

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Policy, Resources and Finance Committee

Policy, Resources and Finance Committee

Tuesday 27th July 2021

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 27th July 2021.

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



Amanda Card, Town Clerk
21st July 2021

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

Members of Yeovil Town Council are summoned to attend:

Karl Gill	Graham Oakes (<i>Chairman</i>)
David Gubbins	Evie Potts-Jones (<i>Ex-officio</i>)
Gordon Hunting	David Recardo
Andy Kendall (<i>Ex-officio</i>)	Royston Spinner
Pauline Lock	Rob Stickland (<i>Vice Chairman</i>)
Sarah Lowery	

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 27th July 2021.

If you would like to view the meeting, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 27th July 2021. 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)

Due to the confidential nature of the business of items 10/223 – 10/225, 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*

10/209 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

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

10/210 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).

10/211 MINUTES

To approve as a correct record the Minutes of the meeting held on 26th May 2021.

10/212 OCTAGON THEATRE SUMMER SCHOOL SLA

To consider extending the Octagon Theatre Summer School SLA (Service Level Agreement), see attached at pages 4 to 9.

10/213 GRANTS AND SLA WORKING PARTY

To appoint a working party to review the Grants Policy and the Service Level Agreements and make recommendations to the next meeting of this Committee.

10/214 DETACHED YOUTH WORK IN YEOVIL

To consider the proposal from YMCA Mendip for detached youth work in Yeovil attached at pages 10 to 11.

10/215 BALANCE SHEET

Members to approve the Balance Sheet as at 30th June 2021 at page 12.

10/216 BANK RECONCILIATION

Members to approve the formal bank reconciliation as at 30th June 2021 as attached at page 13.

10/217 FINANCIAL STATEMENT – APRIL 2021 / MAY 2021

Members to approve the Financial Statement for the months of April 2021 and May 2021 as attached at pages 14 to 32.

10/218 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 30th JUNE 2021 (MONTH 1 – 3)

Members to consider the report of the Town Clerk attached at pages 33 to 39.

10/219 ARMED FORCES COVENANT

To consider the request of Cllr Andy Kendall to commit to honour the Armed Forces Covenant (as attached at pages 40 to 42). Should the Committee agree to the signing of the Armed Forces Covenant, how they wish to mark the occasion.

10/220 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS

Members to consider the report of the Town Clerk attached at page 43.

10/221 FORWARD PLAN

The Forward Plan (attached at page 44) lists the items due to be discussed and the decisions due to be made by the Policy, Resources and Finance Committee. Timings given are indicative and occasionally may be rescheduled or new items added.

It is **RECOMMENDED** that the Policy, Resources and Finance Committee approve the Forward Plan.

Public Comment (at the Chairman's discretion up to 15 minutes)

10/222 EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding the press and public from the remainder of the meeting 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.

10/223 INSURANCE CLAIM (CONFIDENTIAL)

Members to consider the report of the Town Clerk attached at pages 45 to 49.

10/224 GOLDCROFT SITE AND SKI CENTRE SITE (CONFIDENTIAL)

Members to consider the report of the Town Clerk attached at pages 50 to 55.

10/225 MONMOUTH HALL (CONFIDENTIAL)

Members to consider the recommendations of Buildings and Civic Matters (report to follow).

Summer School at The Octagon Theatre and Westlands Entertainment Venue

Yeovil Town Council has committed £1,000 per annum towards the cost of the provision of the annual Octagon Theatre School.

The Octagon Theatre Summer School has been running since 1992, the project now in its twenty-eighth year. Our Summer School gives local young people the opportunity to develop confidence, whilst encouraging their understanding of the arts in a friendly and professional environment. In August, two week-long projects take place, covering numerous performance techniques. Our qualified project leaders aim to strike the perfect balance of fun and discipline in order to ensure a good time is had by all. The level of enjoyment is clearly indicated by the number of participants who return year after year.

The Octagon Theatre Summer School continues to serve the whole of South Somerset and beyond. However, historically residents of Yeovil and the surrounding areas have favoured places.

The Summer School has benefited from the support from Yeovil Town Council who have assisted us with the cost of mounting our annual Summer School projects, each year our two projects cater for approximately 100 young people, aged from seven to sixteen years.

Whilst South Somerset District Council funds The Octagon Theatre and Westlands Entertainment Venue, no funding is specifically allocated for Summer School or to other projects that the Theatre runs for young people. Due to financial constraints, it has become ever more important to secure external funding for our young people's projects and so we would appreciate the ongoing support of Yeovil Town Council.

Showstoppers

Musical Theatre Summer School.

Ran by Sarah Langley up until 2018 and led by lead actors in our professional annual pantomime.

Children were taught singing, dancing, and acting, where parents were invited to a performance at the end of the week.

The Greatest Dancer

Dance Training Summer School.

Ran by Gemma Gubb, Head of Dance at Westfield Academy, and led by dance graduates based in Yeovil – providing work opportunities.

Children were taught various routines, plus encouraged to choreograph their own routines.

Feedback received: *I really enjoyed the summer school and it was amazing. It was different from other summer school because we got to create and make our own choreography and dialogue. This made me more aware of the skills it takes to be a choreographer and the styles we learnt were very diverse which I enjoyed. It was filled with great teachers and a kind atmosphere. It was so amazing and I wish to come again.* Reagan, The Greatest Dancer 2019

Castaways

Musical Theatre Summer School.

Ran by Lyn Lee Brown of Castaways Theatre Group, who perform regularly at the Octagon and within the community throughout the year.

Children are taught a range of performance skills, during the week pupils learn a script from a play or musical that they then perform to families at the end of the week.

2016

Total attendance = 94

Breakdown of Location: 63 attendees were from Yeovil & 31 attendees were from surrounding areas in South Somerset. *(It is worth noting data is limited to the person booking and may not represent the location of the pupil attending.)*

2017

Total attendance = 96

Breakdown of Location: 57 attendees were from Yeovil & 39 attendees were from surrounding areas in South Somerset.

2018

Total attendance = 97

Breakdown of Location: 43 attendees were from Yeovil & 54 attendees were from surrounding areas in South Somerset.

2019

Total attendance = 85

Breakdown of Location: 43 attendees were from Yeovil & 42 attendees were from surrounding areas in South Somerset.

Achievements

- From 2016 – 2019 a total of 368 children attended Summer School at the Octagon & Westlands
 - 206 children during this time attended from Yeovil (56% of the overall total)
- Each year the number of participants attending has either grown or remained the same, with a limit of 55 places for each Summer School.
 - With the exception of The Greatest Dancer Summer School which was new to 2019.

- Many children often take part during Summer School year on year; of these children many are in care or considered 'at risk', which was particularly the case for The Greatest Dancer.
- Summer Schools provide:
 - A fun interactive learning environment for children during the long summer holidays.
 - Promote physical activity.
 - Encourage social interaction and engagement.
 - A space for friendships to grow with other likeminded people from the local area.

Great Feedback

I found summer school very exciting and fun. I chose these words because it was a little different to other schools. We made up our own dances and could perform them in front of an audience. It was also a little different in a good way because instead of getting a script to memorise we could choose what we wanted to do. I recommend this summer school to anyone. Emma, The Greatest Dancer

Yeovil Town Council Funding

- Funding from Yeovil Town Council enables us to offer discounted places to the Summer Schools on the 'Passport to Leisure Scheme', granting better access to children from low-income households.
 - The 'Passport to Leisure Scheme' allows for a 20% discount on summer school places.
- The grant also allows us to offer places on the summer school free to competition winners.
 - Competitions are advertised on Facebook and target families in the local area.
- The grant allows us to improve our accessibility, enable children from low-income households in Yeovil and South Somerset to attend, and keep vulnerable children occupied during the summer months.
- The grant also goes a long way in enabling us to cover staff costs, and ensuring the summer schools are a viable offer.

Delivered by: Katherine Hoskins, Arts Engagement Assistant

4th February 2020

2016	Income	2016	Expenditure
Castaways Workshop	£ 4,660.00	Castaways Staff Costs	£ 2,483.74
Showstoppers		Showstoppers Staff	
Workshop	£ 4,536.00	Costs	£ 2,500.00
Castaways Ticket Sales	£ 307.45	Venue Hire	£ 3,516.00
Showstoppers Ticket		Technical Support	£ 3,168.00
Sales	£ 300.00	Material Costs	£ 80.00
Yeovil Town Council		Total	£ 11,747.74
Grant	£ 1,000.00	Balance	£ 944.29
Total	£ 10,803.45		

2017	Income	2017	Expenditure
Castaways Workshop	£ 4,750.00	Castaways Staff Costs	£ 2,593.98
Showstoppers		Showstoppers Staff	
Workshop	£ 6,210.00	Costs	£ 2,500.00
Castaways Ticket Sales	£ 257.94	Venue Hire	£ 3,600.00
Showstoppers Ticket		Technical Support	£ 3,240.00
Sales	£ 260.00	Material Costs	£ 100.00
Yeovil Town Council		Total	£ 12,033.98
Grant	£ 1,000.00	Balance	-£ 443.96
Total	£ 12,477.94		

2018	Income	2018	Expenditure
Castaways Workshop	£ 4,490.00	Castaways Staff Costs	£ 2,358.38
Showstoppers		Showstoppers Staff	
Workshop	£ 6,320.00	Costs	£ 2,500.00
Castaways Ticket Sales	£ 226.75	Venue Hire	£ 3,684.00
Showstoppers Ticket		Technical Support	£ 3,312.00
Sales	£ 360.00	Material Costs	£ 100.00
Yeovil Town Council		Total	£ 11,954.38
Grant	£ 1,000.00	Balance	-£ 442.37
Total	£ 12,396.75		

2019	Income	2019	Expenditure
Castaways Workshop	£ 5,400.00	Castaways Staff Costs	£ 2,827.16
Greatest Dancer		Greatest Dancer Staff	
Workshop	£ 4,050.00	Costs	£ 1,800.00
Castaways Ticket Sales	£ 305.20	Venue Hire	£ 3,576.00
Greatest Dancer Ticket		Technical Support	£ 3,384.00
Sales	£ 120.00	Material Costs	£ 100.00
Yeovil Town Council		Total	£ 11,687.16
Grant	£ 1,000.00	Balance	£ 811.96
Total	£ 10,875.20		

South Somerset District Council

Octagon Theatre

&

Yeovil Town Council

Service Level Agreement 2019/20

1. Introduction

The objective of this agreement is to specify and achieve mutual understanding concerning the contribution from Yeovil Town Council (YTC) to the annual Octagon Theatre Summer School provided by the Octagon Theatre, South Somerset District Council (SSDC).

2. Duration

The duration of this agreement will be for 1 years from July 1st 2019.

3. Review

This Agreement shall be reviewed in January 2020 and the review shall cover all aspects of the working of the Agreement. The Agreement may be review at such other times as the parties agree.

