

## Policy, Resources & Finance Committee

	Notes	2018/19		2019/20					2020/21
		Budget	Actual	Budget	1/2 year spent 30/09/2019	Full year estimated spend to 31/03/2020	Estimated over spend	Estimated under spend	Budget
<b>EXPENDITURE</b>									
Grants		7,000	4,860	7,000	1,652	7,000	0	0	7,000
Sponsorship (Octagon Theatre - SLA)		1,000	1,000	1,000	1,000	1,000	0	0	1,000
Insurance		5,000	4,544	5,000	4,758	4,758	0	242	5,000
Telephone		3,000	2,266	2,500	753	2,000	0	500	2,500
Postage	1	4,000	1,935	4,000	901	1,900	0	2,100	3,000
Stationery/supplies		3,500	1,894	3,000	742	1,900	0	1,100	3,000
Furniture, office equipment & servicing		5,000	2,186	4,000	3,757	4,000	0	0	4,000
Advertising		500	356	500	95	300	0	200	500
Audit fees		3,500	4,908	3,400	2,565	3,200	0	200	3,400
Prof. fees/subs		6,000	7,556	6,000	3,659	6,000	0	0	6,000
Books/periodicals		240	17	240	0	100	0	140	240
Salaries	2	217,000	224,163	221,000	120,380	225,000	4,000	0	250,000
Office Administrator Apprentice	3	9,100	8,380	9,100	0	0	0	9,100	0
Mayoral allowance	4	8,380	2,246	8,380	4,880	8,380	0	0	10,000
Courses/conferences		6,500	24,833	6,500	1,506	4,500	0	2,000	6,500
Costs of Democracy	5	27,110	1,209	28,000	8,245	25,000	0	3,000	28,560
Cost of Elections	6	0	279	5,000	4,772	4,772	0	228	1,500
Regalia	7	2,000	107	2,000	63	2,000	0	0	2,000
Youth Council		1,400	3,071	2,000	859	2,000	0	0	2,000
Franking Machine		900	546	700	292	584	0	116	700
PC Support	8	7,500	7,154	9,000	5,536	10,936	1,936	0	11,000
New IT system	9	20,000	8,483	0	15,911	17,000	17,000	0	0
Delivery of Yeovil Vision		9,000	0	9,000	0	0	0	9,000	0
PWLB Loan Repayments	10	30,700	30,704	15,350	219	15,350	0	0	30,000
New Initiatives Fund		10,300	3,292	10,300	4,000	4,000	0	6,300	10,300
Westlands	11	30,000	26,630	27,200	0	27,200	0	0	27,200
Tourist Information	12	2,000	0	0	0	0	0	0	0
Youth Services		25,450	24,858	28,000	11,756	28,000	0	0	29,580
Ski Centre		1,000	0	500	0	0	0	500	500
Contingencies		48,517	34,416	46,310	2,300	3,000	0	43,310	0
Miscellaneous		0	358	0	47	47	47	0	0
(Underspend)/Overspend from previous year		(82,660)	0	0	0	0	0	0	0
<b>Total Expenditure</b>		<b>412,937</b>	<b>432,249</b>	<b>464,980</b>	<b>200,648</b>	<b>409,926</b>	<b>22,983</b>	<b>78,036</b>	<b>445,480</b>
<b>INCOME</b>									
Youth Projects	14	(6,300)	(6,300)	0	0	0	0	0	0
Youth Services - Earmarked Reserve	15	(4,000)	0	(1,950)	0	(1,950)	0	0	0
Apprenticeship Funding Scheme		(1,200)	0	(1,200)	0	0	1,200	0	0
Investment Interest		(2,000)	(5,876)	(2,000)	(2,131)	(4,500)	0	2,500	(4,000)
Community Infrastructure Levy		0	(655)	0	0	0	0	0	0
Ski Centre		(1,250)	(1,224)	(1,250)	(510)	(1,224)	26	0	(1,250)
Salary Recharge	16	(3,000)	(1,000)	(3,000)	0	(3,000)	0	0	(3,000)
<b>Total Income</b>		<b>(17,750)</b>	<b>(15,055)</b>	<b>(9,400)</b>	<b>(2,641)</b>	<b>(10,674)</b>	<b>1,226</b>	<b>2,500</b>	<b>(8,250)</b>
<b>Net Expenditure</b>		<b>395,187</b>	<b>417,194</b>	<b>455,580</b>	<b>198,007</b>	<b>399,252</b>	<b>24,209</b>	<b>80,536</b>	<b>437,230</b>

