



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

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## Grounds and General Maintenance Committee

**Monday 13<sup>th</sup> November 2023**

**7:00pm**

**Hybrid Meeting:**

**Face-to-face at Town House, 19 Union Street, Yeovil  
BA20 1PQ; and virtual using Zoom meeting software**

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

**Amanda Card, Town Clerk**  
7<sup>th</sup> November 2023

**Grounds and General Maintenance Meeting**

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

**Members of Yeovil Town Council are summoned to attend:**

Tareth Casey	Tony Lock
Kayleigh Fieldsend	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> )

Manny Roper (*co-opted non-voting*)

**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](mailto:ytic@yeovil.gov.uk) by 9:00am on Monday 7<sup>th</sup> November 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](http://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 **11/141 – 11/147**, 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*

## **11/128. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

## **11/129. 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).

## **11/130. MINUTES**

To approve as a correct record the Minutes of the meetings held on 11<sup>th</sup> September 2023.

## **11/131. OPEN SPACES**

To consider the verbal report by officers from Somerset Council.

## **11/132. ALLOTMENT SIGNS**

To consider the report by the Assistant Town Clerk attached at page 4.

**11/133. ALLOTMENT LETTING/AVAILABILITY REPORT**

To consider the report by the Assistant Town Clerk attached at page 5 (correct at time of publishing of this agenda).

**11/134. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION BY THE REPRESENTATIVE FROM YEOVIL TOWN COUNCIL**

To receive any feedback via Cllr Spinner.

**11/135. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER**

To consider a verbal update.

**11/136. DOORSTEP GREEN BENCH**

To consider the report by the Assistant Town Clerk attached at page 6.

**11/137. ST GEORGES ALLOTMENT SITE TRACKWAY**

To consider the report by the Assistant Town Clerk attached at pages 7 to 10.

**11/138. FINANCIAL STATEMENT – AUGUST AND SEPTEMBER 2023**

To consider the Financial Statement for the period 1 August to 30 September 2023 attached at pages 11 to 16.

**11/139. DRAFT BUDGET 2024/25**

To consider and recommend to Policy, Resources and Finance Committee the draft budget for 2024/25 attached at page 17.

**Public Comment (15 Minutes)**

**11/140. 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.

**11/141. ALLOTMENT TENANCY APPEAL (CONFIDENTIAL)**

To consider the report by the Assistant Town Clerk attached at page 18.

**11/142. MILFORD DIP SHEDS (CONFIDENTIAL)**

To consider the confidential report by the Assistant Town Clerk attached at pages 19 to 20.

**11/143. MONKSDALE HEDGE (CONFIDENTIAL)**

To consider the confidential report by the Deputy Town Clerk attached at pages 21 to 22.

**11/144. YEW TREE PARK GATE OPENING AND CLOSING (CONFIDENTIAL)**

To consider the confidential report by the Deputy Town Clerk attached at page 23.

**11/145. ELIZABETH FLATS ALLOTMENT SITE RETAINING WALL (CONFIDENTIAL)**

To consider the confidential report by the Deputy Town Clerk attached at page 24.

**11/146. BEST VALUE – OPEN SPACES (CONFIDENTIAL)**

To consider the confidential report by the Town Clerk attached at pages 25 to 35.

**11/147. SUNNINGDALE DOORSTEP GREEN PATHWAY (CONFIDENTIAL)**

To consider the verbal confidential report by the Deputy Town Clerk.

## 11/132. ALLOTMENT SIGNS

It has been reported that some of the allotment signs have become damaged over the years and are in poor condition. These signs are on the access to each allotment site and are used to identify the site to new tenants. There are 17 signs in total that needed replacing.

There is an example below of what the new signs for each site will look like. The signs now include, What3words for location and emergency purposes, information on how to apply for an allotment and a QR code to direct people to our website for more information on allotments in Yeovil. We hope this will make it simpler to obtain an allotment and generate more interest.

We have arranged for the 17 signs to be made at a cost of £255 plus VAT. The Maintenance Operative will erect them in their suitable locations and dispose of the old signs.



**Yeovil Town Council**  
Town Clerk: Amanda Card  
Town House  
19 Union Street  
Yeovil,  
BA20 1PQ  
Tel: 01935 382424

## RUSTYWELL ALLOTMENT SITE

**What3words:** spoon.toxic.ports

To apply for an allotment please email [ytic@yeovil.gov.uk](mailto:ytic@yeovil.gov.uk) or ring 01935 382424

**Access**  
This site has been provided for the benefit of allotment holders and access is restricted to:

- Allotment Holders
- Authorised Personnel
- Authorised Vehicles

**Dogs**  
Dogs are prohibited from being taken onto the site unless belonging to allotment holders and kept on a lead at all times.

