

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Yeovil Town Council

Yeovil Town Council

Tuesday 6th December 2022

7:30pm

Town House, 19 Union Street, Yeovil BA20 1PQ

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

Amanda Card, Town Clerk
30th November 2022

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

Members of Yeovil Town Council are summoned to attend:

Evie Potts-Jones – Mayor of Yeovil Town

Andy Kendall – Deputy Mayor of Yeovil Town

Barry Boyton

Jane Lowery

Jade Cabell

Graham Oakes

Tareth Casey

Wes Read

Nigel Gage

Ashley Richards

Karl Gill

Jeny Snell

Emma-Jayne Hopkins

Andy Soughton

Kaysar Hussain

Roy Spinner

Tony Lock

Rob Stickland

Pauline Lock

Helen Stonier

Jamie Lock

Liam Watts

Sarah Lowery

Dave Woan

Public Comments at meetings

Members of the public may attend the meeting either physically or via zoom.

If you would like to join the meeting via zoom, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 6th November 2022. 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.

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

Public Comment (15 Minutes)

Helen Haxell (Chief Stakeholder Officer at Leonardo) will be giving a presentation on a community initiative and their status as "The Home of British Helicopters". Questions are welcome from both Councillors and members of the public.

A G E N D A

11/045 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/046 DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

11/047 MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING

To confirm as a correct record the Minutes of the previous Town Council Meeting held on 1st November 2022.

11/048 CORRESPONDENCE

To consider the correspondence attached at page 3 from Somerset Bus Partnership.

11/049 MAYOR AND DEPUTY MAYOR'S RECENT AND FORTHCOMING ENGAGEMENTS AND ANNOUNCEMENTS

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

11/050 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND OTHER MEETINGS

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

Promotions and Activities Committee –8th November 2022.

Presented by Cllr Sarah Lowery

Grounds and General Maintenance Committee – 7th November 2022.

Presented by Cllr Evie Potts-Jones

Buildings and Civic Matters Committee – 15th November 2022.

Presented by Cllr Rob Stickland

Policy, Resources and Finance Committee – 22nd November 2022.

Presented by Cllr Graham Oakes

11/051 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

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

- Westfield Community Association – 4th November 2022 (notes previously circulated).
- South Somerset Countryside Steering Group – 18th October 2022 (minutes previously circulated)

11/052 SOMERSET EMERGENCY COMMUNITY CONTACTS

To consider the correspondence as attached at pages 7 to 8, from the Somerset Local Authorities' Civil Contingencies Unit.

11/053 DRAFT BUDGET 2022/23

Members to approve the Budget for the financial year 2023/24 recommended by the Policy, Resources and Finance Committee on 22nd November 2022 (subject to receiving the tax base from South Somerset District Council for 2023/24; and Crematorium and Cemetery Committee final budget) as attached at pages 9 to 15. *Account & Audit Regulations 2015*

11/054 FORWARD PLAN

The Forward Plan (attached at page 16) lists the items due to be discussed and the decisions due to be made by Yeovil Town Council.

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

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

Public Comment (15 Minutes)

Deb Creighton

From: Tony Reese <tony.reese@mail.com>
Sent: 27 November 2022 19:48
To: Yeovil Town Council
Cc: linda sunshine; Tim Andrewes
Subject: YTC Council Meeting 6 December

Dear Amanda

We wish to make the following to be discussed at the next YTC meeting if possible:

BUS CRISIS Hits Yeovil

The current bus service is being paid for by Central Government, with what is known as the Covid Recovery Grant. We (and that includes you) successfully got the grant extended to March 2023 when it had been scheduled to be ended in October 2022.

Our passenger numbers are not rising to pre-Covid rates, and the costs are increasing rapidly beyond the operators' ability to operate them successfully.

We are about to lose half the service to Montacute and South Petherton - because South West Coaches indicated that they could not run the existing service. Somerset County Council have offered to help with a part of the Covid Recovery funding, but can still only support a 2-hourly service.

The other operators including First Bus, who run most of our services will soon be reviewing their services, and the likelihood is that more services will be cut in the Spring.