**Notes:**

- 1 Postage reduced due to electronic summons of agendas, minutes etc
- 2 Salaries budget adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.
- 3 No longer employ an apprentice
- 4 Mayoral Allowance to increase to £10,000 and then in line with CPI annually (agreed at Town Council 03/12/19)
- 5 Members Allowance to increase in line with staff awards
- 6 Elections every 4 year. Budget to collect 1/4 each year and add to reserve to cover charge from SSDC every 4 years
- 7 Regalia budget to meet rolling programme of civic robe refurbishment and repairs
- 8 PC support also includes EoFTTC (Ethernet over Fibre to the Cabinet) leased line
- 9 One off sum
- 10 PWLB loan repayments reflect cost of servicing £265,000 ten-year loan to meet costs of replacement Town Centre public toilets and contribution towards upgrade of Yew Tree Park Play Area and redevelopment of Milford Hall. Now paid in full.
- 11 Likely to be an increase by RPI on previous years amount
- 12 Payment has not been requested for past 2 years
- 13 PR&F 26/11/19
- 14 Funding from SCC has been withdrawn due to closure of Somerset Youth & Community Service
- 15 Earmarked reserves from previous grants received from SCC
- 16 Salary recharged to Yeovil Crematorium and Cemetery budget for Town Clerk

## Buildings & Civic Matters Committee

	Notes	2018/19		2019/20					2019/20
		Budget	Actual	Budget	1/2 year spent 30/09/2019	Full year estimated spend to 31/03/2020	Estimated over spend	Estimated under spend	Budget
<b>EXPENDITURE</b>									
Band Costs		2,400	0	2,600	1,700	1,700	0	900	3,500
St Georges Day Parade	1	600	600	400	400	400	0	0	300
PA System	2	0	0	500	0	460	0	40	500
Litter/Grit bins		680	198	700	0	200	0	500	700
Monmouth Hall		17,340	11,177	17,340	5,248	10,497	0	6,843	17,340
Monmouth Hall refurbishment	3	60,000	32,175	60,000	2,480	60,000	0	0	60,000
Town House (excluding services)		6,760	7,515	6,760	2,938	6,438	0	322	6,760
Town House - business rates		10,000	9,240	10,000	5,672	9,450	0	550	10,000
Town House - water charges		400	294	400	127	350	0	50	400
Town House - electricity		1,520	1,025	1,600	595	1,095	0	505	1,600
Town House - gas		2,160	1,478	2,200	505	1,305	0	895	2,200
Town House - repairs and maintenance		8,000	5,593	8,000	2,261	8,000	0	0	8,000
Painting of Town House	4	0	0	0	0	0	0	0	16,890
Sports Development Officer (SSDC)		2,160	2,160	2,160	0	2,160	0	0	2,160
War memorials	5	0	6,929	750	0	750	0	0	750
Public noticeboards		350	498	500	0	500	0	0	500
Community safety		2,500	0	2,500	558	1,000	0	1,500	2,500
CCTV		32,490	32,490	32,490	0	32,490	0	0	32,490
Millennium Clock		350	343	350	0	350	0	0	400
Public toilets - Peter Street	6	19,000	20,970	23,000	10,071	20,000	0	3,000	23,000
Public toilets - Petters Way	6	10,000	17,823	13,000	6,210	13,000	0	0	13,000
Milford Hall		24,500	56,793	24,500	15,584	22,500	0	2,000	24,500
Town Centre Environmental Improvements		8,000	0	8,000	0	8,000	0	0	8,000
(Underspend)/Overspend from previous year		13,579	0	0	0	0	0	0	0
<b>Total Expenditure</b>		<b>222,789</b>	<b>207,300</b>	<b>217,750</b>	<b>54,348</b>	<b>200,644</b>	<b>0</b>	<b>17,106</b>	<b>235,490</b>
<b>INCOME</b>									
Monmouth Hall		(7,500)	(6,481)	(6,000)	(3,296)	(4,796)	1,204	0	(4,500)
Milford Hall		(24,500)	(25,514)	(25,000)	(12,832)	(24,832)	169	0	(25,000)
Town House		(2,650)	(2,487)	(2,500)	(794)	(1,600)	900	0	(1,500)
Library		(1,900)	(2,336)	0	0	0	0	0	0
<b>Total Income</b>		<b>(36,550)</b>	<b>(36,817)</b>	<b>(33,500)</b>	<b>(16,922)</b>	<b>(31,228)</b>	<b>2,273</b>	<b>0</b>	<b>(31,000)</b>

