



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Buildings and Civic Matters Committee

Buildings and Civic Matters Committee

Tuesday 21st June 2022

7:00pm

Hybrid Meeting:

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

BA20 1PQ; and virtual using Zoom meeting software

Any members of the public wishing to make comments at Public Comments need to email ytic@yeovil.gov.uk by 9:00am on Tuesday 21st June 2022.

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

Amanda Card, Town Clerk
15th June 2022

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

Members of Yeovil Town Council are summoned to attend:

Tareth Casey

Nigel Gage

Karl Gill (Vice Chairman)

Andy Kendall (Ex-officio)

Tony Lock

Evie Potts-Jones (Ex-officio)

Wes Read

Ashley Richard

Jeny Snell

Andy Soughton

Rob Stickland (Chairman)

Information for the Public

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

Public Comments at meetings (held via Zoom)

We recognise that these are challenging times but we still value the public's contribution to our hybrid meetings. If you would like to make a comment or raise a question in the meeting, you will need to do this in writing before the meeting. Please email ytic@yeovil.gov.uk by 9:00am on Tuesday 21st June 2022.

If you would like to view the meeting, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 21st June 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.

An invitation has been sent to Avon and Somerset Constabulary to give an update on community policing matters.

Gareth Williams, Co-ordinator at Yeovil Crime Reduction Team (YCRT) will give a presentation about their work.

A G E N D A

PUBLIC COMMENT (15 Minutes)

Due to the confidential nature of the business of item 11/014 – 11/017, 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*

11/005 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

11/006 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. (NB this does not preclude any later declarations).

11/007 MINUTES

To approve as a correct record the Minutes of the meetings held on 18th January 2022 and 25th May 2022.

11/008 FINANCIAL STATEMENT – OCTOBER 2021 / NOVEMBER 2021 / DECEMBER 2021 / JANUARY 2022

To approve the Financial Statement for the period 1st October 2021 to 31st January 2022 attached at pages 3 to 15.

10/009 HOSPITAL BENCH THANK YOU LETTER

To note the thank you letter from Yeovil Hospital regarding commemoration bench gifted by Yeovil Town Council as attached at page 16.

10/010 DEFIBRILLATOR UPDATE

To consider the report of the Town Clerk as attached at pages 17 to 18.

10/011 PROPOSED CHANGING PLACE AT PETER STREET PUBLIC TOILETS

To consider the report of the Community Specialist and Specialist - Architecture and Projects from South Somerset District Council as attached at page 19 to 24.

11/012 MAYOR'S PARLOUR CLOAKROOM

To consider the report of the Deputy Town Clerk as attached at page 25 to 26..

PUBLIC COMMENT (15 Minutes)

11/013 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.

11/014 PETTERS WAY PUBLIC TOILETS SHUTTER (COMMERCIAL IN CONFIDENCE)

To note the report of the Deputy Town Clerk as attached at pages 27.

11/015 CLEANING OF THE MILLENIUM CLOCK (COMMERCIAL IN CONFIDENCE)

To consider the report of the Deputy Town Clerk as attached at page 28 to 29 .

11/016 MONMOUTH HALL UPDATE (COMMERCIAL IN CONFIDENCE)

To consider the verbal report of the Town Clerk and the Deputy Town Clerk.

11/017 MACE BEARER (STAFFING IN CONFIDENCE)

To consider the verbal report of the Town Clerk.

Yeovil Town Council

December Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	218,680.00	218,680.00	0.00	0.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Community Safety	0.00	3,721.00	0.00	3,721.00	-3,721.00
Milford Hall Hire Fees	25,000.00	9,599.00	18,749.97	-9,150.97	15,401.00
Use of Council Chamber	1,500.00	0.00	1,125.00	-1,125.00	1,500.00
	245,180.00	232,000.00	238,554.97	-6,554.97	13,180.00
Expenditure					
Community Safety	2,500.00	0.00	1,874.97	-1,874.97	2,500.00
CCTV	32,490.00	32,490.00	32,490.00	0.00	0.00
Litter/Grit Bins	700.00	0.00	524.97	-524.97	700.00
Millennium Clock	500.00	0.00	375.03	-375.03	500.00
Monmouth Hall	17,690.00	5,254.05	13,267.53	-8,013.48	12,435.95
Monmouth Hall Refurbishment	60,000.00	18,645.00	45,000.00	-26,355.00	41,355.00
Milford Hall	30,350.00	24,047.72	22,762.53	1,285.19	6,302.28
Public Toilets - Peter St	23,460.00	10,497.74	17,595.00	-7,097.26	12,962.26
Public Toilets - Petters Way	21,080.00	6,429.08	15,810.03	-9,380.95	14,650.92
Public Noticeboards	500.00	408.20	375.03	33.17	91.80
Band Costs	3,500.00	0.00	2,625.03	-2,625.03	3,500.00
Painting of Town House	0.00	200.50	0.00	200.50	-200.50
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,000.00	8,644.75	9,000.00	-355.25	1,355.25
Town House - (excluding Services)	7,000.00	4,790.51	5,249.97	-459.46	2,209.49
Town House - Electricity	1,600.00	141.72	1,199.97	-1,058.25	1,458.28
Town House - Gas	2,200.00	1,058.10	1,649.97	-591.87	1,141.90
Town House - Maintenance	10,000.00	2,087.34	7,499.97	-5,412.63	7,912.66
PA System	500.00	0.00	500.00	-500.00	500.00
War Memorials	750.00	0.00	562.50	-562.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	6,000.03	-6,000.03	8,000.00
Town House - Water Charges	400.00	153.21	299.97	-146.76	246.79
St Georges Day Parade	300.00	0.00	225.00	-225.00	300.00
Defibrillator	9,000.00	9,845.54	6,750.00	3,095.54	-845.54
CCTV Reserve	500.00	0.00	375.03	-375.03	500.00
	245,180.00	124,693.46	192,012.53	-67,319.07	120,486.54
	0	107,306.54	46,542.44	60,764.10	-107,306.54

Date: 04/03/2022
Time: 10:08:34

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 6000
N/C To 6280

Tran Date From 01/12/2021
Tran Date To 31/12/2021

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

Department From 0
Department To 999

Dept Number 5

Dept BUILDING & CIVIC MATTERS

N/C 6005 Name B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60515	SI	01/12/2021	Hall Hire Fees		126.00	-126.00
60516	SI	01/12/2021	Hall Hire Fees		119.00	-119.00
60517	SI	01/12/2021	Hall Hire Fees		28.00	-28.00
60518	SI	01/12/2021	Hall Hire Fees		105.00	-105.00
60519	SI	01/12/2021	Hall Hire Fees		105.00	-105.00
60520	SI	01/12/2021	Hall Hire Fees		14.00	-14.00
60521	SI	01/12/2021	Hall Hire Fees		105.00	-105.00
60522	SI	02/12/2021	Hall Hire Fees		42.00	-42.00
60683	SI	22/12/2021	Hall Hire Fees		14.00	-14.00
60684	SI	22/12/2021	Hall Hire Fees		42.00	-42.00
60685	SI	22/12/2021	Hall Hire Fees		42.00	-42.00
60686	SI	22/12/2021	Hall Hire Fees		21.00	-21.00
60687	SI	22/12/2021	Hall Hire Fees		84.00	-84.00
60688	SI	22/12/2021	Hall Hire Fees		77.00	-77.00
60689	SI	22/12/2021	Hall Hire Fees		56.00	-56.00
60777	CP	23/12/2021	Hall Hire Refund	24.00		24.00
<u>Account Totals</u>				<u>24.00</u>	<u>980.00</u>	<u>-956.00</u>

N/C 6050 Name B&CM - Exp - CCTV

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60557	PI	01/12/2021	CCTV Contribution	32,490.00		32,490.00
<u>Account Totals</u>				<u>32,490.00</u>		<u>32,490.00</u>

