

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Policy, Resources and Finance Committee

Policy, Resources and Finance Committee

Tuesday 28th September 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 28th September 2021.

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

Amanda Card, Town Clerk
22nd September 2021

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

Members of Yeovil Town Council are summoned to attend:

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

Information for the Public

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

Public Comments at meetings (held via Zoom)

We recognise that these are challenging times but we still value the public's contribution to our hybrid meetings. If you would like to make a comment or raise a question in the meeting, you will need to do this in writing before the meeting. Please email ytic@yeovil.gov.uk by 9:00am on Tuesday 28th September 2021.

If you would like to view the meeting, please e-mail ytic@yeovil.gov.uk by 9:00am on Tuesday 28th September 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 10/240 – 10/243, 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*

10/226 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)*

10/227 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).

10/228 MINUTES

To approve as a correct record the Minutes of the meeting held on 27th July 2021.

10/229 GRANTS

Applications received from (circulated separately):

- St Michael's Church (Music at St Michael's) - £2,271

10/230 GRANTS AND SLA WORKING PARTY

To receive an update from the Grants and SLA Working Party.

10/231 BALANCE SHEET

Members to approve the Balance Sheet as at 31st August 2021 at page 4.

10/232 BANK RECONCILIATION

Members to approve the formal bank reconciliation as at 31st August 2021 as attached at page 5.

10/233 FINANCIAL STATEMENT – JUNE 2021 / JULY 2021

Members to approve the Financial Statement for the months of June 2021 and July 2021 as attached at pages 6 to 24.

10/234 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 30TH AUGUST 2021 (MONTH 1 – 5)

Members to consider the report of the Town Clerk attached at pages 25 to 33.

10/235 MOTION FROM CLLR T LEDLIE

Notice of motion received from Cllr T Ledlie on 12th May 2021: *Standing Orders s9*

“This Council:

- notes that Children in Yeovil should not be disadvantaged.
- are concerned that reliance on foodbanks in Yeovil has increased due to lockdown.
- would like to thank all food bank volunteers who help our most vulnerable in society.

We call upon Yeovil council to:

- make a yearly donation of £5,000 to the Lords Larder in Yeovil
- for councillors to get involved and assist with the good work that is already being done by the Lords Larder in Yeovil.”

10/236 YEOVIL TOWN COUNCIL E-MAILS

Members to consider the report of the Town Clerk attached at page 34.

10/237 SUNNINGDALE DOORSTEP GREEN OVERHANGING TREELINE

Members to consider the recommendations of Grounds and General Maintenance Committee as detailed in the report of the Town Clerk attached at page 35.

10/238 FORWARD PLAN

The Forward Plan (attached at page 36) 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)

10/239 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.

10/240 YOUTH SERVICES (CONFIDENTIAL)

Members to consider the report of the Town Clerk attached at pages 37 to 38.

10/241 MARKETING OF SKI CENTRE (CONFIDENTIAL)

Members to consider the proposals of agents as attached at pages 39 to 45.

10/242 EATS FESTIVAL (CONFIDENTIAL)

Members to consider the recommendations of Promotions and Activities Committee as detailed in the report of the Town Clerk attached at page 46.

10/243 SUNNINGDALE ALLOTMENT FENCING (CONFIDENTIAL)

Members to consider the recommendations of Grounds and General Maintenance Committee as detailed in the report of the Town Clerk attached at pages 47 to 48.

Date: 21/09/2021
Time: 17:59:37

Yeovil Town Council
Balance Sheet

Page: 1

From: Month 1, April 2021
To: Month 5, August 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	(839.85)	57.50
Nat West Current	271,770.08	587,303.96
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	(12,701.42)	(77,439.66)
Petty Cash	107.57	250.00
	258,396.41	1,394,171.50
Current Liabilities		
Creditors	(11,835.37)	46,312.46
Creditors B/Fwd	(49,954.15)	40,170.00
PAYE/NI	(6,794.98)	(91,359.40)
	(68,584.50)	(4,876.94)
Current Assets less Current Liabilities:	326,980.91	1,399,048.44
Total Assets less Current Liabilities:	326,980.91	3,011,327.50
Long Term Liabilities		
Long Term Borrowing	0.00	(0.25)
	0.00	(0.25)
Total Assets less Total Liabilities:	326,980.91	3,011,327.75
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	326,980.91	326,980.91
	326,980.91	3,011,327.75

BANK RECONCILIATION – 31st AUGUST 2021			
Authority name and reference	Yeovil Town Council		
Prepared by:		Date:	
Name	Neil Gage		06/09/21
Role	Finance Officer		
Approved by:		Date:	
Name	Amanda Card		06/09/21
Role	Town Clerk/RFO		
Balance per bank statements as at 31 August 2021:	£	TOTAL £	
List balances on all bank accounts plus petty cash floats at 31 August 2021:			1,471,553.66
NatWest Current A/C	1,500.00		
NatWest Business Reserve A/C	585,803.96		
Nationwide Treasury A/C	508,924.88		
Bank of Scotland	350,074.82		
CCLA Investment Management	25,000.00		
Petty Cash	250.00		
Less: any un-presented cheque at 31 August 2021: (normally only current account. List date, cheque number and value)			
TOTAL – NET BANK BALANCES at 31 AUGUST 2021			1,471,553.66

Yeovil Town Council

June 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	81.38	624.99	-543.61	2,418.62
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	306.00	312.51	-6.51	944.00
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	249.99	-249.99	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	270,213.38	271,013.49	-800.11	274,188.62
Expenditure					
Advertising	500.00	0.00	125.00	-125.00	500.00
Audit Fees	3,470.00	284.26	867.51	-583.25	3,185.74
Bank Charges	0.00	97.15	0.00	97.15	-97.15
Carbon Management	25,000.00	0.00	6,249.99	-6,249.99	25,000.00
Books/Periodicals	240.00	0.00	60.00	-60.00	240.00
Ski Centre	500.00	0.00	125.00	-125.00	500.00
Contingencies	53,022.00	2,576.07	13,255.50	-10,679.43	50,445.93
Costs of Democracy	29,200.00	5,983.74	7,299.99	-1,316.25	23,216.26
Courses/Conferences	5,000.00	0.00	1,250.00	-1,250.00	5,000.00
Elections	1,500.00	0.00	375.00	-375.00	1,500.00
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	3,093.29	999.99	2,093.30	906.71
Franking Machine	500.00	291.99	125.01	166.98	208.01
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	2,574.99	-2,574.99	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	3,365.73	3,125.00	240.73	9,134.27
Postage	2,000.00	320.40	500.00	-179.60	1,679.60
Prof.Fees/Subs	7,500.00	1,304.00	1,875.00	-571.00	6,196.00
PWLB Interest	30,000.00	0.00	7,500.00	-7,500.00	30,000.00
Stationery/Supplies	2,500.00	172.15	624.99	-452.84	2,327.85
Sponsorship Octagon Theatre	1,000.00	0.00	249.99	-249.99	1,000.00
Telephone	2,500.00	653.96	624.99	28.97	1,846.04
Website	8,000.00	2,925.00	2,000.00	925.00	5,075.00
Westland Leisure Complex	27,800.00	0.00	0.00	0.00	27,800.00
Youth Project Schemes	30200.00	5,771.04	7,550.00	-1,778.96	24,428.96
Youth Council	2000.00	0.00	500.00	-500.00	2,000.00
Mayors Allowance	10170.00	1,666.66	2,542.50	-875.84	8,503.34
Regalia	2000.00	447.00	500.00	-53.00	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	2,999.00	1,749.99	1,249.01	4,001.00
Salaries/Wages	260,000.00	59,801.51	65,000.00	-5,198.49	200,198.49
	544,402.00	97,021.65	133,650.44	-36,628.79	447,380.35
	0	173,191.73	137,363.05	35,828.68	-173,191.73

