

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Policy, Resources and Finance Committee

Policy, Resources and Finance Committee

Tuesday 23rd November 2021

7:00pm

Hybrid Meeting:

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

BA20 1PQ; and virtual using Zoom meeting software

Any members of the public wishing to make comments at Public Comments need to email ytic@yeovil.gov.uk by 9:00am on Tuesday 23rd November 2021.

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



Amanda Card, Town Clerk
17th November 2021

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

Members of Yeovil Town Council are summoned to attend:

Karl Gill	Sarah Lowery
David Gubbins	Graham Oakes (<i>Chairman</i>)
Gordon Hunting	Evie Potts-Jones (<i>Ex-officio</i>)
Andy Kendall (<i>Ex-officio</i>)	David Recardo
Terry Ledlie	Royston Spinner
Pauline Lock	Rob Stickland (<i>Vice Chairman</i>)

Information for the Public

In accordance with the Local Authorities and Police and Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020, the ability to hold meetings virtually has now ceased. The Council are adhering to guidance set by the Ministry of Housing, Communities and Local government for the safe use of council buildings to enable face-to-face meetings for Councillors yet continue to provide remote access to the public.

Public Comments at meetings (held via Zoom)

We recognise that these are challenging times but we still value the public's contribution to our hybrid meetings. If you would like to make a comment or raise a question in the meeting, you will need to do this in writing before the meeting. Please email ytic@yeovil.gov.uk by 9:00am on Tuesday 23rd November 2021.

If you would like to view the meeting, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 23rd November 2021. Instructions will be sent to you to view the meeting.

Equality Act 2010

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

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

The protected characteristics are:

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

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at www.yeovil.gov.uk. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

A G E N D A

Public Comment (15 Minutes)

Due to the confidential nature of the business of item 10/259, 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*

10/244 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)*

10/245 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).

10/246 MINUTES

To approve as a correct record the Minutes of the meeting held on 28th September 2021.

10/247 GRANTS

Applications received from (circulated separately):

- Yeovil Shopmobility - £2,000

10/248 GRANTS AND SERVICE LEVEL AGREEMENTS

To consider the Grants Policy and Service Level Agreements.

- Revised Grants Policy
- Application for Small Grant Assistance (below £2,500) to Local Organisations
- Application for Small Grant Assistance (below £2,500) to Individuals
- Service Level Agreement – Service Provider
- Service Level Agreement – Non-commercial

As attached at pages 4-19

10/249 BALANCE SHEET

Members to approve the Balance Sheet as at 31st October 2021 at page 20.

10/250 BANK RECONCILIATION

Members to approve the formal bank reconciliation as at 31st October 2021 as attached at page 21.

10/251 FINANCIAL STATEMENT – AUGUST 2021 / SEPTEMBER 2021

Members to approve the Financial Statement for the months of June 2021 and July 2021 as attached at pages 22 to 42.

10/252 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 31st OCTOBER 2021 (MONTH 1 – 7)

Members to consider the report of the Town Clerk attached at pages 43 to 49.

10/253 YOUTH SERVICES – EXTENSION OF CURRENT CONTRACT

Members to note the report of the Town Clerk attached at page 50 (which was agreed in accordance with Standing Orders, paragraph 4d(xiv) 'Urgent Business').

10/254 YOUTH SERVICES – PROPOSAL FOR A DETACHED AND OUTREACH SERVICE

Members to consider the proposal for the proposal for a service level agreement between Yeovil Town Council & YMCA Brunel Group for Yeovil a Detached & Outreach Service as attached at pages 51 to 58.

10/255 YEOVIL TOWN COUNCIL NEW WEBSITE

Members to note the report of the Deputy Town Clerk attached at page 59.

10/256 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS – REVIEW

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

10/257 DRAFT BUDGET 2022/23

Members to consider the report of the Town Clerk and the Draft Budget attached at pages 61 to 68.

10/258 FORWARD PLAN

The Forward Plan (attached at page 69) 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 (at the Chairman's discretion up to 15 minutes)

10/259 EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding the press and public from the remainder of the meeting 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.

10/260 STAFFING (STAFF IN CONFIDENCE)

Members to consider the verbal report of the Town Clerk.

YEOVIL TOWN COUNCIL



GRANTS POLICY

Yeovil Town Council is funded by the residents of Yeovil Town. Subject to funds being available the Town Council may provide financial support to [individuals¹](#) and local community and voluntary² organisations working in Yeovil for the benefit of the community, whilst providing value for money for local taxpayers and ensuring that public money is expended responsibly. The Council wishes to see such organisations flourish and develop in the Town and grant assistance helps to achieve this objective.

The level of funding available is dependent on the Council's budget.

In order for Yeovil Town Council to be able to assess applications rationally and objectively, the following principles apply:

- Assistance will be given on the basis of need, merit and contribution to the local community.
- Applicants must clearly show how any assistance given will benefit the people living in Yeovil or will benefit the environment of Yeovil.
- Any assistance given will be subject to ongoing monitoring and subsequent evaluation of the outcome of the grant.
- Organisations should not make the presumption that funding will continue on a year to year basis, as grants are only paid for a single year and a second application is not allowed within [3-2](#) years of the organisation having been awarded financial assistance from the Town Council.

The Aims of the Council's Grant Making Policy:

- To enable local people to participate in voluntary groups and activities.
- To help the Town's voluntary groups to improve their effectiveness.
- To ensure the provision of services where there is evidence that they are needed by the Town's residents.
- To support organisations which meet the needs of people experiencing social and economic difficulties.
- To ensure that there is equality of access and opportunity for all Yeovil Town residents to the services it provides and fund.
- To improve or enhance the local environment.
- To achieve value for money.

¹ [An individual must be a resident of the parish of Yeovil Town.](#)

² Yeovil Town Council defines a voluntary group as a non-profit making organisation, set up and run by a voluntary, unpaid management committee or similar body.

The Grants Process

To apply for a grant from Yeovil Town Council [the applicant must either be:](#)

- [an individual must be a resident of Yeovil; or](#)
- ~~they must be~~ a charity, community group or local voluntary organisation with a constitution and dedicated bank account; operating in or providing a service to the community in Yeovil.

All funding requests must be made using the Yeovil Town Council Application for Small Grant Assistance form and applicants [must follow the grants process and](#) should provide **all** information requested. The form can be downloaded from the Council's website. ~~The office can also provide assistance to any group having difficulties completing the application form.~~

All applications for grants covered by this policy are determined by the Policy, Resources and Finance Committee. Applications will be considered (subject to being correctly completed and all the required additional supporting information submitted) at the next available meeting of Policy, Resources and Finance Committee. [Each application will be considered on its own merit.](#) All applicants will be notified of the Committee's decision within 2 weeks of the meeting where the application was considered.

A copy of the organisation's latest audited accounts and balance sheet should accompany the application. In the case of smaller organisations, a recent income and expenditure statement certified by a qualified accountant should be submitted instead. Where such statements have not been certified, they must be signed as accurate by two persons from within the organisation. Applicants who are not in a position to provide this supporting financial information must outline the reasons.

Grants over £1,000 will only be made where an acceptable business plan has been prepared - which sets out how the organisation intends funding its activities over the next three years (or, in the case of large grants for one-off events, for the event itself). The business plan must accompany the completed application form.

Please feel free to send any other relevant information along with your completed application form.

Yeovil Town Council apply the following criteria to grant applications

- [Grants to individuals are targeted towards those in education and those developing talents in the arts, sports and science.](#)
- ~~Whether the group/project has followed the grants process and meet the requirements set out.~~
- Level of benefit to Yeovil Town and the impact the grant will make.
- Evidence of a well-managed group including previous experience and track record.
- Financial sustainability and viability of the group and/or project.

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- Evidence of partnership working.
- Evidence that funding has been sought from other sources (specifically South Somerset District Council, Yeovil Without Parish Council and Brympton Parish Council) and the level of match funding available.
- Whether the group has received a grant from Yeovil Town Council in the past.
- [The organisation's Safeguarding Policy should be submitted if working with children, young people or vulnerable adults.](#)

Yeovil Town Council will not fund the following:

- Organisations that do not provide a service to the community in Yeovil Town. (organisations situated outside the area administered by Yeovil Town Council must provide supporting information demonstrating the level of benefit to the inhabitants of the Town).
- ~~Individuals or appeals supporting an individual.~~
- General appeals.
- Political groups or activities promoting party political belief.
- Religious groups where funding is to be used to promote religious beliefs.
- Arts and sports projects with no community or charitable element.
- Medical research, equipment or treatment.
- Animal welfare.
- Projects that may take place before an application can be decided.
- Organisations that are socially exclusive (i.e. where there are unreasonable restrictions on membership inconsistent with equal opportunities).
- Equipment or other costs that have already been purchased or incurred prior to the application being considered.
- Where the aims and objectives are inconsistent with the values of the Town Council as set out overleaf.

Additional Conditions

- Grants are only paid for a single year and a second application is not allowed within ~~3~~ [2](#) years of the organisation having previously received financial assistance from Yeovil Town Council.
- The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application.
- Small grants must be spent within ~~4-year~~ [the grant period](#) of award. Any unspent monies left after this time must be returned.
- Organisations are responsible for ensuring that they are in compliance with all applicable legal and statutory requirements (including those relating to health and safety and equalities).
- Should for any reason the organisation disband or the project is not completed the Council may ask for all or part of the monies to be paid back.
- Acknowledgement of the financial support received from the council is required on documentation and promotional materials, including websites. Organisations with

premises will also be required to fix a suitable sign in a prominent place within its building mentioning the support given by the Town Council.

- Successful applicants will be required to provide a report (such as a letter or presentation) to the Town Council ~~within 1 year of receiving~~ at the end of the grant period grant award explaining how the grant has been used. Failure to do so, may be detrimental to future applications
- Organisations receiving financial assistance will be given a letter of authority by the Town Council indicating the award made and its purpose. This will enable the goods/services to be ordered. A payment in the sum of the award will be released upon production of an original invoice for the goods/services. Alternatively, organisations may make arrangements for the Town Council to be invoiced direct. These arrangements will not apply where assistance is given towards running costs
- In order to receive payment organisations must have a bank account into which grants can be paid; payments will not be made to private individuals.

Additional grant conditions may also be attached to any funding from Yeovil Town Council and these will be set out in the award confirmation letter.

Failure to comply with any conditions attached to a grant may result in a demand for the grant to be repaid or may affect future grant assistance.

The Council reserves the right to offer grants lower than the amount that is requested.

Yeovil Town Council Values

Promoting the well-being of the Town and its people

This includes respect for people and places, creating a sense of belonging which is so vital to the well-being of all the people in Yeovil, raising awareness of environmental issues, improving the quality of the environment and encouraging an environmentally friendly ethos.

Helping people to help themselves

The Council will help generate local ideas and responses to address local needs; the Council may trigger and nurture ideas itself but, in addition, it will help people to organise and act to sort things out for themselves.

Involving others and working in partnership

We can only understand, learn and respond effectively to the range of problems and issues faced by local communities through partnerships and involving others in the process; in so doing, we will explore new ways of working and expect to draw on help in kind and other resources from a wide range of organisations, groups and individuals.

Equality and fairness

Like most growing towns, Yeovil is becoming a more diverse place and we welcome the richness and variety this development brings. It is important that all citizens get equal access to the Council and are treated fairly. We will encourage everyone to participate in the decision making process, and will consider all representations made and viewpoints put forward in making decisions and acting on behalf of the community.

Being approachable, welcoming, open and honest

The way in which we work helps to build understanding, trust and confidence in those we work with and for; whatever decisions we reach, we hope that all those involved in the process will support the approach we follow.

Simple, common sense approaches and solutions

Although we need to recognise the complexity of today's issues, we must also offer value for money and be efficient so that scarce resources can be channelled to where they are most needed.

Yeovil Town Council

~~30th July 2019~~ [November 2021](#)

To be reviewed: [July 2024](#) [November 2025](#)

(subject to changes in legislation, recommended practice, operations)



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Tel 01935 382424

Yeovil Town Council Small Grant Assistance (below £2,500) to Local Organisations

Each year, Yeovil Town Council makes a limited sum available to help support individual, local community and voluntary organisations. The Council wishes to see such groups flourish and develop in the Town and grant assistance helps to achieve this objective.

The Grants Policy will help you establish whether your Organisation is eligible to be considered for a grant, and if so, how to apply. They also explain what additional information you need to provide with your application and how any financial assistance given will be paid.

Please read these notes before you complete the enclosed application form and make sure all necessary information is submitted along with your application. If you have any queries or need assistance please email ytic@yeovil.gov.uk.

Please print clearly on the application form to make sure it can be easily read. Alternatively, you may complete an electronic version, details of which are available on request.

All applications received will be acknowledged in writing within 7 days. If you do not receive written confirmation within this time, please contact the Finance Officer.

Many thanks

Amanda Card
Town Clerk



Yeovil Town Council Application for Small Grant Assistance (below £2,500) to Local Organisations

Details of Organisation

Name	Registered Charity? Yes/No
Address	(If yes, please give registration number)

Aims and objectives of the Organisation

Please list the aims and objectives of your Organisation and how these are currently achieved

Benefit to Yeovil Town

Please describe how your Organisation helps to benefit the people of Yeovil Town - include supporting information as necessary

Purpose of grant sought

Please note that retrospective applications will not be considered

Amount of grant sought

You must indicate the sum of money you are seeking from the Town Council. Applications not specifying an amount will not be considered.

Outstanding grant applications
Please give details, including amount(s), of any outstanding applications for financial assistance from other sources
Details of any grants received from Yeovil Town Council in the past <i>five</i> years
Please include amount(s)
Details of any other grants received from other sources in the past <i>five</i> years
Please include amount(s)
Current size of membership of Organisation
Present cost of annual subscription/fees
Entry Requirements
Please give details of any entry requirements to joining your Organisation
Details of other fundraising activities
Reasons for not providing supporting financial information (where applicable)

Completed applications and accompanying documents should be sent to:

**Finance Officer
Yeovil Town Council
Town House
Union Street
Yeovil
BA20 1PQ**

For office use	
<i>Application checked</i>	
<i>Application acknowledged</i>	
<i>Date of Committee Meeting</i>	
<i>Application decision (Y/N)</i>	
<i>Applicant notified of decision</i>	

This page will be kept separate from the application form in order to comply with General Data Protection Regulations.



Yeovil Town Council Application for Small Grant Assistance (below £2,500) to Local Organisations

Details of Organisation

Name

Address

Details of person applying on behalf of the Organisation

Name

Correspondence Address
(if different to details of
organisation)

Tel No

Position in Organisation

E-mail address

Bank Details

Account Name

Sort Code

Account No

Declaration

The declaration must be signed by an authorised person within the organisation, e.g., Committee Member, Office Holder, Trustee etc.

1. I am authorised to make the application on behalf to the above organisation.
2. I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded by the Council.
3. I certify that the information I have provided in this application is, to the best of my knowledge, accurate and true.
4. I give permission for the Council to record the details of my organisation and my contact details and to retain the information for as long as it is required.
5. If the application is successful, I give permission for the Council to publicise the project/activity in the local media, social media and on its website.
6. I agree to recognise the Town Council's grant award in any publicity relating to this project/activity.
7. I agree to provide a report, including photographs, indicating how the grant awarded has been spent in accordance with the application.
8. I submit the following (where appropriate):
 - Safeguarding Policy
 - Public Liability Insurance

Signed:

Date:

Position:

All personal information provided will be processed in accordance with the requirements of the General Data Protection Regulations. Please see the Privacy Notice for details which can be found at www.yeovil.gov.uk/council-policy-documents. A copy is available on request.



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Tel 01935 382424

Yeovil Town Council Small Grant Assistance (below £2,500) to Individuals

Each year, Yeovil Town Council makes a limited sum available to help support individuals, local community and voluntary organisations. The Council wishes to see such groups flourish and develop in the Town and grant assistance helps to achieve this objective.

The Grants Policy will help you establish whether you are eligible to be considered for a grant, and if so, how to apply. They also explain what additional information you need to provide with your application and how any financial assistance given will be paid.

Please read these notes before you complete the enclosed application form and make sure all necessary information is submitted along with your application. If you have any queries or need assistance please email ytic@yeovil.gov.uk.

Please print clearly on the application form to make sure it can be easily read. Alternatively, you may complete an electronic version, details of which are available on request.