N/C 6080 Name B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60613	PI	10/12/2021	Repair Herras Fence	55.00		55.00
60624	JD	27/12/2021	Payments	922.88		922.88
60692	JC	24/12/2021	Caretaker		922.88	-922.88
<u>Account Totals</u>				<u>977.88</u>	<u>922.88</u>	<u>55.00</u>

N/C 6090 Name B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60592	PI	05/12/2021	Internet	25.30		25.30
60637	PI	09/12/2021	Service Shutters	550.00		550.00
60638	PI	09/12/2021	Replace Shutter Motor	325.00		325.00
60675	PI	06/12/2021	Premises Licence A	70.00		70.00
60693	JD	24/12/2021	Caretaker	668.90		668.90
60783	PI	02/12/2021	Paint	154.17		154.17
60788	PI	20/12/2021	Decorating Materials	17.65		17.65
60789	PI	20/12/2021	Dust Sheet Roll	4.15		4.15
60815	PI	31/12/2021	Cleaning	682.50		682.50
60837	PI	27/12/2021	Alarm Response	35.00		35.00
60838	PI	31/12/2021	Mobile Patrols	206.91		206.91
<u>Account Totals</u>				<u>2,739.58</u>		<u>2,739.58</u>

N/C 6100 Name B&CM - Exp - Public Toilets Peter St

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60596	PI	02/12/2021	Water Charge	65.52		65.52
60605	PI	09/12/2021	Foot Patrols	396.00		396.00
60795	PI	20/12/2021	Ventilation Service	309.00		309.00
60797	PI	15/12/2021	Electricity	42.07		42.07
60808	PI	31/12/2021	Cleaning	519.73		519.73

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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60809	PI	23/12/2021	Consumables	98.81		98.81
<u>Account Totals</u>				<u>1,431.13</u>		<u>1,431.13</u>

N/C 6102 Name B&CM - Exp - Public Toilets Petters Way

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60606	PI	09/12/2021	Foot Patrols	396.00		396.00
<u>Account Totals</u>				<u>396.00</u>		<u>396.00</u>

N/C 6110 Name B&CM - Exp - Public Noticeboards

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60700	PI	02/12/2021	Cork Sheets	175.00		175.00
60782	PI	02/12/2021	Router	83.33		83.33
60784	PI	07/12/2021	Materials to Repair Noticeboards	95.62		95.62
60785	PI	07/12/2021	Holesaw Set	16.04		16.04
60786	PI	07/12/2021	Materials to Repair Noticeboards	14.95		14.95
60787	PI	15/12/2021	Materials to Repair Noticeboards	9.13		9.13
<u>Account Totals</u>				<u>394.07</u>		<u>394.07</u>

N/C 6190 Name B&CM - Exp - Town House - Business Rates

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60608	BP	01/12/2021	Rates	961.00		961.00
<u>Account Totals</u>				<u>961.00</u>		<u>961.00</u>

N/C 6200 Name B&CM - Exp - Town House - (excluding services)

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60585	PI	01/12/2021	Cleaning Materials	4.64		4.64
60651	PI	01/12/2021	Face Masks	19.62		19.62
60652	PI	02/12/2021	Antibacterial Wipes	16.25		16.25
60653	PI	02/12/2021	Hand Towels	12.49		12.49
60694	JD	24/12/2021	Cleaner	253.98		253.98
60701	PI	08/12/2021	Refreshments	11.05		11.05
60775	CP	01/12/2021	Refreshments	10.74		10.74
60776	CP	20/12/2021	Refreshments	9.20		9.20
60804	PI	31/12/2021	Waste Disposal	44.38		44.38
<u>Account Totals</u>				<u>382.35</u>		<u>382.35</u>

N/C 6212 Name B&CM - Exp - Town House - Gas

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60699	PI	13/12/2021	Gas	214.23		214.23
<u>Account Totals</u>				<u>214.23</u>		<u>214.23</u>

N/C 6214 Name B&CM - Exp - Town House - Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60790	PI	21/12/2021	Decorating Materials	24.17		24.17
<u>Account Totals</u>				<u>24.17</u>		<u>24.17</u>

<u>Department</u>	<u>40,034.41</u>	<u>1,902.88</u>	<u>38,131.53</u>
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<u>Grand Totals</u>	<u>40,034.41</u>	<u>1,902.88</u>	<u>38,131.53</u>
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Yeovil Town Council

January Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	218,680.00	218,680.00	0.00	0.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Community Safety	0.00	9,826.00	0.00	9,826.00	-9,826.00
Milford Hall Hire Fees	25,000.00	10,256.50	20,833.30	-10,576.80	14,743.50
Use of Council Chamber	1,500.00	0.00	1,250.00	-1,250.00	1,500.00
	245,180.00	238,762.50	240,763.30	-2,000.80	6,417.50
Expenditure					
Community Safety	2,500.00	0.00	2,083.30	-2,083.30	2,500.00
CCTV	32,490.00	32,490.00	32,490.00	0.00	0.00
Litter/Grit Bins	700.00	0.00	583.30	-583.30	700.00
Millennium Clock	500.00	0.00	416.70	-416.70	500.00
Monmouth Hall	17,690.00	5,137.92	14,741.70	-9,603.78	12,552.08
Monmouth Hall Refurbishment	60,000.00	18,645.00	50,000.00	-31,355.00	41,355.00
Milford Hall	30,350.00	25,945.20	25,291.70	653.50	4,404.80
Public Toilets - Peter St	23,460.00	11,698.02	19,550.00	-7,851.98	11,761.98
Public Toilets - Petters Way	21,080.00	8,890.05	17,566.70	-8,676.65	12,189.95
Public Noticeboards	500.00	437.77	416.70	21.07	62.23
Band Costs	3,500.00	0.00	2,916.70	-2,916.70	3,500.00
Painting of Town House	0.00	200.50	0.00	200.50	-200.50
Sports Development Officer	2,160.00	0.00	0.00	0.00	2,160.00
Town House - Business Rates	10,000.00	9,605.75	10,000.00	-394.25	394.25
Town House - (excluding Services)	7,000.00	6,119.91	5,833.30	286.61	880.09
Town House - Electricity	1,600.00	141.72	1,333.30	-1,191.58	1,458.28
Town House - Gas	2,200.00	1,352.87	1,833.30	-480.43	847.13
Town House - Maintenance	10,000.00	2,087.34	8,333.30	-6,245.96	7,912.66
PA System	500.00	0.00	500.00	-500.00	500.00
War Memorials	750.00	0.00	625.00	-625.00	750.00
Town Centre Environmental Improvements	8,000.00	0.00	6,666.70	-6,666.70	8,000.00
Town House - Water Charges	400.00	153.21	333.30	-180.09	246.79
St Georges Day Parade	300.00	0.00	250.00	-250.00	300.00
Defibrillator	9,000.00	9,845.54	7,500.00	2,345.54	-845.54
CCTV Reserve	500.00	0.00	416.70	-416.70	500.00
	245,180.00	132,750.80	209,681.70	-76,930.90	112,429.20
	0	106,011.70	31,081.60	74,930.10	-106,011.70

Date: 04/03/2022
Time: 10:11:14

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 6000	Tran Date From 01/01/2022	Tran No From 1	Department From 0
N/C To 6280	Tran Date To 31/01/2022	Tran No To 99,999,999	Department To 999

Dept Number 5 Dept BUILDING & CIVIC MATTERS

N/C 6004 Name B&CM - Inc - Community Safety

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60831	BR	19/01/2022	Contribution - Defibrillator		4,884.00	-4,884.00
60915	BR	25/01/2022	Donation - Defibrillator		1,221.00	-1,221.00
<u>Account Totals</u>					<u>6,105.00</u>	<u>-6,105.00</u>

