

**WESTON-SUPER-MARE TOWN COUNCIL  
MINUTES OF THE  
POLICY & FINANCE COMMITTEE MEETING  
HELD AT THE MUSEUM ON  
MONDAY 14<sup>TH</sup> AUGUST 2023**

**Meeting Commenced:** 7:01 pmxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx**Meeting Concluded:** 8.00 pm

**PRESENT:** Councillors Alan Peak, Roger Bailey (S), Gill Bute, Mark Canniford John Crockford-Hawley, Robert Payne, Lisa Pilgrim, Tim Taylor, Helen Thornton, Richard Tucker (S) and Martin Williams.

**IN ATTENDANCE :** Councillor Peter Crew, Sarah Pearce (Deputy Town Clerk/Responsible Financial Officer), Samantha Bishop (Committee & Officer Manager), Molly Maher (Senior Development Officer).

<b>108</b>	<b>To receive Apologies for Absence and Notification of Substitutes</b>  Apologies for absence were received from Councillors Hugh Malyan who was substituted by Richard Tucker and Martin Williams who was substituted by Roger Bailey.
<b>109</b>	<b>To receive Declarations of Interest</b>  There were none received.
<b>110</b>	<b>To approve the minutes of the Policy &amp; Finance Committee Meeting held on the 19<sup>th</sup> June 2023</b>  The minutes had been previously circulated with the agenda.  It was noted on page2, minute number 34 that Councillor Mark Canniford seconded the proposal.  <b>PROPOSED BY:</b> Councillor Robert Payne <b>SECONDED BY:</b> Councillor Tim Taylor  A vote was taken and <b>carried</b> . Accordingly, it was:  <b>RESOLVED:</b> That with the above amendment, the minutes be approved and signed by the Chairman.
<b>111</b>	<b>To receive the minutes of the Working Party to Review Expenditure &amp; Governance held on 13<sup>th</sup> July 2023</b>  The minutes had been previously circulated with the agenda.  <b>RESOLVED:</b> That the minutes of the E&G Working Party Meeting held on the 13th July 2023 (unapproved) be noted.

<p>Policy &amp; Finance 140829</p> <p>112</p>	<p><b>To receive the minutes of the HQ Working Party Meetings held on the 28<sup>th</sup> July 2023</b></p> <p>The minutes had been previously circulated with the agenda.</p> <p><b>RESOLVED:</b> That the minutes of the HQ Working Party Meeting held on the 28<sup>th</sup> July 2023 (unapproved) be noted.</p>
<p>113</p>	<p><b>Monthly Financial Reports: May &amp; June 2023</b></p> <p><b>a) For Approval</b> Schedule of Unapproved Expenditure</p> <p><b>PROPOSED BY:</b> Councillor Tim Taylor <b>SECONDED BY:</b> Councillor Roger Bailey</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>.1 RESOLVED:</b> That the Schedule of Unapproved Expenditure for May &amp; June 2023 be approved.</p> <p><b>b) For Noting</b></p> <ul style="list-style-type: none"> <li>i. Bank Reconciliations</li> <li>ii. Budgetary Control Report</li> <li>iii. Bank Interest Report</li> <li>iv. Schedule of Receipted Income</li> <li>v. Bad debt report</li> <li>vi. Overspend report</li> </ul> <p>In response to a question regarding bad debt. The Deputy Town Clerk reported that a majority of April's debts had now been cleared and that long standing debts were with county court. It was noted that tourism debts had now been written off in agreement with by the new Tourism Manager and theatre debts were misleading as Weston college &amp; Oppits had a box office split arrangement and so debts would not be cleared until tickets sales.</p> <p>Members were advised that the council did review its bank accounts to try and obtain the most competitive interest rates from a list of approved providers and were trying to open a bank account with Nationwide. This would be reported at the next meeting in Sept.</p> <p><b>.2 RESOLVED:</b> That reports 5b i – vi be noted.</p>
<p>114</p>	<p><b>To consider rejoining NALC and ALCA – Reference from Town Council</b></p> <p>The minute extract from the Town Council meeting on 24<sup>th</sup> July had been previously circulated together with the PowerPoint presentation slides from NALC.</p> <p>The Deputy Town Clerk had done some work listing the current subscriptions the council had to identify any crossovers with the Town Clerk. There was crossover with legal and HR advice and it was noted that a lot of advice was found through contacts and good will.</p> <p>NALC offered a large scope of advice, but could not represent the council in court on any tribunal cases, as did the council's HR provider. It was noted that the council employed</p>

<p>Policy &amp; Finance 140823</p>	<p>Information Protection Officer and was a member of the ICCM (Institute of Cemetery and Crematorium Management). There was a possibility of money being saved, but the council could not cancel their current subscriptions as a result of becoming NALC members.</p> <p>Members were agreed that the current membership offer from NALC represented good value for money at £1978, which tied the council in for 1 year. However, would like to see measurement objectives in place to evaluate after 1 year, before renewal.</p> <p><b>PROPOSED BY:</b> Councillor Gill Bute  <b>SECONDED BY:</b> Councillor Helen Thornton</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> To accept the offer from NALC/ALCA to become members, for review within 1year.</p>
<p>115</p>	<p><b>References from other Committees</b></p> <p>.1 Tourism and Leisure Committee – 13<sup>th</sup> June - minute extract previously circulated.</p> <p>The Chairman of the Tourism &amp; Leisure Committee was in attendance and was invited to report that the BID supported the £99 package to encourage small businesses on board after the effects of the pandemic. The BID would advertise to all its members and the businesses would get advertising representative of their package, in the hope to upgrade in the future.</p> <p>A comment was posed by a member, asking if the council had asked the tourism industry if what the council offered, was worthwhile to which debate ensued.</p> <p><b>PROPOSED BY:</b> Councillor Roger Bailey  <b>SECONDED BY:</b> Councillor Gill Bute</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1.1 That the new partnership programme be adopted and be implemented with immediate effect.</li> <li>1.2 To continue to explore options for a ‘pop up’ VIC within the Sovereign centre for the upcoming 6 weeks school holidays 2023, any implementation must come from existing marketing budgets only having full consideration for all cost implications to do so.</li> <li>1.3 To approve the introduction of a new charge ‘new partner’ programme charge of £99 (one time offer) for implementation on approval in summer 2023.</li> </ol> <p>.2 Expenditure &amp; Governance Working Party – 13<sup>th</sup> July minute extract – minute extract previously circulated.</p> <p><b>PROPOSED BY:</b> Councillor Robert Payne  <b>SECONDED BY:</b> Councillor Tim Taylor</p> <p>It was noted that the NNDR costs for the Museum had been claimed back</p>

Policy & Finance Committee	<p>£250,000 which would help replenish the council's general reserves. A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b></p> <p>2.1 To formally confirm there was no conflict of interest with the newly appointed External Auditor and for the necessary paperwork to be signed.</p> <p>2.2 To approve the extension of the current Internal Audit to complete the year 's internal audit and year end requirements for 2023 /2024.</p> <p>2.3 Work with Deputy Town Clerk / RFO to review and produce a programme of works to be included in the procurement of new services during 2023/2024 for commencement in 2024/2025.</p> <p>2.4 To approve that the effectiveness, independence and program for the year 2023 / 2024.</p>
116	<p><b>Social Value Review</b></p> <p>The report of the Town Clerk had been previously circulated which reported that in 2021, at the request of councillors the Council resolved to introduce a Social Value Policy and include this element in all council procurement</p> <p>Unfortunately, after several large procurement exercises, it appears that the Social Value element was causing difficulties in practice for small and medium local businesses (SMEs). While large companies, particularly those who deal regularly with principal councils, have the staff and resources to fill in questionnaires about social value, small local businesses tend to be baffled by questions for example about local employment, crime reduction of community engagement.</p> <p>As a result, there have been cases where small local businesses which the council has used in the past and which have offered good value and local employment have missed out on contracts in favour of larger companies that can answer the social value questions.</p> <p>It was found that the social value questions were very hard to respond to for some types of contracts, e.g. for professional services. For example, the council recently procured a quantity surveyor on a call off contract. While Social Value was extensively used by county and district councils, they had much bigger contracts and specialist procurement departments to manage the process. Enquiries on the town clerks ' network had been made and has not been able to identify any town or large parish councils who use social value as a scored metric in their procurement.</p> <p>The Deputy Town Clerk concurred and advised that the recent rounds of procurement had been really difficult and there was a need to look at thresholds, social value questions and how the scoring measurements applied for this to improve.</p> <p>Members were concerned that the process was knocking out local businesses to tender and approved the concept of a review. However, were concerned about the process of doing this based on the last time this was considered.</p> <p>The Deputy Town Clerk acknowledged this and agreed that a n intense review would be undertaken by the Expenditure &amp; Governance Working Party, and only recommended to the Policy &amp; Finance Committee once, for approval.</p>

Policy & Finance 140823	<p>Members were still concerned about the lack of definition and understanding of Social Value, which needed to be addresses as part of the review. It was suggested that NALC could be consulted to advise on Social Value as a first item of business and trial for measurement.</p> <p><b>PROPOSED BY:</b> Councillor Tim Taylor  <b>SECONDED BY:</b> Councillor Helen Thornton</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. To authorise the Expenditure &amp; Governance Working Party to review and agree amendments to the Social Value elements in the Procurement Guide to ensure they are proportionate and workable for smaller contracts and small local businesses.</li> <li>2. To consult NALC to advise the council on the subject of Social Value.</li> </ol>
117	<p><b>Insurance Savings following Procurement Exercise 2023</b></p> <p>The report of the Deputy Town Clerk had been previously circulated which reported that Officers were asked to do some further work with the appointed Insurance provider to see if further costs savings could be made following the procurement exercise and subsequent appointment of James Hallam.</p> <p>The Deputy Town Clerk has been in negotiation with James Hallam to review this with the objective of trying to reduce the considerable increase in cost to the council. A summary received from James Hallam had now been received for members to consider as outlined within the report.</p> <p>The Deputy Town Clerk summarised the comments which recommended that whatever the premium saving, to stay with the insurer who provided flood cover and by placing the policy in a different way, the council can save £4,741.37.</p> <p>Members requested to see a bus shelter review , to which the Deputy Town Clerk advised that she would be working with the Grounds Manager to review all the council 's street furniture.</p> <p><b>PROPOSED BY:</b> Councillor Robert Payne  <b>SECONDED BY:</b> Councillor Gill Bute</p> <p>A vote was taken and <b>carried</b> Accordingly, it was</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. To note the revised costs and saving of £4,741.37 (section 1.0 of report)</li> <li>2. Approve excess levels and offers provided by Ecclesiastical (section 2.0 of report at £5,000).</li> <li>3. Approve excess levels and offers provided by Aviva (section 3.0 of report at £250).</li> <li>4. Approve the 3-year option to secure insurance provision at known costs for the next 3 years.</li> </ol>
118	<p><b>Quarry Ace Grant Application</b></p>

Policy & Finance 140823	<p>The report of the Deputy Town Clerk / Senior Development Officer had been previously circulated which required members to note the following:</p> <p>The Arts Council England opened thier Capital Investment Programme for Expressions of Interest in June. The fund was brought to the council 's attention by North Somerset Council who suggested exploration of suitability for funding for the Quarry redevelopment.</p> <p>The funding was specifically for organisations to adjust buildings, equipment and other assets so that they can operate safely post-pandemic, improve access, seize on technological opportunities, and reduce environmental impact. The council applied with its partners listed as North Somerset Council, The Stables CIC and Culture Weston and applied for £500,000. At this level of funding the council were required to demonstrate 15% match funding. As there was already £200,000 allocated in the Community Infrastructure Levy funding, the actual contribution to the full project cost was 28%.</p> <p>Unfortunately, the council received confirmation that we were unsuccessful with our expression of interest and were not invited to submit a full application. The Arts Council England do not offer individual feedback, but the reason cited is as follows:</p> <p><i>Demand for the Capital Investment Programme has been extremely high, with a large number of applicants demonstrating the ability to meet the programme aims. As a result, we had to make some difficult decisions about which applicants to invite through to the full application stage. We want to ensure that applicants do not spend time and resources completing an application where there is very limited chance of success and, on balance, we viewed other projects as being more likely to make a strong contribution to the programme aims.</i></p> <p>The Deputy Town Clerk reported that the council were still in the same position financially, requiring £200,000 for the quarry and will continue to identify funding opportunities where possible. It was reiterated that there was an absolute need to review capital funding and financial resources prior to taking on the quarry to be assured of financial viability and business planning for the site.</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> To note the funding has not been received.</p>
	<p>There being no further business, the Chairman closed the meeting at 8.00 pm</p> <p>Signed.....Dated.....</p> <p>Chairman of the Policy &amp; Finance Committee</p>

# WESTON-SUPER- MARE TOWN COUNCIL NOTES OF THE WORKING PARTY TO REVIEW EXPENDITURE AND GOVERNANCE HELD AT GROVE HOUSE ON 28<sup>TH</sup> SEPTEMBER 2023

**Meeting Commenced:** 2:30 pm

**Meeting Concluded:** 3.50 pm

**PRESENT:** Councillors Robert Payne (Chair), Roger Bailey, Jemma Coles, Hugh Malyan, Alan Peak and Richard Tucker.

**IN ATTENDANCE:** Malcolm Nicholson (Town Clerk) and Fay Powell (Assistant Town Clerk – Operational Services ATC).

1.	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received by Councillors Peter Crew, Catherine Gibbons and Marcia Pepperall with no substitutions.</p>
2.	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest received.</p>
3.	<p><b>To agree the accuracy of the minutes of the previous meeting held on the 13<sup>th</sup> July 2023</b></p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p><b>PROPOSED BY:</b> Councillor Robert Payne <b>SECONDED BY:</b> Councillor Richard Tucker</p> <p>A vote was taken and <b>carried</b>, and accordingly it was:</p> <p><b>RECOMMENDED:</b> That the minutes be approved and signed by the Chairman.</p>
4.	<p><b>To receive notes of the Health &amp; Safety meetings held in July &amp; August 2023</b></p> <p>The notes have been previously circulated.</p> <p>Members queried whether staff at the Water Park were trained to give first aid for the public.</p> <p>The Assistant Town Clerk (Operations) said that on the advice of the council's insurers, the training was, strictly speaking, to give first aid to council employees only. She was requested to pursue the matter with the insurance company as this was felt to be unreasonable at a facility where the public were invited.</p> <p>The notes of the Health &amp; Safety meetings held in July &amp; August 2023 were received.</p>

5.	<p><b>References from other Committees:</b></p> <p><b>Social Value</b> – Rec from Policy and Finance Committee 14<sup>th</sup> August 2023 The report of the Town Clerk had been previously circulated.</p> <p>The Town Clerk briefly summarised the social ‘goods’ that the social value policy was seeking to achieve one of which was to support the local economy and create local jobs. He advised however that the social value policy was having a counterproductive effect in the area of procurement. It was discouraging small local businesses from putting in quotations for contracts as they found it difficult to answer the very broad questions being asked, in contrast to big national companies who had teams of people who specialised in answering these sort of questions.</p> <p>The Town Clerk also added that the questions were difficult to evaluate and the policy was difficult to apply to some types of procurement, for example a call off contract for a quantity surveyor whose job was purely to price up building projects. He had made a number of recommendations to deal with these issues, which the council could pick and choose from, including adopting the questions he had suggested in appendix A and raising the threshold for procurements to which the policy would apply.</p> <p>Debate ensued. Members agreed that they would like to see contracts going to local businesses but debated the proposals. Guidance notes to businesses to help them answer questions would be helpful.</p> <p>Some members felt that a threshold of £65,000 was too high and it should remain at £20,000. The Town Clerk explained that £65,000 was the point at which tenders were required but agreed that this was the very highest he thought would be reasonable but suggested a modest change from £20,000 to £25,000 which was the point at which opportunities had to be advertised on the Government Contracts Finder website.</p> <p>In answer to a question the Town Clerk advised that the policy was lawful under the Social Value Act 2012 and that he had categorised the questions recommended in appendix A in accordance with that Act.</p> <p>Debate continued regarding the questions. The Chair suggested that questions 1, 8 and 15 should be mandatory in all cases, with the procuring committee or officer able to select other questions as appropriate and this received broad approval.</p> <p><b>PROPOSED BY:</b> Councillor Roger Bailey</p> <p><b>SECONDED BY:</b> Councillor Hugh Malyan</p> <p>A vote was taken and <b>carried</b>, and accordingly it was:</p> <p><b>RECOMMENDED:</b></p> <ol style="list-style-type: none"> <li>1. Contractors continue to be required to pay the Real Living Wage as a minimum to all people working on all council contracts.</li> </ol>
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	<p>The threshold for other social value questions be increased to contracts with a value of £25,000 (from £20,000).</p> <p>3. Appendix A be adopted as the questions with questions 1, 8 and 15 as mandatory questions to be asked with other questions at the discretion by the procuring committee or officer.</p> <p>4. The council's Procurement Guide be amended accordingly.</p>
6.	<p><b>Communications Plan</b> The report of the Communications Officer had been previously circulated.</p> <p>Members spotted a mathematical error on the 'Value for Money' section where the band D cost was £9.17 per month, not per week. This would be rectified.</p> <p>Regarding the Press Release Procedure, a member felt that quotations on behalf of the town council should normally come from a councillor, rather than from the Town Clerk.</p> <p>The Town Clerk advised that historically past leaders had not always wanted to do this but he agreed that the norm should be elected members giving a quotation. The Communications Officer advised that sometimes responses to journalists had to be given very quickly, even on the same day. However the Working Party felt that the priority order should be to try to get a quote from the committee Chair, or if they were unavailable to try the Leader or Deputy Leader of council before the Town Clerk.</p> <p><b>PROPOSED BY:</b> Councillor Hugh Malyan <b>SECONDEDED BY:</b> Councillor Roger Bailey</p> <p>A vote was taken and <b>carried</b>, and accordingly it was:</p> <p><b>RECOMMENDED:</b> That, with these amendments, the Communications Plan be approved.</p>
7.	<p><b>Annual review of the Risk Register 2023/2024</b></p> <p>The Register, Action Plan and report of the Senior Development Officer had been previously circulated.</p>

Discussion ensued. A question was asked about the council's income streams. The main ones were the Museum café and shop and the Theatre and bar.

