



# Yeovil Town Council

Town House  
19 Union Street  
Yeovil  
Somerset  
BA20 1PQ

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## Grounds and General Maintenance Committee

**Monday 10<sup>th</sup> January 2022**

**7:00pm**

**Hybrid Meeting:**

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

**BA20 1PQ; and virtual using Zoom meeting software**

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Any members of the public wishing to make comments at Public Comments or view should to email [ytic@yeovil.gov.uk](mailto:ytic@yeovil.gov.uk) by 9:00am on Monday 10<sup>th</sup> January 2022.

For further information on the items to be discussed, please contact [town.clerk@yeovil.gov.uk](mailto:town.clerk@yeovil.gov.uk).

**Amanda Card**, Town Clerk  
4th January 2022

This information is also available on our website: [www.yeovil.gov.uk](http://www.yeovil.gov.uk)

**Grounds and General Maintenance Meeting**

## **Members of Yeovil Town Council are summoned to attend:**

Gordon Hunting ( <i>Vice-Chairman</i> )	Evie Potts-Jones ( <i>Ex-officio</i> )
Andy Kendall ( <i>Ex-officio</i> )	Ashley Richards
Terry Ledlie	Andy Soughton
Pauline Lock	Roy Spinner ( <i>Chairman</i> )
Manny Roper ( <i>co-opted non-voting</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](mailto:ytic@yeovil.gov.uk) by 9:00am on Monday 10<sup>th</sup> January 2022.

If you would like to view the meeting, please e-mail [ytic@yeovil.gov.uk](mailto:ytic@yeovil.gov.uk) by 9:00am on Monday 10<sup>th</sup> January 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](http://www.yeovil.gov.uk). This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the 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 items 10/182 to 10/185, 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*

### **10/172. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

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

### **10/173. 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).

### **10/174. MINUTES**

To approve as a correct record the Minutes of the meeting held on 8<sup>th</sup> November 2021.

### **10/175. SKATE PARKS REDEVELOPMENT UPDATE**

To consider a report by the Locality Officer (SSDC) to follow.

### **10/176. ARNEWOOD PARK GARDENS PROJECT UPDATE**

To consider a report by the Locality Officer (SSDC) to follow.

**10/177. DRAINAGE/MAINTENANCE – LAND ADJACENT TO CHARLTON CLOSE**

To consider a report by the Deputy Town Clerk attached at pages 4 to 5.

**10/178. CORRESPONDENCE REGARDING WATER CHARGES**

To consider a letter (to follow).

**10/179. FINANCIAL STATEMENT – OCTOBER AND NOVEMBER 2021**

To consider the Financial Statement for the period 1 October to 30 November 2021 attached at pages 6 to 13.

**10/180. DRAFT BUDGET 2022/23**

To consider and recommend to Policy, Resources and Finance Committee the draft budget for 2022/23 attached at page 14.

**Public Comment (15 Minutes)**

**10/181. EXCLUSION OF PRESS AND PUBLIC**

The Committee will consider passing a resolution to exclude the press and public from the ***next items*** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**10/182. PLOTHOLDER REQUEST (CONFIDENTIAL)**

To consider a verbal update by the Deputy Town Clerk.

**10/183. ELIZABETH FLATS ALLOTMENT SITE COMPLAINT (CONFIDENTIAL)**

To consider a verbal update by the Deputy Town Clerk.

**10/184. BOUNDARY FENCING AT ST GEORGE'S ALLOTMENT SITE  
(COMMERCIAL IN CONFIDENCE)**

To consider a verbal update by the Deputy Town Clerk.

**10/185. ALLOTMENT COMPLAINT (CONFIDENTIAL)**

To consider a report by the Mayor (to follow).