<b>Net Expenditure</b>		<b>186,239</b>	<b>170,483</b>	<b>184,250</b>	<b>37,426</b>	<b>169,417</b>	<b>2,273</b>	<b>17,106</b>	<b>204,490</b>
------------------------	--	----------------	----------------	----------------	---------------	----------------	--------------	---------------	----------------

**Notes:**

- 1 5 year SLA in place with Scouts financially supportin St Georges Day Parade. Yr1 £600, Yr 2 £400, Yr 3 £300, Yr 4 £200, Yr 5 £100
- 2 Hire charge of PA system and technical support for Remembrance Sunday
- 3 £60k in budget from 2018/19 and 2019/20
- 4 Agreed 21/01/20 BCM 28/01/20 PR&F
- 5 Risk assessed and cleaned every 2 years. Budget to collect 1/2 each year and add to reserve to cover charge every 2 years
- 6 Patrols from YCRT to reduce antisocial behaviour. Cleaning costs increased in line with National Living Wage

## Grounds and General Maintenance Committee

	Notes	2018/19		2019/20				2020/21	
		Budget	Actual	Budget	1/2 year spent 30/09/2019	Full year estimated spend to 31/03/2020	Estimated over spend	Estimated under spend	Budget
<b>EXPENDITURE</b>									
Materials and equipment		1,600	2,610	1,800	480	1,000	0	800	1,800
Water Mains Refurbishment/Repairs	1	2,160	1,290	2,200		2,200	0	0	2,200
Water charges	2	1,000	2,389	1,000	490	2,199	1,199	0	1,000
Allotment Maintenance (Corporate)	3	8,130	7,699	8,000	4,174	8,348	348	0	9,000
Allotment Maintenance (Tenants)	4	3,630	3,776	3,600		0	0	3,600	0
Allotments - Fence Repairs	5	1,000	137	1,000	363	726	0	274	1,000
Leases		350	335	350		0	0	350	350
Goar Knap - Building		1,530	1,597	1,650	907	1,650	0	0	1,650
Best Kept Allotments Competition		250	237	250	47	100	0	150	250
Labour	6	22,000	18,285	24,000	10,778	22,000	0	2,000	26,000
Vehicle	7	1,100	1,234	1,300	891	1,300	0	0	1,300
Protective clothing		180	96	200	54	100	0	100	200
<b>Open spaces:</b>									
Open Spaces		133,480	133,480	133,480	8,175	133,480	0	0	133,480
Play Area Repairs/Enhancements	8	11,950	14,500	11,950	0	11,950	0	0	12,190
Country Park		32,700	32,700	32,700	0	32,700	0	0	32,700
Play Area Upgrade	9	2,550	9,486	2,550	0	2,550	0	0	2,660
Play and Landscape Officers	10	12,190	0	12,190	0	12,190	0	0	12,440
Playpark Programme	11	0	0	0	0	0	0	0	10,000
Lights for Milford Park		360	0	400	0	400	0	0	400
Community Heritage Officer	12	0	12,190	9,500	0	9,500	0	0	9,500
Holiday Playscheme contribution	13	8,900	8,900	8,900	0	8,900	0	0	9,080
Door Step Green		800	491	800	405	810	10	0	800
Yew Tree Park - Gate Opening		1,840	2,065	2,100	1,097	2,193	93	0	2,150
Improvements at Yeovil Recreation Centre	14	0	0	0	0	0	0	0	5,000
Restoration of Sidney Gardens Fountain	15	0	0	0	0	0	0	0	12,600
(Underspend)/Overspend from previous year		7,542	0	0	0	0	0	0	0
<b>Total Expenditure</b>		<b>255,242</b>	<b>253,498</b>	<b>259,920</b>	<b>27,861</b>	<b>254,296</b>	<b>1,650</b>	<b>7,274</b>	<b>287,750</b>
<b>INCOME</b>									
Taps & keys		(100)	(328)	(150)	(78)	(150)	0	0	(150)
Access & Easements		0	0	0	(40)	(40)	0	40	0
Rent		(17,230)	(16,502)	(17,000)	(17,800)	(17,800)	0	800	(17,800)
Lease	16	(2,090)	(2,088)	(2,090)	(522)	(2,090)	0	0	(2,090)
Water Charge		(1,000)	(2,020)	(1,000)	(2,199)	(2,199)	0	1,199	(1,000)
<b>Total Income</b>		<b>(20,420)</b>	<b>(20,937)</b>	<b>(20,240)</b>	<b>(20,639)</b>	<b>(22,279)</b>	<b>0</b>	<b>2,039</b>	<b>(21,040)</b>

