



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Grounds and General Maintenance Committee

Monday 7th November 2022

7:00pm

Hybrid Meeting:

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

BA20 1PQ; and virtual using Zoom meeting software

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

Amanda Card, Town Clerk
1st November 2022

Grounds and General Maintenance Meeting

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

Members of Yeovil Town Council are summoned to attend:

Tareth Casey	Ashley Richards
Andy Kendall (<i>Ex-officio</i>)	Andy Soughton
Jamie Lock	Roy Spinner (<i>Chairman</i>)
Pauline Lock (<i>Vice Chairman</i>)	Helen Stonier
Evie Potts-Jones (<i>Ex-officio</i>)	

Manny Roper (*co-opted non-voting*) is also invited to attend

Public Comments at meetings (held via Zoom)

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 Monday 7th 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.

A G E N D A

Public Comment (15 Minutes)

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

To approve as a correct record the Minutes of the meeting held on 3rd October 2022.

11/048. LITTER AND DOG WASTE BINS

To consider a verbal report by the Team Leader Landscaping and Small Works (SSDC).

11/049. ALLOTMENT LETTING/AVAILABILITY REPORT

To consider the report by the Assistant Town Clerk attached at page 3 (correct at time of publishing of this agenda).

11/050. FEEDBACK FROM YEOVIL ALLOTMENT ASSOCIATION REGARDING REPRESENTATIVES FROM YEOVIL TOWN COUNCIL

To consider feedback following the last Yeovil Allotment Association meeting.

11/051. FEEDBACK FROM CO-OPTED NON-VOTING MEMBER

To consider a verbal update.

11/052. ALLOTMENT RENT REVIEW

To consider a report by the Town Clerk attached at pages 4 to 9.

11/053. FINANCIAL STATEMENT – AUGUST AND SEPTEMBER 2022

To consider the Financial Statement for the period 1 August to 30 September 2022 attached at pages 10 to 14.

11/054. DRAFT BUDGET 2023/24

To consider and recommend to Policy, Resources and Finance Committee the draft budget for 2023/24 attached at page 15.

Public Comment (15 Minutes)

Site Name	Plots on site	Vacant Plots	Let Plots	Percentage of let plots
Elizabeth flats	25	8	17	68%
Goar Knap	42	5	37	88%
Hillcrest	9	1	8	89%
Larkhill	30	2	28	93%
Milford Dip	42	3	39	93%
Monksdale	18	1	17	94%
Newtown	32	2	30	94%
Rustywell	23	0	23	100%
St Georges	28	6	22	79%
Sunningdale	56	3	53	95%
Turners Barn Lane	25	1	24	96%
Totals -	330	32	298	90%

11/052 ALLOTMENT RENT REVIEW – EFFECTIVE FROM 1st JANUARY 2024

Introduction

The Council reviews allotment rents on an annual basis - the last allotment rent review was carried out in 2022 when it was agreed that the charge would remain at 43p per m² would be charged. All tenants were given twelve months' notice of the increase effective from 1st January 2023.

Process

As part of the annual budget-setting process, the Policy, Resources and Finance Committee considers the views of the Grounds and General Maintenance Committee on the annual review of allotment rents. It is a legal requirement to give tenants twelve months' notice; therefore, rent reviews being carried out in this report are effective from **1st January 2024**.

Cost of providing allotments

The table beneath identifies the budget set for direct costs of providing allotments.

	2020/21 Budget	2021/22 Budget	2022/23 Budget	Estimated in Nov 2022 2023/24 Budget
Staffing Costs (inc NI and Pension) (£)	11,596	11,113	11,300	12,197
Allotment Maintenance (£) ¹	8,000	8,575	8,696	8,861
Total Expenditure (£)	19,596	19,688	19,996	21,058

¹ Allotment maintenance this includes hedge trimming, grass cutting, general maintenance

The Council continues to seek ways of reducing cost and working more effectively.

Charging Policy

The Town Council seeks to recover an increasing proportion of the net cost of providing allotments from the tenants, thereby reducing the level of shortfall by council taxpayers. There is a correlation between any substantial price increases and the number of tenants who surrender their tenancy. The basic laws of supply and demand highlight that if prices increase and the supply remains unchanged, that the demand will fall. This Committee needs to consider the sustainability of increasing prices – **an untenanted plot costs the Town Council more to manage and maintain than the revenue that can be generated from it being tenanted.**

Historical Charges

The table below shows the historic charges per sq. metre.