## **10/177. DRAINAGE/MAINTENANCE – LAND ADJACENT TO CHARLTON CLOSE**

Last September, a complaint was received regarding a blocked drain in Charlton Close:

*“Dear Sir / Madam*

*With reference to the allotments at the rear of Great Western Terrace Flooding and Subsequent Mud.*

*The Gully Drain in the bottom corner in front of house 4 Charlton Close has become blocked with mud from the water run off from the allotments.*

*And has caused damage to the drive surface in Charlton Close.*

*Can you kindly remove the allotment Mud from the Gully drain and from the drive surface and repair the Asphalt.*

*This is not a one off event from the recent storms*

*Kind Regards”*

During a telephone conversation acknowledging the complaint, the resident confirmed that the parking area at Charlton Close is owned by the residents of Charlton Close.

The Committee agreed that the Maintenance Operative clear the mud from the drain in Charlton Close (purple square on plan below) as much as possible as a gesture of good will. The resident from Charlton Close who was present at the meeting was given the contact details of (County) Councillor Tony Lock for further assistance in the matter.

The Maintenance Operative cleared the mud from the drain as much as he could but explained that there is a deep holding area which could not be accessed via manual equipment. Another resident has contacted the Town Council complaining that insufficient has been done to the drain and reiterating that he believes the blockage was caused by the work carried out to the trackway on the allotments.

The area adjacent to Charlton Close which forms an accessway to Goar Knap allotment site is unregistered land. Cllr Tony Lock has therefore requested that the Committee consider the maintenance of this land (yellow) on the plan below. The drain/gulley on the corner of the land (blue square) is unadopted by Somerset County Council.

The Committee is **RECOMMENDED**:

- (1) to note the report;
- (2) to decide the course of action to take regarding the drain on Charlton Close;  
and
- (3) to decide the course of action to take regarding the unadopted land and gulley/drain.

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





# Yeovil Town Council

## October Actual V Budget

### Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
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	16,156.57	10,383.31	5,773.26	1,643.43
Sales of Gate & Tap Keys	100.00	-10.17	58.31	-68.48	110.17
Water Charges	1,000.00	1,559.21	1000.00	559.21	-559.21
	<b>272,570.00</b>	<b>270,329.61</b>	<b>264,067.62</b>	<b>6,261.99</b>	<b>2,240.39</b>
<b>Expenditure</b>					
Allotment Maintenance (Corporate)	9,200.00	11,445.82	5,366.69	6,079.13	-2,245.82
Allotment Fence Repairs	1,000.00	0.00	583.31	-583.31	1,000.00
Buildings & Electric Goar Knap	2,000.00	1,318.02	1,166.69	151.33	681.98
BKAC	250.00	0.00	145.81	-145.81	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	11,750.59	15,470.00	-3,719.41	14,769.41
Materials & Equipment	1,800.00	1,078.61	1,050.00	28.61	721.39
Holiday Play Scheme	9,270.00	9,270.00	5,407.50	3,862.50	0.00
Open Spaces: Doorstep Green	1,000.00	2,528.61	583.31	1,945.30	-1,528.61
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	5,833.31	-5,833.31	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	1,586.69	-226.69	1,360.00
Yew Tree Park Gate Opening	2,200.00	1,403.68	1,283.31	120.37	796.32
Play & Landscape Officer	12,690.00	6,345.00	7,402.50	-1,057.50	6,345.00
Playarea Enhancements	12,440.00	6,220.00	7,256.69	-1,036.69	6,220.00
Lights for Milford Hall	400.00	0.00	233.31	-233.31	400.00
Community Heritage Officer	10,000.00	5,000.00	5,833.31	-833.31	5,000.00
Protective Clothing	0.00	79.06	0.00	79.06	-79.06
Vehicle	1350.00	1,009.32	787.50	221.82	340.68
Water Charges	1,000.00	700.40	583.31	117.09	299.60
Water Mains Refurbishment	2,200.00	0.00	1,283.31	-1,283.31	2,200.00
	<b>272,570.00</b>	<b>75,859.11</b>	<b>144,946.55</b>	<b>-69,087.44</b>	<b>196,710.89</b>
	<b>0</b>	<b>194,470.50</b>	<b>119,121.07</b>	<b>75,349.43</b>	<b>-194,470.50</b>