Yeovil Town Council

June 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	522.00	524.00	-2.00	1,568.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	459.77	4,449.99	-3,990.22	17,340.23
Sales of Gate & Tap Keys	100.00	-9.67	24.99	-34.66	109.67
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	272,570.00	126,762.10	130,788.98	-4,026.88	145,807.90
Expenditure					
Allotment Maintenance (Corporate)	9,200.00	2827.58	2,300.01	527.57	6,372.42
Allotment Fence Repairs	1,000.00	0.00	249.99	-249.99	1,000.00
Buildings & Electric Goar Knap	2,000.00	605.93	500.01	105.92	1,394.07
BKAC	250.00	0.00	62.49	-62.49	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	3701.67	6,630.00	-2,928.33	22,818.33
Materials & Equipment	1,800.00	416.79	450.00	-33.21	1,383.21
Holiday Play Scheme	9,270.00	0.00	2,317.50	-2,317.50	9,270.00
Open Spaces: Doorstep Green	1,000.00	159.27	249.99	-90.72	840.73
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	2,499.99	-2,499.99	10,000.00
Open Spaces: Country Park	32,700.00	8175.00	8,175.00	0.00	24,525.00
Enhancements: Play Area Upgrades	2,720.00	0.00	680.00	-680.00	2,720.00
Yew Tree Park Gate Opening	2,200.00	613.97	549.99	63.98	1,586.03
Play & Landscape Officer	12,690.00	0.00	3,172.50	-3,172.50	12,690.00
Playarea Enhancements	12,440.00	0.00	3,110.00	-3,110.00	12,440.00
Lights for Milford Hall	400.00	0.00	99.99	-99.99	400.00
Community Heritage Officer	10,000.00	0.00	2,499.99	-2,499.99	10,000.00
Protective Clothing	0.00	0.00	0.00	0.00	0.00
Vehicle	1350.00	796.19	337.50	458.69	553.81
Water Charges	1,000.00	437.72	249.99	187.73	562.28
Water Mains Refurbishment	2,200.00	0.00	549.99	-549.99	2,200.00
	272,570.00	17,734.12	34,684.93	-16,950.81	254,835.88
	0	109,027.98	96,104.05	12,923.93	-109,027.98

Yeovil Town Council

June 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	3,546.00	6,249.99	-2,703.99	21,454.00
Use of Council Chamber	1,500.00	0.00	375.00	-375.00	1,500.00
	245,180.00	112,886.00	115,964.99	-3,078.99	132,294.00
Expenditure					
Community Safety	2,500.00	0.00	624.99	-624.99	2,500.00
CCTV	32,490.00	0.00	8,122.50	-8,122.50	32,490.00
Litter/Grit Bins	700.00	0.00	174.99	-174.99	700.00
Millennium Clock	500.00	0.00	125.01	-125.01	500.00
Monmouth Hall	17,690.00	933.94	4,422.51	-3,488.57	16,756.06
Monmouth Hall Refurbishment	60,000.00	0.00	15,000.00	-15,000.00	60,000.00
Milford Hall	30,350.00	6,634.19	7,587.51	-953.32	23,715.81
Public Toilets - Peter St	23,460.00	4,508.50	5,865.00	-1,356.50	18,951.50
Public Toilets - Petters Way	21,080.00	1,604.53	5,270.01	-3,665.48	19,475.47
Public Noticeboards	500.00	0.00	125.00	-125.00	500.00
Band Costs	3,500.00	0.00	875.00	-875.00	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	2,878.75	3,000.00	-121.25	7,121.25
Town House - (excluding Services)	7,000.00	1,739.92	1,749.99	-10.07	5,260.08
Town House - Electricity	1,600.00	257.52	399.99	-142.47	1,342.48
Town House - Gas	2,200.00	630.83	549.99	80.84	1,569.17
Town House - Maintenance	10,000.00	1,447.86	2,499.99	-1,052.13	8,552.14
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	187.50	-187.50	750.00
Town Centre Environmental Improvements	8,000.00	0.00	2,000.00	-2,000.00	8,000.00
Town House - Water Charges	400.00	75.42	99.99	-24.57	324.58
St Georges Day Parade	300.00	0.00	75.00	-75.00	300.00
Defibrillator	9,000.00	0.00	2,250.00	-2,250.00	9,000.00
CCTV Reserve	500.00	0.00	125.00	-125.00	500.00
	245,180.00	20,911.96	61,129.97	-40,218.01	224,268.04
	0	91,974.04	54,835.02	37,139.02	-91,974.04

Yeovil Town Council

June 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
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Expenditure					
Christmas Lights	23,500.00	0.00	5,874.99	-5,874.99	23,500.00
Christmas Lights Installation	17,000.00	0.00	4,250.01	-4,250.01	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	162.51	-162.51	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	7.50	-7.50	30.00
Town Crier	1,030.00	0.00	257.49	-257.49	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,550.00	-1,550.00	1,550.00
Unity in the Community	550.00	0.00	137.49	-137.49	550.00
Yeovil Super Saturday	6,500.00	0.00	1,625.01	-1,625.01	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	2,250.00	-1,500.00	8,250.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	102,550.00	750.00	16,115.00	-15,365.00	101,800.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0.00	50,525.00	35,160.00	15,365.00	-50,525.00

Date: 31/08/2021
Time: 10:19:26

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Page: 1

N/C From 3005
N/C To 7520

Tran Date From 01/06/2021
Tran Date To 30/06/2021

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

Department From 0
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>
58570	BR	02/06/2021	CCLA Deposit Account		0.45	-0.45
58571	BR	30/06/2021	Interest		6.98	-6.98
58594	BR	30/06/2021	Interest		8.73	-8.73
58595	BR	29/06/2021	Interest		51.30	-51.30
Account Totals					<u>67.46</u>	<u>-67.46</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>
58563	SI	15/06/2021	Monthly Use of Car Park (Former Ski Centre)		102.00	-102.00
Account Totals					<u>102.00</u>	<u>-102.00</u>