It was enquired whether the council had a list of allotment holders and the Town Clerk advised that the administration of the allotments was devolved in accordance with good practice to the Allotment Club. This was not a formal lease but was a management agreement. Concerns were expressed about the administration of the allotments by the Allotment Club, particularly complaints handling and record keeping. The Assistant Town Clerk (Operations) said that now a Grounds manager was in place this should be investigated and consideration given to possibly bringing the allotment administration temporarily back in house.

A member with close involvement in the allotments expressed concern that there would be a huge amount of administration work created. One of the factors in recent times had been the illness of some of the key people involved in the Club.

The Assistant Town Clerk (Operations) agreed to bring a report to a future meeting.

**PROPOSED BY:** Councillor Robert Payne

**SECONDEDED BY:** Councillor Hugh Malyan

A vote was taken and **carried**, and accordingly it was:

**RECOMMENDED:** To approve risk actions to be forwarded to full Town Council for final adoption to meet Town Council Governance requirements.

**8. Somewhere to Go Funding** (Deferred from last meeting)

To consider further information which had been previously circulated and to recommend approval the release of this year's funding (first instalment of £25k).

Debate ensued on the information submitted by Somewhere to Go (StG) and the following points were made. The information submitted did not fully fulfil the Key Performance Indicators and the figures did not add up clearly. The council had doubled StG's funding and two of the main objectives had clearly been met, namely extended opening hours and the provision of lockers which provided somewhere for people's belongings to be left rather than in shop doorways along Waterloo Street.

A member felt that StG had been given funding to work with homeless people but were largely providing a social club for the street community. It was questioned whether they make best use of the £50,000 funding allocated by the town council? The definition of homelessness meant more than rough sleepers and included people who were 'sofa surfing' or in clearly substandard accommodation. However it was not clear that StG's funding was effectively combatting the problem.

In answer to a question the Town Clerk confirmed that the service level agreement with StG was for one year only.

Councillors were content to release the first tranche of £25,000 in respect of what StG had achieved to date but a wider review of provision for homeless people should be carried out including other bodies involved such as North Somerset Council housing department and the YMCA. It should be made clear to StG that there was no presumption that the same, or any funding would be available in the financial year 2024-25.

A vote was taken and **carried**, and accordingly it was:

**RECOMMENDED:**

1. That the first instalment of £25,000 be released to StG but the second instalment be held until the council was satisfied that StG were meeting their objectives and provided the Key Performance Indicators.
2. StG be reminded that there was no presumption that the same, or any , funding would be available in the financial year 2024-25.
3. During the budget process for 2024 to review how the town council supports the effort against homelessness

**9. CCTV Service Level Agreement (SLA) Review**

A report and draft legal agreement from North Somerset Council had been previously circulated.

The Working Party noted the availability of the Dashboard to all members and felt that there was no further information that could usefully be supplied.

The Town Clerk pointed out some small textual errors in the legal agreement , for example 'Weston Town Council' should be titled 'Weston-super-Mare Town Council'.

A vote was taken and **carried**, and accordingly it was:

**RECOMMENDED:**

	That, subject to amendment of the minor textual errors identified by the Town Clerk, the Service Level Agreement be approved for signature.
<b>10.</b>	<p><b>Future Areas to be considered by the Working Party</b></p> <p>The Chair asked for a report back from the Blakehay Review Working Party, even if it was only an interim report progress.</p> <ul style="list-style-type: none"> <li>i) Review of Allotments Management</li> <li>ii) Provision of support for homeless people</li> <li>iii) Blakehay Review Working Party</li> </ul>
	<p>There being no further business, the Chair closed the meeting at 3.50pm</p> <p>Signed.....Dated.....</p> <p>Chairman</p>

**WESTON SUPER MARE TOWN COUNCIL  
MINUTES OF THE HQ WORKING PARTY HELD AT WESTON  
MUSEUM FRIDAY 1<sup>st</sup> SEPTEMBER 2023**

**Meeting Commenced:** 2:04pm

**Meeting Concluded:** 3:00pm

**PRESENT:** Councillors John Crockford-Hawley (Chairman), Peter Crew, Charles Williams, Catherine Gibbons, Alan Peak, and Robert Payne.

**ALSO, IN ATTENDANCE:** Malcolm Nicholson (Town Clerk), Fay Powell (Assistant Town Clerk – Operational Services), Molly Maher (Senior Development Officer) and Steve Matthews (SJ Surveyors).

No.	Item
1	<b>Apologies for Absence</b>  Apologies for absence were received from Sarah Pearse.
2	<b>Declarations of Interest</b>  No declarations of interest were received.
3	<b>Approval of the notes of the meeting on 28<sup>th</sup> July 2023</b>  <b>RESOLVED:</b> That the notes of the previous meeting be agreed as correct by the working party.
4	<b>Contract updates</b>  <b>4.1 Planning permissions</b> Planning permission had been received for the installation of solar panels.  <b>4.2 Project progress update</b> John West Contractors had been off site for two weeks in order to save on site management fees whilst final agreement of the electrical scheme was pending, and preliminary drawings were being completed by the stonemasons. Asbestos removal within the building had been taking place during this period.  Costs for the Tower had been received, with a £200 increase from the original budget. This would require decision from members to proceed.  <b>PROPOSED:</b> Councillor Peter Crew <b>SECONDED:</b> Councillor John Crockford-Hawley  <b>RECOMENDED:</b> To proceed with the proposed scheme for the tower works noting a £200 increase from the original budget.  An additional quote from the stonemasons was pending regarding some additional works required on the front elevation of the building. Whilst the stone work on the roof had been anticipated and a budget

	<p>earmarked, the extent of damage on the front of the building was not visible until viewed from the scaffold. It was not felt to be structural in nature, and therefore could be delayed, however this would require additional scaffolding at a future date. It was suggested it would be more practical to carry out the works whilst the current scaffold was up to avoid future costs, but this would depend on budget available. The internal works scheme had been reviewed to see if any cost savings could be achieved but this was not possible.</p> <p>Costs would be sent to the Deputy Town Clerk / Responsible Financial Officer to collate and options for funding the works would be brought back to a future meeting.</p> <p>Steve Matthews confirmed that North Somerset Council's Conservation Officer was happy for a Listed Building Consent application to be submitted after the works had begun on the tower, given that the gable walls were considered dangerous and the works were therefore urgent.</p> <p>A member asked if the stonemason works were being filmed. It was suggested that A1 Camera Club could be approached, as they were already involved in the filming and photography of the internal works. This would likely also need permission from the stonemasons.</p> <p>Steve had been asked to price the division of the first floor into two separate work spaces. It was felt that the costs would not be substantial.</p> <p>A conversation had been had with VANS regarding the potential occupation of the second-floor space. They needed to have a discussion with their board in mid-September. An update would be given at a future meeting</p> <p>A member asked if progress reports were going out publicly regarding the build. It was felt this could be achieved similarly to the Castle Batch refurbishment project, which saw the Communications and Marketing Officer have weekly progress reports from the site manager and photographs of progress. Members asked if this could be explored. It would required agreement from John West Contractors, and the Chairman required that all press regarding the build was shown to him before publishing.</p>
<b>5</b>	<p><b>Other project considerations:</b></p> <p><b>5.1 Rosie Smith</b></p> <p>Appropriate storage for the Rosie Smith tiled paintings was required whilst the construction works were ongoing. Rosie had been shown the garage at 32 Waterloo Street and had agreed she found it be acceptable. There was a need to get an insurance quote to the rebuild value of the artwork.</p> <p>The Chairman noted that Rosie had some concerns regarding damp and offered his own basement as storage. The Chairman also noted he had space for them should a second alternative be required.</p>

	An update would be given when the insurance quote was received, but in general members felt they would be better stored by Rosie herself.
<b>6</b>	<p><b>Local Studies Project update</b></p> <p>A meeting had taken place with the South West Heritage Trust, in order to discuss the feasibility of a local studies room. They had provided a warning against what might be considered a traditional archive or repository, as there were lots of factors to consider. In taking responsibility for archival material, there was a need to provide appropriate conditions, ongoing maintenance and repairs and a certain level of expertise were required. It was suggested that a history hub, a site which signposts members of the community to different repositories and collections, would be a much more manageable project. It was also suggested that Weston Museum may be a more suitable location, and a feasibility exercise had begun.</p> <p>Digitisation was also discussed, with previous projects to make local records digital had been a successful grant funded project (Know Your Place). it was suggested that funding opportunities could be explored at a future date if it were felt be members to be a good idea.</p> <p>The Vice-Chairman noted that the copies of the Mercuries currently held in Grove House would be safely stored until a decision had been made regarding their use.</p>
<b>7</b>	<p><b>To decide areas for consideration at next meeting agenda</b></p> <ul style="list-style-type: none"> <li>• Blue Plaque for Gill Dando to be recommended to the Heritage Arts and Culture Committee.</li> <li>• Stonework Costs for lower elevation works.</li> <li>• Ramp progress – planning application</li> <li>• Furniture for the chamber</li> </ul>
<b>8</b>	<p><b>To note future meeting dates:</b></p> <p>The next meeting date was set to be the 29/09/2023, however several members would be unavailable so the meeting date was amended to the 6<sup>th</sup> October 2pm at Grove House.</p>
	<p>There being no further business the meeting ended at 3.00pm.</p> <p><b>Signed..... Dated.....</b></p>

**WESTON-SUPER- MARE TOWN COUNCIL  
NOTES OF CIVIC CONSULTATION GROUP  
HELD AT GROVE HOUSE ON  
THURSDAY 21<sup>ST</sup> SEPTEMBER 2023**

**Meeting Commenced:** 1.00 pm

**Meeting Concluded:** 2.25 pm

**PRESENT:** Councillors Ciaran Cronnelly (Town Mayor), John Crockford-Hawley (Deputy Mayor) and Alan Peak (Leader) (AP).

**IN ATTENDANCE:** Malcolm Nicholson (Town Clerk) (MN), Fay Powell (Assistant Town Clerk-Operational Services) (FP) Rebecca Saunders (Civic & Committee Officer) (RS) and Samantha Bishop (Committee & Office Manager) (SB).

<b>1.</b>	<b>Apologies for Absence and Notification of Substitutes</b>  Apologies were received from Councillor Gill Bute & Sarah Pearse (DTC).
<b>2.</b>	<b>Declarations of Interest</b>  There were no declarations of interest received.
<b>3.</b>	<b>To agree the accuracy of the minutes of the previous meeting held on the 8<sup>th</sup> June 2023</b>  The minutes had been previously circulated with the agenda.  <b>RESOLVED:</b> That the minutes be approved and signed by the Chairman as a true record of the meeting.
<b>4.</b> <b>4.1</b>	<b>Civic Events held to date-</b>  A. <u>Civic Freedom of The Town</u>  RS reported that the event had gone very well and thanked the ATC for her help with the highway's element of the parade. The unit had reported that from their end they were very happy.  The Mayor reported that he had since been to the unit to present them with a gift of a mounted photo of the parade on the seafront and they had returned the gesture with a plaque which was now in the parlour and the event had deepened the Town's relationship with the unit.  It was hoped that the freedom would be exercised again within the next 5 years but the embargo would need to be challenged as it was Needed to be better publicised to get a bigger public participation.  B. <u>Hildesheim Anniversary Visit</u>



	<p>The visit had gone very well with lots of the town showcased to the visitors as well as the formalities such as the re-affirmation signing. A letter had been received from The Mayor of Hildesheim thanking us for the visit and extending an invitation for a return visit in December 2023.</p> <p>A 'Twining Beer' between a Weston brewery and a Hildesheim brewery had taken place and there had been a request for a formal twinning of the businesses.</p> <p>The Deputy Mayor suggested that it would be good to give council's support and approve the use of The Crest as this would be a good way of evolving the twinning.</p> <p>FP suggested there were lots of opportunities to make links with tourism in Hildesheim such as selling each other's merchandise and Instagram take overs.</p> <p>The Deputy Mayor highlighted that The Hildesheim Bridge needed some renovation and that a scene from Hildesheim in street art style would look attractive.</p> <p>A discussion ensued regarding possible gifts The Mayor could take for the December trip.</p> <p><b>RECOMMENDED:</b> That a formal letter be sent supporting the business twinning of the brewery's and giving permission to use The Town Council Crest.</p>
<b>4.2</b>	<p><b>Request to Purchase a portrait of The King</b></p> <p>RS reported that now the Coronation had taken place, the correct protocol was to remove the portrait of The Queen and replace with one of the King.</p> <p>As a public building the council would be entitled to a free copy of the official portrait from the Palace but the website was still displaying a message of "more information to follow" on enquiry.</p> <p>A decision was required as to whether to order a temporary picture to display, or await the official one, as there were no pictures of The King visiting the Weston to display in the interim period.</p> <p>A discussed ensued and it was decided in light of the council's planned move to Waterloo ,the portrait of the late Queen would be taken down until a portrait from the Palace was sought by the Civic Officer.</p> <p><b>RESOLVED:</b> That the verbal report be noted.</p>
<b>4.3</b>	<p><b>Remembrance Service 2023</b></p>

	<p>FP reported that the draft order for the road closures had been submitted and a meeting with Allen Taylor at North Somerset Council was due to take place.</p> <p>RS reported that the application had been submitted to North Somerset Council and was now being assessed by SAG. Rev Ashman would take the service with the RBL Padre and invitations for the civic element had been sent.</p> <p>At the planning meeting that had taken place the week before, the Police had confirmed for the event.</p> <p>The Deputy Mayor informed that he would like to attend the Grove Park Service rather than the Worle service. As the Deputy Mayor would usually attend, it was suggested that Cllr Peter Crew may like to attend as Vice Chair of North Somerset Council.</p> <p>RS reported that there were concerns raised that the Worle service was going ahead as attempts to contact the usual organisers had not been responsive.</p> <p>FP added that NSC officers had expressed concern surrounding the Worle parade. As the Town Council were represented there, it was suggested that next year, the Town Council should lend support to ensure it was running safely. There would be a small budget consideration.</p> <p><b>RECOMMENDED:</b> That a budget consideration be included within the 2024/25 budget to support the Worle service of Remembrance for 2024.</p>
<b>4.4</b>	<p><b>AFD/999 Day 2023</b></p> <p>RS reported that a date of 22<sup>nd</sup> June 2024 had been set and planning meetings were underway.</p> <p>More information would be brought back to future meetings.</p> <p><b>RESOLVED:</b> That the verbal report be noted.</p>
<b>4.5</b>	<p><b>Christmas Light Switch On</b></p> <p>RS reported that plans to merge the event with the Christmas EAT Festival were going well and work was being carried out to provide some seasonal singing throughout the day.</p> <p>The Sovereign were going to extend opening hours until 6pm on the day and provide free carparking from 3pm.</p> <p>The Town Council would have a presence all day undertaking its public engagement survey (Your Town Your Voice) with complimentary free mince pies.</p> <p>The Mayor would be running a Christmas Card Design competition and the winning artist would switch on The Christmas Lights with The Mayor.</p> <p><b>RESOLVED:</b> That the verbal report be noted.</p>
<b>4.6</b>	<p><b>Mayor's Marathon</b></p>

	<p>The Mayor advised that he would be running a marathon around Weston in place of a Ball this year, in light of the Cost of Living Crisis.</p> <p>The Pier would host a launch on the 30<sup>th</sup> September with the support of Anytime Fitness, who were providing a treadmill and the Communications Officer had produced a press release.</p> <p>The Mayor planned to do some high-profile training with local groups like Weston AFC to boost awareness.</p> <p>All comms around the event would be clear that people were not invited to join the Mayor on the run just sponsor his efforts.</p> <p><b>RESOLVED:</b> That the verbal report be noted.</p>
<b>4.7</b>	<p><b>Any Other Business</b></p> <p>The Mayor would like to explore giving The Freedom of the Town to the RNLI. The Civic Officer had requested a quote from Shaw &amp; Sons for the entry into The Freedom Book ledger and would report back at a future meeting.</p> <p><b>RECOMMENDED:</b> That the Mayor and Civic Officer continue to explore the possibility and take to Full Town Council if financially viable.</p>
	<p>There being no further business, the Chairman closed the meeting at 2.25 pm</p> <p>Signed.....Dated.....</p> <p>Chairman</p>

### **Schedule of unapproved expenditure – Report of the Finance Officer**

[illegible]

Policy & Finance Committee  
Bank Reconciliation Statements – Report of the Finance Officer

**BANK RECONCILIATIONS**

Agenda Item					ADD								
Lloyds Current Account	Lloyds Imprest Account	Lloyds Mayor's Charity Fund	NatWest Liquidity Manager	Bank Accounts sub-total	CCLA Investment	Sanatnder Investment	Petty Cash & floats held:					Monthly totals	
							Petty Cash Grove Lodge	Groundsman Petty Cash	Museum Petty Cash & Floats	VIC Petty Cash & Floats	Blakehay Floats		
£	£	£	£		£	£	£	£	£	£	£	£	
Summary of reconciliations attached													
30th April 2023													
Account Balance	2,432,325.39	23,807.10	9,653.88	30,264.34									
Less: Unpresented cheques and BACS (p/l & imprest trs)	176,378.80	0.00	0.00	0.00									
plus: receipts not banked	16,908.63	0.00	0.00	0.00									
	2,272,855.22	23,807.10	9,653.88	30,264.34	2,336,580.54	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,857,890.54
31st May 2023													
Account Balance	2,060,808.34	23,790.50	9,986.73	30,264.34									
Less: Unpresented cheques and BACS (p/l & imprest trs)	237,196.04	0.00	0.00	0.00									
plus: receipts not banked	1,462.95	0.00	0.00	0.00									
	1,825,075.25	23,790.50	9,986.73	30,264.34	1,889,116.82	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,410,426.82
30th June 2023													
Account Balance	1,731,223.62	23,308.83	6,014.60	30,264.34									
Less: Unpresented cheques and BACS (p/l & imprest trs)	323,550.41	202.20	0.00	0.00									
plus: receipts not banked	1,391.84	0.00	0.00	0.00									
	1,409,065.05	23,106.63	6,014.60	30,264.34	1,468,450.62	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	1,989,760.62
31st July 2023													
Account Balance	1,446,733.62	23,031.63	6,244.07	30,346.05									
Less: Unpresented cheques and BACS (p/l & imprest trs)	238,963.42	90.00	0.00	0.00									
plus: receipts not banked	9,795.18	0.00	0.00	0.00									
	1,217,565.38	22,941.63	6,244.07	30,346.05	1,277,097.13	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	1,798,407.13
31st August 2023													
Account Balance	1,133,245.69	22,492.71	6,227.67	30,346.05									
Less: Unpresented cheques and BACS (p/l & imprest trs)	289,669.97	0.00	0.00	0.00									
plus: receipts not banked	1,419.66	0.00	0.00	0.00									
	844,995.38	22,492.71	6,227.67	30,346.05	904,061.81	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	1,425,371.81

**Bank Interest Report:**

- **for April'23 to March 2024 (2023/2024).**

Interest earned on the investment of **£420,000** into a 90-day Notice Account at a rate of 0.85% with **Santander**;

## Year 2023/2024

- To the value of £1273.00 on the 3<sup>rd</sup> April 2023.
- To the value of £1301.42 on the 2<sup>nd</sup> May 2023.
- To the value of £1344.81 on the 2<sup>nd</sup> June 2023.
- To the value of £1370.47 on the 3<sup>rd</sup> July 2023.
- To the value of £1558.83 on the 2<sup>nd</sup> August 2023.

