

**WESTON-SUPER-MARE TOWN COUNCIL
MINUTES OF THE
POLICY & FINANCE COMMITTEE MEETING
HELD AT THE MUSEUM ON
MONDAY 21ST FEBRUARY 2022**

Meeting Commenced: 7:00 pm

Meeting Concluded: 8:12 pm

PRESENT: Councillors Alan Peak (Chairman), Sarah Codling, Pete Crew (S), Dave Dash, Pete Fox, Robert Payne, Ian Porter and Tim Taylor.

IN ATTENDANCE: Councillor Sonia Russe and John Crockford-Hawley, Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk/RFO) and Samantha Bishop (Committee Officer/Officer Manager).

326 To receive Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillors Lisa Pilgrim who was substituted by Peter Crew, Mark Canniford and Helen Thornton with no substitutions.

327 To receive Declarations of Interest

There were no declarations of interest received.

328 To approve the minutes of the Policy & Finance Committee meeting held on 13th December 2021

The minutes had been previously circulated with the agenda.

PROPOSED BY: Councillor Ian Porter

SECONDED BY: Councillor Dave Dash

A vote was taken and **carried**. Accordingly, it was:

RESOLVED: That the minutes be approved and signed by the Chairman.

329 The minutes of the Working Party to Review Expenditure & Governance held on 6th January 2022 (unapproved) (attached)

RESOLVED: That the minutes of the Working Party to Review Expenditure & Governance held on 6th January 2022 (unapproved) be noted.

330 Monthly Financial Reports: November & December 2021 & January 2022

a) For Approval

Schedule of Unapproved Expenditure

PROPOSED BY: Councillor Ian Porter

SECONDED BY: Councillor Pete Crew

A vote was taken and **carried**. Accordingly, it was:

.1 RESOLVED: That the Schedule of Unapproved Expenditure for November & December

2021 & January 2022 be approved.

b) For Noting

- i. Bank Reconciliations
- ii. Budgetary Control Report
- iii. Bank Interest Report
- iv. Schedule of Receipted Income
- v. Bad debt report
- vi. Overspend report

It was clarified that the overspend for the Christmas Lights was due to the repair of the Welcome to Weston light situated at Grove Village, which should last a further 3-5 years.

It was noted that the overall insurance expenditure remained the same but had changed between department headings, which resulted in an increase for the Blakehay and the Museum.

A vote was taken and **carried**. Accordingly, it was:

.2 RESOLVED: That reports 5b i – vi be noted.

331 Annual Review of Standing Orders and Financial Regulations

The report of the Deputy Town Clerk, current Standing Orders and current Financial Regulations had been previously circulated.

Over the course of 2021 / 2022 officers had been working with councillors at the Climate Change Working Group, Expenditure and Governance Working Party and group leaders to introduce measures to have regard for Social Value. The procurement guide, to be discussed later on the agenda, having now worked through and agreed suggested criteria be accepted by this committee.

Once approved, the council's standing orders and financial regulations would need to be updated to reflect the change. The updated document would then be taken to full Town Council for final adoption in March 2022.

A member queried where the substitution scheme featured, to which he was advised that this was within the Committee Terms of Reference.

It was noted that members should be reminded of the substitution scheme for Committees and that upon the election of the new administration (2023), would be a good time to do this.

PROPOSED BY: Councillor Ian Porter

SECONDED BY: Councillor Pete Crew

A vote was taken and **carried**. Accordingly, it was:

RECOMMENDED: To the full Council on 21st March 2022 to note and approve the annual review of the documents (in addition to the council's procurement guide of Social Value).

332 To approve the updated Procurement Guide

The report of the Deputy Town Clerk and updated Procurement Guide had been previously circulated.

For ease of understanding the updates within the document were coloured in red for members to be able to see what had changed.

Extensive research and debate had occurred to enable a relevant guide to the town council's business requirements whilst taking into account the council's aspirations for inclusion of Social Value. Once approved the guide would be issued to all spending officers and consultants who work with the council to prepare tender briefs and who are involved with the tendering process. The formal document would be updated and taken to full Town Council for final adoption in March 2022, with the councils standing orders and financial regulations reflecting the changes.

Members did not want to disadvantage small local businesses from tendering in anyway and, so far as possible within procurement regulations, would offer support to them.

PROPOSED BY: Councillor Tim Taylor

SECONDED BY: Councillor Pete Crew

A vote was taken and **carried**. (one against), Accordingly, it was:

RESOLVED: To approve the changes to the Procurement Guide to include social value as required by council.

RECOMMENDED: To the full Council on 21 March 2022 to approve and adopt the inclusion of the Procurement Guide within the Standing Orders and Financial Regulations.

333 Waterloo Street – Issues and Proposals

The joint report of the Town Clerk and Deputy Town Clerk had been previously circulated.

Since the last report to council with regard to the freehold purchase of the former Mercury Building in Waterloo Street, the conveyancing process had proceeded satisfactorily and the council was in a position to exchange contracts and set a completion date. However, it had been recommended by the council's Building Surveyor that further structural engineer surveys and costings be undertaken as outlined within the report and, of which, the reports had been emailed to members.

The structural engineer's findings indicated that the roof tiles would need replacing and the tower gables rebuilding in the near future, estimated at a minimum cost of £50,000. This was in addition to the sums the council had already budgeted for the project.

The Surveyor had advised that these works would needed to be undertaken either this Summer 2022, or at the latest by next Spring 2023.

Three options suggested were within the report summary, namely to withdrawn, to go

ahead, or to seek to renegotiate (but be prepared to walk away if unsuccessful).

The Town Clerk therefore recommended a renegotiation on the purchase price of the premises.

Debate ensued regarding the repair costs and the council's shortfall in budget provision.

In answer to a question the Deputy Town Clerk advised that if the council did not succeed in fully reducing the purchase price, then the shortfall could be funded from general reserves.

A member enquired into the possibility of town centre regeneration grant funding for an iconic building. The Deputy Town Clerk advised that the Heritage Action Zone grant deadline had lapsed but there were possible future grant funding opportunities with English Heritage.

The committee felt that negotiation on the purchase price was required and the council were in a strong position to negotiate as cash buyers. The agents had received the structural engineer's reports and would be expecting a negotiation.

It was reported that there needed to be some evidence of public consultation undertaken for the PWLB loan, which was in hand.

PROPOSED BY: Councillor Peter Fox

SECONDED BY: Councillor Sarah Codling

A vote was taken and **carried**. Accordingly, it was:

RESOLVED: That option a. of the report be approved, namely that the Town Clerk, in consultation with the Chairman and Vice Chairman of the Policy & Finance Committee and the Chairman of the HQ Working Party, seek to renegotiate the purchase price, being prepared to walk away from the transaction. Should agreement be reached then contracts to be exchanged.

334 To approve the Community Events Grant application and guidelines

The report of the Deputy Town Clerk, the Community Events Grant application and guidelines had been previously circulated.

A grant application had been created which linked into other grant funders such as the Arts Council. The remaining 2022/2023 budget was £40,000 and there was an opportunity for a further £40,000 from North Somerset Council of which they would be happy for the town council to administer. This was an overall potential budget of £80,000.

The budget was originally put in place in 2020 / 2021 with aspirations to enable large scale cultural and high impact events within Weston super Mare that would increase footfall to the area and therefore would help boost the economy of the town and was linked to two of the town council's strategy pillars. The application and supporting guidance attached had been developed and reviewed by the working group and was considered appropriate for use. The Chairman and Vice Chairman of HAC had endorsed approval and therefore recommend approval to the Policy and Finance Committee.

There was opportunity to utilise the application immediately with the upcoming

opportunities being developed in the town which include (but are not exclusive to) the SEE Monster installation in the summer of 2022, with this in mind applications may need to be considered by the council ahead of the new financial year.

The Town Clerk recommended an amendment in relation to the Criteria for determination of grant applications namely that the first criterion for determination of applications should be whether the event will achieve the success criteria, namely the:

1. Number of beneficiaries (participants and audiences) engaging in the activity
2. Inward investment - value of match funding secured from other sources to enable activity in Weston-super-Mare.
3. Number of paid employment opportunities created for local artists/ creatives/ freelancers.

In answer to a question it was clarified that volunteer involvement was covered under Q5 & 13.

PROPOSED BY: Councillor Sarah Codling
SECONDED BY: Councillor Ian Porter

A vote was taken and **carried**. Accordingly, it was:

RESOLVED: With the above amendment, to approve the application and guidance documents recommended by the working group and chairman and vice chairman of HAC for immediate use.

*It was **resolved** under the Public Bodies (Admissions of Meeting) Act 1960 that the press and public be excluded from the meeting for reasons of confidential nature of the following business.*

335 Conclusion of Barcode Legal Claim

The report of the Town Clerk had been previously circulated.

It was reported that, in consultation with the Leader and Deputy Leader of the Council, the claim has now been satisfactorily settled. Not only had the claim been withdrawn but the claimants had agreed to pay £5,000 towards the council's legal costs.

The settlement would preclude any further arising costs or claims

A vote was taken and **carried**. Accordingly, it was:

RESOLVED: That the report be noted.

There being no further business, the Chairman closed the meeting at 8.12 pm

Signed.....Dated.....
Chairman of the Policy & Finance Committee

**WESTON-SUPER- MARE TOWN COUNCIL
NOTES OF THE WORKING PARTY TO REVIEW
EXPENDITURE AND GOVERNANCE
HELD AT VIA ZOOM ON 10TH MARCH 2022**

Meeting Commenced: 10:00 am

Meeting Concluded: 11.11 am

PRESENT: Councillors Robert Payne (Chairman), Mike Bell, Catherine Gibbons, Peter Crew, Alan Peak, Sonia Russe and Richard Tucker.

IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk/RFO), Tania Middlemiss (Assistant Town Clerk – HR/Admin), Rebecca Saunders (Civic & Committee Officer), Fay Powell (Assistant Town Clerk – Operational Services) and Molly Maher (Development Officer).

1.	Apologies for Absence and Notification of Substitutes Apologies were received from Councillor Mike Bell who would be late. Councillor Roger Bailey was absent from the meeting.
2.	Declarations of Interest There were no declarations of interest received.
3.	To agree the accuracy of the minutes of the previous meeting held on the 6th January 2022 The minutes of the last meeting had been previously circulated with the agenda. PROPOSED BY: Councillor Robert Payne SECONDED BY: Councillor Peter Crew A vote was taken and carried , and accordingly it was: RECOMMENDED: That the minutes be approved and signed by the Chairman.
4.	To receive notes of the Health & Safety meetings held in December 2021 & January 2022 The notes of the meeting had been previously circulated with the agenda. RECOMMENDED: That the notes of the Health & Safety meetings held in December 2021 & January 2022 be noted.

<p>5.</p>	<p>Fairtrade</p> <p>In the absence of Councillor McAleer, Councillor Gibbons who had attended the recent Fairtrade event gave a verbal report. It was noted that it was a successful event held at the Museum which was well attended by councilors and the community. Hutton Fairtrade Café had run a stall with the Mayor giving the opening speech.</p> <p>The Town Clerk suggested it would be interesting to know how many local shops were supplying Fairtrade produce.</p> <p>Councillor Catherine Gibbons advised that it would be useful if local businesses flagged that they were Fairtrade compliant and more work to be done to engage organizations like the Scouts.</p> <p>RECOMMENDED: That Councillor McAleer provide a report at next meeting</p>
<p>6.</p>	<p>Anti-Racism Working Group Update</p> <p>The Deputy Town Clerk reported that the group continues to meet every 2nd Tuesday of the month with David Crossman as the Chairman. The Group would benefit from more representation from councillors to help with the allyship element. The group was actively trying to engage with other organisations such as CAMS, VANS and BME to get a calendar of national events together, so support could be given promoting and having representation there.</p> <p>Councillor Catherine Gibbons informed that she was often the only councillor at meetings and more antiracism training would help engage more support.</p> <p>The Deputy Town Clerk reported that there had been some issues with securing appropriate training and there was a need to explore alternatives recommended by contacts such as the BME.</p> <p>The Assistant Town Clerk - HR & Admin advised of discussions with North Somerset Council's E & D lead on suitable training providers where joint training provision could be pursued which would fit with budget provisions. Alternatively, an anti-racism event could be put on with a good period notice later in the year.</p> <p>Councillor Catherine Gibbons considered that this was viable and could be modelled along the lines of the single use plastic event held at the Blakehay some years ago.</p> <p>It was suggested moving meeting days to allow more Councillor representation.</p> <p>The Deputy Town Clerk was happy to suggest to the group a change of day to meet and possibly putting on an event at the Museum.</p> <p><i>10.29 am Councillor Peter McAleer joined the meeting.</i></p> <p>RECOMMENDED: That The Deputy Town Clerk would suggest a new meeting day/time and would work with the Assistant Town Clerk - HR & Admin and Councillor</p>

	Catherine Gibbons on training options and the possibility of anti-racism event in 2022.
	<p><i>Councillor Peter McAleer requested returning to item number 5 'Fairtrade' to which the Chairman allowed.</i></p> <p>Fairtrade Councillor Peter McAleer reported that the town had been Fairtrade for a year which gave the image of a caring, compassionate town and Councillors such as Catherine Gibbons had been very supportive of the scheme.</p> <p>By 1st April Fairtrade refreshments should be available but not compulsory at all Town Council venues and plans were underway to link with neighboring towns and to extend a range to things such as flowers and a Fairtrade bed of flowers for Weston in Bloom.</p> <p><i>10.39 am Councillor Mike Bell joined the meeting</i></p> <p>The Assistant Town Clerk - Operational Services enquired if we could advertise the Fairtrade status on the signage when entering the town.</p> <p>RECOMMENDED: To enquire into purchasing high quality stickers for the entrance to the town signs.</p>
8.	<p>Office Relocation decision</p> <p>The Town Clerk gave a verbal report which informed that a 25-meter tower had been looked at with a drone initially and then an in person inspection had taken place which had identified that the roof was in need substantial repair with both gables needing rebuilding by Spring 2023 at the latest.</p> <p>The estimate cost of repair was at least £50,000.</p> <p>The Policy & Finance Committee had agreed to renegotiate the price of sale which was ongoing and a decision on the new offer of £400,000 was still awaiting a response.</p> <p>RECOMMENDED: That the report be noted.</p>
9.	<p>Remembrance Day Budget and Event Planning</p> <p>The debrief report of the Civic Officer and minute extracts of the Civic Consultation Group Meetings held on 22nd November 2021 and 1st February 2022 had been previously circulated.</p> <p>It was noted that the 2021 event had been successful and planning was already underway for the current year due to the now larger reasonability, with RBL stepping back.</p> <p>A member commented that the reintroduction of the large screen would be a good addition.</p>

	<p>The Civic Officer advised that the cost of this would be £3500 which had not been budgeted for.</p> <p>The Deputy Town Clerk informed that NSC had plans to put a permanent large screen in the Italian Gardens which would be useful to mitigate crowd control in the park and stream to.</p> <p>In response to a member, The Civic Officer confirmed that plans had already been made to use the Blakehay for Councilors to meet and process from.</p> <p>RECOMMENDED: That the Blakehay be booked for 13th November 2022 Remembrance Day Parade for Councilors to meet and process from.</p>
11.	<p>Future Areas to be considered by the Working Party</p> <p>A member requested an update on Grove Park toilets.</p> <p>The Deputy Town Clerk reported that they were due to reopen but were currently awaiting costs on new locking systems to allow them to be free, in line with the toilets at other sites, because the budget hadn't included this for Grove Park toilets. Once a quote had been received this may need to go back to Policy & Finance for an overspend approval.</p>
	<p>There being no further business, the Chairman closed the meeting at 11.11am</p> <p>Signed.....Dated.....</p> <p>Chairman</p>

Policy & Finance Committee

Schedule of unapproved expenditure – Report of the Finance Officer

		General Account - (Direct Debits, Standing Orders)		General Account - (pymt run inv's (CHQS,BACS) and salary payments)		Imprest Account		Mayors Charity Fund		Totals	
<u>SCHEDULE OF UNAPPROVED EXPENDITURE FOR ALL BANK ACCOUNTS</u>											
	Apr-21	£	4,542.37	£	189,192.94	£	15.00	£	15.00	<u>£ 193,765.31</u>	
	May-21	£	26,275.56	£	152,655.19	£	15.00	£	15.00	<u>£ 178,960.75</u>	
	Jun-21	£	4,395.27	£	292,298.09	£	22.28	£	16.37	<u>£ 296,732.01</u>	
	Jul-21	£	5,747.86	£	185,332.69	£	15.80	£	15.00	<u>£ 191,111.35</u>	
	Aug-21	£	6,100.64	£	328,471.85	£	21.32	£	15.37	<u>£ 334,609.18</u>	
	Sep-21	£	11,656.78	£	230,447.41	£	19.05	£	18.74	<u>£ 242,141.98</u>	
	Oct-21	£	7,300.83	£	462,568.21	£	16.68	£	20.69	<u>£ 469,906.41</u>	
	Nov-21	£	24,749.71	£	303,068.53	£	20.94	£	21.03	<u>£ 327,860.21</u>	
	Dec-21	£	6,834.24	£	161,708.56	£	28.20	£	58.10	<u>£ 168,629.10</u>	
	Jan-22	£	9,596.52	£	286,348.59	£	18.20	£	16.50	<u>£ 295,979.81</u>	
	Feb-22	£	8,331.09	£	281,130.83	£	15.00	£	17.74	<u>£ 289,494.66</u>	