N/C 6005 Name B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60696	SI	05/01/2022	Hall Hire Fees		32.00	-32.00
60734	SI	06/01/2022	Hall Hire Fees		24.00	-24.00
60735	SI	06/01/2022	Hall Hire Fees		11.50	-11.50
60736	SI	06/01/2022	Hall Hire Fees		32.00	-32.00
60737	SI	06/01/2022	Hall Hire Fees		11.50	-11.50
60741	SI	07/01/2022	Hall Hire Fees		24.00	-24.00
60742	SI	07/01/2022	Hall Hire Fees		11.50	-11.50
60743	SI	07/01/2022	Hall Hire Fees		40.00	-40.00
60744	SI	07/01/2022	Hall Hire Fees		11.50	-11.50
60747	PI	10/01/2022	Refund - Milford Hall	43.50		43.50
60754	SI	12/01/2022	Hall Hire Fees		32.00	-32.00
60755	SI	12/01/2022	Hall Hire Fees		11.50	-11.50
60756	SI	12/01/2022	Hall Hire Fees		24.00	-24.00
60757	SI	12/01/2022	Hall Hire Fees		11.00	-11.00
60758	SI	13/01/2022	Hall Hire Fees		24.00	-24.00
60759	SI	13/01/2022	Hall Hire Fees		11.50	-11.50
60760	SI	13/01/2022	Hall Hire Fees		24.00	-24.00
60761	SI	13/01/2022	Hall Hire Fees		11.50	-11.50
60766	SI	13/01/2022	Hall Hire Fees		34.00	-34.00
60767	SI	13/01/2022	Hall Hire Fees		11.50	-11.50
60768	SI	13/01/2022	Hall Hire Fees		42.50	-42.50
60778	SI	14/01/2022	Hall Hire Fees		40.00	-40.00
60779	SI	14/01/2022	Hall Hire Fees		11.50	-11.50
60780	SI	14/01/2022	Hall Hire Fees		40.00	-40.00
60781	SI	14/01/2022	Hall Hire Fees		11.50	-11.50
60891	SI	26/01/2022	Hall Hire Fees		24.00	-24.00
60892	SI	26/01/2022	Hall Hire Fees		11.50	-11.50
60893	SI	26/01/2022	Hall Hire Fees		24.00	-24.00
60894	SI	26/01/2022	Hall Hire Fees		11.50	-11.50
60899	SI	28/01/2022	Hall Hire Fees		14.00	-14.00
60902	SI	31/01/2022	Hall Hire Fees		32.00	-32.00
60903	SI	31/01/2022	Hall Hire Fees		34.00	-34.00
60904	SI	31/01/2022	Hall Hire Fees		11.50	-11.50
<u>Account Totals</u>				<u>43.50</u>	<u>701.00</u>	<u>-657.50</u>

N/C 6080 Name B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60848	JD	27/01/2022	Payments	922.88		922.88
60918	BR	31/01/2022	Refund Water Charge		116.13	-116.13
60969	JC	27/01/2022	Caretaker		922.88	-922.88
<u>Account Totals</u>				<u>922.88</u>	<u>1,039.01</u>	<u>-116.13</u>

N/C 6090 Name B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60802	PI	05/01/2022	Internet	25.48		25.48
60823	PI	14/01/2022	Window Cleaning	40.00		40.00
60970	JD	27/01/2022	Caretaker	668.90		668.90
60974	PI	04/01/2022	Painting Materials	42.52		42.52

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Yeovil Town Council

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Nominal Departmental Analysis (Detailed)

60975	PI	04/01/2022	Painting Materials	43.74		43.74
60979	PI	27/01/2022	Painting Materials	7.97		7.97
60987	PI	31/01/2022	Mobile Patrols	194.37		194.37
60988	PI	31/01/2022	Asbestos Survey	390.00		390.00
60996	PI	31/01/2022	Cleaning	638.50		638.50
60997	PC	31/01/2022	Credit on Cleaning		154.00	-154.00

<u>Account Totals</u>	<u>2,051.48</u>	<u>154.00</u>	<u>1,897.48</u>
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<u>N/C</u>	6100	<u>Name</u>	B&CM - Exp - Public Toilets Peter St			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60811	PI	11/01/2022	Air Freshener	85.20		85.20
60983	PI	05/01/2022	Water Charge	73.78		73.78
60985	PI	17/01/2022	Electricity	422.76		422.76
60993	PI	24/01/2022	Consumables	98.81		98.81
60994	PI	31/01/2022	Cleaning	519.73		519.73

<u>Account Totals</u>	<u>1,200.28</u>		<u>1,200.28</u>
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<u>N/C</u>	6102	<u>Name</u>	B&CM - Exp - Public Toilets Petters Way			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60794	PI	06/01/2022	Recharge - 3rd Qtr	2,460.97		2,460.97

<u>Account Totals</u>	<u>2,460.97</u>		<u>2,460.97</u>
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<u>N/C</u>	6110	<u>Name</u>	B&CM - Exp - Public Noticeboards			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60978	PI	25/01/2022	Hard Point Saw	11.66		11.66
60980	PI	31/01/2022	Materials - Noticeboard	17.91		17.91

<u>Account Totals</u>	<u>29.57</u>		<u>29.57</u>
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<u>N/C</u>	6190	<u>Name</u>	B&CM - Exp - Town House - Business Rates			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60840	BP	01/01/2022	Rates	961.00		961.00

<u>Account Totals</u>	<u>961.00</u>		<u>961.00</u>
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<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60810	PI	11/01/2022	Sanitary Disposal	1,025.84		1,025.84
60912	PI	18/01/2022	Refreshments	5.20		5.20
60971	JD	27/01/2022	Cleaner	253.98		253.98
61002	PI	31/01/2022	Waste Disposal	44.38		44.38

<u>Account Totals</u>	<u>1,329.40</u>		<u>1,329.40</u>
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<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60984	PI	19/01/2022	Gas	294.77		294.77

<u>Account Totals</u>	<u>294.77</u>		<u>294.77</u>
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<u>Department</u>	<u>9,293.85</u>	<u>7,999.01</u>	<u>1,294.84</u>
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<u>Grand Totals</u>	<u>9,293.85</u>	<u>7,999.01</u>	<u>1,294.84</u>
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Yeovil Town Council

February Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	218,680.00	218,680.00	0.00	0.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Community Safety	0.00	9,826.00	0.00	9,826.00	-9,826.00
Milford Hall Hire Fees	25,000.00	10,957.00	22,916.63	-11,959.63	14,043.00
Use of Council Chamber	1,500.00	0.00	1,375.00	-1,375.00	1,500.00
	245,180.00	239,463.00	242,971.63	-3,508.63	5,717.00
Expenditure					
Community Safety	2,500.00	0.00	2,291.63	-2,291.63	2,500.00
CCTV	32,490.00	32,490.00	32,490.00	0.00	0.00
Litter/Grit Bins	700.00	0.00	641.63	-641.63	700.00
Millennium Clock	500.00	0.00	458.37	-458.37	500.00
Monmouth Hall	17,690.00	5,098.72	16,215.87	-11,117.15	12,591.28
Monmouth Hall Refurbishment	60,000.00	18,645.00	55,000.00	-36,355.00	41,355.00
Milford Hall	30,350.00	31,083.40	27,820.87	3,262.53	-733.40
Public Toilets - Peter St	23,460.00	12,731.69	21,505.00	-8,773.31	10,728.31
Public Toilets - Petters Way	21,080.00	8,890.05	19,323.37	-10,433.32	12,189.95
Public Noticeboards	500.00	479.34	458.37	20.97	20.66
Band Costs	3,500.00	3,500.00	3,208.37	291.63	0.00
Painting of Town House	0.00	200.50	0.00	200.50	-200.50
Sports Development Officer	2,160.00	0.00	2,160.00	-2,160.00	2,160.00
Town House - Business Rates	10,000.00	9,605.75	10,000.00	-394.25	394.25
Town House - (excluding Services)	7,000.00	6,427.57	6,416.63	10.94	572.43
Town House - Electricity	1,600.00	141.72	1,466.63	-1,324.91	1,458.28
Town House - Gas	2,200.00	1,647.87	2,016.63	-368.76	552.13
Town House - Maintenance	10,000.00	2,422.84	9,166.63	-6,743.79	7,577.16
PA System	500.00	0.00	500.00	-500.00	500.00
War Memorials	750.00	0.00	687.50	-687.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	7,333.37	-7,333.37	8,000.00
Town House - Water Charges	400.00	153.21	366.63	-213.42	246.79
St Georges Day Parade	300.00	0.00	275.00	-275.00	300.00
Defibrillator	9,000.00	14,779.54	8,250.00	6,529.54	-5,779.54
CCTV Reserve	500.00	0.00	458.37	-458.37	500.00
	245,180.00	148,297.20	228,510.87	-80,213.67	96,882.80
	0	91,165.80	14,460.76	76,705.04	-91,165.80

