



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Buildings and Civic Matters Committee

Buildings and Civic Matters Committee

Tuesday 23rd May 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
17th May 2023

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

Members of Yeovil Town Council are summoned to attend:

Tareth Casey

Wes Read

Nigel Gage

Ashley Richards

Karl Gill (Vice Chair)

Jeny Snell

Andy Kendall (Ex-officio)

Andy Soughton

Pauline Lock (Ex-officio)

Rob Stickland (Chair)

Tony Lock

Public Comments at meetings

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 Tuesday 23rd May 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

Sergeant Crawford from Avon and Somerset Police will give an update on community policing matters. Questions are welcome from both Councillors and members of the public.

PUBLIC COMMENT (15 Minutes)

Due to the confidential nature of the business of item 11/085 – 11/089, 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*

11/078 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/079 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. (NB this does not preclude any later declarations).

11/080 MINUTES

To approve as a correct record the Minutes of the meetings held on 21st March 2023 and 2nd May 2023.

11/081 CORRESPONDENCE

To consider any correspondence received.

11/082 REQUEST FOR FUNDING FOR CLOCK AT BUS STATION

To consider a request for funding a clock at the bus station.

11/083 FINANCIAL STATEMENT – FEBRUARY 2023 / MARCH 2023

To approve the Financial Statement for the period 1st February to 31st March 2023 attached at pages 3 to 10.

11/084 DEFIBRILLATOR UPDATE

To consider the report of the Town Clerk regarding defibrillators as attached at page 11.

PUBLIC COMMENT (15 Minutes)

11/085 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.

11/086 MILFORD HALL CCTV (COMMERCIAL IN CONFIDENCE)

To note the report of the Deputy Town Clerk attached at page 12.

11/087 CIVIC PROTOCOLS (CONFIDENTIAL)

To consider the report of the Town Clerk as attached at pages 13 to 18.

11/088 YEOVIL WAR MEMEORIAL & MILLENIUM CLOCK (CONFIDENTIAL)

To consider the report of the Deputy Town Clerk as attached at pages 19 to 28.

11/089 INCIDENT AT MILFORD HALL (CONFIDENTIAL)

To consider the report of the Deputy Town Clerk as attached at pages 29 to 35.

Yeovil Town Council

February Actual V Budget

Building & Civic Matters

	Budget		Budget		Remaining
	Allocation	Actual YTD	YTD	Variance	Budget
Income					
PRECEPT	252,820.00	252,820.00	252,820.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	19,420.93	23,833.37	-4,412.44	6,579.07
Town House	1,000.00	0.00	916.63	-916.63	1,000.00
	279,820.00	272,240.93	277,570.00	-5,329.07	7,579.07
Expenditure					
Community Safety	17,500.00	0.00	16,041.63	-16,041.63	17,500.00
CCTV	32,490.00	32,490.00	32,490.00	0.00	0.00
Litter/Grit Bins	700.00	153.50	641.63	-488.13	546.50
Millennium Clock	520.00	1,722.36	476.63	1,245.73	-1,202.36
Monmouth Hall	0.00	1,074.77	0.00	1,074.77	-1,074.77
Monmouth Hall Refurbishment	60,000.00	0.00	55,000.00	-55,000.00	60,000.00
Milford Hall	38,200.00	50,175.34	35,016.63	15,158.71	-11,975.34
Milford Hall Refurbishment	20,000.00	3,869.55	18,333.37	-14,463.82	16,130.45
Public Toilets - Peter St	22,520.00	19,589.21	20,643.37	-1,054.16	2,930.79
Public Toilets - Petters Way	21,080.00	17,444.96	19,323.37	-1,878.41	3,635.04
Changing Places Toilet	5,000.00	0.00	4,583.37	-4,583.37	5,000.00
Public Noticeboards	500.00	41.78	458.37	-416.59	458.22
Band Costs	3,500.00	3,500.00	3,208.37	291.63	0.00
Sports Development Officer	2,160.00	0.00	2,160.00	-2,160.00	2,160.00
Town House - Business Rates	10,400.00	9,605.75	10,400.00	-794.25	794.25
Town House - (excluding Services)	7,000.00	5,419.74	6,416.63	-996.89	1,580.26
Town House - Electricity	1,600.00	1,434.10	1,466.63	-32.53	165.90
Town House - Gas	2,200.00	1,875.19	2,016.63	-141.44	324.81
Town House - Maintenance	10,000.00	5,999.91	9,166.63	-3,166.72	4,000.09
PA System	500.00	0.00	500.00	-500.00	500.00
War Memorials	750.00	41.14	687.50	-646.36	708.86
Town Centre Environmental Improvements	8,000.00	0.00	7,333.37	-7,333.37	8,000.00
Town House - Water Charges	400.00	176.62	366.63	-190.01	223.38
St Georges Day Parade	300.00	0.00	275.00	-275.00	300.00
Defibrillator	10,500.00	8,502.19	9,625.00	-1,122.81	1,997.81
CCTV Reserve	500.00	0.00	458.37	-458.37	500.00
Regalia	2,000.00	112.76	1,833.37	-1,720.61	1,887.24
Remembrance Sunday Video	1,500.00	0.00	1375.00	-1,375.00	1,500.00
	279,820.00	163,228.87	260,297.50	-97,068.63	116,591.13
	0	109,012.06	17,272.50	91,739.56	-109,012.06

