



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

---

## Yeovil Town Council

Tuesday 24<sup>th</sup> January 2023

7:30pm

Town House, 19 Union Street, Yeovil BA20 1PQ

---

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  
18<sup>th</sup> January 2023

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

Yeovil Town Council

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

Evie Potts-Jones – Mayor of Yeovil Town

Andy Kendall – Deputy Mayor of Yeovil Town

Barry Boyton

Jane Lowery

Jade Cabell

Graham Oakes

Tareth Casey

Wes Read

Nigel Gage

Ashley Richards

Karl Gill

Jeny Snell

Emma-Jayne Hopkins

Andy Soughton

Kaysar Hussain

Roy Spinner

Tony Lock

Rob Stickland

Pauline Lock

Helen Stonier

Jamie Lock

Liam Watts

Sarah Lowery

Dave Woan

### **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](mailto:ytic@yeovil.gov.uk) by 9:00am on Tuesday 24<sup>th</sup> January 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.

**Prior to the start of the meeting, Members are invited to join the Mayor's Chaplain in the Council Chamber for prayers.**

**Public Comment (15 Minutes)**

## **A G E N D A**

**11/055 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

**11/056 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).

**11/057 MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING**

To confirm as a correct record the Minutes of the previous Town Council Meeting held on 6<sup>th</sup> December 2022.

**11/058 MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS**

To note the Mayor and Deputy Mayor's recent and forthcoming engagements attached at pages 4 to 6.

**11/059 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS**

To note the meetings of each Committee, any resolutions and recommendations contained therein to be ratified at a future meeting of Town Council.

**Planning Committee – 12<sup>th</sup> December 2022**

Presented by Cllr Jeny Snell

Due to rescheduling of meetings, the minutes of the 23<sup>rd</sup> January 2023 meeting will not yet be written, therefore will be considered at the next meeting of Town Council.

**Promotions and Activities Committee – 10<sup>th</sup> January 2023.**

Presented by Cllr Sarah Lowery

**Grounds and General Maintenance Committee – 9<sup>th</sup> January 2023.**

Presented by Cllr Roy Spinner

**Buildings and Civic Matters Committee** – 16<sup>th</sup> January 2023.

This meeting was cancelled due to staff sickness.

**Policy, Resources and Finance Committee** – 17<sup>th</sup> January 2023.

This meeting was cancelled due to staff sickness.

## **11/060 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members who represent the Town Council on outside bodies should take this opportunity to report on any matters of interest.

- Westfield Community Association – 5<sup>th</sup> December 2022 (minutes previously circulated).

## **11/061 BUDGET 2023/24**

At the Town Council meeting held on 6<sup>th</sup> December 2022, it was resolved to approve the draft budget for the financial year 2022/23 (subject to receiving the tax base from South Somerset District Council for 2022/23; and the Crematorium and Cemetery Committee final budget). The Town Council are now in receipt of those figures.

At the meeting in December the estimate share of the Cemetery deficit was reported to be £73,638, this has now increased by £1,698 to £75,336. The tax base for 2023/24 has increased by 272.79, from 8,930.76 to £9,203.55.

The impact is as follows:

Total Budget Requirement	£1,335,693
<b>Precept</b>	<b>£1,335,693</b>

This results in an increase on a Band D Charge of £2.54 per year (53p per week), an increase from £142.59 to £145.13). The budget for the financial year 2022/23 is attached. *Account & Audit Regulations 2015*

**If Members have any questions regarding the Draft Budget for 2023/24, please contact Amanda Card, Town Clerk prior to the meeting.**

## **11/062 PROGRAMME OF MEETINGS 2023/24**

To consider the draft programme of the Town Council and its committees for 2023/24 attached at page 14.

Council is **RECOMMENDED** to adopt this programme.

## **11/063 MAYOR ELECT AND DEPUTY MAYOR ELECT**

Members to consider nominations for the office of Town Mayor and Deputy Mayor for the Municipal Year 2023/24. The election of Town Mayor and Deputy Mayor will take

place at the next Annual Meeting of the Town Council, which will be held on 2nd May 2023.