Date: 22/12/2021  
Time: 14:49:47

# Yeovil Town Council

## Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 7000  
N/C To 7250

Tran Date From 01/10/2021  
Tran Date To 31/10/2021

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

Department From 0  
Department To 999

Dept Number 4      Dept GROUNDS & GENERAL MAINTENANCE

N/C 7004      Name G&GM - Inc - Rents

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59087	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		110.08	-110.08
59089	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		110.08	-110.08
59091	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		52.42	-52.42
59093	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		50.26	-50.26
59095	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		109.45	-109.45
59097	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		52.42	-52.42
59099	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		81.26	-81.26
59101	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		39.58	-39.58
59103	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		44.76	-44.76
59105	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		46.44	-46.44
59109	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		46.44	-46.44
59113	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		95.23	-95.23
59117	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		48.17	-48.17
59119	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		58.50	-58.50
59121	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		88.69	-88.69
59123	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		59.28	-59.28
59125	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		55.22	-55.22
59127	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		40.80	-40.80
59129	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		63.52	-63.52
59131	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		44.00	-44.00
59137	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		62.90	-62.90
59139	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		46.44	-46.44
59141	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		45.86	-45.86
59143	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		55.53	-55.53
59145	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		60.13	-60.13
59149	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		65.52	-65.52
59151	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		35.10	-35.10
59153	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		75.60	-75.60
59155	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		26.29	-26.29
59157	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		47.58	-47.58
59159	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		52.42	-52.42
59161	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		64.94	-64.94
59163	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		20.00	-20.00
59165	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		22.23	-22.23
59167	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		39.06	-39.06
59169	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		50.16	-50.16
59171	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		47.52	-47.52
59173	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		45.54	-45.54
59175	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		52.42	-52.42
59177	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		41.80	-41.80
59179	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		36.53	-36.53
59181	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		94.36	-94.36
59183	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		30.40	-30.40
59184	SI	01/10/2021	Water Charges		4.04	-4.04
59185	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		79.80	-79.80
59187	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		42.00	-42.00
59189	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		62.44	-62.44
59193	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		88.99	-88.99
59195	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		65.54	-65.54
59197	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		47.04	-47.04
59199	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		120.57	-120.57
59203	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		79.73	-79.73
59205	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		104.84	-104.84
59207	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		40.85	-40.85
59209	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		45.92	-45.92
59211	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		49.00	-49.00
59213	SI	01/10/2021	Allotment Rent 01 October 2021 to 30		47.17	-47.17

Date: 22/12/2021  
Time: 14:49:47

# Yeovil Town Council

Page: 5

## Nominal Departmental Analysis (Detailed)

59647	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	90.36	-90.36
59651	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	59.49	-59.49
59653	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	57.19	-57.19
59655	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	42.64	-42.64
59657	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	33.08	-33.08
59659	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	41.00	-41.00
59661	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	50.06	-50.06
59663	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	75.19	-75.19
59665	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	51.48	-51.48
59667	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	23.30	-23.30
59669	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	103.32	-103.32
59671	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	84.10	-84.10
59673	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	49.28	-49.28
59675	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	36.96	-36.96
59677	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	52.42	-52.42
59679	SI	01/10/2021	Allotment Rent 01 October 2021 to 30	52.42	-52.42
59968	SI	22/10/2021	Allotment Rent 22 October 2021 to 30	95.09	-95.09
59970	SI	22/10/2021	Allotment rent for the 22 October 2021 - 30	53.48	-53.48
59971	SI	22/10/2021	Allotment Rent 22 October 2021 - 30	90.83	-90.83
59972	SI	22/10/2021	Allotment Rent 22 October 2021 - 30	41.94	-41.94
59974	SI	22/10/2021	Allotment Rent 22 October 2021 - 30	43.90	-43.90
59976	SI	22/10/2021	Allotment Rent 22 October 2021 - 30	16.01	-16.01
59977	SI	22/10/2021	Allotment Rent 01 October 2021 - 30	33.15	-33.15
60095	SI	28/10/2021	Allotment rent for the period 28 October 2021 -	86.50	-86.50
60097	SI	28/10/2021	Allotment Rent 01 October 2021 to 30	77.38	-77.38
60099	SI	28/10/2021	Allotment Rent 01 October 2021 to 30	82.34	-82.34
60102	SI	28/10/2021	Allotment rent for the period 28 October 2021 -	78.80	-78.80
<u>Account Totals</u>				<u>15,708.67</u>	<u>-15,708.67</u>