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 6000
N/C To 6300

Tran Date From 01/02/2023
Tran Date To 28/02/2023

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

Department From 0
Department To 999

Dept Number 5 **Dept** BUILDING & CIVIC MATTERS
N/C 6005 **Name** B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64826	SI	01/02/2023	Hall Hire Fees		51.00	-51.00
64827	SI	01/02/2023	Hall Hire Fees		11.50	-11.50
64828	SI	01/02/2023	Hall Hire Fees		27.00	-27.00
64829	SI	01/02/2023	Hall Hire Fees		27.00	-27.00
64830	SI	01/02/2023	Hall Hire Fees		12.50	-12.50
64846	SC	02/02/2023	Credit to Clear Inv 12090	30.00		30.00
64853	SI	03/02/2023	Hall Hire Fees		120.00	-120.00
64854	SI	03/02/2023	Hall Hire Fees		60.00	-60.00
64855	SI	03/02/2023	Hall Hire Fees		60.00	-60.00
64856	SI	03/02/2023	Hall Hire Fees		30.00	-30.00
64857	SI	03/02/2023	Hall Hire Fees		45.00	-45.00
64858	SI	03/02/2023	Hall Hire Fees		22.50	-22.50
64859	SI	03/02/2023	Hall Hire Fees		142.50	-142.50
64860	SI	03/02/2023	Hall Hire Fees		67.50	-67.50
64861	SI	03/02/2023	Hall Hire Fees		15.00	-15.00
64862	SC	06/02/2023	Credit for cancelled booking on 9 January 2023	22.50		22.50
64863	SI	06/02/2023	Hall Hire Fees		45.00	-45.00
64886	SI	09/02/2023	Hall Hire Fees		7.50	-7.50
64887	SI	09/02/2023	Hall Hire Fees		11.50	-11.50
64888	SI	09/02/2023	Hall Hire Fees		36.00	-36.00
64889	SI	09/02/2023	Hall Hire Fees		12.50	-12.50
64890	SI	09/02/2023	Hall Hire Fees		45.00	-45.00
64891	SI	09/02/2023	Hall Hire Fees		12.50	-12.50
64892	SI	09/02/2023	Hall Hire Fees		36.00	-36.00
64893	SI	09/02/2023	Hall Hire Fees		12.50	-12.50
64905	SI	09/02/2023	Hall Hire Fees		54.00	-54.00
64906	SI	09/02/2023	Hall Hire Fees		12.50	-12.50
Account Totals				<u>52.50</u>	<u>976.50</u>	<u>-924.00</u>

N/C 6070 **Name** B&CM - Exp - Litter bins/Grit Bins

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65138	PI	22/02/2023	Grit Bucket	10.42		10.42
Account Totals				<u>10.42</u>		<u>10.42</u>

N/C 6078 **Name** B&CM - Exp - Millennium Clock

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64975	PI	20/02/2023	Call Out Charge	250.00		250.00
Account Totals				<u>250.00</u>		<u>250.00</u>