All applications received will be acknowledged in writing within 7 days. If you do not receive written confirmation within this time, please contact the Finance Officer.

Many thanks

Amanda Card
Town Clerk



**Yeovil Town Council
Application for Small Grant Assistance
(below £2,500) to Individuals**

Details of Individual	
Name	
Purpose of grant sought	
Please note that retrospective applications will <u>not</u> be considered	
Amount of grant sought	
You <u>must</u> indicate the sum of money you are seeking from the Town Council. Applications not specifying an amount will <u>not</u> be considered.	
Outstanding grant applications	
Please give details, including amount(s), of any outstanding applications for financial assistance from other sources	
Details of any grants received from Yeovil Town Council in the past five years	
Please include amount(s)	
Details of any other grants received from other sources in the past five years	
Please include amount(s)	
Details of other fundraising activities	
Reasons for not providing supporting financial information (where applicable)	

Completed applications and accompanying documents should be sent to:

**Finance Officer
Yeovil Town Council
Town House
Union Street
Yeovil
BA20 1PQ**

For office use	
<i>Application checked</i>	
<i>Application acknowledged</i>	
<i>Date of Committee Meeting</i>	
<i>Application decision (Y/N)</i>	
<i>Applicant notified of decision</i>	



Yeovil Town Council Application for Small Grant Assistance (below £2,500) to Individuals

Details of Organisation

Name

Address

Tel No

E-mail address

Bank Details

Account Name

Sort Code

Account No

Declaration

1. I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded by the Council.
2. I certify that the information I have provided in this application is, to the best of my knowledge, accurate and true.
3. I give permission for the Council to record my and my contact details and to retain the information for as long as it is required.
4. If the application is successful, I give permission for the Council to publicise the project/activity in the local media, social media and on its website.
5. I agree to recognise the Town Council's grant award in any publicity relating to this project/activity.
6. I agree to provide a report, including photographs, indicating how the grant awarded has been spent in accordance with the application.

Signed:

Date:

This page will be kept separate from the application form in order to comply with General Data Protection Regulations (GDPR). All personal information provided will be processed in accordance with the requirements of the GDPR. Please see the Privacy Notice for details which can be found at www.yeovil.gov.uk/council-policy-documents. A copy is available on request.

Organisation

Department

&

Yeovil Town Council

Service Level Agreement *20xx/xx to 20xx/xx*

1. Introduction

The objective of this agreement is to specify and achieve mutual understanding concerning the contribution from Yeovil Town Council (YTC) to the *specific service* provided by the *Department, Organisation*.

2. Duration

The duration of this agreement will be for *x* years from *dd/mm/yyyy*.

3. Review

This Agreement shall be reviewed in *month/year* and the review shall cover all aspects of the working of the Agreement. The Agreement may be reviewed at such other times as the parties agree.

bb

Review mechanism specific to the service received. To be considered on a case by case basis at the time the SLA is drawn up and all elements subject to review should be identified.. Inflationary increases, if any should be reviewed and type of inflation (e.g. CPI, RPI etc) should be identified.

Best value?

4. Termination

Organisation or YTC can terminate this Agreement by giving *x* months' notice in writing to the other party.

If either party has failed or is failing to comply with the terms of this Agreement, then in the first instance the other party shall instigate discussions.

If failure to comply continues the other party may notify that party in writing of the nature of the default which has occurred, the steps which are required to remedy the default, and the date by which the steps are to be taken. If the party in default fails to comply with the requirements of this notice, then the other party shall be entitled to terminate the Agreement by written notice with immediate effect.

5. Severance

If any part of this Agreement becomes invalid, illegal or unenforceable the Parties shall, in such event, negotiate in good faith in order to agree the terms of a mutually satisfactory provision to be substituted, which gives effects to their original intentions.

Named individual Position

This document has been written between **xxxxx** (service provider) and Yeovil Town Council (Service purchaser). The content of which is confidential.

ACCEPTANCE

The agreement has been accepted as signified by the following signatures:

Officer representing Yeovil Town Council

Signed

Name Amanda Card

Position Town Clerk

Date

Officer representing *Department, Organisaition*

Signed

Name *Named individual*

Position *Position*

Date

Organisation

Department

&

Yeovil Town Council

Service Level Agreement *20xx/xx to 20xx/xx*

1. Introduction

The objective of this agreement is to specify and achieve mutual understanding concerning the contribution from Yeovil Town Council (YTC) to the *specific service* provided by the *Department, Organisation*.

2. Duration

The duration of this agreement will be for *x* years from *dd/mm/yyyy*.

3. Review

This Agreement shall be reviewed in *month/year* and the review shall cover all aspects of the working of the Agreement. The Agreement may be reviewed at such other times as the parties agree.

*A detailed cost statement for each year over the SLA period and how this has been funded.
A written report outlining what has been achieved, issues identified, resolution to the issues and the number of participants for each year over the SLA period.*

4. Termination

Organisation or YTC can terminate this Agreement by giving *x* months' notice in writing to the other party.

If either party has failed or is failing to comply with the terms of this Agreement, then in the first instance the other party shall instigate discussions.

If failure to comply continues the other party may notify that party in writing of the nature of the default which has occurred, the steps which are required to remedy the default, and the date by which the steps are to be taken. If the party in default fails to comply with the requirements of this notice, then the other party shall be entitled to terminate the Agreement by written notice with immediate effect.

5. Severance

If any part of this Agreement becomes invalid, illegal or unenforceable the Parties shall, in such event, negotiate in good faith in order to agree the terms of a mutually satisfactory provision to be substituted, which gives effects to their original intentions.

6. Organisation Contacts

Named Individual *Role, Organisation*
Named Individual *Role, Organisation*
As appropriate

7. Description of Services

Description of what is being provided and to whom (as required).

8. Reporting

Named individual is expected to provide a presentation on a *frequency* basis to Town Council relating to the *provision*.

9. Contribution

Yeovil Town Council will contribute *£x,xxx* per annum towards the cost of the provision of
.....

ACCEPTANCE

The agreement has been accepted as signified by the following signatures:

Officer representing Yeovil Town Council

Signed

Name Amanda Card

Position Town Clerk

Date

Officer representing *Department, Organisation*

Signed

Name *Named individual*

Position *Position*

Date

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Land & Buildings	0.00	1017905.00	
Vehicle & Plant	0.00	510304.49	
Community Assets	0.00	84069.57	
		0.00	1612279.06
Current Assets			
Debtors	6167.31	7064.66	
Nat West Current	658911.33	974445.21	
Nat West Treasury Account	0.00	25000.00	
Bank of Scotland	17.55	350083.64	
Nationwide Treasury Account	115.44	508989.02	
VAT Account	-26050.88	-90789.12	
Petty Cash	107.57	250.00	
		639268.32	1775043.41
Current Liabilities			
Creditors	-51917.32	6230.51	
Creditors B/Fwd	-49954.15	40170.00	
PAYE/NI	-25883.13	-110447.55	
		-127754.60	-64047.04
Current Assets less Current Liabilities:		767022.92	1839090.45
Total Assets less Current Liabilities:		767022.92	3451369.51
Long Term Liabilities			
Long Term Borrowing	0.00	-0.25	
		0.00	-0.25
Total Assets less Total Liabilities:		767022.92	3451369.76
Capital & Reserves			
Fixed Asset Statement Reserve B/Fwd	0.00	1472091.51	
Capital Financing Reserve B/Fwd	0.00	198064.06	
Major Projects Reserve B/Fwd	0.00	984.49	
General Reserve B/Fwd	0.00	856792.00	
Profit & Loss	0.00	156414.78	
P & L Account	767022.92	767022.92	
		767022.92	3451369.76

BANK RECONCILIATION - 31 OCTOBER 2021

Authority name and reference	Yeovil Town Council		
Prepared by:		Date:	
Name	Neil Gage		11/11/21
Role	Finance Officer		
Approved by:		Date:	
Name	Amanda Card		11/11/21
Role	Town Clerk/RFO		
Balance per bank statements as at 31 October 2021:	£	TOTAL £	
List balances on all bank accounts plus petty cash floats at 31 October 2021:			1,858,820.53
NatWest Current A/C	1,500.00		
NatWest Business Reserve A/C	972,997.87		
Nationwide Treasury A/C	508,989.02		
Bank of Scotland	350,083.64		
CCLA Investment Management	25,000.00		
Petty Cash	250.00		
Less: any un-presented cheque at 31 October 2021: (normally only current account. List date, cheque number and value)			
28/10/21 Direct Debit	52.66		
TOTAL – NET BANK BALANCES AT 31 OCTOBER 2021			1,858,767.87

Yeovil Town Council

August Actual V Budget

Policy, Resources & Finance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
Precept	272,652.00	136,326.00	136,326.00	0.00	136,326.00
Bank Interest	2,500.00	93.89	1,041.65	-947.76	2,406.11
Contingencies	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	2,500.00	0.00	2,500.00	-2,500.00
Postage	0.00	0.00	0.00	0.00	0.00
Ski Centre	1250.00	510.00	520.85	-10.85	740.00
Mayor's Ball	0.00	0.00	0.00	0.00	0.00
Mayor's Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	3,500.00	3,500.00	0.00	3,500.00
Salaries	260,000.00	130,000.00	130,000.00	0.00	130,000.00
Salaries Recharge	1,000.00	0.00	416.65	-416.65	1,000.00
Youth Project Schemes	0.00	0.00	0.00	0.00	0.00
Youth Council	0.00	0.00	0.00	0.00	0.00
	544,402.00	272,929.89	271,805.15	1,124.74	271,472.11
Expenditure					
Advertising	500.00	55.00	208.35	-153.35	445.00
Audit Fees	3,470.00	284.26	1,445.85	-1,161.59	3,185.74
Bank Charges	0.00	163.90	0.00	163.90	-163.90
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	0.00	208.35	-208.35	500.00
Contingencies	53,022.00	10,288.30	22,092.50	-11,804.20	42,733.70
Costs of Democracy	29,200.00	9,972.90	12,166.65	-2,193.75	19,227.10
Courses/Conferences	5,000.00	0.00	2,083.35	-2,083.35	5,000.00
Elections	1,500.00	0.00	625.00	-625.00	1,500.00
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	3,192.49	1,666.65	1,525.84	807.51
Franking Machine	500.00	580.99	208.35	372.64	-80.99
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	4,291.65	-4,291.65	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	5,239.23	5,208.35	30.88	7,260.77
Postage	2,000.00	320.40	833.35	-512.95	1,679.60
Prof.Fees/Subs	7,500.00	4,505.55	3,125.00	1,380.55	2,994.45
PWLB Interest	30,000.00	0.00	12,500.00	-12,500.00	30,000.00
Stationery/Supplies	2,500.00	269.81	1,041.65	-771.84	2,230.19
Sponsorship Octagon Theatre	1,000.00	0.00	416.65	-416.65	1,000.00
Telephone	2,500.00	1,106.15	1,041.65	64.50	1,393.85
Website	8,000.00	2,925.00	3,333.35	-408.35	5,075.00
Westland Leisure Complex	27,800.00	0.00	27,800.01	-27,800.01	27,800.00
Youth Project Schemes	30200.00	9,814.40	12,583.35	-2,768.95	20,385.60
Youth Council	2000.00	0.00	833.35	-833.35	2,000.00
Mayors Allowance	10170.00	3,390.00	4,237.50	-847.50	6,780.00
Regalia	2000.00	447.00	833.35	-386.35	1,553.00
Mayors Award	0.00	190.80	0.00	190.80	-190.80
Remembrance Day Wreath	0.00	0.00	0.00	0.00	0.00
Mayors Ball	0.00	120.00	0.00	120.00	-120.00
Mayors Charity Events	0.00	0.00	0	0.00	0.00
Grants	7,000.00	2,999.00	2,916.65	82.35	4,001.00
Salaries/Wages	260,000.00	100,420.04	108,333.35	-7,913.31	159,579.96
	544,402.00	161,363.12	246,550.91	-85,187.79	383,038.88
	0	111,566.77	25,254.24	86,312.53	-111,566.77

Yeovil Town Council

August Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	109,340.00	109,340.00	0.00	109,340.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Milford Hall Hire Fees	25,000.00	5,253.50	10,416.65	-5,163.15	19,746.50
Use of Council Chamber	1,500.00	0.00	625.00	-625.00	1,500.00
	245,180.00	114,593.50	120,381.65	-5,788.15	130,586.50
Expenditure					
Community Safety	2,500.00	0.00	1,041.65	-1,041.65	2,500.00
CCTV	32,490.00	0.00	8,122.50	-8,122.50	32,490.00
Litter/Grit Bins	700.00	0.00	291.65	-291.65	700.00
Millennium Clock	500.00	0.00	208.35	-208.35	500.00
Monmouth Hall	17,690.00	1,436.22	7,370.85	-5,934.63	16,253.78
Monmouth Hall Refurbishment	60,000.00	0.00	25,000.00	-25,000.00	60,000.00
Milford Hall	30,350.00	12,923.15	12,645.85	277.30	17,426.85
Public Toilets - Peter St	23,460.00	8,271.95	9,775.00	-1,503.05	15,188.05
Public Toilets - Petters Way	21,080.00	3,472.53	8,783.35	-5,310.82	17,607.47
Public Noticeboards	500.00	0.00	208.35	-208.35	500.00
Band Costs	3,500.00	0.00	1,458.35	-1,458.35	3,500.00
Painting of Town House	0.00	200.50	0.00	200.50	-200.50
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,000.00	4,800.75	5,000.00	-199.25	5,199.25
Town House - (excluding Services)	7,000.00	2,801.82	2,916.65	-114.83	4,198.18
Town House - Electricity	1,600.00	257.52	666.65	-409.13	1,342.48
Town House - Gas	2,200.00	693.73	916.65	-222.92	1,506.27
Town House - Maintenance	10,000.00	1,699.52	4,166.65	-2,467.13	8,300.48
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	312.50	-312.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	3,333.35	-3,333.35	8,000.00
Town House - Water Charges	400.00	75.42	166.65	-91.23	324.58
St Georges Day Parade	300.00	0.00	125.00	-125.00	300.00
Defibrillator	9,000.00	4,926.64	3,750.00	1,176.64	4,073.36
CCTV Reserve	500.00	0.00	208.35	-208.35	500.00
	245,180.00	41,559.75	96,468.35	-54,908.60	203,620.25
	0	73,033.75	23,913.30	49,120.45	-73,033.75

Yeovil Town Council

August Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<hr/> 102,550.00	<hr/> 51,275.00	<hr/> 51,275.00	<hr/> 0.00	<hr/> 51,275.00
Expenditure					
Christmas Lights	23,500.00	20,338.00	9,791.65	10,546.35	3,162.00
Christmas Lights Installation	17,000.00	14,225.00	7,083.35	7,141.65	2,775.00
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	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	12.50	-12.50	30.00
Town Crier	1,030.00	0.00	429.15	-429.15	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,550.00	-1,550.00	1,550.00
Unity in the Community	550.00	0.00	229.15	-229.15	550.00
Yeovil Super Saturday	6,500.00	216.49	2,708.35	-2,491.86	6,283.51
Open Spaces: YIB Officer	24,800.00	0.00	0.00	0.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	0.00	0.00	16,440.00
Eats: Festival	9,000.00	750.00	3,750.00	-3,000.00	8,250.00
	<hr/> 102,550.00	<hr/> 35,529.49	<hr/> 25,825.00	<hr/> 9,704.49	<hr/> 67,020.51
	<hr/> 0.00	<hr/> 15,745.51	<hr/> 25,450.00	<hr/> -9,704.49	<hr/> -15,745.51

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C From 4000	Tran Date From 01/08/2021	Tran No From 1	Department From 0
N/C To 7520	Tran Date To 31/08/2021	Tran No To 99,999,999	Department To 999

<u>Dept Number</u> 1		<u>Dept</u> PR & F - GENERAL			
<u>N/C</u> 4001		<u>Name</u> PR&F - GEN - Bank Interest			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58886	BR	03/08/2021	CCLA Deposit Account		0.60
58913	BR	31/08/2021	Interest		5.61
<u>Account Totals</u>					<u>6.21</u>
					<u>-6.21</u>

<u>N/C</u> 4005		<u>Name</u> PR&F - GEN - Inc - Ski Centre			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58885	SI	16/08/2021	Monthly Use of Car Park (Former Ski Centre)		102.00
<u>Account Totals</u>					<u>102.00</u>
					<u>-102.00</u>