N/C 7005 Name G&GM - Inc - Sales of gates & tap keys

Tran Number	Type	Date	Details	Debit	Credit	Balance
59767	CP	07/10/2021	Key Deposit Refund	3.50		3.50
59969	SI	22/10/2021	Gate key deposit		5.00	-5.00
59973	SI	22/10/2021	Gate key deposit		5.00	-5.00
59975	SI	22/10/2021	Gate key deposit		5.00	-5.00
59979	SI	22/10/2021	Gate Key deposit		5.00	-5.00
60096	SI	28/10/2021	Gate key deposit		5.00	-5.00
60103	SI	28/10/2021	Gate key deposit		5.00	-5.00
<u>Account Totals</u>				<u>3.50</u>	<u>30.00</u>	<u>-26.50</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
59088	SI	01/10/2021	Water Charges		8.47	-8.47
59090	SI	01/10/2021	Water Charges		8.47	-8.47
59092	SI	01/10/2021	Water Charges		8.47	-8.47
59094	SI	01/10/2021	Water Charges		8.47	-8.47
59096	SI	01/10/2021	Water Charges		8.47	-8.47
59098	SI	01/10/2021	Water Charges		8.47	-8.47
59100	SI	01/10/2021	Water Charges		8.47	-8.47
59102	SI	01/10/2021	Water Charges		4.77	-4.77
59104	SI	01/10/2021	Water Charges		4.77	-4.77
59106	SI	01/10/2021	Water Charges		4.77	-4.77
59110	SI	01/10/2021	Water Charges		4.77	-4.77
59114	SI	01/10/2021	Water Charges		8.47	-8.47
59118	SI	01/10/2021	Water Charges		4.77	-4.77
59120	SI	01/10/2021	Water Charges		8.47	-8.47
59122	SI	01/10/2021	Water Charges		8.47	-8.47
59124	SI	01/10/2021	Water Charges		8.47	-8.47
59126	SI	01/10/2021	Water Charges		8.47	-8.47
59128	SI	01/10/2021	Water Charges		4.77	-4.77
59130	SI	01/10/2021	Water Charges		8.47	-8.47
59132	SI	01/10/2021	Water Charges		4.77	-4.77
59138	SI	01/10/2021	Water Charges		8.47	-8.47