Santander Actual Cash Received 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 = £6848.53

Interest earned on the investment of **£100,000** in the **CCLA** (Public Sector Deposit Fund);

## Year 2023/2024

- To the value of £338.30 on the 5<sup>th</sup> April 2023.
- To the value of £320.70 on the 3<sup>rd</sup> May 2023.
- To the value of £394.60 on the 2<sup>nd</sup> June 2023.
- To the value of £375.30 on the 4<sup>th</sup> July 2023.
- To the value of £414.16 on the 2<sup>nd</sup> August 2023.

CCLA Actual Cash Received 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 = £1843.06

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>102 Central Administration</b>							
4000 Staffing Costs	27,961	114,836	386,251	271,415		271,415	29.7%
4006 Moorepay/IT payroll HR softwar	772	897	3,087	2,190		2,190	29.1%
4007 Personnel Consultants	355	1,065	4,415	3,350		3,350	24.1%
4008 CRB Checks/staff services	0	0	1,000	1,000		1,000	0.0%
4009 Health & Safety Consultant	352	1,050	3,500	2,450		2,450	30.0%
4012 Travel & Subsistence Expenses	0	0	250	250		250	0.0%
4013 Training	407	816	5,000	4,184		4,184	16.3%
4019 Website Costs-TC	150	150	650	500		500	23.1%
4030 Equipment Purchase	0	49	500	451		451	9.7%
4031 Equipment - Rental	1,555	3,653	8,456	4,803		4,803	43.2%
4034 Equipment Repairs	0	0	250	250		250	0.0%
4035 Telephone	1,068	2,603	5,879	3,276		3,276	44.3%
4036 Stationery	29	564	1,750	1,186		1,186	32.2%
4038 Recruitment / Advertising	0	0	3,000	3,000		3,000	0.0%
4040 Audit & Accountancy	0	1,130	6,000	4,870		4,870	18.8%
4041 Fees, Subs and Conferences	943	2,086	3,545	1,459		1,459	58.8%
4042 Postages	200	857	3,857	3,000		3,000	22.2%
4043 Ink Cartridges/printing	21	739	1,399	660		660	52.8%
4044 Insurance	6,599	9,668	13,363	3,695		3,695	72.3%
4049 Legal fees	0	1,360	2,000	640		640	68.0%
4107 IT Support & Upgrade	2,134	6,726	22,165	15,439		15,439	30.3%
4136 Credit Card Chgs	38	124	450	326		326	27.6%
4151 Catering	323	572	1,500	928		928	38.1%
4260 MHR People First Setup Costs	0	3,381	16,485	13,104		13,104	20.5%
6020 Allocation to Cost Centres	(42,905)	(152,325)	(164,920)	(12,595)		(12,595)	92.4%
Central Administration :- Indirect Expenditure	1	1	329,832	329,831	0	329,831	0.0%
Net Expenditure	(1)	(1)	(329,832)	(329,831)			
<b>103 Grove House</b>							
4102 NNDR	0	2,148	1,341	(807)		(807)	160.2%
4104 Utilities - Water	65	112	310	198		198	36.0%
4105 Utilities - Heat & Light	187	860	575	(285)		(285)	149.6%
4109 Alarm system	0	140	139	(1)		(1)	100.7%
4110 Cleaning	675	2,334	937	(1,397)		(1,397)	249.1%
4111 Window Cleaning	13	50	17	(33)		(33)	294.1%
4114 Refuse Removal	(34)	(106)	718	824		824	(14.7%)
Grove House :- Indirect Expenditure	905	5,539	4,037	(1,502)	0	(1,502)	137.2%
Net Expenditure	(905)	(5,539)	(4,037)	1,502			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>104 Grove Lodge</b>							
4030 Equipment Purchase	0	0	9	9		9	0.0%
4102 NNDR	236	1,103	675	(428)		(428)	163.4%
4104 Utilities - Water	1	67	624	557		557	10.8%
4105 Utilities - Heat & Light	227	1,081	656	(425)		(425)	164.7%
4109 Alarm system	0	33	15	(18)		(18)	216.7%
4110 Cleaning	243	986	762	(224)		(224)	129.4%
4111 Window Cleaning	13	50	21	(29)		(29)	238.1%
4132 Rent	417	2,500	1,250	(1,250)		(1,250)	200.0%
Grove Lodge :- Indirect Expenditure	1,136	5,819	4,012	(1,807)	0	(1,807)	145.0%
Net Expenditure	(1,136)	(5,819)	(4,012)	1,807			
<b>105 Community Services</b>							
4158 Weston in Bloom	1,873	3,591	12,000	8,409		8,409	29.9%
4200 Small grants to Voluntary Orgs	0	1,550	12,500	10,950		10,950	12.4%
4204 VANS	0	0	3,000	3,000		3,000	0.0%
4208 Christmas Lights - SLA	0	160	39,996	39,836		39,836	0.4%
4210 Weston Town Centre Co SLA	0	19,398	19,398	0		0	100.0%
4212 CCTV (NSC)	0	0	81,600	81,600		81,600	0.0%
4218 Flower Beds	0	250	5,000	4,750		4,750	5.0%
4221 Citizens Advice Bureau	0	0	25,000	25,000		25,000	0.0%
4223 Community Events	0	0	6,000	6,000		6,000	0.0%
4228 Blue Plaques	41	(45)	1,000	1,045		1,045	(4.5%)
4229 Armed Forces Celebrations	0	5,178	9,500	4,322		4,322	54.5%
4250 Community Events Grants	21,600	41,600	60,000	18,400		18,400	69.3%
4252 Crime & Disorder	0	9,403	50,000	40,598		40,598	18.8%
4864 Homeless Support Fund	0	0	50,000	50,000		50,000	0.0%
6000 Admin Salaries Recharge	2,363	9,703	10,880	1,177		1,177	89.2%
6005 Admin Overhead Recharge	1,263	3,460	3,056	(404)		(404)	113.2%
6009 HQ recharges	1,604	2,607	1,896	(711)		(711)	137.5%
6010 Grounds Salaries Recharge	4,522	17,895	20,100	2,205		2,205	89.0%
6015 Grounds Overhead Recharge	1,559	4,114	4,920	806		806	83.6%
6030 Operational Staffing Recharge	1,189	4,718	5,260	542		542	89.7%
6035 Operational Overhead Recharge	118	1,732	636	(1,096)		(1,096)	272.3%
Community Services :- Indirect Expenditure	36,132	125,314	421,742	296,428	0	296,428	29.7%
Net Expenditure	(36,132)	(125,314)	(421,742)	(296,428)			



