-22.64
Account Totals					<u>40.70</u>	<u>-40.70</u>

N/C 7005 **Name** G&GM - Inc - Sales of gates & tap keys

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66237	CP	14/07/2023	Key Deposit Refund	5.00		5.00
Account Totals				<u>5.00</u>		<u>5.00</u>

N/C 7019 **Name** G&GM - Exp - Allotment Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66197	PI	11/07/2023	Annual Tree Survey	930.00		930.00
66202	PI	18/07/2023	Tree Work - Sunningdale	540.00		540.00
66212	PI	12/07/2023	Emptying Skip	333.00		333.00
66387	PI	26/07/2023	Inspect Outbuildings - Milford Dip	600.00		600.00
66388	PI	31/07/2023	Tree Work - Sunningdale	180.00		180.00
66389	PI	25/07/2023	Repairs to Walkways - E/Flats	3,796.00		3,796.00
66427	PI	03/07/2023	Materials - Allotments	42.72		42.72
66428	PI	04/07/2023	Masonry Drill Bit Set	8.43		8.43
66429	PI	05/07/2023	Materials - Allotments	28.96		28.96
Account Totals				<u>6,459.11</u>		<u>6,459.11</u>

N/C 7030 **Name** G&GM - Exp - Allotment Fence Repairs

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66433	PI	12/07/2023	Fence Screws	11.16		11.16
Account Totals				<u>11.16</u>		<u>11.16</u>

N/C 7040 **Name** G&GM - Exp - Buildings & Electric Goar Knap

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66205	PI	01/07/2023	Rates	128.00		128.00
Account Totals				<u>128.00</u>		<u>128.00</u>

N/C 7070 **Name** G&GM - Exp - Labour

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66254	JD	27/07/2023	Employers Pension	455.37		455.37
66255	JD	27/07/2023	Payments	2,042.00		2,042.00
Account Totals				<u>2,497.37</u>		<u>2,497.37</u>

N/C 7080 **Name** G&GM - Exp - Materials & Equipment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66236	CP	17/07/2023	Materials - Workshop	14.10		14.10
66430	PI	05/07/2023	Materials - Workshop	30.05		30.05
66431	PI	06/07/2023	Materials - Workshop	38.75		38.75
66434	PI	12/07/2023	Materials - Workshop	51.55		51.55