<u>N/C</u> 4019		<u>Name</u> PR&F - GEN - Exp - Advertising			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58809	PI	01/08/2021	Advert - Councillor Vacancy	55.00	
<u>Account Totals</u>				<u>55.00</u>	<u>55.00</u>

<u>N/C</u> 4032		<u>Name</u> PR&F - Exp - Bank Charges			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58792	PI	01/08/2021	Autopay Charge	32.15	
<u>Account Totals</u>				<u>32.15</u>	<u>32.15</u>

<u>N/C</u> 4070		<u>Name</u> PR&F - GEN - Exp - Contingencies			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58762	PI	11/08/2021	Flower Possies	120.00	
58790	PI	01/08/2021	Name Badges	26.75	
58810	PI	13/08/2021	Mileage Claim	19.29	
<u>Account Totals</u>				<u>166.04</u>	<u>166.04</u>

<u>N/C</u> 4080		<u>Name</u> PR&F - GEN - Exp - Costs of Democracy			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
59076	JD	27/08/2021	Costs of Democracy	1,994.58	
<u>Account Totals</u>				<u>1,994.58</u>	<u>1,994.58</u>

<u>N/C</u> 4130		<u>Name</u> PR&F - GEN - Exp - Furniture & equipment			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58934	PI	25/08/2021	Copy Charge - Photocopier	99.20	
<u>Account Totals</u>				<u>99.20</u>	<u>99.20</u>

<u>N/C</u> 4140		<u>Name</u> PR&F - GEN - Exp - Franking Machine			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58807	PI	09/08/2021	Ink - Franking Machine	289.00	
<u>Account Totals</u>				<u>289.00</u>	<u>289.00</u>

<u>N/C</u> 4170		<u>Name</u> PR&F - GEN - Exp - PC Support			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>
58786	PI	06/08/2021	Office 365 Business	97.03	
58787	PI	06/08/2021	EoFTTC Managed Service	200.00	
58788	PI	06/08/2021	IT Support	531.00	
58789	PI	06/08/2021	Monthly CSP Subscription - Sept	72.48	

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

				<u>Account Totals</u>	<u>900.51</u>		<u>900.51</u>
<u>N/C</u>	4190	<u>Name</u>	PR&F - GEN - Exp - Prof. fees/subs				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58779	PI	01/08/2021	Sage 50 Accounts/Payroll	253.00		253.00	
				<u>Account Totals</u>	<u>253.00</u>		<u>253.00</u>
<u>N/C</u>	4210	<u>Name</u>	PR&F - GEN - Exp - Stationery/supplies				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58932	PI	27/08/2021	Stationery	15.62		15.62	
58933	PI	31/08/2021	Stationery	5.30		5.30	
				<u>Account Totals</u>	<u>20.92</u>		<u>20.92</u>
<u>N/C</u>	4220	<u>Name</u>	PR&F - GEN - Exp - Telephone				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58781	PI	06/08/2021	Telephone Maintenance	7.99		7.99	
58782	PI	01/08/2021	Call/Line Rental Charge	70.88		70.88	
58811	PI	05/08/2021	Phone Top-Up	15.00		15.00	
58890	PI	26/08/2021	Mobile Phones	133.91		133.91	
				<u>Account Totals</u>	<u>227.78</u>		<u>227.78</u>
<u>N/C</u>	4240	<u>Name</u>	PR&F - GEN - Exp - Youth Project Schemes				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58795	PI	12/08/2021	Youth Service Projects	1,923.68		1,923.68	
				<u>Account Totals</u>	<u>1,923.68</u>		<u>1,923.68</u>
<u>N/C</u>	4520	<u>Name</u>	PR&F - GENERAL - Exp - Mayors Allowance				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58761	PI	11/08/2021	Mayoral Allowance	847.50		847.50	
				<u>Account Totals</u>	<u>847.50</u>		<u>847.50</u>
<u>N/C</u>	4560	<u>Name</u>	PR&F - GENERAL - Exp - Mayors Ball				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58816	PI	18/08/2021	Band - Deposit	120.00		120.00	
				<u>Account Totals</u>	<u>120.00</u>		<u>120.00</u>
				<u>Department</u>	<u>6,929.36</u>	<u>108.21</u>	<u>6,821.15</u>
<u>Dept Number</u>	2	<u>Dept</u>	PR & F - GRANTS				
<u>N/C</u>	4710	<u>Name</u>	PR&F - GRANTS - Grants				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58796	PI	01/08/2021	Oaklands Surgery Coffee Morning	1,000.00		1,000.00	
58894	JC	01/08/2021	Oaklands Surgery		1,000.00	-1,000.00	
				<u>Account Totals</u>	<u>1,000.00</u>	<u>1,000.00</u>	
				<u>Department</u>	<u>1,000.00</u>	<u>1,000.00</u>	
<u>Dept Number</u>	3	<u>Dept</u>	PR & F - SALARIES				
<u>N/C</u>	4800	<u>Name</u>	PR&F - SALARIES - Wages/salaries				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58802	PI	01/08/2021	Pension Deficit	509.00		509.00	
58827	JD	27/08/2021	Employers Pension	3,065.73		3,065.73	
58828	JD	27/08/2021	Payments	17,120.35		17,120.35	
58829	JD	27/08/2021	Employers NIC	1,596.94		1,596.94	
59077	JC	27/08/2021	Costs of Democracy		1,994.58	-1,994.58	

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>Account Totals</u>	<u>22,292.02</u>	<u>1,994.58</u>	<u>20,297.44</u>
<u>Department</u>	<u>22,292.02</u>	<u>1,994.58</u>	<u>20,297.44</u>

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>
58821	SI	19/08/2021	Allotment rent for the period August - 30		7.73	-7.73
<u>Account Totals</u>					<u>7.73</u>	<u>-7.73</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>
58822	SI	19/08/2021	Gate key deposit		5.00	-5.00
59758	CP	25/08/2021	Key Deposit Refund	3.50		3.50
59759	CP	27/08/2021	Key Deposit Refund	3.50		3.50
<u>Account Totals</u>				<u>7.00</u>	<u>5.00</u>	<u>2.00</u>

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

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58783	PI	09/08/2021	Container Rental	90.00		90.00
58805	PI	04/08/2021	Demolish Shed and Clear Plot - Milford	758.90		758.90
58813	PI	11/08/2021	Cut Hedge/Remove Trees - E/Flats	962.11		962.11
58834	PI	23/08/2021	Allotment Maintenance - April	1,230.00		1,230.00
58835	PI	23/08/2021	Allotment Maintenance - May	1,230.00		1,230.00
58836	PI	23/08/2021	Allotment Maintenance - June	1,230.00		1,230.00
58837	PI	23/08/2021	Allotment Maintenance - July	1,230.00		1,230.00
58922	PI	05/08/2021	Materials - Allotments	33.51		33.51
58924	PI	12/08/2021	Materials - Allotments	10.45		10.45
58927	PI	24/08/2021	Materials - Allotments	30.00		30.00
58928	PI	30/08/2021	Materials - Allotments	6.42		6.42
58950	PI	31/08/2021	Allotment Maintenance - August	1,230.00		1,230.00
<u>Account Totals</u>				<u>8,041.39</u>		<u>8,041.39</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>
58752	BP	01/08/2021	Rates	122.00		122.00
<u>Account Totals</u>				<u>122.00</u>		<u>122.00</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>
58831	JD	27/08/2021	Employers Pension	331.05		331.05
58832	JD	27/08/2021	Payments	1,630.78		1,630.78
<u>Account Totals</u>				<u>1,961.83</u>		<u>1,961.83</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>
58815	PI	16/08/2021	Mower and Strimmer Fuel	59.85		59.85
58921	PI	04/08/2021	Materials - Workshop	17.48		17.48
58923	PI	06/08/2021	Materials - Workshop	8.82		8.82
58925	PI	17/08/2021	Materials - Workshop	10.20		10.20
<u>Account Totals</u>				<u>96.35</u>		<u>96.35</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>
58791	PI	04/08/2021	Electricity	50.20		50.20
58794	PI	10/08/2021	Repair Lights	75.00		75.00

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals 125.20 125.20

<u>N/C</u>	7102	<u>Name</u>	G&GM - Exp - Open Spaces: Play Park			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58814	PI	12/08/2021	Contribution St Johns Play Area	10,000.00		10,000.00
58896	JC	12/08/2021	Contribution St John's Play Area		10,000.00	-10,000.00
<u>Account Totals</u>				<u>10,000.00</u>	<u>10,000.00</u>	

<u>N/C</u>	7120	<u>Name</u>	G&GM - Exp - Yew Tree Park - Gate Opening			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58840	PI	18/08/2021	Security	201.20		201.20
<u>Account Totals</u>				<u>201.20</u>		<u>201.20</u>

<u>N/C</u>	7190	<u>Name</u>	G&GM - Exp - Protective Clothing			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58920	PI	04/08/2021	Safety Clothing	42.48		42.48
<u>Account Totals</u>				<u>42.48</u>		<u>42.48</u>

<u>N/C</u>	7210	<u>Name</u>	G&GM - Exp - Vehicle			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58929	PI	30/08/2021	Materials - Van	6.23		6.23
<u>Account Totals</u>				<u>6.23</u>		<u>6.23</u>

Department 20,603.68 10,012.73 10,590.95

Dept Number 5 Dept BUILDING & CIVIC MATTERS

<u>N/C</u>	6005	<u>Name</u>	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>
58808	PI	13/08/2021	Refund - Milford Hall	49.00		49.00
58817	SI	18/08/2021	Milford Hall Hire Fees		56.00	-56.00
58818	SI	18/08/2021	Milford Hall Hire Fees		11.50	-11.50
58819	SI	18/08/2021	Milford Hall Hire Fees		80.00	-80.00
60171	SC	18/08/2021	Cancel - see tran 58819	80.00		80.00
<u>Account Totals</u>				<u>129.00</u>	<u>147.50</u>	<u>-18.50</u>

<u>N/C</u>	6080	<u>Name</u>	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>
58830	JD	27/08/2021	Payments	668.90		668.90
58926	PI	18/08/2021	Materials - Hall	9.28		9.28
58937	PI	31/08/2021	Mobile Patrols	143.00		143.00
59078	JC	27/08/2021	Caretaker		668.90	-668.90
<u>Account Totals</u>				<u>821.18</u>	<u>668.90</u>	<u>152.28</u>

<u>N/C</u>	6090	<u>Name</u>	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>
58806	PI	10/08/2021	Milford Hall Recharge - 1st Qtr	2,494.00		2,494.00
58889	PI	05/08/2021	Internet	43.61		43.61
58912	BR	23/08/2021	Plusnet Internet Refund		18.50	-18.50
58936	PI	31/08/2021	Mobile Patrols	194.37		194.37
58938	PI	27/08/2021	Download CCTV Footage/Fire Extinguishers	167.80		167.80
58945	PI	31/08/2021	Cleaning	682.50		682.50
59079	JD	27/08/2021	Caretaker	668.90		668.90
<u>Account Totals</u>				<u>4,251.18</u>	<u>18.50</u>	<u>4,232.68</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>	6100	<u>Name</u>	B&CM - Exp - Public Toilets Peter St		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58751	BP	01/08/2021	Rates		319.00		319.00
58820	PI	17/08/2021	Consumables		98.81		98.81
58838	PI	20/08/2021	Foot Patrol		417.00		417.00
58930	PI	06/08/2021	Water Charges		52.32		52.32
58944	PI	31/08/2021	Cleaning		518.05		518.05
<u>Account Totals</u>					<u>1,405.18</u>		<u>1,405.18</u>

<u>N/C</u>	6102	<u>Name</u>	B&CM - Exp - Public Toilets Petters Way		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58753	BP	01/08/2021	Rates		264.00		264.00
58839	PI	20/08/2021	Foot Patrol		417.00		417.00
<u>Account Totals</u>					<u>681.00</u>		<u>681.00</u>

<u>N/C</u>	6190	<u>Name</u>	B&CM - Exp - Town House - Business Rates		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58754	BP	01/08/2021	Rates		961.00		961.00
<u>Account Totals</u>					<u>961.00</u>		<u>961.00</u>

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58935	PI	27/08/2021	Duty of Care		77.25		77.25
58943	PI	31/08/2021	Cleaning		304.11		304.11
58952	PI	31/08/2021	Waste Disposal		56.36		56.36
<u>Account Totals</u>					<u>437.72</u>		<u>437.72</u>

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58931	PI	19/08/2021	Gas		22.71		22.71
<u>Account Totals</u>					<u>22.71</u>		<u>22.71</u>

<u>Department</u>					<u>8,708.97</u>	<u>834.90</u>	<u>7,874.07</u>
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<u>Dept Number</u>	11	<u>Dept</u>	PROMOTIONS & ACTIVITIES	
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<u>N/C</u>	5520	<u>Name</u>	P&A - Exp - Christmas Lights		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58841	PI	24/08/2021	Christmas Lights		20,338.00		20,338.00
<u>Account Totals</u>					<u>20,338.00</u>		<u>20,338.00</u>

<u>N/C</u>	5525	<u>Name</u>	P&A - Exp - Christmas Lights Installation/Safety		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58842	PI	24/08/2021	Installation - Christmas Lights		14,225.00		14,225.00
<u>Account Totals</u>					<u>14,225.00</u>		<u>14,225.00</u>

<u>N/C</u>	5610	<u>Name</u>	P&A - Exp - Yeovil Super Saturday		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58880	PI	11/08/2021	Balloon Twisting		75.00		75.00
58997	PI	31/08/2021	Super Saturday Flyers		124.00		124.00
<u>Account Totals</u>					<u>199.00</u>		<u>199.00</u>

<u>Department</u>					<u>34,762.00</u>		<u>34,762.00</u>
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<u>Grand Totals</u>					<u>94,296.03</u>	<u>13,950.42</u>	<u>80,345.61</u>
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Yeovil Town Council

September Actual V Budget

Policy, Resources & Finance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
Precept	272,652.00	272,652.00	272,652.00	0.00	0.00
Bank Interest	2,500.00	173.16	1,249.98	-1,076.82	2,326.84
Contingencies	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	2,500.00	0.00	2,500.00	-2,500.00
Postage	0.00	0.00	0.00	0.00	0.00
Ski Centre	1250.00	612.00	625.02	-13.02	638.00
Mayor's Ball	0.00	2,775.00	0.00	2,775.00	-2,775.00
Mayor's Charity Events	0.00	10.00	0.00	10.00	-10.00
Grants	7,000.00	7,000.00	7,000.00	0.00	0.00
Salaries	260,000.00	260,000.00	260,000.00	0.00	0.00
Salaries Recharge	1,000.00	0.00	499.98	-499.98	1,000.00
Youth Project Schemes	0.00	0.00	0.00	0.00	0.00
Youth Council	0.00	0.00	0.00	0.00	0.00
	544,402.00	545,722.16	542,026.98	3,695.18	-1,320.16
Expenditure					
Advertising	500.00	55.00	250.02	-195.02	445.00
Audit Fees	3,470.00	284.26	1,735.02	-1,450.76	3,185.74
Bank Charges	0.00	199.90	0.00	199.90	-199.90
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	0.00	250.02	-250.02	500.00
Contingencies	53,022.00	17,740.63	26,511.00	-8,770.37	35,281.37
Costs of Democracy	29,200.00	12,062.46	14,599.98	-2,537.52	17,137.54
Courses/Conferences	5,000.00	0.00	2,500.02	-2,500.02	5,000.00
Elections	1,500.00	4,079.01	750.00	3,329.01	-2,579.01
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	3,960.31	1,999.98	1,960.33	39.69
Franking Machine	500.00	580.99	250.02	330.97	-80.99
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	5,149.98	-5,149.98	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	6,139.74	6,250.02	-110.28	6,360.26
Postage	2,000.00	320.40	1,000.02	-679.62	1,679.60
Prof.Fees/Subs	7,500.00	4,793.55	3,750.00	1,043.55	2,706.45
PWLB Interest	30,000.00	0.00	15,000.00	-15,000.00	30,000.00
Stationery/Supplies	2,500.00	410.23	1,249.98	-839.75	2,089.77
Sponsorship Octagon Theatre	1,000.00	1,000.00	499.98	500.02	0.00
Telephone	2,500.00	1,334.49	1,249.98	84.51	1,165.51
Website	8,000.00	2,925.00	4,000.02	-1,075.02	5,075.00
Westland Leisure Complex	27,800.00	0.00	27,800.01	-27,800.01	27,800.00
Youth Project Schemes	30200.00	12,108.08	15,100.02	-2,991.94	18,091.92
Youth Council	2000.00	0.00	1,000.02	-1,000.02	2,000.00
Mayors Allowance	10170.00	4,237.50	5,085.00	-847.50	5,932.50
Regalia	2000.00	447.00	1,000.02	-553.02	1,553.00
Mayors Award	0.00	190.80	0.00	190.80	-190.80
Remembrance Day Wreath	0.00	0.00	0.00	0.00	0.00
Mayors Ball	0.00	203.33	0.00	203.33	-203.33
Mayors Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	5,199.00	3,499.98	1,699.02	1,801.00
Salaries/Wages	260,000.00	121,861.16	130,000.02	-8,138.86	138,138.84
	544,402.00	205,210.74	289,101.09	-83,890.35	339,191.26
	0	340,511.42	252,925.89	87,585.53	-340,511.42