<b>Net Expenditure</b>		<b>234,822</b>	<b>232,560</b>	<b>239,680</b>	<b>7,222</b>	<b>232,017</b>	<b>1,650</b>	<b>9,313</b>	<b>266,710</b>
------------------------	--	----------------	----------------	----------------	--------------	----------------	--------------	--------------	----------------

**Notes:**

- 1 Water mains refurbishment/repairs budget was allocated to meet planned programme of phased; now in a reserve to use when necessary
- 2 Provision for water leakage
- 3 Will be going out to tender for 2020/21
- 4 Skips are no longer offered
- 5 If not spent will be put in reserve to use when necessary
  
- 6 Labour adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.
- 7 As vehicle gets older more that needs addressing at service/MOT. Looking into getting a van fit for purpose and environmentally friendly
- 8 Inflationary linked uplift of 2% as agreed by GGM 18/11/19 PR&F 26/11/19
- 9 Inflationary linked uplift of 2% as agreed by GGM 18/11/19 PR&F 26/11/19
- 10 Inflationary linked uplift of 2% as agreed by GGM 18/11/19 PR&F 26/11/19
- 11 Agreed 21/01/20 BCM 28/01/20 PR&F
- 12 Community Heritage Officer at Yeovil Country Park - 2 years (split over 3)
- 13 Inflationary linked uplift of 2% as agreed by GGM 18/11/19 PR&F 26/11/19
- 14 As agreed by GGM 18/11/19 PR&F 26/11/19
- 15 Contribution to resotration of Sidney Gardens Fountain (part of a larger project for Sidney Gardens)
- 16 Income of £2,090 pa receivable from lease of land at Higher Ryalls

## Planning Committee

	Notes	2018/19		2019/20				2020/21	
		Budget	Actual	Budget	1/2 year spent 30/09/2019	Full year estimated spend to 31/03/2020	Estimated over spend	Estimated under spend	Budget
<b>EXPENDITURE</b>									
Planning		0	0	1,000	250	250	0	750	1,000
<b>Total Expenditure</b>		<b>0</b>	<b>0</b>	<b>1,000</b>	<b>250</b>	<b>250</b>	<b>0</b>	<b>750</b>	<b>1,000</b>
<b>INCOME</b>									
		0	0	0	0	0	0	0	0
<b>Total Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>		<b>0</b>	<b>0</b>	<b>1,000</b>	<b>250</b>	<b>250</b>	<b>0</b>	<b>750</b>	<b>1,000</b>

