



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

**Policy, Resources and Finance Committee**

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## Policy, Resources and Finance Committee

**Tuesday 28<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**  
22<sup>nd</sup> November 2023

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

Nigel Gage

Karl Gill

Emma-Jayne Hopkins (*Ex-officio*)

Andy Kendall (*Ex-officio*)

Jane Lowery

Sarah Lowery

Graham Oakes (*Chair*)

Evie Potts-Jones

Wes Read

Ashley Richards

Royston Spinner

Rob Stickland (*Vice Chair*)

**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 28<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 Chair 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 Chair 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 11/155 and 11/159, 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*

### **11/141 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

### **11/142 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).

### **11/143 MINUTES**

To approve as a correct record the Minutes of the meeting held on 26<sup>th</sup> September 2023.

### **11/144 GRANTS**

Applications received from (circulated separately):

- There are no grant application.

### **11/145 SUMMER SCHOOL AT THE OCTAGON THEATRE AND WESTLANDS ENTERTAINMENT VENUE**

To consider the report provided by the Arts Engagement and Outreach Manager at Somerset Council regarding the summer school provision at the Octagon Theatre and Westlands Entertainment Venue who receive £1,000 contribution from Yeovil Town Council for this provision. Pages 4 to 8.

### **11/146 BALANCE SHEET**

Members to approve the Balance Sheet as at 31<sup>st</sup> October 2023 at page 9.

### **11/147 BANK RECONCILIATION**

Members to approve the formal bank reconciliation as at 31<sup>st</sup> October 2023 at page 10.

### **11/148 FINANCIAL STATEMENT – AUGUST 2023 / SEPTEMBER 2023**

Members to approve the Financial Statement for the months of August 2023 and September 2023 as attached at pages 11 to 35.

**11/149 REVENUE BUDGET MONITORING 2023/24**

Members to consider the report of the Town Clerk attached at pages 36 to 42.

**11/150 AMENDMENT TO STANDING ORDERS**

Members to consider the required amendment to the Standing Orders (as attached on page 43) and recommend to Town Council the approval and adoption of the amendment.

**11/151 YOUTH COUNCIL**

Members to consider the proposal from YMCA Brunel Group regarding the Yeovil Town Youth Council as attached at pages 44 to 52.

**11/152 DRAFT BUDGET 2024/25**

Members to consider the report of the Town Clerk attached at pages 53 to 60.

**11/153 FORWARD PLAN**

The Forward Plan (attached at page 61) lists the items due to be discussed and the decisions due to be made by the Policy, Resources and Finance Committee. Timings given are indicative and occasionally may be rescheduled or new items added.

It is **RECOMMENDED** that the Policy, Resources and Finance Committee approve the Forward Plan.

**Public Comment (15 Minutes)**

**11/154 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.

**11/155 CULTURAL OFFERING IN YEOVIL**

Members to receive a presentation and consider that presentation.

**11/156 CORRESPONDENCE**

Members to consider the correspondence as attached at pages 62 to 67 and to consider the report of the Town Clerk (to follow).

**11/157 RECOMMENDATIONS FROM BUILDINGS AND CIVIC MATTERS**

Members to consider the report of the Town Clerk attached at pages 68 to 69.

**11/158 YEOVIL COMMUNITY CHURCH RENTAL OF FORMER SKI CENTRE  
CARPARK (COMMERCIAL IN CONFIDENCE)**

Members to consider the report of the Town Clerk regarding Yeovil Community Church and the rental of the former ski centre car park the attached at pages 70 to 72.

**11/159 STAFFING (STAFF IN CONFIDENCE)**

Members to consider the report of the Town Clerk regarding staffing (to follow).

## Summer School at The Octagon Theatre and Westlands Entertainment Venue

Report created on 10/11/2023

The Octagon Theatre Summer School project has been running since 1992 and is now in its 31<sup>st</sup> year. Our Summer Schools give local young people the opportunity to develop confidence, whilst encouraging their understanding of the arts in a friendly and professional environment. In August, we deliver a programme of week-long projects, covering numerous performance techniques. Our qualified project leaders aim to strike the perfect balance of fun and discipline in order to ensure a good time is had by all. The level of enjoyment is clearly indicated by the number of participants who return year after year.

Our Summer Schools provide:

- A fun interactive learning environment for children during the long summer holidays.
- Promote physical activity.
- Encourage social interaction and engagement.
- A space for friendships to grow with other likeminded people from the local area.

The Octagon Theatre Summer School continues to serve the whole of South Somerset and beyond. However, historically residents of Yeovil and the surrounding areas have favoured places.

The Summer School has benefited from the support from Yeovil Town Council who have assisted us with the cost of mounting our annual Summer School projects, each year our projects cater for approximately 100 young people, aged from six to sixteen years.

Funding from Yeovil Town Council allows us to improve our accessibility, enable children from low-income households in Yeovil and across Somerset to attend, and keep vulnerable children occupied during the summer months. The grant also goes a long way in enabling us to cover staff and venue costs, ensuring the summer schools are a viable offer.

Whilst Somerset Council manages and funds The Octagon Theatre and Westlands Entertainment Venue, no funding is specifically allocated towards our participatory programme of Summer Schools, classes and workshops. Due to financial constraints, it has become ever more important to secure external funding for our young people's projects and so we appreciate the ongoing support of Yeovil Town Council.

Funding received from Yeovil Town Council has also enabled us to draw down greater levels of funding to the area to support our participatory programme in the summer months, and enable more children and young people to access opportunities where cost may be a barrier.

## Summer School 2023 Report

This year, we delivered three week-long summer schools in partnership with Stuff & Nonsense Theatre Company, Castaways Theatre Group and Somerset Youth Dance Company. With support from Yeovil Town Council, Somerset Activity & Sports Partnership (SASP), Arts Council England (ACE) and Somerset Council.

A total of 112 children attended the Summer Schools at the Octagon & Westlands, with 400 parents/guardians attending the end of week performances as audience members. A total of 64 children during this time attended from Yeovil (57% of the overall total).

Feedback from this week was inspiring with a vast majority of the young participants describing this as their first time on stage in front of an audience, remarking on how the week had been “life changing”, building their confidence and enabling them to make new friends in a supportive environment.

We are grateful for Yeovil Town Council’s contribution of £1,000 towards the cost of the provision of the annual Octagon Theatre Summer School.

### **Stuff & Nonsense Summer School**

Participants got to take part in a week of workshops, using their own original ideas to create puppets, songs and poems from scratch, working towards an entertaining evening of informal ‘cabaret style’ performance, where they invited friends and family to watch.

The workshops were led by professional artists from Stuff and Nonsense Theatre Company, who are well known for creating shows using puppets, comedy and music, touring their children’s theatre shows across the country.

18 participants in total over the week. Funding enabled us to offer 20 places to children in receipt of Free School Meals taken up by 14 participants as supported by SASP and Yeovil Town Council. Participants also received a hot meal during the day, a requirement of the funding received from SASP. The majority of participants that took part identify as disabled and/or neurodiverse, such an inclusive environment was created that those who had never had the opportunity to take part in anything similar before immediately felt at ease and comfortable, make new friends and created some beautiful performance pieces.

Breakdown of Location: 11 attendees were from Yeovil & 7 attendees were from surrounding areas in Somerset.

Over the week participants grew in confidence, made new friendships, tried new activities, and learnt new skills. The summer school supported social interaction, with all participants encouraged to provide complimentary feedback to their peers on their performance piece, whilst keeping young people active during the long summer holidays.



Parents and carers of the young people involved in the summer school were delighted about the positive impact the summer school had on confidence, social skills and creativity:

*"She's got no friends at school, people say hello to her but she hasn't actually got people to talk to or to be with. She'll sit on her own at lunch times at school. But yesterday, here, they all put the tables together and had lunch. She was really delighted with that last night when she came home. She's never had that before."* Parent, whose daughter is registered blind.

*"She was very nervous at first but after the first day she came out buzzing! She's creative so she's loved the puppets and painting and making. It's nice to see them all actively engaged as a group and working together. She has had any other panic turns being here either. I think it's because she's busy and distracted so she's not thought about being stressed or panicked, which is great."* Parent



### **Somerset Youth Dance Company**

Participants were taught by professional dancers and experienced teachers from the Somerset Youth Dance Company Team, children took part in a range of dance workshops from Jazz to Street Dance, Contemporary, Tap and Latin. During the week with Somerset Youth Dance Company the children were able to try out new styles of dance, they collaborated with other young people with their own choreograph as well as learning set routines during the week. A packed company of young talent performed a circus inspired extravaganza in Westlands Ballroom to a large audience of proud friends and family.

45 participants in total over the week, with 171 attendees to the end of week performance. Funding enabled us to offer 20 places to children in receipt of Free School Meals taken up by 21 participants as supported by SASP and Yeovil Town Council. Participants also received a hot meal during the day, a requirement of the funding received from SASP.

Breakdown of Location: 26 attendees were from Yeovil & 19 attendees were from surrounding areas in Somerset.

One parent was very nervous about leaving her child for the first time. As a family new to the country, it was a big step to leave her young child. We worked with the family and by the middle of the week she was fully mixing with the others and happy to stay by herself. The parent was extremely grateful for the support and with what her daughter achieved during the week.



Other feedback:

*"It's really good for her confidence, this kind of thing. Every morning she's been worried about it and has not wanted to go and then when she gets here she really loves it! I think it's really good to push her a little bit and get her out of her shell. Dance is a really good way of doing that I think. It seems to work for her anyway!"*

### Castaways Summer School

Participants were taught a range of performance skills, during the week pupils learnt a script from a play or musical that they then performed to families at the end of the week. This year the young theatre makers got the opportunity to take part in, rehearse, perform and produce a new piece of theatre based on Snow White and what happened next.

49 participants in total over the week, with 183 attendees to the end of week performance.

Breakdown of Location: 29 attendees were from Yeovil & 20 attendees were from surrounding areas in Somerset.

The group that joined us for this year's summer school was a mix of 40% regular attenders to the Castaway Theatre Group and 60% of those that don't attend regularly. Over the week the young people formed one company and lots of new friendships were made. The participants particularly loved being able to use the stage at Westlands to rehearse and then perform. Many of them had not performed at the venue before so being able to experience the 'backstage' atmosphere was memorable.

*"A wonderful show, our two thoroughly enjoyed being part of it. Well done everyone and thank you to the team 'behind the scenes' who made the magic happen. The enjoyment and energy of the performers at the end says it all".*



### Income & Expenditure Report

2023	Income (Net)	2023	Expenditure (exc. VAT)
Non-subsidised Participant Fees	£ 9,705.00	Practitioner Fees	£ 10,311.65
Additional Ticket Sales	£ 429.94	Venue Hire	£ 10,054.50
Subsidised Participant Fees (SASP Grant to support 40 FSM places)	£ 9,560.00	Marketing Costs	£ 400.00
Yeovil Town Council Grant	£ 1,000.00		
<b>Total</b>	<b>£20,694.94</b>	<b>Total</b>	<b>£ 20,766.15</b>
		<b>Balance</b>	<b>£ 71.21</b>

Any remaining balance supports venue staff costs, not included within the budget, and subsequent administration costs. Overspend will be subsidised from our Arts Engagement & Outreach budget.

Date: 21/11/2023  
Time: 17:41:19

**Yeovil Town Council**  
**Balance Sheet**

Page: 1

From: Month 1, April 2023  
To: Month 7, October 2023

**Chart of Accounts:**

Consolidated

	<u>Period</u>	<u>Year to Date</u>	
<b>Fixed Assets</b>			
Land & Buildings	0.00	1,017,905.00	
Vehicle & Plant	0.00	510,304.49	
Community Assets	0.00	84,069.57	
		0.00	1,612,279.06
<b>Current Assets</b>			
Debtors	6,747.02	13,317.65	
Nat West Current	793,894.36	1,833,332.08	
Nat West Treasury Account	0.00	25,000.00	
Nationwide Treasury Account	12,037.00	531,572.58	
VAT Account	(34,997.96)	(131,235.59)	
Petty Cash	0.00	250.00	
		777,680.42	2,272,236.72
<b>Current Liabilities</b>			
Creditors	(58,006.96)	25,398.26	
Creditors B/Fwd	(17,076.37)	201,620.30	
PAYE/NI	(31,536.27)	(156,569.49)	
		(106,619.60)	70,449.07
<b>Current Assets less Current Liabilities:</b>		884,300.02	2,201,787.65
<b>Total Assets less Current Liabilities:</b>		884,300.02	3,814,066.71
<b>Long Term Liabilities</b>			
		0.00	0.00
<b>Total Assets less Total Liabilities:</b>		884,300.02	3,814,066.71
<b>Capital &amp; Reserves</b>			
Fixed Asset Statement Reserve B/Fwd	0.00	1,472,091.51	
Capital Financing Reserve B/Fwd	0.00	198,064.06	
Major Projects Reserve B/Fwd	0.00	984.49	
General Reserve B/Fwd	0.00	1,191,690.69	
Profit & Loss	0.00	66,902.61	
P & L Account	884,300.02	884,300.02	
Previous Year Adj		33.33	
		884,300.02	3,814,066.71