4. Termination

SSDC or YTC can terminate this Agreement by giving 6 months' notice in writing to the other party.

If either party has failed or is failing to comply with the terms of this Agreement, then in the first instance the other party shall instigate discussions.

If failure to comply continues the other party may notify that party in writing of the nature of the default which has occurred, the steps which are required to remedy the default, and the date by which the steps are to be taken. If the party in default fails to comply with the requirements of this notice, then the other party shall be entitled to terminate the Agreement by written notice with immediate effect.

5. Severance

If any part of this Agreement becomes invalid, illegal or unenforceable the Parties shall, in such event, negotiate in good faith in order to agree the terms of a mutually satisfactory provision to be substituted, which gives effects to their original intentions.

6. Octagon Theatre Contacts

Kate Wigmore

Marketing Manager

7. Description of Services

The provision of the annual Octagon Theatre Summer School that caters for young people aged between seven and sixteen years old.

8. Reporting

The Arts and Entertainment Venues Manager from the Octagon Theatre is expected to provide an annual presentation on a yearly basis to Town Council relating to the Summer School, the Octagon Theatre and the Westlands Entertainment Venue.

9. Contribution

Yeovil Town Council will contribute £1,000 per annum towards the cost of the provision of the annual Octagon Theatre School.

ACCEPTANCE

The agreement has been accepted as signified by the following signatures:

Officer representing Yeovil Town Council

Signed

Name Amanda Card

Position Town Clerk

Date

Officer representing Octagon Theatre, South Somerset District Council

Signed

Name Kate Wigmore

Position Marketing Manager

Date

Card, Amanda

From: Mark Willcox <MarkWillcox@ymca-bg.org>
Sent: 19 July 2021 13:13
To: Card, Amanda
Cc: Nigel McLachlan
Subject: Detached youth work in Yeovil

Hi Amanda

We would like to propose that Yeovil Town Council considers increasing their youth provision to include ongoing weekly detached youth work sessions and set up a Service level agreement for this work. The proposal to consider is that the weekly detached work would complement and enhance the centre based youth club provision. Detached youth work is where youth workers would engage young people in their space in places where they choose to meet in Yeovil; in local parks, underground, town centre or housing estates. The detached work would have an planned approach and work with young people in positive purposeful ways as well as supporting them through the pandemic. We would work in a joined up way and work in partnership with relevant agencies that include police, schools and Family Intervention Service.

Over the past 18 months, due to the Pandemic, youth service have be delivered virtually, in small invited groups or as an outreach project, engaging with young people in their own space. Nigel and the team have found that some young people almost prefer the outreach method of youth service delivery, especially those that wouldn't ordinarily attend a weekly youth club.

We have found the following benefits of detached work and feel that an ongoing weekly consistent detached team going out in spaces where young people are in Yeovil will benefit and positively impact young people and the town.

The Initiatives like "walk and talk" where young people have arranged with the youth worker to meet for 1-2-1 support in an outside space in Yeovil, have helped young people who felt marginalised or isolated to pursue other activities, resulting in more positive outcomes. One young person who was anxious and negatively acting out became increasingly concerned that she couldn't get around Yeovil, because of the decreased public transport service. It was suggested that she cycle as a transport option, which she did reluctantly. Noticing that she took the long way home one afternoon, she discovered that she enjoyed the freedom, fun and exercise that her bike allowed. We are hoping to run a few cycle sessions during the holiday and have spoken to a charity that could potentially help us with this, as well as the young person in question, who has offered to be a cycle leader.

We have found that our detached youth work in Yeovil created unique opportunities to connect with young people and also provide , non-formal and social education within the community. During lockdown it was one of the most effective ways of keeping in contact with young people and engaging some of the most vulnerable and at risk young people.

Another young person, refusing to attend school, explored the issue with youth workers and helped her to develop action plans, to get her back in to school. This ongoing work was all achieved at Nine spring park and town centre benches. She has subsequently developed a meaningful relationship with a local bookshop, who allow her in to read the books she likes, at her convenience. This would never have been achieved without the outreach project.

We also have seen the benefits from developing useful links with the local police and VRU team and can share information which helps to join up so many of the dots that help prevent young people from falling through the gaps in Yeovil . The police aware of the times that we work and the areas that we are in, offering us the opportunity to work with young people, without (some young people might feel) stepping in heavy handily.

Nigel and the team have had some really interesting interactions with young people outside the Co-op in Westfield following an episode of discrimination. Both opposing groups were genuinely happy to hear how each view point was valid, which created understanding and cohesion. Now it appears that both groups seem to get along with each other.

Detached youth work "is about empowering politicising and supporting young people within their community and definitely should not be used as a tool for social control or trying to get 'kids off the streets'. Detached youth workers literally enter the 'space' occupied by young people, and the dynamics are different to other youth work interventions. The key to success is in the positive relationships built and this requires time, commitment and really good negotiation skills." Vanessa Rodgers Youth Work specialist

CAMHS have recorded a massive increase in their service and one of the advantages of outreach is that adults and young people interact together in person. For a screen focused youth, this is increasingly important and can help establish better interpersonal skills and break down generational barriers. " I'm never sure if I'm talking to a robot or not online and all the adults I talk to, just tell me what to do, But you lot (youth workers) are alright, even if you're crap at football"

We are also aware of the buying and selling of disposable vape pens, which seems to have spread quickly, bringing with it difficulties and concerns. This is a relatively new activity and one that we are keen to monitor. It is more easily confronted when working on outreach, for the reasons I've highlighted.

County lines and anti-social behaviour continue to remain an issue, but the presence of youth worker teams acts as a deterrent as well as increasing safeguarding.

The VRU have certainly seen the importance of an increased youth service delivery method in Yeovil and fully support the detached work we do. This detached and outreach would work in parallel with schools and youth clubs and would be a joint process, with all stakeholders able to contribute to and voice concerns over, issues as they develop and change.

The detached work also encourages young people to get their voices heard about the issues that matter to them locally.

We hope we have been able to identify the reasons why outreach and detached work have been so important and with this ever-changing health / political landscape, outreach is achievable and effective.

If the Town council would like to take this proposal further we can draw up a draft plan and Service level agreement?

Best regards

Nigel and Mark

Date: 16/07/2021
Time: 14:50:50

Yeovil Town Council
Balance Sheet

Page: 1

From: Month 1, April 2021
To: Month 3, June 2021

Chart of Accounts:

	Consolidated	
	<u>Period</u>	<u>Year to Date</u>
Fixed Assets		
Land & Buildings	0.00	1,017,905.00
Vehicle & Plant	0.00	510,304.49
Community Assets	0.00	84,069.57
	0.00	1,612,279.06
Current Assets		
Debtors	1,940.98	2,838.33
Nat West Current	377,101.11	692,634.99
Nat West Treasury Account	0.00	25,000.00
Bank of Scotland	8.73	350,074.82
Nationwide Treasury Account	51.30	508,924.88
VAT Account	(13,114.23)	(77,852.47)
Petty Cash	0.00	142.43
	365,987.89	1,501,762.98
Current Liabilities		
Creditors	(53,118.42)	5,029.41
Creditors B/Fwd	(38,954.15)	51,170.00
PAYE/NI	0.00	(84,564.42)
	(92,072.57)	(28,365.01)
Current Assets less Current Liabilities:	458,060.46	1,530,127.99
Total Assets less Current Liabilities:	458,060.46	3,142,407.05
Long Term Liabilities		
Long Term Borrowing	0.00	(0.25)
	0.00	(0.25)
Total Assets less Total Liabilities:	458,060.46	3,142,407.30
Capital & Reserves		
Fixed Asset Statement Reserve B/Fwd	0.00	1,472,091.51
Capital Financing Reserve B/Fwd	0.00	198,064.06
Major Projects Reserve B/Fwd	0.00	984.49
General Reserve B/Fwd	0.00	856,792.00
Profit & Loss	0.00	156,414.78
P & L Account	458,060.46	458,060.46
	458,060.46	3,142,407.30

BANK RECONCILIATION - 30 JUNE 2021

Authority name and reference	Yeovil Town Council		
Prepared by:		Date:	
Name	Neil Gage		15/07/21
Role	Finance Officer		
Approved by:		Date:	
Name	Amanda Card		15/07/21
Role	Town Clerk/RFO		
Balance per bank statements as at 30 June 2021:	£	TOTAL £	
List balances on all bank accounts plus petty cash floats at 30 June 2021:		1,576,879.80	
NatWest Current A/C	1,500.00		
NatWest Business Reserve A/C	691,237.67		
Nationwide Treasury A/C	508,924.88		
Bank of Scotland	350,074.82		
CCLA Investment Management	25,000.00		
Petty Cash	142.43		
Less: any un-presented cheque at 30 June 2021: (normally only current account. List date, cheque number and value)			
25/06/21 014569	102.68	(102.68)	
TOTAL – NET BANK BALANCES At 30 JUNE 2021		1,576,777.12	

Yeovil Town Council

April Actual V Budget

Policy, Resources & Finance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
Precept	272,652.00	136,326.00	136,326.00	0.00	136,326.00
Bank Interest	2,500.00	6.95	208.33	-201.38	2,493.05
Contingencies	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Postage	0.00	0.00	0.00	0.00	0.00
Ski Centre	1250.00	102.00	104.17	-2.17	1,148.00
Mayor's Ball	0.00	0.00	0.00	0.00	0.00
Mayor's Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	3,500.00	3,500.00	0.00	3,500.00
Salaries	260,000.00	130,000.00	130,000.00	0.00	130,000.00
Salaries Recharge	1,000.00	0.00	83.33	-83.33	1,000.00
Youth Project Schemes	0.00	0.00	0.00	0.00	0.00
Youth Council	0.00	0.00	0.00	0.00	0.00
	544,402.00	269,934.95	270,221.83	-286.88	274,467.05
Expenditure					
Advertising	500.00	0.00	41.67	-41.67	500.00
Audit Fees	3,470.00	0.00	289.17	-289.17	3,470.00
Bank Charges	0.00	32.15	0.00	32.15	-32.15
Carbon Management	25,000.00	0.00	2,083.33	-2,083.33	25,000.00
Books/Periodicals	240.00	0.00	20.00	-20.00	240.00
Ski Centre	500.00	0.00	41.67	-41.67	500.00
Contingencies	53,022.00	10.96	4,418.50	-4,407.54	53,011.04
Costs of Democracy	29,200.00	1,994.58	2,433.33	-438.75	27,205.42
Courses/Conferences	5,000.00	0.00	416.67	-416.67	5,000.00
Elections	1,500.00	0.00	125.00	-125.00	1,500.00
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	2,536.08	333.33	2,202.75	1,463.92
Franking Machine	500.00	0.00	41.67	-41.67	500.00
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	858.33	-858.33	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	828.03	1,041.67	-213.64	11,671.97
Postage	2,000.00	300.00	166.67	133.33	1,700.00
Prof.Fees/Subs	7,500.00	748.00	625.00	123.00	6,752.00
VLB Interest	30,000.00	0.00	2,500.00	-2,500.00	30,000.00
Stationery/Supplies	2,500.00	133.72	208.33	-74.61	2,366.28
Sponsorship Octagon Theatre	1,000.00	0.00	83.33	-83.33	1,000.00
Telephone	2,500.00	215.20	208.33	6.87	2,284.80
Website	8,000.00	0.00	666.67	-666.67	8,000.00
Westland Leisure Complex	27,800.00	0.00	0.00	0.00	27,800.00
Youth Project Schemes	30200.00	1,923.68	2,516.67	-592.99	28,276.32
Youth Council	2000.00	0.00	166.67	-166.67	2,000.00
Mayors Allowance	10170.00	0.00	847.50	-847.50	10,170.00
Regalia	2000.00	0.00	166.67	-166.67	2,000.00
Mayors Award	0.00	190.80	0.00	190.80	-190.80
Remembrance Day Wreath	0.00	0.00	0.00	0.00	0.00
Mayors Ball	0.00	0.00	0.00	0.00	0.00
Mayors Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	0.00	583.33	-583.33	7,000.00
Salaries/Wages	260,000.00	20,088.66	21,666.67	-1,578.01	239,911.34
	544,402.00	34,079.76	48,550.18	-14,470.42	510,322.24
	0	235,855.19	221,671.65	14,183.54	-235,855.19