Date: 22/12/2021  
Time: 14:49:47

# Yeovil Town Council

Page: 9

## Nominal Departmental Analysis (Detailed)

59586	SI	01/10/2021	Water Charges	6.99	-6.99
59588	SI	01/10/2021	Water Charges	4.03	-4.03
59590	SI	01/10/2021	Water Charges	4.03	-4.03
59592	SI	01/10/2021	Water Charges	6.99	-6.99
59596	SI	01/10/2021	Water Charges	6.99	-6.99
59598	SI	01/10/2021	Water Charges	6.99	-6.99
59600	SI	01/10/2021	Water Charges	6.99	-6.99
59602	SI	01/10/2021	Water Charges	4.03	-4.03
59604	SI	01/10/2021	Water Charges	7.79	-7.79
59606	SI	01/10/2021	Water Charges	4.43	-4.43
59608	SI	01/10/2021	Water Charges	4.43	-4.43
59610	SI	01/10/2021	Water Charges	4.43	-4.43
59612	SI	01/10/2021	Water Charges	7.79	-7.79
59614	SI	01/10/2021	Water Charges	4.43	-4.43
59616	SI	01/10/2021	Water Charges	4.43	-4.43
59618	SI	01/10/2021	Water Charges	4.43	-4.43
59620	SI	01/10/2021	Water Charges	7.79	-7.79
59622	SI	01/10/2021	Water Charges	4.43	-4.43
59624	SI	01/10/2021	Water Charges	4.43	-4.43
59626	SI	01/10/2021	Water Charges	4.43	-4.43
59628	SI	01/10/2021	Water Charges	7.79	-7.79
59630	SI	01/10/2021	Water Charges	7.79	-7.79
59632	SI	01/10/2021	Water Charges	7.79	-7.79
59634	SI	01/10/2021	Water Charges	4.43	-4.43
59636	SI	01/10/2021	Water Charges	7.79	-7.79
59638	SI	01/10/2021	Water Charges	7.79	-7.79
59640	SI	01/10/2021	Water Charges	7.79	-7.79
59642	SI	01/10/2021	Water Charges	4.43	-4.43
59644	SI	01/10/2021	Water Charges	7.79	-7.79
59646	SI	01/10/2021	Water Charges	7.79	-7.79
59648	SI	01/10/2021	Water Charges	6.99	-6.99
59652	SI	01/10/2021	Water Charges	6.99	-6.99
59654	SI	01/10/2021	Water Charges	6.99	-6.99
59656	SI	01/10/2021	Water Charges	4.03	-4.03
59658	SI	01/10/2021	Water Charges	4.03	-4.03
59660	SI	01/10/2021	Water Charges	4.03	-4.03
59662	SI	01/10/2021	Water Charges	6.99	-6.99
59664	SI	01/10/2021	Water Charges	6.99	-6.99
59666	SI	01/10/2021	Water Charges	6.99	-6.99
59668	SI	01/10/2021	Water Charges	4.03	-4.03
59670	SI	01/10/2021	Water Charges	6.99	-6.99
59672	SI	01/10/2021	Water Charges	6.99	-6.99
59674	SI	01/10/2021	Water Charges	4.03	-4.03
59676	SI	01/10/2021	Water Charges	4.43	-4.43
59678	SI	01/10/2021	Water Charges	7.79	-7.79
59680	SI	01/10/2021	Water Charges	7.79	-7.79
59978	SI	22/10/2021	Water Charges	4.03	-4.03
60098	SI	28/10/2021	Water Charges	8.58	-8.58
60100	SI	28/10/2021	Water Charges	8.58	-8.58

### Account Totals

1,559.21

-1,559.21

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>
59794	PI	05/10/2021	Container Rental	90.00		90.00
59795	PI	11/10/2021	Emptying Container	314.00		314.00
59983	PI	24/10/2021	Padlocks - Allotments	16.64		16.64
60221	PI	11/10/2021	DIY Materials	30.06		30.06
60222	PI	18/10/2021	Fencing Pins	29.16		29.16
60238	PI	31/10/2021	Mobile Patrols	90.00		90.00

### Account Totals

569.86

569.86

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>
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Date: 22/12/2021  
Time: 14:49:47

# Yeovil Town Council

## Nominal Departmental Analysis (Detailed)

Page: 10

59686	BP	01/10/2021	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>
59887	JD	27/10/2021	Employers Pension	331.05		331.05
59888	JD	27/10/2021	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>
59981	PI	22/10/2021	Cable Ties	8.41		8.41
60223	PI	20/10/2021	Sack Truck	37.49		37.49
60224	PI	26/10/2021	Wheelbarrow	48.33		48.33
60225	PI	26/10/2021	Materials - Workshop	13.33		13.33
<u>Account Totals</u>				<u>107.56</u>		<u>107.56</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>
59805	PI	04/10/2021	Electricity	48.33		48.33
<u>Account Totals</u>				<u>48.33</u>		<u>48.33</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>
59815	PI	05/10/2021	Security	191.14		191.14
<u>Account Totals</u>				<u>191.14</u>		<u>191.14</u>