<b>BANK RECONCILIATION - 31 OCTOBER 2023</b>			
<b>Authority name and reference</b>	<b>Yeovil Town Council</b>		
Prepared by:		Date:	
Name	Neil Gage		16/11/23
Role	Finance Officer		
Approved by:		Date:	
Name	Amanda Card		16/11/23
Role	Town Clerk/RFO		
<b>Balance per bank statements as at 31 October 2023:</b>	<b>£</b>	<b>TOTAL £</b>	
List balances on all bank accounts plus petty cash floats at 31 October 2023:			<b>2,390,154.66</b>
NatWest Current A/C	1,500.00		
NatWest Business Reserve A/C	1,831,832.08		
Nationwide Treasury A/C	531,572.58		
CCLA Investment Management	25,000.00		
Petty Cash	250.00		
<b>Less:</b> any un-presented cheques at 31 October 2023: (normally only current account. List date, cheque number and value)			
<b>TOTAL – NET BANK BALANCES 31 OCTOBER 2023</b>			<b>2,390,154.66</b>

# Yeovil Town Council

## Policy, Resources & Finance August Actual V Budget

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
Precept	252,487.00	252,487.00	252,487.00	0.00	0.00
Bank Interest	2,000.00	16,980.60	833.35	16,147.25	-14,980.60
Ski Centre	1,250.00	510.00	520.85	-10.85	740.00
Grants	10,000.00	10,000.00	10,000.00	0.00	0.00
Salaries	300,000.00	300,000.00	300,000.00	0.00	0.00
Salaries Recharge	1,000.00	833.33	416.65	416.68	166.67
	<b>566,737.00</b>	<b>580,810.93</b>	<b>564,257.85</b>	<b>16,553.08</b>	<b>-14,073.93</b>
<b>Expenditure</b>					
Advertising	500.00	90.00	208.35	-118.35	410.00
Audit Fees	3,930.00	1,071.36	1,637.50	-566.14	2,858.64
Bank Charges	0.00	190.15	0.00	190.15	-190.15
Carbon Management	25,000.00	0.00	10,416.65	-10,416.65	25,000.00
Books/Periodicals	240.00	0.00	100.00	-100.00	240.00
Ski Centre	500.00	8,777.81	208.35	8,569.46	-8,277.81
Contingencies	60,017.00	10,109.89	25,007.10	-14,897.21	49,907.11
Costs of Democracy	30,000.00	11,763.18	12,500.00	-736.82	18,236.82
Courses/Conferences	5,000.00	60.00	2,083.35	-2,023.35	4,940.00
Elections	5,500.00	0.00	5,500.00	-5,500.00	5,500.00
Furniture & Equipment	4,000.00	1,276.62	1,666.65	-390.03	2,723.38
Franking Machine	500.00	361.00	208.35	152.65	139.00
Insurance	7,200.00	0.00	7,200.00	-7,200.00	7,200.00
New Initiatives Fund	15,000.00	0.00	6,250.00	-6,250.00	15,000.00
PC Support	14,100.00	4,918.41	5,875.00	-956.59	9,181.59
Postage	2,000.00	300.00	833.35	-533.35	1,700.00
Prof.Fees/Subs	8,000.00	1,687.00	3,333.35	-1,646.35	6,313.00
Stationery/Supplies	2,000.00	411.95	833.35	-421.40	1,588.05
St Peters Hall	15,000.00	7,500.00	6,250.00	1,250.00	7,500.00
Telephone	2,500.00	958.70	1,041.65	-82.95	1,541.30
Website	750.00	0.00	312.50	-312.50	750.00
Youth Project Schemes	40,600.00	14,050.90	16,916.65	-2,865.75	26,549.10
Youth Council	2,000.00	0.00	833.35	-833.35	2,000.00
Mayors Allowance	11,400.00	1,705.08	4,750.00	-3,044.92	9,694.92
Remembrance Day Wreath	0.00	848.04	0.00	848.04	-848.04
Grants	10,000.00	0.00	4,166.65	-4,166.65	10,000.00
Sponsorship Octagon Theatre	1,000.00	0.00	0.00	0.00	1,000.00
Salaries/Wages	300,000.00	122,268.98	125,000.00	-2,731.02	177,731.02
	<b>566,737.00</b>	<b>188,349.07</b>	<b>243,132.15</b>	<b>-54,783.08</b>	<b>378,387.93</b>
	<b>0</b>	<b>392,461.86</b>	<b>321,125.70</b>	<b>71,336.16</b>	<b>-392,461.86</b>

# Yeovil Town Council

## September Actual V Budget

Policy, Resources & Finance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
Precept	252,487.00	252,487.00	252,487.00	0.00	0.00
Bank Interest	2,000.00	26,493.15	1,000.02	25,493.13	-24,493.15
Ski Centre	1,250.00	612.00	625.02	-13.02	638.00
Mayor's Ball	0.00	166.67	0.00	166.67	-166.67
Mayor's Charity Events	0.00	247.40	0.00	247.40	-247.40
Grants	10,000.00	10,000.00	10,000.00	0.00	0.00
Salaries	300,000.00	300,000.00	300,000.00	0.00	0.00
Salaries Recharge	1,000.00	833.33	499.98	333.35	166.67
	<b>566,737.00</b>	<b>590,839.55</b>	<b>564,612.02</b>	<b>26,227.53</b>	<b>-24,102.55</b>
<b>Expenditure</b>					
Advertising	500.00	90.00	250.02	-160.02	410.00
Audit Fees	3,930.00	1,171.36	1,965.00	-793.64	2,758.64
Bank Charges	0.00	211.45	0.00	211.45	-211.45
Carbon Management	25,000.00	0.00	12,499.98	-12,499.98	25,000.00
Books/Periodicals	240.00	0.00	120.00	-120.00	240.00
Ski Centre	500.00	9,050.81	250.02	8,800.79	-8,550.81
Contingencies	60,017.00	10,149.87	30,008.52	-19,858.65	49,867.13
Costs of Democracy	30,000.00	14,176.14	15,000.00	-823.86	15,823.86
Courses/Conferences	5,000.00	60.00	2,500.02	-2,440.02	4,940.00
Elections	5,500.00	0.00	5,500.00	-5,500.00	5,500.00
Furniture & Equipment	4,000.00	1,527.06	1,999.98	-472.92	2,472.94
Franking Machine	500.00	361.00	250.02	110.98	139.00
Insurance	7,200.00	0.00	7,200.00	-7,200.00	7,200.00
New Initiatives Fund	15,000.00	0.00	7,500.00	-7,500.00	15,000.00
PC Support	14,100.00	5,963.48	7,050.00	-1,086.52	8,136.52
Postage	2,000.00	399.57	1,000.02	-600.45	1,600.43
Prof.Fees/Subs	8,000.00	2,036.50	4,000.02	-1,963.52	5,963.50
Stationery/Supplies	2,000.00	519.80	1,000.02	-480.22	1,480.20
St Peters Hall	15,000.00	7,500.00	7,500.00	0.00	7,500.00
Telephone	2,500.00	1,134.72	1,249.98	-115.26	1,365.28
Website	750.00	0.00	375.00	-375.00	750.00
Youth Project Schemes	40,600.00	16,951.38	20,299.98	-3,348.60	23,648.62
Youth Council	2,000.00	0.00	1,000.02	-1,000.02	2,000.00
Mayors Allowance	11,400.00	2,655.08	5,700.00	-3,044.92	8,744.92
Remembrance Day Wreath	0.00	848.04	0.00	848.04	-848.04
Mayors Ball	0.00	83.33	0.00	83.33	-83.33
Grants	10,000.00	0.00	4,999.98	-4,999.98	10,000.00
Sponsorship Octagon Theatre	1,000.00	0.00	1,000.00	-1,000.00	1,000.00
Salaries/Wages	300,000.00	146,205.12	150,000.00	-3,794.88	153,794.88
	<b>566,737.00</b>	<b>221,094.71</b>	<b>290,218.58</b>	<b>-69,123.87</b>	<b>345,642.29</b>
	<b>0</b>	<b>369,744.84</b>	<b>274,393.44</b>	<b>95,351.40</b>	<b>-369,744.84</b>

# 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>



**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>					<b>57.68</b>	<b>-57.68</b>

**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>					<b>30.00</b>	<b>-30.00</b>

**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>					<b>385.41</b>	<b>385.41</b>

**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>					<b>161.33</b>	<b>161.33</b>

**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>					<b>2,239.66</b>	<b>2,239.66</b>

**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>					<b>51.49</b>	<b>51.49</b>

**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>					<b>207.62</b>	<b>207.62</b>

Date: 02/11/2023  
Time: 11:29:10

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

Page: 2

<u>N/C</u>		<u>Name</u>		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
	7120		G&GM - Exp - Yew Tree Park - Gate Opening			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</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>

# 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>

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

**N/C From** 7000                      **Tran Date From** 01/09/2023                      **Tran No From** 1                      **Department From** 0  
**N/C To** 7250                              **Tran Date To** 30/09/2023                              **Tran No To** 99,999,999                              **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

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

				<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>
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>

# Yeovil Town Council

## August Actual V Budget

### Promotions & Activities Committee

	Budget		Budget		Remaining
	Allocation	Actual YTD	YTD	Variance	Budget
<b>Income</b>					
PRECEPT	183,780.00	183,780.00	183,780.00	0.00	0.00
Yeovil Celebrates	0.00	2,320.52	0.00	2,320.52	-2,320.52
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<b>183,780.00</b>	<b>186,100.52</b>	<b>183,780.00</b>	<b>2,320.52</b>	<b>-2,320.52</b>
<b>Expenditure</b>					
Christmas Lights	28,000.00	0.00	11,666.65	-11,666.65	28,000.00
Christmas Lights Installation	20,000.00	520.00	8,333.35	-7,813.35	19,480.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	270.85	-270.85	650.00
Christmas Lights Switch-On	1,000.00	0.00	0.00	0.00	1,000.00
Christmas Lights Comp	30.00	0.00	12.50	-12.50	30.00
Town Crier	1,170.00	455.49	487.50	-32.01	714.51
Yeovil Town Crier Open Champs	1,690.00	0.00	1,690.00	-1,690.00	1,690.00
Unity in the Community	2,000.00	0.00	833.35	-833.35	2,000.00
Yeovil Super Saturday	7,000.00	1,101.00	2,916.65	-1,815.65	5,899.00
Open Spaces: YIB Officer	24,800.00	0.00	6,200.01	-6,200.01	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	4,110.01	-4,110.01	16,440.00
Yeovil Celebrates	70,000.00	44,795.27	29,166.65	15,628.62	25,204.73
Eats: Festival	5,000.00	750.00	2,083.35	-1,333.35	4,250.00
Yeovil Arts Space	5,000.00	5,000.00	2,083.35	2,916.65	0.00
	<b>183,780.00</b>	<b>52,621.76</b>	<b>69,854.22</b>	<b>-17,232.46</b>	<b>131,158.24</b>
	<b>0.00</b>	<b>133,478.76</b>	<b>113,925.78</b>	<b>19,552.98</b>	<b>-133,478.76</b>

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

<b>N/C From</b> 5500	<b>Tran Date From</b> 01/08/2023	<b>Tran No From</b> 1	<b>Department From</b> 0
<b>N/C To</b> 5650	<b>Tran Date To</b> 31/08/2023	<b>Tran No To</b> 99,999,999	<b>Department To</b> 999

**Dept Number** 11      **Dept** PROMOTIONS & ACTIVITIES

**N/C** 5570      **Name** P&A - Exp - Town Crier

<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66654	PI	17/08/2023	Town Criers Uniform	147.50		147.50
<b>Account Totals</b>				<u>147.50</u>		<u>147.50</u>

**N/C** 5610      **Name** P&A - Exp - Yeovil Super Saturday

<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
67735	PI	22/08/2023	Licence Fee	21.00		21.00
<b>Account Totals</b>				<u>21.00</u>		<u>21.00</u>

**N/C** 5640      **Name** P&A - Exp - Yeovil Celebrates

<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66507	PI	10/08/2023	Newspaper Feature	320.00		320.00
<b>Account Totals</b>				<u>320.00</u>		<u>320.00</u>

<b>Department</b>	<u>488.50</u>		<u>488.50</u>
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<b>Grand Totals</b>	<u>488.50</u>		<u>488.50</u>
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# Yeovil Town Council