	2019/20	2020/21	2021/22	2022/23	2023/24
Charge per sq. metre	40p	40p	40p	40p	43p
Sq. metres	48,970	48,970	48,970	48,970	48,970
Budgeted Income (£)	19,588	19,588	19,588	19,588	21,371
Budgeted Expenditure (£)	19,656	19,596	19,688	19,996	21,058
Shortfall (£)	68	8	100	408	(313)
Shortfall (%)	0%	0%	1%	2%	(1.5%)
Average Annual charge (based on 143m²)	57.20	57.20	57.20	57.20	61.49
Average Weekly charge (based on 143m²)	1.10	1.10	1.10	1.10	1.18
% increase (compared to previous year)	0%	0%	0%	0%	7:50%

The charge per sq. metre in 2017/18 was 34p and in 2018/19 was 37p.

Current situation

The budgets have been set on the assumption that the inflationary linked uplift will be 8.8%. This assumption has been applied to all budgets where there are contracts and

Service Level Agreements (SLA). In addition, the National pay award for council employee are set to increase and the offer that has been made in order to meet the continuing increases to fuel, food and energy. Both inflation and national pay awards are costs that the Council have no control over and as such will impact on the costs of all of the Council's provisions.

The current situation will/has ultimately had an impact on the cost of the allotment provision. There is an SLA for the grass cutting at allotments, which also includes turning the water on and off at all 11 allotment sites. The original Service Level Agreement allowed for 7 cuts per annum but at its meeting held on 24th May 2021 (10/278) following a request for a tenant it was agreed that the grass cutting start a month earlier – resulting in 8 cuts per annum.

There are two scenarios which can be applied when considering the direct costs for allotment provisions.

Scenario 1 – The current situation – 8 cuts from the contractor and 35% of the Facilities Officer's Time

Scenario 2 – Revert back to 7 cuts with 35% of the Facilities Officer's Time

	Scenario 1 Budget	Scenario 2 Budget
Staffing Costs (inc NI and Pension) (£)	10,785	10,785
Allotment Maintenance – Contractual	10,350	11,830
Other Maintenance Costs	2,000	2,000
Total Expenditure (£)	23,135	24,165

The following table indicates the potential changes required to the charge per sq. metre to fully fund each scenario.

	Scenario 1	Scenario 2
Charge per sq. metre	47p	49p
Sq. metres	48,970	48,970
Budgeted Income (£)	23,016	23,995
Budgeted Expenditure (£)	23,135	24,165
Shortfall (£)	119	170
Shortfall (%)	0.5%	0.7%
Average Annual charge (based on 143m²)	67.21	70.07
Average Weekly charge (based on 143m²)	1.29	1.35
% increase (compared to previous year)	9%	14%

Another option – is for the Council to fund some of the costs. There are several combinations – please see attached spreadsheet.

Water Charges

Mains water charges are recharged to each allotment site and collected from tenants on an annual basis. This approach is both equitable (since tenants on each site only pay for mains water they have used) and encourages tenants to adopt alternative more environmentally friendly ways of collecting and recycling rainwater (thereby reducing their dependency on mains water and saving money) thus supporting the Council's values of raising awareness of environmental issues, improving the quality of the environment and encouraging an environmentally friendly ethos.

Water meter readings are taken at the end of the summer growing season to ensure that the costs could be calculated and included in the invoices that are sent out in October each year. Costs are split proportionately with tenants of plots less than 125 m² (standard half-plot) pay 50% of the charge

Future Rent Reviews

At its meeting held on 11th July 2022 (11/026 Forthcoming Allotment Rent Reviews), this Committee agreed to bring the decision-making schedule back in line with the annual invoicing date. Therefore, the next allotment rent review will take place in July 2023, enabling tenants to be given 12 months' notice in August/September 2023, making the decision regarding the next rent review effective from October 2024 to September 2025.

The Committee is **RECOMMENDED**:

- (1) to note the report;
- (2) to consider how many cuts the contractor are requested to carry out; and
- (3) dependent on (2); consider the charge per sq. metre and propose that charge to the Policy, Resources and Finance Committee and the Town Council for the year commencing 1st January 2024.

Should Members have further questions, please contact the Town Clerk prior to the meeting.