We need your help now:

Firstly to continue to put pressure on the Government Transport Minister and the Buses Minister Mark Harper MP, the Secretary of State for Transport, and

Richard Holden, MP, [Parliamentary Under Secretary of State \(Roads and Local Transport\)](#)

and to ask our MP, our District Council and Somerset County Council, to get the Covid Recovery Grant extended to October 2023.

Secondly, to get more involved with the 'Bus It' campaign to get people travelling on the services we have.

I know there are plans for posters around Yeovil and with Yeovil Art Space for brightening up parts of Yeovil.

We are having further discussions with 'love Yeovil' and the Art space about producing some art work incorporating buses into their broader yeovil theme

We would like to be able to work with you, to keep posting the message about how necessary it is to get more people onto buses now.

We are working with SSDC and the County Council to add better information about bus services and timetables, and we wondered if YTC could help at all with costs of photocopying or providing leaflet racks?

We would ask that YTC put a travel section on their website with up-to-date details of bus routes, where they run, and with timetables, as other local towns do. We can help provide accurate up-to-date information, but the need is to have the information available where people are looking. If you can join in with our social media campaigns, we would like to make contact.

If anyone has any ideas as to how YTC can help - please call us.

I am hoping one of us will be available on 6 December to promote and discuss this message.

Tony Reese

Somerset Bus Partnership

07967 947335

www.somersetbuspartnership.co.uk

<https://www.facebook.com/Somerset-Bus-Partnership-105704811629827>

@somersetbuspart

Follow this link to join my WhatsApp group: <https://chat.whatsapp.com/L9f9pUwGIi2HYh3cmI5CTU>

List of Engagements attended/to be attended by the Mayor of Yeovil, Councillor Evie Potts-Jones and the Deputy Mayor of Yeovil, Councillor Andy Kendall from 1 November to 24 January 2023.

<u>November Engagements</u>
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Compton View Residential Home to Judge the Guy Fawkes Competition
- The Mayor of Yeovil, Councillor Evie Potts-Jones welcomed pupils from St Gildas to the Mayor's parlour for an insight into the role and history of the Mayor
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the YCAA Discover your Family History event at the Swan Theatre
- The Mayor of Yeovil, Councillor Evie Potts-Jones hosted her Annual Clergy Tea
- The Mayor of Yeovil, Evie Potts-Jones attended a Yeovil Twinning Association hosted dinner with guests from Herblay Twinning Association
- The Mayor of Yeovil, Evie Potts-Jones welcomed guests from Herblay Twinning Association to the Mayor's Parlour
- The Mayor of Yeovil, Councillor Evie Potts-Jones sold poppies with the Royal British Legion at Asda
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the service at the War Memorial to mark Armistice Day
- The Mayor of Yeovil, Councillor Evie Potts-Jones joined the Yeovil Rugby Club to support Marlie Packer and the team in the World Cup Final
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Interfaith and Belief Art Exhibition at Yeovil Art Space
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Yeovil Town Football Club and join HMS Heron to acknowledge Remembrance weekend
- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the GWRSA music evening with Graham Watson
- The Mayor of Yeovil, Councillor Evie Potts-Jones led the Civic Parade to the War Memorial for the wreath laying ceremony. She then led the Civic Parade onto St Johns Church for the Remembrance Day service

- The Mayor of Yeovil, Councillor Evie Potts-Jones talked to the 1st Preston Guides on the topic: Parliament Week

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Place Leadership Group's Curry Night

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Slyvia Mills' retirement celebrations from Tesco and met with the Community Team

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Yeovil Chrysanthemum and Dahlia Society Show

- The Mayor of Yeovil, Evie Potts-Jones switched the Christmas Lights on

- The Mayor of Yeovil, Councillor Evie Potts-Jones and The Deputy Mayor, Councillor Andy Kendall attended The Good Fellowship Club Christmas Lunch

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Soroptimist International – Railing Against Abuse event

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Dorset Marine Society and Sea Cadets Annual Meeting

- The Mayor of Yeovil, Councillor Evie Potts-Jones hosted her Charity Ball in aid of SSAFA and MIND in Somerset

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Yeovil Street Pastors Annual General Meeting via Zoom