## September Actual V Budget

### Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	183,780.00	183,780.00	183,780.00	0.00	0.00
Yeovil Celebrates	0.00	2,320.52	0.00	2,320.52	-2,320.52
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<b>183,780.00</b>	<b>186,100.52</b>	<b>183,780.00</b>	<b>2,320.52</b>	<b>-2,320.52</b>
<b>Expenditure</b>					
Christmas Lights	28,000.00	0.00	13,999.98	-13,999.98	28,000.00
Christmas Lights Installation	20,000.00	520.00	10,000.02	-9,480.02	19,480.00
Love Yeovil	1,000.00	2,000.00	1,000.00	0.00	-1,000.00
Customised Souvenirs	650.00	0.00	325.02	-325.02	650.00
Christmas Lights Switch-On	1,000.00	0.00	0.00	0.00	1,000.00
Christmas Lights Comp	30.00	0.00	15.00	-15.00	30.00
Town Crier	1,170.00	1,117.99	585.00	532.99	52.01
Yeovil Town Crier Open Champs	1,690.00	0.00	1,690.00	-1,690.00	1,690.00
Unity in the Community	2,000.00	0.00	1,000.02	-1,000.02	2,000.00
Yeovil Super Saturday	7,000.00	4,499.05	3,499.98	999.07	2,500.95
Open Spaces: YIB Officer	24,800.00	0.00	12,400.00	-12,400.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	8,220.00	-8,220.00	16,440.00
Yeovil Celebrates	70,000.00	44,795.27	34,999.98	9,795.29	25,204.73
Eats: Festival	5,000.00	1,175.00	2,500.02	-1,325.02	3,825.00
Yeovil Arts Space	5,000.00	5,000.00	2,500.02	2,499.98	0.00
	<b>183,780.00</b>	<b>59,107.31</b>	<b>92,735.04</b>	<b>-34,627.73</b>	<b>124,672.69</b>
	<b>0.00</b>	<b>126,993.21</b>	<b>91,044.96</b>	<b>36,948.25</b>	<b>-126,993.21</b>



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

N/C From 5500                      Tran Date From 01/09/2023                      Tran No From 1                      Department From 0  
 N/C To 5650                          Tran Date To 30/09/2023                          Tran No To 99,999,999                      Department To 999

**Dept Number** 11                      **Dept** PROMOTIONS & ACTIVITIES

**N/C** 5530                              **Name** P&A - Exp - Love Yeovil

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66694	PI	20/09/2023	Contribution Lights Switch On	2,000.00		2,000.00
<b>Account Totals</b>				<u>2,000.00</u>		<u>2,000.00</u>

**N/C** 5570                              **Name** P&A - Exp - Town Crier

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66645	PI	05/09/2023	Alterations - Town Criers Uniform	162.50		162.50
66690	PI	19/09/2023	Honorarium	500.00		500.00
<b>Account Totals</b>				<u>662.50</u>		<u>662.50</u>

**N/C** 5610                              **Name** P&A - Exp - Yeovil Super Saturday

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66641	PI	07/09/2023	Support - Super Saturday	255.00		255.00
66648	PI	18/09/2023	Radio Abbey 104	500.00		500.00
66649	PI	18/09/2023	Generator	236.50		236.50
66658	PI	18/09/2023	Refreshments	3.60		3.60
66686	PI	06/09/2023	Fairground/Fete Games	712.50		712.50
66688	PI	19/09/2023	Circus Workshop/Performers	1,040.00		1,040.00
66720	PI	21/09/2023	Advert	90.00		90.00
67676	PI	22/09/2023	Management of Busking	50.00		50.00
67689	PI	28/09/2023	Photographic Coverage	245.00		245.00
67694	PI	19/09/2023	Contribution - Autin Dance Theatre	250.00		250.00
67741	PI	15/09/2023	Refreshments	15.45		15.45
<b>Account Totals</b>				<u>3,398.05</u>		<u>3,398.05</u>

**N/C** 5650                              **Name** P&A - Exp - Eats: Festival

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
66689	PI	16/09/2023	Eat Festival	425.00		425.00
<b>Account Totals</b>				<u>425.00</u>		<u>425.00</u>

**Department**                              6,485.55                              6,485.55

**Grand Totals**                              6,485.55                              6,485.55

# Yeovil Town Council

## August Actual V Budget

### Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	11,410.06	10,833.35	576.71	14,589.94
Town House	1,000.00	0.00	416.65	-416.65	1,000.00
	<b>258,720.00</b>	<b>243,130.06</b>	<b>242,970.00</b>	<b>160.06</b>	<b>15,589.94</b>
<b>Expenditure</b>					
Community Safety	17,500.00	190.32	7,291.65	-7,101.33	17,309.68
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	291.65	-291.65	700.00
Millennium Clock	570.00	1,100.00	237.50	862.50	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	25,000.00	-24,956.68	59,956.68
Milford Hall	40,370.00	28,976.88	16,820.85	12,156.03	11,393.12
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	11,600.19	9,337.50	2,262.69	10,809.81
Public Toilets - Petters Way	20,550.00	5,300.68	8,562.50	-3,261.82	15,249.32
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	0.00	416.65	-416.65	1,000.00
Band Costs	3,500.00	0.00	1,458.35	-1,458.35	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	5,521.61	5,200.00	321.61	4,878.39
Town House - (excluding Services)	7,000.00	2,019.52	2,916.65	-897.13	4,980.48
Town House - Electricity	2,400.00	489.22	1,000.00	-510.78	1,910.78
Town House - Gas	2,200.00	621.27	916.65	-295.38	1,578.73
Town House - Maintenance	10,000.00	25,258.02	4,166.65	21,091.37	-15,258.02
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	1,100.00	312.50	787.50	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	3,333.35	-3,333.35	8,000.00
Town House - Water Charges	400.00	82.67	166.65	-83.98	317.33
St Georges Day Parade	200.00	200.00	83.35	116.65	0.00
Defibrillator	11,500.00	4,201.30	4,791.65	-590.35	7,298.70
CCTV Reserve	500.00	0.00	208.35	-208.35	500.00
Regalia	2,000.00	53.90	833.35	-779.45	1,946.10
Remembrance Sunday Video	1,500.00	0.00	625.00	-625.00	1,500.00
	<b>258,720.00</b>	<b>89,748.90</b>	<b>126,460.80</b>	<b>-36,711.90</b>	<b>168,971.10</b>
	<b>0</b>	<b>153,381.16</b>	<b>116,509.20</b>	<b>36,871.96</b>	<b>-153,381.16</b>

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

N/C From 6000  
N/C To 6300

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** 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>
66330	SI	02/08/2023	Hall Hire Fees		36.00	-36.00
66331	SI	02/08/2023	Hall Hire Fees		12.50	-12.50
66385	SI	04/08/2023	Hall Hire Fees		63.00	-63.00
66386	SI	04/08/2023	Hall Hire Fees		12.50	-12.50
66393	SI	07/08/2023	Hall Hire Fees		45.00	-45.00
66394	SI	07/08/2023	Hall Hire Fees		12.50	-12.50
66421	SI	14/08/2023	Hall Hire Fees		36.00	-36.00
66422	SI	14/08/2023	Hall Hire Fees		12.50	-12.50
66425	SI	14/08/2023	Hall Hire Fees		36.00	-36.00
66426	SI	14/08/2023	Hall Hire Fees		12.50	-12.50
66493	SI	18/08/2023	Hall Hire Fees		36.00	-36.00
66494	SI	18/08/2023	Hall Hire Fees		12.50	-12.50
66555	SI	30/08/2023	Hall Hire Fees		144.00	-144.00
66572	SI	30/08/2023	Hall Hire Fees		32.00	-32.00
66573	SI	30/08/2023	Hall Hire Fees		72.00	-72.00
66574	SI	30/08/2023	Hall Hire Fees		24.00	-24.00
66577	SI	30/08/2023	Hall Hire Fees		54.00	-54.00
66578	SI	30/08/2023	Damage Deposit for Private Functions £125.00		12.50	-12.50
66617	SI	25/08/2023	Milford Hall Hire Fees - September 2023		1,333.33	-1,333.33
66618	SI	25/08/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
<b>Account Totals</b>					<b>2,171.08</b>	<b>-2,171.08</b>

**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>
66503	JD	27/08/2023	Payments	1,077.98		1,077.98
66547	JC	25/08/2023	Caretaker		1,077.98	-1,077.98
<b>Account Totals</b>					<b>1,077.98</b>	<b>1,077.98</b>

**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>
66437	PI	01/08/2023	First Aid Kit	21.98		21.98
66449	PI	05/08/2023	Internet	30.78		30.78
66460	PI	01/08/2023	Rates	563.00		563.00
66548	JD	25/08/2023	Caretaker	791.64		791.64
66643	PI	25/08/2023	Remote Discovery Document	195.00		195.00
66683	PI	07/08/2023	Cleaning	793.63		793.63
67734	PI	22/08/2023	Leak Disabled Toilet	107.95		107.95
<b>Account Totals</b>					<b>2,503.98</b>	<b>2,503.98</b>

**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>
66444	PI	01/08/2023	Water Charges	75.88		75.88
66466	PI	08/08/2023	Hand Dryers Service Plan	1,575.00		1,575.00
66495	PI	18/08/2023	Repair Damaged Lock	95.00		95.00
66620	PI	10/08/2023	Electricity	147.38		147.38
66670	PI	24/08/2023	Consumables	72.50		72.50
66671	PI	31/08/2023	Cleaning	615.19		615.19
<b>Account Totals</b>					<b>2,580.95</b>	<b>2,580.95</b>

**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>
66467	PI	08/08/2023	Hand Dryers Service Plan	915.00		915.00

**Nominal Departmental Analysis (Detailed)**

66485	PI	17/08/2023	New LED Light Fittings	164.80		164.80
67733	PI	18/08/2023	Leaking Cistern	148.65		148.65
<b>Account Totals</b>				<u>1,228.45</u>		<u>1,228.45</u>

<b>N/C</b>	6190	<b>Name</b> B&CM - Exp - Town House - Business Rates				
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66461	PI	01/08/2023	Rates	1,105.00		1,105.00
<b>Account Totals</b>				<u>1,105.00</u>		<u>1,105.00</u>

<b>N/C</b>	6200	<b>Name</b> B&CM - Exp - Town House - (excluding services)				
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66438	PI	03/08/2023	Cleaning Materials	15.82		15.82
66549	JD	25/08/2023	Cleaner	286.34		286.34
66646	PI	31/08/2023	Waste Disposal	98.86		98.86
66651	PI	25/08/2023	Annual Duty of Care	84.50		84.50
<b>Account Totals</b>				<u>485.52</u>		<u>485.52</u>

<b>N/C</b>	6212	<b>Name</b> B&CM - Exp - Town House - Gas				
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66447	PI	03/08/2023	Gas	11.57		11.57
<b>Account Totals</b>				<u>11.57</u>		<u>11.57</u>

<b>N/C</b>	6214	<b>Name</b> B&CM - Exp - Town House - Maintenance				
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66550	PI	19/08/2023	Refurbish Window	100.00		100.00
66644	PI	31/08/2023	Water Hygiene Service	222.25		222.25
<b>Account Totals</b>				<u>322.25</u>		<u>322.25</u>

<b>N/C</b>	6270	<b>Name</b> B&CM - Exp - Defibrillator				
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66615	PI	03/08/2023	A3 Sign	25.00		25.00
<b>Account Totals</b>				<u>25.00</u>		<u>25.00</u>

<b>Department</b>	<u>9,340.70</u>	<u>3,249.06</u>	<u>6,091.64</u>
<b>Grand Totals</b>	<u>9,340.70</u>	<u>3,249.06</u>	<u>6,091.64</u>

# Yeovil Town Council

## September Actual V Budget

### Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	13,637.64	13,000.02	637.62	12,362.36
Town House	1,000.00	0.00	499.98	-499.98	1,000.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	258,720.00	245,357.64	245,220.00	137.64	13,362.36
<b>Expenditure</b>					
Community Safety	17,500.00	285.48	8,749.98	-8,464.50	17,214.52
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	349.98	-349.98	700.00
Millennium Clock	570.00	1,100.00	285.00	815.00	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	30,000.00	-29,956.68	59,956.68
Milford Hall	40,370.00	36,624.73	20,185.02	16,439.71	3,745.27
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	13,157.52	11,205.00	1,952.52	9,252.48
Public Toilets - Petters Way	20,550.00	8,341.33	10,275.00	-1,933.67	12,208.67
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	4,737.50	499.98	4,237.52	-3,737.50
Band Costs	3,500.00	0.00	1,750.02	-1,750.02	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	6,626.61	6,240.00	386.61	3,773.39
Town House - (excluding Services)	7,000.00	2,406.71	3,499.98	-1,093.27	4,593.29
Town House - Electricity	2,400.00	790.25	1,200.00	-409.75	1,609.75
Town House - Gas	2,200.00	623.57	1,099.98	-476.41	1,576.43
Town House - Maintenance	10,000.00	25,857.20	4,999.98	20,857.22	-15,857.20
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	1,100.00	375.00	725.00	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	4,000.02	-4,000.02	8,000.00
Town House - Water Charges	400.00	82.67	199.98	-117.31	317.33
St Georges Day Parade	200.00	200.00	100.02	99.98	0.00
Defibrillator	11,500.00	4,497.94	5,749.98	-1,252.04	7,002.06
CCTV Reserve	500.00	0.00	250.02	-250.02	500.00
Regalia	2,000.00	53.90	1,000.02	-946.12	1,946.10
Remembrance Sunday Video	1,500.00	0.00	750.00	-750.00	1,500.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	258,720.00	109,518.73	145,254.96	-35,736.23	149,201.27
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<b>0</b>	<b>135,838.91</b>	<b>99,965.04</b>	<b>35,873.87</b>	<b>-135,838.91</b>