Yeovil Town Council

April Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	251,580.00	125,790.00	125,790.00	0.00	125,790.00
Leases	2,090.00	0.00	0.00	0.00	2,090.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	157.59	1,483.33	-1,325.74	17,642.41
Sales of Gate & Tap Keys	100.00	-67.67	8.33	-76.00	167.67
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	272,570.00	125,879.92	127,281.66	-1,401.74	146,690.08
Expenditure					
Allotment Maintenance (Corporate)	9,200.00	320.00	766.67	-446.67	8,880.00
Allotment Fence Repairs	1,000.00	0.00	83.33	-83.33	1,000.00
Buildings & Electric Goar Knap	2,000.00	124.55	166.67	-42.12	1,875.45
BKAC	250.00	0.00	20.83	-20.83	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	869.92	2,210.00	-1,340.08	25,650.08
Materials & Equipment	1,800.00	126.53	150.00	-23.47	1,673.47
Holiday Play Scheme	9,270.00	0.00	772.50	-772.50	9,270.00
Open Spaces: Doorstep Green	1,000.00	53.76	83.33	-29.57	946.24
Open Spaces: General	133,480.00	0.00	0.00	0.00	133,480.00
Open Spaces: Play Park Programme	10,000.00	0.00	833.33	-833.33	10,000.00
Open Spaces: Country Park	32,700.00	0.00	0.00	0.00	32,700.00
Enhancements: Play Area Upgrades	2,720.00	0.00	226.67	-226.67	2,720.00
Yew Tree Park Gate Opening	2,200.00	0.00	183.33	-183.33	2,200.00
Play & Landscape Officer	12,690.00	0.00	1,057.50	-1,057.50	12,690.00
Playarea Enhancements	12,440.00	0.00	1,036.67	-1,036.67	12,440.00
Lights for Milford Hall	400.00	0.00	33.33	-33.33	400.00
Community Heritage Officer	10,000.00	0.00	833.33	-833.33	10,000.00
Protective Clothing	0.00	0.00	0.00	0.00	0.00
Vehicle	1350.00	0.00	112.50	-112.50	1,350.00
Water Charges	1,000.00	201.42	83.33	118.09	798.58
Water Mains Refurbishment	2,200.00	0.00	183.33	-183.33	2,200.00
	272,570.00	1,696.18	8,836.65	-7,140.47	270,873.82
	0	124,183.74	118,445.01	5,738.73	-124,183.74

Yeovil Town Council

April Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	109,340.00	109,340.00	0.00	109,340.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Milford Hall Hire Fees	25,000.00	0.00	2,083.33	-2,083.33	25,000.00
Use of Council Chamber	1,500.00	0.00	125.00	-125.00	1,500.00
	245,180.00	109,340.00	111,548.33	-2,208.33	135,840.00
Expenditure					
Community Safety	2,500.00	0.00	208.33	-208.33	2,500.00
CCTV	32,490.00	0.00	0.00	0.00	32,490.00
Litter/Grit Bins	700.00	0.00	58.33	-58.33	700.00
Millennium Clock	500.00	0.00	41.67	-41.67	500.00
Monmouth Hall	17,690.00	399.97	1,474.17	-1,074.20	17,290.03
Monmouth Hall Refurbishment	60,000.00	0.00	5,000.00	-5,000.00	60,000.00
Milford Hall	30,350.00	3,291.52	2,529.17	762.35	27,058.48
Public Toilets - Peter St	23,460.00	1,467.79	1,955.00	-487.21	21,992.21
Public Toilets - Petters Way	21,080.00	539.19	1,756.67	-1,217.48	20,540.81
Public Noticeboards	500.00	0.00	41.67	-41.67	500.00
Band Costs	3,500.00	0.00	291.67	-291.67	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	956.75	1,000.00	-43.25	9,043.25
Town House - (excluding Services)	7,000.00	603.71	583.33	20.38	6,396.29
Town House - Electricity	1,600.00	141.72	133.33	8.39	1,458.28
Town House - Gas	2,200.00	287.47	183.33	104.14	1,912.53
Town House - Maintenance	10,000.00	39.55	833.33	-793.78	9,960.45
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	62.50	-62.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	666.67	-666.67	8,000.00
Town House - Water Charges	400.00	75.42	33.33	42.09	324.58
St Georges Day Parade	300.00	0.00	25.00	-25.00	300.00
Defibrillator	9,000.00	0.00	750.00	-750.00	9,000.00
CCTV Reserve	500.00	0.00	41.67	-41.67	500.00
	245,180.00	8,003.59	17,669.17	-9,665.58	237,176.41
	0	101,336.41	93,879.16	7,457.25	-101,336.41

Yeovil Town Council April Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<u>102,550.00</u>	<u>51,275.00</u>	<u>51,275.00</u>	<u>0.00</u>	<u>51,275.00</u>
Expenditure					
Christmas Lights	23,500.00	0.00	1,958.33	-1,958.33	23,500.00
Christmas Lights Installation	17,000.00	0.00	1,416.67	-1,416.67	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	54.17	-54.17	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	2.50	-2.50	30.00
Town Crier	1,030.00	0.00	85.83	-85.83	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	516.00	-516.00	1,550.00
Unity in the Community	550.00	0.00	45.83	-45.83	550.00
Yeovil Super Saturday	6,500.00	0.00	541.67	-541.67	6,500.00
Open Spaces: YIB Officer	24,800.00	0.00	0.00	0.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	0.00	0.00	16,440.00
Eats: Festival	9,000.00	0.00	750.00	-750.00	9,000.00
	<u>102,550.00</u>	<u>0.00</u>	<u>5,371.00</u>	<u>-5,371.00</u>	<u>102,550.00</u>
	<u>0.00</u>	<u>51,275.00</u>	<u>45,904.00</u>	<u>5,371.00</u>	<u>-51,275.00</u>

Date: 13/07/2021
Time: 13:54:34

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C From 4000 Tran Date From 01/04/2021 Tran No From 1 Department From 0
N/C To 7520 Tran Date To 30/04/2021 Tran No To 99,999,999 Department To 999

Dept Number 1 **Dept** PR & F - GENERAL

N/C 4000 **Name** PR&F - PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58237	BR	09/04/2021	Precept - 1st Half		136,326.00	-136,326.00
Account Totals					<u>136,326.00</u>	<u>-136,326.00</u>

N/C 4001 **Name** PR&F - GEN - Bank Interest

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58234	BR	06/04/2021	CCLA Deposit Account		0.99	-0.99
58244	BR	30/04/2021	Interest		5.96	-5.96
Account Totals					<u>6.95</u>	<u>-6.95</u>

N/C 4005 **Name** PR&F - GEN - Inc - Ski Centre

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58222	SI	15/04/2021	Monthly Use of Car Park (former Ski Centre)		102.00	-102.00
Account Totals					<u>102.00</u>	<u>-102.00</u>

N/C 4032 **Name** PR&F - Exp - Bank Charges

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
57977	PI	01/04/2021	Autopay Charge	32.15		32.15
Account Totals				<u>32.15</u>		<u>32.15</u>

N/C 4070 **Name** PR&F - GEN - Exp - Contingencies

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58040	PI	16/04/2021	Mileage Claim	10.96		10.96
Account Totals				<u>10.96</u>		<u>10.96</u>

N/C 4080 **Name** PR&F - GEN - Exp - Costs of Democracy

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58346	JD	27/04/2021	Costs of Democracy	1,994.58		1,994.58
Account Totals				<u>1,994.58</u>		<u>1,994.58</u>

N/C 4130 **Name** PR&F - GEN - Exp - Furniture & equipment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58292	PI	28/04/2021	Logitech Rally System	2,536.08		2,536.08
Account Totals				<u>2,536.08</u>		<u>2,536.08</u>

N/C 4150 **Name** PR&F - GEN - Exp - Insurance

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58223	PI	01/04/2021	Insurance	5,077.90		5,077.90
Account Totals				<u>5,077.90</u>		<u>5,077.90</u>

N/C 4170 **Name** PR&F - GEN - Exp - PC Support

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
57984	PI	12/04/2021	Office 365 Business	97.03		97.03
57985	PI	12/04/2021	EoFTTC Managed Service	200.00		200.00
57986	PI	12/04/2021	IT Support	531.00		531.00
Account Totals				<u>828.03</u>		<u>828.03</u>

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C	4180	Name	PR&F - GEN - Exp - Postage			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58229	PI	26/04/2021	Postage	300.00		300.00
Account Totals				<u>300.00</u>		<u>300.00</u>

N/C	4190	Name	PR&F - GEN - Exp - Prof. fees/subs			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57976	PI	07/04/2021	Subscription - South West Councils	445.00		445.00
58228	PI	01/04/2021	Sage 50 Accounts/Payroll	248.00		248.00
58259	PI	01/04/2021	Membership - National Allotment Society	55.00		55.00
Account Totals				<u>748.00</u>		<u>748.00</u>

N/C	4210	Name	PR&F - GEN - Exp - Stationery/supplies			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58269	PI	30/04/2021	Stationery	133.72		133.72
Account Totals				<u>133.72</u>		<u>133.72</u>