December Engagements

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Yeovil College University Centre Graduation Ceremony 2022

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended the Yeovil Chamber Business Awards

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

- The Mayor of Yeovil, Councillor Evie Potts-Jones attended Preston Primary School to give the students an insight into the role and history

<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones visited Sunningdale Lodge for their Christmas visit
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Stanchester Academy's production of Shrek Junior
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will visit the Knoll Nursing Home for their Christmas visit
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend a Christmas Concert under Concorde with HMS Heron Royal Navy Volunteer Band
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend Super Santa Saturday
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Yeovil Santa Dash at Goldenstones
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Spirit Gymnastics Show
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will meet with Yeovil Crime Reduction and do a walkabout Town
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Able2Achieve Community event
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Mind in Somerset Christmas Celebrations
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Church of Jesus Christ of Latter-day Saints Christmas Carol Concert
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will visit Cookson Court Nursing Home for their Christmas party
<ul style="list-style-type: none">- The Mayor of Yeovil, Councillor Evie Potts-Jones will attend the Salvation Army music event

Somerset Local Authorities' Civil Contingencies Unit

PP A2W
County Hall
TAUNTON
TA1 4DY

Telephone 07929 751612
Email daisy.walton@somerset.gov.uk
Web www.somerset.gov.uk



Please ask for
Daisy Walton

My reference
SECC 2

Date: 24/10/2022

Your reference
DW/SECC

Dear Parish Clerk/Chairman

Somerset Emergency Community Contacts

I am writing to all Parish Councils, Town Councils and Parish Meetings in Somerset to ask for your help to develop a database of Somerset Emergency Community Contacts (SECC), who can be used as a first point of contact when an emergency is happening in your area. We are also looking to check already registered SECC's to make sure they are up to date.

One of our main concerns from the flooding in 2013/2014 was that some of the affected communities were unsure who to contact within local government about the emergency. The Somerset Local Authorities' Civil Contingencies Partnership was tasked to take action on this concern and would like to invite Parishes and Towns across Somerset to nominate up to 3 trusted people to act as these Contacts. The nominated Contacts must be able to speak with authority for your Council, community or geographical areas. The Contacts should be able to give current information about how an emergency is affecting your area and any problems arising where help may be needed.

The main role of the Somerset Emergency Community Contact is:-

- To be a first point of contact during emergencies
- To liaison with Parish/Town Councils
- Be able to liaise with local residents with identified roles, i.e. neighbourhood watch, flood wardens, village agents
- Be able to identify and pass information about vulnerable residents
- Identify severe and dangerous road conditions restricting transport
- Gathering, receiving and passing information from and to community
- To have good communications via access to phones, email and internet
- Be available to contact within the parish.

I have attached a link to our website where you can find out more information [2. Emergency Community Contacts – Somerset Prepared](#). Please also complete our SECC form here to nominate your SECC: [Somerset Emergency Community Contacts Registration Form – Somerset Prepared](#). If you already have registered SECC's please check names and contact details and use the same form as above to update.

This network of Contacts will be registered on a database in the Civil Contingencies Unit and will be made available for use by the County and District Councils, emergency services and public utilities. The information from Contacts will provide these agencies with a better understanding of the conditions being experienced on the ground during severe weather, flooding, power cuts and other emergencies. The emergency services may have to prioritise those in greatest need and could be delayed. By advance planning your Parish Council or Town can assist co-ordinated local response activities to alleviate problems in the short term and reduce the impact of an emergency on your community. The Contacts can be recorded in these Plans to help build your community resilience.

The Somerset Local Authorities' Civil Contingencies Unit and other agencies are continuing to work with communities in Somerset to enhance their resilience and these Contacts will be one part of the work being carried out. The Civil Contingencies Unit has worked with the communities that flooded to help them produce emergency plans to become more resilient in the future. Our community resilience website is now available at www.somersetprepared.org.uk . This website has other information to prepare your community plans, etc.

If your Council/Meeting would like more information on this project or community resilience, please call myself on 07929 751612 or email above or Lesley Knight, Senior Civil Contingencies Officer (01823) 358067 or lesley.knight@somerset.gov.uk.