Date: 13/11/2023  
Time: 15:21:20

**Yeovil Town Council**

**Nominal Departmental Analysis (Detailed)**

N/C From 6000  
N/C To 6300

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** 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>
66598	SI	05/09/2023	Hall Hire Fees		63.00	-63.00
66599	SI	05/09/2023	Hall Hire Fees		12.50	-12.50
66600	SI	05/09/2023	Hall Hire Fees		27.00	-27.00
66601	SI	05/09/2023	Hall Hire Fees		12.50	-12.50
66610	SI	08/09/2023	Hall Hire Fees		45.00	-45.00
66611	SI	08/09/2023	Hall Hire Fees		12.50	-12.50
66612	SI	08/09/2023	Hall Hire Fees		36.00	-36.00
66661	SI	19/09/2023	Hall Hire Fees		45.00	-45.00
66662	SI	19/09/2023	Hall Hire Fees		12.50	-12.50
66663	SI	19/09/2023	Hall Hire Fees		36.00	-36.00
66721	SI	22/09/2023	Hall Hire Fees		36.00	-36.00
66722	SI	22/09/2023	Hall Hire Fees		12.50	-12.50
66723	SI	22/09/2023	Hall Hire Fees		63.00	-63.00
66724	SI	22/09/2023	Hall Hire Fees		12.50	-12.50
66725	SI	25/09/2023	Hall Hire Fees		39.00	-39.00
66758	SI	26/09/2023	Hall Hire Fees		63.00	-63.00
66759	SI	26/09/2023	Hall Hire Fees		12.50	-12.50
66760	SI	27/09/2023	Hall Hire Fees		36.00	-36.00
66761	SI	27/09/2023	Hall Hire Fees		12.50	-12.50
66775	SI	29/09/2023	Hall Hire Fees		72.00	-72.00
66776	SI	29/09/2023	Hall Hire Fees		12.50	-12.50
66997	SI	29/09/2023	Hall Hire Fees		36.00	-36.00
66998	SI	29/09/2023	Hall Hire Fees		12.50	-12.50
67680	SI	25/09/2023	Milford Hall Hire Fees - October 2023		1,333.33	-1,333.33
67681	SI	25/09/2023	Cleaning Fee (Purchase Order No 800042390)		172.25	-172.25
<b>Account Totals</b>					<b>2,227.58</b>	<b>-2,227.58</b>

**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>
67693	PI	12/09/2023	Ranger Labour (SIDS)	95.16		95.16
<b>Account Totals</b>				<b>95.16</b>		<b>95.16</b>

**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>
66702	JD	27/09/2023	Payments	1,077.98		1,077.98
66772	JC	27/09/2023	Caretaker		1,077.98	-1,077.98
<b>Account Totals</b>				<b>1,077.98</b>	<b>1,077.98</b>	

**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>
66652	PI	05/09/2023	Internet	33.71		33.71
66664	PI	01/09/2023	Rates	563.00		563.00
66668	PI	13/09/2023	Fit Door Bars	62.50		62.50
66675	PI	02/09/2023	Electricity	3,436.16		3,436.16
66684	PI	07/09/2023	Cleaning	793.63		793.63
66685	PC	08/09/2023	Credit - Cleaning		252.66	-252.66
66719	PI	21/09/2023	Fire Alarm Response	35.00		35.00
66773	JD	27/09/2023	Caretaker	791.64		791.64
67688	PI	25/09/2023	Refurbish Floor	1,185.00		1,185.00
67778	PI	19/09/2023	Wall Plugs	5.58		5.58
67783	PI	22/09/2023	Internet	33.90		33.90
67784	PI	30/09/2023	Water Hygiene Service	222.25		222.25
67792	PI	20/09/2023	Intruder Logbook	5.00		5.00
67793	PI	30/09/2023	Fire Reactive Visit	5.00		5.00

**Nominal Departmental Analysis (Detailed)**

67880	PI	28/09/2023	Floor Cleaner	22.92		22.92
67898	PI	01/09/2023	Service Gas Boiler	705.22		705.22
<b>Account Totals</b>				<b>7,900.51</b>	<b>252.66</b>	<b>7,647.85</b>

<b>N/C</b>	6100	<b>Name</b>	B&CM - Exp - Public Toilets Peter St			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
67728	PI	11/09/2023	Electricity	152.83		152.83
67772	PI	04/09/2023	Water Charge	76.81		76.81
67800	PI	28/09/2023	Foot Patrols	640.00		640.00
67805	PI	26/09/2023	Consumables	72.50		72.50
67806	PI	30/09/2023	Cleaning	615.19		615.19
<b>Account Totals</b>				<b>1,557.33</b>		<b>1,557.33</b>

<b>N/C</b>	6102	<b>Name</b>	B&CM - Exp - Public Toilets Petters Way			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
67695	PI	22/09/2023	Petters Way Recharge - 4th Qtr	2,486.98		2,486.98
67696	PI	29/09/2023	Petters Way Recharge - 1st Qtr	2,413.67		2,413.67
67801	PI	28/09/2023	Foot Patrols	640.00		640.00
67927	JC	22/09/2023	Petters Way - 4th Qtr		2,500.00	-2,500.00
<b>Account Totals</b>				<b>5,540.65</b>	<b>2,500.00</b>	<b>3,040.65</b>

<b>N/C</b>	6110	<b>Name</b>	B&CM - Exp - Public Noticeboards			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
67687	PI	28/09/2023	Noitce Boards	4,737.50		4,737.50
<b>Account Totals</b>				<b>4,737.50</b>		<b>4,737.50</b>

<b>N/C</b>	6190	<b>Name</b>	B&CM - Exp - Town House - Business Rates			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66665	PI	01/09/2023	Rates	1,105.00		1,105.00
<b>Account Totals</b>				<b>1,105.00</b>		<b>1,105.00</b>

<b>N/C</b>	6200	<b>Name</b>	B&CM - Exp - Town House - (excluding services)			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66774	JD	27/09/2023	Cleaner	286.34		286.34
67809	PI	30/09/2023	Waste Disposal	82.33		82.33
67881	PI	30/09/2023	Toilet Rolls	18.52		18.52
<b>Account Totals</b>				<b>387.19</b>		<b>387.19</b>

<b>N/C</b>	6210	<b>Name</b>	B&CM - Exp - Town House - Electricity			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66655	PI	14/09/2023	Electricity	301.03		301.03
<b>Account Totals</b>				<b>301.03</b>		<b>301.03</b>

<b>N/C</b>	6212	<b>Name</b>	B&CM - Exp - Town House - Gas			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66640	PI	07/09/2023	Gas	2.30		2.30
<b>Account Totals</b>				<b>2.30</b>		<b>2.30</b>

<b>N/C</b>	6214	<b>Name</b>	B&CM - Exp - Town House - Maintenance			
<b>Tran Number</b>	<b>Type</b>	<b>Date</b>	<b>Details</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
66669	PI	18/09/2023	Supply & Fit Carpet Tiles	547.82		547.82
67774	PI	05/09/2023	Maintenance - Town House	28.14		28.14
67775	PI	06/09/2023	Maintenance - Town House	4.98		4.98
67779	PI	19/09/2023	Polyfilla	8.24		8.24
67790	PI	20/09/2023	CCTV Logbook	5.00		5.00
67791	PI	20/09/2023	Fire Logbook	5.00		5.00

**Nominal Departmental Analysis (Detailed)**

**Account Totals** 599.18 599.18

**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>
66634	PI	09/09/2023	Lights for Defibrillators	16.64		16.64
66706	PI	20/09/2023	Advert	90.00		90.00
67740	PI	13/09/2023	Signs - Defibrillator	45.00		45.00
67786	PI	25/09/2023	Electrical Work	145.00		145.00

**Account Totals** 296.64 296.64

**Department** 23,600.47 6,058.22 17,542.25

**Grand Totals** 23,600.47 6,058.22 17,542.25



# 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

## 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>

# Yeovil Town Council

## August Actual V Budget

### Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	183,780.00	183,780.00	183,780.00	0.00	0.00
Yeovil Celebrates	0.00	2,320.52	0.00	2,320.52	-2,320.52
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<u>183,780.00</u>	<u>186,100.52</u>	<u>183,780.00</u>	<u>2,320.52</u>	<u>-2,320.52</u>
<b>Expenditure</b>					
Christmas Lights	28,000.00	0.00	11,666.65	-11,666.65	28,000.00
Christmas Lights Installation	20,000.00	520.00	8,333.35	-7,813.35	19,480.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	270.85	-270.85	650.00
Christmas Lights Switch-On	1,000.00	0.00	0.00	0.00	1,000.00
Christmas Lights Comp	30.00	0.00	12.50	-12.50	30.00
Town Crier	1,170.00	455.49	487.50	-32.01	714.51
Yeovil Town Crier Open Champs	1,690.00	0.00	1,690.00	-1,690.00	1,690.00
Unity in the Community	2,000.00	0.00	833.35	-833.35	2,000.00
Yeovil Super Saturday	7,000.00	1,101.00	2,916.65	-1,815.65	5,899.00
Open Spaces: YIB Officer	24,800.00	0.00	6,200.01	-6,200.01	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	4,110.01	-4,110.01	16,440.00
Yeovil Celebrates	70,000.00	44,795.27	29,166.65	15,628.62	25,204.73
Eats: Festival	5,000.00	750.00	2,083.35	-1,333.35	4,250.00
Yeovil Arts Space	5,000.00	5,000.00	2,083.35	2,916.65	0.00
	<u>183,780.00</u>	<u>52,621.76</u>	<u>69,854.22</u>	<u>-17,232.46</u>	<u>131,158.24</u>
	<u><u>0.00</u></u>	<u><u>133,478.76</u></u>	<u><u>113,925.78</u></u>	<u><u>19,552.98</u></u>	<u><u>-133,478.76</u></u>

# Yeovil Town Council

## September Actual V Budget

### Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	183,780.00	183,780.00	183,780.00	0.00	0.00
Yeovil Celebrates	0.00	2,320.52	0.00	2,320.52	-2,320.52
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<u>183,780.00</u>	<u>186,100.52</u>	<u>183,780.00</u>	<u>2,320.52</u>	<u>-2,320.52</u>
<b>Expenditure</b>					
Christmas Lights	28,000.00	0.00	13,999.98	-13,999.98	28,000.00
Christmas Lights Installation	20,000.00	520.00	10,000.02	-9,480.02	19,480.00
Love Yeovil	1,000.00	2,000.00	1,000.00	0.00	-1,000.00
Customised Souvenirs	650.00	0.00	325.02	-325.02	650.00
Christmas Lights Switch-On	1,000.00	0.00	0.00	0.00	1,000.00
Christmas Lights Comp	30.00	0.00	15.00	-15.00	30.00
Town Crier	1,170.00	1,117.99	585.00	532.99	52.01
Yeovil Town Crier Open Champs	1,690.00	0.00	1,690.00	-1,690.00	1,690.00
Unity in the Community	2,000.00	0.00	1,000.02	-1,000.02	2,000.00
Yeovil Super Saturday	7,000.00	4,499.05	3,499.98	999.07	2,500.95
Open Spaces: YIB Officer	24,800.00	0.00	12,400.00	-12,400.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	8,220.00	-8,220.00	16,440.00
Yeovil Celebrates	70,000.00	44,795.27	34,999.98	9,795.29	25,204.73
Eats: Festival	5,000.00	1,175.00	2,500.02	-1,325.02	3,825.00
Yeovil Arts Space	5,000.00	5,000.00	2,500.02	2,499.98	0.00
	<u>183,780.00</u>	<u>59,107.31</u>	<u>92,735.04</u>	<u>-34,627.73</u>	<u>124,672.69</u>
	<u>0.00</u>	<u>126,993.21</u>	<u>91,044.96</u>	<u>36,948.25</u>	<u>-126,993.21</u>

# Yeovil Town Council

## August Actual V Budget

### Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	11,410.06	10,833.35	576.71	14,589.94
Town House	1,000.00	0.00	416.65	-416.65	1,000.00
	<b>258,720.00</b>	<b>243,130.06</b>	<b>242,970.00</b>	<b>160.06</b>	<b>15,589.94</b>
<b>Expenditure</b>					
Community Safety	17,500.00	190.32	7,291.65	-7,101.33	17,309.68
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	291.65	-291.65	700.00
Millennium Clock	570.00	1,100.00	237.50	862.50	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	25,000.00	-24,956.68	59,956.68
Milford Hall	40,370.00	28,976.88	16,820.85	12,156.03	11,393.12
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	11,600.19	9,337.50	2,262.69	10,809.81
Public Toilets - Petters Way	20,550.00	5,300.68	8,562.50	-3,261.82	15,249.32
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	0.00	416.65	-416.65	1,000.00
Band Costs	3,500.00	0.00	1,458.35	-1,458.35	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	5,521.61	5,200.00	321.61	4,878.39
Town House - (excluding Services)	7,000.00	2,019.52	2,916.65	-897.13	4,980.48
Town House - Electricity	2,400.00	489.22	1,000.00	-510.78	1,910.78
Town House - Gas	2,200.00	621.27	916.65	-295.38	1,578.73
Town House - Maintenance	10,000.00	25,258.02	4,166.65	21,091.37	-15,258.02
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	1,100.00	312.50	787.50	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	3,333.35	-3,333.35	8,000.00
Town House - Water Charges	400.00	82.67	166.65	-83.98	317.33
St Georges Day Parade	200.00	200.00	83.35	116.65	0.00
Defibrillator	11,500.00	4,201.30	4,791.65	-590.35	7,298.70
CCTV Reserve	500.00	0.00	208.35	-208.35	500.00
Regalia	2,000.00	53.90	833.35	-779.45	1,946.10
Remembrance Sunday Video	1,500.00	0.00	625.00	-625.00	1,500.00
	<b>258,720.00</b>	<b>89,748.90</b>	<b>126,460.80</b>	<b>-36,711.90</b>	<b>168,971.10</b>
	<b>0</b>	<b>153,381.16</b>	<b>116,509.20</b>	<b>36,871.96</b>	<b>-153,381.16</b>