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

BANK RECONCILIATIONS

	Agenda Item				ADD		Petty Cash & floats held:						Monthly totals
	Lloyds Current Account	Lloyds Imprest Account	Lloyds Mayor's Charity Fund	NatWest Liquidity Manager	Bank Accounts sub-total	CCLA Investment	Sanatnder Investment	Petty Cash Grove Lodge	Groundsman Petty Cash	Museum Petty Cash & Floats	VIC Petty Cash & Floats	Blakehay Floats	
	£	£	£	£		£	£	£	£	£	£	£	£
Summary of reconciliations attached													
30th April 2021													
Account Balance	2,350,952.35	32,259.52	10,985.55	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	0.00	1,164.00	0.00	0.00									
plus: receipts not banked	200.00	0.00	0.00	0.00									
	2,351,152.35	31,095.52	10,985.55	30,127.54	2,423,360.96	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,944,670.96
31st May 2021													
Account Balance	2,162,607.73	32,220.52	10,970.55	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	66,508.77	1,110.00	0.00	0.00									
plus: receipts not banked	2,252.78	0.00	0.00	0.00									
	2,098,351.74	31,110.52	10,970.55	30,127.54	2,170,560.35	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,691,870.35
30th June 2021													
Account Balance	2,015,216.92	31,542.96	11,106.18	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	201,704.41	830.00	0.00	0.00									
plus: receipts not banked	2,402.49	0.00	0.00	0.00									
	1,815,915.00	30,712.96	11,106.18	30,127.54	1,887,861.68	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,409,171.68
31st July 2021													
Account Balance	1,798,982.27	30,961.86	11,480.68	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	108,039.07	430.00	114.00	0.00									
plus: receipts not banked	2,728.75	0.00	0.00	0.00									
	1,693,671.95	30,531.86	11,366.68	30,127.54	1,765,698.03	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,287,008.03
31st August 2021													
Account Balance	1,636,806.93	30,842.30	11,847.01	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	246,228.99	430.00	38.00	0.00									
plus: receipts not banked	4,486.73	0.00	0.00	0.00									
	1,395,064.67	30,412.30	11,809.01	30,127.54	1,467,413.52	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	1,988,723.52
30th September 2021													
Account Balance	2,611,108.58	30,462.73	12,199.97	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	3,098.50	621.58	38.00	0.00									
plus: receipts not banked	3,643.82	0.00	0.00	0.00									
	2,611,653.90	29,841.15	12,161.97	30,127.54	2,683,784.56	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	3,205,094.56
31st October 2021													
Account Balance	2,489,830.32	29,039.33	15,221.56	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	378,464.61	191.58	0.00	0.00									
plus: receipts not banked	11,579.20	0.00	0.00	0.00									
	2,122,944.91	28,847.75	15,221.56	30,127.54	2,197,141.76	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,718,451.76
30th November 2021													
Account Balance	2,041,889.18	30,018.39	17,472.43	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	217,818.24	367.76	0.00	0.00									
plus: receipts not banked	6,120.47	0.00	0.00	0.00									
	1,830,191.41	29,650.63	17,472.43	30,127.54	1,907,442.01	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,428,752.01
31st December 2021													
Account Balance	1,770,623.57	29,814.01	17,456.33	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	77,803.08	611.45	0.00	0.00									
plus: receipts not banked	4,253.53	0.00	0.00	0.00									
	1,697,074.02	29,202.56	17,456.33	30,127.54	1,773,860.45	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,295,170.45
31st January 2022													
Account Balance	1,742,579.25	29,504.07	17,609.43	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	88.50	319.71	0.00	0.00									
plus: receipts not banked	2,510.64	0.00	0.00	0.00									
	1,745,001.39	29,184.36	17,609.43	30,127.54	1,821,922.72	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	2,343,232.72
28th February 2022													
Account Balance	1,493,020.00	29,399.07	3,610.61	30,127.54									
Less: Unpresented cheques and BACS (p/l & imprest trs)	190,438.92	319.71	0.00	0.00									
plus: receipts not banked	2,875.72	0.00	0.00	0.00									
	1,305,456.80	29,079.36	3,610.61	30,127.54	1,368,274.31	100,000.00	420,000.00	250.00	50.00	540.00	150.00	320.00	1,889,584.31