Yours sincerely



Daisy Walton
Civil Contingencies Officer

Yeovil Town Council - 2023/24 Budget

	£	2015/16	£	2016/17	£	2017/18	£	2018/19	£	2019/20	£	2020/21	£	2021/22	£	2022/23	£	2023/24	
Committee																			
Policy, Resources and Finance	378,964	391,504	426,890	346,670	409,270	437,230	486,630	448,280	502,470										
Buildings and Civic Matters	122,070	126,960	96,780	186,239	184,250	204,490	218,680	252,820	231,720										
Grounds and General Maintenance	234,716	238,617	222,520	234,822	239,680	266,710	251,580	339,770	281,370										
Planning	5,360	13,250	0	0	1,000	1,000	1,000	1,000	1,000										
Promotions and Activities	67,990	69,280	95,330	92,866	92,000	127,550	102,550	101,040	183,780										
Sub Total	809,100	839,611	841,520	860,597	926,200	1,036,980	1,060,440	1,142,910	1,200,340										
Contingency	39,347	40,551	68,463	48,517	46,310	51,849	53,022	57,146	60,017										
Total Committees' Budget	848,447	880,162	909,983	909,114	972,510	1,088,829	1,113,462	1,200,056	1,260,357										
Joint Burial Committee	80,420	80,398	58,284	60,016	61,007	63,760	63,814	73,384	73,638										
Total Budget Requirement	928,867	960,560	968,267	969,130	1,033,517	1,152,589	1,177,276	1,273,440	1,333,995										
Funded By:																			
Grant from Billing Authority (CTRS)	(94,180)	(81,920)	(26,370)	(8,680)	0	0	0	0	0										
Net Precept	(834,687)	(878,640)	(941,897)	(960,450)	(1,033,517)	(1,152,589)	(1,177,276)	(1,273,440)	(1,333,995)										
Use of Unallocated General Fund Balances	0	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)	(1,273,440)	(1,333,995)										
Divided by Tax Base	8,733.72	9,013.54	9,055.91	9,142.80	9,108.12	9,107.50	9,104.62	8,930.76											
Band D Charge	£95.57	£97.48	£104.01	£105.05	£113.47	£126.55	£129.31	£142.59	#DIV/0!										