**Flytipping**  
Flytipping is strictly prohibited. Offenders will be liable to prosecution.

**Damage**  
Anyone causing damage to an allotment garden, crops, fences, gates or buildings is liable to prosecution.

**Reporting**  
Anyone with information about persons contravening these restrictions is requested to contact Yeovil Town Council at the above address.



An example of what the allotment signs will look like.

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

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

<b>Site Name</b>	<b>Plots on site</b>	<b>Vacant Plots</b>	<b>Let Plots</b>	<b>Percentage of let plots</b>
Elizabeth flats	25	9	16	64%
Goar Knap	42	4	38	90%
Hillcrest	9	0	9	100%
Larkhill	30	0	30	100%
Milford Dip	42	2	40	95%
Monksdale	19	2	17	89%
Newtown	35	2	33	94%
Rustywell	23	1	22	96%
St Georges	29	2	27	93%
Sunningdale	56	2	54	96%
Turners Barn Lane	25	2	23	92%
<b>Totals -</b>	<b>335</b>	<b>26</b>	<b>309</b>	<b>92%</b>



**11/136. DOORSTEP GREEN BENCH**

It had been reported that there was damage to one of the benches located at Doorstep Green. Due to the nature of the damage, the bench wasn't able to be fixed by the Maintenance Operative.

It was agreed in consultation with the Chairman of Grounds and General Maintenance Committee the bench was to be removed immediately due to it being a health and safety concern. Somerset Council removed the bench on behalf of the Town Council.



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

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

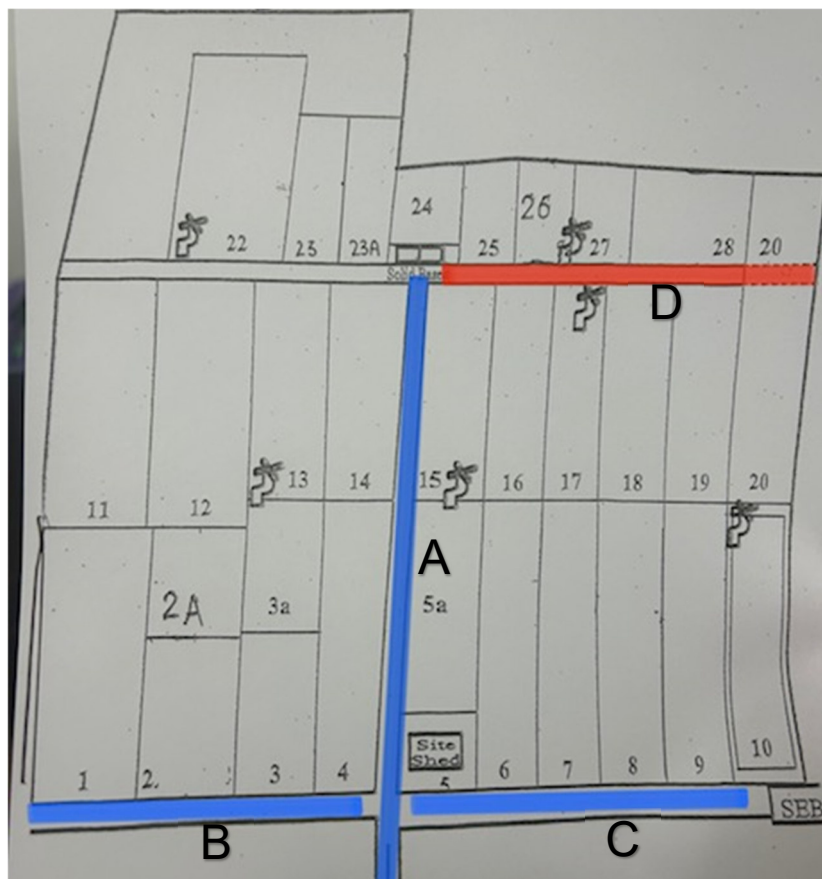
**11/137. ST GEORGES TRACKWAY**

Over the last few months, the Council have received numerous complaints from tenants at St Georges allotment site regarding the poor condition of the current trackways. Several tenants have come forward and asked whether it would be possible that trackway D (coloured red in map below) could be made into something more substantial to refrain from their vehicles getting stuck. Trackway A has a tight turning point at the top for tenants to turn their cars around.