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>102 Central Administration</u>							
1020 Kickstarter Grant Income	1,882	2,564	0	(2,564)			0.0%
Central Administration :- Income	<u>1,882</u>	<u>2,564</u>	<u>0</u>	<u>(2,564)</u>			
4000 Staffing Costs	27,568	299,575	347,666	48,091		48,091	86.2%
4006 Moorepay/IT payroll HR softwar	0	3,035	5,254	2,219		2,219	57.8%
4007 Personnel Consultants	0	4,060	1,836	(2,224)		(2,224)	221.1%
4008 CRB Checks/staff services	0	1,150	1,000	(150)		(150)	115.0%
4009 Health & Safety Consultant	0	2,550	4,500	1,950		1,950	56.7%
4012 Travel & Subsistence Expenses	0	241	500	259		259	48.3%
4013 Training	550	4,505	26,383	21,878		21,878	17.1%
4019 Website Costs-TC	0	120	1,000	880		880	12.0%
4030 Equipment Purchase	154	460	500	40		40	92.0%
4031 Equipment - Rental	261	6,218	7,720	1,502		1,502	80.5%
4034 Equipment Repairs	0	65	500	435		435	13.0%
4035 Telephone	411	4,662	4,000	(662)		(662)	116.5%
4036 Stationery	0	1,787	1,750	(37)		(37)	102.1%
4038 Recruitment / Advertising	1,769	3,976	2,500	(1,476)		(1,476)	159.1%
4040 Audit & Accountancy	0	6,012	6,000	(12)		(12)	100.2%
4041 Fees, Subs and Conferences	75	3,224	1,800	(1,424)		(1,424)	179.1%
4042 Postages	488	2,989	7,000	4,011		4,011	42.7%
4043 Ink Cartridges/printing	0	1,716	1,500	(216)		(216)	114.4%
4044 Insurance	0	5,916	11,500	5,584		5,584	51.4%
4049 Legal fees	83	6,948	5,000	(1,948)		(1,948)	139.0%
4107 IT Support & Upgrade	2,208	29,504	32,323	2,819		2,819	91.3%
4110 Cleaning	26	429	0	(429)		(429)	0.0%
4114 Refuse Removal	7	106	0	(106)		(106)	0.0%
4136 Credit Card Chgs	10	176	0	(176)		(176)	0.0%
4151 Catering	366	2,040	1,500	(540)		(540)	136.0%
6005 Admin Overhead Recharge	0	996	0	(996)		(996)	0.0%
6020 Allocation to Cost Centres	(32,095)	(389,896)	(429,770)	(39,874)		(39,874)	90.7%
Central Administration :- Indirect Expenditure	<u>1,882</u>	<u>2,564</u>	<u>41,962</u>	<u>39,398</u>	<u>0</u>	<u>39,398</u>	<u>6.1%</u>
Net Income over Expenditure	<u>1</u>	<u>0</u>	<u>(41,962)</u>	<u>(41,962)</u>			
<u>103 Grove House</u>							
4014 P P E / Health & Safety	30	780	2,000	1,220		1,220	39.0%
4030 Equipment Purchase	0	838	1,000	162		162	83.8%
4102 NNDR	0	4,409	5,552	1,143		1,143	79.4%
4104 Utilities - Water	101	201	200	(1)		(1)	100.3%
4105 Utilities - Heat & Light	0	1,762	2,628	866		866	67.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4109 Alarm system	45	1,024	800	(224)		(224)	128.0%
4110 Cleaning	338	3,762	250	(3,512)		(3,512)	1504.7%
4111 Window Cleaning	0	80	100	20		20	80.0%
4114 Refuse Removal	0	992	800	(192)		(192)	124.0%
4132 Rent	0	417	0	(417)		(417)	0.0%
6020 Allocation to Cost Centres	(514)	(14,263)	(10,485)	3,778		3,778	136.0%
Grove House :- Indirect Expenditure	(0)	(0)	2,845	2,845	0	2,845	0.0%
Net Expenditure	0	0	(2,845)	(2,845)			
104 Grove Lodge							
4014 P P E / Health & Safety	0	105	350	245		245	30.0%
4030 Equipment Purchase	0	577	1,000	423		423	57.7%
4102 NNDR	0	2,025	2,302	277		277	88.0%
4104 Utilities - Water	0	0	450	450		450	0.0%
4105 Utilities - Heat & Light	140	937	2,000	1,063		1,063	46.8%
4109 Alarm system	24	304	600	296		296	50.7%
4110 Cleaning	225	2,490	0	(2,490)		(2,490)	0.0%
4111 Window Cleaning	0	80	100	20		20	80.0%
4132 Rent	0	3,750	5,000	1,250		1,250	75.0%
6020 Allocation to Cost Centres	(390)	(10,269)	(9,094)	1,175		1,175	112.9%
Grove Lodge :- Indirect Expenditure	(0)	(0)	2,708	2,708	0	2,708	0.0%
Net Expenditure	0	0	(2,708)	(2,708)			
105 Community Services							
4158 Weston in Bloom	(2,000)	236	16,000	15,764		15,764	1.5%
4200 Small grants to Voluntary Orgs	0	10,450	12,500	2,050		2,050	83.6%
4204 VANS	3,000	3,000	3,000	0		0	100.0%
4208 Christmas Lights - SLA	0	41,560	36,000	(5,560)		(5,560)	115.4%
4210 Weston Town Centre Co SLA	0	17,460	17,809	349		349	98.0%
4212 CCTV (NSC)	5,125	86,725	84,897	(1,828)		(1,828)	102.2%
4215 Uphill Church lights	0	0	350	350		350	0.0%
4218 Flower Beds	0	4,241	6,500	2,259		2,259	65.2%
4221 Citizens Advice Bureau	0	25,000	25,000	0		0	100.0%
4223 Community Events	200	2,477	6,000	3,523		3,523	41.3%
4228 Blue Plaques	0	1,534	1,500	(34)		(34)	102.3%
4229 Armed Forces Celebrations	0	0	9,500	9,500		9,500	0.0%
4250 Community Events Grants	0	12,000	60,000	48,000		48,000	20.0%
4252 Crime & Disorder	0	31,342	50,000	18,658		18,658	62.7%
4864 Homeless Support Fund	0	0	25,000	25,000		25,000	0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6000 Admin Salaries Recharge	2,109	22,620	23,908	1,288		1,288	94.6%
6005 Admin Overhead Recharge	346	7,131	8,967	1,836		1,836	79.5%
6007 Grove House Recharge	39	1,090	1,130	40		40	96.5%
6008 Grove Lodge Recharges	30	785	999	214		214	78.6%
6010 Grounds Salaries Recharge	7,333	80,861	99,502	18,641		18,641	81.3%
6015 Grounds Overhead Recharge	1,058	25,484	21,110	(4,374)		(4,374)	120.7%
Community Services :- Indirect Expenditure	17,240	373,996	509,672	135,676	0	135,676	73.4%
Net Expenditure	(17,240)	(373,996)	(509,672)	(135,676)			
107 Civic Support							
4000 Staffing Costs	2,100	26,895	22,933	(3,962)		(3,962)	117.3%
4036 Stationery	0	170	200	30		30	85.0%
4044 Insurance	0	74	277	203		203	26.6%
4050 Printing	0	488	1,405	917		917	34.7%
4150 Chauffeur/travel costs	84	1,671	5,500	3,829		3,829	30.4%
4151 Catering	180	6,959	9,150	2,191		2,191	76.0%
4152 Civic Miscellaneous	(200)	3,369	3,115	(254)		(254)	108.2%
4153 Chairman's Allowance	0	3,814	4,496	682		682	84.8%
4154 Civic Regalia	1,418	1,757	2,350	593		593	74.8%
6000 Admin Salaries Recharge	1,555	16,677	17,629	952		952	94.6%
6005 Admin Overhead Recharge	255	5,257	6,609	1,352		1,352	79.5%
6007 Grove House Recharge	29	803	2,629	1,826		1,826	30.5%
6008 Grove Lodge Recharges	22	579	2,392	1,813		1,813	24.2%
6010 Grounds Salaries Recharge	37	410	504	94		94	81.3%
6015 Grounds Overhead Recharge	5	131	134	3		3	97.8%
Civic Support :- Indirect Expenditure	5,485	69,053	79,323	10,270	0	10,270	87.1%
Net Expenditure	(5,485)	(69,053)	(79,323)	(10,270)			
108 Democratic Representation							
4013 Training	0	1,285	2,920	1,635		1,635	44.0%
4018 Election Costs	10,965	10,965	15,000	4,035		4,035	73.1%
4024 Internal Meeting Provision	0	1,512	6,000	4,489		4,489	25.2%
6000 Admin Salaries Recharge	7,493	80,370	84,960	4,590		4,590	94.6%
6005 Admin Overhead Recharge	1,230	25,334	31,854	6,520		6,520	79.5%
6007 Grove House Recharge	140	3,877	974	(2,903)		(2,903)	398.0%
6008 Grove Lodge Recharges	106	2,790	734	(2,056)		(2,056)	380.1%
6010 Grounds Salaries Recharge	455	5,017	6,175	1,158		1,158	81.2%
6015 Grounds Overhead Recharge	66	1,584	1,621	37		37	97.7%
Democratic Representation :- Indirect Expenditure	20,455	132,733	150,238	17,505	0	17,505	88.3%
Net Expenditure	(20,455)	(132,733)	(150,238)	(17,505)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
110 Other Costs & Income							
1176 Precept	0	2,587,982	0	(2,587,982)			0.0%
1190 Bank Interest	192	1,807	3,000	1,193			60.2%
1191 CIL Received	0	42,990	0	(42,990)			0.0%
Other Costs & Income :- Income	192	2,632,779	3,000	(2,629,779)			87759.3
4051 Bank Charges	204	2,621	5,143	2,522		2,522	51.0%
4060 PWLB Interest repaid-Blakehay	0	5,247	5,883	636		636	89.2%
4061 PWLB Capital repaid-Blakehay	0	12,000	12,000	0		0	100.0%
4068 PWLB Interest repaid-Water Pk	0	14,864	15,228	364		364	97.6%
4069 PWLB Capital repaid-Water Pk	0	5,495	5,131	(364)		(364)	107.1%
4999 General Reserve	0	3,037	0	(3,037)		(3,037)	0.0%
Other Costs & Income :- Indirect Expenditure	204	43,264	43,385	121	0	121	99.7%
Net Income over Expenditure	(11)	2,589,514	(40,385)	(2,629,899)			
111 Strategic Planning/Projects							
1209 Old Town Quarry	0	0	7,624	7,624			0.0%
Strategic Planning/Projects :- Income	0	0	7,624	7,624			0.0%
4049 Legal fees	1,940	17,304	25,000	7,697		7,697	69.2%
4213 Development budget	0	492	1,000	509		509	49.1%
4216 Old Town Quarry	3,408	4,420	7,500	3,080		3,080	58.9%
6000 Admin Salaries Recharge	3,063	32,851	34,728	1,877		1,877	94.6%
6005 Admin Overhead Recharge	503	10,355	13,024	2,669		2,669	79.5%
6007 Grove House Recharge	57	1,584	306	(1,278)		(1,278)	517.6%
6008 Grove Lodge Recharges	43	1,139	313	(826)		(826)	363.9%
6010 Grounds Salaries Recharge	337	3,712	4,567	855		855	81.3%
6015 Grounds Overhead Recharge	48	1,168	1,197	29		29	97.6%
Strategic Planning/Projects :- Indirect Expenditure	9,399	73,024	87,635	14,611	0	14,611	83.3%
Net Income over Expenditure	(9,399)	(73,024)	(80,011)	(6,987)			
112 Environmental							
4076 Environmental / Climate	0	10,733	100,000	89,267		89,267	10.7%
6000 Admin Salaries Recharge	1,077	11,558	12,222	664		664	94.6%
6005 Admin Overhead Recharge	178	3,646	4,578	932		932	79.6%
6007 Grove House Recharge	21	560	415	(145)		(145)	134.9%
6008 Grove Lodge Recharges	16	407	363	(44)		(44)	112.1%
6010 Grounds Salaries Recharge	307	3,399	4,181	782		782	81.3%
6015 Grounds Overhead Recharge	43	1,069	1,095	26		26	97.6%
Environmental :- Indirect Expenditure	1,642	31,372	122,854	91,482	0	91,482	25.5%
Net Expenditure	(1,642)	(31,372)	(122,854)	(91,482)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
120 Blakehay Central Costs							
4000 Staffing Costs	5,783	49,938	61,470	11,532		11,532	81.2%
4013 Training	250	768	1,753	985		985	43.8%
4014 P P E / Health & Safety	0	809	3,500	2,691		2,691	23.1%
4019 Website Costs-TC	0	140	500	360		360	28.0%
4030 Equipment Purchase	7,403	7,994	5,000	(2,994)		(2,994)	159.9%
4031 Equipment - Rental	0	546	1,162	616		616	47.0%
4034 Equipment Repairs	203	206	500	294		294	41.2%
4035 Telephone	125	1,421	1,400	(21)		(21)	101.5%
4043 Ink Cartridges/printing	0	73	0	(73)		(73)	0.0%
4044 Insurance	0	3,055	562	(2,493)		(2,493)	543.6%
4102 NNDR	0	3,596	3,600	4		4	99.9%
4104 Utilities - Water	0	93	924	831		831	10.1%
4105 Utilities - Heat & Light	287	4,335	7,126	2,791		2,791	60.8%
4109 Alarm system	0	475	1,000	525		525	47.5%
4110 Cleaning	0	1,992	5,000	3,008		3,008	39.8%
4111 Window Cleaning	0	110	300	190		190	36.7%
4114 Refuse Removal	30	2,555	1,500	(1,055)		(1,055)	170.4%
4131 Licenses	15	469	1,191	722		722	39.3%
4136 Credit Card Chgs	10	174	0	(174)		(174)	0.0%
6000 Admin Salaries Recharge	2,010	21,556	22,786	1,230		1,230	94.6%
6005 Admin Overhead Recharge	330	6,794	8,546	1,752		1,752	79.5%
6007 Grove House Recharge	37	1,038	606	(432)		(432)	171.3%
6008 Grove Lodge Recharges	28	748	518	(230)		(230)	144.4%
6010 Grounds Salaries Recharge	219	2,410	2,969	559		559	81.2%
6015 Grounds Overhead Recharge	32	758	784	26		26	96.7%
Blakehay Central Costs :- Indirect Expenditure	16,762	112,053	132,697	20,644	0	20,644	84.4%
Net Expenditure	(16,762)	(112,053)	(132,697)	(20,644)			
121 Blakehay -Auditorium							
1013 BH annual membership	0	20	100	80			20.0%
1090 Bookings	2,699	3,326	16,789	13,463			19.8%
Blakehay -Auditorium :- Income	2,699	3,346	16,889	13,543			19.8%
4000 Staffing Costs	1,793	19,721	27,379	7,658		7,658	72.0%
4039 Advertising & Marketing	100	252	3,000	2,748		2,748	8.4%
4224 Blakehay Performing Rights	0	0	500	500		500	0.0%
Blakehay -Auditorium :- Indirect Expenditure	1,892	19,972	30,879	10,907	0	10,907	64.7%
Net Income over Expenditure	807	(16,626)	(13,990)	2,636			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
122 Blakehay - Upper Studio							
1014 BH evening classes income	0	0	1,050	1,050			0.0%
1015 Internal Bookings (Council)	0	0	3,660	3,660			0.0%
1090 Bookings	60	10	12,000	11,990			0.1%
Blakehay - Upper Studio :- Income	60	10	16,710	16,700			0.1%
4141 BH evening classes expenditure	0	0	750	750		750	0.0%
Blakehay - Upper Studio :- Indirect Expenditure	0	0	750	750	0	750	0.0%
Net Income over Expenditure	60	10	15,960	15,950			
123 Blakehay Bar							
1193 Blakehay Bar Events Hire	0	0	2,025	2,025			0.0%
1194 Blakehay Bar Income	269	269	15,000	14,731			1.8%
Blakehay Bar :- Income	269	269	17,025	16,756			1.6%
4000 Staffing Costs	0	0	6,464	6,464		6,464	0.0%
4031 Equipment - Rental	96	1,134	2,574	1,440		1,440	44.1%
4405 Blakehay Bar Expenditure	235	652	5,000	4,348		4,348	13.0%
Blakehay Bar :- Indirect Expenditure	331	1,786	14,038	12,252	0	12,252	12.7%
Net Income over Expenditure	(62)	(1,517)	2,987	4,504			
124 Blakehay Box Office							
1105 Blakehay Box office income	1,823	2,501	4,547	2,046			55.0%
Blakehay Box Office :- Income	1,823	2,501	4,547	2,046			55.0%
4031 Equipment - Rental	22	88	0	(88)		(88)	0.0%
4036 Stationery	0	32	500	468		468	6.4%
4136 Credit Card Chgs	0	0	528	528		528	0.0%
Blakehay Box Office :- Indirect Expenditure	22	120	1,028	908	0	908	11.7%
Net Income over Expenditure	1,801	2,381	3,519	1,138			
125 Blakehay -Live Shows							
1106 Blakehay events income	(394)	1,811	48,000	46,190			3.8%
Blakehay -Live Shows :- Income	(394)	1,811	48,000	46,190			3.8%
4016 Show costs	0	0	24,000	24,000		24,000	0.0%
4039 Advertising & Marketing	0	0	2,400	2,400		2,400	0.0%
Blakehay -Live Shows :- Indirect Expenditure	0	0	26,400	26,400	0	26,400	0.0%
Net Income over Expenditure	(394)	1,811	21,600	19,790			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
126 Blakehay CRF							
1100 Miscellaneous Income	0	32,300	0	(32,300)			0.0%
Blakehay CRF :- Income	0	32,300	0	(32,300)			
Net Income	0	32,300	0	(32,300)			
140 Museum Central Costs							
1034 Grant funding	223	10,794	0	(10,794)			0.0%
1100 Miscellaneous Income	181	3,386	7,500	4,114			45.1%
1122 Fundraising	9	423	0	(423)			0.0%
Museum Central Costs :- Income	414	14,603	7,500	(7,103)			194.7%
4000 Staffing Costs	10,699	112,486	108,678	(3,808)	(3,808)		103.5%
4012 Travel & Subsistence Expenses	52	428	200	(228)	(228)		214.1%
4013 Training	250	2,605	3,727	1,122	1,122		69.9%
4014 P P E / Health & Safety	0	900	1,000	100	100		90.0%
4019 Website Costs-TC	0	1,086	600	(486)	(486)		181.0%
4030 Equipment Purchase	529	1,598	1,500	(98)	(98)		106.6%
4031 Equipment - Rental	22	338	1,616	1,278	1,278		20.9%
4034 Equipment Repairs	0	238	200	(38)	(38)		118.8%
4035 Telephone	273	3,084	1,600	(1,484)	(1,484)		192.7%
4036 Stationery	0	270	200	(70)	(70)		135.2%
4039 Advertising & Marketing	5	3,018	4,000	982	982		75.4%
4041 Fees, Subs and Conferences	0	168	400	233	233		41.9%
4044 Insurance	0	2,905	1,200	(1,705)	(1,705)		242.1%
4102 NNDR	0	49,095	54,622	5,527	5,527		89.9%
4104 Utilities - Water	22	329	978	649	649		33.6%
4105 Utilities - Heat & Light	1,009	9,696	12,798	3,102	3,102		75.8%
4108 Building / Maintenance	0	120	0	(120)	(120)		0.0%
4109 Alarm system	40	1,361	1,000	(361)	(361)		136.1%
4110 Cleaning	901	9,897	12,000	2,103	2,103		82.5%
4111 Window Cleaning	50	500	600	100	100		83.3%
4114 Refuse Removal	28	4,462	1,800	(2,662)	(2,662)		247.9%
4131 Licenses	0	564	1,600	1,036	1,036		35.2%
4136 Credit Card Chgs	0	29	0	(29)	(29)		0.0%
4161 Volunteer Training	0	139	0	(139)	(139)		0.0%
4214 Somerset County Council - SLA	0	0	70,843	70,843	70,843		0.0%
6000 Admin Salaries Recharge	2,385	25,578	27,036	1,458	1,458		94.6%
6005 Admin Overhead Recharge	392	8,061	10,135	2,074	2,074		79.5%
6007 Grove House Recharge	44	1,232	315	(917)	(917)		391.1%
6008 Grove Lodge Recharges	34	889	783	(106)	(106)		113.5%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6010 Grounds Salaries Recharge	219	2,410	2,969	559		559	81.2%
6015 Grounds Overhead Recharge	32	758	784	26		26	96.7%
Museum Central Costs :- Indirect Expenditure	16,986	244,243	323,184	78,941	0	78,941	75.6%
Net Income over Expenditure	(16,572)	(229,640)	(315,684)	(86,044)			
141 Museum Learning and Events							
1006 Learning Income	(83)	4,592	0	(4,592)			0.0%
1008 Museum handling box hire	140	1,855	0	(1,855)			0.0%
1103 Other event misc income	180	793	0	(793)			0.0%
Museum Learning and Events :- Income	238	7,239	0	(7,239)			
4000 Staffing Costs	2,700	27,281	18,885	(8,396)		(8,396)	144.5%
4020 Learning/Event education equip	(38)	513	1,000	487		487	51.3%
4039 Advertising & Marketing	0	639	1,000	361		361	63.9%
4058 Learning/Events Museum events	(890)	168	0	(168)		(168)	0.0%
Museum Learning and Events :- Indirect Expenditure	1,772	28,601	20,885	(7,716)	0	(7,716)	136.9%
Net Income over Expenditure	(1,535)	(21,362)	(20,885)	477			
142 Museum Cafe							
1004 Cafe Sales	3,413	25,457	62,000	36,543			41.1%
Museum Cafe :- Income	3,413	25,457	62,000	36,543			41.1%
4000 Staffing Costs	1,418	30,552	44,616	14,064		14,064	68.5%
4014 P P E / Health & Safety	0	159	1,500	1,341		1,341	10.6%
4015 SLA Somerset	0	0	1,824	1,824		1,824	0.0%
4030 Equipment Purchase	0	797	500	(297)		(297)	159.4%
4031 Equipment - Rental	0	52	0	(52)		(52)	0.0%
4058 Learning/Events Museum events	0	0	1,000	1,000		1,000	0.0%
4110 Cleaning	0	406	845	439		439	48.1%
4114 Refuse Removal	0	739	800	61		61	92.3%
4151 Catering	0	191	500	309		309	38.2%
4406 Bar Stock	0	2,098	2,500	402		402	83.9%
4407 Museum cafe stock	1,616	11,425	13,000	1,575		1,575	87.9%
Museum Cafe :- Indirect Expenditure	3,034	46,419	67,085	20,666	0	20,666	69.2%
Net Income over Expenditure	379	(20,961)	(5,085)	15,876			
143 Museum shop/retail							
1004 Cafe Sales	(11)	0	0	0			0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1005 Museum Shop Sales	1,544	9,579	13,500	3,921			71.0%
1009 Museum sale or return comm	0	2,341	4,000	1,659			58.5%
Museum shop/retail :- Income	1,532	11,920	17,500	5,580			68.1%
4031 Equipment - Rental	0	1,216	0	(1,216)		(1,216)	0.0%
4136 Credit Card Chgs	10	145	312	167		167	46.5%
4408 Museum shop stock	576	6,523	7,000	477		477	93.2%
Museum shop/retail :- Indirect Expenditure	586	7,884	7,312	(572)	0	(572)	107.8%
Net Income over Expenditure	946	4,036	10,188	6,152			
<u>144 Museum Temporary Gallery</u>							
4039 Advertising & Marketing	0	0	1,000	1,000		1,000	0.0%
Museum Temporary Gallery :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%
Net Expenditure	0	0	(1,000)	(1,000)			
<u>145 Museum Function</u>							
1005 Museum Shop Sales	0	134	0	(134)			0.0%
1019 Internal Bookings (Council)	180	495	2,040	1,545			24.3%
1103 Other event misc income	0	0	9,000	9,000			0.0%
1104 Function Income	(981)	6,657	9,000	2,343			74.0%
1108 Handling Boxes	0	0	1,575	1,575			0.0%
Museum Function :- Income	(801)	7,286	21,615	14,329			33.7%
4000 Staffing Costs	0	0	32,819	32,819		32,819	0.0%
4030 Equipment Purchase	0	2,745	3,000	255		255	91.5%
4039 Advertising & Marketing	0	877	1,500	623		623	58.5%
Museum Function :- Indirect Expenditure	0	3,622	37,319	33,697	0	33,697	9.7%
Net Income over Expenditure	(801)	3,664	(15,704)	(19,368)			
<u>199 Capital Projects</u>							
4103 Capital project	0	79,141	145,000	65,859		65,859	54.6%
Capital Projects :- Indirect Expenditure	0	79,141	145,000	65,859	0	65,859	54.6%
Net Expenditure	0	(79,141)	(145,000)	(65,859)			
<u>300 Planning</u>							
6000 Admin Salaries Recharge	802	8,605	9,095	490		490	94.6%
6005 Admin Overhead Recharge	132	2,713	3,412	699		699	79.5%
6007 Grove House Recharge	15	415	400	(15)		(15)	103.8%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6008 Grove Lodge Recharges	11	298	191	(107)		(107)	156.0%
Planning :- Indirect Expenditure	960	12,031	13,098	1,067	0	1,067	91.9%
Net Expenditure	(960)	(12,031)	(13,098)	(1,067)			
400 Central Grounds Maintenance							
4000 Staffing Costs	21,862	239,363	320,081	80,718		80,718	74.8%
4001 Salaries - Agency	0	12,013	12,013	0		0	100.0%
4013 Training	250	3,431	8,594	5,163		5,163	39.9%
4014 P P E / Health & Safety	0	2,136	2,000	(136)		(136)	106.8%
4015 SLA Somerset	0	11,028	13,769	2,741		2,741	80.1%
4025 Vehicle Maintenance	311	3,636	3,000	(636)		(636)	121.2%
4026 Petrol / Diesel	210	4,805	7,500	2,695		2,695	64.1%
4030 Equipment Purchase	682	8,193	8,725	532		532	93.9%
4031 Equipment - Rental	882	11,440	20,954	9,514		9,514	54.6%
4034 Equipment Repairs	0	2,690	4,500	1,810		1,810	59.8%
4035 Telephone	209	1,356	2,160	804		804	62.8%
4044 Insurance	0	4,186	5,500	1,314		1,314	76.1%
4105 Utilities - Heat & Light	0	50	0	(50)		(50)	0.0%
4107 IT Support & Upgrade	610	12,278	8,052	(4,226)		(4,226)	152.5%
4114 Refuse Removal	0	462	6,000	5,538		5,538	7.7%
6015 Grounds Overhead Recharge	0	0	5,074	5,074		5,074	0.0%
6020 Allocation to Cost Centres	(25,016)	(317,067)	(374,731)	(57,664)		(57,664)	84.6%
Central Grounds Maintenance :- Indirect Expenditure	0	0	53,191	53,191	0	53,191	0.0%
Net Expenditure	(0)	(0)	(53,191)	(53,191)			
403 Allotments							
1100 Miscellaneous Income	0	400	0	(400)			0.0%
Allotments :- Income	0	400	0	(400)			
4108 Building / Maintenance	78	442	4,000	3,558		3,558	11.0%
6000 Admin Salaries Recharge	331	3,547	3,754	207		207	94.5%
6005 Admin Overhead Recharge	54	1,118	1,406	288		288	79.5%
6007 Grove House Recharge	6	172	733	561		561	23.5%
6008 Grove Lodge Recharges	5	123	675	552		552	18.2%
6010 Grounds Salaries Recharge	365	4,029	4,953	924		924	81.3%
6015 Grounds Overhead Recharge	53	1,270	1,301	31		31	97.6%
Allotments :- Indirect Expenditure	892	10,701	16,822	6,121	0	6,121	63.6%
Net Income over Expenditure	(892)	(10,301)	(16,822)	(6,521)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
420 Milton Road Cemetery							
1010 Interments	4,452	44,917	58,000	13,083			77.4%
1011 Memorials	(994)	5,543	6,000	457			92.4%
1100 Miscellaneous Income	142	2,187	3,250	1,063			67.3%
Milton Road Cemetery :- Income	3,600	52,647	67,250	14,603			78.3%
4034 Equipment Repairs	0	360	2,000	1,640		1,640	18.0%
4039 Advertising & Marketing	0	0	450	450		450	0.0%
4054 Grave Digging	1,523	7,538	12,500	4,962		4,962	60.3%
4055 Memorials	788	9,169	7,000	(2,169)		(2,169)	131.0%
4102 NNDR	0	3,159	3,367	208		208	93.8%
4104 Utilities - Water	0	705	600	(105)		(105)	117.5%
4105 Utilities - Heat & Light	0	599	400	(199)		(199)	149.7%
4109 Alarm system	0	0	500	500		500	0.0%
4110 Cleaning	0	10	1,500	1,490		1,490	0.7%
4111 Window Cleaning	0	0	150	150		150	0.0%
6000 Admin Salaries Recharge	1,081	11,591	12,256	665		665	94.6%
6005 Admin Overhead Recharge	177	3,653	4,592	939		939	79.6%
6007 Grove House Recharge	20	560	861	301		301	65.0%
6008 Grove Lodge Recharges	15	403	265	(138)		(138)	152.1%
6010 Grounds Salaries Recharge	7,560	83,368	102,589	19,221		19,221	81.3%
6015 Grounds Overhead Recharge	1,091	26,274	26,990	716		716	97.3%
Milton Road Cemetery :- Indirect Expenditure	12,255	147,389	176,020	28,631	0	28,631	83.7%
Net Income over Expenditure	(8,655)	(94,742)	(108,770)	(14,028)			
451 Youth Activities							
4057 Youth Council Budget	0	0	500	500		500	0.0%
4142 YMCA SLA	0	63,160	65,841	2,681		2,681	95.9%
4219 Youth Grants	0	0	3,000	3,000		3,000	0.0%
6000 Admin Salaries Recharge	554	5,943	6,279	336		336	94.6%
6005 Admin Overhead Recharge	91	1,873	2,358	485		485	79.4%
6007 Grove House Recharge	10	286	541	255		255	52.9%
6008 Grove Lodge Recharges	8	206	211	5		5	97.6%
Youth Activities :- Indirect Expenditure	663	71,468	78,730	7,262	0	7,262	90.8%
Net Expenditure	(663)	(71,468)	(78,730)	(7,262)			
460 Street Furniture							
1112 Dog Bin Emptying	4,748	11,226	4,356	(6,870)			257.7%
Street Furniture :- Income	4,748	11,226	4,356	(6,870)			257.7%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4035 Telephone	165	799	0	(799)		(799)	0.0%
4105 Utilities - Heat & Light	74	733	0	(733)		(733)	0.0%
4116 Dogbin Emptying	4,170	13,350	4,500	(8,850)		(8,850)	296.7%
4119 Notice Boards	0	503	1,500	997		997	33.5%
4120 Bus Shelter Cleaning / Graffiti	0	396	500	104		104	79.2%
4133 Bus Shelter - Repairs	0	0	3,100	3,100		3,100	0.0%
4157 Prince Wales Clock/welcome sig	11	591	550	(41)		(41)	107.5%
6000 Admin Salaries Recharge	857	9,197	9,721	524		524	94.6%
6005 Admin Overhead Recharge	141	2,900	3,650	750		750	79.5%
6007 Grove House Recharge	16	442	323	(119)		(119)	136.8%
6008 Grove Lodge Recharges	12	319	332	13		13	96.1%
6010 Grounds Salaries Recharge	1,640	18,080	22,254	4,174		4,174	81.2%
6015 Grounds Overhead Recharge	237	5,700	5,852	152		152	97.4%
Street Furniture :- Indirect Expenditure	7,323	53,010	52,282	(728)	0	(728)	101.4%
Net Income over Expenditure	(2,575)	(41,784)	(47,926)	(6,142)			
470 Parks & Play Areas							
1076 Water Play Area Kiosk Income	875	3,500	7,000	3,500			50.0%
1077 Water Park Admissions	0	8,931	30,000	21,069			29.8%
Parks & Play Areas :- Income	875	12,431	37,000	24,569			33.6%
4102 NNDR	0	0	458	458		458	0.0%
4104 Utilities - Water	0	416	4,000	3,584		3,584	10.4%
4105 Utilities - Heat & Light	219	4,019	8,254	4,235		4,235	48.7%
4114 Refuse Removal	0	0	300	300		300	0.0%
4132 Rent	776	1,552	0	(1,552)		(1,552)	0.0%
4138 Water Play Area Rent	0	7,256	10,041	2,785		2,785	72.3%
4140 Recreation Grounds	0	78,060	79,744	1,684		1,684	97.9%
4300 Parks&Play Area EMRRP Holding	0	0	140,371	140,371		140,371	0.0%
4301 Ashcombe Park Lower	0	1,100	1,100	0		0	100.0%
4302 Ashcombe Park Upper	0	58	57	(1)		(1)	101.0%
4303 Broadway Play	0	3	3	(0)		(0)	111.0%
4305 Byron Rec	0	845	845	0		0	100.0%
4308 Clarence Park	0	60	60	0		0	100.0%
4309 Conniston Green	0	860	860	0		0	100.0%
4317 Uphill Junior Play Area	0	(1,795)	(1,795)	0		0	100.0%
4318 Uphill Toddler Play Area	0	100	100	(0)		(0)	100.2%
4319 Water Adventure Play Park	92	18,148	18,149	1		1	100.0%
4322 Ellenborough Park West	0	250	250	0		0	100.0%
4911 Residents Scheme Pass Set Up	0	0	5,000	5,000		5,000	0.0%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6000 Admin Salaries Recharge	1,006	10,794	11,404	610		610	94.7%
6005 Admin Overhead Recharge	165	3,402	4,275	873		873	79.6%
6007 Grove House Recharge	19	522	308	(214)		(214)	169.5%
6008 Grove Lodge Recharges	14	375	114	(261)		(261)	328.9%
6010 Grounds Salaries Recharge	3,098	34,162	42,033	7,871		7,871	81.3%
6015 Grounds Overhead Recharge	447	10,767	11,064	297		297	97.3%
Parks & Play Areas :- Indirect Expenditure	5,836	170,954	336,995	166,041	0	166,041	50.7%
Net Income over Expenditure	(4,961)	(158,523)	(299,995)	(141,472)			
475 Planned maintenance							
4231 Planned maint holding budget	0	0	32,375	32,375		32,375	0.0%
4232 Allotments PPM	0	565	565	0		0	100.0%
4233 Blakehay PPM	2,561	14,809	14,810	1		1	100.0%
4234 Museum PPM	(16,042)	21,701	21,702	1		1	100.0%
4235 Cemetery PPM	0	33,490	33,490	0		0	100.0%
4236 Parks & play areas PPM	0	17,009	17,007	(2)		(2)	100.0%
4237 Grove House PPM	441	(17,763)	(17,763)	0		0	100.0%
4238 Grove Lodge PPM	408	4,320	4,320	(0)		(0)	100.0%
4239 Chapel/hut/toilets/shed PPM	0	2,739	2,739	(0)		(0)	100.0%
4240 Public toilets	44	678	677	(1)		(1)	100.1%
4241 VIC PPM	0	78	78	0		0	100.0%
6000 Admin Salaries Recharge	1,081	11,591	12,256	665		665	94.6%
6005 Admin Overhead Recharge	252	5,184	6,519	1,335		1,335	79.5%
6007 Grove House Recharge	20	560	151	(409)		(409)	370.9%
6008 Grove Lodge Recharges	15	403	355	(48)		(48)	113.5%
Planned maintenance :- Indirect Expenditure	(11,220)	95,363	129,281	33,918	0	33,918	73.8%
Net Expenditure	11,220	(95,363)	(129,281)	(33,918)			
481 Tourism Love Weston / Dest Mar							
1040 VIC Advertising Income	(90)	1,088	0	(1,088)			0.0%
1042 Tourism - Love Weston accredit	0	9	0	(9)			0.0%
Tourism Love Weston / Dest Mar :- Income	(90)	1,096	0	(1,096)			
4000 Staffing Costs	6,335	56,868	52,434	(4,434)		(4,434)	108.5%
4030 Equipment Purchase	0	29	0	(29)		(29)	0.0%
4039 Advertising & Marketing	3,635	8,484	36,000	27,516		27,516	23.6%
4041 Fees, Subs and Conferences	0	0	1,100	1,100		1,100	0.0%
4062 Tourism-Love Weston website	178	21,514	10,465	(11,049)		(11,049)	205.6%
6000 Admin Salaries Recharge	1,533	16,441	17,380	939		939	94.6%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6005 Admin Overhead Recharge	177	3,653	4,592	939		939	79.6%
6007 Grove House Recharge	29	794	446	(348)		(348)	178.0%
6008 Grove Lodge Recharges	22	570	453	(117)		(117)	125.8%
6010 Grounds Salaries Recharge	181	2,000	2,465	465		465	81.1%
6015 Grounds Overhead Recharge	26	629	650	21		21	96.8%
Tourism Love Weston / Dest Mar :- Indirect Expenditure	12,116	110,983	125,985	15,003	0	15,003	88.1%
Net Income over Expenditure	(12,206)	(109,886)	(125,985)	(16,099)			
482 Tourism VIC costs							
1040 VIC Advertising Income	100	413	1,200	788			34.4%
1043 VIC Retail/Shop Income	0	8,051	16,500	8,449			48.8%
1044 VIC Ticket sales	0	(2,968)	200	3,168			(1483.9
Tourism VIC costs :- Income	100	5,496	17,900	12,404			30.7%
4000 Staffing Costs	0	19,250	29,657	10,407		10,407	64.9%
4013 Training	0	2,250	2,608	358		358	86.3%
4014 P P E / Health & Safety	0	0	1,000	1,000		1,000	0.0%
4031 Equipment - Rental	0	61	314	253		253	19.3%
4035 Telephone	66	491	650	159		159	75.6%
4036 Stationery	0	358	500	142		142	71.5%
4038 Recruitment / Advertising	0	130	0	(130)		(130)	0.0%
4039 Advertising & Marketing	0	315	5,000	4,685		4,685	6.3%
4049 Legal fees	0	24	0	(24)		(24)	0.0%
4105 Utilities - Heat & Light	0	0	750	750		750	0.0%
4136 Credit Card Chgs	10	174	0	(174)		(174)	0.0%
4209 TIC -equipment purchase	0	729	1,000	271		271	72.9%
4211 TIC running costs	0	0	1,000	1,000		1,000	0.0%
4225 VIC Stock	0	2,585	7,000	4,415		4,415	36.9%
Tourism VIC costs :- Indirect Expenditure	76	26,366	49,479	23,113	0	23,113	53.3%
Net Income over Expenditure	24	(20,870)	(31,579)	(10,709)			
485 PublicToilets							
1080 Toilet income	244	3,473	0	(3,473)			0.0%
PublicToilets :- Income	244	3,473	0	(3,473)			
4044 Insurance	0	4,117	439	(3,678)		(3,678)	937.9%
4102 NNDR	0	6,244	5,334	(910)		(910)	117.1%
4104 Utilities - Water	0	885	1,591	706		706	55.7%
4105 Utilities - Heat & Light	166	4,536	4,530	(6)		(6)	100.1%