Notes:

## Promotions & Activities Committee

	Notes	2018/19		2019/20				2020/21	
		Budget	Actual	Budget	1/2 year spent 30/09/2019	Full year estimated spend to 31/03/2020	Estimated over spend	Estimated under spend	Budget
<b>EXPENDITURE</b>									
Love Yeovil		1,000	0	1,000	1,000	1,000	0	0	1,000
Christmas Lights		23,500	23,560	23,500	21,341	23,500	0	0	23,500
Christmas Lights Installation/Safety Checks		16,500	14,593	16,500	14,225	16,500	0	0	16,500
Christmas Lights Switch On	1	0	0	500	500	500	0	0	500
Yeovil in Bloom Working Budget		16,440	24,800	16,440	0	16,440	0	0	16,440
Yeovil in Bloom Officers		24,800	16,440	24,800	0	24,800	0	0	24,800
Town Crier		1,030	500	1,030	0	1,030	0	0	1,030
Yeovil Open Town Crier Competition		1,530	1,480	1,550	118	118	0	1,432	1,550
Customised souvenirs		600	722	650	220	650	0	0	650
Resourcing VE Day Celebrations	2	0	0	0	0	0	0	0	35,000
Unity in the Community		500	0	500	0	500	0	0	550
Christmas Lights Competition		30	(79)	30	0	30	0	0	30
Super Saturday		4,000	24	5,500	2,209	5,500	0	0	6,000
(Underspend)/Overspend from previous year		3,536	7,270	0	0	0	0	0	0
<b>Total Expenditure</b>		<b>93,466</b>	<b>89,310</b>	<b>92,000</b>	<b>39,613</b>	<b>90,568</b>	<b>0</b>	<b>1,432</b>	<b>127,550</b>
<b>INCOME</b>									
Festive Lights (Sponsorship)		0	0	0	0	0	0	0	0
Souvenirs		0	(33)	0	0	0	0	0	0
Super Saturday		(600)	(1,250)	0	(2,040)	(2,040)	0	2,040	0
<b>Total Income</b>		<b>(600)</b>	<b>(1,283)</b>	<b>0</b>	<b>(2,040)</b>	<b>(2,040)</b>	<b>0</b>	<b>2,040</b>	<b>0</b>
<b>Net Expenditure</b>		<b>92,866</b>	<b>88,026</b>	<b>92,000</b>	<b>37,573</b>	<b>88,528</b>	<b>0</b>	<b>3,472</b>	<b>127,550</b>

**Notes:**

- 1 Contractor to provide more people to switch on Christmas lights.
- 2 An event to be held for VE Day (including staffing costs) P&A 12/11/19 PR&F 26/11/19

<b>Joint Burial Committee</b>			
<b>Summary</b>	<b>2019/20 Budget</b>	<b>2020/21 Budget</b>	<b>Budget Change</b>
<b>EXPENDITURE</b>			
Staff Costs	88,640	93,960	5,320
Premises costs	33,160	33,820	660
Plant & Machinery costs	2,900	2,960	60
Admin Costs	17,560	17,910	350
<b>Total Expenditure</b>	<b>142,260</b>	<b>148,650</b>	<b>6,390</b>
<b>Total Income</b>	<b>(63,526)</b>	<b>(64,797)</b>	<b>(1,271)</b>
<b>Net Expenditure</b>	<b>78,734</b>	<b>83,853</b>	<b>(5,119)</b>

<b>Deficit Figure</b>			
	<b>Payable 2019/20</b>	<b>Payable 2020/21</b>	<b>Change</b>
<b>Yeovil Town Council</b>	61,007	63,760	2,753
<b>Yeovil Without Parish Council</b>	17,727	20,093	2,366
	<b>78,734</b>	<b>83,853</b>	<b>5,119</b>