Following the complaints, the Maintenance Operative visited the site and assessed the trackways:

**Blue** – These are existing trackways that are used by tenants and the residents use trackways B and C to access their properties. These properties have easements with the Town Council.

**Red** – Trackway D has become used over the years and some of the grass has gradually worn away.



*Picture 1 Map of St Georges allotment site with highlighted trackway*



*Picture 2 shows trackway A*



*Picture 3 shows trackway A*



*Picture 4 shows trackway B*



*Picture 5 shows trackway C*



**Picture 6** shows trackway C



**Picture 7** shows trackway D



**Picture 8** shows trackway D



**Picture 9** shows trackway D

The Committee is **RECOMMENDED:**

- (1) to note the report;
- (2) to decide whether trackway D is made into an official trackway; and
- (3) to decide the course of action to take regarding the rest of the trackways at St Georges allotment site.

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

# Yeovil Town Council

## August Actual V Budget

### Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
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	432.20	7,708.35	-7,276.15	18,067.80
Sales of Gate & Tap Keys	100.00	61.50	41.65	19.85	38.50
Water Charges	1,500.00	0.00	0.00	0.00	1,500.00
	<b>303,560.00</b>	<b>282,385.70</b>	<b>289,644.00</b>	<b>-7,258.30</b>	<b>21,174.30</b>
<b>Expenditure</b>					
Allotment Maintenance (Corporate)	13,800.00	9,866.43	5,750.00	4,116.43	3,933.57
Allotment Fence Repairs	2,000.00	11.16	833.35	-822.19	1,988.84
Buildings & Electric Goar Knap	2,200.00	824.08	916.65	-92.57	1,375.92
BKAC	250.00	0.00	104.15	-104.15	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	32,000.00	11,456.01	13,333.35	-1,877.34	20,543.99
Materials & Equipment	1,870.00	243.84	779.15	-535.31	1,626.16
Holiday Play Scheme	10,490.00	0.00	4,370.85	-4,370.85	10,490.00
Open Spaces: Doorstep Green	7,000.00	417.91	2,916.65	-2,498.74	6,582.09
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	4,166.65	-4,166.65	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	1,283.35	-1,283.35	3,080.00
Yew Tree Park Gate Opening	2,400.00	1,826.17	1,000.00	826.17	573.83
Play & Landscape Officer	14,360.00	0.00	5,983.35	-5,983.35	14,360.00
Playarea Enhancements	14,080.00	0.00	5,866.65	-5,866.65	14,080.00
Lights for Milford Hall	400.00	0.00	166.65	-166.65	400.00
Community Heritage Officer	10,000.00	0.00	4,166.65	-4,166.65	10,000.00
Protective Clothing	100.00	6.66	41.65	-34.99	93.34
Vehicle	1,800.00	911.71	750.00	161.71	888.29
Water Charges	1,000.00	2,172.05	416.65	1,755.40	-1,172.05
Water Mains Refurbishment	2,200.00	0.00	916.65	-916.65	2,200.00
Electric Van	8,000.00	0.00	3,333.35	-3,333.35	8,000.00
	<b>303,560.00</b>	<b>27,736.02</b>	<b>98,640.75</b>	<b>-70,904.73</b>	<b>275,823.98</b>
	<b>0</b>	<b>254,649.68</b>	<b>191,003.25</b>	<b>63,646.43</b>	<b>-254,649.68</b>