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4110 Cleaning	6,000	50,049	36,600	(13,449)		(13,449)	136.7%
4135 Community Investment	0	0	2,000	2,000		2,000	0.0%
6000 Admin Salaries Recharge	631	6,772	7,153	381		381	94.7%
6005 Admin Overhead Recharge	104	2,135	2,686	551		551	79.5%
6007 Grove House Recharge	12	328	394	66		66	83.2%
6008 Grove Lodge Recharges	9	235	349	114		114	67.3%
6010 Grounds Salaries Recharge	111	1,230	1,512	282		282	81.3%
6015 Grounds Overhead Recharge	16	387	402	15		15	96.3%
PublicToilets :- Indirect Expenditure	7,049	76,918	62,990	(13,928)	0	(13,928)	122.1%
Net Income over Expenditure	(6,805)	(73,445)	(62,990)	10,455			
Grand Totals:- Income	20,804	2,828,855	348,916	(2,479,939)			810.8%
Expenditure	133,641	2,045,033	2,943,072	898,039	0	898,039	69.5%
Net Income over Expenditure	(112,837)	783,822	(2,594,156)	(3,377,978)			
Movement to/(from) Gen Reserve	(112,837)	783,822					

Bank Interest Report:

- **for April'21 to March 2022 (2021/2022).**

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

Year 2021/2022

- To the value of £160.52 on 6th April 2021.
- To the value of £155.34 on 4th May 2021.
- To the value of £160.52 on 2nd June 2021.
- To the value of £155.34 on 2nd July 2021
- To the value of £160.52 on 2nd August 2021
- To the value of £160.52 on 2nd September 2021.
- To the value of £155.34 on 4th October 2021
- To the value of £160.52 on 2nd November 2021
- To the value of £155.34 on 2nd December 2021
- To the value of £160.52 on 4th January 2022
- To the value of £178.36 on 2nd February 2022

Santander Actual Cash Received 1st April 2021 to 30th November 2021 = £1762.81

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

Year 2021/2022

- To the value of £3.94 on 6th April 2021.
- To the value of £2.64 on 5th May 2021.
- To the value of £2.13 on 2nd June 2021.
- To the value of £2.56 on 2nd July 2021
- To the value of £1.98 on 3rd August 2021
- To the value of £1.99 on 2nd September 2021
- To the value of £1.81 on 4th October 2021
- To the value of £2.11 on 2nd November 2021
- To the value of £3.41 on 2nd December 2021
- To the value of £7.63 on 5th January 2022
- To the value of £14.10 on 2nd February 2022

CCLA Actual Cash Received 1st April 2021 to 30th November 2021 = £44.30

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2020 2021\Month End reports\Bank Interest Reports

Policy & Finance Committee
Schedule of receipts – Report of the Finance Officer

<u>SCHEDULE OF RECEIPTS</u> <u>FOR:</u>	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)	Total Gross Income
	£	£	£	£	£
Apr-21	£ 1,362,561.96	£ -	£ 58.83	£ -	£ 1,362,620.79
May-21	£ 14,340.97	£ -	£ -	£ -	£ 14,340.97
Jun-21	£ 21,706.62	£ -	£ 152.00	£ -	£ 21,858.62
Jul-21	£ 68,837.50	£ -	£ 389.50	£ -	£ 69,227.00
Aug-21	£ 35,965.21	£ -	£ 466.00	£ -	£ 36,431.21
Sep-21	£ 1,320,986.92	£ -	£ 380.00	£ -	£ 1,321,366.92
Oct-21	£ 107,209.77	£ 430.00	£ 3,088.58	£ -	£ 110,728.35
Nov-21	£ 35,064.74	£ 1,000.00	£ 3,271.90	£ -	£ 39,336.64
Dec-21	£ 35,532.61	£ -	£ 211.60	£ -	£ 35,744.21
Jan-22	£ 150,085.52	£ -	£ -	£ -	£ 150,085.52
Feb-22	£ 43,704.29	£ -	£ 1,200.00	£ -	£ 44,904.29

Outstanding Balances by Month as at 15/03/2022

A/C Code	Customer Name	Balance	Mar 2022	Feb 2022	Jan 2022	Prior Months	On A/c Pymnts
Ledger No 1, Blakehay Sales Ledger							
ELLIOTT	COLIN ELLIOTT	112.22	0.00	0.00	0.00	112.22	0.00
LDNWREST	LDN WRESTLING	792.00	0.00	792.00	0.00	0.00	0.00
PEARSEA	PEARSEA	-18.00	0.00	0.00	0.00	0.00	-18.00
WESTONOP	WESTONOP	949.82	0.00	2,111.04	0.00	0.00	-1,161.22
WESTONSUP	WESTONSUP	-67.00	0.00	0.00	0.00	0.00	-67.00
Total Sales Ledger No 1		1,769.04	0.00	2,903.04	0.00	112.22	-1,246.22
Ledger No 2, Council Sales Ledger							
ALLIANCE	ALLIANCE	290.40	0.00	290.40	0.00	0.00	0.00
ALLIANCEDB	ALLIANCEDOGBIN	290.40	0.00	290.40	0.00	0.00	0.00
BURNHAMTI	BURNHAMTIC	34.63	0.00	0.00	0.00	34.63	0.00
CAVACIUTI	CAVACIUTI	1,750.00	0.00	875.00	0.00	875.00	0.00
CHURCHILLP	CHURCHILLP	777.60	0.00	345.60	0.00	432.00	0.00
CLEVEDON	CLEVEDON	41.00	0.00	0.00	0.00	41.00	0.00
COOPWSM	COOPWSM	179.00	0.00	179.00	0.00	0.00	0.00
ELM001	ELMS	2,348.00	0.00	2,448.00	0.00	-100.00	0.00
FINE	FINE	-41.00	0.00	0.00	0.00	0.00	-41.00
GOWER	GOWER	1,290.00	0.00	1,290.00	0.00	0.00	0.00
GROVES	GROVES	714.00	0.00	0.00	0.00	714.00	0.00
HOWARD	HOWARD	714.00	0.00	714.00	0.00	0.00	0.00
KEWSTOKE	KEWSTOKEDOGBIN	772.20	0.00	475.20	0.00	297.00	0.00
NSC1B15	NSC1B15	2,400.00	0.00	2,400.00	0.00	0.00	0.00
PITMANS	PITMANS	41.00	0.00	0.00	0.00	41.00	0.00
SUMMERS	SUMMERS	19.00	0.00	0.00	0.00	19.00	0.00
THORNEN	THORNEN	-142.00	0.00	0.00	0.00	0.00	-142.00
WINSCOMBE	WINSCOMBES	936.00	0.00	576.00	0.00	360.00	0.00
WOOKEY	WOOKEY	360.00	0.00	120.00	120.00	120.00	0.00
WSMGOLF	WSMGOLF	-180.00	0.00	0.00	0.00	0.00	-180.00
Total Sales Ledger No 2		12,594.23	0.00	10,003.60	120.00	2,833.63	-363.00
Ledger No 4, Museum Sales Ledger							
1STASHCO	1STASHCOMBE	165.00	0.00	0.00	165.00	0.00	0.00
1STMILTON	1ST MILTON	247.50	0.00	0.00	0.00	247.50	0.00
1625INDEP	1625INDEPENDENT	20.35	0.00	20.35	0.00	0.00	0.00
ARCHAEOL	ARCHAEOLOG	470.83	0.00	470.83	0.00	0.00	0.00
BARBERM	BARBERM	120.00	0.00	0.00	120.00	0.00	0.00
BELMONT	BELMONT	45.00	0.00	0.00	45.00	0.00	0.00
BOURNVILLE	BOURNVILLE	315.00	0.00	0.00	315.00	0.00	0.00
BRUNEL	BRUNEL	35.00	0.00	0.00	35.00	0.00	0.00
BRYONY	BRYONY BELL	680.10	0.00	0.00	0.00	680.10	0.00
CASTLE	CASTLE	35.00	0.00	35.00	0.00	0.00	0.00
CHARFIELD	CHARFIELD	35.00	0.00	0.00	35.00	0.00	0.00
CIVIC	CIVIC	216.00	0.00	0.00	216.00	0.00	0.00
CREATIVESH	CREATIVESH	144.00	0.00	144.00	0.00	0.00	0.00
EDMONDSN	EDMONDSN	528.60	0.00	0.00	0.00	628.60	-100.00
FRIENDSMUS	FRIENDSMUS	95.00	0.00	25.00	60.00	10.00	0.00
Sub Total C/Fwd		17,515.65	0.00	13,601.82	1,111.00	4,512.05	-1,709.22

Outstanding Balances by Month as at 15/03/2022

A/C Code	Customer Name	Balance	Mar 2022	Feb 2022	Jan 2022	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	17,515.65	0.00	13,601.82	1,111.00	4,512.05	-1,709.22
Ledger No 4, Museum Sales Ledger (Continued)							
HAYWARDV	HAYWARDV	35.00	0.00	35.00	0.00	0.00	0.00
HUGHESF	FRIDEE HUGHES	90.00	0.00	0.00	90.00	0.00	0.00
KENNETHA	KENNETHA	170.00	0.00	0.00	170.00	0.00	0.00
KNOWLEPK	KNOWLEPK	35.00	0.00	0.00	35.00	0.00	0.00
LENNOX	LENNOX	216.00	0.00	0.00	0.00	216.00	0.00
MULTI	MULTI	426.00	0.00	48.00	378.00	0.00	0.00
ORCHARDT	ORCHARDT	60.00	0.00	0.00	60.00	0.00	0.00
SEVERN	SEVERN BEACH	35.00	0.00	0.00	35.00	0.00	0.00
SPEAKMANK	SPEAKMANK	60.00	0.00	60.00	0.00	0.00	0.00
TRAINMAST	TRAINMASTER	45.00	0.00	0.00	0.00	45.00	0.00
WHEATFIELD	WHEATFIELD	35.00	0.00	0.00	0.00	35.00	0.00
WRAXHALL	WRAXHALL	70.00	0.00	70.00	0.00	0.00	0.00
	Total Sales Ledger No 4	4,429.38	0.00	908.18	1,759.00	1,862.20	-100.00
	TOTAL SALES LEDGER BALANCES	18,792.65	0.00	13,814.82	1,879.00	4,808.05	-1,709.22

Grove Park Toilet Doors – Reference from the Town Council meeting held on 21st March 2022 - Minute Extract

To approve budget for the free door entry system at Grove Park toilets excluded from the original proposal in January 2022

The Deputy Town Clerk reported that in principle, it had been agreed that all Town Council toilets would be free but Grove Park had not been included in this decision as they had been closed. The decision had now been taken to reopen the site and permission was now being sought to approve an over spend of an estimated £5-7,000 per door to enable free access.

It was questioned by a member that their understanding of the decision was that this included Grove Park toilets and so was disappointed to see this was back on the agenda.

The Deputy Town Clerk reported that the estimated spend of £24-£28,000 would not be sufficient to cover the cost of replacing all site doors including Grove Park and so the procurement would need to be extended.

It was suggested that the item go back to Policy & Finance Committee for discussion as the requested amount was substantial and also suggested that the Community Services Committee revisited the opening times for the site, to reduce the risk of vandalism.

It was questioned by a member that the motion taken previously, had stated that all toilets would be free.

7.56 pm Councillor Mark Canniford left the meeting.

It was felt that this decision needed to be delayed as full costings would be needed for members to make an informed decision.

7.59 pm Councillor Mark Canniford joined the meeting.

PROPOSED BY: Councillor Robert Payne

SECONDED BY: Councillor Peter Fox

A vote was taken and **carried** 13 for and 9 against.

RESOLVED: That once estimates for the three new doors for Grove Park toilets had been obtained, the decision to approve the over spend be referred to the Policy & Finance Committee and the Community Services Committee to decide opening times for the site.

8.02 pm Inspector Graeme Hall left the meeting.

**WESTON SUPER MARE TOWN COUNCIL
MINUTES OF THE HQ WORKING PARTY HELD AT WESTON
MUSEUM THURSDAY 20th JANUARY 2022**

Meeting Commenced: 10:05am

Meeting Concluded: 11:19am

PRESENT: Councillors John Crockford-Hawley, Peter Crew, Alan Peak, Sonia Russe, Robert Payne and Catherine Gibbons (via Zoom).

ALSO IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk), Fay Powell (Assistant Town Clerk – Operational Services), Tania Middlemiss (Assistant Town Clerk – HR and Admin), Molly Maher (Development Officer) and Steve Matthews (SJ Surveyors).

No.	Item
	Councillor Catherine Gibbons attended the meeting via Zoom.
1.	Apologies for Absence No apologies for absence were received.
2.	Notes of the meeting on 2nd December 2021 RECOMMENDED: That the minutes be approved as correct by the working group.
3.	Ground, first and second floor rooms – update on actions from last meeting Updated plans had been circulated prior to the meeting. Reception Suggested adaptations to the front reception were noted, including removing the current reception desk and placing a desk along the back wall. This would open space up for a lobby area with seating, and make the front desk staff more visible to visitors. This would also improve access routes to the rest of the building. The toilets would stay as they were in the short term, with the option to add a small temporary ramp in the rear corridor. Chamber The office in the back corner of the chamber had been removed and if possible would relocate to the second floor main office. Where the kitchen was currently, a wall would be put in alongside this to create a robe store. There were not issues envisaged with Listed Building Consent, as none of the suggested adaptations would affect the fabric of the building, and as such the Conservation Officer would likely support the scheme. First Floor The first floor would be used by Town Council Officers. Second Floor A community space would be created in the front office and into the current

No.	Item
	Councillor Catherine Gibbons attended the meeting via Zoom.
	<p>training room (so 2 x dedicated spaces on this floor) for community use. It was felt this would be a good space, as there are toilets so it could be self contained. Steve Matthews asked if members would require for the community space to have separate security clearances. It was explained that this could be done by adding corridors, and using doors with key cards for the Town Council offices. This system would also allow for fire safety compliance with logging who was in the building. Members were in agreement with this.</p> <p>General comments</p> <p>A member asked for clarification regarding the need for two cemetery offices. It was explained that one would be a public meeting / interview room in order to meet with prospective plot holders, on the ground floor. The second office would be on the first floor, and would be a working space from the cemetery admin team where all the cemetery records would be stored.</p> <p>The two Town Clerk offices were also clarified. The office at the front on the building on the first floor would be a formal office for the Town Clerk (and other members of the Senior Management Team) to meet with members of the public. The second office would be a day to day work space for members of SMT. The Deputy Town Clerk advised that costs for decoration in this area and the suggested Mayor's office (next door) would be explored but would be nominal in value.</p> <p>Steve Matthews stated that accessibility was the main long term consideration. It was explained that the legal requirement for accessibility was equal and fair access to services. If access were not possible, due to denied building consent, evidence would be required. Whilst this would be a legitimate legal defence for a lack of accessibility, it was a grey area as there was no court precedent. If a space was not suitable for disabled access, an alternative space would have to be offered. A member suggested exploring community funding for the installation of a lift. There would also need to be a disabled toilet installed eventually.</p> <p>A member noted that access was not just a wheelchair issue, and other adaptations may need to be made. Steve suggested the creation of an accessibility plan for the building, with long and short term goals.</p>
4.	<p>Example Colour Schemes for the HQ Building</p> <p>Four potential colour palettes were circulated to member's prior the meeting.</p> <p>Members were shown the colour palettes. It was felt they were too dark for the reception space. It was felt it was difficult to make a judgement from the small images shown. The Deputy Town Clerk noted that mock ups could be created and she would aim to bring these back to the next meeting. Members noted that the feeling should be light and airy to maximise light, with the members wishes of inclusion of the Town Council blue as the chosen accent colour (in moderation), incorporated in the public areas.</p>