Yeovil Town Council

September Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	251,580.00	251,580.00	251,580.00	0.00	0.00
Leases	2,090.00	1,044.00	1,046.00	-2.00	1,046.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	447.90	8,899.98	-8,452.08	17,352.10
Sales of Gate & Tap Keys	100.00	-36.67	49.98	-86.65	136.67
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	272,570.00	253,035.23	261,575.96	-8,540.73	19,534.77
Expenditure					
Allotment Maintenance (Corporate)	9,200.00	10,875.96	4,600.02	6,275.94	-1,675.96
Allotment Fence Repairs	1,000.00	0.00	499.98	-499.98	1,000.00
Buildings & Electric Goar Knap	2,000.00	1,196.02	1,000.02	196.00	803.98
BKAC	250.00	0.00	124.98	-124.98	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	9,788.76	13,260.00	-3,471.24	16,731.24
Materials & Equipment	1,800.00	971.05	900.00	71.05	828.95
Holiday Play Scheme	9,270.00	9,270.00	4,635.00	4,635.00	0.00
Open Spaces: Doorstep Green	1,000.00	2,480.28	499.98	1,980.30	-1,480.28
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	2,720.00	1,360.00	1,360.02	-0.02	1,360.00
Yew Tree Park Gate Opening	2,200.00	1,212.54	1,099.98	112.56	987.46
Play & Landscape Officer	12,690.00	6,345.00	6,345.00	0.00	6,345.00
Playarea Enhancements	12,440.00	6,220.00	6,220.02	-0.02	6,220.00
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	0.00	79.06	0.00	79.06	-79.06
Vehicle	1350.00	940.22	675.00	265.22	409.78
Water Charges	1,000.00	437.72	499.98	-62.26	562.28
Water Mains Refurbishment	2,200.00	0.00	1,099.98	-1,099.98	2,200.00
	272,570.00	67,526.61	136,109.90	-68,583.29	205,043.39
	0	185,508.62	125,466.06	60,042.56	-185,508.62

Yeovil Town Council

September Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	218,680.00	218,680.00	0.00	0.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Milford Hall Hire Fees	25,000.00	7,845.00	12,499.98	-4,654.98	17,155.00
Use of Council Chamber	1,500.00	0.00	750.00	-750.00	1,500.00
	245,180.00	226,525.00	231,929.98	-5,404.98	18,655.00
Expenditure					
Community Safety	2,500.00	0.00	1,249.98	-1,249.98	2,500.00
CCTV	32,490.00	0.00	16,245.00	-16,245.00	32,490.00
Litter/Grit Bins	700.00	0.00	349.98	-349.98	700.00
Millennium Clock	500.00	0.00	250.02	-250.02	500.00
Monmouth Hall	17,690.00	3,136.54	8,845.02	-5,708.48	14,553.46
Monmouth Hall Refurbishment	60,000.00	0.00	30,000.00	-30,000.00	60,000.00
Milford Hall	30,350.00	14,953.95	15,175.02	-221.07	15,396.05
Public Toilets - Peter St	23,460.00	9,666.01	11,730.00	-2,063.99	13,793.99
Public Toilets - Petters Way	21,080.00	6,841.20	10,540.02	-3,698.82	14,238.80
Public Noticeboards	500.00	0.00	250.02	-250.02	500.00
Band Costs	3,500.00	0.00	1,750.02	-1,750.02	3,500.00
Painting of Town House	0.00	200.50	0.00	200.50	-200.50
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,000.00	5,761.75	6,000.00	-238.25	4,238.25
Town House - (excluding Services)	7,000.00	3,402.95	3,499.98	-97.03	3,597.05
Town House - Electricity	1,600.00	257.52	799.98	-542.46	1,342.48
Town House - Gas	2,200.00	711.95	1,099.98	-388.03	1,488.05
Town House - Maintenance	10,000.00	1,699.52	4,999.98	-3,300.46	8,300.48
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	375.00	-375.00	750.00
Town Centre Environmental Improvements	8,000.00	0.00	4,000.02	-4,000.02	8,000.00
Town House - Water Charges	400.00	75.42	199.98	-124.56	324.58
St Georges Day Parade	300.00	0.00	150.00	-150.00	300.00
Defibrillator	9,000.00	9,845.54	4,500.00	5,345.54	-845.54
CCTV Reserve	500.00	0.00	250.02	-250.02	500.00
	245,180.00	56,552.85	122,260.02	-65,707.17	188,627.15
	0	169,972.15	109,669.96	60,302.19	-169,972.15

Yeovil Town Council

September Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	102,550.00	102,550.00	0.00	0.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<u>102,550.00</u>	<u>102,550.00</u>	<u>102,550.00</u>	<u>0.00</u>	<u>0.00</u>
Expenditure					
Christmas Lights	23,500.00	20,338.00	11,749.98	8,588.02	3,162.00
Christmas Lights Installation	17,000.00	14,225.00	8,500.02	5,724.98	2,775.00
Love Yeovil	1,000.00	0.00	1,000.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	325.02	-325.02	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	15.00	-15.00	30.00
Town Crier	1,030.00	0.00	514.98	-514.98	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,550.00	-1,550.00	1,550.00
Unity in the Community	550.00	550.00	274.98	275.02	0.00
Yeovil Super Saturday	6,500.00	2,958.05	3,250.02	-291.97	3,541.95
Open Spaces: YIB Officer	24,800.00	0.00	12,400.01	-12,400.01	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	8,220.01	-8,220.01	16,440.00
Eats: Festival	9,000.00	750.00	4,500.00	-3,750.00	8,250.00
	<u>102,550.00</u>	<u>38,821.05</u>	<u>52,300.02</u>	<u>-12,478.97</u>	<u>63,728.95</u>
	<u>0.00</u>	<u>63,728.95</u>	<u>50,249.98</u>	<u>12,478.97</u>	<u>-63,728.95</u>

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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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N/C From 4000 Tran Date From 01/09/2021 Tran No From 1 Department From 0
N/C To 7520 Tran Date To 30/09/2021 Tran No To 99,999,999 Department To 999

Dept Number 1 Dept PR & F - GENERAL

N/C 4000 Name PR&F - PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59704	BR	24/09/2021	Precept - 2nd Half		136,326.00	-136,326.00
<u>Account Totals</u>					<u>136,326.00</u>	<u>-136,326.00</u>

N/C 4001 Name PR&F - GEN - Bank Interest

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59711	BR	02/09/2021	Interest		0.61	-0.61
59713	BR	30/09/2021	Interest		5.70	-5.70
60218	BR	30/09/2021	Interest		8.82	-8.82
60219	BR	29/09/2021	Interest		64.14	-64.14
<u>Account Totals</u>					<u>79.27</u>	<u>-79.27</u>

N/C 4005 Name PR&F - GEN - Inc - Ski Centre

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59689	SI	15/09/2021	Monthly Use of Car Park (Former Ski Centre)		102.00	-102.00
<u>Account Totals</u>					<u>102.00</u>	<u>-102.00</u>

N/C 4006 Name PR&F - GENERAL - Inc - Mayors Ball

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59074	SI	23/09/2021	10 Mayor's Ball Charity Tickets - 27 November		375.00	-375.00
59075	SI	24/09/2021	10 Mayor's Charity Ball Tickets - 27 November		375.00	-375.00
59690	BR	20/09/2021	Mayor's Ball Tickets 7		262.50	-262.50
59691	BR	20/09/2021	Mayor's Ball Ticket 1		37.50	-37.50
59692	BR	21/09/2021	Mayor's Ball Tickets 2		75.00	-75.00
59693	BR	22/09/2021	Mayor's Ball Tickets 10		375.00	-375.00
59694	BR	24/09/2021	Mayor's Ball Ticket 1		37.50	-37.50
59695	BR	27/09/2021	Mayor's Ball Tickets 8		300.00	-300.00
59696	BR	27/09/2021	Mayor's Ball Ticket 1		37.50	-37.50
59697	BR	27/09/2021	Mayor's Ball Tickets 4		150.00	-150.00
59698	BR	28/09/2021	Mayor's Ball Tickets 2		75.00	-75.00
59699	BR	28/09/2021	Mayor's Ball Tickets 8		300.00	-300.00
59700	BR	30/09/2021	Mayor's Ball Tickets 10		375.00	-375.00
<u>Account Totals</u>					<u>2,775.00</u>	<u>-2,775.00</u>

N/C 4007 Name PR&F - GENERAL - Inc - Mayors Charity Events

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59712	BR	02/09/2021	Donation - Keating		10.00	-10.00
<u>Account Totals</u>					<u>10.00</u>	<u>-10.00</u>

N/C 4032 Name PR&F - Exp - Bank Charges

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59734	PI	01/09/2021	Autopay Charge	36.00		36.00
<u>Account Totals</u>					<u>36.00</u>	<u>36.00</u>

N/C 4070 Name PR&F - GEN - Exp - Contingencies

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58995	PI	06/09/2021	Grant Yeovil Rec Centre	1,000.00		1,000.00
59013	PI	14/09/2021	Confidential Waste Bags	25.00		25.00
59014	PI	10/09/2021	Yeovil Together Event	550.00		550.00
59017	PI	22/09/2021	Mileage Claim	18.63		18.63
59023	PI	21/09/2021	Mileage Claim	20.37		20.37

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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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59765	CP	20/09/2021	Eye Test	25.00		25.00
59768	PI	29/09/2021	Contribution - Lord's Larder	5,000.00		5,000.00
59770	PI	08/09/2021	Hire of Venue	83.33		83.33
59787	PI	24/09/2021	Binding Agendas/Minutes	490.00		490.00
59807	PI	22/09/2021	Security - Planning Meeting	240.00		240.00
<u>Account Totals</u>				<u>7,452.33</u>		<u>7,452.33</u>

N/C 4080 Name PR&F - GEN - Exp - Costs of Democracy

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59080	JD	27/09/2021	Costs of Democracy	2,089.56		2,089.56
<u>Account Totals</u>				<u>2,089.56</u>		<u>2,089.56</u>

N/C 4100 Name PR&F - GEN - Exp - Elections

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58994	PI	15/09/2021	YTC By-Election	4,079.01		4,079.01
<u>Account Totals</u>				<u>4,079.01</u>		<u>4,079.01</u>

N/C 4130 Name PR&F - GEN - Exp - Furniture & equipment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58999	PI	09/09/2021	Retrieve Footage/USB Cards	79.00		79.00
59000	PI	09/09/2021	Maintenance Charge - Photocopier	405.93		405.93
59004	PI	14/09/2021	Digital Counter	8.32		8.32
59005	PI	14/09/2021	Tabletop Microphone Tripods	16.47		16.47
59006	PI	14/09/2021	Wireless Microphone	50.14		50.14
59797	PI	30/09/2021	Watercooler Rental	207.96		207.96
<u>Account Totals</u>				<u>767.82</u>		<u>767.82</u>

N/C 4170 Name PR&F - GEN - Exp - PC Support

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59008	PI	08/09/2021	Office 365 Business	97.03		97.03
59009	PI	08/09/2021	EoFTTC Managed Service	200.00		200.00
59010	PI	08/09/2021	IT Support	531.00		531.00
59011	PI	08/09/2021	Monthly CSP Subscription - Oct	72.48		72.48
<u>Account Totals</u>				<u>900.51</u>		<u>900.51</u>

N/C 4190 Name PR&F - GEN - Exp - Prof. fees/subs

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58946	PI	01/09/2021	Sage 50 Accounts/Payroll	253.00		253.00
59799	PI	17/09/2021	Membership AHGTC - Bruce Trigger	35.00		35.00
<u>Account Totals</u>				<u>288.00</u>		<u>288.00</u>

N/C 4210 Name PR&F - GEN - Exp - Stationery/supplies

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59003	PI	14/09/2021	Batteries	29.98		29.98
59772	PI	03/09/2021	Stationery	63.84		63.84
59773	PI	17/09/2021	Stationery	18.79		18.79
59774	PI	30/09/2021	Stationery	27.81		27.81
<u>Account Totals</u>				<u>140.42</u>		<u>140.42</u>

N/C 4218 Name PR&F - GEN - Exp - Sponsorship Octagon

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58996	PI	22/09/2021	Sponsorship Octagon Theatre	1,000.00		1,000.00
<u>Account Totals</u>				<u>1,000.00</u>		<u>1,000.00</u>

N/C 4220 Name PR&F - GEN - Exp - Telephone

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

59018	PI	22/09/2021	EE Top-Up	16.40		16.40
59733	PI	07/09/2021	Telephone Maintenance	8.30		8.30
59735	PI	01/09/2021	Call/Line Rental Charge	69.73		69.73
60209	PI	26/09/2021	Mobile Phones	133.91		133.91

<u>Account Totals</u>		<u>228.34</u>		<u>228.34</u>
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N/C 4240 Name PR&F - GEN - Exp - Youth Project Schemes

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59019	PI	22/09/2021	Youth Service Projects	1,923.68		1,923.68
59786	PI	28/09/2021	Hall Hire	370.00		370.00

<u>Account Totals</u>		<u>2,293.68</u>		<u>2,293.68</u>
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N/C 4520 Name PR&F - GENERAL - Exp - Mayors Allowance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59024	PI	23/09/2021	Mayoral Allowance	847.50		847.50

<u>Account Totals</u>		<u>847.50</u>		<u>847.50</u>
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N/C 4560 Name PR&F - GENERAL - Exp - Mayors Ball

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58953	PI	06/09/2021	Deposit - Fun Casino	83.33		83.33

<u>Account Totals</u>		<u>83.33</u>		<u>83.33</u>
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<u>Department</u>		<u>20,206.50</u>	<u>139,292.27</u>	<u>-119,085.77</u>
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Dept Number 2 Dept PR & F - GRANTS

N/C 4008 Name PR&F - PRECEPT - Grants

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59705	BR	24/09/2021	Precept - 2nd Half		3,500.00	-3,500.00

<u>Account Totals</u>				<u>3,500.00</u>	<u>-3,500.00</u>
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N/C 4710 Name PR&F - GRANTS - Grants

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58954	PI	06/09/2021	Good Fellowship Club	2,200.00		2,200.00

<u>Account Totals</u>		<u>2,200.00</u>		<u>2,200.00</u>
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<u>Department</u>		<u>2,200.00</u>	<u>3,500.00</u>	<u>-1,300.00</u>
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Dept Number 3 Dept PR & F - SALARIES

N/C 4009 Name PR&F - PRECEPT - Salaries

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59706	BR	24/09/2021	Precept - 2nd Half		130,000.00	-130,000.00

<u>Account Totals</u>				<u>130,000.00</u>	<u>-130,000.00</u>
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N/C 4800 Name PR&F - SALARIES - Wages/salaries

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58947	PI	01/09/2021	Pension Deficit	509.00		509.00
58978	JD	27/09/2021	Employers Pension	3,365.03		3,365.03
58979	JD	27/09/2021	Payments	18,666.03		18,666.03
58980	JD	27/09/2021	Employers NIC	1,823.95		1,823.95
59081	JC	27/09/2021	Costs of Democracy		2,089.56	-2,089.56
59084	SI	30/09/2021	REIMBURSEMENT of SALARY - TOWN CLERK		693.33	-693.33
59085	SI	30/09/2021	July to September 2021 On Costs		140.00	-140.00