### **11/064 FORWARD PLAN**

The Forward Plan lists the items due to be discussed and the decisions due to be made by Yeovil Town Council.

The timings given are indicative and occasionally may be rescheduled and new items added as required.

It is **RECOMMENDED** that Yeovil Town Council approve the Forward Plan.

### **Public Comment (15 Minutes)**

**List of Engagements attended/to be attended by the Mayor of Yeovil, Councillor Evie Potts-Jones and the Deputy Mayor of Yeovil, Councillor Andy Kendall from 6 December 2022 to 7 March 2023.**

<b><u>December Engagements</u></b>
- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Sunningdale Lodge for their Christmas Visit
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Stanchester Academy's production of Shrek Junior the Musical
- The Mayor of Yeovil, Councillor Evie Potts-Jones visited The Knoll Nursing Home for their Christmas Visit
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Defibrillator Launch at Birchfield Community Hall
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended HMS Heron Volunteer Band's Christmas Concert at Fleet Air Arm Museum
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Super Saturday
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended The Octagon Theatre's Pantomime of Dick Whittington
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Yeovil Santa Dash at Goldenstones organised by Yeovil Town Running Club
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Spirit Gymnastic Academy's Christmas Show
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Christmas Carols at God's House International Centre
- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Grovelands for their Christmas Visit
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Able2Achieve Community Day
- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Beechwood Care Home for their Christmas visit

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited The Cake Box for their Christmas Special, Meet and Greet Santa

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended The Church of Jesus Christ Latter-day Saints for their Christmas Carol Concert

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended South Somerset Filipinos & Friends Association, Community Christmas Party

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Cookson Court for their Christmas Visit

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Sherborne House for their Christmas Visit

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Wyndham Court for their Christmas Visit

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Compton View for their Christmas Visit

- The Mayor of Yeovil, Councillor Evie Potts-Jones visited West Abbey Nursing Home for their Christmas Visit

### **January Engagements**

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Defibrillator Launch at the Quicksilver Mail

- The Mayor of Yeovil, Councillor Evie Potts-Jones will meet with Somerset Village and Community Agents

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Yeovil Art Group Exhibition

- The Mayor of Yeovil, Councillor Evie Potts-Jones will meet with the Girl Guides and Rangers at St Peters Church

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Yeovil Amateur Pantomime Society's production of Aladdin

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Mind in Somerset Charity Event



- The Mayor of Yeovil, Councillor Evie Potts-Jones visited the Veterans Breakfast Club at Yeovil Rugby Club

### **February Engagements**

- The Mayor of Yeovil, Councillor Evie Potts-Jones will visit The Shire at Crockermoor

- The Mayor of Yeovil, Councillor Evie Potts-Jones will visit Service Dogs UK to meet local Veterans who use the services

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Yeovil Trefoil Guild Monthly meeting

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Topsie Nursery Story Morning as part of the National Storytelling Week