No.	Item
	Councillor Catherine Gibbons attended the meeting via Zoom.
	<p>The Chairman said that members did not need to get involved in specific decisions, and that broad principles would be sufficient. This included the need for a warm, light and open space, with pastels suggested.</p> <p>Steve noted that it would be prudent to feature in a subtle way “Town Council Blue”, in order to make the purpose of the building recognisable.</p>
5.	<p>Structural Condition survey of the Tower</p> <p>A drone survey was carried out on the 11th January. Whilst the formal survey report had not yet been received, areas of concern had been raised.</p> <p>The wall of the tower appeared to be leaning outwards, with the supporting tie bar plates showing clear signs of corrosion. Work would also be required on the building front stone work.</p> <p>There was no clear access route to assess the issues. Scaffolding or a crane would require a road closure, for which the lead in time was 8-12 weeks. Costs for the repairs were estimated to be around £50-75,000 (SJ Surveyors estimates only at this stage). The tiled roof would also need recovering, as there were slipped tiles and water was coming through into the second floor.</p> <p>It was suggested that the building price could be renegotiated. The Quantity Surveyor was devising the costs for the work, with the cost of scaffolding likely to be high.</p> <p>The Town Clerk advised that under these circumstances the Town Council should not exchange contracts yet, noting the need to evaluate the risk. Members agreed and felt there was not enough information to make a decision on exchange and they would wait until costs were received. Whilst renegotiating was an option, the sellers would have a bottom line.</p> <p>The Assistant Town Clerk – Operational Services advised that a decision would need to be made soon about a crane, as North Somerset would be unlikely to allow for a road closure near the Easter Holidays. King Lifts had been asked to provide a quote, and advise if a 1 or 2 lane road closure would be required.</p> <p>The Deputy Town Clerk advised that there was an 8-10-week delay with the Public Works Loan Board. A review of the financial plan could be carried out in this time.</p> <p>The Deputy Town Clerk advised that she was meeting with the surveyor and QS on Friday to try to obtain estimates for any works and in addition would look to explore access via the loft hatch to see what was above this in the tower to aid knowledge in this area as another option to help bolster the surveys in the event a crane could not be achieved to do so.</p>

No.	Item
	Councillor Catherine Gibbons attended the meeting via Zoom.
6.	<p>Security issues, front entrance, Waterloo Street - discussions with North Somerset Council</p> <p>Contact had been made with Lympsham Forge regarding the creation of a gate for the front entrance.</p>
7.	<p>Accessibility, front and rear entrances - Update</p> <p>The Town Centre Partnership had been approached regarding the detritus around Waterloo Street. They were using a 'bag and tag' scheme to reduce this.</p> <p>A member of the public had challenged the issue of accessibility of the building through the local MP. A response had been given, noting: the plans for a ramp for the rear exit, plans for the front entrance ramp, an accessibility audit would be carried out and directional signage would be installed.</p> <p>Steve noted that more information could be given about the front ramp at the next meeting. The main issue would be the loss of parking space, as 1-2 spaces would need to be removed to allow for the ramps installation. It was felt that this should be taken to NSC by the councillors, and not officers. Members asked if Councillor Payne could approach Councillor Mark Canniford and Mike Solomon. Steve would send updated plans to SMT.</p>
8.	<p>Existing Mercury desks/furniture and Archives</p> <p>It had been agreed with the existing occupiers that the Town Council would keep the furniture on the 1st and 2nd floors, but not on the ground floor.</p> <p>There had been a meeting with the South West Heritage Trust, which resulted in them agreeing to work with the Town Council to explore how to archive papers and negatives in the building.</p>
9.	<p>Other updates following Policy & Finance</p> <p>There were no updates from the Policy and Finance Committee.</p>
10.	<p>Any other business</p> <p>Steve noted that he had the drone survey photographs for members to explore if they wished.</p>
	<p>There being no further business the meeting ended at 11:19am.</p> <p>Signed..... Dated.....</p>

**Contract for Employment Law and Health and Safety Support
Report of the Town Clerk**

Need for Specialist Support

Both health and safety and employment law are significant risk areas for employers. Failure to fully comply with health and safety law can lead to prosecution by the Health and Safety Executive (HSE), not only of the council as a body, but also of individual officers and councillors. Fines for serious breaches are unlimited and sentences of imprisonment can be imposed on individuals. Even in the event that an investigation by the HSE following an incident does not lead to a prosecution, the council as a body would be required to pay the HSE's full costs of the investigation.

In the case of employment disputes, expensive litigation can result with potentially unlimited damages in the Employment Tribunal for certain breaches, for example of equality laws.

Since 2008 the Council has had an external contract for a service which includes specialised health and safety advice and employment advice on a 24/7 basis together with the services of a dedicated consultant. The health and safety consultant makes annual site visits to all the Council's premises. In addition the contract included insurance in the event of claims, complaints to the Employment Tribunal or investigations by the HSE.

Benefits of the Contract with Worknest

Since 2015 after a competitive procurement process the contract was awarded to Worknest (formerly Ellis Whittam), a company based in Cheshire. Ellis Whittam offered the most competitive price but most importantly had the advantage of specialising in services to the Local Council sector. They market their services at SLCC and NALC events and have a good understanding of local government employment terms and conditions.

By contracting in the Employment Law service we have all the benefits of dealing with a firm of solicitors. We have our own qualified personal Employment Law Adviser, who is always available at the drop of a hat and has been absolutely excellent. Plus, we can call whenever we want and as often as we like, without having to worry about our costs. The Health and Safety service is highly regarded and I am satisfied that with this advice and good practice by managers and staff we now have good safety systems and procedures in place. The contract was renewed in 2017 and is now due for renewal again.

Costs per year, based on 37 employees

The current Employment Law fee is £3,500 per annum. This was based on a previous period of 6 years when the town council had no disciplinary hearings or formal grievances. However in addition to rising inflation the town council has made more extensive use of the employment advice service in the last two to three years with a number of challenges mainly from one ex-employee. Accordingly the cost of

the combined Employment and Health & Safety service has risen to **£5,530**. In addition there are some optional 'extras' that have proven very worthwhile:

Legal Expenses Insurance (employment claims) £15.00 per person = £555

Legal Expenses Insurance (H&S prosecution) £3.50 per person = £129.50

Administration Fee £85.00

The actual number of employees at any one time fluctuates seasonally but based on 37 employees the annual costs for all services and insurance will be £6,229.50. This is extremely good value compared to employing a firm of solicitors to handle individual cases at hourly rates of £250 to £300 per hour, plus a health and safety consultant.

In addition we have agreed that Worknest will for the first year give us access to the new e-learning system free of charge which is worth £1,955 +VAT.

Standing Orders and Contract Procedure

A contract at this value would normally be subject to seeking three quotations. However Standing Order 39.2 (d) does permit an exception in a number of cases including the following:

(v) the...provision of services requiring specialist ... knowledge

(viii) contracts with professional persons for the execution of works in which the personal skills of the person is of primary importance.

(ix) those contracts where a committee may expressly determine that it is in the Council's interest that a tender be negotiated directly with a contractor or supplier of goods and services

In this case there are advantages in renewing the contract with Worknest in that this company specialises in the Town and Parish councils sector and is very familiar with the Green Book as well as our local terms and conditions of contract which they helped to redraft in 2018/19. Moreover, the town council is in the middle of a major employment tribunal case with a hearing set for September which Worknest are handling and are familiar with. I consider it unlikely that a rival supplier would be significantly lower cost but a procurement process at this time would cause delay and uncertainty. For these reasons I would recommend renewal of the contract with Worknest for a period of three years, after which the Council may wish to seek competitive quotations.

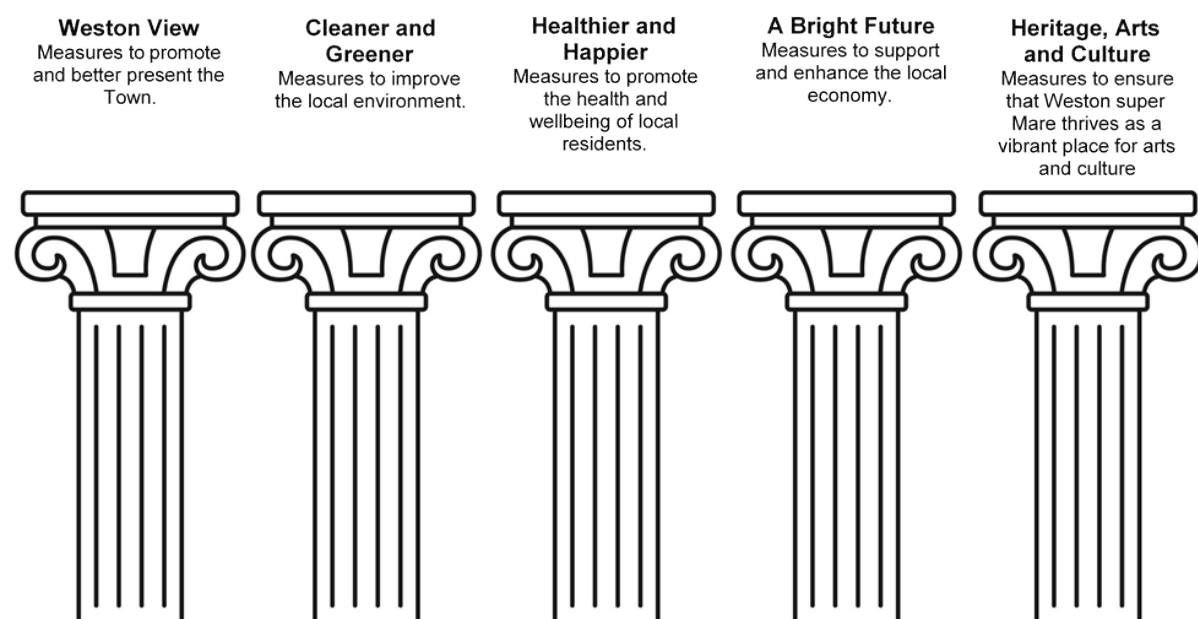
Recommendation

In accordance with SO 39.2(d)(ix), to renew the contract with Worknest for 3 years on the terms reported.

Malcolm Nicholson LLB (Hons), DMS, PSLCC,
Town Clerk
6th April 2022

Weston-super-Mare Town Council meeting 21/03/2022
Evaluation of Town Council Strategy 2020-2030
Report of the Deputy Town Clerk, Communications and Marketing Officer and Development Officer

Weston-super-Mare Town Council initially adopted its 10-year strategy September 2020. This was amended and later agreed at the meeting of the Town Council in March 2021. The strategy has 5 Pillars to which all council services work under:



In order to demonstrate the work achieved on the Town Council strategy for the past two year, evaluation was carried out by the Development Officer, supported by the Deputy Town Clerk and Communications and Marketing Officer. All minutes from meetings of the council from the last two years were analysed, and all resolutions/recommendations relating to actions on the strategy were extrapolated.

180 resolutions and recommendations were made in relation to the actions on the strategy, and 66 of the 74 actions on the strategy have been started and are completed or ongoing.

This evaluation has resulted in the following outputs:

- Appendix 1 – Updated strategy – where gaps were found during the evaluation process, actions were added to the strategy, recognised through the council's committee structure throughout the year, or identified by officers - marked in yellow for members to consider adopting within the live document.
- Appendix 2 – Evaluation document – the strategy has been evaluated against the 180 resolutions in all 5 pillars of the strategy.
- (to follow) Appendix 3 – Short video – a video was created to reach out to the community and demonstrate the work being carried out by the council, with the aim to put on the council website as a community engagement tool to show effective governance and accountability.

Members are requested to:

1. Note the evaluation of the strategy (appendix 2)
2. Approve additions (in yellow) to the strategy (appendix 1)
3. Provide any further inclusions for inclusion within the document as necessary (appendix 1)
4. Note the video and approve use on website and social media outlets (appendix 3)

Weston-super-Mare Town Council
TOWN COUNCIL STRATEGY
April 2020 – March 2030





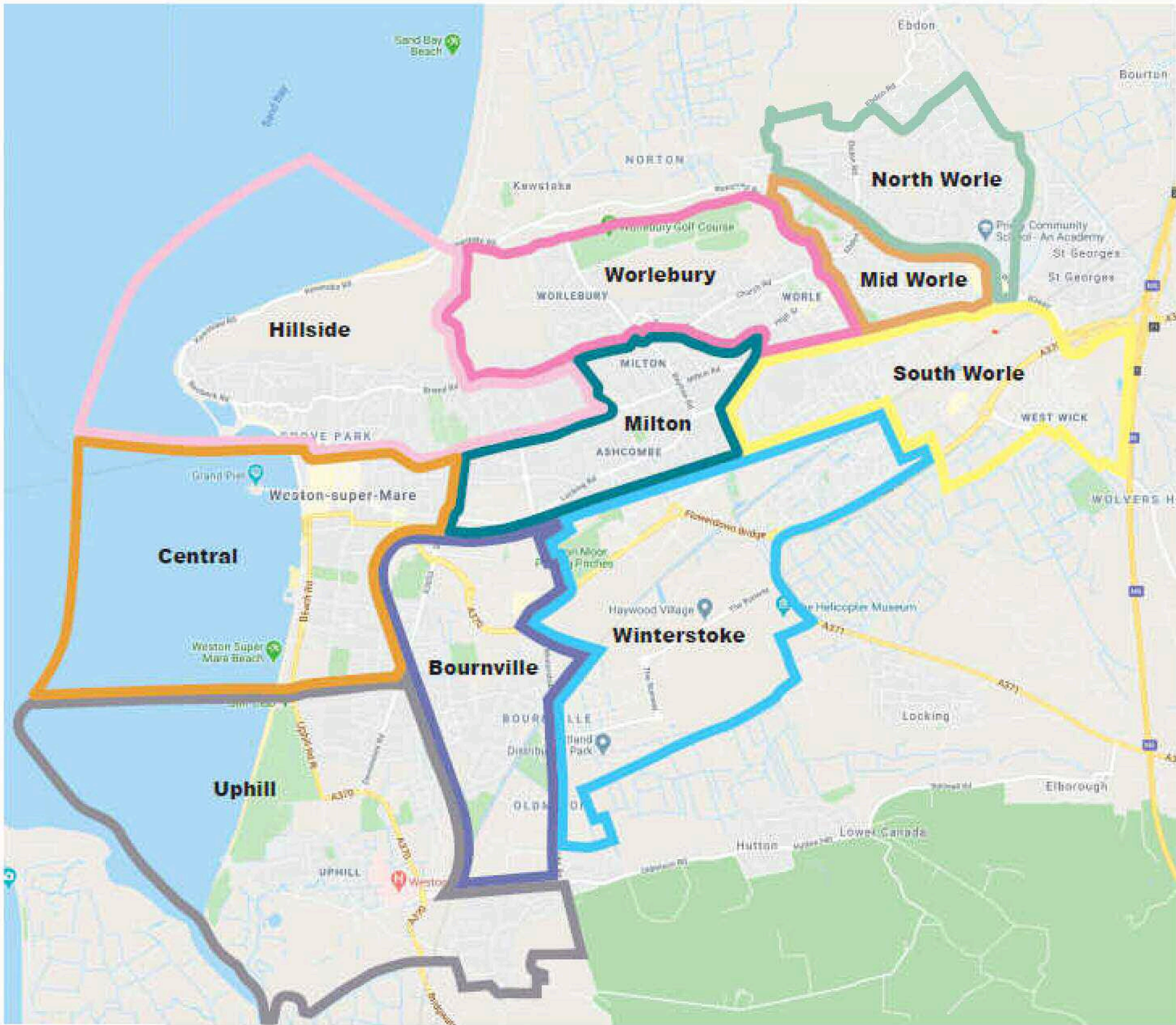
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**Weston-super-Mare
Town Council
Wards**

-  **North Worle Ward**
-  **Mid Worle Ward**
-  **South Worle Ward**
-  **Worlebury Ward**
-  **Hillside Ward**
-  **Milton Ward**
-  **Central Ward**
-  **Winterstoke Ward**
-  **Bournville Ward**
-  **Uphill Ward**



INTRODUCTION

Weston Town Council is an ambitious organisation that wants to do all it can to make our town of Weston-super-Mare a better place to live, work and visit.

We understand that Weston-super-Mare needs a unique, positive identity. Weston Town Council through its cultural, heritage, arts and tourism services is integral to the town's future identity.

We believe that in these uncertain times with town centre shops closing, challenges to the climate/environment, pockets of social deprivation with differences in health outcomes between wards etc. town councils like ours must play an increasingly important role in helping to maintain and improve local quality of life. Weston-super-Mare is already the third-largest settlement in the West of England with significant further expansion expected.

Like many towns, Weston needs to reinvent itself as a key destination not only for retail but for leisure, events, working, visiting and living.

Through our assets, we are creating a cleaner, greener, safer, more vibrant place to enjoy and where everyone is proud to live and work. Putting a strong emphasis on community benefit, enhancing civic pride, boosting wellbeing, improving mental health and tackling social isolation.

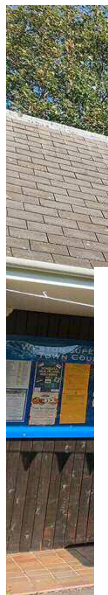
We also want to recognise the town's unique, rich history as a Victorian seaside town and the traditions of being a Town council.

We believe it is important to engage with our local communities. We will continue to listen to ensure that the people of our community are at the forefront of how we shape the outcomes we strive to achieve. The Town Council uses a range of channels for communication to connect with people, including social media alongside the more traditional methods.

We will continue to develop community engagement to make sure even the harder to reach community demographics get their voice heard. We are strongly influenced by what local people have to say about Weston. We are keen to maintain an open dialogue and will listen and respond to suggestions and concerns which are brought to our attention.

This Strategy builds upon and expands that initial work. It provides a comprehensive framework to guide future activities and help us ensure we realise our ambitions for the town. It is a 'living document' and will be developed and referred to as we move forward with our plans.

The Town Council understands that not everything will be possible in a shorter time frame and there are many factors outside our control. However, by being clear in our intentions and direct in our efforts, we should ensure we will be more effective in influencing key decisions which affect all aspects of the town and in taking direct action where appropriate to maintain or improve services.



We will seek a constructive partnership and engagement with a broad range of stakeholders who can help us deliver this plan. That said we will always retain the interests of our town at the core of all of our plans. If this means challenging traditional models and looking for new and innovative solutions for Weston-super-Mare, then it is our duty to do so.

The plan is above all a recognition that we must be a Town Council. The Council's main funding comes via its precept - this is a levy made and collected via the council tax charge payable by Weston super Mare residents. Other income is sourced through service provision and external grants.

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5

The 2020 / 2021 expenditure budget is £2,986,522, of which £2,567,270 will be collected via the precept. This equates to £98.37 per year on an average, Band D, household. Within this overall budget, the council has allocated resources to fund projects identified within the strategic plan for this year. Within its financial management, the council will maintain adequate levels of general reserves in line with its financial regulations and will where appropriate maintain a scheme of earmarked reserves which can be used as required to help fund the key strategies and any future major projects identified in this plan.

The Town Council is supported by an officer structure with a core of staff employed within each service area to deliver the Council's services and policies and ensure decisions are made appropriately. The Council is also committed to using volunteers who work with employed staff to meet objectives and ensure community cohesion.

The structure is headed by a Town Clerk. The officer structure is reviewed annually to ensure that it is able to deliver the broad spectrum of planned activities.



The Council believes it is important to establish a core set of organisational values that determine the way we operate and conduct business.

These three core values are:

- To conduct its business with integrity, impartiality, and transparency in the spirit of the Freedom of Information Act.
- Be a listening and caring Council that treats all views with courtesy and respect.
- To have a positive ‘can do’ attitude in which we believe in the people, businesses and communities of Weston and strive to support them to flourish.