<u>Account Totals</u>		<u>24,364.01</u>	<u>2,922.89</u>	<u>21,441.12</u>
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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

				<u>Department</u>	<u>24,364.01</u>	<u>132,922.89</u>	<u>-108,558.88</u>
<u>Dept Number</u>	4	<u>Dept</u>	GROUNDS & GENERAL MAINTENANCE				
<u>N/C</u>	7000	<u>Name</u>	G&GM - PRECEPT				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
59709	BR	24/09/2021	Precept - 2nd Half		125,790.00	-125,790.00	
<u>Account Totals</u>					<u>125,790.00</u>	<u>-125,790.00</u>	
<u>N/C</u>	7002	<u>Name</u>	G&GM - Inc - Leases				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
59086	SI	30/09/2021	Lease at Hillcrest/Higher Ryalls - Rent July to		522.00	-522.00	
<u>Account Totals</u>					<u>522.00</u>	<u>-522.00</u>	
<u>N/C</u>	7005	<u>Name</u>	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>	
59761	CP	02/09/2021	Key Deposit Refund	10.00		10.00	
59762	CP	14/09/2021	Key Deposit Refund	10.00		10.00	
<u>Account Totals</u>				<u>20.00</u>		<u>20.00</u>	
<u>N/C</u>	7019	<u>Name</u>	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>	
59783	PI	27/09/2021	Washers	6.99		6.99	
<u>Account Totals</u>				<u>6.99</u>		<u>6.99</u>	
<u>N/C</u>	7040	<u>Name</u>	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>	
58951	PI	02/09/2021	Electricity	224.09		224.09	
59682	BP	01/09/2021	Rates	122.00		122.00	
<u>Account Totals</u>				<u>346.09</u>		<u>346.09</u>	
<u>N/C</u>	7070	<u>Name</u>	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>	
58983	JD	27/09/2021	Employers Pension	365.07		365.07	
58984	JD	27/09/2021	Payments	1,798.36		1,798.36	
<u>Account Totals</u>				<u>2,163.43</u>		<u>2,163.43</u>	
<u>N/C</u>	7080	<u>Name</u>	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>	
59775	PI	06/09/2021	Materials - Workshop	6.24		6.24	
59776	PI	08/09/2021	Materials - Fencing	16.64		16.64	
59777	PI	14/09/2021	Materials - Workshop	22.53		22.53	
59779	PI	20/09/2021	Materials - Workshop	23.74		23.74	
59781	PI	27/09/2021	Materials - Workshop	3.63		3.63	
59980	PI	26/09/2021	Materials - Workshop	23.32		23.32	
<u>Account Totals</u>				<u>96.10</u>		<u>96.10</u>	
<u>N/C</u>	7091	<u>Name</u>	G&GM - Exp - Holiday Play Scheme				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	
58990	PI	07/09/2021	Schools Out Programme	9,270.00		9,270.00	
<u>Account Totals</u>				<u>9,270.00</u>		<u>9,270.00</u>	
<u>N/C</u>	7093	<u>Name</u>	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>	
58987	PI	03/09/2021	Electricity	48.42		48.42	

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals 48.42 48.42

<u>N/C</u>	7104	<u>Name</u>	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>
58993	PI	09/09/2021	Yeovil Country Park - 2nd Qtr	8,175.00		8,175.00
<u>Account Totals</u>				<u>8,175.00</u>		<u>8,175.00</u>

<u>N/C</u>	7110	<u>Name</u>	G&GM - Exp - Play Area Upgrades			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58989	PI	07/09/2021	Play Area Maintenance	1,360.00		1,360.00
<u>Account Totals</u>				<u>1,360.00</u>		<u>1,360.00</u>

<u>N/C</u>	7120	<u>Name</u>	G&GM - Exp - Yew Tree Park - Gate Opening			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58992	PI	09/09/2021	Security	206.23		206.23
<u>Account Totals</u>				<u>206.23</u>		<u>206.23</u>

<u>N/C</u>	7150	<u>Name</u>	G&GM - Exp - : Play & Landscape Officer			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58991	PI	07/09/2021	Play & Landscape Officer	6,345.00		6,345.00
<u>Account Totals</u>				<u>6,345.00</u>		<u>6,345.00</u>

<u>N/C</u>	7152	<u>Name</u>	G&GM - Exp - Play Area Repairs.Enhancements			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58988	PI	07/09/2021	Play Area Repairs	6,220.00		6,220.00
<u>Account Totals</u>				<u>6,220.00</u>		<u>6,220.00</u>

<u>N/C</u>	7210	<u>Name</u>	G&GM - Exp - Vehicle			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59792	PI	29/09/2021	Fuel - Van	66.16		66.16
<u>Account Totals</u>				<u>66.16</u>		<u>66.16</u>

Department 34,323.42 126,312.00 -91,988.58

Dept Number 5 Dept BUILDING & CIVIC MATTERS

<u>N/C</u>	6000	<u>Name</u>	B&CM - PRECEPT			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59708	BR	24/09/2021	Precept - 2nd Half		109,340.00	-109,340.00
<u>Account Totals</u>					<u>109,340.00</u>	<u>-109,340.00</u>

<u>N/C</u>	6005	<u>Name</u>	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>
58906	SI	01/09/2021	Hall Hire Fees		375.00	-375.00
58907	SI	01/09/2021	Hall Hire Fees		84.00	-84.00
58910	SI	01/09/2021	Hall Hire Fees		126.00	-126.00
58911	SI	01/09/2021	Hall Hire Fees		1,029.00	-1,029.00
58916	SI	01/09/2021	Hall Hire Fees		14.00	-14.00
58939	SI	02/09/2021	Hall Hire Fees		32.00	-32.00
58940	SI	02/09/2021	Hall Hire Fees		11.50	-11.50
58955	SI	08/09/2021	Hall Hire Fees		32.00	-32.00
58956	SI	08/09/2021	Hall Hire Fees		11.50	-11.50
58957	SI	08/09/2021	Hall Hire Fees		64.00	-64.00
58958	SI	08/09/2021	Hall Hire Fees		11.50	-11.50
58959	SI	09/09/2021	Hall Hire Fees		32.00	-32.00
58960	SI	09/09/2021	Hall Hire Fees		11.50	-11.50

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

58961	SI	09/09/2021	Hall Hire Fees	40.00		-40.00
58962	SI	09/09/2021	Hall Hire Fees	11.50		-11.50
58963	SI	13/09/2021	Hall Hire Fees	32.00		-32.00
58964	SI	13/09/2021	Hall Hire Fees	11.50		-11.50
58965	SI	13/09/2021	Hall Hire Fees	24.00		-24.00
58966	SI	13/09/2021	Hall Hire Fees	11.00		-11.00
58967	SI	21/09/2021	Hall Hire Fees	32.00		-32.00
58968	SI	21/09/2021	Hall Hire Fees	40.00		-40.00
58969	SI	21/09/2021	Hall Hire Fees	11.50		-11.50
58970	SI	21/09/2021	Hall Hire Fees	40.00		-40.00
58971	SI	21/09/2021	Hall Hire Fees	11.50		-11.50
58972	SI	21/09/2021	Hall Hire Fees	40.00		-40.00
58973	SI	21/09/2021	Hall Hire Fees	11.50		-11.50
59046	SI	23/09/2021	Hall Hire Fees	112.00		-112.00
59053	SI	23/09/2021	Hall Hire Fees	119.00		-119.00
59060	SI	23/09/2021	Hall Hire Fees	28.00		-28.00
59067	SI	23/09/2021	Hall Hire Fees	84.00		-84.00
59071	SI	23/09/2021	Hall Hire Fees	14.00		-14.00
59072	SI	23/09/2021	Hall Hire Fees	21.00		-21.00
59073	SI	23/09/2021	Hall Hire Fees	63.00		-63.00
<u>Account Totals</u>				<u>2,591.50</u>		<u>-2,591.50</u>

N/C		6080	Name	B&CM - Exp - Monmouth Hall		
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58948	PI	03/09/2021	Alarm Activation	56.50		56.50
58981	JD	27/09/2021	Payments	668.90		668.90
59082	JC	27/09/2021	Caretaker		668.90	-668.90
59736	PI	18/09/2021	Meter Removal	315.72		315.72
59737	PI	18/09/2021	Electric Disconnection	1,140.00		1,140.00
59809	PI	30/09/2021	Mobile Patrols	188.10		188.10
<u>Account Totals</u>				<u>2,369.22</u>	<u>668.90</u>	<u>1,700.32</u>

N/C		6090	Name	B&CM - Exp - Milford Hall		
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58949	PI	03/09/2021	Replace Faulty Lights	310.00		310.00
59083	JD	27/09/2021	Caretaker	668.90		668.90
59732	PI	05/09/2021	Internet Connection	11.78		11.78
59780	PI	23/09/2021	Padlock	29.14		29.14
59782	PI	27/09/2021	Ground Hooks	14.98		14.98
59806	PI	30/09/2021	Cleaning	682.50		682.50
59808	PI	30/09/2021	Mobile Patrols	313.50		313.50
<u>Account Totals</u>				<u>2,030.80</u>		<u>2,030.80</u>

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>
59021	PI	21/09/2021	Foot Patrols	406.00		406.00
59681	BP	01/09/2021	Rates	319.00		319.00
59784	PI	02/09/2021	Water Charge	50.52		50.52
59810	PI	28/09/2021	Consumables	98.81		98.81
59812	PI	30/09/2021	Cleaning	519.73		519.73
<u>Account Totals</u>				<u>1,394.06</u>		<u>1,394.06</u>

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>
59022	PI	21/09/2021	Foot Patrols	406.00		406.00
59683	BP	01/09/2021	Rates	264.00		264.00
59814	PI	24/09/2021	Petters Way Recharge - 1st Qtr	2,698.67		2,698.67
<u>Account Totals</u>				<u>3,368.67</u>		<u>3,368.67</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>	6190	<u>Name</u>	B&CM - Exp - Town House - Business Rates			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59684	BP	01/09/2021	Rates	961.00		961.00
<u>Account Totals</u>				<u>961.00</u>		<u>961.00</u>

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59007	PI	15/09/2021	Tissues	17.50		17.50
59760	CP	01/09/2021	Milk	9.55		9.55
59766	CP	28/09/2021	Refreshments	12.15		12.15
59796	PI	30/09/2021	Waste Disposal	43.88		43.88
59811	PI	30/09/2021	Cleaning	518.05		518.05
<u>Account Totals</u>				<u>601.13</u>		<u>601.13</u>

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59785	PI	17/09/2021	Gas	18.22		18.22
<u>Account Totals</u>				<u>18.22</u>		<u>18.22</u>

<u>N/C</u>	6270	<u>Name</u>	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>
59025	PI	22/09/2021	Defibrillator	2,451.90		2,451.90
59026	PI	22/09/2021	Defibrillator	2,442.00		2,442.00
59738	PI	18/09/2021	Defibrillator Sign	25.00		25.00
<u>Account Totals</u>				<u>4,918.90</u>		<u>4,918.90</u>

<u>Department</u>	<u>15,662.00</u>	<u>112,600.40</u>	<u>-96,938.40</u>
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Dept Number 6 Dept PLANNING

<u>N/C</u>	5000	<u>Name</u>	PLANNING - PRECEPT			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59703	BR	24/09/2021	Precept - 2nd Half		500.00	-500.00
<u>Account Totals</u>					<u>500.00</u>	<u>-500.00</u>
<u>Department</u>					<u>500.00</u>	<u>-500.00</u>

Dept Number 8 Dept JOINT BURIAL FUND

<u>N/C</u>	7500	<u>Name</u>	PRECEPT			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59710	BR	24/09/2021	Precept - 2nd Half		31,907.00	-31,907.00
<u>Account Totals</u>					<u>31,907.00</u>	<u>-31,907.00</u>
<u>Department</u>					<u>31,907.00</u>	<u>-31,907.00</u>

Dept Number 11 Dept PROMOTIONS & ACTIVITIES

<u>N/C</u>	5500	<u>Name</u>	P&A - PRECEPT			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59707	BR	24/09/2021	Precept - 2nd Half		51,275.00	-51,275.00
<u>Account Totals</u>					<u>51,275.00</u>	<u>-51,275.00</u>

N/C 5600 Name P&A - Exp - Unity in the Community

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59015	PI	10/09/2021	Yeovil Together Event	550.00		550.00

**10/252 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING
31st OCTOBER 2021 (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 2021/22, and to explain significant variances against budget.

Background

The 2021/22 budget was approved by Town Council on 2nd February 2021.

Committee	£
Policy, Resources and Finance	486,630
Buildings and Civic Matters	218,680
Grounds and General Maintenance	251,580
Planning	1,000
Promotions and Activities	102,550
Total Committees Budget	1,060,440
Joint Burial Committee	63,814
Total Budget Requirement	1,177,276

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 31st March 2022 is **£1,049,275** against the budget of **£1,060,440** shows an **underspend** of **£11,165**. 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 - 2021/22 Budget Monitoring (Month 1 to Month 7)

Committee	2020/21			2021/22		
	£	£	£	£	£	£
	Annual Budget	Actual Total at 31/03/21	Variance	Annual Budget	Expected Total at 31/03/21	Variance
Policy Resources and Finance						
Expenditure	497,329	416,644	80,685	491,380	452,294	39,086
Income	(8,250)	(5,448)	(2,802)	(4,750)	(2,475)	(2,275)
Net Expenditure	489,079	411,196	77,883	486,630	449,819	36,811
Buildings and Civic Matters						
Expenditure	235,490	188,427	47,063	245,180	228,482	16,698
Income	(31,000)	(7,986)	(23,015)	(26,500)	(24,000)	(2,500)
Net Expenditure	204,490	180,442	24,048	218,680	204,482	14,198
Grounds and General Maintenance						
Expenditure	287,750	269,820	17,930	272,570	289,209	(16,639)
Income	(21,040)	(22,491)	1,451	(20,990)	(20,940)	(50)
Net Expenditure	266,710	247,328	19,382	251,580	268,269	(16,689)
Planning						
Expenditure	1,000	0	1,000	1,000	0	1,000
Income	0	0	0	0	0	0
Net Expenditure	1,000	0	1,000	1,000	0	1,000
Promotions and Activities Committee						
Expenditure	127,550	93,448	34,102	102,550	126,705	(24,155)
Income	0	0	0	0	0	0
Net Expenditure	127,550	93,448	34,102	102,550	126,705	(24,155)
Total Yeovil Town Council						
Expenditure	1,149,119	968,339	180,780	1,112,680	1,096,690	15,990
Income	(60,290)	(35,925)	(24,365)	(52,240)	(47,415)	(4,825)
Net Expenditure	1,088,829	932,414	156,415	1,060,440	1,049,275	11,165