**Yeovil Town Council**  
**Nominal Departmental Analysis (Detailed)**

**N/C From** 7000  
**N/C To** 7250

**Tran Date From** 01/08/2023  
**Tran Date To** 31/08/2023

**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>
66486	SI	17/08/2023	Allotment rent for the period 17 August - 30		6.02	-6.02
66487	SI	17/08/2023	Allotment rent for the period 17 August - 30		8.45	-8.45
66489	SI	17/08/2023	Allotment rent for the period 17 August - 30		11.54	-11.54
66490	SI	17/08/2023	Allotment rent for the period 17 August - 30		7.49	-7.49
66590	SI	31/08/2023	Allotment rent for the period 31 August - 30		5.20	-5.20
66592	SI	31/08/2023	Allotment rent for the period 31 August - 30		5.45	-5.45
66594	SI	31/08/2023	Allotment rent for the period 31 August - 30		7.40	-7.40
66596	SI	31/08/2023	Allotment rent for the period 31 August - 30		6.13	-6.13
<b>Account Totals</b>					<u>57.68</u>	<u>-57.68</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>
66488	SI	17/08/2023	Gate key deposit		5.00	-5.00
66491	SI	17/08/2023	Gate key deposit		5.00	-5.00
66591	SI	31/08/2023	Gate key deposit		5.00	-5.00
66593	SI	31/08/2023	Gate key deposit		5.00	-5.00
66595	SI	31/08/2023	Gate key deposit		5.00	-5.00
66597	SI	31/08/2023	Gate key deposit		5.00	-5.00
<b>Account Totals</b>					<u>30.00</u>	<u>-30.00</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>
66492	PI	16/08/2023	Emptying Skip	370.00		370.00
66637	PI	03/08/2023	Materials - Allotments	15.41		15.41
<b>Account Totals</b>					<u>385.41</u>	<u>385.41</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>
66462	PI	01/08/2023	Rates	128.00		128.00
67727	PI	21/08/2023	Electricity	33.33		33.33
<b>Account Totals</b>					<u>161.33</u>	<u>161.33</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>
66504	JD	27/08/2023	Employers Pension	408.38		408.38
66505	JD	27/08/2023	Payments	1,831.28		1,831.28
<b>Account Totals</b>					<u>2,239.66</u>	<u>2,239.66</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>
66636	PI	30/08/2023	Solid Wheels for Trailer	24.82		24.82
66638	PI	24/08/2023	Materials - Workshop	26.67		26.67
<b>Account Totals</b>					<u>51.49</u>	<u>51.49</u>

**N/C** 7093      **Name** G&GM - Exp - Open Spaces: Doorstep Greens

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66584	PI	11/08/2023	Electricity	207.62		207.62
<b>Account Totals</b>					<u>207.62</u>	<u>207.62</u>

# Yeovil Town Council

## September Actual V Budget

### Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	281,370.00	281,370.00	281,370.00	0.00	0.00
Leases	2,090.00	522.00	1,046.00	-524.00	1,568.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	18,500.00	448.63	9,250.02	-8,801.39	18,051.37
Sales of Gate & Tap Keys	100.00	92.90	49.98	42.92	7.10
Water Charges	1,500.00	0.00	0.00	0.00	1,500.00
	<b>303,560.00</b>	<b>282,433.53</b>	<b>291,716.00</b>	<b>-9,282.47</b>	<b>21,126.47</b>
<b>Expenditure</b>					
Allotment Maintenance (Corporate)	13,800.00	10,280.22	6,900.00	3,380.22	3,519.78
Allotment Fence Repairs	2,000.00	11.16	1,000.02	-988.86	1,988.84
Buildings & Electric Goar Knap	2,200.00	952.08	1,099.98	-147.90	1,247.92
BKAC	250.00	0.00	124.98	-124.98	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	32,000.00	13,913.11	16,000.02	-2,086.91	18,086.89
Materials & Equipment	1,870.00	339.70	934.98	-595.28	1,530.30
Holiday Play Scheme	10,490.00	0.00	5,245.02	-5,245.02	10,490.00
Open Spaces: Doorstep Green	7,000.00	625.53	3,499.98	-2,874.45	6,374.47
Open Spaces: General	133,480.00	0.00	66,740.00	-66,740.00	133,480.00
Open Spaces: Play Park Programme	10,000.00	0.00	4,999.98	-4,999.98	10,000.00
Open Spaces: Country Park	32,700.00	16,350.00	16,350.00	0.00	16,350.00
Enhancements: Play Area Upgrades	3,080.00	0.00	1,540.02	-1,540.02	3,080.00
Yew Tree Park Gate Opening	2,400.00	1,826.17	1,200.00	626.17	573.83
Play & Landscape Officer	14,360.00	0.00	7,180.02	-7,180.02	14,360.00
Playarea Enhancements	14,080.00	0.00	7,039.98	-7,039.98	14,080.00
Lights for Milford Hall	400.00	0.00	199.98	-199.98	400.00
Community Heritage Officer	10,000.00	0.00	4,999.98	-4,999.98	10,000.00
Protective Clothing	100.00	6.66	49.98	-43.32	93.34
Vehicle	1,800.00	991.86	900.00	91.86	808.14
Water Charges	1,000.00	2,172.05	499.98	1,672.07	-1,172.05
Water Mains Refurbishment	2,200.00	0.00	1,099.98	-1,099.98	2,200.00
Electric Van	8,000.00	0.00	4,000.02	-4,000.02	8,000.00
	<b>303,560.00</b>	<b>47,468.54</b>	<b>151,604.90</b>	<b>-104,136.36</b>	<b>256,091.46</b>
	<b>0</b>	<b>234,964.99</b>	<b>140,111.10</b>	<b>94,853.89</b>	<b>-234,964.99</b>