### **March Engagements**

- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Axbridge Civic Service

## Yeovil Town Council - 2023/24 Budget

	£	£	£	£	£	£	£	£	£
<b>Committee</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Policy, Resources and Finance	378,964	391,504	426,890	346,670	409,270	437,230	486,630	448,280	502,470
Buildings and Civic Matters	122,070	126,960	96,780	186,239	184,250	204,490	218,680	252,820	231,720
Grounds and General Maintenance	234,716	238,617	222,520	234,822	239,680	266,710	251,580	339,770	281,370
Planning	5,360	13,250	0	0	1,000	1,000	1,000	1,000	1,000
Promotions and Activities	67,990	69,280	95,330	92,866	92,000	127,550	102,550	101,040	183,780
<b>Sub Total</b>	<b>809,100</b>	<b>839,611</b>	<b>841,520</b>	<b>860,597</b>	<b>926,200</b>	<b>1,036,980</b>	<b>1,060,440</b>	<b>1,142,910</b>	<b>1,200,340</b>
Contingency	39,347	40,551	68,463	48,517	46,310	51,849	53,022	57,146	60,017
<b>Total Committees' Budget</b>	<b>848,447</b>	<b>880,162</b>	<b>909,983</b>	<b>909,114</b>	<b>972,510</b>	<b>1,088,829</b>	<b>1,113,462</b>	<b>1,200,056</b>	<b>1,260,357</b>
Joint Burial Committee	80,420	80,398	58,284	60,016	61,007	63,760	63,814	73,384	75,336
<b>Total Budget Requirement</b>	<b>928,867</b>	<b>960,560</b>	<b>968,267</b>	<b>969,130</b>	<b>1,033,517</b>	<b>1,152,589</b>	<b>1,177,276</b>	<b>1,273,440</b>	<b>1,335,693</b>
<b>Funded By:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Grant from Billing Authority (CTRS)	(94,180)	(81,920)	(26,370)	(8,680)	0	0	0	0	0
Net Precept	(834,687)	(878,640)	(941,897)	(960,450)	(1,033,517)	(1,152,589)	(1,177,276)	(1,273,440)	(1,335,693)
Use of Unallocated General Fund Balances	0	0	0	0	0	0	0	0	0
<b>Total Funding</b>	<b>(928,867)</b>	<b>(960,560)</b>	<b>(968,267)</b>	<b>(969,130)</b>	<b>(1,033,517)</b>	<b>(1,152,589)</b>	<b>(1,177,276)</b>	<b>(1,273,440)</b>	<b>(1,335,693)</b>
Divided by Tax Base	8,733.72	9,013.54	9,055.91	9,142.80	9,108.12	9,107.50	9,104.62	8,930.76	9,203.55
<b>Band D Charge</b>	<b>£95.57</b>	<b>£97.48</b>	<b>£104.01</b>	<b>£105.05</b>	<b>£113.47</b>	<b>£126.55</b>	<b>£129.31</b>	<b>£142.59</b>	<b>£145.13</b>