N/C 6080 **Name** B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64901	JD	27/02/2023	Payments	1,077.98		1,077.98
64988	JC	27/02/2023	Caretaker		1,077.98	-1,077.98
65016	PI	08/02/2023	Rates	833.77		833.77
Account Totals				<u>1,911.75</u>	<u>1,077.98</u>	<u>833.77</u>

N/C 6090 **Name** B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64978	PI	10/02/2023	Gas	243.73		243.73
64982	PI	20/02/2023	New Hot Water Heater	429.00		429.00
64989	JD	27/02/2023	Caretaker	791.64		791.64
65005	PI	14/02/2023	Alarm Maintenance	1,230.00		1,230.00

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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65100	PI	05/02/2023	Internet	28.15		28.15
65113	PI	28/02/2023	Mobile Patrols	200.64		200.64
65146	PI	07/02/2023	Cleaning	723.45		723.45

Account Totals				<u>3,646.61</u>		<u>3,646.61</u>
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N/C 6092 **Name** B&CM - Exp - Milford Hall Refurbishment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65150	PI	28/02/2023	Underfloor Heating Pumps	1,660.00		1,660.00

Account Totals				<u>1,660.00</u>		<u>1,660.00</u>
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N/C 6100 **Name** B&CM - Exp - Public Toilets Peter St

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64937	PI	02/02/2023	Water Charge	64.39		64.39
65000	PI	23/02/2023	Foot Patrols	836.00		836.00
65112	PI	28/02/2023	Water Hygiene Service	222.25		222.25
65147	PI	27/02/2023	Consumables	72.50		72.50
65148	PI	28/02/2023	Cleaning	560.79		560.79

Account Totals				<u>1,755.93</u>		<u>1,755.93</u>
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N/C 6102 **Name** B&CM - Exp - Public Toilets Petters Way

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65001	PI	23/02/2023	Foot Patrols	836.00		836.00
65131	PI	08/02/2023	Indicator Bolt	5.99		5.99

Account Totals				<u>841.99</u>		<u>841.99</u>
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N/C 6200 **Name** B&CM - Exp - Town House - (excluding services)

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64990	JD	27/02/2023	Cleaner	286.34		286.34
64996	PI	23/02/2023	Cleaning Materials	6.00		6.00
64998	PI	24/02/2023	Hand Towels	44.26		44.26
65350	PI	28/02/2023	Waste Disposal	59.93		59.93

Account Totals				<u>396.53</u>		<u>396.53</u>
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N/C 6210 **Name** B&CM - Exp - Town House - Electricity

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64933	PI	02/02/2023	Electricity	131.07		131.07

Account Totals				<u>131.07</u>		<u>131.07</u>
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N/C 6212 **Name** B&CM - Exp - Town House - Gas

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64923	PI	03/02/2023	Gas	339.40		339.40

Account Totals				<u>339.40</u>		<u>339.40</u>
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N/C 6214 **Name** B&CM - Exp - Town House - Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65004	PI	14/02/2023	Alarm Maintenance	1,280.00		1,280.00
65014	PI	02/02/2023	Flagpole Clips/Finial	140.79		140.79
65133	PI	13/02/2023	Paint - Flagpoles	44.98		44.98
65137	PI	21/02/2023	Screws for Flagpole	22.07		22.07

Account Totals				<u>1,487.84</u>		<u>1,487.84</u>
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N/C 6270 **Name** B&CM - Exp - Defibrillator

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64976	PI	17/02/2023	Defibrillator	2,522.28		2,522.28

Account Totals				<u>2,522.28</u>		<u>2,522.28</u>
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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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<u>N/C</u>	6290	<u>Name</u>	B&CM - Exp - Regalia			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65002	PI	14/02/2023	Deputy Mayor Pendant	1,781.08		1,781.08
65060	BR	23/02/2023	Claim Deputy Mayor Pendant		1,668.32	-1,668.32
			<u>Account Totals</u>	<u>1,781.08</u>	<u>1,668.32</u>	<u>112.76</u>
			<u>Department</u>	<u>16,787.40</u>	<u>3,722.80</u>	<u>13,064.60</u>
			<u>Grand Totals</u>	<u>16,787.40</u>	<u>3,722.80</u>	<u>13,064.60</u>