Date: 06/11/2023  
Time: 13:54:56

**Yeovil Town Council**  
**Nominal Departmental Analysis (Detailed)**

Page: 2

<u>N/C</u>	7120	<u>Name</u>	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>
66673	PI	17/08/2023	Security	410.00		410.00
<b><u>Account Totals</u></b>				<u>410.00</u>		<u>410.00</u>
<b><u>Department</u></b>				<u>3,455.51</u>	<u>87.68</u>	<u>3,367.83</u>
<b><u>Grand Totals</u></b>				<u>3,455.51</u>	<u>87.68</u>	<u>3,367.83</u>

Date: 06/11/2023  
Time: 13:57:51

## Yeovil Town Council

### Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 7000  
N/C To 7250

Tran Date From 01/09/2023  
Tran Date To 30/09/2023

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>
66602	SI	07/09/2023	Allotment rent for the period 07 September -		4.67	-4.67
66604	SI	07/09/2023	Allotment rent for the period 07 September -		4.04	-4.04
66606	SI	07/09/2023	Allotment rent for the period 07 September -		2.53	-2.53
66608	SI	07/09/2023	Allotment rent for the period		5.19	-5.19
<b>Account Totals</b>					<u>16.43</u>	<u>-16.43</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>
66603	SI	07/09/2023	Gate key deposit		5.00	-5.00
66605	SI	07/09/2023	Gate key deposit		5.00	-5.00
66607	SI	07/09/2023	Gate and vehicle access key deposits		11.50	-11.50
66609	SI	07/09/2023	Gate key deposit		5.00	-5.00
67702	BR	22/09/2023	Gate Key Deposit		4.90	-4.90
<b>Account Totals</b>					<u>31.40</u>	<u>-31.40</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>
67739	PI	12/09/2023	Wasp Nest Treatment	60.00		60.00
67776	PI	08/09/2023	Wasp Nest Foam	16.92		16.92
67777	PI	13/09/2023	Materials - Allotments	3.87		3.87
67811	PI	27/09/2023	Skip Hire	333.00		333.00
<b>Account Totals</b>					<u>413.79</u>	<u>413.79</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>
66666	PI	01/09/2023	Rates	128.00		128.00
<b>Account Totals</b>					<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>
66704	JD	27/09/2023	Employers Pension	448.02		448.02
66705	JD	27/09/2023	Payments	2,009.08		2,009.08
<b>Account Totals</b>					<u>2,457.10</u>	<u>2,457.10</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>
67773	PI	04/09/2023	Materials - Workshop	23.90		23.90
67780	PI	19/09/2023	Materials - Workshop	43.33		43.33
67781	PI	27/09/2023	Materials - Workshop	28.63		28.63
<b>Account Totals</b>					<u>95.86</u>	<u>95.86</u>

**N/C** 7093      **Name** G&GM - Exp - Open Spaces: Doorstep Greens

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
67726	PI	11/09/2023	Electricity	207.62		207.62
<b>Account Totals</b>					<u>207.62</u>	<u>207.62</u>

**N/C** 7104      **Name** G&GM - Exp - Open Spaces: Country Park

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66674	PI	01/09/2023	Country Park 1/2 Year	16,350.00		16,350.00

Date: 06/11/2023  
 Time: 13:57:51

**Yeovil Town Council**  
**Nominal Departmental Analysis (Detailed)**

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				<u>Account Totals</u>	<u>16,350.00</u>			<u>16,350.00</u>
<u>N/C</u>			<u>Name</u>					
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>		<u>Debit</u>	<u>Credit</u>		<u>Balance</u>
7210			G&GM - Exp - Vehicle					
67810	PI	30/09/2023	Fuel		80.15			80.15
				<u>Account Totals</u>	<u>80.15</u>			<u>80.15</u>
				<u>Department</u>	<u>19,732.52</u>	<u>47.83</u>		<u>19,684.69</u>
				<u>Grand Totals</u>	<u>19,732.52</u>	<u>47.83</u>		<u>19,684.69</u>