Appendix B

Policy, Resources & Finance Committee								
	2020/21			2021/22				Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 7 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Advertising	500	240	260	500	55	250	250	
Audit fees	3,400	3,039	361	3,470	284	3,200	270	
Books/periodicals	240	45	195	240	0	0	240	
Contingencies	51,849	32,935	18,914	25,000	17,852	30,000	(5,000)	Repair Trackways at Goar Knap (£2,943) and Sunningdale (£4,414); auction prize refund (£650); £604 , Potential fencing at Sunningdale - af agreed (£20,000); Lord's Larder (£5,000)
Cost of Elections	1,500	0	1,500	1,500	4,079	1,500	0	
Costs of Democracy	28,560	24,305	4,255	29,200	12,062	26,000	3,200	One councillor does not take an allowance, 1 councillor co-opted so not entitled to allowance;
Courses/conferences	6,500	1,611	4,889	5,000	0	2,000	3,000	
Franking Machine	700	292	408	500	581	600	(100)	
Furniture, office equipment & servicing	4,000	10,095	(6,095)	4,000	3,960	5,000	(1,000)	Confrence camera and microphones (£2,536)
Grants	7,000	4,705	2,295	7,000	7,470	7,000	0	£2,200 Goodfellowship Club carried over from 2020/21
Insurance	5,000	0	5,000	6,000	5,078	5,500	500	May increase slightly due to defibrillators
Mayoral allowance	10,000	864	9,136	10,170	5,085	10,170	0	
Miscellaneous	0	469	(469)	0	502	500	(500)	
New Initiatives Fund	10,300	7,000	3,300	10,300	0	10,300	0	
PC Support	11,000	10,859	141	12,500	7,040	12,574	(74)	
Postage	3,000	1,241	1,759	2,000	620	1,000	1,000	Moving to paperless office, agendas sent out electronically where possible
Prof. fees/subs	6,000	8,629	(2,629)	7,500	5,489	7,500	0	
PWLB Loan Repayments	30,000	0	30,000	30,000	0	0	30,000	Provision made should council wish to borrow for any projects
Regalia	2,000	0	2,000	2,000	447	2,000	0	
Salaries	250,000	256,575	(6,575)	260,000	147,503	255,000	5,000	
Ski Centre	500	21	479	500	0	100	400	
Sponsorship (Octagon Theatre - SLA)	1,000	0	1,000	1,000	1,000	1,000	0	
Stationery/supplies	3,000	624	2,376	2,500	433	600	1,900	
Telephone	2,500	2,289	211	2,500	1,564	2,500	0	
Website	0	0	0	8,000	2,925	8,000	0	
Westlands	27,200	27,436	(236)	27,800	0	27,800	0	
Youth Council	2,000	0	2,000	2,000	0	2,000	0	
Youth Services	29,580	23,370	6,210	30,200	14,400	30,200	0	
Total Expenditure	497,329	416,644	80,685	491,380	238,429	452,294	39,086	
INCOME								
Investment Interest	(4,000)	(1,144)	(2,856)	(2,500)	(182)	(225)	(2,275)	
Community Infrastructure Levy	0	(1,950)	1,950	0	0	0	0	Not guaranteed income. Will be transferred to CIL reserve as if not used within 5 years will have to be repaid to South Somerset District Council.
Miscellaneous	0	(30)	30	0	0	0	0	
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(714)	(1,250)	0	
Salary Recharge	(3,000)	(1,100)	(1,900)	(1,000)	0	(1,000)	0	
Total Income	(8,250)	(5,448)	(2,802)	(4,750)	(896)	(2,475)	(2,275)	
Net Expenditure	489,079	411,196	77,883	486,630	237,533	449,819	36,811	

Buildings & Civic Matters Committee

	2020/21			2021/22				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
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	
Community safety	2,500	2,500	0	2,500	0	2,500	0	
Defibrillator	0	0	0	9,000	9,846	20,000	(11,000)	
Litter/Grit bins	700	188	512	700	0	250	450	
Milford Hall	24,500	38,880	(14,380)	0	0	0	0	
Milford Hall - Business Rates	0	0	0	5,000	0	5,000	0	
Milford Hall - Running Costs	0	0	0	15,000	9,901	18,000	(3,000)	
Milford Hall - Security	0	0	0	3,250	1,549	2,655	595	
Milford Hall - SSDC Recharges	0	0	0	7,100	2,288	9,152	(2,052)	
Millennium Clock	400	706	(306)	500	0	500	0	
Monmouth Hall	17,340	5,813	11,527	0	0	0	0	
Monmouth Hall - Running Costs	0	0	0	16,870	4,049	4,000	12,870	
Monmouth Hall Business Rates	0	0	0	820	0	0	820	
Monmouth Hall refurbishment	60,000	0	60,000	60,000	20,392	60,000	0	£1,747 electricity disconnection , £16,192 demolition; £2,453 heras fencing
PA System	500	0	500	500	0	500	0	
Painting of Town House	16,890	21,017	(4,127)	0	201	201	(201)	
Public noticeboards	500	41	459	500	0	500	0	
Peter Street Public Toilet	23,000	22,063	937	0	0	0	0	
Peter Street Public Toilet - Cleaning (inc toilet rolls)	0	0	0	7,340	3,117	6,233	1,107	
Peter Street Public Toilet - Security	0	0	0	5,800	2,478	4,956	844	
Peter Street Public Toilet - Business Rates	0	0	0	3,200	2,237	3,195	5	Awaiting procedure to reclaim 2020/21 and 2021/22
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	0	0	0	7,120	3,144	6,288	832	
Petters Way Public Toilet	13,000	22,490	(9,490)	0	0	0	0	
Petters Way Public Toilet - SSDC Recharge (cleaning/water/electricity)	0	0	0	11,400	2,563	11,400	0	
Petters Way Public Toilet - Security	0	0	0	5,000	2,478	4,956	44	
Petters Way Public Toilet - Business Rates	0	0	0	2,650	1,853	3,088	(438)	Awaiting procedure to reclaim 2020/21 and 2021/22
Petters Way Public Toilet - Other Running costs (repairs)	0	0	0	2,030	211	1,000	1,030	
Sports Development Officer (SSDC)	2,160	2,160	0	2,160	0	2,160	0	
St Georges Day Parade	300	0	300	300	0	0	300	St George's Parade did not take place due to COVID-19
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	
Town House - CCTV Reserve	0	0	0	500	0	500	0	
Town House - business rates	10,000	9,606	394	10,000	6,723	9,606	394	
Town House - electricity	1,600	1,514	86	1,600	258	1,545	55	
Town House - gas	2,200	1,694	506	2,200	743	2,000	200	
Town House - repairs and maintenance	8,000	14,795	(6,795)	10,000	1,700	5,000	5,000	
Town House - water charges	400	181	219	400	153	306	94	
Town House (excluding services)	6,760	7,924	(1,164)	7,000	3,403	7,000	0	
War memorials	750	864	(114)	750	0	0	750	
Total Expenditure	235,490	188,427	47,063	245,180	79,284	228,482	16,698	
INCOME								
Defibrillator Contributiion	0	0	0	0	(3,721)	(10,000)	10,000	
Monmouth Hall	(4,500)	45	(4,545)	0	0	0	0	Hall closed
Milford Hall	(25,000)	(8,031)	(16,970)	(25,000)	(8,037)	(14,000)	(11,000)	Hall hire income reduced due to COVID-19
Town House	(1,500)	0	(1,500)	(1,500)	0	0	(1,500)	Room hire income reduced due to COVID-19
Total Income	(31,000)	(7,986)	(23,015)	(26,500)	(11,758)	(24,000)	(2,500)	
Net Expenditure	204,490	180,442	24,048	218,680	67,526	204,482	14,198	

Grounds and General Maintenance Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Allotment Maintenance (Corporate)	9,000	17,165	(8,165)	9,200	11,446	12,998	(3,798)	Additional work by the contractor, costs contributed to from Labour budget
Allotments - Fence Repairs	1,000	0	1,000	1,000	0	1,000	0	
Best Kept Allotments Competition	250	0	250	250	0	250	0	
Community Heritage Officer	9,500	7,125	2,375	10,000	5,000	10,000	0	
Goar Knap - Building	1,650	2,279	(629)	2,000	1,318	2,000	0	
Holiday Playscheme contribution	9,080	9,080	0	9,270	9,270	9,270	0	
Improvements at Yeovil Recreation Centre	5,000	5,000	0	0	0	0	0	
Labour	26,000	4,140	21,860	26,520	11,751	28,201	(1,681)	Underspend to support allotment maintenance costs
Leases	350	335	15	350	0	350	0	
Materials and equipment	1,800	1,161	639	1,800	1,079	1,800	0	
Open spaces:								
Lights for Milford 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	12,440	12,440	0	12,690	6,345	12,690	0	
Play Area								
Repairs/Enhancements	12,190	12,190	0	12,440	6,220	12,440	0	
Play Area Upgrade	2,660	2,660	0	2,720	1,360	2,720	0	
Playpark Programme	10,000	10,000	0	10,000	0	10,000	0	
Door Step Green	800	618	183	1,000	2,529	4,629	(3,629)	Pathway repair
Country Park	32,700	32,700	0	32,700	16,350	32,700	0	
Yew Tree Park - Gate Opening	2,150	1,658	492	2,200	1,404	2,200	0	
Protective Clothing	200	154	46	0	79	200	(200)	
Restoration of Sidney Gardens Fountain	12,600	12,600	0	0	0	0	0	
Site Surveys	0	0	0	0	0	374	(374)	Elizabeth Flats wall (from contingencies)
Trackways	0	0	0	0	0	7,357	(7,357)	Trackways at Goar Knap and Sunningdale (from contingencies)
Vehicle	1,300	1,089	211	1,350	1,009	1,350	0	
Water charges	1,000	2,848	(1,848)	1,000	700	1,000	0	
Water Mains Refurbishment/Repairs	2,200	1,098	1,102	2,200	0	2,200	0	
Total Expenditure	287,750	269,820	17,930	272,570	75,859	289,209	(16,639)	
INCOME								
Taps & keys	(150)	(57)	(94)	(100)	10	(50)	(50)	
Access & Easements	0	0	0	0	0	0	0	
Rent	(17,800)	(17,724)	(76)	(17,800)	(16,642)	(17,800)	0	
Lease	(2,090)	(2,088)	(2)	(2,090)	(1,044)	(2,090)	0	
Water Charge	(1,000)	(2,623)	1,623	(1,000)	0	(1,000)	0	
Total Income	(21,040)	(22,491)	1,451	(20,990)	(17,676)	(20,940)	(50)	
Net Expenditure	266,710	247,328	19,382	251,580	58,183	268,269	(16,689)	

Planning Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Planning	1,000	0	1,000	1,000	0	0	1,000	
Total Expenditure	1,000	0	1,000	1,000	0	0	1,000	
INCOME								
	0	0	0	0	0		0	
Total Income	0	0	0	0	0	0	0	
Net Expenditure	1,000	0	1,000	1,000	0	0	1,000	

Promotions & Activities Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Christmas Lights	23,500	23,814	(314)	23,500	20,485	23,500	0	
Christmas Lights Competition	30	0	30	30	0	0	30	
Christmas Lights Installation/Safety Checks	16,500	17,372	(872)	17,000	14,225	14,500	2,500	
Christmas Lights Switch On	500	0	500	500	0	500	0	
Customised souvenirs	650	0	650	650	0	650	0	
Eats:Festival	0	0	0	9,000	750	9,000	0	
Love Yeovil	1,000	0	1,000	1,000	0	100	900	
Resourcing VE Day Celebrations	35,000	2,950	32,050	0	0	29,100	(29,100)	Funded from Reserve
Super Saturday	6,000	8,038	(2,038)	6,500	3,769	6,500	0	
Town Crier	1,030	35	995	1,030	0	500	530	
Unity in the Community	550	0	550	550	550	1,100	(550)	To financially support Somerset Diverse Communities event. £550 funded from Reserve
Yeovil in Bloom Officers	24,800	24,800	0	24,800	0	24,800	0	
Yeovil in Bloom Working Budget	16,440	16,440	0	16,440	15	16,455	(15)	
Yeovil Open Town Crier Competition	1,550	0	1,550	1,550	0	0	1,550	Cancelled due to COVID-19
Total Expenditure	127,550	93,448	34,102	102,550	39,794	126,705	(24,155)	
INCOME								
Souvenirs	0	0	0	0	0	0	0	
Super Saturday	0	0	0	0	0	0	0	
Total Income	0	0	0	0	0	0	0	
Net Expenditure	127,550	93,448	34,102	102,550	39,794	126,705	(24,155)	

10/253

EXTENSION OF YOUTH SERVICES (URGENT BUSINESS)

The SLA for Youth Services ceases on 31st December 2021.

Ordinarily, a report would have been taken to PR&F in November. However, YMCA need to recruit and unfortunately, a 2-month contract is all that can be offered due to the due date for the SLA to cease, this of course is not attractive to any youth worker wishing to apply. The costs for Youth Services from YMCA have not increased over the past 5 years.

YMCA Mendip are looking to extend the provision for another 3 years, with the opportunity to extend at the end of that period for another 2 years. They propose a charge of £26,000. Inflationary increases year on year for the past 5 years would make £26,000 per annum fair (£23,100 for the past 5 years).

This does not include any of the detached youth work costings.

In accordance with Standing Orders, paragraph 4d(xiv) 'Urgent Business', it was agreed to extend the provision for another 3 years, with the opportunity to extend at the end of that period for another 2 years at a charge of £26,000.

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

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

The background of the page is a complex geometric pattern of overlapping triangles and polygons in various colors including shades of green, yellow, orange, blue, purple, and pink. A large, central pink triangle is the most prominent feature, with other shapes in various colors overlapping it and each other.

**Proposal for a service level
agreement between Yeovil
Town Council & YMCA Brunel
Group for Yeovil a Detached
& Outreach Service**

November 2021

Proposal for a service level agreement between Yeovil Town Council & YMCA Brunel Group for Yeovil detached & Outreach Youth work

Department: Youth and Community

Dated: November 2021

Lead Officer: 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, 4 Young Carers groups, project & outreach work across Mendip & South Somerset; Coleford, Frome, Glastonbury, Shepton Mallet, Street and Yeovil.

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

Our vision 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.

Executive summary

The proposal for Yeovil Town Council to consider a 3-year service level agreement for a young people detached and outreach service for Yeovil

- A detached team consisting of two youth workers; one team leader and one youth worker.
- The team will deliver one weekly 3 hour face-to-face detached youth work session in Yeovil. This will be weekly throughout the year (including school holidays).
- The team will build on the detached work that has already taken place so far and identify areas where young people meet and congregate. Then work strategically in those areas; which include; Westfield, Milford, Birchwood, Wyndham, Nine Springs

Johnstone Park, the underground. Yeovil town Centre, and other places that are identified by the team in Yeovil.

- The purpose of this work is to find out the needs of Yeovil young people as they experience them and attempt to deal with whatever the young people present
- The detached team will continue to build professional & supportive relationships with young people on their own territory.
- The team will provide youth work support, Covid advice and signpost any vulnerable young people they come across to the relevant agencies.
- the team will liaise the police, schools, Family Intervention Service and Child Sexual Exploitation and other relevant agencies for the safeguarding and wellbeing of young people.
- The team will promote and inform young people of other services, groups and opportunities that are on offer to them. They will also encourage young people to use and take part in those services and opportunities e.g., youth clubs, sports clubs, uniformed groups, clubs and local events
- The target age group for the detached and outreach will be 10 – 19 years.
- The aim is to reach at least 50 young people per month and 600 young people a year.
- The team leader would be contracted for 6 hours per week and the youth worker 4 hours per week. This allows for 3 hours face to face, delivery preparation, planning, admin, training, following up, monitoring, evaluation, networking with schools and other organisations and safeguarding. The team leader will be managed by the Director of Youth & community
- Monitoring, evaluation and reviews will be carried on the service. Reports & feedback will be given to the Town Council on 6 monthly and at their request
- The proposal's total cost for this Detached Service is £10587.58 per year (subject to inflationary increases)

Background

Yeovil Town Council has asked us to submit a proposal for a Service level agreement (SLA) for regular Detached & Outreach work in Yeovil. The SLA is between Yeovil Town Council and YMCA Brunel Group.

YMCA Brunel has been delivering Detached & Outreach youth work in Yeovil since late 2020 when Government Covid rules allowed.

Through our detached work we have found there is a need for this service, especially to meet young people on their own territory. This has been highlighted especially with the impact of Covid on young people especially mental wellbeing and connecting with others in the community. The pandemic has impacted young people's mental health and

increased the risks for those most vulnerable. Throughout the pandemic there has been a marked increase of domestic abuse, loneliness and isolation, drug and alcohol misuse.

We can also see the need and potential for this detached service to support and compliment the centre-based youth work.

The need

Many young adults will have spent most of 2020 feeling caged up, lonely and restricted with little freedom for expression and access to support. This sees us in 2021, at the edge of a potential of mental health crisis, compounded further by continuing COVID-19 restrictions and the closing of schools. There has been a documented decline in mental health with steep rises in depression and anxiety in the young. This project will give those most in need the opportunity to feel valued and appreciated; making a difference to the community as a whole.

In a recent report the Children's Society are concerned the situation for many of the most vulnerable children living in society could get worse over the next few months and potentially over the next few years as a result of COVID-19.

"Children's well-being has been in decline in this country since 2009. The rapid spread of the COVID-19 virus is resulting in massive and widespread changes to daily life and will have consequences for children's well-being."

"For young people with mental ill-health the effects of the virus may be particularly challenging. There are currently one in eight children aged 5-19 in England who have a diagnosable mental health condition."

<https://www.childrensociety.org.uk/information/professionals/resources/impact-of-covid-19-on-young-people>

"36 percent of young men and 32 percent of young women say that no one have ever spoken to them about their mental wellbeing" (Princes Trust, 2021).