## Buildings & Civic Matters Committee

	2021/22			2022/23				2023/24	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2023	Estimated (over) / under spend £	Proposed Budget	Notes
<b>EXPENDITURE</b>									
Band Costs	3,500	3,500	0	3,500	0	3,500	0	3,500	SLA agreed to commence in 2020/21
CCTV	32,490	32,490	0	32,490	32,490	32,490	0	32,490	
Changing Places Toilet	0	0	0	5,000	0	5,000	0	0	Contribution to SSDC Changing Places fully accessible toilet bid
Community safety	2,500	0	2,500	17,500	0	17,500	0	17,500	Agreed 16/11/21
Defibrillator	9,000	14,885	0	10,500	458	15,384	(4,884)	11,500	Inflationary increase
Litter/Grit bins	700	0	700	700	0	250	450	700	
Milford Hall - Business Rates	5,000	3,870	1,130	5,200	3,220	5,370	(170)	5,370	Inflationary increase
Milford Hall - Running Costs	15,000	22,687	(7,687)	20,000	12,261	20,000	0	22,000	Increase in electricity costs
Milford Hall - Security	3,250	2,721	529	3,000	1,076	2,498	502	3,000	
Milford Hall - SSDC Recharges	7,100	11,648	(4,548)	10,000	4,233	10,000	0	10,000	Inflationary increase
Milford Hall Refurbishments	0	0	0	20,000	0	0	20,000	0	
Millennium Clock	500	0	500	520	347	347	173	570	Inflationary increase
Monmouth Hall	0	5,099	(5,099)	0	0	0	0	0	
Monmouth Hall - Running Costs	16,870	0	16,870	0	0	0	0	0	
Monmouth Hall Business Rates	820	0	820	0	0	0	0	0	
Monmouth Hall site	60,000	18,645	41,355	60,000	85	60,000	0	60,000	£60k in budget from 2018/19 and 2019/20.
PA System	500	510	(10)	500	0	577	(77)	620	Hire charge of PA system and technical support for Remembrance Sunday
Painting of Town House	0	201	(510)	0	0	0	0	0	
Public noticeboards	500	479	21	500	0	1,000	(500)	1,000	
Peter Street Public Toilet - Cleaning (inc toilet rolls)	7,340	7,378	(38)	7,000	2,556	7,000	0	7,500	Inflationary/Cost of Living increase
Peter Street Public Toilet - Security	5,800	3,710	2,090	5,200	3,724	7,070	(1,870)	5,660	Inflationary increase
Peter Street Public Toilet - Business Rates	3,200	(3,194)	6,394	3,200	0	0	3,200	0	
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	7,120	6,923	197	7,120	4,305	7,120	0	9,250	Inflationary/Cost of Living increase and increase in electricity costs
Petters Way Public Toilet - SSDC Recharge (cleaning/water/electricity)	11,400	9,806	1,594	11,400	2,716	11,400	0	12,900	Increase in electricity costs
Petters Way Public Toilet - Security	5,000	3,710	1,290	5,000	3,722	6,236	(1,236)	5,440	Inflationary increase
Petters Way Public Toilet - Business Rates	2,650	(2,645)	5,295	2,650	0	0	2,650	0	
Petters Way Public Toilet - Other Running costs (repairs)	2,030	1,344	686	2,030	3,117	4,365	(2,335)	2,210	Inflationary increase
Regalia	0	0	0	2,000	0	2,000	0	2,000	Move from PR&F
Remembrance Sunday Video	0	1,500	(1,500)	1,500	0	1,500	0	1,500	
Sports Development Officer (SSDC)	2,160	0	2,160	2,160	0	0	2,160	2,160	
St Georges Day Parade	300	300	0	300	0	300	0	200	
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	8,000	
Town House - CCTV Reserve	500	0	500	500	0	500	0	500	Build up a reserve to repair/replace CCTV BCM 17/11/20
Town House - business rates	10,000	9,606	394	10,400	2,762	10,000	400	10,400	
Town House - electricity	1,600	147	1,453	1,600	775	1,549	51	2,400	Increase in electricity costs
Town House - gas	2,200	1,887	313	2,200	497	995	1,205	2,200	
Town House - repairs and maintenance	10,000	2,423	7,577	10,000	2,237	10,000	0	10,000	
Town House - water charges	400	153	247	400	86	300	100	400	
Town House (excluding services)	7,000	6,968	32	7,000	2,171	15,642	(8,642)	7,000	Replacement boiler and control system as agreed at BCM (04/10/22) and PR&F (11/10/22)
War memorials	750	0	750	750	0	750	0	750	Risk assessed and cleaned every 2 years. Budget to collect 1/2 each year and add to reserve to cover charge every 2 years
<b>Total Expenditure</b>	<b>245,180</b>	<b>166,751</b>	<b>78,429</b>	<b>279,820</b>	<b>82,839</b>	<b>260,643</b>	<b>19,177</b>	<b>258,720</b>	
<b>INCOME</b>									
Defibrillator	0	(9,844)	9,844	0	(1,200)	(4,884)	4,884	0	
Milford Hall	(25,000)	(12,639)	(12,362)	(26,000)	(4,584)	(20,000)	(6,000)	(26,000)	
Town House	(1,500)	0	(1,500)	(1,000)	0	0	(1,000)	(1,000)	
<b>Total Income</b>	<b>(26,500)</b>	<b>(22,482)</b>	<b>(4,018)</b>	<b>(27,000)</b>	<b>(5,784)</b>	<b>(24,884)</b>	<b>(2,116)</b>	<b>(27,000)</b>	
<b>Net Expenditure</b>	<b>218,680</b>	<b>144,269</b>	<b>74,411</b>	<b>252,820</b>	<b>77,055</b>	<b>235,759</b>	<b>17,061</b>	<b>231,720</b>	