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

Yeovil Town Council

August Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	339,770.00	169,885.00	169,885.00	0.00	169,885.00
Leases	2,090.00	522.00	524.00	-2.00	1,568.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	493.61	7,416.65	-6,923.04	17,306.39
Sales of Gate & Tap Keys	100.00	66.50	41.65	24.85	33.50
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	360,760.00	170,967.11	177,867.30	-6,900.19	189,792.89
Expenditure					
Allotment Maintenance (Corporate)	9,570.00	-1014.52	3,987.50	-5,002.02	10,584.52
Allotment Fence Repairs	2,000.00	1,395.00	833.35	561.65	605.00
Buildings & Electric Goar Knap	2,000.00	982.52	833.35	149.17	1,017.48
BKAC	250.00	61.80	104.15	-42.35	188.20
Leases	350.00	0.00	0.00	0.00	350.00
Labour	27,580.00	10,533.17	11,491.65	-958.48	17,046.83
Materials & Equipment	1,870.00	261.18	779.15	-517.97	1,608.82
Holiday Play Scheme	9,640.00	0.00	4,016.65	-4,016.65	9,640.00
Open Spaces: Doorstep Green	7,000.00	441.31	2,916.65	-2,475.34	6,558.69
Open Spaces: General	133,480.00	33,370.00	33,370.00	0.00	100,110.00
Open Spaces: Play Park Programme	30,000.00	0.00	12,500.00	-12,500.00	30,000.00
Open Spaces: Country Park	32,700.00	8,175.00	8,175.00	0.00	24,525.00
Enhancements: Play Area Upgrades	2,830.00	0.00	1,179.15	-1,179.15	2,830.00
Yew Tree Park Gate Opening	2,200.00	985.88	916.65	69.23	1,214.12
Play & Landscape Officer	13,200.00	0.00	5,500.00	-5,500.00	13,200.00
Playarea Enhancements	12,940.00	0.00	5,391.65	-5,391.65	12,940.00
Lights for Milford Hall	400.00	0.00	166.65	-166.65	400.00
Community Heritage Officer	10,000.00	0.00	4,166.65	-4,166.65	10,000.00
Protective Clothing	200.00	6.49	83.35	-76.86	193.51
Vehicle	1,350.00	1,319.18	562.50	756.68	30.82
Water Charges	1,000.00	563.31	416.65	146.66	436.69
Water Mains Refurbishment	2,200.00	0.00	916.65	-916.65	2,200.00
Electric Van	8,000.00	0.00	3,333.35	-3,333.35	8,000.00
Skate Parks	50,000.00	0.00	20,833.35	-20,833.35	50,000.00
	360,760.00	57,080.32	122,474.05	-65,393.73	303,679.68
	0	113,886.79	55,393.25	58,493.54	-113,886.79

Date: 25/10/2022
Time: 12:29:25

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 7000	Tran Date From 01/08/2022	Tran No From 1	Department From 0
N/C To 7250	Tran Date To 31/08/2022	Tran No To 99,999,999	Department To 999

Dept Number 4 **Dept** GROUNDS & GENERAL MAINTENANCE

N/C 7004 **Name** G&GM - Inc - Rents

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
62449	SI	18/08/2022	Allotment rent for the period 18 August - 30		7.07	-7.07
Account Totals					<u>7.07</u>	<u>-7.07</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>
62450	SI	18/08/2022	Gate key deposit		5.00	-5.00
Account Totals					<u>5.00</u>	<u>-5.00</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>
62359	SI	09/08/2022	Structural Engineer Report 50% of cost		186.75	-186.75
62360	SI	09/08/2022	Installation of Structural Piers at Elizabeth Flats		2,582.84	-2,582.84
62361	SI	09/08/2022	Structural Engineer Inspection - 50 of cost		186.75	-186.75
62375	PI	02/08/2022	Skip Rental - Goar Knap	80.00		80.00
62376	PI	04/08/2022	Container Rental	354.00		354.00
63645	PI	25/08/2022	Padlocks	68.96		68.96
Account Totals				<u>502.96</u>	<u>2,956.34</u>	<u>-2,453.38</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>
62477	BP	01/08/2022	Rates	122.00		122.00
62528	PI	10/08/2022	Electricity	124.38		124.38
Account Totals				<u>246.38</u>		<u>246.38</u>