N/C 7180 Name G&GM - Exp - Community Heritage Officer

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
59817	PI	12/10/2021	Community Heritage Officer - 1st Qtr	5,000.00		5,000.00
<u>Account Totals</u>				<u>5,000.00</u>		<u>5,000.00</u>

N/C 7210 Name 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>
60240	PI	26/10/2021	Fuel - Van	69.10		69.10
<u>Account Totals</u>				<u>69.10</u>		<u>69.10</u>

N/C 7220 Name G&GM - Exp - Water Charges

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60229	PI	13/10/2021	Water Charge - TBL & Rustywell	262.68		262.68
<u>Account Totals</u>				<u>262.68</u>		<u>262.68</u>

Department 8,336.00 17,297.88 -8,961.88

Grand Totals 8,336.00 17,297.88 -8,961.88

# Yeovil Town Council

## November Actual V Budget

### Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
<b>Income</b>					
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	16,345.64	11,866.64	4,479.00	1,454.36
Sales of Gate & Tap Keys	100.00	-5.17	66.64	-71.81	105.17
Water Charges	1,000.00	1,563.98	1000.00	563.98	-563.98
	<b>272,570.00</b>	<b>270,528.45</b>	<b>265,559.28</b>	<b>4,969.17</b>	<b>2,041.55</b>
<b>Expenditure</b>					
Allotment Maintenance (Corporate)	9,200.00	12,187.23	6,133.36	6,053.87	-2,987.23
Allotment Fence Repairs	1,000.00	0.00	666.64	-666.64	1,000.00
Buildings & Electric Goar Knap	2,000.00	1,559.74	1,333.36	226.38	440.26
BKAC	250.00	0.00	166.64	-166.64	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	13,712.42	17,680.00	-3,967.58	12,807.58
Materials & Equipment	1,800.00	1,136.08	1,200.00	-63.92	663.92
Holiday Play Scheme	9,270.00	9,270.00	6,180.00	3,090.00	0.00
Open Spaces: Doorstep Green	1,000.00	2,584.85	666.64	1,918.21	-1,584.85
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	6,666.64	-6,666.64	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	1,813.36	-453.36	1,360.00
Yew Tree Park Gate Opening	2,200.00	1,609.91	1,466.64	143.27	590.09
Play & Landscape Officer	12,690.00	6,345.00	8,460.00	-2,115.00	6,345.00
Playarea Enhancements	12,440.00	6,220.00	8,293.36	-2,073.36	6,220.00
Lights for Milford Hall	400.00	0.00	266.64	-266.64	400.00
Community Heritage Officer	10,000.00	5,000.00	6,666.64	-1,666.64	5,000.00
Protective Clothing	0.00	79.06	0.00	79.06	-79.06
Vehicle	1350.00	1,016.80	900.00	116.80	333.20
Water Charges	1,000.00	2,095.50	666.64	1,428.86	-1,095.50
Water Mains Refurbishment	2,200.00	0.00	1,466.64	-1,466.64	2,200.00
	<b>272,570.00</b>	<b>80,526.59</b>	<b>153,783.20</b>	<b>-73,256.61</b>	<b>192,043.41</b>
	<b>0</b>	<b>190,001.86</b>	<b>111,776.08</b>	<b>78,225.78</b>	<b>-190,001.86</b>