## Grounds and General Maintenance Committee

	2021/22			2022/23				2023/24		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2023	Estimated (over) / under spend £	Proposed Budget		
<b>EXPENDITURE</b>										
Allotment Maintenance (Corporate)	9,200	19,394	(10,194)	9,570	2,554	13,429	(3,859)	13,800		GGM agreed 8 cuts per year instead of 7. SLA includes inflationary linked uplift (8.8%)
Allotments - Fence Repairs	1,000	22,429	(21,429)	2,000	1,395	2,000	0	2,000		If not spent will be put in reserve to use when necessary
Best Kept Allotments Competition	250	0	250	250	62	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	0	0	0	8,000	0	8,000	0	8,000		Lease of electric van (estimate) - will go through the procurement process
Goar Knap - Building	2,000	1,862	138	2,000	1,105	2,209	(209)	2,200		
Holiday Playscheme contribution	9,270	9,270	0	9,640	0	9,640	0	10,490		Inflationary linked uplift of as agreed by GGM 18/11/19 PR&F 26/11/19 (8.8%)
Labour	26,520	21,943	4,577	27,580	12,569	25,139	2,441	32,000		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	1,800	1,149	651	1,870	261	1,000	870	1,870		Incremental increase year on year.
<b>Open spaces:</b>										
Lights for Milford Park	400	0	400	400	0	400	0	400		
Open Spaces	133,480	133,480	0	133,480	33,370	133,480	0	133,480		
Play and Landscape Officers	12,690	12,690	0	13,200	0	13,200	0	14,360		Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Repairs/Enhancements	12,440	12,440	0	12,940	0	12,940	0	14,080		Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Upgrade	2,720	2,720	0	2,830	0	2,830	0	3,080		Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Playpark Programme	10,000	10,000	0	30,000	0	30,000	0	10,000		Playpark Programme agreed 21/01/20 BCM 28/01/20 PR&F. Will be asked for a contribution to Arnewood Gardens 11/01/21
Skate Parks	0	0	0	50,000	0	50,000	0	0		Contribution to Lysander Road and Milford Park
Door Step Green	1,000	6,256	(5,256)	7,000	516	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	8,175	32,700	0	32,700		Members may wish to increase the contribution?
Yew Tree Park - Gate Opening	2,200	2,405	(205)	2,200	1,182	2,364	(164)	2,400		Inflationary increase 8.8%
Protective Clothing	0	99	(99)	200	6	100	100	100		
Site Surveys	0	7,357	(7,357)	0	0	0	0	0		
Trackways	0	1,307	(1,307)	0	0	0	0	0		
Vehicle	1,350	448	902	1,350	1,319	1,719	(369)	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	2,096	(1,096)	1,000	563	1,127	(127)	1,000		
Water Mains Refurbishment/Repairs	2,200	0	2,200	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>272,570</b>	<b>310,382</b>	<b>(37,812)</b>	<b>360,760</b>	<b>63,078</b>	<b>362,077</b>	<b>(1,317)</b>	<b>303,560</b>		
<b>INCOME</b>										
Taps & keys	(100)	(18)	(82)	(100)	(108)	(108)	8	(100)		
Contribution towards cost of Elizabeth Flats works	0	0	0	0	(2,956)	(2,956)	0	0		
Rent	(17,800)	(16,710)	(1,090)	(17,800)	(18,545)	(18,545)	745	(18,500)		
Lease	(2,090)	(2,088)	(2)	(2,090)	(522)	(2,090)	0	(2,090)		Income of £2,090 pa receivable from lease of land at Higher Ryalls
Water Charge	(1,000)	(1,537)	537	(1,000)	(2,771)	(2,000)	1,000	(1,500)		
<b>Total Income</b>	<b>(20,990)</b>	<b>(20,353)</b>	<b>(637)</b>	<b>(20,990)</b>	<b>(24,902)</b>	<b>(25,699)</b>	<b>1,753</b>	<b>(22,190)</b>		
<b>Net Expenditure</b>	<b>251,580</b>	<b>290,028</b>	<b>(38,448)</b>	<b>339,770</b>	<b>38,176</b>	<b>336,378</b>	<b>436</b>	<b>281,370</b>		