N/C 4020 **Name** PR&F - GEN - Exp - Audit Fees

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58444	PI	10/06/2021	Internal Audit	284.26		284.26
Account Totals				<u>284.26</u>		<u>284.26</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>
58437	PI	01/06/2021	Autopay Charge	31.80		31.80
Account Totals				<u>31.80</u>		<u>31.80</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>
58432	PI	08/06/2021	Eye Test	25.00		25.00
58449	PI	14/06/2021	Auction Prize Refund	650.00		650.00
58451	PI	10/06/2021	Business Cards	41.00		41.00
58513	PI	16/06/2021	Mileage Claim	37.25		37.25
58523	PI	17/06/2021	Mileage Claim	19.29		19.29
58616	PI	28/06/2021	Mayor's Portrait	247.36		247.36
58617	PI	28/06/2021	Sign Writing - Mayor's Board	156.00		156.00
58623	PI	30/06/2021	Site Survey - E/Flats Allotments	373.50		373.50
58672	PI	28/06/2021	Memorial Plaque	200.00		200.00
Account Totals				<u>1,749.40</u>		<u>1,749.40</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>
58597	JD	25/06/2021	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>
58454	PI	10/06/2021	Maintenance Charge - Photocopier	405.93		405.93
58532	PI	10/06/2021	Magnetic Whiteboard	55.75		55.75
Account Totals				<u>461.68</u>		<u>461.68</u>

N/C 4140 **Name** PR&F - GEN - Exp - Franking Machine

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58618	PI	22/06/2021	Service Contract	291.99		291.99

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

Account Totals	<u>2,499.00</u>	<u>2,499.00</u>
Department	<u>2,499.00</u>	<u>2,499.00</u>

Dept Number 3 **Dept** PR & F - SALARIES
N/C 4800 **Name** PR&F - SALARIES - Wages/salaries

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58428	PI	01/06/2021	Pension Deficit	509.00		509.00
58505	JD	27/06/2021	Employers Pension	3,079.89		3,079.89
58506	JD	27/06/2021	Payments	17,166.46		17,166.46
58507	JD	27/06/2021	Employers NIC	1,606.87		1,606.87
58559	SI	30/06/2021	REIMBURSEMENT of SALARY - TOWN CLERK		693.33	-693.33
58560	SI	30/06/2021	April 2021 to June 2021 On Costs		140.00	-140.00
58598	JC	25/06/2021	Costs of Democracy		1,994.58	-1,994.58
Account Totals				<u>22,362.22</u>	<u>2,827.91</u>	<u>19,534.31</u>
Department				<u>22,362.22</u>	<u>2,827.91</u>	<u>19,534.31</u>

Dept Number 4 **Dept** GROUNDS & GENERAL MAINTENANCE
N/C 7002 **Name** G&GM - Inc - Leases

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58561	SI	30/06/2021	Lease at Hillcrest/Higher Ryalls - Rent April		522.00	-522.00
Account Totals					<u>522.00</u>	<u>-522.00</u>

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

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58402	SI	03/06/2021	Allotment rent for the period 3 June - 30		26.58	-26.58
58404	SI	03/06/2021	Allotment rent for the period 3 June - 30		27.96	-27.96
58405	SI	03/06/2021	Allotment rent for the period 3 June - 30		28.08	-28.08
58551	SI	28/06/2021	Allotment rent for the period 28 June - 30		9.44	-9.44
58724	SC	28/06/2021	Cancel - see tran 58551	9.44		9.44
58725	SI	28/06/2021	Allotment rent for the period 28 June - 30		10.00	-10.00
Account Totals				<u>9.44</u>	<u>102.06</u>	<u>-92.62</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>
58403	SI	03/06/2021	Allotment gate key deposit		5.00	-5.00
58406	SI	03/06/2021	Gate key deposit		5.00	-5.00
Account Totals					<u>10.00</u>	<u>-10.00</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>
58440	PI	09/06/2021	Container Rental	80.00		80.00
58441	PI	08/06/2021	Clearance - Newtown Allotments	294.40		294.40
58452	PI	09/06/2021	Clear Waste - Monksdale Allotment	443.00		443.00
58520	PI	09/06/2021	Replace Tap - Larkhill	198.33		198.33
58602	PI	08/06/2021	Materials - Allotments	52.36		52.36
58621	PI	30/06/2021	Mobile Patrols	130.00		130.00
Account Totals				<u>1,198.09</u>		<u>1,198.09</u>

N/C 7040 **Name** G&GM - Exp - Buildings & Electric Goar Knap

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58361	BP	01/06/2021	Rates	122.00		122.00
58516	PI	15/06/2021	Annual Fire Extinguisher Service	30.00		30.00
58530	PI	10/06/2021	4 Digit Code Padlock	8.32		8.32
58531	PI	10/06/2021	Safety Store Sign	2.67		2.67

Nominal Departmental Analysis (Detailed)

	<u>Account Totals</u>	<u>162.99</u>	<u>162.99</u>
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N/C	7070	Name	G&GM - Exp - Labour	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58509	JD	27/06/2021	Employers Pension	331.05		331.05
58510	JD	27/06/2021	Payments	1,630.78		1,630.78
Account Totals				<u>1,961.83</u>		<u>1,961.83</u>

N/C	7080	Name	G&GM - Exp - Materials & Equipment	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58511	PI	08/06/2021	Fuel for Strimmer	21.25		21.25
58533	PI	23/06/2021	Mower Head	18.12		18.12
58601	PI	02/06/2021	Materials - Workshop	12.14		12.14
58603	PI	14/06/2021	Plywood - Workshop	12.06		12.06
58604	PI	14/06/2021	Materials - Workshop	6.27		6.27
58605	PI	16/06/2021	Materials - Workshop	22.84		22.84
58606	PI	21/06/2021	Materials - Workshop	12.94		12.94
58607	PI	28/06/2021	Materials - Workshop	21.65		21.65
58608	PI	23/06/2021	Stihl Blades	18.87		18.87
58609	PI	24/06/2021	Pliers	28.71		28.71
58611	PI	25/06/2021	Whiteboard	55.75		55.75
58641	PI	29/06/2021	Mower Fuel	21.24		21.24
58642	PI	29/06/2021	Materials - Workshop	22.72		22.72
58733	PC	29/06/2021	Cancel - see tran 58641		21.24	-21.24
58734	PI	29/06/2021	Mower Fuel	21.34		21.34
Account Totals				<u>295.90</u>	<u>21.24</u>	<u>274.66</u>