N/C 7050 **Name** G&GM - Exp - BKAC

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
62533	PI	03/08/2022	Refreshments - BKAC	61.80		61.80
Account Totals				<u>61.80</u>		<u>61.80</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>
62410	JD	27/08/2022	Employers Pension	343.59		343.59
62411	JD	27/08/2022	Payments	1,692.54		1,692.54
Account Totals				<u>2,036.13</u>		<u>2,036.13</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>
62395	PI	04/08/2022	Electricity	72.35		72.35
62621	PI	02/08/2022	Reciprocating Saw	62.49		62.49
Account Totals				<u>134.84</u>		<u>134.84</u>

N/C 7120 **Name** 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>
62586	PI	16/08/2022	Security	206.23		206.23
Account Totals				<u>206.23</u>		<u>206.23</u>

Department	<u>3,188.34</u>	<u>2,968.41</u>	<u>219.93</u>
Grand Totals	<u>3,188.34</u>	<u>2,968.41</u>	<u>219.93</u>

Yeovil Town Council

September Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	339,770.00	339,770.00	339,770.00	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	602.52	8,899.98	-8,297.46	17,197.48
Sales of Gate & Tap Keys	100.00	76.50	49.98	26.52	23.50
Water Charges	1,000.00	6.98	0.00	6.98	993.02
	360,760.00	341,500.00	349,765.96	-8,265.96	19,260.00
Expenditure					
Allotment Maintenance (Corporate)	9,570.00	-402.43	4,785.00	-5,187.43	9,972.43
Allotment Fence Repairs	2,000.00	1,395.00	1,000.02	394.98	605.00
Buildings & Electric Goar Knap	2,000.00	1,104.52	1,000.02	104.50	895.48
BKAC	250.00	61.80	124.98	-63.18	188.20
Leases	350.00	0.00	0.00	0.00	350.00
Labour	27,580.00	12,569.30	13,789.98	-1,220.68	15,010.70
Materials & Equipment	1,870.00	762.39	934.98	-172.59	1,107.61
Holiday Play Scheme	9,640.00	4820.00	4,819.98	0.02	4,820.00
Open Spaces: Doorstep Green	7,000.00	516.13	3,499.98	-2,983.85	6,483.87
Open Spaces: General	133,480.00	66,740.00	66,740.00	0.00	66,740.00
Open Spaces: Play Park Programme	30,000.00	0.00	15,000.00	-15,000.00	30,000.00
Open Spaces: Country Park	32,700.00	8,175.00	16,350.00	-8,175.00	24,525.00
Enhancements: Play Area Upgrades	2,830.00	1,415.00	1,414.98	0.02	1,415.00
Yew Tree Park Gate Opening	2,200.00	1,182.05	1,099.98	82.07	1,017.95
Play & Landscape Officer	13,200.00	6,600.00	6,600.00	0.00	6,600.00
Playarea Enhancements	12,940.00	6,470.00	6,469.98	0.02	6,470.00
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	200.00	6.49	100.02	-93.53	193.51
Vehicle	1,350.00	1,407.82	675.00	732.82	-57.82
Water Charges	1,000.00	563.31	499.98	63.33	436.69
Water Mains Refurbishment	2,200.00	0.00	1,099.98	-1,099.98	2,200.00
Electric Van	8,000.00	0.00	4,000.02	-4,000.02	8,000.00
Skate Parks	50,000.00	0.00	25,000.02	-25,000.02	50,000.00
	360,760.00	113,386.38	180,204.86	-66,818.48	247,373.62
	0	228,113.62	169,561.10	58,552.52	-228,113.62

Date: 25/10/2022
Time: 12:38:40

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 7000
N/C To 7250

Tran Date From 01/09/2022
Tran Date To 30/09/2022

Tran No From 1
Tran No To 99,999,999

Department From 0
Department To 999

Dept Number 4 **Dept** GROUNDS & GENERAL MAINTENANCE

N/C 7000 **Name** 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>
63618	BR	30/09/2022	Precept 2nd Half		169,885.00	-169,885.00
Account Totals					<u>169,885.00</u>	<u>-169,885.00</u>

N/C 7002 **Name** 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>
63668	SI	30/09/2022	Lease at Hillcrest/Higher Ryalls - Rent July to		522.00	-522.00
Account Totals					<u>522.00</u>	<u>-522.00</u>