N/C	4220	Name	PR&F - GEN - Exp - Telephone			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57975	PI	01/04/2021	Call/Line Rental Charge	67.08		67.08
58041	PI	16/04/2021	EE Top Up	15.00		15.00
58371	PI	26/04/2021	Mobile Phones	133.12		133.12
Account Totals				<u>215.20</u>		<u>215.20</u>

N/C	4240	Name	PR&F - GEN - Exp - Youth Project Schemes			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57987	PI	14/04/2021	Youth Service Projects	1,923.68		1,923.68
Account Totals				<u>1,923.68</u>		<u>1,923.68</u>

N/C	4520	Name	PR&F - GENERAL - Exp - Mayors Allowance			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58267	PI	27/04/2021	Mayors Allowance	364.15		364.15
58590	JC	27/04/2021	Mayors Allowance		364.15	-364.15
Account Totals				<u>364.15</u>	<u>364.15</u>	

N/C	4540	Name	PR&F - GENERAL - Exp - Mayors Award			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58043	PI	20/04/2021	Mayors Award/Engraving	190.80		190.80
Account Totals				<u>190.80</u>		<u>190.80</u>

Department	<u>14,355.25</u>	<u>136,799.10</u>	<u>-122,443.85</u>
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Dept Number 2 **Dept** PR & F - GRANTS

N/C	4008	Name	PR&F - PRECEPT - Grants			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58238	BR	09/04/2021	Precept - 1st Half		3,500.00	-3,500.00
Account Totals					<u>3,500.00</u>	<u>-3,500.00</u>

Department		<u>3,500.00</u>	<u>-3,500.00</u>
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Dept Number 3 **Dept** PR & F - SALARIES

N/C	4009	Name	PR&F - PRECEPT - Salaries			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58239	BR	09/04/2021	Precept - 1st Half		130,000.00	-130,000.00

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals 130,000.00 -130,000.00

N/C	4800	Name	PR&F - SALARIES - Wages/salaries			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58032	JD	27/04/2021	Employers Pension	3,062.20		3,062.20
58033	JD	27/04/2021	Payments	17,985.29		17,985.29
58034	JD	27/04/2021	Employers NIC	1,489.85		1,489.85
58265	PI	16/04/2021	Pension Compensation	415.82		415.82
58347	JC	27/04/2021	Costs of Democracy		2,864.50	-2,864.50
Account Totals				<u>22,953.16</u>	<u>2,864.50</u>	<u>20,088.66</u>
Department				<u>22,953.16</u>	<u>132,864.50</u>	<u>-109,911.34</u>

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

N/C	7000	Name	G&GM - PRECEPT			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58242	BR	09/04/2021	Precept - 1st Half		125,790.00	-125,790.00
Account Totals					<u>125,790.00</u>	<u>-125,790.00</u>

N/C	7004	Name	G&GM - Inc - Rents			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58087	SI	22/04/2021	Allotment rent for the period 22 April - 30		37.08	-37.08
58089	SI	22/04/2021	Allotment rent for the period 22 April - 30		19.83	-19.83
58090	SI	22/04/2021	Gate key deposit		5.00	-5.00
58091	SI	22/04/2021	Allotment rent for the period 22 April -		19.21	-19.21
58093	SI	22/04/2021	Allotment rent for the period 22 April - 30		17.48	-17.48
58095	SI	22/04/2021	Allotment rent for the period 22 April - 30		10.08	-10.08
58097	SI	22/04/2021	Allotment rent for the period 22 April - 30		24.43	-24.43
58098	SI	22/04/2021	Allotment rent for the period 22 April - 30		10.67	-10.67
58100	SI	22/04/2021	Allotment rent for the period 22 April - 30		13.81	-13.81
Account Totals					<u>157.59</u>	<u>-157.59</u>

N/C	7005	Name	G&GM - Inc - Sales of gates & tap keys			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58042	PI	19/04/2021	Allotment Keys Cut	104.17		104.17
58088	SI	22/04/2021	Gate key deposit		5.00	-5.00
58092	SI	22/04/2021	Gate key deposit		5.00	-5.00
58094	SI	22/04/2021	Gate key deposit		5.00	-5.00
58096	SI	22/04/2021	Gate key depoist		5.00	-5.00
58099	SI	22/04/2021	Gate key deposit		5.00	-5.00
58101	SI	22/04/2021	Gate key deposit		5.00	-5.00
58235	BR	08/04/2021	Water Key Deposit		6.50	-6.50
Account Totals				<u>104.17</u>	<u>36.50</u>	<u>67.67</u>

N/C	7019	Name	G&GM - Exp - Allotment Maintenance			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58277	PI	30/04/2021	Mobile Patrols	320.00		320.00
Account Totals				<u>320.00</u>		<u>320.00</u>

N/C	7040	Name	G&GM - Exp - Buildings & Electric Goar Knap			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58227	PI	01/04/2021	Rates	124.55		124.55
Account Totals				<u>124.55</u>		<u>124.55</u>

N/C	7070	Name	G&GM - Exp - Labour			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58350	JD	27/04/2021	Labour Costs	869.92		869.92

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals 869.92 869.92

N/C	7080	Name	G&GM - Exp - Materials & Equipment			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58260	PI	07/04/2021	Materials - Workshop	59.88		59.88
58261	PI	14/04/2021	Materials - Workshop	19.50		19.50
58262	PI	19/04/2021	Materials - Workshop	47.15		47.15

Account Totals 126.53 126.53

N/C	7093	Name	G&GM - Exp - Open Spaces: Doorstep Greens			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57980	PI	06/04/2021	Electricity	53.76		53.76

Account Totals 53.76 53.76

N/C	7220	Name	G&GM - Exp - Water Charges			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58365	PI	20/04/2021	Water Charges - TBL & Rustywell	42.73		42.73
58397	PI	22/04/2021	Water Charge - Hillcrest	19.17		19.17
58398	PI	28/04/2021	Water Charge - Gold,NT,StG,Mil & EF	139.52		139.52

Account Totals 201.42 201.42

Department 1,800.35 125,984.09 -124,183.74

Dept Number 5 **Dept** BUILDING & CIVIC MATTERS

N/C	6000	Name	B&CM - PRECEPT			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58241	BR	09/04/2021	Precept - 1st Half		109,340.00	-109,340.00

Account Totals 109,340.00 -109,340.00

N/C	6080	Name	B&CM - Exp - Monmouth Hall			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57979	PI	02/04/2021	Electricity	154.05		154.05
58035	JD	27/04/2021	Payments	914.82		914.82
58348	JC	27/04/2021	Caretaker		668.90	-668.90

Account Totals 1,068.87 668.90 399.97

N/C	6090	Name	B&CM - Exp - Milford Hall			
Tran Number	Type	Date	Details	Debit	Credit	Balance
57958	PI	05/04/2021	Internet	25.49		25.49
58038	PI	18/04/2021	First Aid Kit	9.66		9.66
58272	PI	30/04/2021	Cleaning	682.50		682.50
58276	PI	30/04/2021	Mobile Patrols	200.64		200.64
58349	JD	27/04/2021	Caretaker	668.90		668.90
58393	PI	23/04/2021	Water Charge	142.13		142.13
58423	PI	01/04/2021	Replace Filters and Damaged Guard	1,562.20		1,562.20

Account Totals 3,291.52 3,291.52

N/C	6100	Name	B&CM - Exp - Public Toilets Peter St			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58225	PI	01/04/2021	Rates	322.60		322.60
58270	PI	27/04/2021	Electricity	120.65		120.65
58274	PI	06/04/2021	Foot Patrols	406.00		406.00
58285	PI	23/04/2021	Consumables	98.81		98.81
58286	PI	30/04/2021	Cleaning	519.73		519.73

Account Totals 1,467.79 1,467.79

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6102			B&CM - Exp - Public Toilets Petters Way			
58226	PI	01/04/2021	Rates	268.70		268.70
58273	PI	20/04/2021	Petters Way Recharge - 4th Qtr	2,264.49		2,264.49
58275	PI	06/04/2021	Foot Patrols	406.00		406.00
58586	JC	20/04/2021	Petters Way Toilets - 4th Qtr		2,400.00	-2,400.00
Account Totals				2,939.19	2,400.00	539.19

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6150			B&CM - Exp - Painting of Town House			
58251	PI	27/04/2021	Repairs to Windows	0.50		0.50
58268	PI	26/04/2021	External Painting	200.00		200.00
Account Totals				200.50		200.50

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6190			B&CM - Exp - Town House - Business Rates			
58224	PI	01/04/2021	Rates	956.75		956.75
Account Totals				956.75		956.75

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6200			B&CM - Exp - Town House - (excluding services)			
58036	PI	15/04/2021	Toilet Roll	12.66		12.66
58037	PI	18/04/2021	Tissues	10.00		10.00
58039	PI	18/04/2021	Door Stops	19.12		19.12
58287	PI	30/04/2021	Cleaning	518.05		518.05
58427	PI	30/04/2021	Waste Disposal	43.88		43.88
Account Totals				603.71		603.71

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6210			B&CM - Exp - Town House - Electricity			
57978	PI	02/04/2021	Electricity	141.72		141.72
Account Totals				141.72		141.72

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6212			B&CM - Exp - Town House - Gas			
58266	PI	21/04/2021	Gas	287.47		287.47
Account Totals				287.47		287.47

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6214			B&CM - Exp - Town House - Maintenance			
58263	PI	28/04/2021	Paint Materials	24.57		24.57
58264	PI	28/04/2021	Paint Materials	14.98		14.98
Account Totals				39.55		39.55

<u>N/C</u>			<u>Name</u>			
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
6250			B&CM - Exp - Town House - Water Charges			
58394	PI	21/04/2021	Water Charge	75.42		75.42
Account Totals				75.42		75.42

Department	11,072.49	112,408.90	-101,336.41
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Dept Number 6 **Dept** PLANNING

N/C 5000 **Name** PLANNING - PRECEPT

<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: 13/07/2021
 Time: 13:54:34

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

58236	BR	09/04/2021	Precept - 1st Half		500.00	-500.00
				<u>Account Totals</u>	<u>500.00</u>	<u>-500.00</u>
				<u>Department</u>	<u>500.00</u>	<u>-500.00</u>

Dept Number 8 **Dept** JOINT BURIAL FUND

N/C 7500 **Name** PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58243	BR	09/04/2021	Precept - 1st Half			31,907.00	-31,907.00
				<u>Account Totals</u>		<u>31,907.00</u>	<u>-31,907.00</u>
				<u>Department</u>		<u>31,907.00</u>	<u>-31,907.00</u>

Dept Number 11 **Dept** PROMOTIONS & ACTIVITIES

N/C 5500 **Name** P&A - PRECEPT

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58240	BR	09/04/2021	Precept - 1st Half			51,275.00	-51,275.00
				<u>Account Totals</u>		<u>51,275.00</u>	<u>-51,275.00</u>
				<u>Department</u>		<u>51,275.00</u>	<u>-51,275.00</u>
				<u>Grand Totals</u>	<u>50,181.25</u>	<u>595,238.59</u>	<u>-545,057.34</u>