N/C	7093	Name	G&GM - Exp - Open Spaces: Doorstep Greens	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58442	PI	07/06/2021	Electricity	50.12		50.12
Account Totals				<u>50.12</u>		<u>50.12</u>

N/C	7104	Name	G&GM - Exp - Open Spaces: Country Park	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58453	PI	10/06/2021	Country Park - 1st Qtr	8,175.00		8,175.00
Account Totals				<u>8,175.00</u>		<u>8,175.00</u>

N/C	7120	Name	G&GM - Exp - Yew Tree Park - Gate Opening	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58512	PI	11/06/2021	Security	216.29		216.29
Account Totals				<u>216.29</u>		<u>216.29</u>

N/C	7210	Name	G&GM - Exp - Vehicle	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58673	PI	23/06/2021	MOT/Service	460.17		460.17
58736	PI	18/06/2021	Vehicle Tax	275.00		275.00
Account Totals				<u>735.17</u>		<u>735.17</u>

Department				<u>12,804.83</u>	<u>655.30</u>	<u>12,149.53</u>
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Dept Number	5	Dept	BUILDING & CIVIC MATTERS	
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N/C	6005	Name	B&CM - Inc - Milford Hall Hire Fees	
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<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58552	SI	29/06/2021	Milford Hall Hire Fees		14.00	-14.00
58553	SI	29/06/2021	Milford Hall Hire Fees		28.00	-28.00
58554	SI	29/06/2021	Milford Hall Hire Fees		84.00	-84.00
58555	SI	29/06/2021	Milford Hall Hire Fees		14.00	-14.00

Yeovil Town Council
Nominal Departmental Analysis (Detailed)

58556	SI	29/06/2021	Milford Hall Hire Fees	882.00		-882.00
58557	SI	29/06/2021	Milford Hall Hire Fees	147.00		-147.00
Account Totals				<u>1,169.00</u>		<u>-1,169.00</u>

N/C	6080	Name	B&CM - Exp - Monmouth Hall			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58508	JD	27/06/2021	Payments	668.90		668.90
58517	PI	15/06/2021	Annual Safety Services	235.50		235.50
58528	PI	04/06/2021	Anti-Climb Paint Sign	3.30		3.30
58599	JC	25/06/2021	Caretaker		668.90	-668.90
Account Totals				<u>907.70</u>	<u>668.90</u>	<u>238.80</u>

N/C	6090	Name	B&CM - Exp - Milford Hall			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58426	PI	01/06/2021	Hall Recharge - 4th Qtr	3,494.00		3,494.00
58439	PI	05/06/2021	Internet	25.55		25.55
58515	PI	15/06/2021	Annual Safety Services	415.00		415.00
58588	JC	01/06/2021	Milford Hall Recharge - 4th Qtr		3,700.00	-3,700.00
58600	JD	25/06/2021	Caretaker	668.90		668.90
58620	PI	30/06/2021	Mobile Patrols	188.10		188.10
58639	PI	29/06/2021	Cleaning	655.05		655.05
Account Totals				<u>5,446.60</u>	<u>3,700.00</u>	<u>1,746.60</u>

N/C	6100	Name	B&CM - Exp - Public Toilets Peter St			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58360	BP	01/06/2021	Rates	319.00		319.00
58431	PI	04/06/2021	Air Freshener	61.62		61.62
58548	PI	10/06/2021	Service Auto Flush	51.34		51.34
58614	PI	03/06/2021	Water Charge	34.04		34.04
58619	PI	28/06/2021	Rainwater System Report	204.00		204.00
58636	PI	22/06/2021	Consumables	98.81		98.81
58638	PI	30/06/2021	Cleaning	519.73		519.73
Account Totals				<u>1,288.54</u>		<u>1,288.54</u>

N/C	6102	Name	B&CM - Exp - Public Toilets Petters Way			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58362	BP	01/06/2021	Rates	264.00		264.00
58521	PI	15/06/2021	High Water Usage	60.00		60.00
58549	PI	10/06/2021	Service Auto Flush	51.34		51.34
Account Totals				<u>375.34</u>		<u>375.34</u>

N/C	6190	Name	B&CM - Exp - Town House - Business Rates			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58363	BP	01/06/2021	Rates	961.00		961.00
Account Totals				<u>961.00</u>		<u>961.00</u>

N/C	6200	Name	B&CM - Exp - Town House - (excluding services)			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58628	PI	30/06/2021	Waste Disposal	35.19		35.19
58637	PI	30/06/2021	Cleaning	518.05		518.05
Account Totals				<u>553.24</u>		<u>553.24</u>

N/C	6212	Name	B&CM - Exp - Town House - Gas			
Tran Number	Type	Date	Details	Debit	Credit	Balance
58615	PI	17/06/2021	Gas	167.89		167.89
Account Totals				<u>167.89</u>		<u>167.89</u>

Date: 31/08/2021

Time: 10:19:26

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

<u>N/C</u>		<u>Name</u>			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>				
58514	PI	15/06/2021	Annual Safety Services		648.00		648.00
				<u>Account Totals</u>	<u>648.00</u>		<u>648.00</u>
				<u>Department</u>	<u>10,348.31</u>	<u>5,537.90</u>	<u>4,810.41</u>
				<u>Grand Totals</u>	<u>58,088.95</u>	<u>9,190.57</u>	<u>48,898.38</u>