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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N/C From 6000
N/C To 6280

Tran Date From 01/02/2022
Tran Date To 28/02/2022

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

Department From 0
Department To 999

Dept Number 5 Dept BUILDING & CIVIC MATTERS
N/C 6005 Name B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
60935	SI	02/02/2022	Hall Hire Fees		98.00	-98.00
60936	SI	02/02/2022	Hall Hire Fees		21.00	-21.00
60937	SI	02/02/2022	Hall Hire Fees		63.00	-63.00
60938	SI	02/02/2022	Hall Hire Fees		63.00	-63.00
60939	SI	02/02/2022	Hall Hire Fees		21.00	-21.00
60940	SI	02/02/2022	Hall Hire Fees		28.00	-28.00
60941	SI	02/02/2022	Hall Hire Fees		150.00	-150.00
60945	SI	02/02/2022	Hall Hire Fees		28.00	-28.00
60949	SI	02/02/2022	Hall Hire Fees		7.00	-7.00
60962	SI	08/02/2022	Hall Hire Fees		14.00	-14.00
60963	SI	08/02/2022	Hall Hire Fees		34.00	-34.00
60964	SI	08/02/2022	Hall Hire Fees		11.50	-11.50
60965	SI	08/02/2022	Hall Hire Fees		25.50	-25.50
60966	SI	08/02/2022	Hall Hire Fees		11.50	-11.50
60972	SI	10/02/2022	Hall Hire Fees		64.00	-64.00
60973	SI	10/02/2022	Hall Hire Fees		11.50	-11.50
61038	SI	17/02/2022	Hall Hire Fees		14.00	-14.00
61043	BR	09/02/2022	Milford Hall Incident		35.00	-35.00
<u>Account Totals</u>					<u>700.00</u>	<u>-700.00</u>

N/C 6080 Name B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61063	JD	27/02/2022	Payments	922.88		922.88
61104	JC	25/02/2022	Caretaker		922.88	-922.88
61135	BR	11/02/2022	Rates Refund		39.20	-39.20
<u>Account Totals</u>				<u>922.88</u>	<u>962.08</u>	<u>-39.20</u>

N/C 6090 Name B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61009	PI	05/02/2022	Internet	25.47		25.47
61034	PC	16/02/2022	Rredit to Clear		0.28	-0.28
61040	PI	09/02/2022	Guttering	12.92		12.92
61105	JD	25/02/2022	Caretaker	668.90		668.90
61136	BR	11/02/2022	Rates Refund		125.50	-125.50
61149	PI	03/02/2022	Painting Materials	6.25		6.25
61154	PI	17/02/2022	Painting Materials	14.42		14.42
61166	PI	28/02/2022	Mobile Patrols	200.64		200.64
61176	PI	21/02/2022	Milford Hall Recharge - 3rd Qtr	3,652.88		3,652.88
61180	PI	28/02/2022	Cleaning	682.50		682.50
<u>Account Totals</u>				<u>5,263.98</u>	<u>125.78</u>	<u>5,138.20</u>

N/C 6100 Name B&CM - Exp - Public Toilets Peter St

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61005	PI	02/02/2022	Water Charge	61.38		61.38
61156	PI	15/02/2022	Electricity	452.56		452.56
61173	PI	28/02/2022	Cleaning	519.73		519.73
<u>Account Totals</u>				<u>1,033.67</u>		<u>1,033.67</u>

N/C 6110 Name B&CM - Exp - Public Noticeboards

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61148	PI	01/02/2022	Plywood	41.57		41.57

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Yeovil Town Council

Nominal Departmental Analysis (Detailed)

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<u>Account Totals</u>	<u>41.57</u>	<u>41.57</u>
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N/C 6140 Name B&CM - Exp - Band Costs

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61007	PI	04/02/2022	HMS Heron Volunteer Band	3,500.00		3,500.00

<u>Account Totals</u>	<u>3,500.00</u>	<u>3,500.00</u>
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N/C 6200 Name B&CM - Exp - Town House - (excluding services)

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61106	JD	25/02/2022	Cleaner	253.98		253.98
61110	PI	09/02/2022	Refreshments	4.90		4.90
61168	PI	28/02/2022	Waste Disposal	42.88		42.88
61297	CP	08/02/2022	Refreshments	5.90		5.90

<u>Account Totals</u>	<u>307.66</u>	<u>307.66</u>
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N/C 6212 Name B&CM - Exp - Town House - Gas

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61155	PI	18/02/2022	Gas	295.00		295.00

<u>Account Totals</u>	<u>295.00</u>	<u>295.00</u>
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N/C 6214 Name B&CM - Exp - Town House - Maintenance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61165	PI	25/02/2022	Brass Plaque	335.50		335.50

<u>Account Totals</u>	<u>335.50</u>	<u>335.50</u>
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N/C 6270 Name B&CM - Exp - Defibrillator

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61019	PI	25/02/2022	Defibrillators	4,884.00		4,884.00
61328	PI	25/02/2022	Defibrillator Signs	50.00		50.00

<u>Account Totals</u>	<u>4,934.00</u>	<u>4,934.00</u>
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<u>Department</u>	<u>16,634.26</u>	<u>1,787.86</u>	<u>14,846.40</u>
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<u>Grand Totals</u>	<u>16,634.26</u>	<u>1,787.86</u>	<u>14,846.40</u>
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Yeovil Town Council

March Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance
Income				
PRECEPT	218,680.00	218,680.00	218,680.00	0.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00
Community Safety	0.00	9,843.83	0.00	9,843.83
Milford Hall Hire Fees	25,000.00	12,638.50	25,000.00	-12,361.50
Use of Council Chamber	1,500.00	0.00	1,500.00	-1,500.00
	245,180.00	241,162.33	245,180.00	-4,017.67
Expenditure				
Community Safety	2,500.00	0.00	2,500.00	-2,500.00
CCTV	32,490.00	32,490.00	32,490.00	0.00
Litter/Grit Bins	700.00	0.00	700.00	-700.00
Millennium Clock	500.00	0.00	500.00	-500.00
Monmouth Hall	17,690.00	5,098.72	17,690.00	-12,591.28
Monmouth Hall Refurbishment	60,000.00	18,645.00	60,000.00	-41,355.00
Milford Hall	30,350.00	40,925.19	30,350.00	10,575.19
Public Toilets - Peter St	23,460.00	14,817.66	23,460.00	-8,642.34
Public Toilets - Petters Way	21,080.00	12,216.05	21,080.00	-8,863.95
Public Noticeboards	500.00	479.34	500.00	-20.66
Band Costs	3,500.00	3,500.00	3,500.00	0.00
Painting of Town House	0.00	200.50	0.00	200.50
Sports Development Officer	2,160.00	0.00	2,160.00	-2,160.00
Town House - Business Rates	10,000.00	9,605.75	10,000.00	-394.25
Town House - (excluding Services)	7,000.00	6,767.90	7,000.00	-232.10
Town House - Electricity	1,600.00	147.33	1,600.00	-1,452.67
Town House - Gas	2,200.00	1,887.36	2,200.00	-312.64
Town House - Maintenance	10,000.00	2,422.84	10,000.00	-7,577.16
PA System	500.00	0.00	500.00	-500.00
War Memorials	750.00	0.00	750.00	-750.00
Town Centre Environmental Improvements	8,000.00	0.00	8,000.00	-8,000.00
Town House - Water Charges	400.00	153.21	400.00	-246.79
St Georges Day Parade	300.00	300.00	300.00	0.00
Defibrillator	9,000.00	14,884.54	9,000.00	5,884.54
CCTV Reserve	500.00	0.00	500.00	-500.00
	245,180.00	164,541.39	245,180.00	-80,638.61
	0.00	76,620.94	0.00	76,620.94