4152	Civic Miscellaneous	83	2,373	3,994	1,819	1,819	39.3%	
4153	Chairman's Allowance	1,175	1,175	4,496	3,321	3,321	26.1%	
4154	Civic Regalia	381	442	2,700	2,258	2,258	16.4%	
4163	Hildesheim Anniversary	0	1,715	0	(1,715)	(1,715)	0.0%	
6000	Admin Salaries Recharge	4,015	16,488	18,488	2,000	2,000	89.2%	
6005	Admin Overhead Recharge	2,146	5,880	5,192	(688)	(688)	113.3%	
6009	HQ recharges	2,726	4,432	3,400	(1,032)	(1,032)	130.4%	
6010	Grounds Salaries Recharge	1,160	4,592	5,156	564	564	89.1%	
6015	Grounds Overhead Recharge	400	1,055	1,264	209	209	83.5%	
6030	Operational Staffing Recharge	119	473	528	55	55	89.6%	
6035	Operational Overhead Recharge	12	175	64	(111)	(111)	273.4%	
Civic Support :- Indirect Expenditure		21,093	59,269	96,313	37,044	0	37,044	61.5%
Net Expenditure		(21,093)	(59,269)	(96,313)	(37,044)			
<u>108 Democratic Representation</u>								
1100	Miscellaneous Income	0	19	0	(19)			0.0%
Democratic Representation :- Income		0	19	0	(19)			
4013	Training	678	678	1,945	1,267	1,267	34.8%	
4018	Election Costs	0	0	15,000	15,000	15,000	0.0%	
4024	Internal Meeting Provision	(178)	618	3,413	2,795	2,795	18.1%	
4107	IT Support & Upgrade	332	663	1,958	1,295	1,295	33.9%	
6000	Admin Salaries Recharge	8,058	33,090	37,104	4,014	4,014	89.2%	
6005	Admin Overhead Recharge	4,307	11,803	10,424	(1,379)	(1,379)	113.2%	
6009	HQ recharges	5,471	8,894	6,568	(2,326)	(2,326)	135.4%	
6030	Operational Staffing Recharge	48	190	212	22	22	89.6%	
6035	Operational Overhead Recharge	5	70	24	(46)	(46)	291.7%	
Democratic Representation :- Indirect Expenditure		18,720	56,006	76,648	20,642	0	20,642	73.1%
Net Income over Expenditure		(18,720)	(55,987)	(76,648)	(20,661)			
<u>110 Other Costs &amp; Income</u>								
1100	Miscellaneous Income	0	8,853	0	(8,853)			0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1176 Precept	0	1,468,119	0	(1,468,119			0.0%
1190 Bank Interest	1,891	6,918	6,000	(918)			115.3%
Other Costs & Income :- Income	1,891	1,483,890	6,000	(1,477,890			24731.5
4051 Bank Charges	279	1,114	4,000	2,886		2,886	27.8%
4060 PWLB Interest repaid-Blakehay	0	2,067	4,611	2,544		2,544	44.8%
4061 PWLB Capital repaid-Blakehay	0	6,000	12,000	6,000		6,000	50.0%
4068 PWLB Interest repaid-Water Pk	0	4,295	8,986	4,691		4,691	47.8%
4069 PWLB Capital repaid-Water Pk	0	5,884	1,373	(4,511)		(4,511)	428.6%
4080 PWLB Capital HQ Loan	0	5,000	9,394	4,394		4,394	53.2%
4081 PWLB Interest HQ Loan	0	4,450	9,394	4,944		4,944	47.4%
Other Costs & Income :- Indirect Expenditure	279	28,810	49,758	20,948	0	20,948	57.9%
Net Income over Expenditure	1,613	1,455,080	(43,758)	(1,498,838			
<u>111 Strategic Planning/Projects</u>							
4049 Legal fees	245	3,085	10,000	6,915		6,915	30.9%
4213 Development budget	10	568	1,000	432		432	56.8%
6000 Admin Salaries Recharge	2,466	10,127	11,356	1,229		1,229	89.2%
6005 Admin Overhead Recharge	1,318	3,613	3,188	(425)		(425)	113.3%
6009 HQ recharges	1,674	2,722	996	(1,726)		(1,726)	273.3%
6030 Operational Staffing Recharge	119	473	524	51		51	90.3%
6035 Operational Overhead Recharge	12	174	64	(110)		(110)	271.9%
Strategic Planning/Projects :- Indirect Expenditure	5,844	20,762	27,128	6,366	0	6,366	76.5%
Net Expenditure	(5,844)	(20,762)	(27,128)	(6,366)			
<u>112 Environmental</u>							
4076 Environmental / Climate	2,198	9,586	25,000	15,414		15,414	38.3%
6000 Admin Salaries Recharge	634	2,606	2,920	314		314	89.2%
6005 Admin Overhead Recharge	340	(2,518)	816	3,334		3,334	(308.6%)
6009 HQ recharges	431	700	836	136		136	83.7%
6030 Operational Staffing Recharge	238	943	1,052	109		109	89.6%
6035 Operational Overhead Recharge	24	346	128	(218)		(218)	270.3%
Environmental :- Indirect Expenditure	3,865	11,663	30,752	19,089	0	19,089	37.9%
Net Expenditure	(3,865)	(11,663)	(30,752)	(19,089)			
<u>113 Operational Services</u>							
4000 Staffing Costs	9,393	37,273	124,645	87,372		87,372	29.9%
4012 Travel & Subsistence Expenses	(43)	117	500	383		383	23.4%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4013 Training	90	140	6,772	6,632		6,632	2.1%
4014 P P E / Health & Safety	42	42	1,000	958		958	4.2%
4030 Equipment Purchase	(6)	48	200	152		152	23.8%
4035 Telephone	26	105	268	163		163	39.1%
4041 Fees, Subs and Conferences	29	(240)	400	640		640	(60.0%)
4107 IT Support & Upgrade	734	1,461	4,684	3,223		3,223	31.2%
4151 Catering	61	92	500	408		408	18.4%
4253 Volunteer Events	0	150	750	600		600	20.0%
6020 Allocation to Cost Centres	(10,326)	(39,188)	(46,572)	(7,384)		(7,384)	84.1%
Operational Services :- Indirect Expenditure	1	0	93,147	93,147	0	93,147	0.0%
Net Expenditure	(1)	(0)	(93,147)	(93,147)			
<u>114 Old Town Quarry</u>							
1300 Licence Income	0	0	10,000	10,000			0.0%
Old Town Quarry :- Income	0	0	10,000	10,000			0.0%
4014 P P E / Health & Safety	0	388	500	112		112	77.6%
4030 Equipment Purchase	0	0	1,000	1,000		1,000	0.0%
4102 NNDR	0	0	3,000	3,000		3,000	0.0%
4104 Utilities - Water	0	0	1,000	1,000		1,000	0.0%
4105 Utilities - Heat & Light	0	0	7,500	7,500		7,500	0.0%
4109 Alarm system	0	0	1,000	1,000		1,000	0.0%
4110 Cleaning	0	0	1,000	1,000		1,000	0.0%
4114 Refuse Removal	0	0	500	500		500	0.0%
Old Town Quarry :- Indirect Expenditure	0	388	15,500	15,112	0	15,112	2.5%
Net Income over Expenditure	0	(388)	(5,500)	(5,112)			
<u>115 HQ</u>							
1100 Miscellaneous Income	0	0	5,000	5,000			0.0%
HQ :- Income	0	0	5,000	5,000			0.0%
4014 P P E / Health & Safety	0	0	4,000	4,000		4,000	0.0%
4030 Equipment Purchase	0	0	10,000	10,000		10,000	0.0%
4044 Insurance	18,905	18,905	11,606	(7,299)		(7,299)	162.9%
4102 NNDR	0	611	15,594	14,983		14,983	3.9%
4104 Utilities - Water	67	328	1,000	672		672	32.8%
4105 Utilities - Heat & Light	10	10	7,500	7,490		7,490	0.1%
4109 Alarm system	0	0	1,320	1,320		1,320	0.0%
4110 Cleaning	0	0	10,000	10,000		10,000	0.0%
4111 Window Cleaning	0	54	384	330		330	14.1%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4114 Refuse Removal	0	0	2,362	2,362		2,362	0.0%
4171 Parking	0	10,950	9,500	(1,450)		(1,450)	115.3%
4213 Development budget	0	0	12,210	12,210		12,210	0.0%
6020 Allocation to Cost Centres	(18,982)	(30,858)	(25,440)	5,418		5,418	121.3%
HQ :- Indirect Expenditure	0	0	60,036	60,036	0	60,036	0.0%
Net Income over Expenditure	(0)	(0)	(55,036)	(55,036)			
<b>120 Blakehay Central Costs</b>							
1105 Blakehay Box office income	8,993	15,448	4,000	(11,448)			386.2%
Blakehay Central Costs :- Income	8,993	15,448	4,000	(11,448)			386.2%
4000 Staffing Costs	5,246	20,982	68,254	47,272		47,272	30.7%
4013 Training	181	181	1,050	869		869	17.2%
4014 P P E / Health & Safety	0	43	500	457		457	8.7%
4019 Website Costs-TC	0	0	500	500		500	0.0%
4030 Equipment Purchase	121	2,104	5,000	2,896		2,896	42.1%
4031 Equipment - Rental	101	123	139	16		16	88.2%
4034 Equipment Repairs	0	0	2,000	2,000		2,000	0.0%
4035 Telephone	147	551	1,344	793		793	41.0%
4036 Stationery	0	44	500	456		456	8.8%
4043 Ink Cartridges/printing	0	52	350	298		298	15.0%
4044 Insurance	12,350	12,350	10,363	(1,987)		(1,987)	119.2%
4102 NNDR	0	1,260	3,226	1,966		1,966	39.0%
4104 Utilities - Water	35	203	624	421		421	32.5%
4105 Utilities - Heat & Light	1,242	6,236	21,017	14,781		14,781	29.7%
4107 IT Support & Upgrade	368	1,634	3,500	1,866		1,866	46.7%
4109 Alarm system	0	0	641	641		641	0.0%
4110 Cleaning	1,570	6,520	19,766	13,246		13,246	33.0%
4111 Window Cleaning	0	75	308	233		233	24.4%
4114 Refuse Removal	7	70	2,029	1,959		1,959	3.5%
4131 Licenses	215	249	1,200	951		951	20.8%
4136 Credit Card Chgs	38	124	450	326		326	27.6%
6000 Admin Salaries Recharge	1,524	6,258	7,016	758		758	89.2%
6005 Admin Overhead Recharge	814	2,232	1,972	(260)		(260)	113.2%
6009 HQ recharges	845	1,373	1,132	(241)		(241)	121.3%
6010 Grounds Salaries Recharge	561	2,220	2,492	272		272	89.1%
6015 Grounds Overhead Recharge	193	510	612	102		102	83.3%
6030 Operational Staffing Recharge	1,334	5,293	5,900	607		607	89.7%
6035 Operational Overhead Recharge	132	1,942	712	(1,230)		(1,230)	272.8%
Blakehay Central Costs :- Indirect Expenditure	27,022	72,630	162,597	89,967	0	89,967	44.7%
Net Income over Expenditure	(18,029)	(57,182)	(158,597)	(101,415)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>121 Blakehay -Auditorium</b>							
1090 Bookings	0	7,667	38,089	30,422			20.1%
Blakehay -Auditorium :- Income	0	7,667	38,089	30,422			20.1%
4000 Staffing Costs	5,847	11,911	47,725	35,814		35,814	25.0%
4039 Advertising & Marketing	134	684	3,500	2,817		2,817	19.5%
4224 Blakehay Performing Rights	0	0	1,000	1,000		1,000	0.0%
Blakehay -Auditorium :- Indirect Expenditure	5,981	12,594	52,225	39,631	0	39,631	24.1%
Net Income over Expenditure	(5,981)	(4,927)	(14,136)	(9,209)			
<b>122 Blakehay - Upper Studio</b>							
1014 BH evening classes income	0	175	660	485			26.5%
1090 Bookings	66	3,185	6,621	3,437			48.1%
Blakehay - Upper Studio :- Income	66	3,360	7,281	3,922			46.1%
4141 BH evening classes expenditure	0	125	551	426		426	22.7%
Blakehay - Upper Studio :- Indirect Expenditure	0	125	551	426	0	426	22.7%
Net Income over Expenditure	66	3,235	6,730	3,496			
<b>123 Blakehay Bar</b>							
1193 Blakehay Bar Events Hire	0	125	1,000	875			12.5%
1194 Bar Income	1,518	3,936	15,000	11,064			26.2%
Blakehay Bar :- Income	1,518	4,061	16,000	11,939			25.4%
4000 Staffing Costs	2,163	7,155	20,967	13,812		13,812	34.1%
4031 Equipment - Rental	44	176	528	352		352	33.3%
4405 Blakehay Bar Expenditure	584	2,223	7,000	4,777		4,777	31.8%
Blakehay Bar :- Indirect Expenditure	2,790	9,554	28,495	18,941	0	18,941	33.5%
Net Income over Expenditure	(1,273)	(5,493)	(12,495)	(7,002)			
<b>125 Blakehay -Live Shows</b>							
1106 Blakehay events income	316	4,824	48,000	43,176			10.1%
Blakehay -Live Shows :- Income	316	4,824	48,000	43,176			10.0%
4016 Show costs	0	3,750	24,000	20,250		20,250	15.6%
4039 Advertising & Marketing	0	655	3,500	2,845		2,845	18.7%
Blakehay -Live Shows :- Indirect Expenditure	0	4,405	27,500	23,095	0	23,095	16.0%
Net Income over Expenditure	316	419	20,500	20,081			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>140 Museum Central Costs</b>							
1034 Grant funding	0	(597)	0	597			0.0%
1100 Miscellaneous Income	717	1,975	5,000	3,025			39.5%
<b>Museum Central Costs :- Income</b>	<b>717</b>	<b>1,378</b>	<b>5,000</b>	<b>3,622</b>			<b>27.6%</b>
4000 Staffing Costs	8,078	31,759	123,542	91,783		91,783	25.7%
4012 Travel & Subsistence Expenses	23	23	50	27		27	45.7%
4013 Training	674	1,897	3,806	1,909		1,909	49.8%
4014 P P E / Health & Safety	519	926	500	(426)		(426)	185.1%
4019 Website Costs-TC	0	0	350	350		350	0.0%
4030 Equipment Purchase	333	420	1,000	580		580	42.0%
4031 Equipment - Rental	22	88	403	315		315	21.8%
4034 Equipment Repairs	0	0	1,000	1,000		1,000	0.0%
4035 Telephone	282	1,085	2,950	1,865		1,865	36.8%
4036 Stationery	93	181	500	319		319	36.3%
4039 Advertising & Marketing	0	70	4,000	3,930		3,930	1.8%
4041 Fees, Subs and Conferences	9	213	100	(113)		(113)	212.5%
4044 Insurance	12,350	12,350	10,363	(1,987)		(1,987)	119.2%
4102 NNDR	0	1	213	212		212	0.5%
4104 Utilities - Water	1	155	257	102		102	60.3%
4105 Utilities - Heat & Light	1,791	4,504	12,953	8,449		8,449	34.8%
4107 IT Support & Upgrade	1,340	2,364	5,348	2,984		2,984	44.2%
4109 Alarm system	30	223	1,060	837		837	21.0%
4110 Cleaning	1,365	4,680	14,492	9,812		9,812	32.3%
4111 Window Cleaning	50	100	616	516		516	16.2%
4114 Refuse Removal	6	519	2,068	1,549		1,549	25.1%
4131 Licenses	110	439	1,907	1,468		1,468	23.0%
4214 Somerset County Council - SLA	0	0	72,260	72,260		72,260	0.0%
6000 Admin Salaries Recharge	1,272	5,224	5,860	636		636	89.1%
6005 Admin Overhead Recharge	680	1,863	1,644	(219)		(219)	113.3%
6009 HQ recharges	864	1,405	1,528	123		123	92.0%
6010 Grounds Salaries Recharge	928	3,673	4,128	455		455	89.0%
6015 Grounds Overhead Recharge	320	845	1,012	167		167	83.5%
6030 Operational Staffing Recharge	2,140	8,492	3,648	(4,844)		(4,844)	232.8%
6035 Operational Overhead Recharge	213	3,116	440	(2,676)		(2,676)	708.2%
<b>Museum Central Costs :- Indirect Expenditure</b>	<b>33,492</b>	<b>86,616</b>	<b>277,998</b>	<b>191,382</b>	<b>0</b>	<b>191,382</b>	<b>31.2%</b>
<b>Net Income over Expenditure</b>	<b>(32,775)</b>	<b>(85,238)</b>	<b>(272,998)</b>	<b>(187,760)</b>			
<b>141 Museum Learning and Events</b>							
1006 Learning Income	26	3,784	11,653	7,870			32.5%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1008 Museum handling box hire	0	400	2,404	2,004			16.6%
Museum Learning and Events :- Income	26	4,184	14,057	9,874			29.8%
4000 Staffing Costs	2,860	11,753	36,849	25,096		25,096	31.9%
4012 Travel & Subsistence Expenses	0	0	100	100		100	0.0%
4020 Learning/Event education equip	0	164	1,200	1,036		1,036	13.6%
4030 Equipment Purchase	(83)	142	2,500	2,358		2,358	5.7%
Museum Learning and Events :- Indirect Expenditure	2,776	12,059	40,649	28,590	0	28,590	29.7%
Net Income over Expenditure	(2,750)	(7,876)	(26,592)	(18,716)			
<b>142 Museum Cafe</b>							
1004 Cafe Sales	5,487	20,125	66,000	45,875			30.5%
1194 Bar Income	0	719	10,000	9,281			7.2%
1197 Function food income	461	2,324	0	(2,324)			0.0%
Museum Cafe :- Income	5,948	23,169	76,000	52,831			30.5%
4000 Staffing Costs	3,639	21,702	46,746	25,044		25,044	46.4%
4014 P P E / Health & Safety	0	38	1,500	1,462		1,462	2.6%
4030 Equipment Purchase	315	1,192	2,500	1,308		1,308	47.7%
4031 Equipment - Rental	200	739	1,980	1,241		1,241	37.3%
4110 Cleaning	96	78	1,000	922		922	7.8%
4114 Refuse Removal	0	61	2,280	2,219		2,219	2.7%
4406 Bar Stock	435	966	5,000	4,034		4,034	19.3%
4407 Museum cafe stock	1,465	8,285	16,500	8,215		8,215	50.2%
4511 Function food costs	731	1,451	0	(1,451)		(1,451)	0.0%
Museum Cafe :- Indirect Expenditure	6,881	34,512	77,506	42,994	0	42,994	44.5%
Net Income over Expenditure	(934)	(11,344)	(1,506)	9,838			
<b>143 Museum shop/retail</b>							
1005 Museum Shop Sales	1,348	6,240	13,500	7,260			46.2%
1009 Museum sale or return comm	(993)	(252)	1,500	1,752			(16.8%)
Museum shop/retail :- Income	356	5,988	15,000	9,012			39.9%
4030 Equipment Purchase	66	218	300	82		82	72.7%
4031 Equipment - Rental	26	65	156	91		91	41.6%
4136 Credit Card Chgs	38	124	450	326		326	27.6%
4408 Museum shop stock	18	5,784	8,250	2,466		2,466	70.1%
Museum shop/retail :- Indirect Expenditure	149	6,191	9,156	2,965	0	2,965	67.6%
Net Income over Expenditure	207	(203)	5,844	6,047			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>145 Museum Function</b>							
1019 Internal Bookings (Council)	0	0	1,500	1,500			0.0%
1103 Other event misc income	128	1,566	6,000	4,434			26.1%
1104 Function Income	403	7,929	16,000	8,071			49.6%
<b>Museum Function :- Income</b>	<b>531</b>	<b>9,495</b>	<b>23,500</b>	<b>14,005</b>			<b>40.4%</b>
4000 Staffing Costs	2,339	2,330	18,361	16,031		16,031	12.7%
4030 Equipment Purchase	773	889	5,000	4,111		4,111	17.8%
4420 Function Expenditure (1104)	275	1,091	0	(1,091)		(1,091)	0.0%
<b>Museum Function :- Indirect Expenditure</b>	<b>3,387</b>	<b>4,310</b>	<b>23,361</b>	<b>19,051</b>	<b>0</b>	<b>19,051</b>	<b>18.4%</b>
<b>Net Income over Expenditure</b>	<b>(2,856)</b>	<b>5,185</b>	<b>139</b>	<b>(5,046)</b>			
<b>300 Planning</b>							
6000 Admin Salaries Recharge	1,068	4,386	4,920	534		534	89.1%
6005 Admin Overhead Recharge	571	1,565	1,380	(185)		(185)	113.4%
6009 HQ recharges	725	1,178	2,244	1,066		1,066	52.5%
<b>Planning :- Indirect Expenditure</b>	<b>2,364</b>	<b>7,129</b>	<b>8,544</b>	<b>1,415</b>	<b>0</b>	<b>1,415</b>	<b>83.4%</b>
<b>Net Expenditure</b>	<b>(2,364)</b>	<b>(7,129)</b>	<b>(8,544)</b>	<b>(1,415)</b>			
<b>400 Central Grounds Maintenance</b>							
4000 Staffing Costs	25,504	100,930	340,070	239,140		239,140	29.7%
4013 Training	452	1,097	6,887	5,790		5,790	15.9%
4014 P P E / Health & Safety	61	312	3,000	2,688		2,688	10.4%
4015 SLA Somerset	0	(2,980)	0	2,980		2,980	0.0%
4025 Vehicle Maintenance	364	3,733	5,550	1,817		1,817	67.3%
4026 Petrol / Diesel	0	1,728	9,585	7,857		7,857	18.0%
4030 Equipment Purchase	595	4,435	7,000	2,565		2,565	63.4%
4031 Equipment - Rental	718	4,778	16,960	12,182		12,182	28.2%
4034 Equipment Repairs	192	510	2,500	1,990		1,990	20.4%
4035 Telephone	605	2,447	2,153	(294)		(294)	113.6%
4041 Fees, Subs and Conferences	0	0	95	95		95	0.0%
4044 Insurance	4,583	5,066	8,004	2,938		2,938	63.3%
4107 IT Support & Upgrade	1,122	1,892	8,751	6,859		6,859	21.6%
4114 Refuse Removal	27	27	12,765	12,738		12,738	0.2%
4151 Catering	76	158	0	(158)		(158)	0.0%
6020 Allocation to Cost Centres	(34,299)	(124,132)	(141,108)	(16,976)		(16,976)	88.0%
<b>Central Grounds Maintenance :- Indirect Expenditure</b>	<b>(0)</b>	<b>(0)</b>	<b>282,212</b>	<b>282,212</b>	<b>0</b>	<b>282,212</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(282,212)</b>	<b>(282,212)</b>			