Yeovil Town Council

March Actual V Budget

Building & Civic Matters

	Budget		Budget	
	Allocation	Actual YTD	YTD	Variance
Income				
PRECEPT	252,820.00	252,820.00	252,820.00	0.00
Milford Hall Hire Fees	26,000.00	24,102.09	26,000.00	-1,897.91
Town House	1,000.00	0.00	1,000.00	-1,000.00
	279,820.00	276,922.09	279,820.00	-2,897.91
Expenditure				
Community Safety	17,500.00	17,500.00	17,500.00	0.00
CCTV	32,490.00	32,490.00	32,490.00	0.00
Litter/Grit Bins	700.00	165.53	700.00	-534.47
Millennium Clock	520.00	1,722.36	520.00	1,202.36
Monmouth Hall	0.00	1,074.77	0.00	1,074.77
Monmouth Hall Refurbishment	60,000.00	58,681.00	60,000.00	-1,319.00
Milford Hall	38,200.00	53,953.68	38,200.00	15,753.68
Milford Hall Refurbishment	20,000.00	3,869.55	20,000.00	-16,130.45
Public Toilets - Peter St	22,520.00	20,447.56	22,520.00	-2,072.44
Public Toilets - Petters Way	21,080.00	20,167.21	21,080.00	-912.79
Changing Places Toilet	5,000.00	0.00	5,000.00	-5,000.00
Public Noticeboards	500.00	41.78	500.00	-458.22
Band Costs	3,500.00	3,500.00	3,500.00	0.00
Sports Development Officer	2,160.00	0.00	2,160.00	-2,160.00
Town House - Business Rates	10,400.00	9,605.75	10,400.00	-794.25
Town House - (excluding Services)	7,000.00	5,802.48	7,000.00	-1,197.52
Town House - Electricity	1,600.00	1,540.22	1,600.00	-59.78
Town House - Gas	2,200.00	2,159.93	2,200.00	-40.07
Town House - Maintenance	10,000.00	6,026.91	10,000.00	-3,973.09
PA System	500.00	0.00	500.00	-500.00
War Memorials	750.00	750.00	750.00	0.00
Town Centre Environmental Improvements	8,000.00	0.00	8,000.00	-8,000.00
Town House - Water Charges	400.00	176.62	400.00	-223.38
St Georges Day Parade	300.00	0.00	300.00	-300.00
Defibrillator	10,500.00	10,500.00	10,500.00	0.00
CCTV Reserve	500.00	500.00	500.00	0.00
Regalia	2,000.00	2,112.76	2,000.00	112.76
Remembrance Sunday Video	1,500.00	0.00	1,500.00	-1,500.00
	279,820.00	252,788.11	279,820.00	-27,031.89
	0	24,133.98	0.00	24,133.98