Yeovil Town Council May Actual V Budget

Policy, Resources & Finance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
Precept	272,652.00	136,326.00	136,326.00	0.00	136,326.00
Bank Interest	2,500.00	13.92	416.66	-402.74	2,486.08
Contingencies	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Postage	0.00	0.00	0.00	0.00	0.00
Ski Centre	1250.00	204.00	208.34	-4.34	1,046.00
Mayor's Ball	0.00	0.00	0.00	0.00	0.00
Mayor's Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	3,500.00	3,500.00	0.00	3,500.00
Salaries	260,000.00	130,000.00	130,000.00	0.00	130,000.00
Salaries Recharge	1,000.00	0.00	166.66	-166.66	1,000.00
Youth Project Schemes	0.00	0.00	0.00	0.00	0.00
Youth Council	0.00	0.00	0.00	0.00	0.00
	544,402.00	270,043.92	270,617.66	-573.74	274,358.08
Expenditure					
Advertising	500.00	0.00	83.34	-83.34	500.00
Audit Fees	3,470.00	0.00	578.34	-578.34	3,470.00
Bank Charges	0.00	65.35	0.00	65.35	-65.35
Carbon Management	25,000.00	0.00	4,166.66	-4,166.66	25,000.00
Books/Periodicals	240.00	0.00	40.00	-40.00	240.00
Ski Centre	500.00	0.00	83.34	-83.34	500.00
Contingencies	53,022.00	826.67	8,837.00	-8,010.33	52,195.33
Costs of Democracy	29,200.00	3,989.16	4,866.66	-877.50	25,210.84
Courses/Conferences	5,000.00	0.00	833.34	-833.34	5,000.00
Elections	1,500.00	0.00	250.00	-250.00	1,500.00
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	2,631.61	666.66	1,964.95	1,368.39
Franking Machine	500.00	0.00	83.34	-83.34	500.00
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	1,716.66	-1,716.66	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	2,272.84	2,083.34	189.50	10,227.16
Postage	2,000.00	300.00	333.34	-33.34	1,700.00
Prof.Fees/Subs	7,500.00	996.00	1,250.00	-254.00	6,504.00
RWLB Interest	30,000.00	0.00	5,000.00	-5,000.00	30,000.00
Stationery/Supplies	2,500.00	146.36	416.66	-270.30	2,353.64
Sponsorship Octagon Theatre	1,000.00	0.00	166.66	-166.66	1,000.00
Telephone	2,500.00	430.50	416.66	13.84	2,069.50
Website	8,000.00	2,925.00	1,333.34	1,591.66	5,075.00
Westland Leisure Complex	27,800.00	0.00	0.00	0.00	27,800.00
Youth Project Schemes	30200.00	3,847.36	5,033.34	-1,185.98	26,352.64
Youth Council	2000.00	0.00	333.34	-333.34	2,000.00
Mayors Allowance	10170.00	0.00	1,695.00	-1,695.00	10,170.00
Regalia	2000.00	447.00	333.34	113.66	1,553.00
Mayors Award	0.00	190.80	0.00	190.80	-190.80
Remembrance Day Wreath	0.00	0.00	0.00	0.00	0.00
Mayors Ball	0.00	0.00	0.00	0.00	0.00
Mayors Charity Events	0.00	0.00	0.00	0.00	0.00
Grants	7,000.00	500.00	1,166.66	-666.66	6,500.00
Salaries/Wages	260,000.00	40,267.20	43,333.34	-3,066.14	219,732.80
	544,402.00	64,913.75	91,100.36	-26,186.61	479,488.25
	0	205,130.17	179,517.30	25,612.87	-205,130.17

Yeovil Town Council May Actual V Budget

Grounds & General Maintenance

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	251,580.00	125,790.00	125,790.00	0.00	125,790.00
Leases	2,090.00	0.00	0.00	0.00	2,090.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	367.15	2,966.66	-2,599.51	17,432.85
Sales of Gate & Tap Keys	100.00	-19.67	16.66	-36.33	119.67
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	272,570.00	126,137.48	128,773.32	-2,635.84	146,432.52
Expenditure					
Allotment Maintenance (Corporate)	9,200.00	1629.49	1,533.34	96.15	7,570.51
Allotment Fence Repairs	1,000.00	0.00	166.66	-166.66	1,000.00
Buildings & Electric Goar Knap	2,000.00	442.94	333.34	109.60	1,557.06
BKAC	250.00	0.00	41.66	-41.66	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	1739.84	4,420.00	-2,680.16	24,780.16
Materials & Equipment	1,800.00	142.13	300.00	-157.87	1,657.87
Holiday Play Scheme	9,270.00	0.00	1,545.00	-1,545.00	9,270.00
Open Spaces: Doorstep Green	1,000.00	109.15	166.66	-57.51	890.85
Open Spaces: General	133,480.00	0.00	0.00	0.00	133,480.00
Open Spaces: Play Park Programme	10,000.00	0.00	1,666.66	-1,666.66	10,000.00
Open Spaces: Country Park	32,700.00	0.00	0.00	0.00	32,700.00
Enhancements: Play Area Upgrades	2,720.00	0.00	453.34	-453.34	2,720.00
Yew Tree Park Gate Opening	2,200.00	397.68	366.66	31.02	1,802.32
Play & Landscape Officer	12,690.00	0.00	2,115.00	-2,115.00	12,690.00
Playarea Enhancements	12,440.00	0.00	2,073.34	-2,073.34	12,440.00
Lights for Milford Hall	400.00	0.00	66.66	-66.66	400.00
Community Heritage Officer	10,000.00	0.00	1,666.66	-1,666.66	10,000.00
Protective Clothing	0.00	0.00	0.00	0.00	0.00
Vehicle	1350.00	61.02	225.00	-163.98	1,288.98
Water Charges	1,000.00	361.58	166.66	194.92	638.42
Water Mains Refurbishment	2,200.00	0.00	366.66	-366.66	2,200.00
	272,570.00	4,883.83	17,673.30	-12,789.47	267,686.17
	0	121,253.65	111,100.02	10,153.63	-121,253.65

Yeovil Town Council May Actual V Budget

Building & Civic Matters

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	218,680.00	109,340.00	109,340.00	0.00	109,340.00
Monmouth Hall Hire Fees	0.00	0.00	0.00	0.00	0.00
Milford Hall Hire Fees	25,000.00	2,377.00	4,166.66	-1,789.66	22,623.00
Use of Council Chamber	1,500.00	0.00	250.00	-250.00	1,500.00
	245,180.00	111,717.00	113,756.66	-2,039.66	133,463.00
Expenditure					
Community Safety	2,500.00	0.00	416.66	-416.66	2,500.00
CCTV	32,490.00	0.00	0.00	0.00	32,490.00
Litter/Grit Bins	700.00	0.00	116.66	-116.66	700.00
Millennium Clock	500.00	0.00	83.34	-83.34	500.00
Monmouth Hall	17,690.00	695.14	2,948.34	-2,253.20	16,994.86
Monmouth Hall Refurbishment	60,000.00	0.00	10,000.00	-10,000.00	60,000.00
Milford Hall	30,350.00	4,887.59	5,058.34	-170.75	25,462.41
Public Toilets - Peter St	23,460.00	3,219.96	3,910.00	-690.04	20,240.04
Public Toilets - Petters Way	21,080.00	1,229.19	3,513.34	-2,284.15	19,850.81
Public Noticeboards	500.00	0.00	83.34	-83.34	500.00
Band Costs	3,500.00	0.00	583.34	-583.34	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	1,917.75	2,000.00	-82.25	8,082.25
Town House - (excluding Services)	7,000.00	1,186.68	1,166.66	20.02	5,813.32
Town House - Electricity	1,600.00	257.52	266.66	-9.14	1,342.48
Town House - Gas	2,200.00	462.94	366.66	96.28	1,737.06
Town House - Maintenance	10,000.00	799.86	1,666.66	-866.80	9,200.14
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	125.00	-125.00	750.00
Town Centre Environmental Improvements	8,000.00	0.00	1,333.34	-1,333.34	8,000.00
Town House - Water Charges	400.00	75.42	66.66	8.76	324.58
St Georges Day Parade	300.00	0.00	50.00	-50.00	300.00
Defibrillator	9,000.00	0.00	1,500.00	-1,500.00	9,000.00
CCTV Reserve	500.00	0.00	83.34	-83.34	500.00
	245,180.00	14,932.55	35,338.34	-20,405.79	230,247.45
	0	96,784.45	78,418.32	18,366.13	-96,784.45

Yeovil Town Council May Actual V Budget

Promotions & Activities Committee

	Budget Allocation	Actual YTD	Budget YTD	Variance	Remaining Budget
Income					
PRECEPT	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Yeovil Super Saturday	0.00	0.00	0.00	0.00	0.00
	<u>102,550.00</u>	<u>51,275.00</u>	<u>51,275.00</u>	<u>0.00</u>	<u>51,275.00</u>
Expenditure					
Christmas Lights	23,500.00	0.00	3,916.66	-3,916.66	23,500.00
Christmas Lights Installation	17,000.00	0.00	2,833.34	-2,833.34	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	108.34	-108.34	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	5.00	-5.00	30.00
Town Crier	1,030.00	0.00	171.66	-171.66	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,033.00	-1,033.00	1,550.00
Unity in the Community	550.00	0.00	91.66	-91.66	550.00
Yeovil Super Saturday	6,500.00	0.00	1,083.34	-1,083.34	6,500.00
Open Spaces: YIB Officer	24,800.00	0.00	0.00	0.00	24,800.00
Open Spaces: Yeovil in Bloom	16,440.00	0.00	0.00	0.00	16,440.00
Eats: Festival	9,000.00	750.00	1,500.00	-750.00	8,250.00
	<u>102,550.00</u>	<u>750.00</u>	<u>10,743.00</u>	<u>-9,993.00</u>	<u>101,800.00</u>
	<u>0.00</u>	<u>50,525.00</u>	<u>40,532.00</u>	<u>9,993.00</u>	<u>-50,525.00</u>

Date: 13/07/2021
Time: 13:59:05

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

N/C From 4000 Tran Date From 01/05/2021 Tran No From 1 Department From 0
N/C To 7520 Tran Date To 31/05/2021 Tran No To 99,999,999 Department To 999

Dept Number 1 **Dept** PR & F - GENERAL
N/C 4001 **Name** PR&F - GEN - Bank Interest

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58378	BR	05/05/2021	Interest		0.65	-0.65
58381	BR	28/05/2021	Interest		6.32	-6.32
Account Totals					<u>6.97</u>	<u>-6.97</u>