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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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N/C From 6000
N/C To 6280

Tran Date From 01/03/2022
Tran Date To 31/03/2022

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

Department From 0
Department To 999

Dept Number 5 Dept BUILDING & CIVIC MATTERS

N/C 6004 Name B&CM - Inc - Community Safety

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61317	BR	30/03/2022	Contribution - Defibrillator		17.83	-17.83
<u>Account Totals</u>					<u>17.83</u>	<u>-17.83</u>

N/C 6005 Name B&CM - Inc - Milford Hall Hire Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61115	SI	08/03/2022	Hall Hire Fees		24.00	-24.00
61116	SI	08/03/2022	Hall Hire Fees		11.50	-11.50
61117	SI	08/03/2022	Hall Hire Fees		51.00	-51.00
61118	SI	08/03/2022	Hall Hire Fees		11.50	-11.50
61121	SI	08/03/2022	Hall Hire Fees		34.00	-34.00
61124	SI	08/03/2022	Hall Hire Fees		34.00	-34.00
61125	SI	08/03/2022	Hall Hire Fees		11.50	-11.50
61138	SI	10/03/2022	Hall Hire Fees		112.00	-112.00
61140	SI	10/03/2022	Hall Hire Fees		63.00	-63.00
61141	SI	10/03/2022	Hall Hire Fees		63.00	-63.00
61142	SI	10/03/2022	Hall Hire Fees		42.00	-42.00
61143	SI	10/03/2022	Hall Hire Fees		28.00	-28.00
61144	SI	10/03/2022	Hall Hire Fees		35.00	-35.00
61145	SI	10/03/2022	Hall Hire Fees		56.00	-56.00
61146	SI	10/03/2022	Hall Hire Fees		21.00	-21.00
61164	SI	10/03/2022	Hall Hire Fees		21.00	-21.00
61226	SI	17/03/2022	Hall Hire Fees		30.00	-30.00
61231	SI	17/03/2022	Hall Hire Fees		7.50	-7.50
61288	SI	23/03/2022	Hall Hire Fees		76.50	-76.50
61289	SI	23/03/2022	Hall Hire Fees		11.50	-11.50
61290	SI	24/03/2022	Hall Hire Fees		76.50	-76.50
61291	SI	24/03/2022	Hall Hire Fees		11.50	-11.50
61292	SI	24/03/2022	Hall Hire Fees		34.00	-34.00
61293	SI	24/03/2022	Hall Hire Fees		11.50	-11.50
61325	SI	30/03/2022	Hall Hire Fees		306.00	-306.00
61335	SI	31/03/2022	Hall Hire Fees		15.00	-15.00
61341	SI	31/03/2022	Hall Hire Fees		119.00	-119.00
61342	SI	31/03/2022	Hall Hire Fees		35.00	-35.00
61343	SI	31/03/2022	Hall Hire Fees		84.00	-84.00
61344	SI	31/03/2022	Hall Hire Fees		105.00	-105.00
61345	SI	31/03/2022	Hall Hire Fees		42.00	-42.00
61346	SI	31/03/2022	Hall Hire Fees		28.00	-28.00
61347	SI	31/03/2022	Hall Hire Fees		56.00	-56.00
61348	SI	31/03/2022	Hall Hire Fees		14.00	-14.00
<u>Account Totals</u>					<u>1,681.50</u>	<u>-1,681.50</u>

N/C 6080 Name B&CM - Exp - Monmouth Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61239	JD	27/03/2022	Payments	1,085.57		1,085.57
61338	JC	27/03/2022	Caretaker		1,085.57	-1,085.57
<u>Account Totals</u>				<u>1,085.57</u>	<u>1,085.57</u>	

N/C 6090 Name B&CM - Exp - Milford Hall

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61170	PI	05/03/2022	Internet	25.33		25.33
61249	PI	06/03/2022	Rates	3,995.12		3,995.12
61299	CP	07/03/2022	Test Paint Pots	9.58		9.58
61329	PI	07/03/2022	Paint	104.18		104.18
61339	JD	27/03/2022	Caretaker	809.37		809.37

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Nominal Departmental Analysis (Detailed)

61349	PI	11/03/2022	Window Cleaning	40.00		40.00
61360	PI	28/03/2022	Key Holding	200.00		200.00
61361	PI	31/03/2022	Mobile Patrols	194.37		194.37
61362	PI	02/03/2022	Painting Materials	15.48		15.48
61363	PI	02/03/2022	Painting Materials	38.61		38.61
61364	PI	02/03/2022	Painting Materials	2.50		2.50
61366	PI	15/03/2022	Painting Materials	5.20		5.20
61367	PI	17/03/2022	Painting Materials	11.65		11.65
61369	PI	30/03/2022	Painting Materials	7.90		7.90
61380	PI	31/03/2022	Cleaning	682.50		682.50
61408	JD	31/03/2022	Milford Hall Recharge - 4th Qtr	3,700.00		3,700.00
<u>Account Totals</u>				<u>9,841.79</u>		<u>9,841.79</u>

<u>N/C</u>	6100	<u>Name</u>	B&CM - Exp - Public Toilets Peter St			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61167	PI	02/03/2022	Water Charge	61.38		61.38
61196	PI	11/03/2022	Investigage Issues	25.00		25.00
61250	PI	15/03/2022	Electricity	400.49		400.49
61255	PI	15/03/2022	Radar Keys	27.48		27.48
61300	CP	10/03/2022	Keys Cut	10.00		10.00
61358	PI	22/03/2022	Auto Flush Service	107.08		107.08
61387	PI	24/03/2022	Consumables	98.81		98.81
61388	PI	31/03/2022	Cleaning	519.73		519.73
61416	PI	31/03/2022	Foot Patrols	836.00		836.00
<u>Account Totals</u>				<u>2,085.97</u>		<u>2,085.97</u>

<u>N/C</u>	6102	<u>Name</u>	B&CM - Exp - Public Toilets Petters Way			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61195	PI	11/03/2022	Investigage Issues	25.00		25.00
61225	PI	13/03/2022	Repair Roof Tiles	65.00		65.00
61409	JD	31/03/2022	Petters Way Toilets - 4th Qtr	2,400.00		2,400.00
61417	PI	31/03/2022	Foot Patrols	836.00		836.00
<u>Account Totals</u>				<u>3,326.00</u>		<u>3,326.00</u>

<u>N/C</u>	6160	<u>Name</u>	B&CM - Exp - Sports Development Officer			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61398	JC	01/03/2022	Sports Dev Officer		2,160.00	-2,160.00
61410	JD	31/03/2022	Sports Dev Officer	2,160.00		2,160.00
<u>Account Totals</u>				<u>2,160.00</u>	<u>2,160.00</u>	

<u>N/C</u>	6200	<u>Name</u>	B&CM - Exp - Town House - (excluding services)			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61301	CP	29/03/2022	Refreshments	4.80		4.80
61330	PI	09/03/2022	Refreshments	14.95		14.95
61340	JD	27/03/2022	Cleaner	276.20		276.20
61424	PI	31/03/2022	Waste Disposal	44.38		44.38
<u>Account Totals</u>				<u>340.33</u>		<u>340.33</u>