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 6000
 N/C To 6300

Tran Date From 01/03/2023
 Tran Date To 31/03/2023

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

Department From 0
 Department To 999

Dept Number 5 **Dept** BUILDING & CIVIC MATTERS
N/C 6005 **Name** B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
64991	SI	01/03/2023	Hall Hire Fees		36.00	-36.00
64992	SI	01/03/2023	Hall Hire Fees		12.50	-12.50
65023	SI	06/03/2023	Hall Hire Fees		120.00	-120.00
65024	SI	06/03/2023	Hall Hire Fees		45.00	-45.00
65025	SI	06/03/2023	Hall Hire Fees		90.00	-90.00
65026	SI	06/03/2023	Hall Hire Fees		52.50	-52.50
65027	SI	06/03/2023	Hall Hire Fees		45.00	-45.00
65028	SI	06/03/2023	Hall Hire Fees		45.00	-45.00
65029	SI	06/03/2023	Hall Hire Fees		22.50	-22.50
65030	SI	06/03/2023	Hall Hire Fees		90.00	-90.00
65031	SI	06/03/2023	Hall Hire Fees		67.50	-67.50
65032	SI	06/03/2023	Hall Hire Fees		15.00	-15.00
65106	SI	14/03/2023	Hall Hire Fees		24.00	-24.00
65107	SI	14/03/2023	Hall Hire Fees		81.00	-81.00
65108	SI	14/03/2023	Hall Hire Fees		12.50	-12.50
65177	SI	20/03/2023	Hall Hire Fees		7.50	-7.50
65181	SI	20/03/2023	Hall Hire Fees		27.00	-27.00
65182	SI	20/03/2023	Hall Hire Fees		12.50	-12.50
65194	SI	20/03/2023	Hall Hire Fees		36.00	-36.00
65195	SI	20/03/2023	Hall Hire Fees		12.50	-12.50
65235	SI	01/03/2023	Milford Hall Hire Fees - March 2023		1,333.33	-1,333.33
65236	SI	01/03/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
65241	SI	22/03/2023	Hall Hire Fees		45.00	-45.00
65242	SI	22/03/2023	Hall Hire Fees		12.50	-12.50
65269	SI	24/03/2023	Hall Hire Fees		54.00	-54.00
65270	SI	24/03/2023	Hall Hire Fees		12.50	-12.50
65283	SI	27/03/2023	Hall Hire Fees		45.00	-45.00
65303	SI	31/03/2023	Hall Hire Fees		90.00	-90.00
65307	SI	31/03/2023	Hall Hire Fees		90.00	-90.00
65308	SI	31/03/2023	Hall Hire Fees		30.00	-30.00
65309	SI	29/03/2023	Hall Hire Fees		45.00	-45.00
65310	SI	31/03/2023	Hall Hire Fees		60.00	-60.00
65311	SI	31/03/2023	Hall Hire Fees		90.00	-90.00
65312	SI	31/03/2023	Hall Hire Fees		22.50	-22.50
65313	SI	29/03/2023	Hall Hire Fees		30.00	-30.00
65314	SI	29/03/2023	Hall Hire Fees		15.00	-15.00
65327	SI	31/03/2023	Hall Hire Fees		135.00	-135.00
65328	SI	31/03/2023	Hall Hire Fees		27.00	-27.00
65329	SI	31/03/2023	Hall Hire Fees		12.50	-12.50
65339	SI	27/03/2023	Milford Hall Hire Fees - April 2023		1,333.33	-1,333.33
65340	SI	27/03/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
<u>Account Totals</u>					<u>4,681.16</u>	<u>-4,681.16</u>

N/C 6030 **Name** B&CM - Exp - Community Safety

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65392	JD	31/03/2023	Community Safety	17,500.00		17,500.00
<u>Account Totals</u>					<u>17,500.00</u>	<u>17,500.00</u>

N/C 6070 **Name** B&CM - Exp - Litter bins/Grit Bins

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65141	PI	06/03/2023	YTC Stencil	5.82		5.82
65142	PI	06/03/2023	YTC Stencil	6.21		6.21
<u>Account Totals</u>					<u>12.03</u>	<u>12.03</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<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>
6080			B&CM - Exp - Monmouth Hall			
65190	JD	27/03/2023	Payments	1,077.98		1,077.98
65280	JC	27/03/2023	Caretaker		1,077.98	-1,077.98
Account Totals				<u>1,077.98</u>	<u>1,077.98</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>
6085			B&CM - Exp - Monmouth Hall Refurbishment			
65393	JD	31/03/2023	Monmouth Hall Refurbish	58,681.00		58,681.00
Account Totals				<u>58,681.00</u>		<u>58,681.00</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>
6090			B&CM - Exp - Milford Hall			
65111	PI	01/03/2023	Gas	50.56		50.56
65129	PI	05/03/2023	Internet	28.10		28.10
65172	PI	08/03/2023	Plastic Jugs	7.35		7.35
65281	JD	27/03/2023	Caretaker	791.64		791.64
65289	PI	22/03/2023	Electricity	498.52		498.52
65290	PI	07/03/2023	Cleaning	723.45		723.45
65291	PI	13/03/2023	Gas	668.94		668.94
65299	PI	20/03/2023	Gas	129.17		129.17
65358	PI	31/03/2023	Mobile Patrols	219.45		219.45
65367	PI	06/03/2023	Toilet Seat	16.66		16.66
65368	PI	21/03/2023	Carpet Stain Remover	4.50		4.50
65377	PI	31/03/2023	CCTV Work	440.00		440.00
65409	PI	31/03/2023	Key Holding Fee	200.00		200.00
Account Totals				<u>3,778.34</u>		<u>3,778.34</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>
6100			B&CM - Exp - Public Toilets Peter St			
65117	PI	01/03/2023	Water Charge	64.10		64.10
65354	PI	29/03/2023	Electricity	160.96		160.96
65373	PI	31/03/2023	Consumables	72.50		72.50
65374	PI	31/03/2023	Cleaning	560.79		560.79
Account Totals				<u>858.35</u>		<u>858.35</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>
6102			B&CM - Exp - Public Toilets Petters Way			
65375	PI	31/03/2023	Water Hygiene Service	222.25		222.25
65394	JD	31/03/2023	Petters Way Toilets - 4th Qtr	2,500.00		2,500.00
Account Totals				<u>2,722.25</u>		<u>2,722.25</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>
6200			B&CM - Exp - Town House - (excluding services)			
65282	JD	27/03/2023	Cleaner	286.34		286.34
65296	PI	15/03/2023	Refreshments - Town House	21.45		21.45
65369	PI	22/03/2023	Tissues	12.50		12.50
65379	PI	31/03/2023	Waste Disposal	62.45		62.45
Account Totals				<u>382.74</u>		<u>382.74</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>
6210			B&CM - Exp - Town House - Electricity			
65118	PI	02/03/2023	Electricity	106.12		106.12
Account Totals				<u>106.12</u>		<u>106.12</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>
6212			B&CM - Exp - Town House - Gas			