Yeovil Town Council

July 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	87.68	833.32	-745.64	2,412.32
Contingencies	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	2,500.00	0.00	2,500.00	-2,500.00
Postage	0.00	0.00	0.00	0.00	0.00
Ski Centre	1250.00	408.00	416.68	-8.68	842.00
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	333.32	-333.32	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	272,821.68	271,409.32	1,412.36	271,580.32
Expenditure					
Advertising	500.00	0.00	166.68	-166.68	500.00
Audit Fees	3,470.00	284.26	1,156.68	-872.42	3,185.74
Bank Charges	0.00	131.75	0.00	131.75	-131.75
Carbon Management	25,000.00	0.00	8,333.32	-8,333.32	25,000.00
Books/Periodicals	240.00	0.00	80.00	-80.00	240.00
Ski Centre	500.00	0.00	166.68	-166.68	500.00
Contingencies	53,022.00	10,120.76	17,674.00	-7,553.24	42,901.24
Costs of Democracy	29,200.00	7,978.32	9,733.32	-1,755.00	21,221.68
Courses/Conferences	5,000.00	0.00	1,666.68	-1,666.68	5,000.00
Elections	1,500.00	0.00	500.00	-500.00	1,500.00
Fixed Asset Valuation	0.00	0.00	0.00	0.00	0.00
Furniture & Equipment	4,000.00	3,093.29	1,333.32	1,759.97	906.71
Franking Machine	500.00	291.99	166.68	125.31	208.01
Insurance	6,000.00	5,077.90	6,000.00	-922.10	922.10
New Initiatives Fund	10,300.00	0.00	3,433.32	-3,433.32	10,300.00
NVQ Office Assistant	0.00	0.00	0.00	0.00	0.00
PC Support	12,500.00	4,338.72	4,166.68	172.04	8,161.28
Postage	2,000.00	320.40	666.68	-346.28	1,679.60
Prof.Fees/Subs	7,500.00	4,252.55	2,500.00	1,752.55	3,247.45
PWLB Interest	30,000.00	0.00	10,000.00	-10,000.00	30,000.00
Stationery/Supplies	2,500.00	248.89	833.32	-584.43	2,251.11
Sponsorship Octagon Theatre	1,000.00	0.00	333.32	-333.32	1,000.00
Telephone	2,500.00	878.37	833.32	45.05	1,621.63
Website	8,000.00	2,925.00	2,666.68	258.32	5,075.00
Westland Leisure Complex	27,800.00	0.00	0.00	0.00	27,800.00
Youth Project Schemes	30200.00	7,890.72	10,066.68	-2,175.96	22,309.28
Youth Council	2000.00	0.00	666.68	-666.68	2,000.00
Mayors Allowance	10170.00	2,542.50	3,390.00	-847.50	7,627.50
Regalia	2000.00	447.00	666.68	-219.68	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	2,999.00	2,333.32	665.68	4,001.00
Salaries/Wages	260,000.00	80,122.60	86,666.68	-6,544.08	179,877.40
	544,402.00	134,134.82	176,200.72	-42,065.90	410,267.18
	0	138,686.86	95,208.60	43,478.26	-138,686.86

Yeovil Town Council July 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	522.00	524.00	-2.00	1,568.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Rents	17,800.00	459.77	5,933.32	-5,473.55	17,340.23
Sales of Gate & Tap Keys	100.00	-9.67	33.32	-42.99	109.67
Water Charges	1,000.00	0.00	0.00	0.00	1,000.00
	272,570.00	126,762.10	132,280.64	-5,518.54	145,807.90
Expenditure					
Allotment Maintenance (Corporate)	9,200.00	2827.58	3,066.68	-239.10	6,372.42
Allotment Fence Repairs	1,000.00	0.00	333.32	-333.32	1,000.00
Buildings & Electric Goar Knap	2,000.00	727.93	666.68	61.25	1,272.07
BKAC	250.00	0.00	83.32	-83.32	250.00
Leases	350.00	0.00	0.00	0.00	350.00
Labour	26520.00	5663.50	8,840.00	-3,176.50	20,856.50
Materials & Equipment	1,800.00	778.60	600.00	178.60	1,021.40
Holiday Play Scheme	9,270.00	0.00	3,090.00	-3,090.00	9,270.00
Open Spaces: Doorstep Green	1,000.00	2,306.66	333.32	1,973.34	-1,306.66
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	3,333.32	-3,333.32	10,000.00
Open Spaces: Country Park	32,700.00	8175.00	8,175.00	0.00	24,525.00
Enhancements: Play Area Upgrades	2,720.00	0.00	906.68	-906.68	2,720.00
Yew Tree Park Gate Opening	2,200.00	805.11	733.32	71.79	1,394.89
Play & Landscape Officer	12,690.00	0.00	4,230.00	-4,230.00	12,690.00
Playarea Enhancements	12,440.00	0.00	4,146.68	-4,146.68	12,440.00
Lights for Milford Hall	400.00	0.00	133.32	-133.32	400.00
Community Heritage Officer	10,000.00	0.00	3,333.32	-3,333.32	10,000.00
Protective Clothing	0.00	36.58	0.00	36.58	-36.58
Vehicle	1350.00	867.83	450.00	417.83	482.17
Water Charges	1,000.00	437.72	333.32	104.40	562.28
Water Mains Refurbishment	2,200.00	0.00	733.32	-733.32	2,200.00
	272,570.00	22,626.51	43,521.60	-20,895.09	249,943.49
	0	104,135.59	88,759.04	15,376.55	-104,135.59

Yeovil Town Council July 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	5,235.50	8,333.32	-3,097.82	19,764.50
Use of Council Chamber	1,500.00	0.00	500.00	-500.00	1,500.00
	245,180.00	114,575.50	118,173.32	-3,597.82	130,604.50
Expenditure					
Community Safety	2,500.00	0.00	833.32	-833.32	2,500.00
CCTV	32,490.00	0.00	8,122.50	-8,122.50	32,490.00
Litter/Grit Bins	700.00	0.00	233.32	-233.32	700.00
Millennium Clock	500.00	0.00	166.68	-166.68	500.00
Monmouth Hall	17,690.00	1,283.94	5,896.68	-4,612.74	16,406.06
Monmouth Hall Refurbishment	60,000.00	0.00	20,000.00	-20,000.00	60,000.00
Milford Hall	30,350.00	8,690.47	10,116.68	-1,426.21	21,659.53
Public Toilets - Peter St	23,460.00	6,385.23	7,820.00	-1,434.77	17,074.77
Public Toilets - Petters Way	21,080.00	2,791.53	7,026.68	-4,235.15	18,288.47
Public Noticeboards	500.00	0.00	166.68	-166.68	500.00
Band Costs	3,500.00	0.00	1,166.68	-1,166.68	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	3,839.75	4,000.00	-160.25	6,160.25
Town House - (excluding Services)	7,000.00	2,350.30	2,333.32	16.98	4,649.70
Town House - Electricity	1,600.00	257.52	533.32	-275.80	1,342.48
Town House - Gas	2,200.00	630.83	733.32	-102.49	1,569.17
Town House - Maintenance	10,000.00	1,699.52	3,333.32	-1,633.80	8,300.48
PA System	500.00	0.00	0.00	0.00	500.00
War Memorials	750.00	0.00	250.00	-250.00	750.00
Town Centre Environmental Improvements	8,000.00	0.00	2,666.68	-2,666.68	8,000.00
Town House - Water Charges	400.00	75.42	133.32	-57.90	324.58
St Georges Day Parade	300.00	0.00	100.00	-100.00	300.00
Defibrillator	9,000.00	2,484.64	3,000.00	-515.36	6,515.36
CCTV Reserve	500.00	0.00	166.68	-166.68	500.00
	245,180.00	30,689.65	78,799.18	-48,109.53	214,490.35
	0	83,885.85	39,374.14	44,511.71	-83,885.85