CORE VALUES
Ambitions involve the Town Council being actively engaged to find solutions which best meet local needs and priorities in respect of significant choices to be made affecting the town’s future.

We will work with the local community and partners to ensure that the Town becomes a more vibrant, better served, more prosperous, cleaner, greener, safer and inclusive place in which to live, work and enjoy life. We will encourage public participation and make known the availability of a public speaking session prior to all Town Council and committee meetings.

The Council will at all times recognise its responsibilities surrounding governance and good financial practice. It will comply with the Code of Conduct and the Nolan Principles in public life and work to an appropriate complaints procedure for use by the public in regards to the Town Council its staff and councilors.

We recognise that the core staff number remains relatively small in number and this will be supplemented as necessary by procuring expertise or services externally in order to ensure there is the capacity to deliver, whilst remaining flexible. The Council is committed to the development of an efficient and innovative operating model in order to achieve its strategic objectives.

Human Resources - 2020-2024 HRM Function

The Council will act as a good employer to all Town Council employees, who are entitled to:

- Equal Opportunities.
- A Contract of Employment, Job Description and Person Specification each subject to terms and conditions as determined by current employment legislation.
- Training and development within staff development plans to meet business requirements.
- Recognition in respect of staff pay and grades under the Local Government terms and conditions.
- Issue of Employee Handbooks clearly setting out terms and conditions of employment and maintaining effective grievance and disciplinary procedures.
- Real Living Wage
- Encouragement to join a Trade Union

Town Council staff provide ‘value-added’ in the provision of effective and efficient service provisions. The areas this is achieved and measured are:

- 1) Reducing absence
- 2) Good recruitment decisions
- 3) Raising performance levels

• We continue to invest in our workforce via training and development, effective leadership and management and the promotion of consistent ‘Management Standards’.



MISSION –

WORKING WITH THE PEOPLE OF OUR TOWN

CELEBRATING TRADITIONS AND MAKING WESTON SUPER MARE A GREATER PLACE TO LIVE, WORK, VISIT AND ENJOY

VISION -

‘EVER FORWARD’ WE WILL ENSURE OUR TOWN BECOMES A MORE VIBRANT, PROSPEROUS, CLEANER, GREENER, SAFER, AND INCLUSIVE PLACE FOR EVERYONE TO ENJOY.

Key actions under this priority are based on five “pillars” or themes comprising the following:

Weston View – Measures to promote and better present the Town.

Cleaner and Greener – Measures to improve the local environment.

Healthier and Happier – Measures to promote the health and wellbeing of local residents.

A Bright Future – Measures to support and enhance the local economy.

Heritage, Arts and Culture– Measures to ensure that Weston super Mare thrives as a vibrant place for arts and culture

1. Weston view

To work with local community and partners to ensure that the town of Weston-super-Mare has a positive image, with a vibrant town centre.

Ambition	Council Committee / Department	Timescale	Success would be	Progress At: 31/03/2022
1.1 Improve the image of and pride within the town and make it attractive for visitors and businesses.	Communications and Marketing Tourism and leisure Civic consultation	0 to 10 years	Weston-super-Mare having a positive image and identity locally and nationally	Ongoing
1.2 Continue to develop and improve the content of the Town Councils websites and social media.	Communications and Marketing Policy and finance Tourism & Leisure	0 to 1 year	New Town Council website operational by September 2020. Full compliance of all council websites with WCAG 2.1 regulations. Improved Website traffic. All web content kept up to date.	Ongoing
1.3 To encourage local shopping parades to become vibrant well used areas across the town.	Town Council	0 to 5 years	Proactive work with the partner organisations (i.e. BID HAZ) to improve local parades. Empty shops being used productively and encourage a higher footfall in the town.	Ongoing
1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc.	Community services	0 to 5 years	To provide financial assistance for event creation. More events in the whole town, higher footfall and secondary spend to current retailers	Ongoing
1.5 To oppose additional drug and alcohol rehabilitation centres	Town Council Planning Committee	0 to 5 years	Reduction in badly managed drug rehabilitation centres whilst encouraging approved facilities only	
1.6 Supporting 'Somewhere to go' for homeless people	Town Council	0 to 5 years	Reduction of homeless people on the streets	Partial Completion: December 2020 Ongoing

1.7 To actively support anti-crime and disorder campaigns within the town, in liaison with the police and North Somerset Council	Town Council Community services	0 to 5 years	Provide a safer town environment by a drop in ad-hoc crime	Partial Completion: Sept 2020 Ongoing
1.8 Implement a Communication Strategy	Communications and Marketing Policy and finance	0 to 5 years	Effective internal and external communications. Provide framework for creating opportunities to raise awareness of and encourage community participation in the work of the Town Council.	Ongoing
1.9 Implement a Marketing Strategy	Communications and Marketing Policy and finance Tourism & Leisure	0 to 5 years	Marketing is effective in promoting the work of the council, including town branding, Blakehay Theatre, Waterpark / outdoor spaces, Weston Museum and Tourism.	Ongoing
1.10 Support and increase the range of information available to residents about community based projects, activities and services available to them for the purposes of wellbeing, business and civic pride	Communications and Marketing Tourism and leisure HAC Community services Civic consultation	0 to 5 years	Improved use all communication channels (digital, print, and face to face) to provide clear and timely information. Wherever possible, all communications to include 'why' WTC is doing something.	Ongoing
1.11 Provide, fund and support cultural events in the community in collaboration with Place Agency and partners such as Culture Weston	Communications and Marketing Community Services Blakehay Theatre Weston Museum Grounds	0 to 5 years	To hold a minimum of three successful events, in the old Town Quarry. Well attended with positive feedback, critical acclaim each year. Successful joint events in the Italian Gardens bringing footfall into the town and elsewhere enabled with Town Council financial support.	Ongoing
1.11.5 Produce a Central Event Listing across departments and organisations in collaboration with the Place Agency.	Visit Weston	0 to 5 years	To attract large numbers of people and support the art and business economy of the town.	
1.12 Provide Christmas lights with Christmas light switch on event	Civic Community services	On going	A display of Christmas lights in the town, in co-operation with other interested bodies, each	Completion: 15/07/2019

			year to assist the economic health of the town centre and other appropriate areas.	Ongoing
1.13 The Town Council will support and seek to control the extent and location of CCTV coverage which meets the needs of the town	Town Council Community services	On going	Provide a safer town environment by a reduction in crime and antisocial behaviour.	Partial Completion: July 2020/March 2021 Ongoing
1.14 Provision of a Visitor information Centre for tourists and residents in a visible and busy location. Improve signage around the town for pedestrians.	VIC Tourism and leisure Visit Weston	On going	Measured increased numbers of tourists to Weston Measured usage of VIC by local residents. Identify and move to a more central location resulting in greater footfall Greater connectivity on foot – easier to find key WTC and other facilities – link seafront better to town centre businesses	Ongoing
1.15 To encourage licensing of private landlords owning rental properties (inc HMO's)	Planning Committee and Town Council	On going	Licensing in place, better quality accommodation within the town	
1.16 Encourage people living and working in Weston to participate and to engage in decision making.	Communications and Marketing Policy and finance	On going	Implemented activities and surveys that improve public participation and engagement, demonstrating proactive community governance	
1.17 Internal Communications between all departments, staff and Cllrs	Communications and Marketing Policy and finance	On going	Improved clear and up to date news and information across all departments. With all departments using the Hub and the weekly Highlight report.	Ongoing
1.18 Provide the Visit Weston (website) to promote destination marketing	VIC Tourism and leisure	On going	Up to date information on the Visit Weston website and social media.	Partial Completion: December 2021 Ongoing
1.19 Enable provision and maintenance of street furniture	Grounds Community services	On going	Providing where needed and maintaining street furniture e.g. bins, bus shelters, benches etc.	Ongoing
1.20 To work with Weston Town Centre Partnership via Service level agreement	Policy and finance	On going	Work within the criteria of the SLA in the promotion of Weston-super-Mare Town centre including the up-keep of the town clock	Ongoing
1.21 Fund Uphill church lighting electricity costs	Policy and finance	On going	Continued floodlighting of iconic landmark in Uphill	

1.22 The Town Council will maintain and provide new community notice boards in key locations throughout the town as a means for publicising Town Council and community facilities and activities.	Communications and Marketing Community services	On going	Locations with noticeboards reviewed every six months. Noticeboards kept up to date. Noticeboards clean and in good condition	Ongoing
1.23 The Town Council will fully consider local opinion when presenting recommendations to North Somerset Council regarding planning applications and relevant consultations.	Town Council Planning Committee	On going	To act as proactive consultee to North Somerset Council for all planning applications and developments in the town	Ongoing

2. Cleaner and Greener

To work with local community and partners to ensure that the town and its wards become a cleaner and greener place to live and work protecting and enhancing the environment.

Ambition	Council Committee / Department	Timescale	Success would be	Progress At: 31/03/2022
2.1 The Town Council aims to be carbon neutral by 2030	Town Council Climate emergency working group	0 to 10 Years	Understanding our current carbon footprint at 2020. Establish and follow a programmed 'road map' of key performance areas to achieve carbon neutral status 2030. Areas covered: Buildings, operations, activities, vehicles (Both Town Council and Staff)	Ongoing
2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services	Climate emergency working group	0 to 2 years	Demonstrable reduction in all waste products to reduce carbon footprint	Partial Completion: January 2022 Ongoing

2.3 Supporting 'Cleaner coastlines' for Weston's plastic free ambitions	Communications and Marketing Climate emergency working group	0 to 2 years	Actively support with publicity of beach cleans and other events. Eliminate single use plastic in all Town Council facilities.	Ongoing
2.4 To promote biodiversity. To create a 'rewilding' programme in cohesion with North Somerset Council in appropriate areas	Grounds Climate emergency working group	0 to 5 years	Established 'rewilded' areas of natural beauty in place.	Ongoing
2.5 To maintain current and increase current tree stocks to offset carbon. In addition to look for more opportunities to plant trees in our area.	Grounds Community services Climate emergency working group Planning Committee	0 to 5 years	To maintain a robust tree management plan for all Council owned land, to include that when a tree is felled, a replacement is planted. More established trees on Council land.	Partial Completion: June 2021 Ongoing
2.6 To provide community support to ensure the up-keep of community areas i.e. paths, cycleway and verges in conjunction with North Somerset council. Identifying needs through ward members and working with community groups	Community services	0 to 5 years	Clean open spaces and safe environments for community use, with feedback from general public. Improved cleanliness of public spaces above SNC standards	Partial Completion: July 2021 Ongoing
2.7 To continually review the effect of any proposed expansion plans at Bristol airport	Town Council	0 to 5 years	Reduced carbon footprint of Bristol airport.	Partial Completion: May 2021 Ongoing
2.8 To provide Town Council Staff / members opportunity to engage in 'ride to work' and bike purchase schemes	Town Council Climate emergency working group	0 to 5 years	Reduction in car use and carbon footprint. Improve health and wellbeing.	Completed: November 2021 to be in place April 2022
2.9 Provision of Allotments to meet local demand and enable residents to grow their own food.	Grounds Community services	0 to 10 years	Quarterly meetings in the calendar; progress reports discussed at quarterly meetings; and works completed to the satisfaction of the allotment holders. Review of current allotment sites and provision of	Ongoing

			new facilities if required by demand.	
2.10 To encourage North Somerset Council to include cycle paths on new development sites	Town Council Planning Committee	0 to 10 years	Weston becomes a safer town encouraging cyclists, with more people choosing a bike as their mode of transport and to reduce area carbon footprint	
2.11 To improve the provision of Dog waste bins and service to the community	Grounds Community services	0 to 2 year	Make clear which are Town Council bins and which are North Somerset. Continue to empty bins in a timely fashion. Create a map of the locations of the bins for the Town Council website. Review of the location of the dog waste bins and place or remove them where needed.	Partial Completion: 31/01/2022 Ongoing
2.12 To reduce energy and fuel consumption across all council activities and services. To change to 100% renewable energy (i.e. solar panels, electric vans and energy providers)	Climate emergency working group	0 to 10 years	Demonstrable reduction of energy use. Use of Green energy providers Change to green vehicles for operational teams, including use of electric bikes. Introduction of a full time climate change officer	Ongoing
2.13 The Town Council will continue to maintain and improve the facilities at Milton Road Cemetery as a heritage site, a wildlife and environmental amenity, and as a working cemetery for burials and the interment of cremated remains	Grounds Community services	0 to 10 years	Continue to maintain high standards in the cemetery, working to deliver climate emergency criteria. Increased public use of the cemetery. Demonstrable improvements to support biodiversity, rewilding, reduce waste generation (composting)	Ongoing
2.14 To give preference wherever possible to the procurement of goods and services from locally based suppliers subject to best value principles	Finance Policy and finance	On going	Reduced carbon footprint from travel / supply distance consistent with best value and use of public funds.	Ongoing
2.15 Weston in Bloom and flower bed provision. Provide floral displays for spring / to decorate centres	Grounds Community services	On going	Continue to enter 'In Bloom' awards and gain positive feedback from local residents. Consider alternative/sustainable planting schemes where appropriate and reduce waste.	Ongoing

2.16 Enable provision of parks and play areas as community facility	Climate emergency working group Tourism and leisure	On going	Continue to maintain high standards in the parks and play area locations. Working efficiently to deliver every day and reactive work meeting climate emergency criteria. To encourage increased public use of parks, biodiversity, rewilding, reduce waste generation (composting)	Ongoing
2.17 To support and work with Weston in Bloom volunteers and partner organisations on floral displays	Grounds Weston in Bloom working party		Provision of beautiful and award winning flower displays around Weston and Worle	Ongoing

3. Healthier and Happier

To work with local community and partners to ensure that the town of Weston-super-Mare and its wards prioritise its residents' health and wellbeing.

Ambition	Council Committee / Department	Timescale	Success would be	Progress At: 31/03/2022
3.1 Develop and maintain Community Support and Resilience working with community volunteer groups to enhance the town Identify opportunities for greater use of community groups to operate services and facilities	Town Council E&G Community Resilience Team	1-5 years Ongoing	Community Support a permanent activity following Covid 19 pandemic, fulfilling community needs through volunteers An agreed Community Engagement/ Resilience Outcomes Framework to identify prioritise and Community Resilience Team and voluntary group efforts.	Ongoing
3.2 To work with community partners (NSC, Police, street wardens) to create a safe environment for local residents	Policy and finance Community Services	0 to 5 years	Work closely with the police, resident groups, the business community and other bodies resulting in improved community safety and reduced crime throughout the town (Crime and Disorder Act	Ongoing

			s.17)	
3.3 To find sustainable solutions to secure the future of some key community assets such as - Drop in cafes, dementia activities, SEN sessions, volunteering, Mayors charity ETC	Museum Blakehay Theatre Civic Community Resilience Team	0 to 10 years	Continue to create events via our assets that are inclusive of a diverse range of our community and inclusive for demographics that can be excluded. To reduce loneliness in the town by giving access for community groups to gather in our venues. Liaison with specialist groups. Target old-age loneliness and explore opportunities to bring old and young together. Help to promote diversity and equality.	Ongoing
3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town	Youth Council	On going	A vibrant youth council with a good membership. Good communications between the youth council and the Town Council.	Ongoing
3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	Community services	On going	Having a YMCA that benefits young people and gives them support and somewhere to go that suits their needs supported by the Town Council via an SLA.	Ongoing
3.6 Follow and regularly review an appropriate Health and Safety Policy that complies with the relevant legislation for the Town Council	Health and safety team Policy and finance	On going	To provide a safe, secure working environment for all staff, councillors, volunteers and service users.	Ongoing
3.7 To support local voluntary organisations where deemed appropriate via the grant system	Community services	On going	Grant application forms are continually available throughout the year with decisions normally made at the appropriate Community Services Committee meetings. Applications from organisations requiring financial assistance over £1,000 considered at the Policy and Finance Committee. Increased public awareness of the availability of grants	Ongoing

			Continuing to aid VANS and CAB with financial support	
3.8 Provide provision of Allotments as community facilities	Grounds Allotments committee	On going	<p>Provide practical support in our partnership with the Allotments Club.</p> <p>Completing agreed works in a timely fashion.</p> <p>Quarterly meetings in the calendar with the Allotments Club.</p> <p>To provide additional allotments where needed.</p> <p>To encourage health and wellbeing in the community</p>	Ongoing
<p>3.9 Provision of parks and play areas as a community facility</p> <p>To maintain and develop the Water Park to meet the needs of both local residents and visitors.</p> <p>Celebrate and enhance Grove Park as showpiece town centre park</p> <p>ADD Explore taking on Weston and Worle's main parks including Ellenborough, Clarence, Ashcombe and Castle Batch parks</p>	Grounds	On going	<p>Existing play areas maintained to a high standard.</p> <p>Provide, in consultation with local communities, new or refurbished play areas and associated equipment in each ward.</p> <p>Healthier and Happier communities. Safe, clean environments for families.</p> <p>Well designed and good play equipment.</p> <p>Encourage opportunities to increase participation in personal health and fitness activities</p> <p>Provide support for social inclusion initiatives for people with additional needs in more locations around Weston and Worle.</p>	Ongoing
<p>3.10 Provision of public toilets to meet need.</p> <p>Review and improve provision of</p>	Grounds Community services	On going	<p>Public toilets provided and safe and clean for the community to use.</p> <p>More Toilets open to the public</p>	Ongoing

public toilets to meet need			Fewer incidents of vandalism and closure	
Develop Community Toilet Scheme				
3.11 The Town Council will work to the letter and in the spirit of equality and health and safety legislation and continue to develop our commitments towards 'Disability Confident'.	HR	On going	Equality and health and safety legislation compliant.	Ongoing
3.12 The Town Council will strive to ensure good year-on-year practices in health and safety; equality and diversity; wellbeing; inclusivity and safeguarding initiatives in all our departments	HR and all departments	On going	No staff members involved in accidents, time off due to stress, bullying, and inclusion in all areas of employment.	Ongoing
3.13 The Town Council will continue to support the entire community of Weston-super-Mare, and establish further initiatives to ensure Weston-super-Mare is actively inclusive and anti-racist.	Anti-Racism Working Group	Ongoing	To stand together unreservedly with black people in Weston-super-Mare To initiate a review involving Black, Asian and Minority Ethnic members of our community of our processes, policies and organisational attitudes, hold listening and engagement events seeking the views of BAME communities on the issues rising from recent protests, and work with and support Community groups, youth groups, and places of worship in engaging with these issues. To update our Equalities Policy and produce a plan addressing matters identified by these reviews and consultations. To invite appropriate speakers on these issues to deliver training which will be mandatory for staff and expected for all councillors.	Ongoing
3.14 To introduce a Development and Wellbeing Officer to the Town Council to work with the local community	Town Council Personnel	0-5 Years	Greater coordination of wellbeing provision locally. Improved promotion of provision of local wellbeing groups and activities. Increased investment in local wellbeing services.	Ongoing

on wellbeing initiatives			Creating local links to wider social determinants of health, e.g. housing policy, (active) transport and green spaces. Providing a link for engagement with integrated care partnerships, North Somerset Together and the NSC Wellbeing Partnership coordinator.	
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4. A Bright Future

To work with its own resources and with the local community and partners to ensure that the town of Weston-super-Mare and its wards has a bright long term future for its local economy