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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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65119	PI	06/03/2023	Gas	284.74		284.74
Account Totals				<u>284.74</u>		<u>284.74</u>

N/C 6214 **Name** B&CM - Exp - Town House - Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65175	PI	14/03/2023	Replacement Battery - Fire Alarm	27.00		27.00
Account Totals				<u>27.00</u>		<u>27.00</u>

N/C 6230 **Name** B&CM - Exp - War Memorials

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65395	JD	31/03/2023	War Memorial	708.86		708.86
Account Totals				<u>708.86</u>		<u>708.86</u>

N/C 6270 **Name** B&CM - Exp - Defibrillator

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65317	BR	29/03/2023	Contribution - Newtown Residents		822.20	-822.20
65396	JD	31/03/2023	Defibrillators	2,820.01		2,820.01
Account Totals				<u>2,820.01</u>	<u>822.20</u>	<u>1,997.81</u>

N/C 6280 **Name** B&CM - Exp - CCTV Reserve

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65397	JD	31/03/2023	CCTV Town House	500.00		500.00
Account Totals				<u>500.00</u>		<u>500.00</u>

N/C 6290 **Name** B&CM - Exp - Regalia

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
65398	JD	31/03/2023	Regalia	2,000.00		2,000.00
Account Totals				<u>2,000.00</u>		<u>2,000.00</u>

Department	<u>91,459.42</u>	<u>6,581.34</u>	<u>84,878.08</u>
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Grand Totals	<u>91,459.42</u>	<u>6,581.34</u>	<u>84,878.08</u>
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11/084 DEFIBRILLATOR UPDATE

Since May 2022, the defibrillators have been accessed 22 times:

Location	Frequency of access as at 3rd March 2023	Frequency of access since 3rd March 2023	Frequency of access to date
Nationwide	5		5
Cow & Apple	5	2	7
St Andrew's Scout Group	3	0	3
Dunelm	2	0	2
Milford Hall	1	0	1
Town House	1	0	1
St Peter's	0	1	1
Birchfield	0	2	2
	17	5	22

A suggestion has been made by Cllr G Oakes with Cllr R Stickland's support to ask Somerset Council to identify the location of any defibrillators, they own in the Parish of Yeovil; and should any be located inside, to ask they if they are willing to move them to the exterior of the building.

A request has been submitted by the Lead of the Yeovil Bus Users Group about the installation of a defibrillator at Yeovil Bus Station. It is reported that there was an incident in 2022 which could have benefited from a defibrillator. The concern is the demographic of bus users and the nearest defibrillator is at Nationwide Building Society. It has been agreed with Somerset Council, that should the Town Council agree to the request, then the defibrillator can be located outside the ladies' toilets which has a power supply.

The Committee is **RECOMMENDED:**

- (1) to note the report;
- (2) to agree to the installation of the defibrillator at the Bus Station at the suggested location.

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