Yeovil Town Council July 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
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	102,550.00	51,275.00	51,275.00	0.00	51,275.00
Expenditure					
Christmas Lights	23,500.00	0.00	7,833.32	-7,833.32	23,500.00
Christmas Lights Installation	17,000.00	0.00	5,666.68	-5,666.68	17,000.00
Love Yeovil	1,000.00	0.00	0.00	0.00	1,000.00
Customised Souvenirs	650.00	0.00	216.68	-216.68	650.00
Christmas Lights Switch-On	500.00	0.00	0.00	0.00	500.00
Christmas Lights Comp	30.00	0.00	10.00	-10.00	30.00
Town Crier	1,030.00	0.00	343.32	-343.32	1,030.00
Yeovil Town Crier Open Champs	1,550.00	0.00	1,550.00	-1,550.00	1,550.00
Unity in the Community	550.00	0.00	183.32	-183.32	550.00
Yeovil Super Saturday	6,500.00	17.49	2,166.68	-2,149.19	6,482.51
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	3,000.00	-2,250.00	8,250.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	102,550.00	767.49	20,970.00	-20,202.51	101,782.51
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0.00	50,507.51	30,305.00	20,202.51	-50,507.51

Nominal Departmental Analysis (Detailed)

N/C From 3005
N/C To 7520

Tran Date From 01/07/2021
Tran Date To 31/07/2021

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

Department From 0
Department To 999

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

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58738	BR	02/07/2021	DCLA Deposit Account		0.66	-0.66
58739	BR	30/07/2021	Interest		5.64	-5.64
Account Totals					<u>6.30</u>	<u>-6.30</u>

N/C 4003 **Name** PR&F - GEN - Inc - Miscellaneous

Tran Number	Type	Date	Details	Debit	Credit	Balance
58591	BR	08/07/2021	Contribution Defibrillator Fund		2,500.00	-2,500.00
Account Totals					<u>2,500.00</u>	<u>-2,500.00</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58732	SI	15/07/2021	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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58633	PI	01/07/2021	Autopay Charge	34.60		34.60
Account Totals				<u>34.60</u>		<u>34.60</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58624	PI	05/07/2021	Mileage Claim	65.97		65.97
58625	PI	05/07/2021	Land Search - E/Flats Allotments	74.85		74.85
58634	PI	04/07/2021	Repair Trackway - Goar Knap	2,943.00		2,943.00
58635	PI	04/07/2021	Repair Trackway - Sunningdale	4,414.30		4,414.30
58670	PI	19/07/2021	Mileage Claim	18.85		18.85
58671	PI	01/07/2021	Event T Shirts	27.72		27.72
Account Totals				<u>7,544.69</u>		<u>7,544.69</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58755	JD	27/07/2021	Costs of Democracy	1,994.58		1,994.58
Account Totals				<u>1,994.58</u>		<u>1,994.58</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58647	PI	06/07/2021	Office 365 Business	97.03		97.03
58648	PI	06/07/2021	EoFTTC Managed Service	200.00		200.00
58649	PI	06/07/2021	IT Support	531.00		531.00
58650	PI	06/07/2021	Monthly CSP Subscription - July	72.48		72.48
58651	PI	06/07/2021	Monthly CSP Subscription - Aug	72.48		72.48
Account Totals				<u>972.99</u>		<u>972.99</u>

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

Tran Number	Type	Date	Details	Debit	Credit	Balance
58626	PI	01/07/2021	Sage 50Accounts/Payroll	253.00		253.00
58667	PI	16/07/2021	Affiliation Fee - SALC	2,695.55		2,695.55
Account Totals				<u>2,948.55</u>		<u>2,948.55</u>

Nominal Departmental Analysis (Detailed)

<u>N/C</u>	4210	<u>Name</u>	PR&F - GEN - Exp - Stationery/supplies			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58668	PI	16/07/2021	Cork Board		12.37		12.37	
58784	PI	09/07/2021	Stationery		58.97		58.97	
58785	PI	23/07/2021	Stationery		5.40		5.40	
<u>Account Totals</u>					<u>76.74</u>		<u>76.74</u>	

<u>N/C</u>	4220	<u>Name</u>	PR&F - GEN - Exp - Telephone			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58627	PI	01/07/2021	Call/Line Rental Charge		67.51		67.51	
58631	PI	08/07/2021	Telephone Maintenance		7.99		7.99	
58674	PI	07/07/2021	EE Top Up		15.00		15.00	
58888	PI	26/07/2021	Mobile Phones		133.91		133.91	
<u>Account Totals</u>					<u>224.41</u>		<u>224.41</u>	

<u>N/C</u>	4240	<u>Name</u>	PR&F - GEN - Exp - Youth Project Schemes			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58652	PI	15/07/2021	Youth Service Projects		1,923.68		1,923.68	
58759	PI	22/07/2021	Hall Hire		196.00		196.00	
<u>Account Totals</u>					<u>2,119.68</u>		<u>2,119.68</u>	

<u>N/C</u>	4520	<u>Name</u>	PR&F - GENERAL - Exp - Mayors Allowance			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58653	PI	15/07/2021	Mayoral Allowance		875.84		875.84	
<u>Account Totals</u>					<u>875.84</u>		<u>875.84</u>	
<u>Department</u>					<u>16,792.08</u>	<u>2,608.30</u>	<u>14,183.78</u>	

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

<u>N/C</u>	4800	<u>Name</u>	PR&F - SALARIES - Wages/salaries			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58640	PI	01/07/2021	Pension Deficit		509.00		509.00	
58658	JD	27/07/2021	Employers Pension		3,065.73		3,065.73	
58659	JD	27/07/2021	Payments		17,144.00		17,144.00	
58660	JD	27/07/2021	Employers NIC		1,596.94		1,596.94	
58756	JC	27/07/2021	Costs of Democracy			1,994.58	-1,994.58	
<u>Account Totals</u>					<u>22,315.67</u>	<u>1,994.58</u>	<u>20,321.09</u>	
<u>Department</u>					<u>22,315.67</u>	<u>1,994.58</u>	<u>20,321.09</u>	

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

<u>N/C</u>	7040	<u>Name</u>	G&GM - Exp - Buildings & Electric Goar Knap			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58567	BP	01/07/2021	Rates		122.00		122.00	
<u>Account Totals</u>					<u>122.00</u>		<u>122.00</u>	

<u>N/C</u>	7070	<u>Name</u>	G&GM - Exp - Labour			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58662	JD	27/07/2021	Employers Pension		331.05		331.05	
58663	JD	27/07/2021	Payments		1,630.78		1,630.78	
<u>Account Totals</u>					<u>1,961.83</u>		<u>1,961.83</u>	

<u>N/C</u>	7080	<u>Name</u>	G&GM - Exp - Materials & Equipment			<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>					
58665	PI	15/07/2021	Mower Fuel		16.63		16.63	

Nominal Departmental Analysis (Detailed)