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>
62484	SI	06/09/2022	Allotment rent for the period 6 September - 30		6.10	-6.10
62485	SI	06/09/2022	Allotment rent for the period		5.02	-5.02
62487	SI	06/09/2022	Allotment rent for the period of 6 September -		3.50	-3.50
63246	SI	15/09/2022	Allotment Rent for the period 01 October to 31		10.48	-10.48
63247	SI	15/09/2022	Allotment Rent for the period 01 January to 30		33.81	-33.81
63596	BR	29/09/2022	Compensation - TBL		50.00	-50.00
Account Totals					<u>108.91</u>	<u>-108.91</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>
62486	SI	06/09/2022	Gate key deposit		5.00	-5.00
62488	SI	06/09/2022	Gate key deposit		5.00	-5.00
Account Totals					<u>10.00</u>	<u>-10.00</u>

N/C 7006 **Name** G&GM - Inc - Water Charges

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
63248	SI	15/09/2022	Water Charges		6.98	-6.98
Account Totals					<u>6.98</u>	<u>-6.98</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>
62558	PI	04/09/2022	Signs - Allotments	4.82		4.82
62612	PI	16/09/2022	Removal of Brambles - Allotments	575.00		575.00
63673	PI	02/09/2022	Materials - Larkhill Allotments	21.38		21.38
63674	PI	21/09/2022	Materials - Allotments	10.89		10.89
Account Totals					<u>612.09</u>	<u>612.09</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>
62490	BP	01/09/2022	Rates	122.00		122.00
Account Totals					<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>
62596	JD	27/09/2022	Employers Pension	343.59		343.59
62597	JD	27/09/2022	Payments	1,692.54		1,692.54
Account Totals					<u>2,036.13</u>	<u>2,036.13</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C	7080	Name	G&GM - Exp - Materials & Equipment					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63649	PI	07/09/2022	New Strimmer		444.17		444.17	
63676	PI	28/09/2022	Materials - Course		57.04		57.04	
Account Totals					<u>501.21</u>		<u>501.21</u>	
N/C	7091	Name	G&GM - Exp - Holiday Play Scheme					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63655	PI	30/09/2022	Schools Out Activities - 1/2 Year		4,820.00		4,820.00	
Account Totals					<u>4,820.00</u>		<u>4,820.00</u>	
N/C	7093	Name	G&GM - Exp - Open Spaces: Doorstep Greens					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
62569	PI	05/09/2022	Electricity		74.82		74.82	
Account Totals					<u>74.82</u>		<u>74.82</u>	
N/C	7100	Name	G&GM - Exp - Open Spaces: Open spaces -					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63661	PI	29/09/2022	Open Spaces - 2nd Qtr		33,370.00		33,370.00	
Account Totals					<u>33,370.00</u>		<u>33,370.00</u>	
N/C	7110	Name	G&GM - Exp - Play Area Upgrades					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63656	PI	30/09/2022	Play Area Upgrades - 1/2 Year		1,415.00		1,415.00	
Account Totals					<u>1,415.00</u>		<u>1,415.00</u>	
N/C	7120	Name	G&GM - Exp - Yew Tree Park - Gate Opening					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
62613	PI	14/09/2022	Security		196.17		196.17	
Account Totals					<u>196.17</u>		<u>196.17</u>	
N/C	7150	Name	G&GM - Exp - : Play & Landscape Officer					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63657	PI	30/09/2022	Landscape Officer - 1/2 Year		6,600.00		6,600.00	
Account Totals					<u>6,600.00</u>		<u>6,600.00</u>	
N/C	7152	Name	G&GM - Exp - Play Area Repairs.Enhancements					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63658	PI	30/09/2022	Play Area Repairs - 1/2 Year		6,470.00		6,470.00	
Account Totals					<u>6,470.00</u>		<u>6,470.00</u>	
N/C	7210	Name	G&GM - Exp - Vehicle					
Tran Number	Type	Date	Details		Debit	Credit	Balance	
63691	PI	28/09/2022	Fuel - Van		88.64		88.64	
Account Totals					<u>88.64</u>		<u>88.64</u>	
Department					<u>56,306.06</u>	<u>170,532.89</u>	<u>-114,226.83</u>	
Grand Totals					<u>56,306.06</u>	<u>170,532.89</u>	<u>-114,226.83</u>	

Grounds and General Maintenance 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									
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	