Nationally and locally young people are finding themselves increasingly marginalised in their local communities as being perceived as being labelled anti-social.

This proposed Young people's Detached and Outreach Service level agreement which would be a commissioned collaboration between Yeovil Town Council and YMCA Brunel will be a real way of incorporating young people into their community, listening to their voice, supporting them and can lead to a safer, vibrant and sustainable community for Yeovil residents.

Since the 2008 financial crisis the effects of austerity impacted Community infrastructure with loss of Arts funding, the closing of libraries, public parks and playgrounds, 70% of youth provision, youth and community centres. All those lost physical places provided spaces where people from different backgrounds could come together and connect, interact, learn diplomacy and how to be civil.

This Detached and Outreach service meets young people where they are and gives essential youth work support. The youth workers would regularly connect with young people and get to know them; listen to them, build trusted relationships, act as role models, find out what issues they are facing and give them support and encourage them to make positive life choices and seek relevant support if needed.

Since the beginning of the year the detached & outreach team have been working with young people in Westfield, Milford, Birchwood, Wyndham, Johnstone Park, and the underground in Yeovil.

The primary objective of this Detached and outreach youth work has been to provide youth services to young people in and around Yeovil, to build local community relationships, give support to young people and provide an activity or event that young people will participate.

We have worked with the Avon and Somerset police who shared concerns with regards to local young people being involved in antisocial behaviour, not attending school, having nothing to do over the holiday months and potential vulnerability. We have been engaging young people who may be at risk of county lines and vulnerable to child sexual exploitation.

Proposal: The team and the work

The proposal is for a detached team of Two youth workers, (one team leader and a youth worker) who would engage and target young people in places where they meet, on their own territory. This work with young people would also include working with some of Yeovil's vulnerable young people. The team would work with young people in streets, the Town Centre and parks around Yeovil. The delivery will be for one 3-hour session a week and will include school holidays.

The team will be made up of one team leader & one youth worker. The team will link in with the centre-based team in the Yeovil youth clubs and the team leader will be supervised by the Director of youth & community.

We would also recruit relief youth workers for contingency.

The team leader would be contracted for 6 hours per week and the youth worker 4 hours per week. This allows for preparation, planning, admin, training, following up, monitoring, evaluation, networking with schools and other organisations and safeguarding.

The team will deliver one 3-hour session face-to-face session weekly throughout the year which includes school holidays.

The team leader would be contracted for 6 hours per week and the youth worker 4 hours per week. This allows for 3 hours face to face, delivery preparation, planning, admin, training, following up, monitoring, evaluation, networking with schools and other organisations and safeguarding.

YMCA Brunel would induct, train and manage the team and the team would work to the organisations policies, procedures and be covered by the organisations insurances etc.

The Detached team would operate without the use of a building or activity and the work will take place where young people "are at" both geographically and where they are developmentally. The workers will be skilled in relating and working with young people on their "own turf".

This Detached and Outreach work is young person-centred approach and starts where young people meet, whether it is on the street, town centre, in a park, in the underground or anywhere else. The purpose of this work is to find out the needs of young people as they experience them and attempt to deal with whatever the young people present.

The Detached team will continually be identifying areas, responsive to need, where young people meet and congregate. These areas will include; Westfield, Milford, Birchwood, Wyndham, Johnstone Park, the underground and other places that are identified in Yeovil.

Our detached youth workers will use their skills to build and nurture positive relationships, providing youth work where young people are. They will work to encourage young people to develop a voice and to engage and encourage more purposeful and meaningful activities. The team will also inform and promote other services and opportunities for children and young people that exist in the locality and encourage them to use them, e.g., sports clubs, uniformed groups, clubs and local events

Our youth work is about helping young people transition into adulthood and helping them to thrive.

The team will also seek to identify, through consultation with children & young people, any gaps that exist in existing services aimed at meeting young people's needs.

The team will provide Covid 19 advice and guidance for young people based on the current NHS, Government and National youth agency advice.

The team will follow Covid 19 guidelines to ensure that it is carried out as safe as it can be by following the guidance.

The target age group for this detached and outreach will be 10 – 19 years. We aim to reach at least 50 young people per month, reaching 600 young people a year.

We believe that the right start in life is crucial for a person's long-term development. Unfortunately, young people are reporting that they feel unsafe, stressed and worried about school and societal pressures,

Our vision 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.

Our vision and values are integral to our Youth work curriculum, programmes and projects and how we work with young people deliver our service.

Costings

Actual cost for Detached & Outreach youth provision in Yeovil

6780.80	Payroll	6 hrs Team Leader & 4 hrs youth worker per week
1768.00	Management & Admin **	
1538.78	Contribution to central costs*	
500	activity budget	
10587.58	Total cost	

* Y&C Director & Admin worker + training & travel

** Insurance, Executive functions (HR, Finance, Safeguarding, Training, IT, Telephone, Office costs)

18% of income

Some of the session feedback from the Team on the developing work.

"Good session engaging with young people. We spoke to about 15 young people altogether in Milford, Birchfield and Wyndham. Good conversations regarding Covid, education, employment, transport leisure activities in Yeovil and promoted the roller disco and the youth club."

Skate session at Bucklers Mead.

"As part of the VRU funding YMCA Brunel Group agreed to put on free public activity sessions that encouraged young people to get together, meet new people and engage in event that would be fun, interesting and challenging.

This was a successful event that ran from 4pm to 7pm. We had 20 young people attend (which was less than we were expecting as we had over 5 families that had booked on with up to 6 people per party, but for whatever reason didn't / couldn't attend).

There was a mix of ages from 10 – 17 years and young people enjoyed the structured approach to a new activity. Participants left feeling like they had learnt something new, exhausted from 3 hours of exercise and showing a willingness to engage with outer youth focused activities. No reported incidents."

"Over at NineSprings we had a great conversation with a young person known to us. She was very excited to hear about our skating event, which will hopefully be on the 31st August. Despite the PCSO's concerns of anti-social behaviour, in this instance during the outreach all we witnessed was good natured interactions."

The underground car park was full of young people, 16-18-year olds, who seemed happy to see us, but we made sure not to outstay our welcome"

"At Wyndham we spoke at length to two 14-year-old girls, who were playing on the skate/bike track. One of which appeared to be interested in engaging with youth club, although she said that she felt nervous about joining in with the new things. We commented that we understood how this can feel and that she appeared to be more confident than she might thought. We asked if we how their summer had been and one of them told us that she had taken a job in a takeaway and was pleased with how much money she had made. They said they would be happy to talk with us again, should we meet them at further outreach sessions."

"It's becoming really clear to the team that there is a definite negative "atmosphere" between local shop keepers, residents and young people in and around the Westfield area.

A group of 8 children, 5 boys and 3 girls around 11 years of age were playing football on the pavement and road, outside St Peters. The main objective seemed to be to create a bit of drama between residents, car drivers and shop keepers. Several adults shouted and ordered the young people to move on. We asked if they would like to us to have a game of football with them at Johnson park, to which they said no. We let them know that we'll be offering a self-referral option when youth club restarts, which seemed to be well received. All young people spoken to at this time said that they had re-engaged with school following the summer holiday and despite the usual degree of negative answers about teachers and homework, thought that this was a good thing."

10/255 YEOVIL TOWN COUNCIL NEW WEBSITE

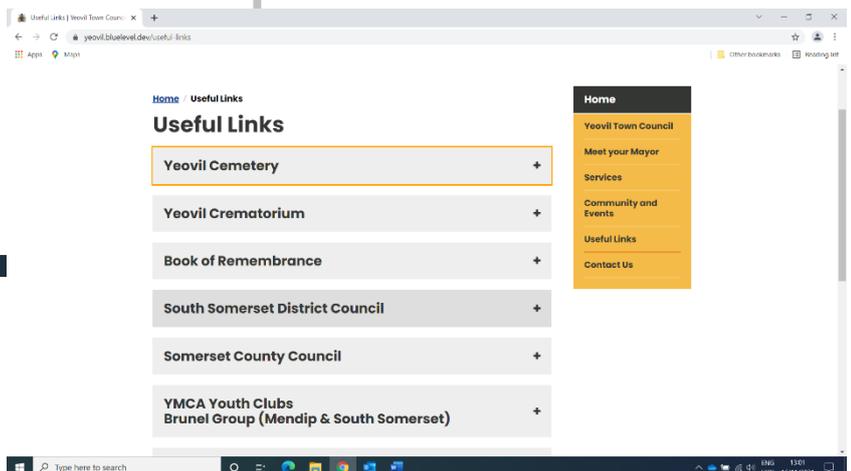
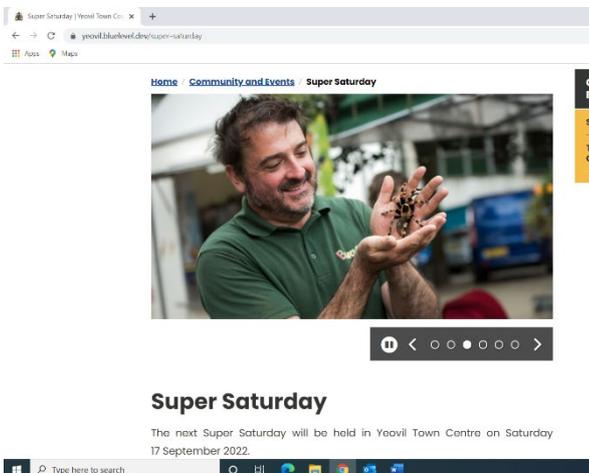
The new Yeovil Town Council website is almost ready to go live, with just a few remaining issues including setting up the Pay.Gov facility and integrating it into the site. There will be a Councillor's area and your login details will be sent to you at the appropriate time.

Some screen shots of the new website are set out below.

RECOMMENDED to note the report.

If you have any questions about this report, please contact Sally Freemantle in advance of the meeting.

(Sally Freemantle, Deputy Town Clerk: 01935 382424 or sally.freemantle@yeovil.gov.uk)



10/256 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS – REVIEW

At its meeting on 27th July 2021, this Committee resolved the following:

10/220 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS

Members considered how Council meetings will run in future following the lifting of the COVID-19 restrictions.

Discussions were held about minimising risk and where possible to eliminate it completely

RESOLVED: (1) that Committee meetings to continue to hold hybrid meetings whereby only those who are the decision makers are physically present and the remainder of attendees attend virtually; (2) that Town Council meetings are held informally as zoom meetings; with decisions delegated to the Town Clerk (when necessary) in consultation with the Mayor and other Councillors; and (3) that the decision be reviewed in 3 months.

The Committee is **RECOMMENDED** to review how meetings will operate in the future.

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

10/257 DRAFT BUDGET 2022/23

Members to consider a draft Budget for the financial year 2022/23 and to refer to full Town Council for adoption subject to receiving details of the tax base for 2022/23. *Account & Audit Regulations 2015*

All budget lines for contracts have been increased by 4% in line with the Chancellor of the Exchequer's predictions.

1) Grounds & General Maintenance Committee

- a. Members to consider and endorse the recommendation made by Grounds & General Maintenance Committee at its meeting on 8th November 2021 that:
 - i. allotments rents to remain at 43p per m² with effect from 1st January 2023;
- b. Members to consider and endorse the recommendation made by Grounds & General Maintenance Committee at its meeting on 8th November 2021 to accept the Ground and General Maintenance Budget for the financial year 2022/23.

2) Promotions & Activities Committee

- a. Members to consider and endorse the recommendation made by Promotions and Activities Committee at its meeting on 9th November 2021 to accept the Promotions and Activities Budget for the financial year 2022/23.

3) Buildings & Civic Committee

- a. Members to consider and endorse the recommendation made by Buildings and Civic Committee on 16th November 2021:
 - i. Milford Hall and Town Council Chamber as follows:

Milford Community Hall and Town Council Chamber – Hire Charges		
<i>Type of Hire</i>	<i>Current Rate of Hire 2021/22 (per hall/room per hour or part thereof)</i>	<i>Proposed Rate of Hire 2022/23 (per hall/room per hour or part thereof)</i>
<i>Rate for commercial organisations/persons</i>	£17.50	£18.00
<i>Private Functions</i>	£8.00	£8.50
<i>Damage Deposit for Private Functions (returnable if hall left in a satisfactory condition)</i>	£125.00	£130.00

<i>Non-profit making Organisations</i>	<i>£7:00</i>	<i>£7:50</i>
<i>Milford Hall: Use of Main Hall Kitchen</i>	<i>£11.50 per hire (included in hall/room hire charge for non- profit making organisations)</i>	<i>£11.50 per hire (included in hall/room hire charge for non- profit making organisations)</i>
<i>Town House Council Chamber: Provision of tea/coffee</i>	<i>£7.00</i>	<i>£7.00</i>
<i>Town House Council Chamber: Provision of tea/coffee</i>	<i>£10.00</i>	<i>£10.00</i>
<i>Town House Council Chamber: Use of kitchen</i>	<i>£5.50</i>	<i>£5.50</i>

- ii. To move the regalia budget to Buildings and Civic Matters Committee;
 - iii. To agree to add an additional £15,000 to the Community Safety budget line;
- b. Members to consider and endorse the recommendation made by Buildings and Civic Matters Committee at its meeting on 16th November 2021 to accept the Promotions and Activities Budget for the financial year 2022/23.

4) Crematorium & Cemetery Committee

- a. Awaiting figures. Draft figures used (assumed an inflationary increase of 2%) plus an additional 2% increase for inflation.

5) Policy, Resources and Finance Committee

- a. Members to consider this Committee's draft budget for the financial year 2022/23.

The Tax Base figures will be available from South Somerset District Council by 18th December 2021. The Council will set the budget on 1st February 2022. It is not yet known whether there will be a cap on Council Tax increases set within the Council Tax Referendum Principles.

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

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

Yeovil Town Council - 2022/23 Budget

	£	£	£	£	£	£	£	£
Committee	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Policy, Resources and Finance	378,964	391,504	426,890	346,670	409,270	437,230	486,630	432,980
Buildings and Civic Matters	122,070	126,960	96,780	186,239	184,250	204,490	218,680	252,820
Grounds and General Maintenance	234,716	238,617	222,520	234,822	239,680	266,710	251,580	339,770
Planning and Licensing	5,360	13,250	0	0	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
Sub Total	809,100	839,611	841,520	860,597	926,200	1,036,980	1,060,440	1,127,610
Contingency	39,347	40,551	68,463	48,517	46,310	51,849	53,022	56,381
Total Committees' Budget	848,447	880,162	909,983	909,114	972,510	1,088,829	1,113,462	1,183,991
Joint Burial Committee	80,420	80,398	58,284	60,016	61,007	63,760	63,814	61,215
Total Budget Requirement	928,867	960,560	968,267	969,130	1,033,517	1,152,589	1,177,276	1,245,206
Funded By:	£	£	£	£	£	£	£	£
Grant from Billing Authority (CTRS)	(94,180)	(81,920)	(26,370)	(8,680)	0	0	0	0
Net Precept	(834,687)	(878,640)	(941,897)	(960,450)	(1,033,517)	(1,152,589)	(1,177,276)	(1,245,206)
Use of Unallocated General Fund Balances	0	0	0	0	0	0	0	0
Total Funding	(928,867)	(960,560)	(968,267)	(969,130)	(1,033,517)	(1,152,589)	(1,177,276)	(1,245,206)
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	9,104.62
Band D Charge	£95.57	£97.48	£104.01	£105.05	£113.47	£126.55	£129.31	£136.77