58669	PI	18/07/2021	Materials - Workshop	9.79		9.79
58763	PI	12/07/2021	Materials - Workshop	15.24		15.24
58764	PI	20/07/2021	Spark Plug Remover	14.99		14.99
58765	PI	25/07/2021	Desk Fan	11.66		11.66
58767	PI	27/07/2021	Materials - Workshop	7.18		7.18
58768	PI	28/07/2021	Materials - Workshop	12.00		12.00
58772	PI	23/07/2021	Stihl Hand Guard	32.66		32.66
58773	PI	23/07/2021	Hedge Trimmer	241.66		241.66

Account Totals 361.81 361.81

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>
58632	PI	06/07/2021	Electricity	47.39		47.39
58664	PI	19/07/2021	Repair to Footpath	2,100.00		2,100.00

Account Totals 2,147.39 2,147.39

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>
58675	PI	14/07/2021	Security	191.14		191.14

Account Totals 191.14 191.14

N/C 7190 **Name** G&GM - Exp - Protective Clothing

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58666	PI	19/07/2021	Protective Clothing	36.58		36.58

Account Totals 36.58 36.58

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>
58766	PI	27/07/2021	Storage Hooks	7.10		7.10
58778	PI	23/07/2021	Fuel	64.54		64.54

Account Totals 71.64 71.64

Department 4,892.39 4,892.39

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>
58713	SI	27/07/2021	Milford Hall Hire Fees		40.00	-40.00
58714	SI	27/07/2021	Milford Hall Hire Fees		11.50	-11.50
58715	SI	27/07/2021	Milford Hall Hire Fees		64.00	-64.00
58716	SI	27/07/2021	Milford Hall Hire Fees		11.50	-11.50
58717	SI	27/07/2021	Milford Hall Hire Fees		32.00	-32.00
58718	SI	27/07/2021	Milford Hall Hire Fees		11.50	-11.50
58719	SI	27/07/2021	Milford Hall Hire Fees		42.00	-42.00
58726	SI	29/07/2021	Milford Hall Hire Fees		1,078.00	-1,078.00
58727	SI	29/07/2021	Milford Hall Hire Fees		56.00	-56.00
58728	SI	29/07/2021	Milford Hall Hire Fees		84.00	-84.00
58729	SI	29/07/2021	Milford Hall Hire Fees		21.00	-21.00
58730	SI	29/07/2021	Milford Hall Hire Fees		56.00	-56.00
58731	SI	29/07/2021	Milford Hall Hire Fees		182.00	-182.00

Account Totals 1,689.50 -1,689.50

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>
58661	JD	27/07/2021	Payments	668.90		668.90
58757	JC	27/07/2021	Caretaker		668.90	-668.90
58777	PI	20/07/2021	Bat and Bird Inspection	350.00		350.00

Date: 31/08/2021

Time: 11:22:50

Yeovil Town Council

Nominal Departmental Analysis (Detailed)

Department 12,888.59 2,358.40 10,530.19

Dept Number 11 **Dept** PROMOTIONS & ACTIVITIES

N/C 5610 **Name** P&A - Exp - Yeovil Super Saturday

<u>Tran Number</u>	<u>Type</u>	<u>Date</u>	<u>Details</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
58775	PI	28/07/2021	Sound Measurement Tester	17.49		17.49

Account Totals 17.49 17.49

Department 17.49 17.49

Grand Totals 56,906.22 6,961.28 49,944.94

10/234 2021/22 BUDGET MONITORING REPORT FOR THE PERIOD ENDING
31st AUGUST 2021 (MONTH 1 – 5)

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 **£1,032,330** against the budget of **£1,060,440** shows an **underspend** of **£28,110**. 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 5)

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	447,894	43,486
Income	(8,250)	(5,448)	(2,802)	(4,750)	(3,750)	(1,000)
Net Expenditure	489,079	411,196	77,883	486,630	444,144	42,486
Buildings and Civic Matters						
Expenditure	235,490	188,427	47,063	245,180	224,722	20,458
Income	(31,000)	(7,986)	(23,015)	(26,500)	(21,500)	(5,000)
Net Expenditure	204,490	180,442	24,048	218,680	203,222	15,458
Grounds and General Maintenance						
Expenditure	287,750	269,820	17,930	272,570	279,213	(6,643)
Income	(21,040)	(22,491)	1,451	(20,990)	(20,940)	(50)
Net Expenditure	266,710	247,328	19,382	251,580	258,273	(6,693)
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	126,690	(24,140)
Income	0	0	0	0	0	0
Net Expenditure	127,550	93,448	34,102	102,550	126,690	(24,140)
Total Yeovil Town Council						
Expenditure	1,149,119	968,339	180,780	1,112,680	1,078,520	34,160
Income	(60,290)	(35,925)	(24,365)	(52,240)	(46,190)	(6,050)
Net Expenditure	1,088,829	932,414	156,415	1,060,440	1,032,330	28,110

Appendix B

Policy, Resources & Finance Committee								
	2020/21			2021/22				Notes
	Budget £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Advertising	500	240	260	500	55	250	250	
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	10,287	30,000	(5,000)	Repair Trackways at Goar Knap (£2,943) and Sunningdale (£4,414); auction prize refund (£650); £604 , Potential fencing at Sunningdale - af agreed (£20,000)
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	7,978	26,000	3,200	One councillor does not take an allowance, 1 councillor co-opted so not entitled to allowance;
Courses/conferences	6,500	1,611	4,889	5,000	0	2,000	3,000	
Franking Machine	700	292	408	500	581	600	(100)	
Furniture, office equipment & servicing	4,000	10,095	(6,095)	4,000	3,192	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	3,390	10,170	0	
Miscellaneous	0	469	(469)	0	355	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	5,239	12,574	(74)	
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	4,506	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	102,415	250,000	10,000	
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	270	600	1,900	
Telephone	2,500	2,289	211	2,500	1,106	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	9,814	30,200	0	
Total Expenditure	497,329	416,644	80,685	491,380	189,042	447,894	43,486	
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)	0	
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)	(3,750)	(1,000)	
Net Expenditure	489,079	411,196	77,883	486,630	188,655	444,144	42,486	