## Promotions & Activities Committee

	2021/22			2022/23				2023/24		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2022	Estimated (over) / under spend £	Proposed Budget		
<b>EXPENDITURE</b>										
Christmas Lights	23,500	20,485	3,015	23,500	0	16,070	7,430	28,000	Inflationary increase. Tender for new scheme for Dec 2024	
Christmas Lights Competition	30	0	30	30	0	30	0	30		
Christmas Lights Installation/Safety Checks	17,000	15,025	1,975	17,500	0	14,365	3,135	20,000	Inflationary increase. Tender for new scheme for Dec 2024	
Christmas Lights Switch On	500	0	500	500	0	500	0	0	Contractor to provide more people to switch on Christmas lights.	
Christmas Lights Switch On Event	0	0	0	0	0	500	(500)	1,000		
Customised souvenirs	650	0	650	650	0	650	0	650		
Eats:Festival	9,000	975	8,025	5,000	750	5,000	0	5,000	Spring, Super Saturday and Christmas local produce market. P&A 10/11/20.	
Love Yeovil	1,000	0	1,000	1,000	0	0	1,000	1,000		
Resourcing VE Day Celebrations	0	3,596	(3,596)	0	36,786	35,594	(35,594)	0	An event to be held for VE Day (including staffing costs) P&A 12/11/19 PR&F 26/11/19. VE Day celebrations cancelled due to COVID - carry forward for Music in the Park in June 2021	
Resourcing Yeovil Celebrates....	0	0	0	0	0	0	0	70,000	Agreed P&A 27/09/22 and PR&F 11/10/22	
Queen's Jubilee Beacon Lighting Event	0	0	0	0	2,700	2,700	(2,700)	0		
Super Saturday	6,500	5,289	1,211	7,000	1,123	7,000	0	7,000	Inflationary increase	
Town Crier	1,030	0	1,030	1,070	1,251	1,251	(181)	1,170	Inflationary increase	
Unity in the Community	550	0	550	0	0	0	0	0		
Yeovil Art Space (SLA)	0	0	0	0	0	5,000	(5,000)	5,000	Agreed PR&F 28/06/22	
Yeovil in Bloom Officers	24,800	24,800	0	24,800	6,200	24,800	0	24,800		
Yeovil in Bloom Working Budget	16,440	16,501	(61)	16,440	4,110	16,440	0	16,440		
Yeovil Open Town Crier Competition	1,550	0	1,550	1,550	1,237	1,237	313	1,690	Inflationary increase	
Yeovil Together	0	1,100	0	2,000	2,000	2,000	0	2,000	Including Unity in the Community	
<b>Total Expenditure</b>	<b>102,550</b>	<b>87,771</b>	<b>15,879</b>	<b>101,040</b>	<b>56,157</b>	<b>133,137</b>	<b>(32,097)</b>	<b>183,780</b>		
<b>INCOME</b>										
Contribution to Yeovil Celebrates	0	(2,000)	2,000	0	0	(2,000)	2,000	0		
<b>Total Income</b>	<b>0</b>	<b>(2,000)</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>(2,000)</b>	<b>2,000</b>	<b>0</b>		
<b>Net Expenditure</b>	<b>102,550</b>	<b>85,771</b>	<b>17,879</b>	<b>101,040</b>	<b>56,157</b>	<b>131,137</b>	<b>(30,097)</b>	<b>183,780</b>		

## Planning Committee

	2021/22			2022/23			2023/24		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2022	Estimated (over) / under spend £	Proposed Budget	
<b>EXPENDITURE</b>									
Planning	1,000	544	456	1,000	0	0	1,000	1,000	
<b>Total Expenditure</b>	<b>1,000</b>	<b>544</b>	<b>456</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	
<b>INCOME</b>									
	0	0	0	0	0	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Expenditure</b>	<b>1,000</b>	<b>544</b>	<b>456</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	