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>403 Allotments</b>							
1100 Miscellaneous Income	0	0	400	400			0.0%
Allotments :- Income	0	0	400	400			0.0%
4105 Utilities - Heat & Light	0	244	3,000	2,756	2,756		8.1%
4108 Building / Maintenance	0	(54)	1,444	1,498	1,498		(3.7%)
6000 Admin Salaries Recharge	126	518	580	62	62		89.3%
6005 Admin Overhead Recharge	67	185	164	(21)	(21)		112.8%
6009 HQ recharges	85	138	368	230	230		37.5%
6010 Grounds Salaries Recharge	1,622	6,419	7,208	789	789		89.1%
6015 Grounds Overhead Recharge	559	1,476	1,764	288	288		83.7%
6030 Operational Staffing Recharge	47	186	208	22	22		89.4%
6035 Operational Overhead Recharge	5	69	24	(45)	(45)		287.5%
Allotments :- Indirect Expenditure	2,511	9,182	14,760	5,578	0	5,578	62.2%
Net Income over Expenditure	(2,511)	(9,182)	(14,360)	(5,178)			
<b>420 Milton Road Cemetery</b>							
1010 Interments	1,770	9,780	49,500	39,720			19.8%
1011 Memorials	544	1,797	5,804	4,007			31.0%
1100 Miscellaneous Income	535	2,313	2,721	409			85.0%
Milton Road Cemetery :- Income	2,848	13,889	58,025	44,136			23.9%
4034 Equipment Repairs	0	0	2,000	2,000	2,000		0.0%
4054 Grave Digging	405	3,281	10,000	6,719	6,719		32.8%
4055 Memorials	938	1,127	7,000	5,873	5,873		16.1%
4102 NNDR	0	0	3,636	3,636	3,636		0.0%
4104 Utilities - Water	1	386	1,813	1,427	1,427		21.3%
4105 Utilities - Heat & Light	16	66	168	102	102		39.0%
4109 Alarm system	0	0	310	310	310		0.0%
4110 Cleaning	11	90	2,000	1,910	1,910		4.5%
6000 Admin Salaries Recharge	1,398	5,740	6,436	696	696		89.2%
6005 Admin Overhead Recharge	747	2,047	1,808	(239)	(239)		113.2%
6009 HQ recharges	949	1,543	856	(687)	(687)		180.3%
6010 Grounds Salaries Recharge	8,462	33,489	37,612	4,123	4,123		89.0%
6015 Grounds Overhead Recharge	2,918	7,699	9,208	1,509	1,509		83.6%
6030 Operational Staffing Recharge	357	1,417	7,396	5,979	5,979		19.2%
6035 Operational Overhead Recharge	35	520	792	272	272		65.7%
Milton Road Cemetery :- Indirect Expenditure	16,237	57,406	91,035	33,629	0	33,629	63.1%
Net Income over Expenditure	(13,389)	(43,516)	(33,010)	10,506			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>451 Youth Activities</b>							
4057 Youth Council Budget	0	0	500	500		500	0.0%
4142 YMCA SLA	36,970	36,970	74,613	37,643		37,643	49.5%
4219 Youth Grants	0	0	3,000	3,000		3,000	0.0%
6000 Admin Salaries Recharge	280	1,149	1,288	139		139	89.2%
6005 Admin Overhead Recharge	149	408	360	(48)		(48)	113.3%
6009 HQ recharges	190	308	1,160	852		852	26.6%
Youth Activities :- Indirect Expenditure	<u>37,589</u>	<u>38,835</u>	<u>80,921</u>	<u>42,086</u>	<u>0</u>	<u>42,086</u>	<u>48.0%</u>
Net Expenditure	<u>(37,589)</u>	<u>(38,835)</u>	<u>(80,921)</u>	<u>(42,086)</u>			
<b>460 Street Furniture</b>							
1112 Dog Bin Emptying	1,196	5,660	14,538	8,878			38.9%
Street Furniture :- Income	<u>1,196</u>	<u>5,660</u>	<u>14,538</u>	<u>8,878</u>			<u>38.9%</u>
4105 Utilities - Heat & Light	182	853	1,400	547		547	60.9%
4115 Dogbin purchase	0	0	780	780		780	0.0%
4116 Dogbin Emptying	1,170	5,751	20,297	14,546		14,546	28.3%
4119 Notice Boards	1,841	1,841	1,500	(341)		(341)	122.7%
4120 Bus Shelter Cleaning / Graffit	0	264	500	236		236	52.8%
4133 Bus Shelter - Repairs	0	0	500	500		500	0.0%
4157 Prince Wales Clock/welcome sig	28	145	550	405		405	26.3%
6000 Admin Salaries Recharge	814	3,342	3,748	406		406	89.2%
6005 Admin Overhead Recharge	435	1,192	1,052	(140)		(140)	113.3%
6009 HQ recharges	552	897	792	(105)		(105)	113.3%
6010 Grounds Salaries Recharge	2,433	9,629	10,816	1,187		1,187	89.0%
6015 Grounds Overhead Recharge	839	2,213	2,648	435		435	83.6%
6030 Operational Staffing Recharge	48	190	1,044	854		854	18.2%
6035 Operational Overhead Recharge	5	70	128	58		58	54.7%
Street Furniture :- Indirect Expenditure	<u>8,348</u>	<u>26,387</u>	<u>45,755</u>	<u>19,368</u>	<u>0</u>	<u>19,368</u>	<u>57.7%</u>
Net Income over Expenditure	<u>(7,152)</u>	<u>(20,727)</u>	<u>(31,217)</u>	<u>(10,490)</u>			
<b>470 Parks &amp; Play Areas</b>							
1076 Water Play Area Kiosk Income	1,750	3,675	7,000	3,325			52.5%
1077 Water Park Admissions	3,083	3,438	45,000	41,562			7.6%
Parks & Play Areas :- Income	<u>4,833</u>	<u>7,113</u>	<u>52,000</u>	<u>44,887</u>			<u>13.7%</u>
4102 NNDR	0	0	449	449		449	0.0%
4104 Utilities - Water	151	(225)	3,004	3,229		3,229	(7.5%)
4105 Utilities - Heat & Light	3,100	4,300	11,500	7,200		7,200	37.4%
4109 Alarm system	0	398	500	102		102	79.6%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4114 Refuse Removal	0	0	500	500		500	0.0%
4138 Water Play Area Rent	989	4,843	10,242	5,399		5,399	47.3%
4140 Recreation Grounds	0	0	86,725	86,725		86,725	0.0%
4300 Parks&Play Area EMRRP Holding	0	0	74,787	74,787		74,787	0.0%
4301 Ashcombe Park Lower	3	712	710	(2)		(2)	100.2%
4302 Ashcombe Park Upper	3	712	710	(2)		(2)	100.2%
4303 Broadway Play	3	712	710	(2)		(2)	100.2%
4304 Broadway Skate Park	3	712	711	(1)		(1)	100.1%
4305 Byron Rec	3	712	711	(1)		(1)	100.1%
4306 Castle Batch Lower	2,326	8,814	8,814	(0)		(0)	100.0%
4307 Canberra Road	3	712	711	(1)		(1)	100.1%
4308 Clarence Park	83	792	791	(1)		(1)	100.1%
4309 Conniston Green	3	712	711	(1)		(1)	100.1%
4310 Ellenborough Park East	107	816	815	(1)		(1)	100.2%
4311 Grove Park	3	712	712	0		0	100.0%
4312 Hutton Moor Skate Park	3	1,037	1,037	0		0	100.0%
4313 Jubilee Park	3	712	713	1		1	99.8%
4314 Locking Castle (Maltlands)	3	712	713	1		1	99.8%
4315 Lynch Farm	3	712	712	0		0	100.0%
4316 Millennium Green	3	712	713	1		1	99.8%
4317 Uphill Junior Play Area	3	712	713	1		1	99.8%
4318 Uphill Toddler Play Area	3	712	713	1		1	99.8%
4319 Water Adventure Play Park	901	61,367	61,368	1		1	100.0%
4320 Worle Recreation Ground	290	999	1,000	2		2	99.8%
4321 Wyvern Close	3	712	713	1		1	99.8%
4322 Ellenborough Park West	3	712	712	0		0	100.0%
6000 Admin Salaries Recharge	940	3,858	4,328	470		470	89.1%
6005 Admin Overhead Recharge	502	1,376	1,216	(160)		(160)	113.2%
6009 HQ recharges	638	1,038	1,228	190		190	84.5%
6010 Grounds Salaries Recharge	5,216	20,640	23,180	2,540		2,540	89.0%
6015 Grounds Overhead Recharge	1,799	4,746	5,676	930		930	83.6%
6030 Operational Staffing Recharge	475	1,886	1,272	(614)		(614)	148.3%
6035 Operational Overhead Recharge	47	692	256	(436)		(436)	270.3%
Parks & Play Areas :- Indirect Expenditure	17,612	128,765	310,076	181,311	0	181,311	41.5%
Net Income over Expenditure	(12,779)	(121,652)	(258,076)	(136,424)			
<u>475 Planned maintenance</u>							
4231 Planned maint holding budget	0	0	41,300	41,300		41,300	0.0%
4232 Allotments PPM	0	85	85	(0)		(0)	100.3%
4233 Blakehay PPM	148	9,511	9,511	0		0	100.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4234 Museum PPM	1,868	16,031	16,030	(1)		(1)	100.0%
4235 Cemetery PPM	160	564	565	1		1	99.9%
4236 Parks & play areas PPM	716	1,101	1,101	(0)		(0)	100.0%
4237 Grove House PPM	61	617	617	0		0	100.0%
4238 Grove Lodge PPM	44	646	645	(1)		(1)	100.1%
4239 Chapel/hut/toilets/shed PPM	0	85	85	(0)		(0)	100.3%
4240 Public toilets	28	232	233	1		1	99.7%
4242 HQ PPM	2,655	6,998	6,999	1		1	100.0%
6000 Admin Salaries Recharge	1,068	4,385	4,920	535		535	89.1%
6005 Admin Overhead Recharge	463	1,269	1,120	(149)		(149)	113.3%
6009 HQ recharges	915	1,489	972	(517)		(517)	153.2%
6010 Grounds Salaries Recharge	368	1,454	1,632	178		178	89.1%
6015 Grounds Overhead Recharge	128	335	396	61		61	84.6%
6030 Operational Staffing Recharge	306	1,215	1,356	141		141	89.6%
6035 Operational Overhead Recharge	30	445	164	(281)		(281)	271.3%
Planned maintenance :- Indirect Expenditure	8,958	46,463	87,731	41,268	0	41,268	53.0%
Net Expenditure	(8,958)	(46,463)	(87,731)	(41,268)			
<b>481 Tourism Love Weston / Dest Mar</b>							
1040 VIC Advertising Income	(1,353)	2,123	15,000	12,878			14.2%
Tourism Love Weston / Dest Mar :- Income	(1,353)	2,123	15,000	12,878			14.2%
4000 Staffing Costs	4,224	23,698	53,427	29,729		29,729	44.4%
4030 Equipment Purchase	0	34	64	30		30	52.9%
4039 Advertising & Marketing	225	225	9,000	8,775		8,775	2.5%
4041 Fees, Subs and Conferences	0	0	250	250		250	0.0%
4062 Tourism-Love Weston website	209	269	11,500	11,231		11,231	2.3%
4107 IT Support & Upgrade	462	917	1,003	86		86	91.4%
6000 Admin Salaries Recharge	867	3,560	3,992	432		432	89.2%
6005 Admin Overhead Recharge	571	1,565	1,376	(189)		(189)	113.7%
6009 HQ recharges	588	956	512	(444)		(444)	186.7%
Tourism Love Weston / Dest Mar :- Indirect Expenditure	7,146	31,224	81,124	49,900	0	49,900	38.5%
Net Income over Expenditure	(8,499)	(29,101)	(66,124)	(37,023)			
<b>482 Tourism VIC costs</b>							
1040 VIC Advertising Income	0	0	1,500	1,500			0.0%
1043 VIC Retail/Shop Income	449	4,439	3,000	(1,439)			148.0%
Tourism VIC costs :- Income	449	4,439	4,500	61			98.7%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4000 Staffing Costs	8,421	20,630	61,137	40,507		40,507	33.7%
4013 Training	136	136	1,865	1,729		1,729	7.3%
4014 P P E / Health & Safety	0	10	1,000	990		990	1.0%
4031 Equipment - Rental	36	104	1,000	896		896	10.4%
4034 Equipment Repairs	0	71	1,000	929		929	7.1%
4035 Telephone	144	569	792	223		223	71.8%
4036 Stationery	0	175	200	25		25	87.3%
4039 Advertising & Marketing	0	0	1,000	1,000		1,000	0.0%
4119 Notice Boards	0	12	1,500	1,488		1,488	0.8%
4136 Credit Card Chgs	38	124	450	326		326	27.6%
4151 Catering	45	63	75	12		12	84.0%
4225 VIC Stock	0	1,052	2,000	948		948	52.6%
6030 Operational Staffing Recharge	2,854	(441)	12,620	13,061		13,061	(3.5%)
6035 Operational Overhead Recharge	283	4,155	1,528	(2,627)		(2,627)	271.9%
Tourism VIC costs :- Indirect Expenditure	11,956	26,660	86,167	59,507	0	59,507	30.9%
Net Income over Expenditure	(11,507)	(22,221)	(81,667)	(59,446)			
<b>485 PublicToilets</b>							
4044 Insurance	4,524	4,524	9,640	5,116		5,116	46.9%
4104 Utilities - Water	115	433	2,200	1,767		1,767	19.7%
4105 Utilities - Heat & Light	234	1,467	3,550	2,083		2,083	41.3%
4110 Cleaning	3,000	12,000	36,000	24,000		24,000	33.3%
6000 Admin Salaries Recharge	1,068	4,386	4,916	530		530	89.2%
6005 Admin Overhead Recharge	571	1,565	1,376	(189)		(189)	113.7%
6009 HQ recharges	725	1,178	976	(202)		(202)	120.7%
6010 Grounds Salaries Recharge	232	918	1,032	114		114	89.0%
6015 Grounds Overhead Recharge	80	210	252	42		42	83.3%
6030 Operational Staffing Recharge	119	473	528	55		55	89.6%
6035 Operational Overhead Recharge	12	174	64	(110)		(110)	271.9%
PublicToilets :- Indirect Expenditure	10,680	27,328	60,534	33,206	0	33,206	45.1%
Net Expenditure	(10,680)	(27,328)	(60,534)	(33,206)			
<b>801 Earmarked Reserves</b>							
8000 EMR Allotments General	0	0	3,500	3,500		3,500	0.0%
8001 EMR Armed forces affiliation	30	8,404	9,000	596		596	93.4%
8003 EMR Elections	0	0	41,535	41,535		41,535	0.0%
8004 EMR Blakehay Live Shows	0	0	6,625	6,625		6,625	0.0%
8008 EMR Milton Road Cemetery	0	0	2,016	2,016		2,016	0.0%
8009 EMR Buy a block phase 2	(108)	(249)	3,002	3,251		3,251	(8.3%)

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
8011 EMR Blakehay Vols Fundraising	0	0	1,345	1,345		1,345	0.0%
8014 EMR Mus phase 2/HLF	(500)	(500)	5,452	5,952		5,952	(9.2%)
8017 EMR Grit Bins/ street furnitur	0	0	3,735	3,735		3,735	0.0%
8018 CAPITAL RESERVE	0	0	15,000	15,000		15,000	0.0%
8019 EMR Old Mill Way	625	625	20,818	20,193		20,193	3.0%
8020 PPM & EMRRP	0	0	51,102	51,102		51,102	0.0%
8022 Civic Events	0	0	1,700	1,700		1,700	0.0%
8023 Cil Monies Received	0	0	217,585	217,585		217,585	0.0%
8024 Environmental Climate Change	1,150	1,150	8,810	7,660		7,660	13.1%
8025 Blakehay CRF Grant Award	0	3,175	2,587	(588)		(588)	122.7%
8026 Com Res - Food Proj / Climate	(199)	9,609	28,571	18,962		18,962	33.6%
8027 Cllrs Email / Tablet Provision	0	0	225	225		225	0.0%
8028 Town Council Community Project	0	2,237	10,000	7,763		7,763	22.4%
8030 Weston In Bloom	0	0	5,000	5,000		5,000	0.0%
8033 MUS - Wild Escape Grant	83	316	1,047	731		731	30.2%
8035 MUS - Understanding Hert Grant	0	15	2,025	2,010		2,010	0.7%
8036 Com Res - Wellbeing	7,370	7,930	5,489	(2,441)		(2,441)	144.5%
8040 Wellbeing staff grant	1,329	7,837	38,270	30,433		30,433	20.5%
Earmarked Reserves :- Indirect Expenditure	9,780	40,550	484,439	443,889	0	443,889	8.4%
Net Expenditure	(9,780)	(40,550)	(484,439)	(443,889)			
<b>901 Capital Works Reserves</b>							
9001 Castlebatch Play Refurbishent	0	248,599	273,149	24,550		24,550	91.0%
9002 HQ Refurbishment Wokrs	41,078	41,078	680,329	639,251		639,251	6.0%
Capital Works Reserves :- Direct Expenditure	41,078	289,677	953,478	663,801	0	663,801	30.4%
Net Expenditure	(41,078)	(289,677)	(953,478)	(663,801)			
Grand Totals:- Income	28,335	1,596,707	412,390	(1,184,317)			387.2%
Expenditure	344,714	1,286,174	4,495,719	3,209,545	0	3,209,545	28.6%
Net Income over Expenditure	(316,378)	310,533	(4,083,329)	(4,393,862)			
Movement to/(from) Gen Reserve	(316,378)	310,533					

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>102 Central Administration</b>							
4000 Staffing Costs	27,561	142,397	386,251	243,854		243,854	36.9%
4006 Moorepay/IT payroll HR softwar	0	897	3,087	2,190		2,190	29.1%
4007 Personnel Consultants	355	1,421	4,415	2,995		2,995	32.2%
4008 CRB Checks/staff services	0	0	1,000	1,000		1,000	0.0%
4009 Health & Safety Consultant	292	1,342	3,500	2,158		2,158	38.3%
4012 Travel & Subsistence Expenses	0	0	250	250		250	0.0%
4013 Training	0	816	5,000	4,184		4,184	16.3%
4019 Website Costs-TC	0	150	650	500		500	23.1%
4030 Equipment Purchase	0	49	500	451		451	9.7%
4031 Equipment - Rental	115	3,768	8,456	4,688		4,688	44.6%
4034 Equipment Repairs	0	0	250	250		250	0.0%
4035 Telephone	514	3,117	5,879	2,762		2,762	53.0%
4036 Stationery	173	737	1,750	1,013		1,013	42.1%
4038 Recruitment / Advertising	0	0	3,000	3,000		3,000	0.0%
4040 Audit & Accountancy	137	1,267	6,000	4,733		4,733	21.1%
4041 Fees, Subs and Conferences	173	2,259	3,545	1,286		1,286	63.7%
4042 Postages	314	1,171	3,857	2,686		2,686	30.4%
4043 Ink Cartridges/printing	179	918	1,399	481		481	65.6%
4044 Insurance	(3,770)	5,898	13,363	7,465		7,465	44.1%
4049 Legal fees	0	1,360	2,000	640		640	68.0%
4107 IT Support & Upgrade	1,009	7,735	22,165	14,430		14,430	34.9%
4136 Credit Card Chgs	37	162	450	288		288	35.9%
4151 Catering	177	749	1,500	751		751	49.9%
4260 MHR People First Setup Costs	0	3,381	16,485	13,104		13,104	20.5%
6020 Allocation to Cost Centres	(27,267)	(179,592)	(206,150)	(26,558)		(26,558)	87.1%
Central Administration :- Indirect Expenditure	0	1	288,602	288,601	0	288,601	0.0%
Net Expenditure	(0)	(1)	(288,602)	(288,601)			
<b>103 Grove House</b>							
4102 NNDR	536	2,684	1,341	(1,343)		(1,343)	200.2%
4104 Utilities - Water	0	112	310	198		198	36.0%
4105 Utilities - Heat & Light	17	878	575	(303)		(303)	152.6%
4109 Alarm system	0	140	139	(1)		(1)	100.7%
4110 Cleaning	430	2,764	937	(1,827)		(1,827)	295.0%
4111 Window Cleaning	13	63	17	(46)		(46)	367.6%
4114 Refuse Removal	281	175	718	543		543	24.4%
Grove House :- Indirect Expenditure	1,277	6,816	4,037	(2,779)	0	(2,779)	168.8%
Net Expenditure	(1,277)	(6,816)	(4,037)	2,779			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>104 Grove Lodge</b>							
4030 Equipment Purchase	0	0	9	9		9	0.0%
4102 NNDR	236	1,339	675	(664)		(664)	198.4%
4104 Utilities - Water	23	90	624	534		534	14.4%
4105 Utilities - Heat & Light	37	1,118	656	(462)		(462)	170.4%
4109 Alarm system	0	33	15	(18)		(18)	216.7%
4110 Cleaning	243	1,229	762	(467)		(467)	161.3%
4111 Window Cleaning	13	63	21	(42)		(42)	297.6%
4132 Rent	417	2,917	1,250	(1,667)		(1,667)	233.3%
Grove Lodge :- Indirect Expenditure	968	6,787	4,012	(2,775)	0	(2,775)	169.2%
Net Expenditure	(968)	(6,787)	(4,012)	2,775			
<b>105 Community Services</b>							
4158 Weston in Bloom	4,501	8,092	12,000	3,908		3,908	67.4%
4200 Small grants to Voluntary Orgs	(1,550)	0	12,500	12,500		12,500	0.0%
4204 VANS	0	0	3,000	3,000		3,000	0.0%
4208 Christmas Lights - SLA	0	160	39,996	39,836		39,836	0.4%
4210 Weston Town Centre Co SLA	0	19,398	19,398	0		0	100.0%
4212 CCTV (NSC)	23,925	23,925	81,600	57,675		57,675	29.3%
4218 Flower Beds	4,000	4,250	5,000	750		750	85.0%
4221 Citizens Advice Bureau	0	0	25,000	25,000		25,000	0.0%
4223 Community Events	0	0	6,000	6,000		6,000	0.0%
4228 Blue Plaques	0	(45)	1,000	1,045		1,045	(4.5%)
4229 Armed Forces Celebrations	0	5,178	9,500	4,322		4,322	54.5%
4250 Community Events Grants	1,550	43,150	60,000	16,850		16,850	71.9%
4252 Crime & Disorder	10,449	19,852	50,000	30,148		30,148	39.7%
4864 Homeless Support Fund	0	0	50,000	50,000		50,000	0.0%
6000 Admin Salaries Recharge	2,329	12,032	13,600	1,568		1,568	88.5%
6005 Admin Overhead Recharge	(25)	3,435	3,820	385		385	89.9%
6009 HQ recharges	(18)	2,589	2,370	(219)		(219)	109.2%
6010 Grounds Salaries Recharge	4,548	22,443	25,125	2,682		2,682	89.3%
6015 Grounds Overhead Recharge	326	4,440	6,150	1,710		1,710	72.2%
6030 Operational Staffing Recharge	1,189	5,907	6,575	668		668	89.8%
6035 Operational Overhead Recharge	58	1,790	795	(995)		(995)	225.2%
Community Services :- Indirect Expenditure	51,282	176,596	433,429	256,833	0	256,833	40.7%
Net Expenditure	(51,282)	(176,596)	(433,429)	(256,833)			