Buildings & Civic Matters Committee

	2020/21			2021/22				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	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	4,927	17,500	(8,500)	
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	8,889	18,000	(3,000)	
Milford Hall - Security	0	0	0	3,250	1,387	3,330	(80)	
Milford Hall - SSDC Recharges	0	0	0	7,100	2,288	9,152	(2,052)	
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	2,105	4,000	12,870	
Monmouth Hall Business Rates	0	0	0	820	0	0	820	
Monmouth Hall refurbishment	60,000	0	60,000	60,000	20,392	60,000	0	£1,747 electricity disconnection , £16,192 demolition; £2,453 heras fencing
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	2,795	6,707	633	
Peter Street Public Toilet - Security	0	0	0	5,800	2,072	5,000	800	
Peter Street Public Toilet - Business Rates	0	0	0	3,200	1,599	3,197	3	Need to apply for refund on rates
Peter Street Public Toilet - Other Running costs (electric/water/repairs)	0	0	0	7,120	1,325	3,181	3,939	
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	2,072	5,000	0	
Petters Way Public Toilet - Business Rates	0	0	0	2,650	1,325	2,649	1	Need to apply for refund on rates
Petters Way Public Toilet - Other Running costs (repairs)	0	0	0	2,030	211	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	4,801	10,000	0	
Town House - electricity	1,600	1,514	86	1,600	258	1,200	400	
Town House - gas	2,200	1,694	506	2,200	694	2,200	0	
Town House - repairs and maintenance	8,000	14,795	(6,795)	10,000	1,700	5,000	5,000	
Town House - water charges	400	181	219	400	75	75	325	
Town House (excluding services)	6,760	7,924	(1,164)	7,000	2,788	7,000	0	
War memorials	750	864	(114)	750	0	0	750	
Total Expenditure	235,490	188,427	47,063	245,180	61,766	224,722	20,458	
INCOME								
Defibrillator Contributiion	0	0	0	0	0	(7,500)	7,500	
Monmouth Hall	(4,500)	45	(4,545)	0	0	0	0	Hall closed
Milford Hall	(25,000)	(8,031)	(16,970)	(25,000)	(5,334)	(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)	(5,334)	(21,500)	(5,000)	
Net Expenditure	204,490	180,442	24,048	218,680	56,433	203,222	15,458	

Grounds and General Maintenance Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Allotment Maintenance (Corporate)	9,000	17,165	(8,165)	9,200	10,869	13,000	(3,800)	Additional work by the contractor, costs contributed to from Labour budget
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	850	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	7,625	18,301	8,219	Underspend to support allotment maintenance costs
Leases	350	335	15	350	0	350	0	
Materials and equipment	1,800	1,161	639	1,800	875	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								
Repairs/Enhancements	12,190	12,190	0	12,440	0	12,440	0	
Play Area Upgrade	2,660	2,660	0	2,720	0	2,720	0	
Playpark Programme	10,000	10,000	0	10,000	0	10,000	0	
Door Step Green	800	618	183	1,000	2,432	4,532	(3,532)	Pathway repair
Country Park	32,700	32,700	0	32,700	8,175	32,700	0	
Yew Tree Park - Gate Opening	2,150	1,658	492	2,200	1,006	2,200	0	
Protective Clothing	200	154	46	0	79	200	(200)	
Restoration of Sidney Gardens Fountain	12,600	12,600	0	0	0	0	0	
Site Surveys	0	0	0	0	0	374	(374)	Elizabeth Flats wall (from contingencies)
Trackways	0	0	0	0	0	7,357	(7,357)	Trackways at Goar Knap and Sunningdale (from contingencies)
Vehicle	1,300	1,089	211	1,350	874	1,350	0	
Water charges	1,000	2,848	(1,848)	1,000	438	1,000	0	
Water Mains Refurbishment/Repairs	2,200	1,098	1,102	2,200	0	2,200	0	
Total Expenditure	287,750	269,820	17,930	272,570	33,223	279,213	(6,643)	
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)	(17,800)	(17,800)	0	
Lease	(2,090)	(2,088)	(2)	(2,090)	(2,090)	(2,090)	0	
Water Charge	(1,000)	(2,623)	1,623	(1,000)	0	(1,000)	0	
Total Income	(21,040)	(22,491)	1,451	(20,990)	(19,880)	(20,940)	(50)	
Net Expenditure	266,710	247,328	19,382	251,580	13,343	258,273	(6,693)	

Planning Committee

	2019/20			2020/21				Notes
	2020/21 £	Actual £	(Over)/ Under £	Budget	Month 1 - 5 spent 8/31/2021	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 - 5 spent 8/31/2021	Full year estimated spend to 3/31/2022	Estimated (over) / under spend £	
EXPENDITURE								
Christmas Lights	23,500	23,814	(314)	23,500	20,338	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	14,225	14,500	2,500	
Christmas Lights Switch On	500	0	500	500	500	500	0	
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	92	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	35,905	126,690	(24,140)	
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	35,905	126,690	(24,140)	

Date: 16/09/2021

Time: 11:56:00

Yeovil Town Council

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Balance Sheet

From: Month 1, April 2021

To: Month 5, August 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	(839.85)	57.50
Nat West Current	271,770.08	587,303.96
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	(12,701.42)	(77,439.66)
Petty Cash	107.57	250.00
	258,396.41	1,394,171.50
Current Liabilities		
Creditors	(11,835.37)	46,312.46
Creditors B/Fwd	(49,954.15)	40,170.00
PAYE/NI	(6,794.98)	(91,359.40)
	(68,584.50)	(4,876.94)
Current Assets less Current Liabilities:	326,980.91	1,399,048.44
Total Assets less Current Liabilities:	326,980.91	3,011,327.50
Long Term Liabilities		
Long Term Borrowing	0.00	(0.25)
	0.00	(0.25)
Total Assets less Total Liabilities:	326,980.91	3,011,327.75
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	326,980.91	326,980.91
	326,980.91	3,011,327.75

10/236 YEOVIL TOWN COUNCIL E-MAILS

At the meeting of this Committee held on 30th March 2021 it was agreed that @yeovil.gov.uk email addresses being acquired would be delegated to the Website Working Party.

The Website Working Party agreed to this and 24 e-mail only subscriptions to Microsoft were made at £3.02 (excluding VAT) per month per Councillor – the annual costs being £36.24 (excluding VAT) per annum, equating to £869.76 per month.

The purpose of these official e-mail addresses were that each Councillor would conduct all their Yeovil Town Council business via this e-mail address. The website shows each Councillor with their official e-mail address. As officers, we would find it more efficient to send e-mails to all @yeovil.gov.uk e-mail addresses.

It is RECOMMENDED that Councillors agree that all Councillors must use their @yeovil.gov.uk e-mail addresses.

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

At its meeting held on 13th September 2021 the Grounds and General Maintenance Committee considered a quote from South Somerset District Council to cut back the overhanging treeline on the pathway at Sunningdale Doorstep Green which runs from Monmouth Road along the bottom of Sunningdale Allotment site:



The Grounds and General Maintenance Committee are recommending to this Committee that this quote of £2,772.68 be accepted, so that the work can be carried out in the autumn/winter.

Due to other essential expenditure at Sunningdale Doorstep Green using up the budget allocation, the amount requested from this Committee is £2,772.68.

It is **RECOMMENDED** to agree to allocate £2,772.68 from contingencies to enable this work to be carried out.

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

10/238 FORWARD PLAN

Date	Item
19 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• Amended Grants Policy and SLA• 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