Date: 22/12/2021  
Time: 14:57:39

# Yeovil Town Council

## Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 7000	Tran Date From 01/11/2021	Tran No From 1	Department From 0
N/C To 7250	Tran Date To 30/11/2021	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>
60188	SI	05/11/2021	Allotment rent for the period 5 November 2021		74.00	-74.00
60189	SI	05/11/2021	Allotment rent for the period 5 November 2021		72.16	-72.16
60191	SI	05/11/2021	Allotment rent for the period 5 November 2021		19.44	-19.44
60192	SI	05/11/2021	Allotment rent for the period 5 November 2021		23.47	-23.47
<u>Account Totals</u>					<u>189.07</u>	<u>-189.07</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>
60193	SI	05/11/2021	Gate key deposit		5.00	-5.00
<u>Account Totals</u>					<u>5.00</u>	<u>-5.00</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>
60190	SI	05/11/2021	Water charges		4.77	-4.77
<u>Account Totals</u>					<u>4.77</u>	<u>-4.77</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>
60336	PI	17/11/2021	Hedge Cutting - Monksdale	641.41		641.41
60616	PI	30/11/2021	Mobile Patrols	100.00		100.00
<u>Account Totals</u>				<u>741.41</u>		<u>741.41</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>
60293	BP	01/11/2021	Rates	122.00		122.00
60569	PI	24/11/2021	Electricity	78.98		78.98
60570	PI	24/11/2021	Electricity	40.74		40.74
<u>Account Totals</u>				<u>241.72</u>		<u>241.72</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>
60332	JD	27/11/2021	Employers Pension	331.05		331.05
60333	JD	27/11/2021	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>
60342	PI	01/11/2021	Stencil/Paint Spray	13.75		13.75
60343	PI	01/11/2021	Manhole Key	6.24		6.24
60578	PI	24/11/2021	Materials - Workshop	37.48		37.48
<u>Account Totals</u>				<u>57.47</u>		<u>57.47</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>
60246	PI	02/11/2021	Electricity	56.24		56.24
<u>Account Totals</u>				<u>56.24</u>		<u>56.24</u>

Date: 22/12/2021  
Time: 14:57:39

Yeovil Town Council  
Nominal Departmental Analysis (Detailed)

Page: 2

<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>
60254	PI	03/11/2021	Security	206.23		206.23
<u>Account Totals</u>				<u>206.23</u>		<u>206.23</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>
60579	PI	24/11/2021	Cleaning Materials - Van	7.48		7.48
<u>Account Totals</u>				<u>7.48</u>		<u>7.48</u>

<u>N/C</u>	7220	<u>Name</u>	G&GM - Exp - Water Charges			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60267	PI	10/11/2021	Water Charge - Milf,NT,EF,StG & Gold	727.83		727.83
60268	PI	08/11/2021	Water Charge - Hillcrest	64.09		64.09
60566	PI	15/11/2021	Water Charge - Goar Knap	189.60		189.60
60567	PI	24/11/2021	Water Charge - Larkhill & Sunningdale	343.39		343.39
60568	PI	24/11/2021	Water Charge - Monksdale	70.19		70.19
<u>Account Totals</u>				<u>1,395.10</u>		<u>1,395.10</u>
<u>Department</u>				<u>4,667.48</u>	<u>198.84</u>	<u>4,468.64</u>
<u>Grand Totals</u>				<u>4,667.48</u>	<u>198.84</u>	<u>4,468.64</u>



## 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
<b>EXPENDITURE</b>									
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.
<b>Open spaces:</b>									
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
<b>Total Expenditure</b>	<b>287,750</b>	<b>269,820</b>	<b>17,930</b>	<b>272,570</b>	<b>67,235</b>	<b>263,921</b>	<b>8,649</b>	<b>360,760</b>	
<b>INCOME</b>									
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)	
<b>Total Income</b>	<b>(21,040)</b>	<b>(22,492)</b>	<b>1,452</b>	<b>(20,990)</b>	<b>(960)</b>	<b>(20,990)</b>	<b>0</b>	<b>(20,990)</b>	
<b>Net Expenditure</b>	<b>266,710</b>	<b>247,328</b>	<b>19,382</b>	<b>251,580</b>	<b>66,275</b>	<b>242,931</b>	<b>8,649</b>	<b>339,770</b>	