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>107 Civic Support</b>							
4000 Staffing Costs	3,598	14,824	25,059	10,235		10,235	59.2%
4036 Stationery	0	11	200	189		189	5.5%
4044 Insurance	(3,770)	754	8,022	7,268		7,268	9.4%
4050 Printing	0	279	1,450	1,171		1,171	19.3%
4150 Chauffeur/travel costs	873	1,661	5,800	4,139		4,139	28.6%
4151 Catering	6	3,646	10,500	6,854		6,854	34.7%
4152 Civic Miscellaneous	(47)	2,328	3,994	1,666		1,666	58.3%
4153 Chairman's Allowance	1,175	2,349	4,496	2,147		2,147	52.2%
4154 Civic Regalia	20	462	2,700	2,238		2,238	17.1%
4163 Hildesheim Anniversary	84	1,799	0	(1,799)		(1,799)	0.0%
6000 Admin Salaries Recharge	3,958	20,446	23,110	2,664		2,664	88.5%
6005 Admin Overhead Recharge	(42)	5,838	6,490	652		652	90.0%
6009 HQ recharges	(31)	4,401	4,250	(151)		(151)	103.6%
6010 Grounds Salaries Recharge	1,167	5,759	6,445	686		686	89.4%
6015 Grounds Overhead Recharge	84	1,139	1,580	441		441	72.1%
6030 Operational Staffing Recharge	119	592	660	68		68	89.7%
6035 Operational Overhead Recharge	6	181	80	(101)		(101)	226.3%
Civic Support :- Indirect Expenditure	7,200	66,469	104,836	38,367	0	38,367	63.4%
Net Expenditure	(7,200)	(66,469)	(104,836)	(38,367)			
<b>108 Democratic Representation</b>							
1100 Miscellaneous Income	0	19	0	(19)			0.0%
Democratic Representation :- Income	0	19	0	(19)			
4013 Training	452	1,130	1,945	815		815	58.1%
4018 Election Costs	19,766	19,766	15,000	(4,766)		(4,766)	131.8%
4024 Internal Meeting Provision	1,547	2,165	3,413	1,248		1,248	63.4%
4107 IT Support & Upgrade	161	824	1,958	1,134		1,134	42.1%
6000 Admin Salaries Recharge	7,943	41,033	46,380	5,347		5,347	88.5%
6005 Admin Overhead Recharge	(84)	11,719	13,030	1,311		1,311	89.9%
6009 HQ recharges	(63)	8,831	8,210	(621)		(621)	107.6%
6030 Operational Staffing Recharge	48	238	265	27		27	89.8%
6035 Operational Overhead Recharge	2	72	30	(42)		(42)	240.0%
Democratic Representation :- Indirect Expenditure	29,771	85,777	90,231	4,454	0	4,454	95.1%
Net Income over Expenditure	(29,771)	(85,758)	(90,231)	(4,473)			
<b>110 Other Costs &amp; Income</b>							
1100 Miscellaneous Income	0	8,853	0	(8,853)			0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1176 Precept	0	1,468,119	0	(1,468,119			0.0%
1190 Bank Interest	1,973	8,891	6,000	(2,891)			148.2%
Other Costs & Income :- Income	1,973	1,485,863	6,000	(1,479,863			24764.4
4051 Bank Charges	316	1,429	4,000	2,571		2,571	35.7%
4060 PWLB Interest repaid-Blakehay	0	2,067	4,611	2,544		2,544	44.8%
4061 PWLB Capital repaid-Blakehay	0	6,000	12,000	6,000		6,000	50.0%
4068 PWLB Interest repaid-Water Pk	0	4,295	8,986	4,691		4,691	47.8%
4069 PWLB Capital repaid-Water Pk	0	5,884	1,373	(4,511)		(4,511)	428.6%
4080 PWLB Capital HQ Loan	0	5,000	9,394	4,394		4,394	53.2%
4081 PWLB Interest HQ Loan	0	4,450	9,394	4,944		4,944	47.4%
4999 General Reserve	(288,390)	(288,390)	0	288,390		288,390	0.0%
Other Costs & Income :- Indirect Expenditure	(288,074)	(259,264)	49,758	309,022	0	309,022	(521.0%)
Net Income over Expenditure	290,047	1,745,127	(43,758)	(1,788,885			
<u>111 Strategic Planning/Projects</u>							
4049 Legal fees	125	3,210	10,000	6,790		6,790	32.1%
4213 Development budget	(115)	452	1,000	548		548	45.2%
6000 Admin Salaries Recharge	2,431	12,558	14,195	1,637		1,637	88.5%
6005 Admin Overhead Recharge	(26)	3,587	3,985	398		398	90.0%
6009 HQ recharges	(19)	2,703	1,245	(1,458)		(1,458)	217.1%
6030 Operational Staffing Recharge	119	592	655	63		63	90.4%
6035 Operational Overhead Recharge	7	181	80	(101)		(101)	226.3%
Strategic Planning/Projects :- Indirect Expenditure	2,522	23,283	31,160	7,877	0	7,877	74.7%
Net Expenditure	(2,522)	(23,283)	(31,160)	(7,877)			
<u>112 Environmental</u>							
4076 Environmental / Climate	2,198	11,785	25,000	13,215		13,215	47.1%
6000 Admin Salaries Recharge	625	3,231	3,650	419		419	88.5%
6005 Admin Overhead Recharge	(7)	(2,525)	1,020	3,545		3,545	(247.5%)
6009 HQ recharges	(6)	694	1,045	351		351	66.4%
6030 Operational Staffing Recharge	238	1,181	1,315	134		134	89.8%
6035 Operational Overhead Recharge	12	358	160	(198)		(198)	223.8%
Environmental :- Indirect Expenditure	3,060	14,724	32,190	17,466	0	17,466	45.7%
Net Expenditure	(3,060)	(14,724)	(32,190)	(17,466)			
<u>113 Operational Services</u>							
4000 Staffing Costs	9,393	46,666	124,645	77,979		77,979	37.4%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4012 Travel & Subsistence Expenses	79	196	500	304		304	39.2%
4013 Training	0	140	6,772	6,632		6,632	2.1%
4014 P P E / Health & Safety	43	85	1,000	915		915	8.5%
4030 Equipment Purchase	40	88	200	112		112	43.9%
4035 Telephone	43	148	268	120		120	55.2%
4041 Fees, Subs and Conferences	29	(211)	400	611		611	(52.8%)
4107 IT Support & Upgrade	311	1,773	4,684	2,911		2,911	37.8%
4151 Catering	(88)	4	500	496		496	0.8%
4253 Volunteer Events	0	150	750	600		600	20.0%
6020 Allocation to Cost Centres	(9,851)	(49,039)	(58,215)	(9,176)		(9,176)	84.2%
Operational Services :- Indirect Expenditure	(0)	(0)	81,504	81,504	0	81,504	0.0%
Net Expenditure	0	0	(81,504)	(81,504)			
<b>114 Old Town Quarry</b>							
1300 Licence Income	0	0	10,000	10,000			0.0%
Old Town Quarry :- Income	0	0	10,000	10,000			0.0%
4014 P P E / Health & Safety	0	388	500	112		112	77.6%
4030 Equipment Purchase	0	0	1,000	1,000		1,000	0.0%
4102 NNDR	0	0	3,000	3,000		3,000	0.0%
4104 Utilities - Water	0	0	1,000	1,000		1,000	0.0%
4105 Utilities - Heat & Light	0	0	7,500	7,500		7,500	0.0%
4109 Alarm system	0	0	1,000	1,000		1,000	0.0%
4110 Cleaning	0	0	1,000	1,000		1,000	0.0%
4114 Refuse Removal	0	0	500	500		500	0.0%
Old Town Quarry :- Indirect Expenditure	0	388	15,500	15,112	0	15,112	2.5%
Net Income over Expenditure	0	(388)	(5,500)	(5,112)			
<b>115 HQ</b>							
1100 Miscellaneous Income	0	0	5,000	5,000			0.0%
HQ :- Income	0	0	5,000	5,000			0.0%
4014 P P E / Health & Safety	0	0	4,000	4,000		4,000	0.0%
4030 Equipment Purchase	0	0	10,000	10,000		10,000	0.0%
4044 Insurance	0	18,905	11,606	(7,299)		(7,299)	162.9%
4102 NNDR	0	611	15,594	14,983		14,983	3.9%
4104 Utilities - Water	(281)	47	1,000	953		953	4.7%
4105 Utilities - Heat & Light	62	72	7,500	7,428		7,428	1.0%
4109 Alarm system	0	0	1,320	1,320		1,320	0.0%
4110 Cleaning	0	0	10,000	10,000		10,000	0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4111 Window Cleaning	0	54	384	330		330	14.1%
4114 Refuse Removal	0	0	2,362	2,362		2,362	0.0%
4171 Parking	0	10,950	9,500	(1,450)		(1,450)	115.3%
4213 Development budget	0	0	12,210	12,210		12,210	0.0%
6020 Allocation to Cost Centres	219	(30,639)	(31,800)	(1,161)		(1,161)	96.3%
HQ :- Indirect Expenditure	0	1	53,676	53,675	0	53,675	0.0%

Net Income over Expenditure (0) (1) (48,676) (48,675)

#### 120 Blakehay Central Costs

1105 Blakehay Box office income	(14,692)	756	4,000	3,244			18.9%
Blakehay Central Costs :- Income	(14,692)	756	4,000	3,244			18.9%
4000 Staffing Costs	5,246	26,228	68,254	42,026		42,026	38.4%
4013 Training	0	181	1,050	869		869	17.2%
4014 P P E / Health & Safety	0	43	500	457		457	8.7%
4019 Website Costs-TC	0	0	500	500		500	0.0%
4030 Equipment Purchase	0	2,104	5,000	2,896		2,896	42.1%
4031 Equipment - Rental	44	167	139	(28)		(28)	119.8%
4034 Equipment Repairs	400	400	2,000	1,600		1,600	20.0%
4035 Telephone	145	695	1,344	649		649	51.7%
4036 Stationery	23	67	500	433		433	13.4%
4043 Ink Cartridges/printing	0	52	350	298		298	15.0%
4044 Insurance	(3,770)	8,580	10,363	1,783		1,783	82.8%
4102 NNDR	314	1,574	3,226	1,652		1,652	48.8%
4104 Utilities - Water	59	262	624	362		362	42.0%
4105 Utilities - Heat & Light	1,290	7,526	21,017	13,491		13,491	35.8%
4107 IT Support & Upgrade	226	1,860	3,500	1,640		1,640	53.1%
4109 Alarm system	0	0	641	641		641	0.0%
4110 Cleaning	1,645	8,165	19,766	11,601		11,601	41.3%
4111 Window Cleaning	0	75	308	233		233	24.4%
4114 Refuse Removal	216	286	2,029	1,743		1,743	14.1%
4131 Licenses	35	284	1,200	916		916	23.7%
4136 Credit Card Chgs	37	162	450	288		288	35.9%
6000 Admin Salaries Recharge	1,502	7,760	8,770	1,010		1,010	88.5%
6005 Admin Overhead Recharge	(16)	2,216	2,465	249		249	89.9%
6009 HQ recharges	(10)	1,363	1,415	52		52	96.3%
6010 Grounds Salaries Recharge	564	2,784	3,115	331		331	89.4%
6015 Grounds Overhead Recharge	40	550	765	215		215	71.9%
6030 Operational Staffing Recharge	1,334	6,627	7,375	748		748	89.9%
6035 Operational Overhead Recharge	65	2,007	890	(1,117)		(1,117)	225.5%
Blakehay Central Costs :- Indirect Expenditure	9,388	82,018	167,556	85,538	0	85,538	48.9%
Net Income over Expenditure	(24,081)	(81,262)	(163,556)	(82,294)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>121 Blakehay -Auditorium</b>							
1090 Bookings	3,350	11,017	38,089	27,072			28.9%
Blakehay -Auditorium :- Income	3,350	11,017	38,089	27,072			28.9%
4000 Staffing Costs	3,564	15,475	47,725	32,250		32,250	32.4%
4039 Advertising & Marketing	202	885	3,500	2,615		2,615	25.3%
4224 Blakehay Performing Rights	0	0	1,000	1,000		1,000	0.0%
Blakehay -Auditorium :- Indirect Expenditure	3,766	16,360	52,225	35,865	0	35,865	31.3%
Net Income over Expenditure	(416)	(5,344)	(14,136)	(8,792)			
<b>122 Blakehay - Upper Studio</b>							
1014 BH evening classes income	0	175	660	485			26.5%
1090 Bookings	231	3,416	6,621	3,206			51.6%
Blakehay - Upper Studio :- Income	231	3,591	7,281	3,691			49.3%
4141 BH evening classes expenditure	0	125	551	426		426	22.7%
Blakehay - Upper Studio :- Indirect Expenditure	0	125	551	426	0	426	22.7%
Net Income over Expenditure	231	3,466	6,730	3,265			
<b>123 Blakehay Bar</b>							
1193 Blakehay Bar Events Hire	0	125	1,000	875			12.5%
1194 Bar Income	368	4,304	15,000	10,696			28.7%
Blakehay Bar :- Income	368	4,429	16,000	11,571			27.7%
4000 Staffing Costs	1,257	8,412	20,967	12,555		12,555	40.1%
4031 Equipment - Rental	(44)	132	528	396		396	25.0%
4405 Blakehay Bar Expenditure	88	2,311	7,000	4,689		4,689	33.0%
Blakehay Bar :- Indirect Expenditure	1,301	10,856	28,495	17,639	0	17,639	38.1%
Net Income over Expenditure	(933)	(6,426)	(12,495)	(6,069)			
<b>125 Blakehay -Live Shows</b>							
1106 Blakehay events income	105	4,929	48,000	43,071			10.3%
Blakehay -Live Shows :- Income	105	4,929	48,000	43,071			10.3%
4016 Show costs	0	3,750	24,000	20,250		20,250	15.6%
4039 Advertising & Marketing	0	655	3,500	2,845		2,845	18.7%
Blakehay -Live Shows :- Indirect Expenditure	0	4,405	27,500	23,095	0	23,095	16.0%
Net Income over Expenditure	105	524	20,500	19,976			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>140 Museum Central Costs</b>							
1034 Grant funding	0	(597)	0	597			0.0%
1100 Miscellaneous Income	41	2,016	5,000	2,984			40.3%
<b>Museum Central Costs :- Income</b>	<b>41</b>	<b>1,419</b>	<b>5,000</b>	<b>3,581</b>			<b>28.4%</b>
4000 Staffing Costs	9,397	41,156	123,542	82,386		82,386	33.3%
4012 Travel & Subsistence Expenses	0	23	50	27		27	45.7%
4013 Training	179	2,076	3,806	1,730		1,730	54.6%
4014 P P E / Health & Safety	0	926	500	(426)		(426)	185.1%
4019 Website Costs-TC	6	6	350	344		344	1.7%
4030 Equipment Purchase	0	420	1,000	580		580	42.0%
4031 Equipment - Rental	22	110	403	293		293	27.3%
4034 Equipment Repairs	0	0	1,000	1,000		1,000	0.0%
4035 Telephone	278	1,363	2,950	1,587		1,587	46.2%
4036 Stationery	0	181	500	319		319	36.3%
4039 Advertising & Marketing	657	727	4,000	3,273		3,273	18.2%
4041 Fees, Subs and Conferences	9	222	100	(122)		(122)	221.7%
4044 Insurance	(3,770)	8,580	10,363	1,783		1,783	82.8%
4102 NNDR	3	4	213	209		209	2.0%
4104 Utilities - Water	22	177	257	80		80	68.9%
4105 Utilities - Heat & Light	921	5,426	12,953	7,527		7,527	41.9%
4107 IT Support & Upgrade	466	2,830	5,348	2,518		2,518	52.9%
4109 Alarm system	30	253	1,060	807		807	23.9%
4110 Cleaning	1,365	6,045	14,492	8,447		8,447	41.7%
4111 Window Cleaning	0	100	616	516		516	16.2%
4114 Refuse Removal	247	766	2,068	1,302		1,302	37.1%
4131 Licenses	428	868	1,907	1,039		1,039	45.5%
4214 Somerset County Council - SLA	0	0	72,260	72,260		72,260	0.0%
6000 Admin Salaries Recharge	1,254	6,478	7,325	847		847	88.4%
6005 Admin Overhead Recharge	(13)	1,850	2,055	205		205	90.0%
6009 HQ recharges	(10)	1,395	1,910	515		515	73.0%
6010 Grounds Salaries Recharge	934	4,607	5,160	553		553	89.3%
6015 Grounds Overhead Recharge	67	912	1,265	353		353	72.1%
6030 Operational Staffing Recharge	2,140	10,632	4,560	(6,072)		(6,072)	233.2%
6035 Operational Overhead Recharge	104	3,220	550	(2,670)		(2,670)	585.5%
<b>Museum Central Costs :- Indirect Expenditure</b>	<b>14,737</b>	<b>101,353</b>	<b>282,563</b>	<b>181,210</b>	<b>0</b>	<b>181,210</b>	<b>35.9%</b>
<b>Net Income over Expenditure</b>	<b>(14,697)</b>	<b>(99,935)</b>	<b>(277,563)</b>	<b>(177,628)</b>			
<b>141 Museum Learning and Events</b>							
1006 Learning Income	393	4,177	11,653	7,477			35.8%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1008 Museum handling box hire	0	400	2,404	2,004			16.6%
Museum Learning and Events :- Income	393	4,577	14,057	9,481			32.6%
4000 Staffing Costs	2,777	14,530	36,849	22,319		22,319	39.4%
4012 Travel & Subsistence Expenses	0	0	100	100		100	0.0%
4020 Learning/Event education equip	94	257	1,200	943		943	21.4%
4030 Equipment Purchase	38	180	2,500	2,320		2,320	7.2%
Museum Learning and Events :- Indirect Expenditure	2,908	14,967	40,649	25,682	0	25,682	36.8%
Net Income over Expenditure	(2,515)	(10,390)	(26,592)	(16,202)			
<b>142 Museum Cafe</b>							
1004 Cafe Sales	6,688	26,813	66,000	39,187			40.6%
1194 Bar Income	250	969	10,000	9,031			9.7%
1197 Function food income	2,169	4,493	0	(4,493)			0.0%
Museum Cafe :- Income	9,107	32,276	76,000	43,724			42.5%
4000 Staffing Costs	3,478	25,180	46,746	21,566		21,566	53.9%
4014 P P E / Health & Safety	0	38	1,500	1,462		1,462	2.6%
4030 Equipment Purchase	233	1,424	2,500	1,076		1,076	57.0%
4031 Equipment - Rental	174	913	1,980	1,067		1,067	46.1%
4110 Cleaning	74	152	1,000	848		848	15.2%
4114 Refuse Removal	0	61	2,280	2,219		2,219	2.7%
4406 Bar Stock	59	1,024	5,000	3,976		3,976	20.5%
4407 Museum cafe stock	2,349	10,634	16,500	5,866		5,866	64.4%
4511 Function food costs	716	2,167	0	(2,167)		(2,167)	0.0%
Museum Cafe :- Indirect Expenditure	7,082	41,594	77,506	35,912	0	35,912	53.7%
Net Income over Expenditure	2,025	(9,318)	(1,506)	7,812			
<b>143 Museum shop/retail</b>							
1005 Museum Shop Sales	2,195	8,435	13,500	5,065			62.5%
1009 Museum sale or return comm	(696)	(948)	1,500	2,448			(63.2%)
Museum shop/retail :- Income	1,499	7,487	15,000	7,513			49.9%
4030 Equipment Purchase	0	218	300	82		82	72.7%
4031 Equipment - Rental	0	65	156	91		91	41.6%
4136 Credit Card Chgs	37	162	450	288		288	35.9%
4408 Museum shop stock	1,748	7,532	8,250	718		718	91.3%
Museum shop/retail :- Indirect Expenditure	1,786	7,977	9,156	1,179	0	1,179	87.1%
Net Income over Expenditure	(286)	(490)	5,844	6,334			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>145 Museum Function</b>							
1019 Internal Bookings (Council)	0	0	1,500	1,500			0.0%
1103 Other event misc income	0	1,566	6,000	4,434			26.1%
1104 Function Income	3,311	11,240	16,000	4,760			70.3%
<b>Museum Function :- Income</b>	<b>3,311</b>	<b>12,806</b>	<b>23,500</b>	<b>10,694</b>			<b>54.5%</b>
4400 Museum Function Expenditure	1,220	1,220	0	(1,220)		(1,220)	0.0%
<b>Museum Function :- Direct Expenditure</b>	<b>1,220</b>	<b>1,220</b>	<b>0</b>	<b>(1,220)</b>	<b>0</b>	<b>(1,220)</b>	
4000 Staffing Costs	843	3,172	18,361	15,189		15,189	17.3%
4030 Equipment Purchase	0	889	5,000	4,111		4,111	17.8%
4420 Function Expenditure (1104)	200	1,291	0	(1,291)		(1,291)	0.0%
<b>Museum Function :- Indirect Expenditure</b>	<b>1,043</b>	<b>5,353</b>	<b>23,361</b>	<b>18,008</b>	<b>0</b>	<b>18,008</b>	<b>22.9%</b>
<b>Net Income over Expenditure</b>	<b>1,048</b>	<b>6,233</b>	<b>139</b>	<b>(6,094)</b>			
<b>300 Planning</b>							
6000 Admin Salaries Recharge	1,053	5,439	6,150	711		711	88.4%
6005 Admin Overhead Recharge	(11)	1,554	1,725	171		171	90.1%
6009 HQ recharges	(8)	1,170	2,805	1,635		1,635	41.7%
<b>Planning :- Indirect Expenditure</b>	<b>1,034</b>	<b>8,163</b>	<b>10,680</b>	<b>2,517</b>	<b>0</b>	<b>2,517</b>	<b>76.4%</b>
<b>Net Expenditure</b>	<b>(1,034)</b>	<b>(8,163)</b>	<b>(10,680)</b>	<b>(2,517)</b>			
<b>400 Central Grounds Maintenance</b>							
4000 Staffing Costs	25,650	126,579	340,070	213,491		213,491	37.2%
4013 Training	0	1,097	6,887	5,790		5,790	15.9%
4014 P P E / Health & Safety	81	393	3,000	2,607		2,607	13.1%
4015 SLA Somerset	0	(2,980)	0	2,980		2,980	0.0%
4025 Vehicle Maintenance	0	3,733	5,550	1,817		1,817	67.3%
4026 Petrol / Diesel	1,328	3,056	9,585	6,529		6,529	31.9%
4030 Equipment Purchase	83	4,518	7,000	2,482		2,482	64.5%
4031 Equipment - Rental	1,299	6,078	16,960	10,882		10,882	35.8%
4034 Equipment Repairs	276	786	2,500	1,714		1,714	31.4%
4035 Telephone	223	2,669	2,153	(516)		(516)	124.0%
4041 Fees, Subs and Conferences	0	0	95	95		95	0.0%
4044 Insurance	(2,844)	2,221	8,004	5,783		5,783	27.8%
4107 IT Support & Upgrade	1,278	3,169	8,751	5,582		5,582	36.2%
4114 Refuse Removal	42	69	12,765	12,696		12,696	0.5%
4151 Catering	74	231	0	(231)		(231)	0.0%
6020 Allocation to Cost Centres	(27,489)	(151,621)	(176,385)	(24,764)		(24,764)	86.0%
<b>Central Grounds Maintenance :- Indirect Expenditure</b>	<b>(0)</b>	<b>(0)</b>	<b>246,935</b>	<b>246,935</b>	<b>0</b>	<b>246,935</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(246,935)</b>	<b>(246,935)</b>			