# Yeovil Town Council

## September Actual V Budget

### Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
PRECEPT	231,720.00	231,720.00	231,720.00	0.00	0.00
Milford Hall Hire Fees	26,000.00	13,637.64	13,000.02	637.62	12,362.36
Town House	1,000.00	0.00	499.98	-499.98	1,000.00
	<b>258,720.00</b>	<b>245,357.64</b>	<b>245,220.00</b>	<b>137.64</b>	<b>13,362.36</b>
<b>Expenditure</b>					
Community Safety	17,500.00	285.48	8,749.98	-8,464.50	17,214.52
CCTV	32,490.00	0.00	32,490.00	-32,490.00	32,490.00
Litter/Grit Bins	700.00	0.00	349.98	-349.98	700.00
Millennium Clock	570.00	1,100.00	285.00	815.00	-530.00
Monmouth Hall	0.00	0.00	0.00	0.00	0.00
Monmouth Hall Refurbishment	60,000.00	43.32	30,000.00	-29,956.68	59,956.68
Milford Hall	40,370.00	36,624.73	20,185.02	16,439.71	3,745.27
Milford Hall Refurbishment	0.00	2,990.00	0.00	2,990.00	-2,990.00
Public Toilets - Peter St	22,410.00	13,157.52	11,205.00	1,952.52	9,252.48
Public Toilets - Petters Way	20,550.00	8,341.33	10,275.00	-1,933.67	12,208.67
Changing Places Toilet	0.00	0.00	0.00	0.00	0.00
Public Noticeboards	1000.00	4,737.50	499.98	4,237.52	-3,737.50
Band Costs	3,500.00	0.00	1,750.02	-1,750.02	3,500.00
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,400.00	6,626.61	6,240.00	386.61	3,773.39
Town House - (excluding Services)	7,000.00	2,406.71	3,499.98	-1,093.27	4,593.29
Town House - Electricity	2,400.00	790.25	1,200.00	-409.75	1,609.75
Town House - Gas	2,200.00	623.57	1,099.98	-476.41	1,576.43
Town House - Maintenance	10,000.00	25,857.20	4,999.98	20,857.22	-15,857.20
PA System	620.00	0.00	0.00	0.00	620.00
War Memorials	750.00	1,100.00	375.00	725.00	-350.00
Town Centre Environmental Improvements	8,000.00	0.00	4,000.02	-4,000.02	8,000.00
Town House - Water Charges	400.00	82.67	199.98	-117.31	317.33
St Georges Day Parade	200.00	200.00	100.02	99.98	0.00
Defibrillator	11,500.00	4,497.94	5,749.98	-1,252.04	7,002.06
CCTV Reserve	500.00	0.00	250.02	-250.02	500.00
Regalia	2,000.00	53.90	1,000.02	-946.12	1,946.10
Remembrance Sunday Video	1,500.00	0.00	750.00	-750.00	1,500.00
	<b>258,720.00</b>	<b>109,518.73</b>	<b>145,254.96</b>	<b>-35,736.23</b>	<b>149,201.27</b>
	<b>0</b>	<b>135,838.91</b>	<b>99,965.04</b>	<b>35,873.87</b>	<b>-135,838.91</b>

**11/149 2023/24 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 30<sup>TH</sup> OCTOBER 2023 (MONTH 1 – 7)**

**Purpose of Report**

The purpose of this report is to provide Members with the current projections of the expected spending and income against the Council’s approved budget for the financial year 2023/24, and to explain significant variances against budget.

**Background**

The 2023/24 budget was approved by Town Council on 24<sup>th</sup> January 2023.

<b>Committee</b>	<b>£</b>
Policy, Resources and Finance	577,806
Buildings and Civic Matters	231,720
Grounds and General Maintenance	281,370
Planning	1,000
Promotions and Activities	183,780
<b>Total Committees Budget</b>	<b>1,260,367</b>
Joint Burial Committee	75,336
<b>Total Budget Requirement</b>	<b>1,335,693</b>

This report focuses on the Total Committees Budget (figures for the Joint Burial Committee are excluded)

**Summary of expected spending and income against budget**

The projected position as at 31<sup>st</sup> March 2024 is **£1,225,161** against the budget of **£1,260,357** shows an **underspend of £35,196 (2.8%)**. This is summarised within Appendix A of this report. The detail and the significant variances is highlighted within Appendix B.

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

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

## Appendix A

### Yeovil Town Council - 2023/24 Budget Monitoring (Month 1 to Month 5)

Committee	2022/23			2023/24		
	£	£	£	£	£	£
	Annual Budget	Actual Total at 31/03/22	Variance	Annual Budget	Expected Total at 31/03/24	Variance
<b>Policy Resources and Finance</b>						
Expenditure	508,176	450,443	57,733	566,737	542,940	23,797
Income	(2,750)	(19,580)	16,830	(4,250)	(43,657)	39,407
<b>Net Expenditure</b>	<b>505,426</b>	<b>430,863</b>	<b>74,563</b>	<b>562,487</b>	<b>499,283</b>	<b>63,204</b>
<b>Buildings and Civic Matters</b>						
Expenditure	279,820	260,739	19,081	258,720	312,029	(53,309)
Income	(27,000)	(31,477)	4,477	(27,000)	(27,023)	23
<b>Net Expenditure</b>	<b>252,820</b>	<b>229,263</b>	<b>23,557</b>	<b>231,720</b>	<b>285,006</b>	<b>(53,286)</b>
<b>Grounds and General Maintenance</b>						
Expenditure	360,760	352,316	8,444	303,560	308,617	(5,057)
Income	(20,990)	(26,350)	5,360	(22,190)	(26,124)	3,934
<b>Net Expenditure</b>	<b>339,770</b>	<b>325,966</b>	<b>13,804</b>	<b>281,370</b>	<b>282,493</b>	<b>(1,123)</b>
<b>Planning</b>						
Expenditure	1,000	0	1,000	1,000	0	1,000
Income	0	0	0	0	0	0
<b>Net Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>
<b>Promotions and Activities Committee</b>						
Expenditure	101,040	149,061	(48,021)	183,780	158,379	25,401
Income	0	(2,000)	2,000	0	0	0
<b>Net Expenditure</b>	<b>101,040</b>	<b>147,061</b>	<b>(46,021)</b>	<b>183,780</b>	<b>158,379</b>	<b>25,401</b>
<b>Total Yeovil Town Council</b>						
Expenditure	1,250,796	1,212,560	38,236	1,313,797	1,321,965	(8,168)
Income	(50,740)	(79,407)	28,667	(53,440)	(96,803)	43,363
<b>Net Expenditure</b>	<b>1,200,056</b>	<b>1,133,153</b>	<b>66,903</b>	<b>1,260,357</b>	<b>1,225,161</b>	<b>35,196</b>



## Appendix B

Policy, Resources & Finance Committee								
	2022/23			2023/24				Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 -7 spent 31/08/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £	
<b>EXPENDITURE</b>								
Advertising	500	645	(145)	500	180	300	200	
Audit fees	3,610	2,950	660	3,930	1,171	3,200	730	
Books/periodicals	240	385	(145)	240	0	400	(160)	
Carbon Management	25,000	25,000	0	25,000	0	25,000	0	
Contingencies	57,146	3,390	53,756	60,017	2,588	10,000	50,017	Hire of Baptist Church (£545);
Cost of Elections	5,500	6,162	(662)	5,500	0	25,000	(19,500)	By elections x2 +annual payment into reserve
Costs of Democracy	29,600	28,856	744	30,000	16,489	30,000	0	
Courses/conferences	5,000	1,518	3,482	5,000	60	3,000	2,000	
Franking Machine	500	333	167	500	361	500	0	
Furniture, office equipment & servicing	4,000	3,289	711	4,000	1,792	3,500	500	
Grants	7,000	12,900	(5,900)	10,000	1,000	10,000	0	
Insurance	6,000	10,629	(4,629)	7,200	0	0	7,200	Insurance for 2023/24 paid in 2022/23
Mayoral allowance	10,480	5,579	4,901	11,400	4,205	8,000	3,400	Mayor in 2023 paid back £2,094.92 which was not spent. Likely that the Mayor in this year will not spend all Mayoral allowance
Miscellaneous	0	608	(608)	0	362	500	(500)	
New Initiatives Fund	15,000	0	15,000	15,000	0	15,000	0	£5,000 Drop Kerbs
PC Support	13,000	12,684	316	14,100	6,988	14,100	0	
Postage	2,000	2,244	(244)	2,000	700	1,500	500	
Prof. fees/subs	7,500	10,590	(3,090)	8,000	5,064	10,590	(2,590)	
Salaries	267,500	277,178	(9,678)	300,000	170,705	300,000	0	
Ski Centre	500	24	476	500	9,501	11,500	(11,000)	Regular foot patrols - look out for homeless and other anti-social behaviour. Site clear up
Sponsorship (Octagon Theatre - SLA)	1,000	1,000	0	1,000	0	1,000	0	
Stationery/supplies	2,000	1,129	871	2,000	556	1,000	1,000	
Telephone	2,500	2,971	(471)	2,500	1,312	2,500	0	
Treasury Management	0	0	0	0	8,000	8,000	(8,000)	Treasury Management Advisors contracted (agreed 30/05/23)
Website	0	0	0	750	0	750	0	
Youth Council	2,000	2,000	0	2,000	0	2,000	0	
Youth Services - YMCA	40,600	33,280	7,320	40,600	19,789	40,600	0	
Youth Services - Youth Drop In	0	3,750	(3,750)	15,000	7,500	15,000	0	
<b>Total Expenditure</b>	<b>508,176</b>	<b>449,093</b>	<b>59,083</b>	<b>566,737</b>	<b>258,322</b>	<b>542,940</b>	<b>23,797</b>	
<b>INCOME</b>								
Investment Interest	(500)	(16,587)	16,087	(2,000)	(29,412)	(40,000)	38,000	Interest rates increasing
Community Infrastructure Levy	0	(669)	669	0	(578)	(578)	578	
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(714)	(1,412)	162	
Salary Recharge	(1,000)	(1,100)	100	(1,000)	(1,667)	(1,667)	667	
<b>Total Income</b>	<b>(2,750)</b>	<b>(19,580)</b>	<b>16,830</b>	<b>(4,250)</b>	<b>(32,370)</b>	<b>(43,657)</b>	<b>39,407</b>	
<b>Net Expenditure</b>	<b>505,426</b>	<b>429,513</b>	<b>75,913</b>	<b>562,487</b>	<b>225,951</b>	<b>499,283</b>	<b>63,204</b>	

## Grounds and General Maintenance Committee

	2022/23			2023/24				Notes	
	2022/23 £	Actual £	(Over)/ Under £	Budget	Month 1 -5 spent 31/08/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £		
<b>EXPENDITURE</b>									
Allotment Maintenance	9,570	12,778	(3,208)	13,800	13,325	18,000	(4,200)	Tree Surveys (£930); Tree work (£720); Structural Survey Sheds (£600); Repairs to walkways at Elizabeth Flats (£3,796); Treeworks (£3,690)	
Allotments - Fence Repairs	2,000	2,000	0	2,000	11	2,000	0		
Best Kept Allotments Competition	250	262	(12)	250	311	311	(61)		
Community Heritage Officer	10,000	10,000	0	10,000	0	10,000	0		
Electric Van	8,000	0	8,000	8,000	0	8,000	0		
Goar Knap - Building	2,000	2,096	(96)	2,200	1,113	1,900	300		
Holiday Playscheme contribution	9,640	9,640	0	10,490	5,245	10,490	0		
Labour	27,580	26,817	763	32,000	16,153	30,000	2,000		
Leases	350	335	15	350	0	350	0		
Materials and equipment	1,870	3,976	(2,106)	1,870	1,014	4,058	(2,188)		
<b>Open spaces:</b>									
Lights for Millford Park	400	0	400	400	0	0	400		
Open Spaces	133,480	133,480	0	133,480	0	133,480	0		
Play and Landscape Officers	13,200	13,200	0	14,360	7,180	14,360	0		
Play Area	12,940	12,940	0	14,080	7,040	14,080	0		
Repairs/Enhancements	2,830	2,830	0	3,080	1,540	3,080	0		
Playpark Programme	30,000	30,000	0	10,000	0	10,000	0		
Skateparks	50,000	50,000	0	0	0	0	0		
Door Step Green	7,000	712	6,288	7,000	833	7,000	0		
Country Park	32,700	32,700	0	32,700	16,350	32,700	0		
Yew Tree Park - Gate Opening	2,200	2,394	(194)	2,400	1,826	3,086	(686)		Service to stop on 31/12/23
Protective Clothing	200	49	151	100	7	50	50		
Vehicle	1,350	1,722	(372)	1,800	992	1,300	500		Fuel prices, van getting older
Water charges	1,000	2,184	(1,184)	1,000	2,172	2,172	(1,172)		
Water Mains	2,200	2,200	0	2,200	0	2,200	0		
Refurbishment/Repairs									
<b>Total Expenditure</b>	<b>360,760</b>	<b>352,316</b>	<b>8,444</b>	<b>303,560</b>	<b>75,112</b>	<b>308,617</b>	<b>(5,057)</b>		
<b>INCOME</b>									
Taps & keys	(100)	(158)	58	(100)	(128)	(135)	35		
Contribution towards cost of Elizabeth Flats works	0	(2,956)	2,956	0	0	0	0	Invoice raised but not yet paid.	
Access & Easements	0	0	0	0	0	0	0		
Rent	(17,800)	(18,625)	825	(18,500)	(20,604)	(20,604)	2,104		
Lease	(2,090)	(2,088)	(2)	(2,090)	(1,044)	(2,088)	(2)		
Water Charge	(1,000)	(2,523)	1,523	(1,500)	(3,297)	(3,297)	1,797		
<b>Total Income</b>	<b>(20,990)</b>	<b>(26,350)</b>	<b>5,360</b>	<b>(22,190)</b>	<b>(25,073)</b>	<b>(26,124)</b>	<b>3,934</b>		
<b>Net Expenditure</b>	<b>339,770</b>	<b>325,966</b>	<b>13,804</b>	<b>281,370</b>	<b>50,040</b>	<b>282,493</b>	<b>(1,123)</b>		