Grounds and General Maintenance Committee

	2020/21			2021/22				2022/23	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 31/09/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	Proposed Budget	Notes
EXPENDITURE									
Allotment Maintenance (Corporate)	9,000	17,165	(8,165)	9,200	10,869	12,998	(3,798)	9,570	GGM agreed 8 cuts per year instead of 7
Allotments - Fence Repairs	1,000	0	1,000	1,000	0	1,000	0	2,000	If not spent will be put in reserve to use when necessary
Best Kept Allotments Competition	250	0	250	250	0	0	250	250	
Community Heritage Officer	9,500	7,125	2,375	10,000	0	9,500	500	10,000	Community Heritage Officer at Yeovil Country Park
Electric Van	0	0	0	0	0	0	0	8,000	Lease of electric van (estimate) - will go through the procurement process
Goar Knap - Building	1,650	2,279	(629)	2,000	1,074	1,650	350	2,000	
Holiday Playscheme contribution	9,080	9,080	0	9,270	9,270	9,080	190	9,640	Inflationary linked uplift of 2% as agreed by GGM 18/11/19 PR&F 26/11/19
Improvements at Yeovil Recreation Centre	5,000	5,000	0	0	0	0	0	0	As agreed by GGM 18/11/19 PR&F 26/11/19
Labour	26,000	4,140	21,860	26,520	9,789	13,693	12,827	27,580	Labour adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments. Recruitment process underway.
Leases	350	335	15	350	0	350	0	350	
Materials and equipment	1,800	1,161	639	1,800	875	1,800	0	1,870	Incremental increase year on year.
Open spaces:									
Lights for Milford Park	400	0	400	400	0	400	0	400	
Open Spaces	133,480	133,480	0	133,480	0	133,480	0	133,480	
Play and Landscape Officers	12,440	12,440	0	12,690	6,345	12,440	250	13,200	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Repairs/Enhancements	12,190	12,190	0	12,440	6,220	12,190	250	12,940	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Play Area Upgrade	2,660	2,660	0	2,720	1,360	2,660	60	2,830	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19
Playpark Programme	10,000	10,000	0	10,000	0	10,000	0	30,000	Playpark Programme agreed 21/01/20 BCM 28/01/20 PR&F. Will be asked for a contribution to Arnewood Gardens 11/01/21
Skate Parks	0	0	0	0	0	0	0	50,000	Contribution to Lysander Road and Milford Park
Door Step Green	800	618	182	1,000	2,480	3,580	(2,580)	7,000	Incremental increase year on year, additional monies for routine clearing of pathway from Monmouth Road to Doorstep green
Country Park	32,700	32,700	0	32,700	16,350	32,700	0	32,700	Members may wish to increase the contribution?
Yew Tree Park - Gate Opening	2,150	1,658	492	2,200	1,213	1,800	400	2,200	
Restoration of Sidney Gardens Fountain	12,600	12,600	0	0	0	0	0	0	Contribution to resotation of Sidney Gardens Fountain (part of a larger project for Sidney Gardens)
Protective Clothing	200	154	46	0	79	100	(100)	200	
Vehicle	1,300	1,089	211	1,350	874	1,300	50	1,350	As vehicle gets older more that needs addressing at service/MOT. Looking into getting a van fit for purpose and environmentally friendly
Water charges	1,000	2,848	(1,848)	1,000	438	1,000	0	1,000	
Water Mains Refurbishment/Repairs	2,200	1,098	1,102	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
Total Expenditure	287,750	269,820	17,930	272,570	67,235	263,921	8,649	360,760	
INCOME									
Taps & keys	(150)	(57)	(93)	(100)	10	(100)	0	(100)	
Rent	(17,800)	(17,724)	(76)	(17,800)	(448)	(17,800)	0	(17,800)	
Lease	(2,090)	(2,088)	(2)	(2,090)	(522)	(2,090)	0	(2,090)	Income of £2,090 pa receivable from lease of land at Higher Ryalls
Water Charge	(1,000)	(2,623)	1,623	(1,000)		(1,000)	0	(1,000)	
Total Income	(21,040)	(22,492)	1,452	(20,990)	(960)	(20,990)	0	(20,990)	
Net Expenditure	266,710	247,328	19,382	251,580	66,275	242,931	8,649	339,770	

Buildings & Civic Matters Committee

	2020/21			2021/22				2022/23		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 31/09/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	Proposed Budget		
EXPENDITURE										
Band Costs	3,500	3,500	0	3,500	0	3,500	0	3,500	3,500	SLA agreed to commence in 2020/21
CCTV	32,490	32,490	0	32,490	0	32,490	0	32,490	32,490	
Changing Places Toilet	0	0	0	0	0	0	0	5,000	5,000	Contribution to SSDC Changing Places fully accessible toilet bid
Community safety	2,500	2,500	0	2,500	0	2,500	0	17,500	17,500	See confidential report
Defibrillator	0	0	0	9,000	9,821	17,500	(8,500)	10,500	10,500	Urgent Decision subject to investigating alternative funding sources. Agreed in principle PRF 24/11/20
Litter/Grit bins	700	188	512	700	0	250	450	700	700	
Milford Hall	24,500	38,880	(14,380)	0	0	0	0	0	0	Inflationary increase
Milford Hall - Business Rates	0	0	0	5,000	0	0	5,000	5,200	5,200	Inflationary increase
Milford Hall - Running Costs	0	0	0	15,000	9,217	19,345	(4,345)	20,000	20,000	Cleaning £8,190, Caretaker £8,027
Milford Hall - Security	0	0	0	3,250	1,060	2,543	707	3,000	3,000	Inflationary increase
Milford Hall - SSDC Recharges	0	0	0	7,100	2,288	9,152	(2,052)	10,000	10,000	Inflationary increase
Milford Hall Refurbishments	0	0	0	0	0	0	0	20,000	20,000	
Millennium Clock	400	706	(306)	500	0	400	100	520	520	
Monmouth Hall	17,340	5,813	11,527	0	0	0	0	0	0	Inflationary increase
Monmouth Hall - Running Costs	0	0	0	16,870	2,831	6,182	10,688	0	0	
Monmouth Hall Business Rates	0	0	0	820	0	0	820	0	0	
Monmouth Hall refurbishment	60,000	0	60,000	60,000	20,392	60,000	0	60,000	60,000	£60k in budget from 2018/19 and 2019/20.
PA System	500	0	500	500	0	500	0	500	500	Hire charge of PA system and technical support for Remembrance Sunday
Painting of Town House	16,890	21,017	(4,127)	0	0	0	0	0	0	Agreed 21/01/20 BCM 28/01/20 PR&F
Public noticeboards	500	41	459	500	0	500	0	500	500	
Peter Street Public Toilet	23,000	22,063	937	0	0	0	0	0	0	Patrols from YCRT to reduce antisocial behaviour. Cleaning costs increased in line with National Living Wage
Peter Street Public Toilet - Cleaning (inc toilet rolls)	0	0	0	7,340	2,077	6,237	1,103	7,000	7,000	
Peter Street Public Toilet - Security	0	0	0	5,800	2,478	4,956	844	5,200	5,200	
Peter Street Public Toilet - Business Rates	0	0	0	3,200	1,599	3,197	3	3,200	3,200	
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	0	0	0	7,120	2,524	5,048	2,072	7,120	7,120	
Petters Way Public Toilet	13,000	22,490	(9,490)	0	0	0	0	0	0	Patrols from YCRT to reduce antisocial behaviour. Cleaning costs increased in line with National Living Wage
Petters Way Public Toilet - SSDC Recharge (cleaning/water/electricity)	0	0	0	11,400	(136)	11,400	0	11,400	11,400	
Petters Way Public Toilet - Security	0	0	0	5,000	2,478	5,000	0	5,000	5,000	
Petters Way Public Toilet - Business Rates	0	0	0	2,650	1,325	2,649	1	2,650	2,650	
Petters Way Public Toilet - Other Running costs (repairs)	0	0	0	2,030	211	2,030	0	2,030	2,030	
Regalia	0	0	0	0	0	0	0	2,000	2,000	Move from PR&F
Remembrance Sunday Video	0	0	0	0	0	1,500	(1,500)	1,500	1,500	
Sports Development Officer (SSDC)	2,160	2,160	0	2,160	0	2,160	0	2,160	2,160	
St Georges Day Parade	300	0	300	300	0	0	300	300	300	
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	8,000	8,000	
Town House - CCTV Reserve	0	0	0	500	0	0	500	500	500	Build up a reserve to repair/replace CCTV BCM 17/11/20
Town House - business rates	10,000	9,606	394	10,000	4,801	9,602	399	10,400	10,400	
Town House - electricity	1,600	1,514	86	1,600	258	1,200	400	1,600	1,600	
Town House - gas	2,200	1,694	506	2,200	694	2,200	0	2,200	2,200	
Town House - repairs and maintenance	8,000	14,795	(6,795)	10,000	1,900	10,000	0	10,000	10,000	
Town House - water charges	400	181	219	400	75	220	180	400	400	
Town House (excluding services)	6,760	7,924	(1,164)	7,000	2,806	6,800	200	7,000	7,000	
War memorials	750	864	(114)	750	0	750	0	750	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
Total Expenditure	235,490	188,426	47,064	245,180	68,697	229,812	15,368	279,820	279,820	
INCOME										
Defibrillator	0	0	0	0	(2,500)	(7,500)	7,500	0	0	
Monmouth Hall	(4,500)	45	(4,545)	0	0	0	0	0	0	
Milford Hall	(25,000)	(8,031)	(16,969)	(25,000)	(7,926)	(15,851)	(9,149)	(26,000)	(26,000)	
Town House	(1,500)	0	(1,500)	(1,500)	0	0	(1,500)	(1,000)	(1,000)	
Total Income	(31,000)	(7,986)	(23,014)	(26,500)	(10,426)	(23,351)	(3,149)	(27,000)	(27,000)	
Net Expenditure	204,490	180,440	24,050	218,680	58,271	206,461	12,219	252,820	252,820	

Promotions & Activities Committee

	2020/21			2021/22				2022/23	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 31/09/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	Proposed Budget	Notes
EXPENDITURE									
Christmas Lights	23,500	23,814	(314)	23,500	20,338	22,000	1,500	23,500	
Christmas Lights Competition	30	0	30	30	0	0	30	30	
Christmas Lights Installation/Safety Checks	16,500	17,373	(873)	17,000	14,225	16,500	500	17,500	Inflationary increase
Christmas Lights Switch On	500	0	500	500	0	0	500	500	Contractor to provide more people to switch on Christmas lights.
Customised souvenirs	650	0	650	650	0	650	0	650	
Eats:Festival	0	0	0	9,000	750	9,000	0	5,000	Spring, Super Saturday and Christmas local produce market. P&A 10/11/20.
Love Yeovil	1,000	0	1,000	1,000	0	1,000	0	1,000	
Resourcing VE Day Celebrations	35,000	2,950	32,050	0	0	0	0	0	An event to be held for VE Day (including staffing costs) P&A 12/11/19 PR&F 26/11/19. VE Day celebrations cancelled due to COVID - carry forward for Music in the Park in June 2021
Super Saturday	6,000	8,038	(2,038)	6,500	2,626	6,000	500	7,000	Inflationary increase
Town Crier	1,030	35	995	1,030	0	0	1,030	1,070	Inflationary increase
Unity in the Community	550	0	550	550	550	550	0	0	
Yeovil in Bloom Officers	24,800	24,800	0	24,800	0	24,800	0	24,800	
Yeovil in Bloom Working Budget	16,440	16,440	0	16,440	0	16,440	0	16,440	
Yeovil Open Town Crier Competition	1,550	0	1,550	1,550	0	0	1,550	1,550	
Yeovil Together	0	0	0	0	0	1,100	(1,100)	2,000	Including Unity in the Community
Total Expenditure	127,550	93,450	34,100	102,550	38,489	98,040	4,510	101,040	
INCOME									
Souvenirs	0	0	0	0	0	0	0	0	
Total Income	0	0	0	0	0	0	0	0	
Net Expenditure	127,550	93,450	34,100	102,550	38,489	98,040	4,510	101,040	

Planning Committee

	2020/21			2021/22			2022/23		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 31/09/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	Proposed Budget	
EXPENDITURE									
Planning	1,000	0	0	1,000	0	0	1,000	1,000	
Total Expenditure	1,000	0	0	1,000	0	0	1,000	1,000	
INCOME									
	0	0	0	0	0	0	0	0	
Total Income	0	0	0	0	0	0	0	0	
Net Expenditure	1,000	0	0	1,000	0	0	1,000	1,000	

Policy, Resources & Finance Committee

	2020/21			2021/22				2022/23	
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 31/09/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	Proposed Budget	Notes
EXPENDITURE									
Advertising	500	240	260	500	55	250	250	500	
Audit fees	3,400	3,039	361	3,470	284	3,200	270	3,610	Inflationary increase
Books/periodicals	240	45	195	240	0	100	140	240	
Carbon Management	0	0	0	25,000	0	0	25,000	25,000	
Contingencies	51,849	32,935	18,914	53,022	11,901	35,000	18,022		
Cost of Elections	1,500	0	1,500	1,500	4,079	1,500	0	5,500	Elections every 4 year. Budget to collect 1/4 each year and add to reserve to cover charge from SSDC every 4 years. Plus £4,000 to cover any by-election costs
Costs of Democracy	28,560	24,305	4,255	29,200	7,978	26,000	3,200	29,600	Members Allowance to increase in line with staff awards
Courses/conferences	6,500	1,611	4,889	5,000	0	2,000	3,000	5,000	
Franking Machine	700	292	408	500	581	600	(100)	500	
Furniture, office equipment & servicing	4,000	10,095	(6,095)	4,000	3,752	5,000	(1,000)	4,000	
Grants	7,000	4,705	2,295	7,000	5,199	7,000	0	7,000	
Insurance	5,000	0	5,000	6,000	5,078	5,500	500	6,000	Increased for the potential of Event cancellation premiums
Mayoral allowance	10,000	864	9,136	10,170	4,238	10,170	0	10,480	Mayoral Allowance to increase annually in line with CPI
Miscellaneous	0	469	(469)	0	355	500	(500)	0	
New Initiatives Fund	10,300	7,000	3,300	10,300	0	10,300	0	10,300	
PC Support	11,000	10,859	141	12,500	6,140	12,574	(74)	13,000	PC support also includes EoFTTC (Ethernet over Fibre to the Cabinet) leased line. Inflationary increase and additional support for items purchased during 2020/21.
Postage	3,000	1,241	1,759	2,000	320	1,200	800	2,000	Postage reduced due to electronic summons of agendas, minutes etc
Prof. fees/subs	6,000	8,629	(2,629)	7,500	4,759	7,500	0	7,500	
PWLB Loan Repayments	30,000	0	30,000	30,000	0	0	30,000	0	
Regalia	2,000	0	2,000	2,000	447	2,000	0	0	Move to BCM
Salaries	250,000	256,575	(6,575)	260,000	126,779	255,000	5,000	267,500	Adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.
Ski Centre	500	21	479	500	0	100	400	500	
Sponsorship (Octagon Theatre - SLA)	1,000	0	1,000	1,000	1,000	1,000	0	1,000	
Stationery/supplies	3,000	624	2,376	2,500	300	600	1,900	2,000	
Telephone	2,500	2,289	211	2,500	1,123	2,500	0	2,500	
Website	0	0	0	8,000	2,925	8,000	0	0	PR&F 28/07/20 10/117 Tenders specification being drawn up
Westlands	27,200	27,436	(236)	27,800	0	27,200	600	0	
Youth Council	2,000	0	2,000	2,000	0	2,000	0	2,000	
Youth Services	29,580	23,370	6,210	30,200	11,738	30,200	0	30,000	Inflationary increase and issue of a new SLA. Additional amount required for detached youth work
Total Expenditure	497,329	416,644	80,685	544,402	199,030	456,994	87,408	435,730	
INCOME									
Investment Interest	(4,000)	(1,144)	(2,856)	(2,500)	(94)	(225)	(2,275)	(500)	
Community Infrastructure Levy	0	(1,950)	1,950	0	0	0	0	0	Not guaranteed income.
Miscellaneous	0	(30)	30	0	0	0			
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(510)	(1,250)	0	(1,250)	
Salary Recharge	(3,000)	(1,100)	(1,900)	(1,000)	0	(1,000)	0	(1,000)	Salary recharged to Yeovil Crematorium and Cemetery budget for Town Clerk
Total Income	(8,250)	(5,448)	(2,802)	(4,750)	(604)	(2,475)	(2,275)	(2,750)	
Net Expenditure	489,079	411,196	77,883	539,652	198,426	454,519	85,133	432,980	

10/258 FORWARD PLAN

Date	Item
Policy, Resources & Finance 26 th January 2022	<ul style="list-style-type: none">• Financial Statements October/November 2021• Capital and Revenue Reserves 30th November 2021• Bank Reconciliation 30th November 2021• Applications for Grant Aid• Risk Management Strategy and Risk Register• Budgets 2022/23
Policy, Resources & Finance 30 th March 2022	<ul style="list-style-type: none">• Financial Statements December 2021/January 2022• Capital and Revenue Reserves 31st January 2022• Bank Reconciliation 31st January 2022• Applications for Grant Aid