Ambition	Council Committee / Department	Timescale	Success would be	Progress At: 31/03/2022
4.1 To work with business in the town, in the economic development of Weston-super-Mare. Work with business in the town in the economic development of WSM ADD through the Place Agency to support business and the town economy.	Town Council	Ongoing	A vibrant business community with growth of employment and fewer retail and office vacancies. Town Council a central partner in the Place Agency, with a place on the Board to ensure strong influence Agency to bring inward investment	Ongoing
4.2 To provide a voice for the local business community to North Somerset Council Place Agency.	Town Council	Ongoing	Evidence that local business opinion and voice is being heard and considered by North Somerset Council in its policy ambitions	Ongoing
4.3 To support any improvement to the visual impact of the access routes into town	Town Council Planning committee	0 to 5 years	To be a consultee to North Somerset Council strategic planning	
4.4 Consult with local people regarding the provision of Town Council services and facilities	All	0 to 5 years	Production of community engagement policy and annual programme of consultation to enable an open forum for residents to voice any concerns or raise any subject affecting Weston-super-Mare.	Ongoing

			<p>Community organisations to participate in events held at Town council sites</p> <p>Use of all appropriate means including an annual report, website, social media and noticeboards to inform residents of the Town Council's activities.</p>	
4.5 The Town Council will keep all Town Council services under review to ensure economy, efficiency and effectiveness.	Town Council	0 to 5 years	Annual reviews of services and adjusting its precept according to the town's needs. Comparing its services with similar organisations	Ongoing
4.6 To support the sustained growth of tourism business to Weston-super-Mare.	Tourism and leisure	0 to 10 years	Greater footfall into Weston-super-Mare. Increase number of business partners to support the Visit Weston brand	Ongoing
4.7 Deliver services to the highest quality in terms of efficiency, effectiveness and value for money. Adopt a Social Value Policy. Assess on a consistent basis the Social Value of WTC services and facilities.	Policy and Finance, Expenditure and Governance Working Party	0 to 10 years	<p>Annual review of strategy. Regular and robust internal and external audit reports and positive satisfaction surveys.</p> <p>The social value of services facilities and contracts consistently assessed against financial costs, using recognised and respected criteria</p>	Ongoing
4.8 Fit for purpose Standing Orders and Financial Regulations	Town Council Policy & Finance committee	Annually	Regularly reviewed and robust standing orders and financial regulations	Ongoing
4.9 Ensure its staffing structure is fit to meet business needs	Personnel Committee		Annual reviews of staffing structure completed and actioned.	Ongoing
4.10 Seek, subject to agreed budgets, to maximize income derived from all sources	Policy and Finance Committee	Annually	Income targets are realistic and achieved in any financial year	Ongoing
4.11 To comply with legislation to ensure healthy financial records	Town Council	Annually	Accounts prepared to comply with the Local Audit and Accountability Act 2014, The Accounts and Audit Regulations 2015 and follow advice from the	Ongoing

			external auditor	
4.12 Ensure adequate level of insurance provision for Town Council operations and assets	Town Council Policy and finance	Annually	Regularly review public liability and indemnity insurance values	Ongoing
4.13 The Town Council will only put in place facilities and premises which it can afford to maintain.	Town Council Policy and finance	Annually	An adequate percentage of revenue funding is placed in the budget each year for planned maintenance of Town Council premises and facilities	Ongoing
4.14 To support the local economy with the use locally based contractors and partners. Social Value of contracts (e.g. local employment) included in review of procurement policies	All	On going	Use of mainly locally based contractors and partners for outsourced services and works where practical. Social value of all contracts measured against economic costs using consistent criteria	Partial Completion: February 2022 Ongoing
4.15 Identify opportunities from new technology for more efficient working for staff and councillors.	E&G Personnel Committee	0 to 5 years	Enable part time home working for more employees on a permanent basis Reduction in premises required through homeworking and desk sharing. reduce unnecessary travel	
4.15.5 Enable small committees and working parties meeting on a remote basis permanently Consider more remote meetings in winter months	Town Council All committees Administration		Increase meeting attendance. Equalities – where remote meetings easier for people with children or disabilities Climate Change – reduced member and officer travel	
4.16 Support development of broadband connection by Fibre across the whole of Weston super Mare.	Town Council	2021-23 and ongoing	Ultra high speed 5G connectivity for all 45-50,000 homes and business premises in the town, enhancing business opportunities and jobs	
4.17 Support development of Autonomous Vehicles on the sea front and beyond	Town Council Tourism and Leisure Committee Visit Weston	0 – 10 years	Weston recognised as a tech leader Autonomous vehicles running a regular service on the sea front or elsewhere by say 2025	

4.18 promote Fairtrade business practices in the town	Town Council	0-5 years	Weston-super-Mare achieves Fairtrade Town certification from the Fairtrade Foundation	Ongoing
4.19 To be a Real Living Wage Employer, and to ask the same of the contractors and services we procure	Finance Team	0-5 Years	To include confirmation that contractors pay Real Living Wage in all procurement exercises.	Completed: July 2020
4.20 To support the community through deployment of Community Infrastructure Levy funds to help improve facilities within the parish of Weston super Mare.	Town Council Policy and Finance	0-10 Years	A broad range of facilities would be supported, including but not limited to: Cultural facilities, Sports facilities, Play Areas, Parks & Green Spaces, Open Spaces or flood defences, Health, Roads and other transport, Other Community facilities, Community Safety facilities	Ongoing

5. Heritage, Arts and Culture

To work with local community and partners to ensure that the town of Weston-super-Mare has growing opportunity for Culture, Heritage and the Arts.

Ambition	Council Committee / Department	Timescale	Success would be	Progress At: 31/03/2022
5.1 The Town Council will continue to support and encourage the provision of facilities for arts and culture in the town	HAC	0 to 5 years	Increased arts and culture presence in Weston-super-Mare including music, visual arts, dance and performance venues.	Ongoing
5.2 The Blakehay Theatre to become a zeitgeist for cultural development and dramatic arts in the town. Providing modern facilities for the performing and	HAC	0 to 5 years	Increased use of the theatres facilities with a growing number of shows and events To create Theatre for the whole community, bringing national popular shows and treading	Ongoing

<p>visual arts and community activities.</p> <p>The Town Council will develop and further promote the management and marketing of the Blakehay Theatre so that it becomes a recognised venue for regular drama, comedy, musical and other productions of performing arts.</p>			<p>subject matters onto the stage.</p> <p>To promote a creative hub for artists and performers in the local area and a cultural home for fans of the arts.</p> <p>To create a uniquely diverse program of locally produced and touring work.</p> <p>Creation of an inclusive creative community.</p>	
<p>5.3 Weston Museum (as a result of heritage lottery funding) will be maintained as a diverse community resource whilst maintaining its Museum focus and access to heritage and learning.</p> <p>The Museum to be the best tourist attraction in the Town centre, whilst developing itself as an arts and cultural destination for the benefit of both the local community and visitors to the town.</p> <p>That a Wedding function be supported at Weston Museum.</p>	HAC	<p>0 to 5 years</p> <p>0 to 10 years</p>	<p>The management and marketing of the Weston Museum further developed so that it becomes a regionally recognised venue for heritage arts and culture.</p> <p>Increased use of the hire space with a growing number of events and education sessions, with adequate resources to support.</p> <p>Creation of a uniquely diverse program of events.</p> <p>Current volunteer programme extended and increase in number of active volunteers.</p> <p>To redevelop Clara's cottage, securing grant funding to support this. (Phase 2)</p> <p>To redevelop remaining spaces within the Museum (Phase 3)</p>	Ongoing
<p>5.4 Promote and celebrate sites of local historical interest.</p>	HAC	<p>0 to 5 years</p> <p>5 to 10 years</p>	<p>Completed current programme of personal Blue Plaques with link to the website and audio tour.</p> <p>Following the completion of personal Blue Plaques to effect a Blue Plaque scheme for buildings within Weston-super-Mare</p>	Ongoing

5.5 To host and organise a Weston 'community focus' festival	HACC	0 to 5 years	Popular event measured by high footfall and from residents and from outside the town.	
5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	Community services	0 to 5 years	Increased community event programme within Weston-super-Mare and Town Centre (both directly put on by the Town Council or supported by the Town Council.)	Ongoing
5.7 To maintain the civic traditions of the town's Mayoralty.	Civic consultation Town Council	On going	Election of a Mayor annually and robust program of engagements within the town. Recognition of the Mayor as the town's ceremonial head. The Town Mayor chairs all meetings of the Town Council.	Ongoing
5.8 To maintain and assist community organisations with the town twinning with Hildesheim. Review twinning arrangements	Civic consultation Town Council Youth Council	On going	Active communication and promotion of twinning links Identify opportunities for new or improved twinning links Use of volunteers	
5.9 Take over and operate Town Quarry in conjunction with local arts community	HAC Committee Grounds	0 – 10 years	Secured long term future for Quarry as an arts heritage and culture venue	
5.10 Explore restoration of historic Grove House to its original size and footprint	HAC Committee	0 - 10 years	Grove House restored as close as possible to its original appearance and in beneficial and economic use	
5.11 Work with North Somerset Council to safeguard and interpret Worlebury Hillfort	HAC Committee Museum Grounds	0 – 10 years	Improved and interpreted Hillfort a visible and accessible visitor and local attraction	
5.12 Support North Somerset	HAC Committee	0 – 5 years	Regeneration of historic buildings and streetscapes in Weston	

Weston-super-Mare Town Councillors 2019 – 2023

COUNCILLOR	PARTY	WARD	FOX, Peter	CONSERVATIVE	UPHILL
AGASSIZ, Dorothy	LABOUR	MILTON	GIBBONS, Catherine	LABOUR	BOURNVILLE
APLIN, Marc	CONSERVATIVE	NORTH WORLE	HITCHINS, David	CONSERVATIVE	SOUTH WORLE
ARMSTRONG, Ray	LIBERAL DEMOCRAT	HILLSIDE	HOLLOWAY, Jan	CONSERVATIVE	NORTH WORLE
BAILEY, Roger	CONSERVATIVE	UPHILL	MCALDER, Peter	LABOUR	MILTON
BELL, Mike	LIBERAL DEMOCRAT	CENTRAL	PAYNE, Robert	LIBERAL DEMOCRAT	CENTRAL
BUTE, Gillian	CONSERVATIVE	MID WORLE	PEPPERALL, Marcia	CONSERVATIVE	NORTH WORLE
CANNIFORD, Mark	LIBERAL DEMOCRAT	HILLSIDE	PEAK, Alan	LABOUR	BOURNVILLE
CARPENTER, Gillian	LABOUR	SOUTH WORLE	PILGRIM, Lisa	CONSERVATIVE	WORLEBURY
CLAYTON, James	LABOUR	BOURNVILLE	PORTER, Ian	CONSERVATIVE	WORLEBURY
CODLING, Sarah	CONSERVATIVE	WINTERSTOKE	RUSSE, Sonia	CONSERVATIVE	MID WORLE
CREW, Peter	CONSERVATIVE	SOUTH WORLE	Morris, Clare	LIBERAL DEMOCRAT	CENTRAL
CROCKFORD-HAWLEY, John	LIBERAL DEMOCRAT	HILLSIDE	TAYLOR, Timothy	LABOUR	MILTON
CRONNELLY, Ciaran	LABOUR	WINTERSTOKE	THORNTON, Helen	LABOUR	UPHILL
DASH, David	LABOUR	SOUTH WORLE	TUCKER, Richard	LABOUR	MILTON
			WILLIS, ROSSLYN	CONSERVATIVE	WORLEBURY



Pillar 1 Weston View Measures to promote and better present the Town.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Prior to 2020 and ongoing	1.8 Implement a Communication Strategy 1.9 Implement a Marketing Strategy	<i>A communications and marketing strategy were developed by the Communications and Marketing Officer in previous years and are reviewed annually.</i>	
Prior to 2020 and ongoing	1.12 Provide Christmas lights with Christmas light switch on event	15/07/2019 - 93. RESOLVED: for a 3 year period with 2 year extension 1. That councillors Catherine Gibbons, Sonia Russe, Peter Crew, Alan Peak and John Crockford-Hawley form a Selection Panel to consider tenders. 2. That the Selection Panel be authorised to make the decision to select the winning tender and let the contract. 3. That the Council's substitution scheme apply to the Panel in case of a member not being available.	£36,000 [Christmas Lights] allocated for 2020/2021 and for 2021/2022 (£72,000 for two years)
Prior to 2020 and ongoing	1.22 The Town Council will maintain and provide new community notice boards in key locations throughout the town as a means for publicising Town Council and community facilities and activities.	<i>Weston Town Council updates over 10 noticeboards for the community of Weston-super-Mare with the help of a dedicated team of volunteers. Noticeboards are provided and updated regularly.</i>	
Jul-20	(Pillar description)To work with local community and partners to ensure that the town of Weston-super-Mare has a positive image, with a vibrant town centre.	5. That Councillors Alan Peak and Ian Porter be appointed town council representatives to sit on the Place Agency board until May 2021. (TC)	
Jul-20	1.13 The Town Council will support and seek to control the extent and location of CCTV coverage which meets the needs of the town	11. To approve the list of cameras to be upgraded based on the recommended order; to be funded from the Capital works provision budget 2020 / 2021. (TC)	£83,232 [CCTV] and £100,000 [capital works EMR] allocated for 2020/2021
Sep-20	1.17 Internal Communications between all departments, staff and Cllrs	RECOMMENDED 6.1. To approve the setting up of.gov.uk email addresses 6.2. That a survey be carried out to understand how many Councillors would need a tablet and the budget implications this would have. (EG)	
Sep-20	1.7 To actively support anti-crime and disorder campaigns within the town, in liaison with the police and North Somerset Council	38. [Crime Prevention Budget Allocation] That option 3b, to employ 1 x full time Community Response Officer as per the details within the Grounds Manager's report, be approved. (CS)	£50,000 [Crime and Disorder] allocated (in total) for 2020/2021
Nov-20	1.23 The Town Council will fully consider local opinion when presenting recommendations to North Somerset Council regarding planning applications and relevant consultations.	102. That the Town Council, in principle, supports the establishment of a Community Land Trust(CLT) for Weston and agrees to host a public meeting to make the wider community aware of the Community Led Housing approach. The purpose of the meeting would be to gather support and to recruit volunteers for an initial steering group. The steering group would then be supported by Middlemarch on its journey to form a CLT and develop homes for local people by accredited technical advice. (TC)	
Nov-20	1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc. 1.11 Provide and support events in the community	80. That the Council award £20,000 towards the Winter Lights and that the remaining £12,000 application be considered at a future Community Services or Town Council meeting. (CS)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Nov-20	1.11 Provide and support events in the community	90.1 To support the view of Community Services that £20,000 be granted to Culture Weston for the Winter Lights event. 90.2 That the additional £12,000 requested be reconsidered after the winter lights event to ensure its aims have been met and that the event had been successful, Culture Weston working with the Town Council on evaluation. 90.3 That the change in date from December to January for the event be agreed. 90.4 That a report be submitted to the Community Services Committee following the evaluation offering recommendations on the following request for £12,000. (HACC)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Nov-20	1.10 Support and increase the range of information available to residents about community based projects, activities and services available to them for the purposes of wellbeing, business and civic pride	the Council resolves as follows: 106.1 To stand together unreservedly with black people in Weston-super-Mare 106.2 To work to eradicate racism, xenophobia, Islamophobia, Antisemitism and discrimination which impact the entire community and blight our society. 106.3 To establish further initiatives to ensure Weston-super-Mare is actively inclusive and anti-racist. 106.4 To initiate a review involving Black, Asian and Minority Ethnic members of our community of our processes, policies and organisational attitudes, hold listening and engagement events seeking the views of BAME communities on the issues rising from recent protests, and work with and support Community groups, youth groups, and places of worship in engaging with these issues. 106.5 To update our Equalities Policy and produce a plan addressing matters identified by these reviews and consultations. 106.6 To invite appropriate speakers on these issues to deliver training which will be mandatory for staff and expected for all councillors. (TC)	
Dec-20	1.6 Supporting 'Somewhere to go' for homeless people	120.1 1. That the committee approve the uses of the grant [for somewhere to go] of £25,000 in 2020/21 as described within the Town Clerk's report(PF)	£25,000 [Homeless support fund] allocated for 2020/2021

Pillar 1 Weston View Measures to promote and better present the Town.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Dec-20	1.18 Provide the Visit Weston (website) to promote destination marketing	110.2 RESOLVED: To renew the website contact with Simpleview for 1 year at the cost of £10,465. (TL)	£15,428 [Love Weston Website Costs] allocated (in total) for 2020/2021
Dec-20	1.14 Provision of a Visitor information Centre for tourists and residents	111.1.3. That the Water Park be directly operated by the council in 2021 and a new cabin be installed for combined park admissions and visitor information. (TL)	
Mar-21	1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc. 1.11 Provide and support events in the community 1.12 Provide Christmas lights with Christmas light switch on event	206.2 1. To approve the online schedule of pop up events to keep the Literary Festival momentum in place for 2021. 2. To approve the Wellbeing Event in Ellenborough Park for 2021. 3. To recognise "Ever Forward Events" as the name of the combined asset function within the existing council teams that can and will enable cohesive internal and external events to be planned and take place as appropriate in the future 4. To approve the budget breakdown of: • £1,500 for Christmas Lights • £1,000 for YMCA Youth Event • £3,500 for Wellbeing event in Ellenborough Park West –noting any surplus from this allocation can be used for any further events within the year as deemed necessary (subject to Covid restrictions) (CS)	£6,500 [Community Event] allocated in total for 2020/2021
Mar-21	1.3 To encourage local shopping parades to become vibrant well used areas across the town.	(CS Report 9) 5.1.2.2 2.2 Community Fridge - working with the Sovereign Centre, ROC and local food distributors (due to be completed spring 2021)	
Mar-21	1.13 The Town Council will support and seek to control the extent and location of CCTV coverage which meets the needs of the town	211. To note the CCTV update report and approve the purchase as recommended by the CCTV Manager for 1 x Mobile Camera at a cost of £5,539.32 (360 Vision Camera) to meet the original requirements specified by the Town Council. (CS)	£84,897 [CCTV] and £100,000 [capital works EMR (carried)] allocated for 2021/2022
Apr-21	1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc.	266. To approve the recognised Final Earmarked Reserve requirements for the year 2021/22 at £1,027,490, to include £30,000 for the provision of the Street Art Festival and beach showers. (PF)	
Aug-21	1.18 Provide the Visit Weston (website) to promote destination marketing	100. 1. That the timeline for procurement of the Visit Weston website, as reported, be approved. 2. That the tender be advertised under option 2 as reported, IE to produce a 'Design and Build' tender focussing on outputs and objectives for destination marketing. 3. To approve delegation of approval of the tender specification to a panel of Cllrs Peter Crew, Alan Peak and John Crockford-Hawley in consultation with the Town Clerk. 4. To set a price/presentation scoring ratio of 70%/30% 5. To appoint Cllrs Crew, Peak and Crockford-Hawley to receive the presentations from tenderers, anticipated to be during the week commencing 15th November 2021 and via Zoom if Covid restrictions so required. (TL)	
Sep-21	1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc. 1.11 Provide and support events in the community	134. RECOMMEND That the Deputy Town Clerk, Assistant Town Clerk (Operational Services), Development Officer, Councillor John Crockford-Hawley and Councillor Peter Crew meet to devise criteria [for £50k event grant budget]. (HACWP)	£60,000 [Community Event Grants] allocated (in total) for 2021/2022
Sep-21	1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc. 1.11 Provide and support events in the community	143. RECOMMENDED: That the Glow Event be rearranged for February. (HACWP)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Nov-21	1.2 Continue to develop and improve the content of the Town Councils websites and social media. 1.18 Provide the Visit Weston (website) to promote destination marketing	238 .To approve the necessary funds (£30k) to allow the procurement of the Visit Weston Website from the 2022 / 2023 budget provision to allow the design and build of the new website development ahead of the 1st April 2022 to ensure no disruption to the site. (TC)	£30,000 [new website] allocate for 2022/2023 (PENDING)
Nov-21	1.20 To work with Weston Town Centre Partnership via Service level agreement	240. That the Town Clerk be instructed to cast the town council's votes in favour of renewal of the Weston BID. (TC)	
Nov-21	1.1 Improve the image of and pride within the town and make it attractive for visitors and businesses. 1.4 To encourage community initiatives to use the town centre to create events, festivals, fetes, pop-up shops, etc. 1.11 Provide and support events in the community	221. The SEE Monster would start arriving in May 2022 with the opening due the 7th July 2022. (HACC)	
Dec-21	1.13 The Town Council will support and seek to control the extent and location of CCTV coverage which meets the needs of the town	261. To approve the above quotation for CCTV installation at Burlington Street as an additional cost to budget provision in 2021 / 2022. (PF)	£84,897 [CCTV] allocated for 2021/2022