## Buildings & Civic Matters Committee

	2022/23			2023/24				Notes
	2022/23 £	Actual £	(Over)/ Under £	Budget	Month 1 -5 spent 31/08/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £	
<b>EXPENDITURE</b>								
Band Costs	3,500	3,500	0	3,500	0	3,500	0	
CCTV	32,490	32,490	0	32,490	0	32,490	0	
Changing Places	5,000	0	5,000	0	0	0	0	
Community safety	17,500	17,500	0	17,500	428	17,500	0	Ranger - moving SIDS
Defibrillator	10,500	16,206	(5,706)	11,500	4,540	12,720	(1,220)	
Litter/Grit bins	700	166	534	700	0	150	550	
Milford Hall - Business Rates	5,200	5,364	(164)	5,370	3,943	5,632	(262)	
Milford Hall - Running Costs	20,000	43,098	(23,098)	22,000	39,641	58,402	(36,402)	Electricity prices increase - investigating consumption
Milford Hall - Security	3,000	2,730	270	3,000	721	966	2,034	
Milford Hall - SSDC Recharges	10,000	5,144	4,856	10,000	0	0	10,000	
Milford Hall Refurbishments	20,000	2,210	17,790	0	0	0	0	
Millennium Clock	520	1,722	(1,202)	570	1,100	1,420	(850)	Survey of millenium clock (£1,100),
Monmouth Hall Business Rates	0	1,075	(1,075)	0	0	0	0	
Monmouth Hall refurbishment	60,000	58,681	1,319	60,000	43	60,000	0	Purchase of chain and padlock
PA System	500	577	(77)	620	848	848	(228)	
Public noticeboards	500	42	458	1,000	3,558	12,280	(11,280)	Agreed BCM 18/07/23 and PR&F 25/07/23
Peter Street Public Toilet - Cleaning (inc toilet rolls)	7,000	8,388	(1,388)	7,500	3,366	8,078	(578)	
Peter Street Public Toilet - Security	5,200	5,783	(583)	5,660	4,258	8,098	(2,438)	Price increase - £418 from March 2023
Peter Street Public Toilet - Business Rates	3,200	0	3,200	0	0	0	0	Budget no longer required, public conveniences exempt from Business Rates
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	7,120	5,553	1,567	9,250	5,768	9,500	(250)	
Petters Way Public Toilet - SSDC Recharge (cleaning/water/electricity)	11,400	10,545	855	12,900	2,401	12,900	0	
Petters Way Public Toilet - Security	5,000	5,781	(781)	5,440	4,258	8,098	(2,658)	Price increase - £418 from March 2023
Petters Way Public Toilet - Business Rates	2,650	0	2,650	0	0	0	0	Budget no longer required, public conveniences exempt from Business Rates
Petters Way Public Toilet - Other Running costs (repairs)	2,030	3,841	(1,811)	2,210	1,683	2,800	(590)	
Regalia	2,000	3,781	(1,781)	2,000	54	2,000	0	Moved from PR&F
Sports Development Officer (SSDC)	2,160	0	2,160	2,160	0	0	2,160	No Sports Development Officer currently at SSDC
Remembrance Sunday	1,500	0	1,500	1,500	921	1,500	0	
St Georges Day Parade	300	0	300	200	200	200	0	
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	
Town House - CCTV Reserve	500	500	0	500	0	500	0	
Town House - business rates	10,400	9,606	794	10,400	7,732	11,047	(647)	
Town House - electricity	1,600	1,540	60	2,400	880	2,000	400	
Town House - gas	2,200	2,160	40	2,200	624	2,200	-	
Town House - repairs and maintenance	10,000	6,027	3,973	10,000	27,212	30,000	(20,000)	Boarding out of attic and structural work. Replacement of Gas Boiler and heating. Painting of Railings
Town House - water charges	400	177	223	400	83	200	200	
Town House (excluding services)	7,000	5,802	1,198	7,000	2,721	5,000	2,000	
War memorials	750	750	0	750	1,100	2,000	(1,250)	Survey of war memorial (£1,100),
<b>Total Expenditure</b>	<b>279,820</b>	<b>260,739</b>	<b>19,081</b>	<b>258,720</b>	<b>118,082</b>	<b>312,029</b>	<b>(53,309)</b>	
<b>INCOME</b>								
Defibrillator Contribution	0	(5,706)	5,706	0	(1,220)	(1,220)	1,220	Contributions for external sources
Insurance Claim - Regalia	0	(1,668)	1,668	0	0	0	0	
Milford Hall	(26,000)	(24,102)	(1,898)	(26,000)	(16,686)	(25,803)	(197)	Awaiting finalising of lease with FTS
Town House	(1,000)	0	(1,000)	(1,000)	0	0	(1,000)	Yeovil Without
<b>Total Income</b>	<b>(27,000)</b>	<b>(31,477)</b>	<b>4,477</b>	<b>(27,000)</b>	<b>(17,906)</b>	<b>(27,023)</b>	<b>23</b>	
<b>Net Expenditure</b>	<b>252,820</b>	<b>229,263</b>	<b>23,557</b>	<b>231,720</b>	<b>100,176</b>	<b>285,006</b>	<b>(53,286)</b>	

## Planning Committee

	2022/23			2023/24				Notes
	2022/23 £	Actual £	(Over)/ Under £	Budget	Month 1 -5 spent 31/08/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £	
<b>EXPENDITURE</b>								
Planning	1,000	0	1,000	1,000	0	0	1,000	
<b>Total Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	
<b>INCOME</b>								
	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>Net Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	

## Promotions & Activities Committee

	2022/23			2022/23				Notes
	2022/23 £	Actual £	(Over)/ Under £	Budget	Month 1 -5 spent 31/08/2023	Full year estimated spend to 31/03/2024	Estimated (over) / under spend £	
<b>EXPENDITURE</b>								
Christmas Lights	23,500	16,217	7,283	28,000	12,859	28,000	0	
Christmas Lights Competition	30	0	30	30	0	0	30	
Christmas Lights Installation/Safety Checks	17,500	14,365	3,135	20,000	8,347	20,000	0	
Christmas Lights Switch On	500	0	500	0	0	0	0	
Christmas Lights Switch On Event	0	0	0	1,000	2,000	2,000	(1,000)	
Customised souvenirs	650	650	0	650	0	650	0	
Eats:Festival	5,000	4,550	450	5,000	1,175	3,500	1,500	
Love Yeovil	1,000	500	500	1,000	0	1,000	0	
Resourcing VE Day Celebrations	0	40,492	(40,492)	0	0	0	0	
Resourcing Yeovil Celebrates...	0	20,587	0	70,000	44,895	49,500	20,500	Some expenditure occurred in 2022/23
Queen's Jubilee Beacon Lighting Event	0	2,700	0	0	0	0	0	Funded From Contingency
Super Saturday	7,000	4,308	2,692	7,000	4,499	4,499	2,501	
Town Crier	1,070	0	1,070	1,170	1,219	1,300	(130)	
Yeovil Art Space (SLA)	0	0	0	5,000	5,000	5,000	0	
Yeovil in Bloom Officers	24,800	24,800	0	24,800	0	24,800	0	
Yeovil in Bloom Working Budget	16,440	16,446	(6)	16,440	0	16,440	0	
Yeovil Open Town Crier Competition	1,550	1,447	103	1,690	0	1,690	0	
Yeovil Together	2,000	2,000	0	2,000	0	0	2,000	SLA in place from next year onwards
<b>Total Expenditure</b>	<b>101,040</b>	<b>149,062</b>	<b>(24,735)</b>	<b>183,780</b>	<b>79,994</b>	<b>158,379</b>	<b>23,401</b>	
<b>INCOME</b>								
Yeovil Celebrates	0	0	0	0	(2,321)	(2,321)	2,321	
Queen's Platinum Jubilee Contribution	0	(2,000)	2,000	0	0	0	0	
Souvenirs	0	0	0	0	0	0	0	
Super Saturday	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>Net Expenditure</b>	<b>101,040</b>	<b>149,062</b>	<b>(24,735)</b>	<b>183,780</b>	<b>79,994</b>	<b>158,379</b>	<b>23,401</b>	

## **11/150 AMENDMENT TO STANDING ORDERS**

Although not occurring often, there have been a handful of occasions when meetings are cancelled or postponed.

This can be for the following reasons:

- That there is no business to transact, meaning that a scheduled meeting is not called
- The date is a reserve date and meetings are held if necessary;
- The meeting has been called but an external force is identified in advance of the meeting, make the holding of the meeting impossible or particularly difficult (e.g., officer illness)
- The meeting has been called but an external force is identified at the meeting, make the holding of the meeting impossible or particularly difficult (e.g., interruption of power supply)

It would be wise to amend the Standing Orders to reflect the customary practice of the cancellation or postponement of a meeting.

The following wording is suggested:

### **CANCELLATION OF MEETINGS**

This rule applies to meetings of Council, Committees and Sub-Committees


1. The Town Clerk, in consultation with the Mayor or the Chair of the Committee/Sub-Committee (as appropriate), may cancel or postpone a meeting where there is no business to transact (i.e., no motions, reports or recommendations).
2. The Town Clerk in consultation with the Mayor or the Chair of the Committee/Sub-Committee (as appropriate), may cancel or postpone a meeting, when an emergency or external forces make the holding of the meeting impossible or particularly difficult (e.g., Snow, ice, interruption of power supply, a risk in the breach of Health and Safety).

The Committee is **RECOMMENDED**:

(1) to note the report; and

(2) to agree and recommend to Town Council the amendments suggest above.

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

The background features a large, central purple triangle pointing upwards, set against a complex pattern of overlapping, semi-transparent geometric shapes in various colors including green, yellow, blue, and purple. The text is centered within the purple triangle.

**Yeovil Youth Council**  
**November 2023**  
**Proposal**

## YMCA BRUNEL GROUP YEOVIL YOUTH CLUBS

### Report for Yeovil Town Council

**Department:** Youth and Community

**Dated:** November 2023

**Team Leader:** Natalie Walton

**Director of Youth & Community:** Mark Willcox



YMCA enables people to develop their full potential in mind, body and Spirit. Inspired by, and faithful to, our Christian Values, we create supportive, inclusive and energising communities, where young people can truly belong, contribute and thrive.

### Our youth work at YMCA Brunel Group

***YMCA Brunel Group delivers universal Youth Work for young people 10-19 (25 years additional needs). Operating in 8 youth clubs, project work across Mendip & South Somerset; Frome, Coleford, Glastonbury, Shepton Mallet, Street and Yeovil. Worked with 1200+ young people over the past year.***

***YMCA Brunel Group is a charitable organization providing a service and activities for young people and their communities.***

Our aim is for all our young people to have ambition for themselves, to be confident individuals, effective contributors, successful learners and responsible citizens; and to be nurtured, safe, active, healthy, achieving, included, respected and responsible in their communities. We want to encourage young people to connect creatively with their community and learn how to become better neighbours through that connection.

Today's generation of **young people need** help and support from politicians and decision makers, the education sector, civil society, and their families to develop into **active citizens**. But the sad reality is that **Citizenship** is withering on the vine in many schools, and too many **young people** are leaving school ill-equipped to **take on** leadership roles within their communities.

<https://www.youngcitizens.org/News/a-generation-of-active-young-citizens>





## **Growing Yeovil Town Youth Council**

Included in this report is examples of the benefits of a youth council and an example of a plan to set one up.

### **Aim of Pilot project:**

To Set up, develop and Establish and facilitate a Youth Town Council for Yeovil Town Council for the young people and community of Yeovil.

### **Yeovil youth council:**

A group of local young people who work alongside Yeovil Town Council to represent the views and interests of young people in the community. Their purpose is to ensure that the voices of young people are heard and considered when decisions are being made.