<u>N/C</u>	6210	<u>Name</u>	B&CM - Exp - Town House - Electricity			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61147	PI	02/03/2022	Electricity	5.61		5.61
<u>Account Totals</u>				<u>5.61</u>		<u>5.61</u>

<u>N/C</u>	6212	<u>Name</u>	B&CM - Exp - Town House - Gas			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61352	PI	20/03/2022	Gas	239.49		239.49
<u>Account Totals</u>				<u>239.49</u>		<u>239.49</u>

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Yeovil Town Council
Nominal Departmental Analysis (Detailed)

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<u>N/C</u>	6260	<u>Name</u>	B&CM - Exp - St Georges Day Parade			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61426	PI	30/03/2022	St Georges Day Parade	300.00		300.00
<u>Account Totals</u>				<u>300.00</u>		<u>300.00</u>
<u>N/C</u>	6270	<u>Name</u>	B&CM - Exp - Defibrillator			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
61171	PI	07/03/2022	Electrical Work	105.00		105.00
<u>Account Totals</u>				<u>105.00</u>		<u>105.00</u>
<u>Department</u>				<u>19,489.76</u>	<u>4,944.90</u>	<u>14,544.86</u>
<u>Grand Totals</u>				<u>19,489.76</u>	<u>4,944.90</u>	<u>14,544.86</u>



12th April 2022

Direct line: 07834 986462

Email: caroline.barnes@ydh.nhs

www.yeovilhospital.nhs.uk

Dear Sally,

Please could you pass on my sincere thanks to the members and staff at the Town Council for their generous donation of our oak bench that arrived last week. We have included the words Rest, Relax and Reflect carved into the bench and there is a plaque on the side which features the Town Council's wording commemorating the professionalism that staff have displayed during the Pandemic.

I would particularly like to thank the members for enabling me to find a handmade, locally produced and sustainable product which I was able to commission. We have such limited grounds here at the hospital and spaces to sit are very limited. I have installed the bench in our dementia friendly garden for the time being, this is a garden for patients, visitors and staff. All staff have access to the garden via their ID badges and it has been used for tea breaks, meetings and for just "taking a moment" by so many people.

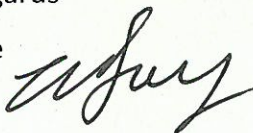
As you may be aware we are in the process of building a new breast cancer unit at the front of the hospital and I would like to incorporate the new bench into the landscaping of this unit later next year.

Thank you again for your generosity and thinking of the staff during this challenging time, it means a huge amount.



Kind regards

Caroline



Caroline Barnes

Arts & Design Coordinator



Installations since the last report

Since the last report defibrillators have been installed at both St Peter's Community Centre and St Andrew's Scout Hut in accordance with the Urgent Business, Standing Order 4 (d) (xiv).

The defibrillator at St Peter's Community Centre defibrillator and cabinet were funded by Yeovil Town Council and achieved the initial objective of having a defibrillator in the Westfield area of Yeovil. St Peter's Community Centre will cover the cost of electricity to heat the cabinet.

The defibrillator and cabinet at St Andrew's Scout Hut was funded 50/50 by Yeovil Town Council and by a 'mystery donor' who had lost a loved one. Again, St Andrew's Scout Group will cover the cost of electricity to heat the cabinet.

Future installations

In accordance with the Urgent Business, Standing Order 4 (d) (xiv), it has been agreed that Yeovil Town Council will be the guardians of the defibrillator and cabinet to be installed later this month in the Quedam. The defibrillator and cabinet have been jointly funded by the Quedam and the Nationwide Funding campaign.

Birchfield Community Centre have agreed to have installed on the external wall of their building a further defibrillator and cabinet. This will achieve the objective of having a defibrillator in the Birchfield area of Yeovil. The defibrillator and cabinet will be funded by Yeovil Town Council with Birchfield Community Centre being responsible for the cost of the electricity to heat the cabinet.

Mapping of Defibrillators in Yeovil

The attached map indicates the location of all known 24/7 public access defibrillators in Yeovil.

Supplies of Defibrillators

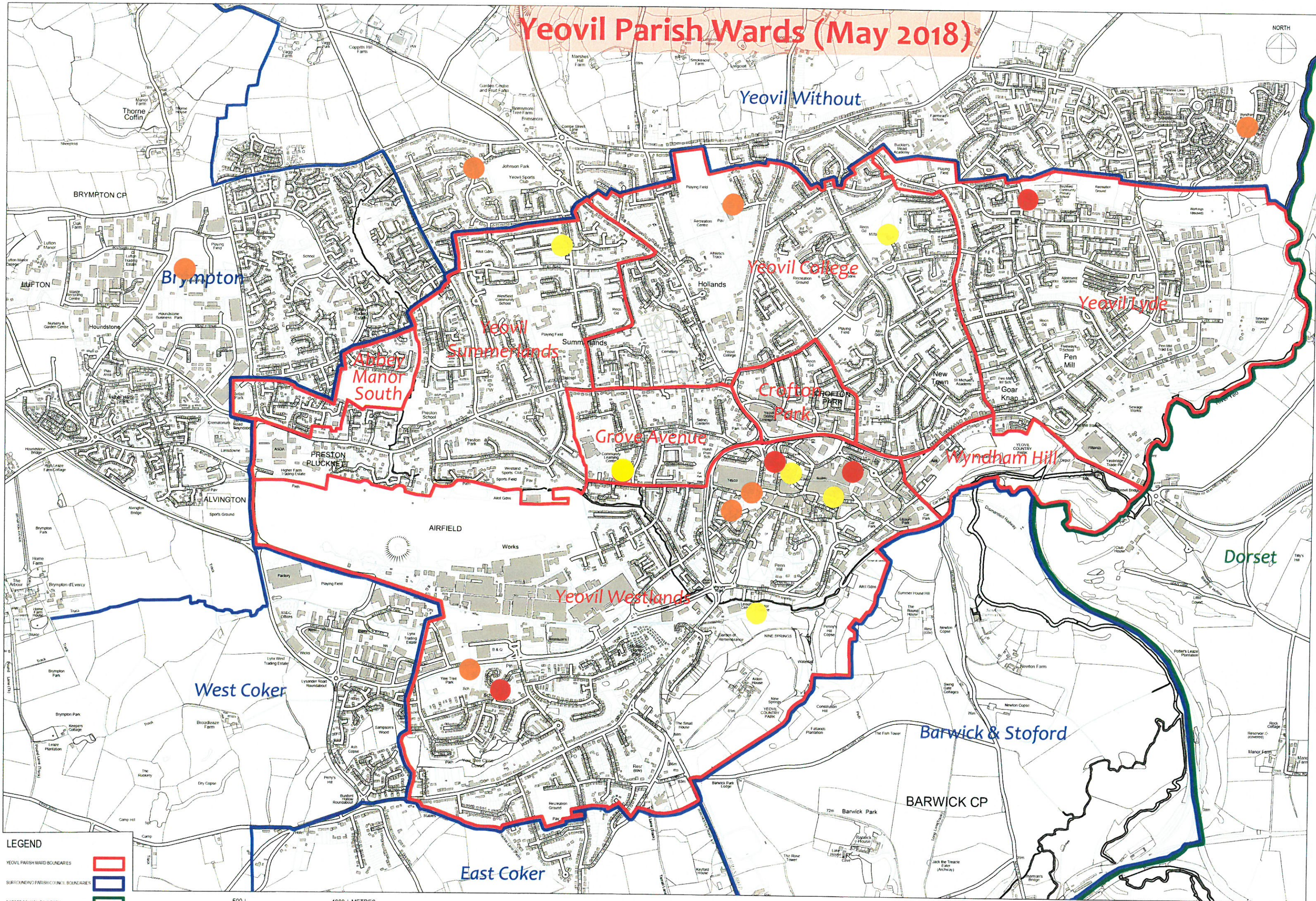
There has been a decline in the stocks of the CR2 model defibrillator along with stocks of other models. At the end of April, an order of 4 defibrillators was placed and we were forecast a lead time of 18-23 weeks.