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>403 Allotments</b>							
1100 Miscellaneous Income	0	0	400	400			0.0%
Allotments :- Income	0	0	400	400			0.0%
4105 Utilities - Heat & Light	113	357	3,000	2,643	2,643		11.9%
4108 Building / Maintenance	0	(54)	1,444	1,498	1,498		(3.7%)
6000 Admin Salaries Recharge	124	642	725	83	83		88.6%
6005 Admin Overhead Recharge	(2)	183	205	22	22		89.3%
6009 HQ recharges	(1)	137	460	323	323		29.8%
6010 Grounds Salaries Recharge	1,631	8,050	9,010	960	960		89.3%
6015 Grounds Overhead Recharge	117	1,593	2,205	612	612		72.2%
6030 Operational Staffing Recharge	47	233	260	27	27		89.6%
6035 Operational Overhead Recharge	2	71	30	(41)	(41)		236.7%
Allotments :- Indirect Expenditure	2,031	11,212	17,339	6,127	0	6,127	64.7%
Net Income over Expenditure	(2,031)	(11,212)	(16,939)	(5,727)			
<b>420 Milton Road Cemetery</b>							
1010 Interments	1,470	11,250	49,500	38,250			22.7%
1011 Memorials	0	1,797	5,804	4,007			31.0%
1100 Miscellaneous Income	0	2,313	2,721	409			85.0%
Milton Road Cemetery :- Income	1,470	15,359	58,025	42,666			26.5%
4034 Equipment Repairs	96	96	2,000	1,904	1,904		4.8%
4054 Grave Digging	0	3,281	10,000	6,719	6,719		32.8%
4055 Memorials	157	1,284	7,000	5,716	5,716		18.3%
4102 NNDR	0	0	3,636	3,636	3,636		0.0%
4104 Utilities - Water	(66)	320	1,813	1,493	1,493		17.7%
4105 Utilities - Heat & Light	16	82	168	86	86		48.6%
4109 Alarm system	0	0	310	310	310		0.0%
4110 Cleaning	0	90	2,000	1,910	1,910		4.5%
6000 Admin Salaries Recharge	1,378	7,118	8,045	927	927		88.5%
6005 Admin Overhead Recharge	(15)	2,032	2,260	228	228		89.9%
6009 HQ recharges	(11)	1,532	1,070	(462)	(462)		143.2%
6010 Grounds Salaries Recharge	8,511	42,000	47,015	5,015	5,015		89.3%
6015 Grounds Overhead Recharge	610	8,309	11,510	3,201	3,201		72.2%
6030 Operational Staffing Recharge	357	1,774	9,245	7,471	7,471		19.2%
6035 Operational Overhead Recharge	17	537	990	453	453		54.2%
Milton Road Cemetery :- Indirect Expenditure	11,050	68,455	107,062	38,607	0	38,607	63.9%
Net Income over Expenditure	(9,580)	(53,096)	(49,037)	4,059			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>451 Youth Activities</b>							
4057 Youth Council Budget	0	0	500	500		500	0.0%
4142 YMCA SLA	0	36,970	74,613	37,643		37,643	49.5%
4219 Youth Grants	0	0	3,000	3,000		3,000	0.0%
6000 Admin Salaries Recharge	276	1,425	1,610	185		185	88.5%
6005 Admin Overhead Recharge	(3)	405	450	45		45	90.0%
6009 HQ recharges	(2)	306	1,450	1,144		1,144	21.1%
Youth Activities :- Indirect Expenditure	271	39,106	81,623	42,517	0	42,517	47.9%
Net Expenditure	(271)	(39,106)	(81,623)	(42,517)			
<b>460 Street Furniture</b>							
1112 Dog Bin Emptying	1,196	6,856	14,538	7,682			47.2%
Street Furniture :- Income	1,196	6,856	14,538	7,682			47.2%
4105 Utilities - Heat & Light	(28)	826	1,400	574		574	59.0%
4115 Dogbin purchase	0	0	780	780		780	0.0%
4116 Dogbin Emptying	1,771	7,522	20,297	12,775		12,775	37.1%
4119 Notice Boards	143	1,983	1,500	(483)		(483)	132.2%
4120 Bus Shelter Cleaning / Graffit	132	396	500	104		104	79.2%
4133 Bus Shelter - Repairs	0	0	500	500		500	0.0%
4157 Prince Wales Clock/welcome sig	34	179	550	371		371	32.5%
6000 Admin Salaries Recharge	802	4,144	4,685	541		541	88.5%
6005 Admin Overhead Recharge	(9)	1,183	1,315	132		132	90.0%
6009 HQ recharges	(6)	891	990	99		99	90.0%
6010 Grounds Salaries Recharge	2,447	12,076	13,520	1,444		1,444	89.3%
6015 Grounds Overhead Recharge	175	2,388	3,310	922		922	72.1%
6030 Operational Staffing Recharge	48	238	1,305	1,067		1,067	18.2%
6035 Operational Overhead Recharge	2	72	160	88		88	45.0%
Street Furniture :- Indirect Expenditure	5,512	31,898	50,812	18,914	0	18,914	62.8%
Net Income over Expenditure	(4,316)	(25,043)	(36,274)	(11,231)			
<b>470 Parks &amp; Play Areas</b>							
1076 Water Play Area Kiosk Income	175	3,850	7,000	3,150			55.0%
1077 Water Park Admissions	13,188	16,626	45,000	28,374			36.9%
Parks & Play Areas :- Income	13,363	20,476	52,000	31,524			39.4%
4102 NNDR	0	0	449	449		449	0.0%
4104 Utilities - Water	179	(46)	3,004	3,050		3,050	(1.5%)
4105 Utilities - Heat & Light	2,704	7,004	11,500	4,496		4,496	60.9%
4109 Alarm system	0	398	500	102		102	79.6%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4114 Refuse Removal	0	0	500	500		500	0.0%
4138 Water Play Area Rent	0	4,843	10,242	5,399		5,399	47.3%
4140 Recreation Grounds	78,060	78,060	86,725	8,665		8,665	90.0%
4300 Parks&Play Area EMRRP Holding	0	0	70,396	70,396		70,396	0.0%
4301 Ashcombe Park Lower	80	792	790	(2)		(2)	100.2%
4302 Ashcombe Park Upper	80	792	790	(2)		(2)	100.2%
4303 Broadway Play	80	792	790	(2)		(2)	100.2%
4304 Broadway Skate Park	80	792	791	(1)		(1)	100.1%
4305 Byron Rec	80	792	791	(1)		(1)	100.1%
4306 Castle Batch Lower	2,385	11,199	11,199	(0)		(0)	100.0%
4307 Canberra Road	80	792	791	(1)		(1)	100.1%
4308 Clarence Park	80	872	871	(1)		(1)	100.1%
4309 Conniston Green	80	792	791	(1)		(1)	100.1%
4310 Ellenborough Park East	80	896	895	(1)		(1)	100.1%
4311 Grove Park	80	792	792	0		0	100.0%
4312 Hutton Moor Skate Park	188	1,225	1,225	0		0	100.0%
4313 Jubilee Park	80	792	793	1		1	99.9%
4314 Locking Castle (Maltlands)	80	792	793	1		1	99.9%
4315 Lynch Farm	80	792	792	0		0	100.0%
4316 Millennium Green	80	792	793	1		1	99.9%
4317 Uphill Junior Play Area	80	792	793	1		1	99.9%
4318 Uphill Toddler Play Area	80	792	793	1		1	99.9%
4319 Water Adventure Play Park	155	61,523	61,523	0		0	100.0%
4320 Worle Recreation Ground	222	1,221	1,222	1		1	99.9%
4321 Wyvern Close	80	792	794	2		2	99.7%
4322 Ellenborough Park West	80	792	792	0		0	100.0%
6000 Admin Salaries Recharge	926	4,784	5,410	626		626	88.4%
6005 Admin Overhead Recharge	(10)	1,366	1,520	154		154	89.9%
6009 HQ recharges	(7)	1,031	1,535	504		504	67.2%
6010 Grounds Salaries Recharge	5,245	25,885	28,975	3,090		3,090	89.3%
6015 Grounds Overhead Recharge	376	5,122	7,095	1,973		1,973	72.2%
6030 Operational Staffing Recharge	475	2,361	1,590	(771)		(771)	148.5%
6035 Operational Overhead Recharge	23	715	320	(395)		(395)	223.4%
Parks & Play Areas :- Indirect Expenditure	92,362	221,127	319,365	98,238	0	98,238	69.2%
Net Income over Expenditure	(78,999)	(200,652)	(267,365)	(66,714)			
<u>475 Planned maintenance</u>							
4231 Planned maint holding budget	0	0	34,820	34,820		34,820	0.0%
4232 Allotments PPM	150	235	235	(0)		(0)	100.1%
4233 Blakehay PPM	1,250	10,761	10,761	0		0	100.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4234 Museum PPM	1,563	17,595	17,593	(2)		(2)	100.0%
4235 Cemetery PPM	0	564	565	1		1	99.9%
4236 Parks & play areas PPM	636	1,738	1,737	(1)		(1)	100.0%
4237 Grove House PPM	159	776	776	(0)		(0)	100.0%
4238 Grove Lodge PPM	159	805	804	(1)		(1)	100.1%
4239 Chapel/hut/toilets/shed PPM	159	244	244	(0)		(0)	100.1%
4240 Public toilets	2,033	2,266	2,266	0		0	100.0%
4241 VIC PPM	10	10	10	0		0	96.5%
4242 HQ PPM	360	7,358	7,360	2		2	100.0%
6000 Admin Salaries Recharge	1,053	5,438	6,150	712		712	88.4%
6005 Admin Overhead Recharge	(9)	1,260	1,400	140		140	90.0%
6009 HQ recharges	(11)	1,478	1,215	(263)		(263)	121.6%
6010 Grounds Salaries Recharge	369	1,823	2,040	217		217	89.4%
6015 Grounds Overhead Recharge	27	362	495	133		133	73.1%
6030 Operational Staffing Recharge	306	1,521	1,695	174		174	89.7%
6035 Operational Overhead Recharge	15	460	205	(255)		(255)	224.4%
Planned maintenance :- Indirect Expenditure	8,230	54,693	90,371	35,678	0	35,678	60.5%
Net Expenditure	(8,230)	(54,693)	(90,371)	(35,678)			
<u>481 Tourism Love Weston / Dest Mar</u>							
1040 VIC Advertising Income	7,370	9,493	15,000	5,508			63.3%
Tourism Love Weston / Dest Mar :- Income	7,370	9,493	15,000	5,508			63.3%
4000 Staffing Costs	4,527	28,225	53,427	25,202		25,202	52.8%
4030 Equipment Purchase	0	34	64	30		30	52.9%
4039 Advertising & Marketing	0	225	9,000	8,775		8,775	2.5%
4041 Fees, Subs and Conferences	0	0	250	250		250	0.0%
4062 Tourism-Love Weston website	1,086	1,355	11,500	10,145		10,145	11.8%
4107 IT Support & Upgrade	180	1,097	1,003	(94)		(94)	109.3%
6000 Admin Salaries Recharge	854	4,414	4,990	576		576	88.5%
6005 Admin Overhead Recharge	(11)	1,554	1,720	166		166	90.3%
6009 HQ recharges	(7)	949	640	(309)		(309)	148.3%
Tourism Love Weston / Dest Mar :- Indirect Expenditure	6,628	37,852	82,594	44,742	0	44,742	45.8%
Net Income over Expenditure	742	(28,360)	(67,594)	(39,234)			
<u>482 Tourism VIC costs</u>							
1040 VIC Advertising Income	99	99	1,500	1,401			6.6%
1043 VIC Retail/Shop Income	731	5,170	3,000	(2,170)			172.3%
Tourism VIC costs :- Income	830	5,269	4,500	(769)			117.1%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4000 Staffing Costs	9,731	30,362	61,137	30,775		30,775	49.7%
4013 Training	0	136	1,865	1,729		1,729	7.3%
4014 P P E / Health & Safety	41	51	1,000	949		949	5.1%
4031 Equipment - Rental	10	114	1,000	886		886	11.4%
4034 Equipment Repairs	0	71	1,000	929		929	7.1%
4035 Telephone	138	707	792	85		85	89.3%
4036 Stationery	5	179	200	21		21	89.7%
4039 Advertising & Marketing	96	96	1,000	904		904	9.6%
4119 Notice Boards	0	12	1,500	1,488		1,488	0.8%
4136 Credit Card Chgs	37	162	450	288		288	35.9%
4151 Catering	42	105	75	(30)		(30)	140.3%
4225 VIC Stock	0	1,052	2,000	948		948	52.6%
6030 Operational Staffing Recharge	2,854	2,413	15,775	13,362		13,362	15.3%
6035 Operational Overhead Recharge	139	4,294	1,910	(2,384)		(2,384)	224.8%
Tourism VIC costs :- Indirect Expenditure	13,094	39,754	89,704	49,950	0	49,950	44.3%
Net Income over Expenditure	(12,264)	(34,485)	(85,204)	(50,719)			
<b>485 PublicToilets</b>							
4044 Insurance	(3,770)	754	9,640	8,886		8,886	7.8%
4104 Utilities - Water	139	572	2,200	1,628		1,628	26.0%
4105 Utilities - Heat & Light	77	1,544	3,550	2,006		2,006	43.5%
4110 Cleaning	3,000	15,000	36,000	21,000		21,000	41.7%
6000 Admin Salaries Recharge	1,053	5,439	6,145	706		706	88.5%
6005 Admin Overhead Recharge	(11)	1,554	1,720	166		166	90.3%
6009 HQ recharges	(9)	1,169	1,220	51		51	95.8%
6010 Grounds Salaries Recharge	234	1,152	1,290	138		138	89.3%
6015 Grounds Overhead Recharge	17	227	315	88		88	72.1%
6030 Operational Staffing Recharge	119	592	660	68		68	89.7%
6035 Operational Overhead Recharge	6	180	80	(100)		(100)	225.0%
PublicToilets :- Indirect Expenditure	855	28,183	62,820	34,637	0	34,637	44.9%
Net Expenditure	(855)	(28,183)	(62,820)	(34,637)			
<b>801 Earmarked Reserves</b>							
8000 EMR Allotments General	0	0	3,500	3,500		3,500	0.0%
8001 EMR Armed forces affiliation	1,611	10,016	9,000	(1,016)		(1,016)	111.3%
8003 EMR Elections	41,535	41,535	41,535	0		0	100.0%
8004 EMR Blakehay Live Shows	0	0	6,625	6,625		6,625	0.0%
8008 EMR Milton Road Cemetery	0	0	2,016	2,016		2,016	0.0%
8009 EMR Buy a block phase 2	(45)	(294)	3,002	3,296		3,296	(9.8%)