Buildings & Civic Matters Committee

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

Grounds and General Maintenance Committee

	2021/22			2022/23				2023/24		Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 6 spent 30/09/2022	Full year estimated spend to 31/03/2023	Estimated (over) / under spend £	Proposed Budget		
EXPENDITURE										
Allotment Maintenance (Corporate)	9,200	19,394	(10,194)	9,570	2,554	13,429	(3,859)	13,800	GGM agreed 8 cuts per year instead of 7. SLA includes inflationary linked uplift (8.8%)	
Allotments - Fence Repairs	1,000	22,429	(21,429)	2,000	1,395	2,000	0	2,000	If not spent will be put in reserve to use when necessary	
Best Kept Allotments Competition	250	0	250	250	62	250	0	250		
Community Heritage Officer	10,000	10,000	0	10,000	0	10,000	0	10,000	Community Heritage Officer at Yeovil Country Park	
Electric Van	0	0	0	8,000	0	8,000	0	8,000	Lease of electric van (estimate) - will go through the procurement process	
Goar Knap - Building	2,000	1,862	138	2,000	1,105	2,209	(209)	2,200		
Holiday Playscheme contribution	9,270	9,270	0	9,640	0	9,640	0	10,490	Inflationary linked uplift of as agreed by GGM 18/11/19 PR&F 26/11/19 (8.8%)	
Labour	26,520	21,943	4,577	27,580	12,569	25,139	2,441	32,000	Labour adjusted to meet: national pay awards; employer's pension contributions; employer's National Insurance contributions; and increments.	
Leases	350	335	15	350	0	350	0	350		
Materials and equipment	1,800	1,149	651	1,870	261	1,000	870	1,870	Incremental increase year on year.	
Open spaces:										
Lights for Milford Park	400	0	400	400	0	400	0	400		
Open Spaces	133,480	133,480	0	133,480	33,370	133,480	0	133,480		
Play and Landscape Officers	12,690	12,690	0	13,200	0	13,200	0	14,360	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19	
Play Area Repairs/Enhancements	12,440	12,440	0	12,940	0	12,940	0	14,080	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19	
Play Area Upgrade	2,720	2,720	0	2,830	0	2,830	0	3,080	Inflationary linked uplift as agreed by GGM 18/11/19 PR&F 26/11/19	
Playpark Programme	10,000	10,000	0	30,000	0	30,000	0	10,000	Playpark Programme agreed 21/01/20 BCM 28/01/20 PR&F. Will be asked for a contribution to Arnewood Gardens 11/01/21	
Skate Parks	0	0	0	50,000	0	50,000	0	0	Contribution to Lysander Road and Milford Park	
Door Step Green	1,000	6,256	(5,256)	7,000	516	7,000	0	7,000	Incremental increase year on year, additional monies for routine clearing of pathway from Monmouth Road to Doorstep green	
Country Park	32,700	32,700	0	32,700	8,175	32,700	0	32,700	Members may wish to increase the contribution?	
Yew Tree Park - Gate Opening	2,200	2,405	(205)	2,200	1,182	2,364	(164)	2,400	Inflationary increase 8.8%	
Protective Clothing	0	99	(99)	200	6	100	100	100		
Site Surveys	0	7,357	(7,357)	0	0	0	0	0		
Trackways	0	1,307	(1,307)	0	0	0	0	0		
Vehicle	1,350	448	902	1,350	1,319	1,719	(369)	1,800	As vehicle gets older more that needs addressing at service/MOT. Increase in fuel prices. Looking into getting a van fit for purpose and environmentally friendly	
Water charges	1,000	2,096	(1,096)	1,000	563	1,127	(127)	1,000		
Water Mains Refurbishment/Repairs	2,200	0	2,200	2,200	0	2,200	0	2,200	Water mains refurbishment/repairs budget was allocated to meet planned programme of phased; now in a reserve to use when necessary	
Total Expenditure	272,570	310,382	(37,812)	360,760	63,078	362,077	(1,317)	303,560		
INCOME										
Taps & keys	(100)	(18)	(82)	(100)	(108)	(108)	8	(100)		
Contribution towards cost of Elizabeth Flats works	0	0	0	0	(2,956)	(2,956)	0	0		
Rent	(17,800)	(16,710)	(1,090)	(17,800)	(18,545)	(18,545)	745	(18,500)		
Lease	(2,090)	(2,088)	(2)	(2,090)	(522)	(2,090)	0	(2,090)	Income of £2,090 pa receivable from lease of land at Higher Ryalls	
Water Charge	(1,000)	(1,537)	537	(1,000)	(2,771)	(2,000)	1,000	(1,500)		
Total Income	(20,990)	(20,353)	(637)	(20,990)	(24,902)	(25,699)	1,753	(22,190)		
Net Expenditure	251,580	290,028	(38,448)	339,770	38,176	336,378	436	281,370		

Promotions & Activities Committee

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

Planning Committee

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

Policy, Resources & Finance Committee

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

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

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

11/054

FORWARD PLAN

Date	Item
24 th January 2023 (please note change of date in order to get Precept Notification to Principle Authority on time)	Budget 2023/24 Risk Strategy Review of Financial Regulations Programme of Meeting 2023/24 Mayor Elect/Deputy Mayor Elect Reports and Recommendations from Council's Committees: Planning – 12 th December 2022 / 16 th January 2023 Grounds and General Maintenance – 9 th January 2023 Promotions and Activities – 10 th January 2023 Buildings and Civic Matters – 17 th January 2023 Policy, Resources and Finance – 24 th January 2023
4 th April 2023	Reports and Recommendations from Council's Committees: Planning – 13 th February 2023 / 20 th March 2023 Grounds and General Maintenance – 13 th February 2023 Promotions and Activities – 14 th February 2023 Buildings and Civic Matters – 21 st February 2023 Policy, Resources and Finance – 28 th February 2023

Members have requested presentations from:

- Ambulance Service
- Fire Brigade

We are awaiting responses from these organisations.