## Policy, Resources & Finance Committee

	2021/22			2022/23				2023/24	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2022	Estimated (over) / under spend £	Proposed Budget	Notes
<b>EXPENDITURE</b>									
Advertising	500	205	295	500	85	500	0	500	
Audit fees	3,470	2,284	1,186	3,610	950	3,610	0	3,930	Inflationary increase
Books/periodicals	240	356	(116)	240	0	240	0	240	
Carbon Management	25,000	0	25,000	25,000	0	25,000	0	25,000	
Contingencies	53,022	5,577	47,445	57,146	8,931	15,000	42,146		
Cost of Elections	1,500	7,918	(6,418)	5,500	6,162	6,162	(662)	5,500	Elections every 4 year. Budget to collect 1/4 each year and add to reserve to cover charge from SSDC every 4 years. Plus £4,000 to cover any by-election costs
Costs of Democracy	29,200	24,731	4,469	29,600	13,816	29,600	0	30,000	Members Allowance to increase in line with staff awards
Courses/conferences	5,000	45	4,955	5,000	951	2,500	2,500	5,000	
Franking Machine	500	581	(81)	500	333	500	0	500	
Furniture, office equipment & servicing	4,000	5,575	(1,575)	4,000	834	1,500	2,500	4,000	
Grants	7,000	19,050	(12,050)	7,000	4,000	7,000	0	10,000	
Insurance	6,000	5,078	922	6,000	5,181	5,181	819	7,200	Insurance premiums estimated to increase by 20%
Mayoral allowance	10,170	10,170	0	10,480	(534)	5,679	4,801	11,400	Mayoral Allowance to increase annually in line with CPI
Miscellaneous	0	674	(674)	0	218	700	(700)	0	
New Initiatives Fund	10,300	3,900	6,400	15,000	0	15,000	0	15,000	Increase agreed at Town Council 07/12/21
PC Support	12,500	11,761	739	13,000	8,241	13,000	0	14,100	PC support also includes EoFTTC (Ethernet over Fibre to the Cabinet) leased line. Inflationary increase and additional support for items purchased during 2020/21.
Postage	2,000	1,223	777	2,000	1,039	2,078	(78)	2,000	Postage reduced due to electronic summons of agendas, minutes etc
Prof. fees/subs	7,500	9,785	(2,285)	7,500	5,901	8,000	(500)	8,000	
PWLB Loan Repayments	30,000	0	30,000	0	0	0	0	0	
Regalia	2,000	447	1,553	0	0	0	0	0	Move to BCM
Salaries	260,000	249,529	10,471	267,500	136,482	267,500	0	300,000	Adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.
Ski Centre	500	0	500	500	0	0	500	500	
Sponsorship (Octagon Theatre - SLA)	1,000	1,000	0	1,000	1,000	1,000	0	1,000	
Stationery/supplies	2,500	738	1,762	2,000	662	1,500	500	2,000	
St Peters Community Hall SLA - Youth Services	0	0	0	0	0	0	0	15,000	Agreed at PR&F 22/11/22
Telephone	2,500	2,641	(141)	2,500	1,149	2,299	201	2,500	
Website	8,000	3,027	4,974	0	750	1,500	(1,500)	750	
Westlands	27,800	27,800	0	0	0	0	0	0	
Youth Council	2,000	0	2,000	2,000	0	2,000	0	2,000	
Youth Services	30,200	24,576	5,624	40,600	12,464	40,600	0	40,600	Inflationary increase and issue of a new SLA. Additional £10,600 for detached youth work agreed PRF 23/11/21
<b>Total Expenditure</b>	<b>544,402</b>	<b>418,670</b>	<b>125,732</b>	<b>508,176</b>	<b>208,615</b>	<b>457,649</b>	<b>50,527</b>	<b>506,720</b>	
<b>INCOME</b>									
Investment Interest	(2,500)	(478)	(2,022)	(500)	(1,355)	(2,800)	2,300	(2,000)	
Community Infrastructure Levy	0	0	0	0	(669)	(669)	669	0	Not guaranteed income.
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(510)	(1,224)	(26)	(1,250)	
Salary Recharge	(1,000)	(1,100)	100	(1,000)	0	(1,000)	0	(1,000)	Salary recharged to Yeovil Crematorium and Cemetery budget for Town Clerk
<b>Total Income</b>	<b>(4,750)</b>	<b>(2,802)</b>	<b>(1,948)</b>	<b>(2,750)</b>	<b>(2,534)</b>	<b>(5,693)</b>	<b>2,943</b>	<b>(4,250)</b>	
<b>Net Expenditure</b>	<b>539,652</b>	<b>415,869</b>	<b>123,783</b>	<b>505,426</b>	<b>206,081</b>	<b>451,956</b>	<b>53,470</b>	<b>502,470</b>	