The Committee is **RECOMMENDED**:

- (1) to note the report;
- (2) to note the decisions detailed above taken under Urgent Business Standing Orders (d) (xiv).

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

Yeovil Parish Wards (May 2018)



11/011 PROPOSED CHANGING PLACE AT PETER STREET PUBLIC TOILETS

1. Purpose of Report

To brief Yeovil Town Council on the proposal to install a Changing Place toilet within the existing toilets at Peter Street, Yeovil.

2. Background.

In September 2021 SSDC submitted an expression of interest to the Government's Changing Places funding programme for two Changing Place facilities; one at the existing public toilets and Bath Street Chard and the other at the existing public toilets at Peter Street Yeovil.

The EOI was successful and SSDC was awarded £75,000 in April 2022 (4 months later than originally scheduled).

Match funding for the two projects has been secured from Yeovil Refresh (£10k), Chard and Yeovil Town Councils (£5k each).

Work has begun on drawing up the plans and in the case of the Chard scheme now ready to go out to tender.

It is proposed to complete both projects by the 31st March 2023

3. What is a Changing Place?

A CP toilet provides sanitary accommodation for people with multiple and complex disabilities who have one or two assistants. Without a suitable changing bench, many disabled people have to be laid on the floor, which is unhygienic and puts assistants at risk of injury. In the absence of a hoist, assistants are again put at risk when forced to manually transfer a disabled person who is unable to self-transfer between a wheelchair and WC.

The absence of toilet and changing facilities means that some disabled people are often limited in terms of activities available to them, or even prevented from going out altogether. They may find themselves compromising their health and dignity – or that of the people assisting them – by using unsuitable facilities.

Standard accessible toilets are completely unsuitable for people with multiple and/or complex disabilities.

An approved CP must also be as close to 4mx3m (12 sq. m) in order to accommodate the required equipment and provide a sufficiently large enough turning space.

A CP facility must include:

- height adjustable, adult sized changing bench
- ceiling track hoist system
- adequate space for the disabled person and up to two assistants
- centrally located toilet with space both sides for assistants
- privacy screen
- wide paper roll
- large waste disposal bin
- washbasin, preferably height adjustable

CP facilities should be provided in addition to the full range of singles sex and standard accessible WC's and baby changing facilities.

Photos of Changing Place Toilets are attached at **Appendix 1**

4. The Government Changing Place programme.

The Department of Levelling Up, Housing and Communities has awarded a total of £23.5m worth of funding across 191 councils and will see 513 new Changing Places toilets installed in public places and tourist attractions across England.

In South Somerset, currently there is only one registered changing Place toilet at the Asda in Yeovil.

The scheme is supporting the installation of Changing Place toilets in existing buildings/facilities. Installation of CP toilets in new buildings is covered separately by new legislation.

As a condition of the funding the CP's must be placed on the national register managed by Muscular Dystrophy UK, who are the DLUHC strategic partner in managing the programme.

Experts in the field, Muscular Dystrophy UK are also providing technical and other support to the funded Local Authorities in the development of their schemes and ensuring they meet the specifications and the criteria of the government funding.

5. The Peter Street Scheme

In selecting sites we opted for a scheme in each our two principal towns and in doing so will complement and further enhance the regeneration work that is currently taking place.

As CP's enable disabled people to access services and facilities that would otherwise be closed to them, choosing a location close to Yeovil Town Centre was crucial. The Peter Street public toilets have provided an ideal site given close proximity to the town's retail offer, existing disabled car parking spaces and improved access into Middle Street.

In drawing up the plans we have consulted with and used the expertise of our Muscular Dystrophy UK case officer to advise on the best solutions.

As a consequence the scheme that has been drawn up will provide a fully specified and registerable CP toilet, retain the existing standard accessible toilet, convert three of the current cubicles into unisex facilities and retain the gents urinals. The work will result in the loss of just one cubicle overall.

A copy of the plan is attached at **Appendix 2**.

The exact security measures are still to be decided but the CP will be subject to a solution that means that only legitimate users will be able to access the facility.

6. Maintenance

The town council currently maintains the Peter Street toilets on behalf of SSDC.

The issue of maintenance once Somerset Council comes into being on the 1st April 2023 is yet to be decided but could be carried out directly by Somerset Council or through an agreement with Yeovil Town Council.

7. Equality Considerations

There is a significant dearth of Changing Place toilets in the UK and in South Somerset in particular.

Over 230,000 people in the UK need personal assistance to use the toilet or change continence pads, including people with profound and multiple learning disabilities, spinal injuries and people living with a stroke.

In taking advantage of the Government Funding we are in a position to increase provision and open up our two key towns to a sector of the community that is otherwise prevented from accessing and enjoying our town centre offer.

In making these much needed facilities available, SSDC is delivering on its responsibilities under the Equality Act and Public Sector Equality Duty particularly in relation to the Protected Characteristic of Disability.

The public sector equality duty requires public bodies to:

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

These are sometimes referred to as the three aims or arms of the general equality duty. The Equality Act explains that having due regard for advancing equality involves:

- 1) Removing or minimising disadvantages suffered by people due to their protected characteristics.
- 2) Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- 3) Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Act states that meeting different needs involves taking steps to take account of disabled people's disabilities.

In delivering the proposed CP toilet SSDC is proactively addressing b) and 2) above.

Whilst of itself not an equality consideration, by providing this CP Yeovil will also benefit from the increased footfall and corresponding spend by becoming a destination town that people with complex disabilities and their carers will be able to visit.