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
8011 EMR Blakehay Vols Fundraising	1,100	1,100	1,345	245		245	81.8%
8014 EMR Mus phase 2/HLF	0	(500)	5,452	5,952		5,952	(9.2%)
8017 EMR Grit Bins/ street furnitur	0	0	3,735	3,735		3,735	0.0%
8018 CAPITAL RESERVE	0	0	15,000	15,000		15,000	0.0%
8019 EMR Old Mill Way	0	625	20,818	20,193		20,193	3.0%
8020 PPM & EMRRP	0	0	51,102	51,102		51,102	0.0%
8022 Civic Events	0	0	1,700	1,700		1,700	0.0%
8023 Cil Monies Received	0	0	217,585	217,585		217,585	0.0%
8024 Environmental Climate Change	0	1,150	8,810	7,660		7,660	13.1%
8025 Blakehay CRF Grant Award	(3,100)	75	2,587	2,512		2,512	2.9%
8026 Com Res - Food Proj / Climate	645	10,255	28,571	18,316		18,316	35.9%
8027 Cllrs Email / Tablet Provision	0	0	225	225		225	0.0%
8028 Town Council Community Project	0	2,237	10,000	7,763		7,763	22.4%
8030 Weston In Bloom	0	0	5,000	5,000		5,000	0.0%
8033 MUS - Wild Escape Grant	0	316	1,047	731		731	30.2%
8035 MUS - Understanding Hert Grant	0	15	2,025	2,010		2,010	0.7%
8036 Com Res - Wellbeing	630	8,560	5,489	(3,071)		(3,071)	155.9%
8040 Wellbeing staff grant	54	7,891	38,270	30,379		30,379	20.6%
Earmarked Reserves :- Indirect Expenditure	42,431	82,980	484,439	401,459	0	401,459	17.1%
Net Expenditure	(42,431)	(82,980)	(484,439)	(401,459)			
<b>901 Capital Works Reserves</b>							
9001 Castlebatch Play Refurbishent	24,550	273,149	273,149	(0)		(0)	100.0%
9002 HQ Refurbishment Wokrs	0	41,078	680,329	639,251		639,251	6.0%
Capital Works Reserves :- Direct Expenditure	24,550	314,228	953,478	639,250	0	639,250	33.0%
Net Expenditure	(24,550)	(314,228)	(953,478)	(639,250)			
Grand Totals:- Income	29,914	1,626,620	412,390	(1,214,230)			394.4%
Expenditure	59,284	1,345,458	4,495,719	3,150,261	0	3,150,261	29.9%
Net Income over Expenditure	(29,370)	281,163	(4,083,329)	(4,364,492)			
Movement to/(from) Gen Reserve	(29,370)	281,163					

**Policy & Finance Committee**

**Schedule of receipts – Report of the Finance Officer**

<b><u>SCHEDULE OF RECEIPTS</u></b> <b><u>FOR:</u></b>	Current Account (Lloyds) Not including TRO Settlement or Inter a/c trs	Imprest Account (Lloyds) Not including Reimbursement or Cashbook Transfer	Mayor's Charity Fund (Lloyds)	Liquidity Manager Acc (Natwest)	<b>Total Gross Income</b>
	£	£	£	£	£
Apr-23	£ 1,633,051.80	£ -	£ 110.00	£ -	£ 1,633,161.80
May-23	£ 41,467.31	£ -	£ 350.00	£ -	£ 41,817.31
Jun-23	£ 46,255.63	£ -	£ -	£ -	£ 46,255.63
Jul-23	£ 177,055.50	£ -	£ 244.84	£ 81.71	£ 177,382.05
Aug-23	£ 43,082.44	£ 24.50	£ -	£ -	£ 43,106.94

## Outstanding Balances by Month as at 01/09/2023

A/C Code	Customer Name	Balance	Sep 2023	Aug 2023	Jul 2023	Prior Months	On A/c Pymnts
Ledger No 1: Blakehay Sales Ledger							
ANDYFORD	ANDYFORD	1,006.50	0.00	1,006.50	0.00	0.00	0.00
INSPIRE	INSPIRE	99.00	39.60	59.40	0.00	0.00	0.00
NOVANDA	NOVANDA	1,184.02	0.00	0.00	0.00	1,184.02	0.00
PEDRALTA	PEDRALTA DANCE	79.20	0.00	79.20	0.00	0.00	0.00
PILATES	PILATES	99.00	99.00	0.00	0.00	0.00	0.00
PLAYBACK	PLAYBACK MEDIA	949.56	0.00	54.00	0.00	895.56	0.00
PRODUCERE	PRODUCER ENTERTAINMEN	3,000.00	0.00	3,000.00	0.00	0.00	0.00
SOUNDAND	SOUND AND VISION	1,728.00	0.00	1,728.00	0.00	0.00	0.00
THEATRE	THEATRE	99.00	19.80	79.20	0.00	0.00	0.00
WESTONBR	WESTON BRASS	890.39	0.00	890.39	0.00	0.00	0.00
Total Sales Ledger No 1		9,134.67	158.40	6,896.69	0.00	2,079.58	0.00
Ledger No 2: Council Sales Ledger							
ALLIANCE DB	ALLIANCE DOGBIN	377.52	0.00	377.52	0.00	0.00	0.00
BEACHSIDE	BEACHSIDE	462.00	0.00	462.00	0.00	0.00	0.00
BUSINESS LO	BUSINESS LO	198.00	0.00	198.00	0.00	0.00	0.00
CAVACIUTI	CAVACIUTI	4,697.77	0.00	1,925.00	0.00	2,772.77	0.00
CHURCHILL P	CHURCHILL P	374.40	0.00	374.40	0.00	0.00	0.00
CLASSIC C	CLASSIC C	462.00	0.00	462.00	0.00	0.00	0.00
CLEVEDONG	CLEVEDONGOLF	198.00	0.00	198.00	0.00	0.00	0.00
COURTFRAM	COURTFRAM	198.00	0.00	198.00	0.00	0.00	0.00
DREWETT M	DREWETT M	1,561.20	1,561.20	0.00	0.00	0.00	0.00
DULHORN	DULHORN	462.00	0.00	462.00	0.00	0.00	0.00
ELM001	ELMS	85.00	75.00	0.00	0.00	10.00	0.00
FRONTROO	FRONTROOM	198.00	0.00	198.00	0.00	0.00	0.00
GO SOUTH	GO SOUTH	330.00	0.00	330.00	0.00	0.00	0.00
GRAND PIER	GRAND PIER	792.00	0.00	792.00	0.00	0.00	0.00
HIGHLEA	HIGHLEA	198.00	0.00	0.00	198.00	0.00	0.00
JUMP	JUMP	198.00	0.00	198.00	0.00	0.00	0.00
KEWSTOKE	KEWSTOKEDOGBIN	308.88	0.00	308.88	0.00	0.00	0.00
MENDIP MEM	MENDIP MEMORIALS	25.00	200.00	0.00	0.00	0.00	-175.00
NANDOS	NANDOS	198.00	0.00	198.00	0.00	0.00	0.00
NOAHSARK	NOAHSARK	792.00	0.00	792.00	0.00	0.00	0.00
PITMANS	PITMANS	200.00	200.00	0.00	0.00	0.00	0.00
PURN	PURN	792.00	0.00	792.00	0.00	0.00	0.00
REDMOND	REDMOND	-5.00	0.00	0.00	0.00	0.00	-5.00
ROCKPOOL	ROCKPOOL	792.00	0.00	792.00	0.00	0.00	0.00
ROYAL	ROYAL	792.00	0.00	792.00	0.00	0.00	0.00
SANDBAY	SANDBAY	198.00	0.00	198.00	0.00	0.00	0.00
SANDBAY F	SANDBAY F	198.00	0.00	198.00	0.00	0.00	0.00
SEARLEA	SEARLEA MEE	-2,015.00	0.00	0.00	0.00	0.00	-2,015.00
SHOWTIME	SHOWTIME	700.00	0.00	0.00	0.00	700.00	0.00
STELLANTIS	STELLANTIS	292.50	0.00	0.00	0.00	292.50	0.00
WESTONAF	WESTONAF C	330.00	0.00	330.00	0.00	0.00	0.00
WILLEA	WILLEYARTHER	462.00	0.00	462.00	0.00	0.00	0.00
WINS COMB	WINS COMBES	374.40	0.00	374.40	0.00	0.00	0.00
Sub Total C/Fwd		24,361.34	2,194.60	18,308.89	198.00	5,854.85	-2,195.00



## Outstanding Balances by Month as at 01/09/2023

A/C Code	Customer Name	Balance	Sep 2023	Aug 2023	Jul 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	24,361.34	2,194.60	18,308.89	198.00	5,854.85	-2,195.00
Ledger No 2: Council Sales Ledger (Continued)							
WOOKEY	WOOKEY	792.00	0.00	792.00	0.00	0.00	0.00
	Total Sales Ledger No 2	16,218.67	2,036.20	12,204.20	198.00	3,775.27	-2,195.00
Ledger No 4: Museum Sales Ledger							
AUKERD	AUKER DEANNA	158.40	0.00	158.40	0.00	0.00	0.00
BISHOPSL	BISHOPSL	40.00	40.00	0.00	0.00	0.00	0.00
BROWNA	BROWNANNE	-100.00	0.00	0.00	0.00	0.00	-100.00
CASTLE	CASTLE	90.00	0.00	0.00	0.00	90.00	0.00
CIVIC	CIVIC	356.40	356.40	0.00	0.00	0.00	0.00
EDMONDSN	EDMONDSN	528.60	0.00	0.00	0.00	528.60	0.00
FRIENDSMUS	FRIENDSMUS	55.00	27.50	27.50	0.00	0.00	0.00
GREEN	GREEN	416.00	416.00	0.00	0.00	0.00	0.00
LARN	LARN	-1,424.50	0.00	0.00	0.00	0.00	-1,424.50
MILESJONES	MILESJONES	-2,670.00	0.00	0.00	0.00	0.00	-2,670.00
MULTI	MULTI	96.00	72.00	48.00	0.00	0.00	-24.00
NSCOTHER	NSCOTHER	66.00	66.00	0.00	0.00	0.00	0.00
PROUDBAR	PROUDBAR	200.00	0.00	0.00	0.00	200.00	0.00
SANDFORD	SANDFORD	84.00	84.00	0.00	0.00	0.00	0.00
STRINGER	STRINGER	-11.60	0.00	0.00	0.00	0.00	-11.60
VOLUNTAR	VOLUNTARY	720.00	0.00	720.00	0.00	0.00	0.00
WESTCOTTS	WESTCOTTS	2,185.00	0.00	2,185.00	0.00	0.00	0.00
WINDWHISTL	WINDWHISTLE	154.00	0.00	0.00	0.00	154.00	0.00
	Total Sales Ledger No 4	943.30	1,061.90	3,138.90	0.00	972.60	-4,230.10
TOTAL SALES LEDGER BALANCES		26,096.64	3,256.50	22,239.79	198.00	6,827.45	-6,425.10

## Outstanding Balances by Month as at 01/08/2023

A/C Code	Customer Name	Balance	Aug 2023	Jul 2023	Jun 2023	Prior Months	On A/c Pymnts
Ledger No 1: Blakehay Sales Ledger							
ABUNDANCE	ABUNDANCE	138.60	0.00	0.00	0.00	138.60	0.00
HILLT	HILLTESS	54.00	0.00	0.00	0.00	54.00	0.00
NOVANDA	NOVANDA	1,184.02	0.00	0.00	0.00	1,184.02	0.00
PLAYBACK	PLAYBACK MEDIA	895.56	0.00	0.00	0.00	895.56	0.00
THEATRE	THEATRE	158.40	0.00	19.80	0.00	138.60	0.00
UNISON	UNISON	402.60	0.00	402.60	0.00	0.00	0.00
WES002	WESTON COLLEGE	288.00	0.00	0.00	0.00	288.00	0.00
WESTONOP	WESTONOP	4,332.00	0.00	0.00	0.00	4,332.00	0.00
Total Sales Ledger No 1			0.00	422.40	0.00	7,030.78	0.00
Ledger No 2: Council Sales Ledger							
ALLIANCE	ALLIANCE DOGBIN	1,132.56	0.00	755.04	0.00	377.52	0.00
CAVACIUTI	CAVACIUTI	4,522.77	0.00	1,750.00	847.77	1,925.00	0.00
CHURCHILL	CHURCHILL P	748.80	0.00	374.40	374.40	0.00	0.00
DRAYCOTT	DRAYCOTT	201.00	0.00	201.00	0.00	0.00	0.00
ELM001	ELMS	10.00	0.00	0.00	0.00	10.00	0.00
FAIRSH	FAIRSH	112.80	0.00	112.80	0.00	0.00	0.00
HIGHLEA	HIGHLEA	198.00	0.00	198.00	0.00	0.00	0.00
JOHNLEWIS	JOHNLEWIS	103.20	0.00	0.00	103.20	0.00	0.00
KEWSTOKE	KEWSTOKE DOGBIN	926.64	0.00	308.88	308.88	308.88	0.00
LASERQUES	LASER QUEST WESTON	792.00	0.00	792.00	0.00	0.00	0.00
LLOYDPH	LLOYDPH	150.00	0.00	150.00	0.00	0.00	0.00
NEWCOMBE	NEWCOMBEZ	150.00	0.00	150.00	0.00	0.00	0.00
REDMOND	REDMOND	-5.00	0.00	0.00	0.00	0.00	-5.00
SEARLEA	SEARLEA IMEE	-2,015.00	0.00	0.00	0.00	0.00	-2,015.00
SHOWTIME	SHOWTIME	700.00	0.00	0.00	0.00	700.00	0.00
STELLANTIS	STELLANTIS	292.50	0.00	0.00	0.00	292.50	0.00
WINSCOMBE	WINSCOMBES	374.40	0.00	374.40	0.00	0.00	0.00
Total Sales Ledger No 2			0.00	5,166.52	1,634.25	3,613.90	-2,020.00
Ledger No 4: Museum Sales Ledger							
BROWNA	BROWNNANNE	-100.00	0.00	0.00	0.00	0.00	-100.00
CASTLE	CASTLE	90.00	0.00	0.00	0.00	90.00	0.00
CIVIC	CIVIC	99.00	0.00	0.00	0.00	99.00	0.00
EDMONDSN	EDMONDSN	528.60	0.00	0.00	0.00	528.60	0.00
GROVE	GROVE HOUSE	1,169.20	0.00	835.90	0.00	333.30	0.00
MANSELL	MANSELL	-139.60	0.00	0.00	0.00	0.00	-139.60
MILESJONES	MILESJONES	-2,670.00	0.00	0.00	0.00	0.00	-2,670.00
MULTI	MULTI	89.00	0.00	48.00	0.00	41.00	0.00
MUSCAFEV	MUSCAFEVENT	165.00	0.00	0.00	0.00	165.00	0.00
PROUDBAR	PROUDBAR	200.00	0.00	0.00	200.00	0.00	0.00
STRINGER	STRINGER	-11.60	0.00	0.00	0.00	0.00	-11.60
WESTCOTTS	WESTCOTTS	1,148.80	0.00	0.00	1,148.80	0.00	0.00
WINDWHISTL	WINDWHISTLE	154.00	0.00	0.00	0.00	154.00	0.00
Total Sales Ledger No 4			0.00	883.90	1,348.80	1,410.90	-2,921.20
Sub Total C/Fwd		16,570.25	0.00	6,472.82	2,983.05	12,055.58	-4,941.20

14/08/2023

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Sales Ledger Aged Account Balances

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Outstanding Balances by Month as at 01/08/2023

A/C Code	Customer Name	Balance	Aug 2023	Jul 2023	Jun 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	16,570.25	0.00	6,472.82	2,983.05	12,055.58	-4,941.20
Ledger No 4: Museum Sales Ledger (Continued)							
	TOTAL SALES LEDGER BALANCES	16,570.25	0.00	6,472.82	2,983.05	12,055.58	-4,941.20

## Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Weston super Mare Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

19th June 2023

and recorded as minute reference:

24

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

*A D Peak*

Clerk

*PP. Dean*

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## Section 2 – Accounting Statements 2022/23 for

### Weston super Mare Town Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	1,678,733	1,641,823	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,587,982	2,631,385	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	264,578	774,235	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	985,990	1,214,449	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	37,606	36,970	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,865,875	2,331,324	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	1,641,823	1,464,701	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	1,581,401	1,514,917	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	3,146,643	3,666,761	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	287,315	463,942	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**

*Dean*

Date

24/07/2023

I confirm that these Accounting Statements were approved by this authority on this date:

24/07/2023

as recorded in minute reference:

101

Signed by Chairman of the meeting where the Accounting Statements were approved

*Chairman*

## Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

Weston-Super-Mare Town Council

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. The AGAR was amended.

A new version of the Accounting Statements was provided which did not include the original date the RFO signed, date of approval or minute reference. The RFO signed originally signed the Accounting Statements on 19/06/2023. It was originally approved at a meeting of the smaller authority on the 19/06/2023 and the minute reference recording the approval was 24.

Following the Internal auditors review of the councils processes and controls, some recommendations were raised. We have reviewed these recommendations and endorse them.

### 3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

BDO LLP Southampton OF EXTERNAL AUDITOR

External Auditor Signature

DocuSigned by:  
BDO LLP  
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Date

07 September 2023