### **Growing our Youth Council**

To grow a youth council to help young citizens in Yeovil to learn about local democracy, to gain skills and confidence, to become active citizens, and to have a voice. We want to involve more young people in planning for the future of Yeovil and having a say in the issues that affect them in their town now.

<https://www.byc.org.uk/uk/local-youth-council-network>

**The Local Youth Council Network describes what Youth Council is**

**Local youth councils are forums that represent the views of young people at a local level.**

*Local youth councils are forums that represent the views of young people at a local level. Run by young people for young people, they give young people a voice and enable them to make their views heard in the decision-making process. They give young people the chance to discuss relevant issues, engage with decision makers and contribute to improving the lives of young people within their communities. There are currently over 620 youth councils active across the UK. They work with all levels of local government including Parish and Community Councils as well as Unitary Authorities, Borough and County Councils.*

## **The Benefits of a Youth Council**

**Youth Councils enable Young People to:**

- Voice their concerns
- Participate in Local Government
- Be empowered to take decisions and action to improve their local community.

**Youth Councils enable local Councils to:**

- Truly represent the whole of the community they live in
- Become more vibrant, modern and dynamic
- Encourage young people to vote and become councillors when they are old enough
- Improve services to young people

**Youth Councils enable the Local Community to:**

- Become safer and more sustainable
- More vibrant and progressive
- Improve services and be more representative

*Youth councils identified their role within the local community as follows:*

- representing the views of local young people to decision-makers
- campaigning on issues that are important to young people
- sitting on Youth Opportunity Fund panels

- reviewing the Children's Plan
- sitting on scrutiny panels within their local council
- running the Youth Opportunity Fund
- inspecting local services and much more...

**Essentially, if the Youth Council achieves real results and leads to change in their local community it is more likely to keep its core membership base.**

*Below is an example of what we could do to set up a youth council. This is food for thought, there will be other ways. **A better way is to co-produce with young people, Town Council and YMCA Brunel Group.** Instrumentality to the Success of the Youth Council is the Town Council considering how it can facilitate giving young people a platform to speak to power and what steps need to be put in place.*

**Initial Focus:** outreach and Promotion, reaching out, engaging, recruiting and training members of the youth council. Also Providing workshops encouraging collaboration and ownership.

Work will include working with the schools, youth organisations and groups to promoting, encouraging representatives to join the youth council. Delivering workshops, training working with Councillors, Town Clerk and the Town Council.

Working to recruit diverse and representative members for the youth council. Reaching out to local schools, community organizations, and youth groups.

**Orientation and Training:** to familiarize young people with their roles, responsibilities, and the purpose of the youth council. Additionally, training sessions can be conducted to equip council members with the necessary skills and knowledge to effectively contribute to the council's objectives.

## **The Proposed Plan**

Meet with the Schools and relevant groups to discuss the proposal also meet with Somerset Council Youth Parliament

1. Run a session in each of the schools and groups with young people to promote awareness and participation in the project.
2. After the initial sessions run a facilitated workshop in the Council Chamber for those young people interested in being involved in a Youth Council.

## **The Youth Council Workshop in the council chamber: What will it cover?**

- Exploring what a Youth Council would look like?
- How to run a Youth Council?
- Looking at different models of Youth Councils
- Deciding an election process
- Looking at roles and responsibilities of Youth Council members
- Frequency of meetings?
- How the Youth Council could feed into wider local, district and national youth councils
- How to it identify issues.

4. The outcomes of the workshop will then be submitted to the Town Council in a report. Then the Town Council will agree the responsibilities to the Youth Council agree its power, influence and responsibility. Also, to agree and set the boundaries so young people and town councillors are clear. Having the support of councillors is essential; to help young people take their ideas forward.

5. Yeovil Town Council could allocate a small budget as a start-up initiative so the youth council can get to decide on how the money is spent to improve and benefit the community. This would be a good incentive for young people to get involved. Additional funding can be applied for.

We would work with Yeovil Art Space on a partnership project. An Art based projects where young people can take part and explore participation in the Yeovil Youth Council.

6. The Pilot Youth Council project operates for a year (see 4)

7. Town Council to review the Youth Council pilot scheme after one year to adopt, change or discontinue.

## **The Youth Council and equality**

We aim to:

- Set up and develop the Youth Council so it does not exclude people because of their sexual orientation, gender, race, disability or religious belief.
- Be proactive in seeking and including views and opinions all of people groups that live in Yeovil.
- Actively seek to have membership of the Youth Council that reflects the people groups within Yeovil.
- Ensure all youth council meetings are accessible
- Monitor results and ask people what they think about equality of opportunity within the Youth Council.

### **WHO ARE THE YOUTH COUNCIL? (EXAMPLE)**

We are a group of young people who represent the interests of the Young People in the area!

### **WHAT DO WE WANT TO ACHIEVE?! (EXAMPLE)**

- To promote diversity and supply a diverse view to the Town Council
- To initiate specific projects.
- To promote a positive image of young people.
- To provide information using social media.
- To offer consultation.
- To take timely action on issues as they happen.
- To influence community expenditure.

### **Guidelines for Youth council members (EXAMPLE)**

Here are some of the attributes we must strive for as individuals before we can engage in true consultation with other individuals

Develop a pure motive: the welfare of the group is more important than the welfare of the individual.

- Reduce and eliminate any prejudicial attitudes about race, gender, religion, culture, class, and education.
- Accept all genders as equal partners in the consultation process.
- Eliminate gossiping and backbiting for this degrades other participants to the point where their viewpoints are not important to you.
- Acknowledge that each member of the group has knowledge, experience, and wisdom you do not have.
- Be willing to use your own initial views as a starting point.

- Recognize that although you have some excellent knowledge, experience, and wisdom to offer, the group's consultative decision will likely be different—and better—than anything you can do by yourself.
- Be patient when the group is not going in the direction you think it should be going.
- Recognize that all decisions are experiments—no one knows for sure how something will turn out.
- Recognize that very few decisions are life-and-death for an organization or community.

## Costings

Start-up costs:

Team leader & Youth worker working weekly for first two months to get the project off the ground and carry out workshops. After the initial two months of setting the project up the working pattern shifts to working once, a month to run the youth council.

Yeovil Youth Council					
	Rate inc on cost p/h	Hours p/w	weeks	Total	
Team Leader	14.71	15	20	4413.00	
Youth Worker	11.61	4	20	928.80	
Admin	11.61	2	12	278.64	
Sub Total					<b>5341.80</b>
Activites and Refreshements				600.00	
Travel				250.00	
Publicity				300.00	
sub total					<b>1150.00</b>
18% charity core operational costs (including overheads)					
					<b>1168.52</b>
<b>Total Cost</b>					<b>7660.32</b>

### **Explanation of the 18% Charity Core Operational Costs**

Core Charity operational costs include 18% of total (excluding activity budget) project contribution towards:

Human Resources, Finance & payroll, fundraising & Marketing, insurances, IT support service, eLearning licenses, Software licences, (including training & DBS for volunteers) recruitment adverts & promotion, induction training, DBS safeguarding, public liability; employers' liability, General & Administrative Expenses; Licensing Fees; Office Expenses; Travel; Office Supplies; Software Licenses;

We have not included Director's costs in this line management and supervision in the pilot.

## 11/152 DRAFT BUDGET 2024/25

Members to consider the draft Budget for the financial year 2024/25 and to recommend to full Town Council for adoption subject to receiving details of the tax base for 2024/25 and the Crematorium and Cemetery Committee budget figures..

*Account & Audit Regulations 2015*

**All budget lines for contracts have been increased by 8.0% for inflation.**

### 1) Grounds & General Maintenance Committee

- a. Members to consider and endorse the recommendation made by Grounds & General Maintenance Committee at its meeting on 13<sup>th</sup> November 2023 to accept the Ground and General Maintenance Budget for the financial year 2024/25.

### 2) Promotions & Activities Committee

- a. Members to consider and endorse the recommendation made by Promotions and Activities Committee at its meeting on 14<sup>th</sup> November 2023 to increase the Super Saturday budget to £10,000 so that 2 Super Saturday's may be held each year;
- b. Members to consider and endorse the recommendation made by Promotions and Activities Committee at its meeting on 14<sup>th</sup> November 2023 to accept the Promotions and Activities Budget for the financial year 2024/25.

### 3) Buildings & Civic Committee

- a. Members to consider and endorse the recommendations made by Buildings and Civic Committee on 21<sup>st</sup> November 2023:

- i. Milford Hall and Town Council Chamber as follows:

<b>Milford Community Hall and Town Council Chamber – Hire Charges</b>		
<b>Type of Hire</b>	<b>Current Rate of Hire 2023/24</b> <i>(per hall/room per hour or part thereof)</i>	<b>Proposed Rate of Hire 2024/25</b> <i>(per hall/room per hour or part thereof)</i>
<i>Rate for commercial organisations/persons</i>	£19.50	£25.50
<i>Private Functions</i>	£9.00	£12.50
<i>Damage Deposit for Private Functions (returnable if hall left in a satisfactory condition)</i>	£140.00	£175.00
<i>Non-profit making Organisations</i>	£8.00	£10.50



Milford Hall: Use of Main Hall Kitchen	£12.50	£17.00
Town House Council Chamber: Provision of tea/coffee	£8.00	£10.50
Town House Council Chamber: Provision of tea/coffee	£12.00	£15.00
Town House Council Chamber: Use of kitchen	£6.00	£7.50

and that they be reviewed after 6 months;

- ii. to employ 2 x Community Ambassadors with a budget of £85,000.
- b. Members to consider and endorse the recommendation made by Buildings and Civic Matters Committee at its meeting on 21<sup>st</sup> November 2023 to accept the Buildings and Civic Matters Budget for the financial year 2024/25.

#### **4) Crematorium & Cemetery Committee**

- a. Awaiting draft figures (assumed an inflationary increase of 8%).

#### **5) Policy, Resources and Finance Committee**

- a. Local Government Pay Claim 2023/24: pay offer accepted by National Joint Council (NJC). There will be a flat rate of payment of £1,925 on each scale point up to SCP 43, and 3.88% increase on each scale point above SCP 43 with effect from 1st April 2023. In addition, it has been agreed that from 1 April 2023, all employees covered by the National Agreement regardless of their current leave entitlement or length of service, will require a permanent increase of one day (pro-rata for part-timers) to their annual leave entitlement. The budget for 2024/25 has considered this increase plus additional on-costs (i.e. Employers NI and Pensions costs).
- b. Members to consider this Committee's draft budget for the financial year 2023/24.

The Tax Base figures will be available from Somerset Council by "early December". It is not yet confirmed whether there will be a cap on Council Tax increases set within the Council Tax Referendum Principles but it is suspected that this is unlikely.

**If Members have any questions above the above report, please contact Amanda Card, Town Clerk prior to the meeting.**

***The Committee may decide to defer this decision so that the impact of any decisions made within the items which are excluded from the press and public are reflected within the budget.***

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

## Yeovil Town Council - 2024/25 Budget

	£	£	£	£	£	£	£	£	£	£
Committee	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Policy, Resources and Finance	378,964	391,504	426,890	346,670	409,270	437,230	486,630	448,280	502,470	527,390
Buildings and Civic Matters	122,070	126,960	96,780	186,239	184,250	204,490	218,680	252,820	231,720	326,780
Grounds and General Maintenance	234,716	238,617	222,520	234,822	239,680	266,710	251,580	339,770	281,370	273,610
Planning	5,360	13,250	0	0	1,000	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	208,400
<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>	<b>1,337,180</b>
Contingency	39,347	40,551	68,463	48,517	46,310	51,849	53,022	57,146	60,017	66,859
<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>	<b>1,404,039</b>
Joint Burial Committee	80,420	80,398	58,284	60,016	61,007	63,760	63,814	73,384	75,336	81,363
<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>1,341,720</b>	<b>1,485,402</b>
<b>Funded By:</b>	<b>£</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	0
Net Precept	(834,687)	(878,640)	(941,897)	(960,450)	(1,033,517)	(1,152,589)	(1,177,276)	(1,273,440)	(1,341,720)	(1,485,402)
Use of Unallocated General Fund Balances	0	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>(1,341,720)</b>	<b>(1,485,402)</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	9,203.53	9,203.53
<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>£145.78</b>	<b>£161.39</b>