## Yeovil Town Council - Estimated Reserves as at 31/03/23

Earmarked Reserve	Balance as at 31/03/21 (£)	Movement in Year In (£)	Balance as at 31/03/22 (£)	Movement in Year In (£)	Balance as at 31/03/23 (£)
Major Projects	984	0	984	0	984
Water Mains Refurbishments/Repairs	8,332	2,200	10,532	2,200	12,732
Allotment Fence Repairs	6,500	(6,500)	0	605	605
Regalia	10,070	1,553	11,623	2,000	13,623
Custom Souvenirs	1,730	650	2,380	346	2,726
Youth Council	4,384	2,000	6,384	2,000	8,384
Monmouth Hall Refurbishment	162,867	53,946	216,813	59,915	276,728
Unity in the Community	1,629	(550)	1,079	0	1,079
Community Infrastructure Levy	2,598	0	2,598	669	3,267
Costs of Elections	1,500	0	1,500	0	1,500
War Memorial	750	750	1,500	750	2,250
Sidney Gardens Fountain	12,600	0	12,600	0	12,600
Queen's Jubilee	32,050	2,000	34,050	(34,050)	0
Defibrillators	0	3,959	3,959	0	3,959
CCTV	0	500	500	500	1,000
Climate Change	0	25,000	25,000	1,351	26,351
	<b>245,994</b>	<b>85,508</b>	<b>331,502</b>	<b>36,286</b>	<b>367,788</b>



# Yeovil Town Council



## Programme of Meetings of Council and Committees – 2023/24

Meeting	Day	Time	2023								2024				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>Council</b>	Tuesday	7.30pm	2 *1 9 *2	27 *3	-	(1)	5	(3)	7	5	23 *4	-	(5)	2	7 *1 14 *2
<b>Planning</b>	Monday	7.00pm	15	19	17	14	18	16	20	11	22	12	18	15	15 *6
<b>Grounds and General Maintenance Committee</b>	Monday	7.00pm	22		10		11		13		8		11		20
<b>Promotions and Activities Committee</b>	Tuesday	7.00pm	16		11		12		14		9		12		21
<b>Buildings and Civic Matters Committee</b>	Tuesday	7.00pm	23		18		21		21		15 *5		19		28
<b>Policy, Resources and Finance Committee</b>	Tuesday	7.00pm	30		25		26		28		16		26		29 *6

- \*1 Annual Town Meeting followed by Annual Meeting of the Town Council
- \*2 Annual Meeting of the Town Council (reconvened)
- \*3 To approve the Annual Governance and Accountability Return (AGAR)
- \*4 To approve the budget and precept for the following year
- \*5 Moved to Monday
- \*6 Moved to Wednesday
- ( ) Meetings are reserve dates and will only be held if necessary

✉ [ytc@yeovil.gov.uk](mailto:ytc@yeovil.gov.uk) 🌐 [www.yeovil.gov.uk](http://www.yeovil.gov.uk) 📘 @YeovilTownCouncil

<b>Date</b>	<b>Item</b>
4 <sup>th</sup> April 2023	Presentation from Yeovil Country Park Reports and Recommendations from Council's Committees: Planning – 13 <sup>th</sup> February 2023 / 20 <sup>th</sup> March 2023 Grounds and General Maintenance – 13 <sup>th</sup> February 2023 Promotions and Activities – 14 <sup>th</sup> February 2023 Buildings and Civic Matters – 21 <sup>st</sup> February 2023 Policy, Resources and Finance – 28 <sup>th</sup> February 2023 Risk Strategy Review of Financial Regulations

Members have requested presentations from:

- Ambulance Service
- Fire Brigade
- CCTV

We are awaiting responses from these organisations.