## Grounds and General Maintenance Committee

	2022/23			2023/24				2024/25	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £	Proposed Budget	Notes
<b>EXPENDITURE</b>									
Allotment Maintenance (Corporate)	9,570	12,778	(3,208)	13,800	8,938	18,438	(4,638)	13,800	GGM agreed 8 cuts per year instead of 7.
Allotments - Fence Repairs	2,000	2,000	0	2,000	11	2,000	0	2,000	If not spent will be put in reserve to use when necessary
Best Kept Allotments Competition	250	262	(12)	250	0	250	0	250	
Community Heritage Officer	10,000	10,000	0	10,000	0	10,000	0	10,000	Community Heritage Officer at Yeovil Country Park
Electric Van	8,000	0	8,000	8,000	0	0	8,000	8,000	Lease of electric van (estimate) - will go through the procurement process
Goar Knap - Building	2,000	2,096	(96)	2,200	919	1,900	300	2,200	
Holiday Playscheme contribution	9,640	9,640	0	10,490	0	10,490	0	0	Inflationary linked uplift of as agreed by GGM 18/11/19 PR&F 26/11/19 (8.8%) Will be running scheme in house. Move to P&A
Labour	27,580	26,817	763	32,000	13,913	30,000	2,000	33,000	Labour adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.
Leases	350	335	15	350	0	350	0	350	
Materials and equipment	1,870	3,976	(2,106)	1,870	1,682	3,000	(1,130)	3,000	Incremental increase year on year.
<b>Open spaces:</b>									
Lights for Milford Park	400	0	400	400	0	0	400	400	
Open Spaces	133,480	133,480	0	133,480	0	133,480	0	133,480	
Play and Landscape Officers	13,200	13,200	0	14,360	0	14,360	0	15,510	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Repairs/Enhancements	12,940	12,940	0	14,080	0	14,080	0	14,170	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Upgrade	2,830	2,830	0	3,080	0	3,080	0	3,340	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Playpark Programme	30,000	30,000	0	10,000	0	10,000	0	10,000	Playpark Programme agreed 21/01/20 BCM 28/01/20 PR&F.
Skate Parks	50,000	50,000	0	0	0	0	0	0	Contribution to Lysander Road and Milford Park
Door Step Green	7,000	712	6,288	7,000	626	7,000	0	7,000	Incremental increase year on year, additional monies for routine clearing of pathway from Monmouth Road to Doorstep green
Country Park	32,700	32,700	0	32,700	16,350	32,700	0	32,700	Members may wish to increase the contribution?
Yew Tree Park - Gate Opening	2,200	2,394	(194)	2,400	1,826	4,626	(2,226)	4,800	
Protective Clothing	200	49	151	100	7	50	50	100	
Vehicle	1,350	1,722	(372)	1,800	992	1,800	0	1,800	As vehicle gets older more that needs addressing at service/MOT. Increase in fuel prices. Looking into getting a van fit for purpose and environmentally friendly
Water charges	1,000	2,184	(1,184)	1,000	2,172	0	1,000	1,000	
Water Mains Refurbishment/Repairs	2,200	2,200	0	2,200	0	2,200	0	2,200	Water mains refurbishment/repairs budget was allocated to meet planned programme of phased; now in a reserve to use when necessary
<b>Total Expenditure</b>	<b>360,760</b>	<b>352,316</b>	<b>8,444</b>	<b>303,560</b>	<b>47,435</b>	<b>299,804</b>	<b>3,756</b>	<b>299,100</b>	
<b>INCOME</b>									
Taps & keys	(100)	(158)	58	(100)	(93)	(100)	0	(100)	
Contribution towards cost of Elizabeth Flats works	0	(2,956)	0	0	0	0	0	0	
Rent	(17,800)	(18,625)	825	(18,500)	(449)	(21,181)	2,681	(22,000)	
Lease	(2,090)	(2,088)	(2)	(2,090)	(522)	(2,088)	(2)	(2,090)	Income of £2,090 pa receivable from lease of land at Higher Ryalls
Water Charge	(1,000)	(2,523)	1,523	(1,500)	0	(3,441)	1,941	(1,500)	
<b>Total Income</b>	<b>(20,990)</b>	<b>(26,350)</b>	<b>2,404</b>	<b>(22,190)</b>	<b>(1,064)</b>	<b>(26,810)</b>	<b>4,620</b>	<b>(25,690)</b>	
<b>Net Expenditure</b>	<b>339,770</b>	<b>325,966</b>	<b>10,848</b>	<b>281,370</b>	<b>46,372</b>	<b>272,994</b>	<b>8,376</b>	<b>273,410</b>	