N/C 4005 **Name** PR&F - GEN - Inc - Ski Centre

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58364	SI	17/05/2021	Monthly Use of Car Park (Former Ski Centre)		102.00	-102.00
Account Totals					<u>102.00</u>	<u>-102.00</u>

N/C 4032 **Name** PR&F - Exp - Bank Charges

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58369	PI	01/05/2021	Autopay Charge	33.20		33.20
Account Totals				<u>33.20</u>		<u>33.20</u>

N/C 4070 **Name** PR&F - GEN - Exp - Contingencies

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58282	PI	04/05/2021	Perspex Screens	241.60		241.60
58283	PI	11/05/2021	Perspex Screens	362.40		362.40
58312	PI	21/05/2021	Mileage Claim	11.71		11.71
58408	PI	27/05/2021	Mayor Making Video	200.00		200.00
Account Totals				<u>815.71</u>		<u>815.71</u>

N/C 4080 **Name** PR&F - GEN - Exp - Costs of Democracy

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58351	JD	27/05/2021	Costs of Democracy	1,994.58		1,994.58
Account Totals				<u>1,994.58</u>		<u>1,994.58</u>

N/C 4130 **Name** PR&F - GEN - Exp - Furniture & equipment

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58443	PI	26/05/2021	Print Charge - Photocopier	95.53		95.53
Account Totals				<u>95.53</u>		<u>95.53</u>

N/C 4170 **Name** PR&F - GEN - Exp - PC Support

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58293	PI	07/05/2021	Office 365 Business	97.03		97.03
58294	PI	07/05/2021	EoFTTC Managed Service	200.00		200.00
58295	PI	07/05/2021	IT Support	531.00		531.00
58445	PI	19/05/2021	Logitech Rally Mic Pod	616.78		616.78
Account Totals				<u>1,444.81</u>		<u>1,444.81</u>

N/C 4190 **Name** PR&F - GEN - Exp - Prof. fees/subs

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58368	PI	01/05/2021	Sage 50 Accounts/Payroll	248.00		248.00
Account Totals				<u>248.00</u>		<u>248.00</u>

N/C 4210 **Name** PR&F - GEN - Exp - Stationery/supplies

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58279	PI	03/05/2021	Post It Notes	12.64		12.64

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals 12.64 12.64

N/C	4220	Name	PR&F - GEN - Exp - Telephone			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58291	PI	01/05/2021	Call/Line Rental Charge	67.18		67.18
58313	PI	21/05/2021	EE TopUp	15.00		15.00
58366	PI	26/05/2021	Mobile Phones	133.12		133.12

Account Totals 215.30 215.30

N/C	4225	Name	PR&F - GEN - Exp - Website			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58392	PI	24/05/2021	Website Development Fee	2,925.00		2,925.00

Account Totals 2,925.00 2,925.00

N/C	4240	Name	PR&F - GEN - Exp - Youth Project Schemes			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58271	PI	12/05/2021	Youth Service Projects	1,923.68		1,923.68

Account Totals 1,923.68 1,923.68

N/C	4530	Name	PR&F - GENERAL - Exp - Regalia			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58522	PI	05/05/2021	Mayoral Tricorn Hat	447.00		447.00

Account Totals 447.00 447.00

Department 10,155.45 108.97 10,046.48

Dept Number 2 **Dept** PR & F - GRANTS

N/C	4710	Name	PR&F - GRANTS - Grants			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58546	PI	28/05/2021	Wassail Theatre Company	500.00		500.00

Account Totals 500.00 500.00

Department 500.00 500.00

Dept Number 3 **Dept** PR & F - SALARIES

N/C	4800	Name	PR&F - SALARIES - Wages/salaries			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58289	PI	01/05/2021	Pension Deficit	509.00		509.00
58300	JD	27/05/2021	Employers Pension	3,062.20		3,062.20
58301	JD	27/05/2021	Payments	17,981.99		17,981.99
58302	JD	27/05/2021	Employers NIC	1,489.85		1,489.85
58352	JC	27/05/2021	Costs of Democracy		2,864.50	-2,864.50

Account Totals 23,043.04 2,864.50 20,178.54

Department 23,043.04 2,864.50 20,178.54

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

N/C	7004	Name	G&GM - Inc - Rents			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58122	SI	04/05/2021	Allotment rent for the period 4 May - 30		21.77	-21.77
58124	SI	04/05/2021	Allotment rent for the period 4 May - 30		13.72	-13.72
58128	SI	04/05/2021	Allotment rent for the period 4 May - 30		10.95	-10.95
58130	SI	04/05/2021	Allotment rent for the period 4 May - 30		19.60	-19.60
58256	SI	11/05/2021	Allotment rent for the period 11 May - 30		42.78	-42.78
58257	SI	11/05/2021	Allotment rent for the period 11 May - 30		50.24	-50.24

Nominal Departmental Analysis (Detailed)

58307	SI	21/05/2021	Allotment rent for the period 21 May - 30	31.98	-31.98
58309	SI	21/05/2021	Allotment rent for the period 21 May - 30	18.52	-18.52
<u>Account Totals</u>				<u>209.56</u>	<u>-209.56</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>
58123	SI	04/05/2021	Gate key deposit	5.00		-5.00
58125	SI	04/05/2021	Gate key deposit	5.00		-5.00
58129	SI	04/05/2021	Gate key deposit	5.00		-5.00
58131	SI	04/05/2021	Gate key deposit	5.00		-5.00
58258	SI	11/05/2021	Gate key deposit	5.00		-5.00
58308	SI	21/05/2021	Gate key deposit	5.00		-5.00
58310	SI	21/05/2021	Gate key deposit	5.00		-5.00
58379	BR	17/05/2021	Key Deposit	6.50		-6.50
58380	BR	19/05/2021	Key Deposit	6.50		-6.50
<u>Account Totals</u>				<u>48.00</u>		<u>-48.00</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>
58288	PI	05/05/2021	Ash Tree Work - Allotment	274.89		274.89
58311	PI	18/05/2021	Tree Work - Sunningdale Allotments	704.60		704.60
58416	PI	28/05/2021	Mobile Patrols	330.00		330.00
<u>Account Totals</u>				<u>1,309.49</u>		<u>1,309.49</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>
58357	BP	01/05/2021	Rates	122.00		122.00
58412	PI	28/05/2021	Electricity	196.39		196.39
<u>Account Totals</u>				<u>318.39</u>		<u>318.39</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>
58355	JD	27/05/2021	Labour Costs	869.92		869.92
<u>Account Totals</u>				<u>869.92</u>		<u>869.92</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>
58433	PI	05/05/2021	Materials - Workshop	8.89		8.89
58527	PI	25/05/2021	Stainless Steel Eye Bolts	6.71		6.71
<u>Account Totals</u>				<u>15.60</u>		<u>15.60</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>
58284	PI	06/05/2021	Electricity	55.39		55.39
<u>Account Totals</u>				<u>55.39</u>		<u>55.39</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>
58304	PI	12/05/2021	Security	186.42		186.42
58305	PI	12/05/2021	Security	211.26		211.26
<u>Account Totals</u>				<u>397.68</u>		<u>397.68</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>
58420	PI	24/05/2021	Fuel - Van	61.02		61.02

Nominal Departmental Analysis (Detailed)

Account Totals	<u>61.02</u>	<u>61.02</u>
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N/C	7220	Name	G&M - Exp - Water Charges			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58399	PI	07/05/2021	Water Charge - Monksdale	30.51		30.51
58400	PI	13/05/2021	Water Charge - Lark & Sunningdale	129.65		129.65
58613	PI	28/05/2021	Water Charge - Goar Knap	76.14		76.14
Account Totals				<u>236.30</u>		<u>236.30</u>
Department				<u>3,263.79</u>	<u>257.56</u>	<u>3,006.23</u>

Dept Number	5	Dept	BUILDING & CIVIC MATTERS			
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N/C	6005	Name	B&CM - Inc - Milford Hall Hire Fees			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58338	SI	26/05/2021	Hall Hire Fees		294.00	-294.00
58339	SI	26/05/2021	Hall Hire Fees		375.00	-375.00
58340	SI	26/05/2021	Hall Hire Fees		175.00	-175.00
58341	SI	26/05/2021	Hall Hire Fees		28.00	-28.00
58343	SI	27/05/2021	Hall Hire Fees		42.00	-42.00
58344	SI	27/05/2021	Hall Hire Fees		553.00	-553.00
58345	SI	27/05/2021	Hall Hire Fees		910.00	-910.00
Account Totals					<u>2,377.00</u>	<u>-2,377.00</u>

N/C	6050	Name	B&CM - Exp - CCTV			
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Tran Number	Type	Date	Details	Debit	Credit	Balance
58417	PI	14/05/2021	CCTV Contribution 2020/21	32,490.00		32,490.00
58584	JC	14/05/2021	CCTV Contribution		32,490.00	-32,490.00
Account Totals				<u>32,490.00</u>	<u>32,490.00</u>	

N/C	6080	Name	B&CM - Exp - Monmouth Hall			
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Tran Number	Type	Date	Details	Debit	Credit	Balance
58303	JD	27/05/2021	Payments	914.82		914.82
58353	JC	27/05/2021	Caretaker		668.90	-668.90
58396	PI	13/05/2021	Water Charge	39.26		39.26
58435	PI	17/05/2021	Anti-Climb Paint	9.99		9.99
Account Totals				<u>964.07</u>	<u>668.90</u>	<u>295.17</u>

N/C	6090	Name	B&CM - Exp - Milford Hall			
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Tran Number	Type	Date	Details	Debit	Credit	Balance
58354	JD	27/05/2021	Caretaker	668.90		668.90
58367	PI	05/05/2021	Internet	25.27		25.27
58415	PI	28/05/2021	Mobile Patrols	206.91		206.91
58421	PI	31/05/2021	Cleaning	682.50		682.50
58434	PI	12/05/2021	Screws	12.49		12.49
Account Totals				<u>1,596.07</u>		<u>1,596.07</u>

N/C	6100	Name	B&CM - Exp - Public Toilets Peter St			
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Tran Number	Type	Date	Details	Debit	Credit	Balance
58356	BP	01/05/2021	Rates	319.00		319.00
58395	PI	17/05/2021	Water Charge	382.41		382.41
58409	PI	27/05/2021	Foot Patrol	426.00		426.00
58414	PI	31/05/2021	Cleaning	519.73		519.73
58425	PI	27/05/2021	Electricity	105.03		105.03
Account Totals				<u>1,752.17</u>		<u>1,752.17</u>

N/C	6102	Name	B&CM - Exp - Public Toilets Petters Way			
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Tran Number	Type	Date	Details	Debit	Credit	Balance
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Nominal Departmental Analysis (Detailed)