## Building and Civic Matters Committee

Building and Civic Matters 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>									
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	0	32,490	0	32,490	Still no SLA
Changing Places Toilet	5,000	0	5,000	0	0	0	0	0	
Community safety	17,500	17,500	0	17,500	0	17,500	0	85,000	2 x Community Ambassadors
Defibrillator	10,500	16,206	0	11,500	4,498	12,456	(956)	12,420	Inflationary increase
Litter/Grit bins	700	166	534	700	0	250	450	700	
Milford Hall - Business Rates	5,200	5,364	(164)	5,370	3,380	5,632	(262)	5,700	Inflationary increase
Milford Hall - Running Costs	20,000	43,098	(23,098)	22,000	35,383	50,000	(28,000)	57,300	Increase in electricity costs
Milford Hall - Security	3,000	2,730	270	3,000	739	1,000	2,000	1,000	
Milford Hall - SSSC Recharges	10,000	5,144	4,856	10,000	0	0	10,000	0	All utilities etc transferred to Yeovil Town Council
Milford Hall Refurbishments	20,000	2,210	0	0	0	0	0	0	
Millennium Clock	520	1,722	(1,202)	570	1,100	1,100	(530)	570	Inflationary increase
Monmouth Hall Business Rates	0	1,075	(1,075)	0	0	0	0	0	
Monmouth Hall refurbishment	60,000	58,681	1,319	60,000	43	60,000	0	60,000	
PA System	500	577	(77)	620	848	848	(228)	0	Hire charge of PA system and technical support for Remembrance Sunday - move to Remembrance Sunday
Public noticeboards	500	42	458	1,000	4,738	12,280	(11,280)	1,000	
Peter Street Public Toilet - Cleaning (inc toilet rolls)	7,000	8,388	(1,388)	7,500	3,366	8,035	(535)	8,300	Inflationary/Cost of Living increase
Peter Street Public Toilet - Security	5,200	5,783	(583)	5,660	4,258	8,098	(2,438)	7,680	Inflationary increase
Peter Street Public Toilet - Business Rates	3,200	0	3,200	0	0	0	0	0	
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	7,120	5,553	1,567	9,250	4,918	9,500	(250)	9,990	Inflationary and increase in electricity costs
Peter Street Public Toilets - Refurbishment	0	0	0	0	0	0	0	10,000	Following budget workshop - agreed to enter a line. The proposed budget is indicative prior to scoping out project and tender.
Petters Way Public Toilet - SSSC Recharge (cleaning/water/electricity)	11,400	10,545	855	12,900	0	12,900	0	12,900	Increase in electricity costs
Petters Way Public Toilet - Security	5,000	5,781	(781)	5,440	4,258	8,098	(2,658)	7,680	Inflationary increase
Petters Way Public Toilet - Business Rates	2,650	0	2,650	0	0	0	0	0	
Petters Way Public Toilet - Other Running costs (repairs)	2,030	3,841	(1,811)	2,210	1,665	2,800	(590)	2,210	Inflationary increase
Regalia	2,000	3,781	(1,781)	2,000	54	2,000	0	2,000	Move from PR&F
Remembrance Sunday	1,500	0	1,500	1,500	400	650	850	1,600	Stewards and Road Closure and PA System
Speed Indicator Device Installations	0	0	0	0	285	1,142	(1,142)	1,250	
Sports Development Officer (SSDC)	2,160	0	2,160	2,160	0	0	2,160	0	
St Georges Day Parade	300	0	300	200	200	0	200	100	
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	0	
Town House - CCTV Reserve	500	500	0	500	0	500	0	500	Build up a reserve to repair/replace CCTV BCM 17/11/20
Town House - business rates	10,400	9,606	794	10,400	6,627	11,047	(647)	12,000	
Town House - electricity	1,600	1,540	60	2,400	790	2,000	400	3,500	Increase in electricity costs
Town House - gas	2,200	2,160	40	2,200	624	2,485	(285)	2,200	
Town House - repairs and maintenance	10,000	6,027	3,973	10,000	25,857	27,000	(17,000)	10,000	
Town House - water charges	400	177	223	400	83	200	200	400	
Town House (excluding services)	7,000	5,802	1,198	7,000	2,388	5,000	2,000	7,000	
War memorials	750	750	0	750	1,100	1,100	(350)	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>279,820</b>	<b>260,739</b>	<b>19,081</b>	<b>258,720</b>	<b>107,602</b>	<b>299,611</b>	<b>(40,891)</b>	<b>359,740</b>	
<b>INCOME</b>									
Defibrillator	0	(5,706)	5,706	0	0	(1,220)	1,220	0	
Insurance Claim - Regalia	0	(1,668)	1,668	0	0	0	0	0	
Milford Hall	(26,000)	(24,102)	(1,898)	(26,000)	(13,638)	(27,275)	1,275	(32,960)	
Sponsorship of Noticeboard	0	0	0	0	0	(1,180)	1,180	0	
Town House	(1,000)	0	(1,000)	(1,000)	0	(1,200)	200	0	
<b>Total Income</b>	<b>(27,000)</b>	<b>(31,477)</b>	<b>4,477</b>	<b>(27,000)</b>	<b>(13,638)</b>	<b>(30,875)</b>	<b>3,875</b>	<b>(32,960)</b>	
<b>Net Expenditure</b>	<b>252,820</b>	<b>229,263</b>	<b>23,557</b>	<b>231,720</b>	<b>93,965</b>	<b>268,736</b>	<b>(37,016)</b>	<b>326,780</b>	

## Grounds and General Maintenance Committee

	2022/23			2023/24				2024/25		Notes
	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		
<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.
Allotment - Health & Safety	0	0	0	0	0	0	0	5,000		
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		
Yew Tree Park - Gate Opening	2,200	2,394	(194)	2,400	1,826	4,626	(2,226)	0		Service to cease 31/12/2023
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>299,300</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>273,610</b>		

## Promotions & Activities 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>									
Christmas Lights	23,500	16,217	7,283	28,000	0	28,000	0	30,000	Inflationary increase. Tender for new scheme for Dec 2024
Christmas Lights Competition	30	0	30	30	0	0	30	30	
Christmas Lights Installation/Safety Checks	17,500	14,365	3,135	20,000	520	19,000	1,000	22,000	Inflationary increase. Tender for new scheme for Dec 2024
Christmas Lights Switch On	500	0	500	0	0	0	0	0	Contractor to provide more people to switch on Christmas lights.
Christmas Lights Switch On Event	0	0	0	1,000	2,000	2,000	(1,000)	2,000	
Customised souvenirs	650	650	0	650	0	650	0	650	
Eats:Festival	5,000	4,550	450	5,000	1,175	4,550	450	5,000	Spring, Super Saturday and Christmas local produce market. P&A 10/11/20.
Holiday Playscheme contribution	0	0	0	0	0	0	0	11,400	Moved from GGM
Love Yeovil	1,000	500	500	1,000	0	1,000	0	1,000	
Resourcing VE Day Celebrations	0	40,492	(40,492)	0	0	0	0	0	
Resourcing Yeovil Celebrates....	0	20,587	(20,587)	70,000	44,795	70,000	0	75,000	Agreed P&A 11/07/23 and PR&F 25/07/23
Queen's Jubilee Beacon	0	2,700	(2,700)	0	0	0	0	0	
Super Saturday	7,000	4,308	2,692	7,000	4,499	4,499	2,501	10,000	Inflationary increase 2 x Super Saturdays
Town Crier	1,070	0	1,070	1,170	1,118	1,118	52	1,260	Inflationary increase
Yeovil Art Space (SLA)	0	0	0	5,000	5,000	5,000	0	5,000	Agreed PR&F 28/06/22
Yeovil in Bloom Officers	24,800	24,800	0	24,800	24,800	24,800	0	24,800	
Yeovil in Bloom Working Budget	16,440	16,446	(6)	16,440	16,440	16,440	0	16,440	
Yeovil Open Town Crier Competition	1,550	1,447	103	1,690	0	0	1,690	1,820	Inflationary increase
Yeovil Together	2,000	2,000	0	2,000	0	0	2,000	2,000	SLA for 3 years 2024 - 2026
<b>Total Expenditure</b>	<b>101,040</b>	<b>149,062</b>	<b>(48,022)</b>	<b>183,780</b>	<b>100,347</b>	<b>177,057</b>	<b>6,723</b>	<b>208,400</b>	
<b>INCOME</b>									
Contribution to Yeovil Celebrates	0	(2,000)	2,000	0	0	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>(2,000)</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Expenditure</b>	<b>101,040</b>	<b>147,062</b>	<b>(46,022)</b>	<b>183,780</b>	<b>100,347</b>	<b>177,057</b>	<b>6,723</b>	<b>208,400</b>	

## Planning Committee

	2022/23			2023/24			2024/25		Notes
	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	
<b>EXPENDITURE</b>									
Planning	1,000	0	1,000	1,000	0	0	1,000	1,000	
<b>Total Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</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>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	

## Policy, Resources & Finance Committee

Policy, Resources & Finance 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>									
Advertising	500	645	(145)	500	90	450	50	500	
Audit fees	3,610	2,950	660	3,930	3,171	3,171	759	3,500	
Books/periodicals	240	385	(145)	240	271	385	(145)	240	LGC Periodical
Carbon Management	25,000	25,000	0	25,000	0	25,000	0	25,000	
Contingencies	57,146	3,390	53,756	60,017	2,150	10,000	50,017		
Cost of Elections	5,500	6,162	(662)	5,500	0	13,500	(8,000)	15,500	Elections every 4 year. Budget to collect 1/4 each year and add to reserve to cover charge from SSDC every 4 years. Plus £10,000 to cover any by-election costs
Costs of Democracy	29,600	28,856	744	30,000	14,176	28,654	1,346	31,200	Members Allowance to increase in line with staff awards (4%)
Courses/conferences	5,000	1,518	3,482	5,000	60	1,200	3,800	5,000	
Franking Machine	500	333	167	500	361	361	139	500	
Furniture, office equipment & servicing	4,000	3,289	711	4,000	1,527	3,000	1,000	4,000	
Grants	7,000	12,900	(5,900)	10,000	0	10,000	0	10,000	
Insurance	6,000	10,629	(4,629)	7,200	0	0	7,200	7,200	Insurance premiums estimated to increase by 20%
Mayoral allowance	10,480	5,579	4,901	11,400	0	9,000	2,400	12,400	Mayoral Allowance to increase annually in line with CPI
Miscellaneous	0	608	(608)	0	277	300	(300)	0	
New Initiatives Fund	15,000	0	15,000	15,000	0	5,000	10,000	15,000	
PC Support	13,000	12,684	316	14,100	5,963	12,963	1,137	14,100	PC support also includes EoFTTC (Ethernet over Fibre to the Cabinet) leased line.
Postage	2,000	2,244	(244)	2,000	400	800	1,200	2,000	Postage reduced due to electronic summons of agendas, minutes etc
Prof. fees/subs	7,500	10,590	(3,090)	8,000	1,974	11,000	(3,000)	10,000	
Salaries	267,500	277,178	(9,678)	300,000	146,205	292,410	7,590	330,000	Adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments. Community Development Officer (Agreed PR&F 26/09/23)
Ski Centre	500	24	476	500	9,051	10,000	(9,500)	500	
Sponsorship (Octagon Theatre - SLA)	1,000	1,000	0	1,000	0	1,000	0	1,000	
Stationery/supplies	2,000	1,129	871	2,000	0	1,000	1,000	2,000	
Telephone	2,500	2,971	(471)	2,500	1,062	2,123	377	2,500	
Treasury Management	0	0	0	0	8,000	8,000	(8,000)	8,000	Treasury Management Advisors contracted (agreed 30/05/23)
Website	0	0	0	750	0	750	0	750	
Youth Council	2,000	2,000	0	2,000	0	2,000	0	2,000	
Youth Services - YMCA	40,600	33,280	7,320	40,600	16,951	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
Youth Services - Youth Drop In	0	3,750	(3,750)	15,000	7,500	15,000	0	15,000	
<b>Total Expenditure</b>	<b>508,176</b>	<b>449,093</b>	<b>59,083</b>	<b>566,737</b>	<b>219,189</b>	<b>507,668</b>	<b>59,069</b>	<b>558,490</b>	
<b>INCOME</b>									
Investment Interest	(500)	(16,587)	16,087	(2,000)	(19,760)	(34,760)	32,760	(30,000)	
Community Infrastructure Levy	0	(669)	669	0	(578)	(578)	578	0	Not guaranteed income.
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(612)	(1,224)	(26)	0	
Salary Recharge	(1,000)	(1,100)	100	(1,000)	(1,100)	(1,100)	100	(1,100)	Salary recharged to Yeovil Crematorium and Cemetery budget for Town Clerk
<b>Total Income</b>	<b>(2,750)</b>	<b>(19,580)</b>	<b>16,830</b>	<b>(4,250)</b>	<b>(22,049)</b>	<b>(37,662)</b>	<b>33,412</b>	<b>(31,100)</b>	
<b>Net Expenditure</b>	<b>505,426</b>	<b>429,513</b>	<b>75,913</b>	<b>562,487</b>	<b>197,140</b>	<b>470,006</b>	<b>92,481</b>	<b>527,390</b>	

**11/151      FORWARD PLAN**

<b>Date</b>	<b>Item</b>
Policy, Resources & Finance January 2024	<ul style="list-style-type: none"><li>• Update from YMCA Brunel – Youth Clubs and Detached</li><li>• Update – Youth Services in Westfield</li><li>• Financial Statements October/November 2023</li><li>• Capital and Revenue Reserves 31<sup>st</sup> December 2023</li><li>• Bank Reconciliation 31<sup>st</sup> December 2023</li><li>• Applications for Grant Aid</li><li>• Risk Management Strategy and Risk Register</li><li>• Budgets 2024/25</li><li>• Budget Monitoring Month 9 (December 2022)</li></ul>
Policy, Resources & Finance March 2024	<ul style="list-style-type: none"><li>• Financial Statements December 2023/January 2024</li><li>• Capital and Revenue Reserves 28<sup>th</sup> February 2024</li><li>• Bank Reconciliation 28<sup>th</sup> February 2024</li><li>• Applications for Grant Aid</li><li>• Insurance Procurement</li></ul>