8. Recommendations

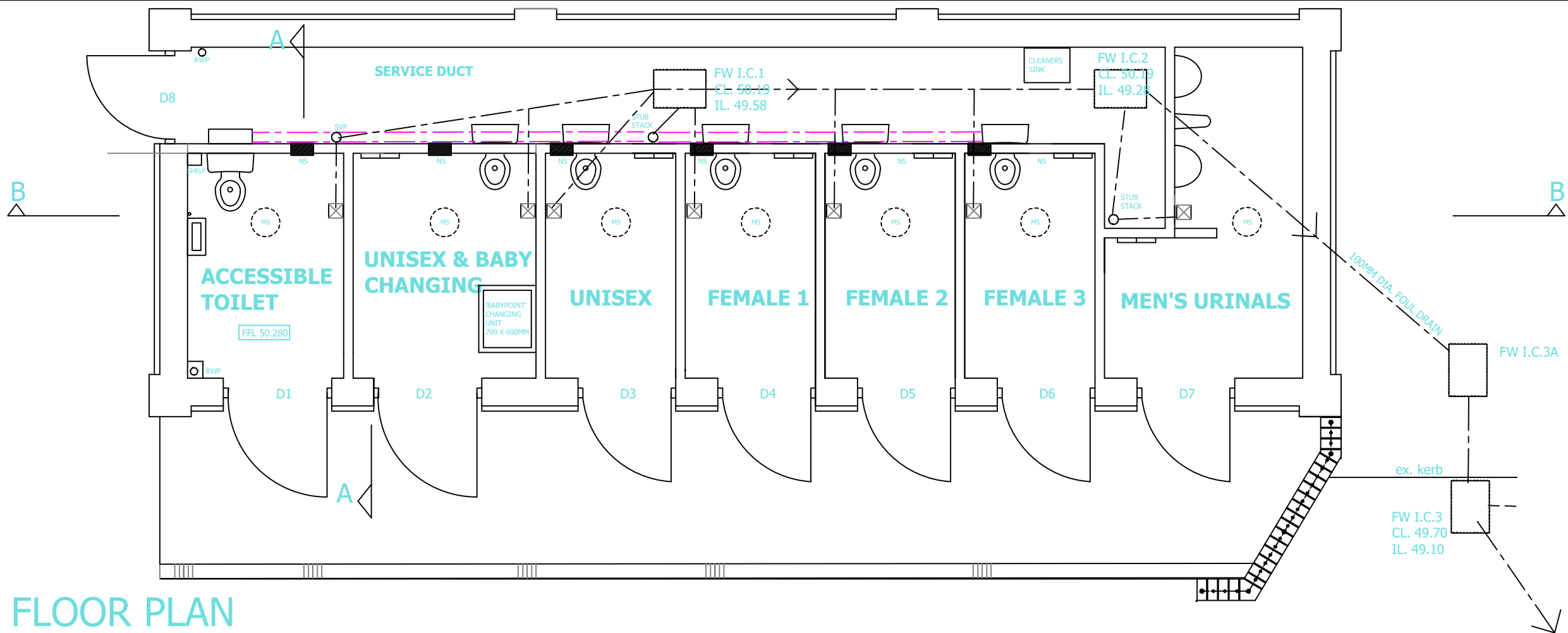
Members are **RECOMMENDED:**

- 1) To note the report;
- 2) Confirm the Town Council £5,000 allocation to the Peter Street Changing Place toilet.

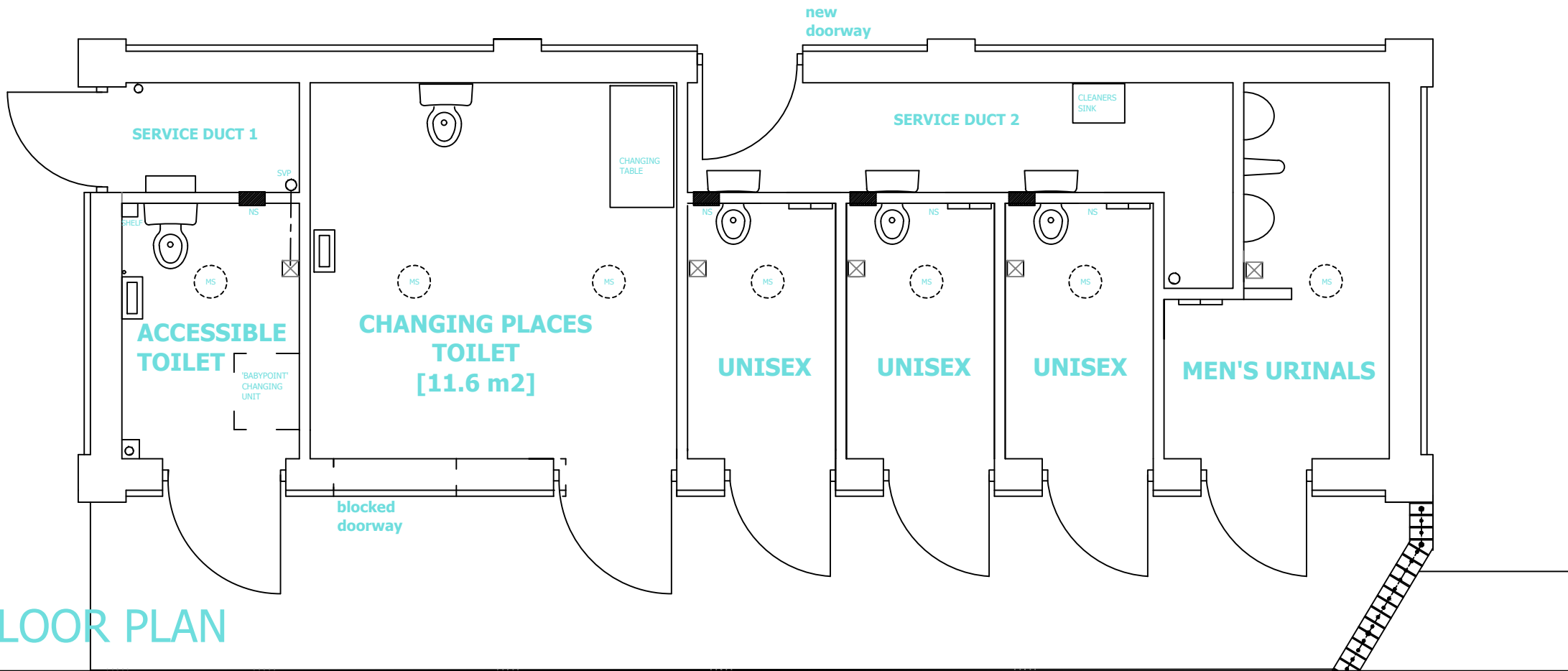
David Crisfield, Community Specialist & Peter Biggenden, Specialist - Architecture and Projects, South Somerset District Council.

APPENDIX 1





EXISTING FLOOR PLAN



PROPOSED FLOOR PLAN

South Somerset District Council

Engineering & Property Services
Brympton Way, Yeovil, Somerset. BA20 2HT
Tel: 01935 462462

PROJECT
PROPOSED ALTERATIONS
PUBLIC CONVENIENCES,
PETER STREET, YEOVIL, SOMERSET

DRAWING NO. 1456-11A

DRAWN BY DATE

SCALE 1/50

11/012 MAYOR'S PARLOUR CLOAKROOM

The two gas boilers in the Town House are serviced annually; the boiler in the cloakroom of the Mayor's Parlour serves the heating in the Parlour, and another in the Anti-Chamber serves the remainder of the building. At the last service it was advised that the Parlour boiler was old and replacement parts were no longer available. Therefore, if anything should go wrong with the boiler it would need to be replaced. Indeed, there are parts (such as the thermostat knob and the trims) that have broken already and cannot be repaired. Therefore, the Council may wish to pre-empt the boiler failing by considering its replacement during the summer months when the disturbance caused would be minimal. An approximate figure of £3,000 – 4,000 is suggested to supply and install a new boiler.

Pure Drop Water Systems Management Ltd have been appointed to carry out legionella risk assessments and provide water hygiene and legionella control services on behalf of the Council. It has been identified that the water heater in the Parlour cloakroom is not functioning properly and does not provide a reliable source of hot water at the basin. Therefore, it is recommended that this is replaced too.

It would therefore seem sensible, given both the boiler and the water heater need replacing, that a new and more economical boiler should be installed to provide both heating to the Parlour and hot water to the wash basin.

If it is considered to be prudent to replace the Parlour gas boiler and water heater, Members may also wish to consider upgrading the cloakroom as a whole as it is generally looking shabby and out-dated. If the boiler is to be replaced and new pipework fitted to the wash basin, it would seem to be an opportune time to generally upgrade the facility, by replacing the sanitary fixtures and fittings, the rusty towel rail, and the flooring. The Facilities Officer would be able to do the redecorating during the winter months. Quotations would need to be sought and the financial implications brought back to this Committee for further consideration.

Photographs of the existing boiler and water heater, and a general view of the cloakroom below can be found below.

Members are **RECOMMENDED:**

- (1) to note the report;
- (2) to agree in principle that the Parlour boiler be replaced to serve the heating in the Parlour and hot water at the basin, subject to 3 quotations for the work being sought;
- (3) to agree in principle that the Parlour cloakroom should be upgraded, subject to 3 quotations for the work being sought;
- (4) should the work at (2) and (3) above be agreed in principle, to report back to a future meeting of the Buildings and Civic Matters Committee the quotations for the separate elements of the work for further consideration and final agreement.



Existing Potterton PrimaF Gas Boiler



Existing Zip Contract II Water Heater



General View of Parlour Cloakroom

***(Helen Ferdinand, Deputy Town Clerk: 01935 382424 or
helen.ferdinand@yeovil.gov.uk)***