58358	BP	01/05/2021	Rates	264.00		264.00
58410	PI	27/05/2021	Foot Patrol	426.00		426.00
<u>Account Totals</u>				<u>690.00</u>		<u>690.00</u>

<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>
58359	BP	01/05/2021	Rates	961.00		961.00
<u>Account Totals</u>				<u>961.00</u>		<u>961.00</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>
58278	PI	03/05/2021	Hand Sanitiser	10.82		10.82
58280	PI	03/05/2021	Face Masks	14.14		14.14
58281	PI	03/05/2021	Window Signs	12.48		12.48
58413	PI	31/05/2021	Cleaning	518.05		518.05
58429	PI	31/05/2021	Waste Disposal	27.48		27.48
<u>Account Totals</u>				<u>582.97</u>		<u>582.97</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>
58290	PI	02/05/2021	Electricity	115.80		115.80
<u>Account Totals</u>				<u>115.80</u>		<u>115.80</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>
58401	PI	19/05/2021	Gas	175.47		175.47
<u>Account Totals</u>				<u>175.47</u>		<u>175.47</u>

<u>N/C</u>	6214	<u>Name</u> 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>
58411	PI	28/05/2021	Repairs to Radiators	134.99		134.99
58419	PI	27/05/2021	Electrical Repairs	597.29		597.29
58436	PI	24/05/2021	Maintenance Materials	28.03		28.03
<u>Account Totals</u>				<u>760.31</u>		<u>760.31</u>

<u>Department</u>	<u>40,087.86</u>	<u>35,535.90</u>	<u>4,551.96</u>
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Dept Number 11 **Dept** PROMOTIONS & ACTIVITIES

<u>N/C</u>	5650	<u>Name</u> P&A - Exp - Eats: Festival				
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58306	PI	17/05/2021	Eat Festival	750.00		750.00
<u>Account Totals</u>				<u>750.00</u>		<u>750.00</u>

<u>Department</u>	<u>750.00</u>		<u>750.00</u>
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<u>Grand Totals</u>	<u>77,800.14</u>	<u>38,766.93</u>	<u>39,033.21</u>
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10/218 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING
30th JUNE 2021 (MONTH 1 – 3)

Purpose of Report

The purpose of this report is to provide Members with the current projections of the expected spending and income against the Council's approved budget for the financial year 2021/22, and to explain significant variances against budget.

Background

The 2021/22 budget was approved by Town Council on 2nd February 2021.

Committee	£
Policy, Resources and Finance	486,630
Buildings and Civic Matters	218,680
Grounds and General Maintenance	251,580
Planning	1,000
Promotions and Activities	102,550
Total Committees Budget	1,060,440
Joint Burial Committee	63,814
Total Budget Requirement	1,177,276

This report focuses on the Total Committees Budget (figures for the Joint Burial Committee are excluded)

Summary of expected spending and income against budget

The projected position as at 31st March 2022 is **£1,000,612** against the budget of **£1,060,440** shows an **underspend** of **£59,828**. This is summarised within Appendix A of this report. The detail and the significant variances is highlighted within Appendix B.

The Committee is **RECOMMENDED** to note the report.

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

Appendix A

Yeovil Town Council - 2021/22 Budget Monitoring (Month 1 to Month 3)

Committee	2020/21			2021/22		
	£	£	£	£	£	£
	Annual Budget	Actual Total at 31/03/21	Variance	Annual Budget	Expected Total at 31/03/21	Variance
Policy Resources and Finance						
Expenditure	497,329	416,644	80,685	491,380	436,770	54,610
Income	(8,250)	(5,448)	(2,802)	(4,750)	(2,500)	(2,250)
Net Expenditure	489,079	411,196	77,883	486,630	434,270	52,360
Buildings and Civic Matters						
Expenditure	235,490	188,427	47,063	245,180	193,732	51,448
Income	(31,000)	(7,986)	(23,015)	(26,500)	(14,000)	(12,500)
Net Expenditure	204,490	180,442	24,048	218,680	179,732	38,948
Grounds and General Maintenance						
Expenditure	287,750	269,820	17,930	272,570	281,360	(8,790)
Income	(21,040)	(22,491)	1,451	(20,990)	(20,940)	(50)
Net Expenditure	266,710	247,328	19,382	251,580	260,420	(8,840)
Planning						
Expenditure	1,000	0	1,000	1,000	0	1,000
Income	0	0	0	0	0	0
Net Expenditure	1,000	0	1,000	1,000	0	1,000
Promotions and Activities Committee						
Expenditure	127,550	93,448	34,102	102,550	126,190	(23,640)
Income	0	0	0	0	0	0
Net Expenditure	127,550	93,448	34,102	102,550	126,190	(23,640)
Total Yeovil Town Council						
Expenditure	1,149,119	968,339	180,780	1,112,680	1,038,052	74,628
Income	(60,290)	(35,925)	(24,365)	(52,240)	(37,440)	(14,800)
Net Expenditure	1,088,829	932,414	156,415	1,060,440	1,000,612	59,828

Appendix B

Policy, Resources & Finance Committee								
	2020/21			2021/22				Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 3 spent 6/30/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Advertising	500	240	260	500	0	500	0	
Audit fees	3,400	3,039	361	3,470	284	3,200	270	
Books/periodicals	240	45	195	240	0	0	240	
Contingencies	51,849	32,935	18,914	25,000	2,376	10,000	15,000	
Cost of Elections	1,500	0	1,500	1,500	0	1,500	0	
Costs of Democracy	28,560	24,305	4,255	29,200	5,984	25,000	4,200	One councillor does not take an allowance, 1 councillor co-opted so not entitled to allowance; currently 1 vacancy
Courses/conferences	6,500	1,611	4,889	5,000	0	2,000	3,000	
Franking Machine	700	292	408	500	292	300	200	
Furniture, office equipment & servicing	4,000	10,095	(6,095)	4,000	3,093	5,000	(1,000)	Confrence camera and microphones (£2,536)
Grants	7,000	4,705	2,295	7,000	2,999	7,000	0	
Insurance	5,000	0	5,000	6,000	5,078	5,500	500	May increase slightly due to defibrillators
Mayoral allowance	10,000	864	9,136	10,170	1,667	10,170	0	
Miscellaneous	0	469	(469)	0	287	500	(500)	
New Initiatives Fund	10,300	7,000	3,300	10,300	0	10,300	0	
PC Support	11,000	10,859	141	12,500	3,366	12,500	0	
Postage	3,000	1,241	1,759	2,000	320	1,200	800	Moving to paperless office, agendas sent out electronically where possible
Prof. fees/subs	6,000	8,629	(2,629)	7,500	1,304	7,500	0	
PWLB Loan Repayments	30,000	0	30,000	30,000	0	0	30,000	Provision made should council wish to borrow for any projects
Regalia	2,000	0	2,000	2,000	447	2,000	0	
Salaries	250,000	256,575	(6,575)	260,000	59,802	260,000	0	
Ski Centre	500	21	479	500	0	500	0	
Sponsorship (Octagon Theatre - SLA)	1,000	0	1,000	1,000	0	1,000	0	
Stationery/supplies	3,000	624	2,376	2,500	172	600	1,900	
Telephone	2,500	2,289	211	2,500	654	2,500	0	
Website	0	0	0	8,000	2,925	8,000	0	
Westlands	27,200	27,436	(236)	27,800	27,800	27,800	0	
Youth Council	2,000	0	2,000	2,000	0	2,000	0	
Youth Services	29,580	23,370	6,210	30,200	5,771	30,200	0	
Total Expenditure	497,329	416,644	80,685	491,380	124,621	436,770	54,610	
INCOME								
Investment Interest	(4,000)	(1,144)	(2,856)	(2,500)	(81)	(1,500)	(1,000)	
Community Infrastructure Levy	0	(1,950)	1,950	0	0	0	0	Not guaranteed income. Will be transferred to CIL reserve as if not used within 5 years will have to be repaid to South Somerset District Council.
Miscellaneous	0	(30)	30	0	0	0	0	
Ski Centre	(1,250)	(1,224)	(26)	(1,250)	(306)		(1,250)	
Salary Recharge	(3,000)	(1,100)	(1,900)	(1,000)	0	(1,000)	0	
Total Income	(8,250)	(5,448)	(2,802)	(4,750)	(387)	(2,500)	(2,250)	
Net Expenditure	489,079	411,196	77,883	486,630	124,234	434,270	52,360	

Buildings & Civic Matters Committee

	2020/21			2021/22				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 3 spent 6/30/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Band Costs	3,500	3,500	0	3,500	0	3,500	0	
CCTV	32,490	32,490	0	32,490	0	32,490	0	
Community safety	2,500	2,500	0	2,500	0	2,500	0	
Defibrillator	0	0	0	9,000	0	9,000	0	
Litter/Grit bins	700	188	512	700	0	250	450	
Milford Hall	24,500	38,880	(14,380)	0	0	0	0	
Milford Hall - Business Rates	0	0	0	5,000	0	5,000	0	
Milford Hall - Running Costs	0	0	0	15,000	5,589	1,500	13,500	
Milford Hall - Security	0	0	0	3,250	596	3,250	0	
Milford Hall - SSDC Recharges	0	0	0	7,100	(206)	7,100	0	
Millennium Clock	400	706	(306)	500	0	500	0	
Monmouth Hall	17,340	5,813	11,527	0	0	0	0	
Monmouth Hall - Running Costs	0	0	0	16,870	994	994	15,876	
Monmouth Hall Business Rates	0	0	0	820	0	0	820	
Monmouth Hall refurbishment	60,000	0	60,000	60,000	0	60,000	0	
PA System	500	0	500	500	0	500	0	
Painting of Town House	16,890	21,017	(4,127)	0	201	201	(201)	
Public noticeboards	500	41	459	500	0	500	0	
Peter Street Public Toilet	23,000	22,063	937	0	0	0	0	
Peter Street Public Toilet - Cleaning (inc toilet rolls)	0	0	0	7,340	1,559	7,340	0	
Peter Street Public Toilet - Security	0	0	0	5,800	1,241	5,800	0	
Peter Street Public Toilet - Business Rates	0	0	0	3,200	961	0	3,200	Need to apply for refund on rates
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	0	0	0	7,120	1,157	7,120	0	
Petters Way Public Toilet	13,000	22,490	(9,490)	0	0	0	0	
Petters Way Public Toilet - SSDC Recharge (cleaning/water/electricity)	0	0	0	11,400	(136)	11,400	0	
Petters Way Public Toilet - Security	0	0	0	5,000	1,241	5,000	0	
Petters Way Public Toilet - Business Rates	0	0	0	2,650	797	0	2,650	Need to apply for refund on rates
Petters Way Public Toilet - Other Running costs (repairs)	0	0	0	2,030	111	2,030	0	
Sports Development Officer (SSDC)	2,160	2,160	0	2,160	0	2,160	0	
St Georges Day Parade	300	0	300	300	0	0	300	St George's Parade did not take place due to COVID-19
Town Centre Environmental Improvements	8,000	0	8,000	8,000	0	0	8,000	
Town House - CCTV Reserve	0	0	0	500	0	500	0	
Town House - business rates	10,000	9,606	394	10,000	2,879	10,000	0	
Town House - electricity	1,600	1,514	86	1,600	258	1,600	0	
Town House - gas	2,200	1,694	506	2,200	631	2,200	0	
Town House - repairs and maintenance	8,000	14,795	(6,795)	10,000	1,448	10,000	0	
Town House - water charges	400	181	219	400	75	75	325	
Town House (excluding services)	6,760	7,924	(1,164)	7,000	1,222	1,222	5,778	
War memorials	750	864	(114)	750	0	0	750	
Total Expenditure	235,490	188,427	47,063	245,180	20,617	193,732	51,448	
INCOME								
Monmouth Hall	(4,500)	45	(4,545)	0	0	0	0	Hall hire income reduced due to COVID-19
Milford Hall	(25,000)	(8,031)	(16,970)	(25,000)	(3,546)	(14,000)	(11,000)	Hall hire income reduced due to COVID-19
Town House	(1,500)	0	(1,500)	(1,500)	0	0	(1,500)	Room hire income reduced due to COVID-19
Total Income	(31,000)	(7,986)	(23,015)	(26,500)	(3,546)	(14,000)	(12,500)	
Net Expenditure	204,490	180,442	24,048	218,680	17,071	179,732	38,948	

Grounds and General Maintenance Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 3 spent 6/30/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Allotment Maintenance (Corporate)	9,000	17,165	(8,165)	9,200	2,828	9,200	0	
Allotments - Fence Repairs	1,000	0	1,000	1,000	0	1,000	0	
Best Kept Allotments Competition	250	0	250	250	0	250	0	
Community Heritage Officer	9,500	7,125	2,375	10,000	0	10,000	0	
Goar Knap - Building	1,650	2,279	(629)	2,000	606	2,000	0	
Holiday Playscheme contribution	9,080	9,080	0	9,270	0	9,270	0	
Improvements at Yeovil Recreation Centre	5,000	5,000	0	0	0	0	0	
Labour	26,000	4,140	21,860	26,520	3,702	26,520	0	
Leases	350	335	15	350	0	350	0	
Materials and equipment	1,800	1,161	639	1,800	373	1,800	0	
Open spaces:								
Lights for Milford Park	400	0	400	400	0	0	400	
Open Spaces	133,480	133,480	0	133,480	0	133,480	0	
Play and Landscape Officers	12,440	12,440	0	12,690	0	12,690	0	
Play Area	12,190	12,190	0	12,440	0	12,440	0	
Repairs/Enhancements	2,660	2,660	0	2,720	0	2,720	0	
Play Area Upgrade	10,000	10,000	0	10,000	0	10,000	0	
Playpark Programme	800	618	183	1,000	159	2,259	(1,259)	Pathway repair
Door Step Green	32,700	32,700	0	32,700	8,175	32,700	0	
Country Park	2,150	1,658	492	2,200	614	2,200	0	
Yew Tree Park - Gate Opening	200	154	46	0	0	200	(200)	
Protective Clothing	12,600	12,600	0	0	0	0	0	
Restoration of Sidney Gardens Fountain	0	0	0	0	0	374	(374)	Elizabeth Flats wall (from contingencies)
Site Surveys	0	0	0	0	0	7,357	(7,357)	Trackways at Goar Knap and Sunningdale (from contingencies)
Trackways	1,300	1,089	211	1,350	61	1,350	0	
Vehicle	1,000	2,848	(1,848)	1,000	44	1,000	0	
Water charges	2,200	1,098	1,102	2,200	0	2,200	0	
Water Mains Refurbishment/Repairs								
Total Expenditure	287,750	269,820	17,930	272,570	16,561	281,360	(8,790)	
INCOME								
Taps & keys	(150)	(57)	(94)	(100)	10	(50)	(50)	
Access & Easements	0	0	0	0	0	0	0	
Rent	(17,800)	(17,724)	(76)	(17,800)	(459)	(17,800)	0	
Lease	(2,090)	(2,088)	(2)	(2,090)	(522)	(2,090)	0	
Water Charge	(1,000)	(2,623)	1,623	(1,000)	-	(1,000)	0	
Total Income	(21,040)	(22,491)	1,451	(20,990)	(972)	(20,940)	(50)	
Net Expenditure	266,710	247,328	19,382	251,580	15,589	260,420	(8,840)	

Planning Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 3 spent 6/30/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Planning	1,000	0	1,000	1,000	0	0	1,000	
Total Expenditure	1,000	0	1,000	1,000	0	0	1,000	
INCOME								
	0	0	0	0	0		0	
Total Income	0	0	0	0	0	0	0	
Net Expenditure	1,000	0	1,000	1,000	0	0	1,000	

Promotions & Activities Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 3 spent 6/30/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Christmas Lights	23,500	23,814	(314)	23,500	0	23,500	0	
Christmas Lights Competition	30	0	30	30	0	0	30	
Christmas Lights Installation/Safety Checks	16,500	17,372	(872)	17,000	0	14,500	2,500	
Christmas Lights Switch On	500	0	500	500	0	0	500	
Customised souvenirs	650	0	650	650	0	650	0	
Eats:Festival	0	0	0	9,000	750	9,000	0	
Love Yeovil	1,000	0	1,000	1,000	0	100	900	
Resourcing VE Day Celebrations	35,000	2,950	32,050	0	0	29,100	(29,100)	Funded from Reserve
Super Saturday	6,000	8,038	(2,038)	6,500	0	6,500	0	
Town Crier	1,030	35	995	1,030	0	500	530	
Unity in the Community	550	0	550	550	0	1,100	(550)	To financially support Somerset Diverse Communities event. £550 funded from Reserve
Yeovil in Bloom Officers	24,800	24,800	0	24,800	0	24,800	0	
Yeovil in Bloom Working Budget	16,440	16,440	0	16,440	0	16,440	0	
Yeovil Open Town Crier Competition	1,550	0	1,550	1,550	0	0	1,550	Cancelled due to COVID-19
Total Expenditure	127,550	93,448	34,102	102,550	750	126,190	(23,640)	
INCOME								
Souvenirs	0	0	0	0	0	0	0	
Super Saturday	0	0	0	0	0	0	0	
Total Income	0	0	0	0	0	0	0	
Net Expenditure	127,550	93,448	34,102	102,550	750	126,190	(23,640)	



Yeovil Town Council

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

Company Name

Signed:

Name:

Position:

Date:



The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of The Armed Forces Covenant

1.1 We **Company Name** will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

The following are suggested draft pledges covering the range of Defence personnel for whom support may be given. Delete, add or change any of the pledges to show how you can pledge support for Defence personnel in ways best suited to you. Pledges may be changed at any time in the future to reflect your changing circumstances.

2.1 We recognise the value serving personnel, reservists, veterans and military families bring to our business and to our country. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **Promoting the Armed Forces:** promoting the fact that we are an Armed Forces-friendly organisation, to our staff, customers, suppliers, contractors and wider public.
- **Veterans:** supporting the employment of veterans, recognising military skills and qualifications in our recruitment and selection process; working with the Career Transition Partnership (CTP) to support the employment of Service leavers;
- **Service Spouses & Partners:** supporting the employment of Service spouses and partners; partnering with the [Forces Families Jobs Forum](#); and providing flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment.
- **Reserves:** supporting our employees who are members of the Reserve Forces; granting additional paid/unpaid leave for annual Reserve Forces training; supporting any mobilisations and deployment; actively encouraging members of staff to become Reservists;
- **Cadet Organisations:** supporting our employees who are volunteer leaders in military cadet organisations, granting additional leave to attend annual training camps and courses; actively encouraging members of staff to become volunteer leaders in cadet organisations; supporting local military cadet units; recognising the benefits of employing cadets/ex-cadets within the workforce.
- **National Events:** supporting Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities;
- **Armed Forces Charities:** supporting Armed Forces charities with fundraising and supporting staff who volunteer to assist;
- **Commercial Support:** offering a discount to members of the Armed Forces community;
- **Any additional commitments the company wishes to make.**

2.2 We will publicise these commitments through our literature and on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.

10/220 COUNCIL MEETINGS FOLLOWING LIFTING OF COVID-19 RESTRICTIONS

Background

Since July 2020, all Council meetings (with the exception of the Council Meeting held on 15th June 2021) have been held via zoom. Committee meetings were also held via zoom until guidelines permitted some restrictions to be lifted. From May 2021, Committee meetings became hybrid which allowed those who were “absolutely necessary” be physical present whilst others attended virtually. Technology has been purchased to allow this work. This allowed the Council to continue to:

- Adhere to guidance;
- Act legal responsibility to protect officers, elected members and other from risk to their Health and Safety, including from the risks of COVID-19; and
- Ensure that members of the public have access to public meetings.

Moving Forward

From 19th July 2021, restrictions are being lifted. However, everyone has been instructed to “use personal judgement to manage our own risk. All of us can play our part by exercising common sense and considering the risks. While no situation is risk free, there are actions we can take to protect ourselves and others around us. Following this guidance will help you stay safe and protect others by controlling the spread. Every action to help reduce the spread will reduce any further resurgence of the virus in the coming months.”

All capacity limits have been lifted.

The Committee is **RECOMMENDED** to decide how meetings will operate in the future.

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

10/238 FORWARD PLAN

Date	Item
Policy, Resources & Finance 29 th September 2021	<ul style="list-style-type: none"> • Financial Statements June/July 2021 • Capital and Revenue Reserves 31st July 2021 • Bank Reconciliation 31st July 2021 • Applications for Grant Aid
26 th October 2021	<ul style="list-style-type: none"> • Budget Workshop
Policy, Resources & Finance 24 th November 2021	<ul style="list-style-type: none"> • Financial Statements August/September 2021 • Capital and Revenue Reserves 30th September 2021 • Bank Reconciliation 30th September 2021 • Applications for Grant Aid • Draft Budgets 2022/23 • Allotment Rents from 1st January 2023 • Community Hall Charges 2022/23
Policy, Resources & Finance 26 th January 2022	<ul style="list-style-type: none"> • Financial Statements October/November 2021 • Capital and Revenue Reserves 30th November 2021 • Bank Reconciliation 30th November 2021 • Applications for Grant Aid • Risk Management Strategy and Risk Register • Budgets 2022/23
Policy, Resources & Finance 30 th March 2022	<ul style="list-style-type: none"> • Financial Statements December 2021/January 2022 • Capital and Revenue Reserves 31st January 2022 • Bank Reconciliation 31st January 2022 • Applications for Grant Aid