Pillar 1 Weston View Measures to promote and better present the Town.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Dec-21	1.14 Provision of a Visitor information Centre for tourists and residents	249.3 RESOLVED-Subject to confirmation of the lighting replacement and other major works being completed as necessary by NSC on the Silica structure, the Town Council formally write to NSC to explore the possibility of taking over this structure on a zero cost transfer or long lease. RECOMMENDED- That upon satisfactory confirmation of these requirements a recommendation should then be taken as necessary to Full Town Council in order to acquire this asset to use as an information point in the town centre. (TL)	
Dec-21	1.1 Improve the image of and pride within the town and make it attractive for visitors and businesses.	249.5 RESOVLED-To produce a new Destination DVD. (TL)	
Dec-21	1.18 Provide the Visit Weston (website) to promote destination marketing	251. RESLOVED- To award the website contract for the development of a new site for April 2022 to Simpleview for a period of 3 years with option to extend for a further 2 years following. (TL)	£30,000 [new website] allocate for 2022/2023 (PENDING)
Jan-22	1.19 Enable provision and maintenance of street furniture	282.1 RESOLVED: [Welcome back fund] 1.To approve the application for funding from North Somerset Council. 2.To agree the funding could only be used for the purposes of the criteria. 3.To maintain items purchased in the future and the work be carried by the Community Rangers. 4. That a list of proposals on a needs basis and geographically proportioned, be provided to members via email for consideration. (CS)	

Pillar 2 Cleaner and Greener – Measures to improve the local environment.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Prior to 2020 and ongoing	2.1 To improve the provision of Dog waste bins and service to the community	232. to bring the [dog bin waste removal] service in house within the Grounds Team. (CS 11/11/2019). <i>The Chairman began by congratulating the Grounds Manager on her hard work for bringing the dog bin contract in house. Since the service had been active, no complaints had been received regarding Town Council Dog Bins. (CS 13/01/2020)</i>	£11,275 [Dog bin purchase/emptying] allocated for 2020/2021, £4,500 [Dog bin emptying] allocated for 2021/2022
May-20	2.12 To reduce energy and fuel consumption across all council activities and services. To change to 100% renewable energy (i.e. solar panels, electric vans and energy providers)	4. Recommendation: That a) The [climate change] consultants be asked to confirm their quotations and that they are able to start the work b) the proposals be circulated to members of the Working Party. c) A consultant be appointed by the Town Clerk after considering members' views 5. Recommendation: To progress solar panels the Town Clerk liaise with Nicola Webb, Environmental officer at NSC, copying in Cllr Bridget Petty, with a view to progressing solar panels on the Town Council's buildings (including the public toilets). In addition, the advice of the consultant, once appointed, be sought on the best opportunities. 7.1. The Grounds Manager to contact Gary Hawkins at NSC to explore vehicle charging points on street lighting columns. (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
May-20	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.11 The Town Council aims to be carbon neutral by 2030	8. 2. recommendation: The Grounds Manager to approach the Allotment Club and Weston in Bloom, regarding their volunteers operating a Community Fridge/Larder in future. 8.3. The Deputy Town Clerk to approach the ROC and Helping Weston voluntary groups regarding the Community Fridge/Larder initiative. (CCWG)	
May-20	2.14 To give preference wherever possible to the procurement of goods and services from locally based suppliers subject to best value principles	8.1 recommended: That the Deputy Town Clerk circulate information regarding Social Value. (CCWG)	
May-20	2.13 The Town Council will continue to maintain and improve the facilities at Milton Road Cemetery as a heritage site, a wildlife and environmental amenity, and as a working cemetery for burials and the interment of cremated remains	8. 2. The Communications Officer work with the Grounds Manager to produce a mindfulness video of the Milton Road Cemetery for online publication. (CCWG)	£145,935 [Milton road cemetery] allocated for 2020/2021, £126,784 [Milton road cemetery allocated for 2021/2022.
Jul-20	2.16 Enable provision of parks and play areas as community facility	12.1. That the Council enter into a 3-year peppercorn lease of Ellenborough Park West from the Clifton Diocese, with a view if the initial occupation is successful to considering a longer lease at the expiry of the initial lease. 12.2. That the lease make provision for an agreed and limited amount of use of the park as a school playing field and for church activities. 12.3. The Park be improved and opened as a wellbeing park, closed to dogs (which are permitted in the East Park,) as a quiet semi natural place for gentle activities and occasional community events. (TC)	
Jul-20	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.11 The Town Council aims to be carbon neutral by 2030	5. Confirmation has also been received from the Quartet Community Foundation that we had been successful with our application for funding [for the community fridge] for £5,000 to cover start up costs. (CCWG)	
Nov-20	2.11 The Town Council aims to be carbon neutral by 2030	4. A thorough report [the roadmap to zero] had been produced and Ian Byrne who was in attendance to present Part 2 of the report. (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Nov-20	2.1 To improve the provision of Dog waste bins and service to the community	<i>The Chairman was pleased to hear that bringing the dog bin contract in house had proved successful and was generating a positive response. He suggested forming a working group to discuss the possibility of pursuing further contracts with other parishes. (CS 14/09/2020)</i>	
Jan-21	2.12 To reduce energy and fuel consumption across all council activities and services. To change to 100% renewable energy (i.e. solar panels, electric vans and energy providers)	4. RECOMMENDED: To begin a procurement exercise for Solar Panel's across Town Council Sites. (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Jan-21	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.11 The Town Council aims to be carbon neutral by 2030	5. RECOMENDED: That £23,400 be allocated from the 2020/2021 Climate Change budget for the provision of a Development Consultant to initiate 3 x food club development and set up (Southward, Worle and Central Weston). Working with community groups and community areas to be self-sustainable models going forward. The consultant would be overseen by the All for Healthy Living Centre and as such payment for it should be paid to this group (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Jan-21	2.5 To maintain current and increase current tree stocks to offset carbon. In addition to look for more opportunities to plant trees in our area.	6. RECOMMENDED: That the Town Council sign up to the Tree Charter. (CCWG)	

Pillar 2 Cleaner and Greener – Measures to improve the local environment.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Feb-21	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services	197. That £23,400 be allocated from the 2020/2021 Climate Change budget for the provision of a Development Consultant to initiate 3 x food club development and set up (Southward, Worle and Central Weston). Working with community groups and community areas to be self-sustainable models going forward. The consultant will be overseen by the All for Healthy Living Centre and as such payment for it should be paid to this group. (PF)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Mar-21	2.15 Weston in Bloom and flower bed provision. Provide floral displays for spring /to decorate centres	206.3.1 To approve the report and its proposed structure for In Bloom moving forwards. 206.3.2 To adjust the Terms of Reference as required to fully reflect the changes outlined within the report: • The WIB Working Party shall consist of 3 councillors and up to 10 additional members from the volunteers and community groups. 208. To grant £500 from the Weston In Bloom budget towards the Weston Flower Show. (CS)	
Mar-21	2.14 To give preference wherever possible to the procurement of goods and services from locally based suppliers subject to best value principles	7. RECOMMENDED: That the procurement policy be reviewed by Policy and Finance Committee before making amendments to the Social Value Policy draft. (CCWG)	
Jul-05	2.17 To encourage visitors to respect the local environment.	<i>In 2021, the Communications and Marketing Officer carried out a number of climate change interviews which were streamed on Facebook, with the aim of raising awareness of climate change issues.</i>	
May-21	2.7 To continually review the effect of any proposed expansion plans at Bristol airport	7.1.3 Councillor Ian Porter be appointed as the representative to sit on the Bristol Airport Consultative Committee. (ACM)	
May-21	2.9 Provision of Allotments to meet local demand and enable residents to grow their own food.	7.1 That Councillor David Dash be appointed Allotment Management Champion and that this be added to the list of external organisations. (ACM)	
May-21	2.13 The Town Council will continue to maintain and improve the facilities at Milton Road Cemetery as a heritage site, a wildlife and environmental amenity, and as a working cemetery for burials and the interment of cremated remains	RECOMMENDED 9. That research be undertaken into all three options [additional cemetery facility] ; the acquisition of additional land, the reuse of consecrated areas and the reuse of consecrated areas.(EG)	
May-21	2.15 Weston in Bloom and flower bed provision. Provide floral displays for spring / to decorate centres	33. That Greenery in the Town Centre be referred to the Community Services Committee for consideration. (HACWP)	
May-21	2.11 The Town Council aims to be carbon neutral by 2030	3. RECOMMENDED: That all committees and working groups be mindful of climate change when making decisions. (CCWG)	
Jun-21	2.5 To maintain current and increase current tree stocks to offset carbon. In addition to look for more opportunities to plant trees in our area.	63. To approve the adoption of the Woodland Trust Tree Charter. (PF)	
Jul-21	2.6 To provide community support to ensure the up-keep of community areas i.e. paths, cycleway and verges in conjunction with North Somerset council	<i>The Personnel Committee (23/10/2019) approved a grounds team restructure which enabled community rangers to be employed. 3 rangers began work in July/August 2021.</i>	
Sep-21	2.11 The Town Council aims to be carbon neutral by 2030	4. RECOMMENDED: 1. To approve the use of the Climate Change budget to cover the cost of the Museum hire[for training use] if required. 2. To explore the online training offered by South Gloucestershire Council, with additional cost to tailor to Weston-super-Mare Town Council (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Sep-21	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.11 The Town Council aims to be carbon neutral by 2030	7. RECOMMENDED: That up to £2,000 be allocated from the Climate Change budget in the event that the equipment list [for the community fridge] could not be fully sponsored. (CCWG)	£100,000 [environmental/climate] allocated in both 2020/2021 and 2021/2022
Sep-21	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.3 Supporting 'Cleaner coastlines' for Weston's plastic free ambitions 2.4 To promote biodiversity. To create a 'rewilding' programme in cohesion with North Somerset Council in appropriate areas 2.5 To maintain current and increase current tree stocks to offset carbon. In addition to look for more opportunities to plant trees in our area. 2.11 The Town Council aims to be carbon neutral by 2030 2.12 To reduce energy and fuel consumption across all council activities and services. To change to 100% renewable energy (i.e. solar panels, electric vans and energy providers)	8.2 To approve the creation of a green infrastructure strategy within budget provisions working alongside the Deputy Town Clerk and Development Officer. (CCWG)	
Nov-21	2.8 To provide Town Council Staff / members opportunity to engage in 'ride to work' and bike purchase schemes	<i>The Bike2Work scheme was taken to the Personnel Committee for approval, which was granted. Members asked if this would be communicated to staff and this was confirmed (CCWG 10/11/2021)</i>	

Pillar 2 Cleaner and Greener – Measures to improve the local environment.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Dec-21	2.16 Enable provision of parks and play areas as community facility	246.1 RESOLVED: That: A- The current full refurbishment schedule of i-Year 1 (2022) Castle Batch ii-Year 2(2023) Broadway Play iii-Year 3(2024) Uphill Junior B- GB Sports to carry out quarterly inspections of all play areas and recordings put on PSS live accordingly for actions and monitoring. 2- Confirm earmarked reserve should be used for SEN Park at Castle Batch (TL)	
Jan-22	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services 2.11 The Town Council aims to be carbon neutral by 2030	8. Two grants had been received for the community fridge: £4,000 from Hubbub UK and £1,000 from Alliance Homes. (CCWG)	
Jan-22	2.15 Weston in Bloom and flower bed provision. Provide floral displays for spring / to decorate centres	284.3.2 2. That any decisions regarding Weston in Bloom operations be referred to the Community Services Committee until meetings were resumed.	
Jan-22	2.2 Reduce waste and consider disposal options to include composting, recycling and reusing across all Town Council services	<i>An annual contract review highlighted the need to review the waste contract. It was decided to take general waste collection in house, glass collection will be carried out for the museum and Blakehay theatre, and all sites will be recycling paper by April 2022.</i>	

Pillar 3 Healthier and Happier Measures to promote the health and wellbeing of local residents.			
Prior to 2020 and ongoing	3.6 Follow and regularly review an appropriate Health and Safety Policy that complies with the relevant legislation for the Town Council	The Health and Safety Working Group meet monthly, formed of Senior Managers and service managers from all Town Council Services. These minutes are then ratified by the Expenditure and Governance Working Party. Risk Assessments are carried out as standard for all Council services and project, and all legal compliance requirements are carried out.	
Jul-20	3.9 Provision of parks and play areas as a community facility	12.1. That the Council enter into a 3-year peppercorn lease of Ellenborough Park West from the Clifton Diocese, with a view if the initial occupation is successful to considering a longer lease at the expiry of the initial lease. 12.2. That the lease make provision for an agreed and limited amount of use of the park as a school playing field and for church activities. 12.3. The Park be improved and opened as a wellbeing park, closed to dogs (which are permitted in the East Park,) as a quiet semi natural place for gentle activities and occasional community events. (TC)	
Sep-20	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	36.1 That the report of the Operations Manager - YMCA be noted. (CS)	£79,089 [Youth Activities] allocated for 2020/2021
Sep-20	3.2 To work with community partners (NSC, Police, street wardens) to create a safe environment for local residents	38. That option 3b, to employ 1 x Full-Time Community Response Officer as per the details within the Grounds Manager's report be approved. (CS)	£50,000 [crime and disorder] allocated in total in 2020/2021
Nov-20	3.12 The Town Council will strive to ensure good year-on-year practices in health and safety; equality and diversity; wellbeing; inclusivity and safeguarding initiatives in all our departments	104. To approve the Town Council's Risk Register Action Plan. (TC)	
Nov-20	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	78.1 That the report of the Operations Manager - YMCA be noted. (CS)	£79,089 [Youth Activities] allocated for 2020/2021
Nov-20	3.7 To support local voluntary organisations where deemed appropriate via the grant system	79. That under power: Local Government Act 1972 section 137 that the following be granted from the 2020/2021 Community Grants budget. Birnbek Regeneration Trust £0 Great Western Air Ambulance£0 Marie Curie £0 NS People First Withdrawn Read Easy WSM £400 Revitalise £500 Somerset Storyfest £500 That Creative Thingy Wotsit CIC £600 WSM Street Pastors £500 Worle Wind Band £500 (CS)	£7,500 [small grants to voluntary] allocated in 2020/2021
Nov-20	3.10 Provision of public toilets to meet need	105.1 To approve the recommendations of the report and appoint Healthmatic to undertake works as per the specification to the following values: A = Annual Maintenance and Management Cost £36,600.00 B = Contactless Payment point installation Cos £5,950.00 105.2 To note that any variation to the opening of Grove Park toilets would need to be negotiated with the contractor and may affect the costs and contract parameters. 105.3 That the contract be awarded only after confirmation that employees would be paid the Real Living Wage. (TC)	£74,541 [toilets] allocated in total in 2020/2021
Dec-20	3.3 To find sustainable solutions to secure the future of some key community assets such as - Drop in cafes, dementia activities, SEN sessions, volunteering, Mayors charity ETC	122.1. That the Committee approve that the application to register [Victoria Methodist Church] an ACV be continued. 122.2. That the application should be withdrawn in the event of the landowner accepting a bid from another church or a community group. 122.3. That assistance be given towards funding a community acquisition of the site, should it go ahead, for example by research and preparation of grant applications. (PF)	

Pillar 3 Healthier and Happier Measures to promote the health and wellbeing of local residents.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Dec-20	3.9 Provision of parks and play areas as a community facility To maintain and develop the Water Park to meet the needs of both local residents and visitors.	111.1 RESOLVED: 1. That the café concessionaire be offered a 50% reduction in rent for each of the years 2020/21 and 2021/22, with a decision by required before the Policy and Finance Committee on the 14th December 2020. 2. That no agreement be given at the present time to extend the café licence from 2021. 3. That the Water Park be directly operated by the council in 2021 and a new cabin be installed for combined park admissions and visitor information. (TL)	
Jan-21	3.3 To find sustainable solutions to secure the future of some key community assets such as - Drop in cafes, dementia activities, SEN sessions, volunteering, Mayors charity ETC	164. That the Town Council welcomes proposals for a new town centre primary healthcare facility put forward by the Bristol, North Somerset and South Gloucestershire NHS Clinical Commissioning Group. Existing primary care provision at Graham Road is not fit for purpose and there is an urgent need for a better range of services for residents and patients living in the town centre area. The Town Council is concerned that the suggested location of the new development on non-playing land at Weston Rugby Club has particular problems in terms of access, both for pedestrians, cyclists and by public transport, for residents and patients living north and west of the railway line in the town centre. The Town Council instructs the Town Clerk to write to the CCG to set out these concerns and ask them to in particular 1) publish the options appraisal undertaken on alternative sites considered; 2) set out planned improvements and mitigations to improve access to the proposed site; 3) commit to consulting with residents and patients as the full business case is developed during 2021 to ensure the best possible long-term solution is delivered. (TC)	
Jan-21	3.12 The Town Council will strive to ensure good year-on-year practices in health and safety; equality and diversity; wellbeing; inclusivity and safeguarding initiatives in all our departments	RECOMMENDED 10. That Group Leaders nominate 1-2 members from their group to sit on the new BLM Working Group. (EG)	
Jan-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	138.1 That the report of the Operations Manager - YMCA be noted.(CS)	£79,089 [Youth Activities] allocated for 2020/2021
Jan-21	3.7 To support local voluntary organisations where deemed appropriate via the grant system	139. That under power: Local Government Act 1972 section 137 that the following be granted from the 2020/2021 Community Grants budget. 139.1 Friends of Grove Park £900 139.2 Homestart £1,000	£7,500 [small grants to voluntary] allocated in 2020/2021
Feb-21	(Pillar description) To work with local community and partners to ensure that the town of Weston-super-Mare and its wards prioritise its residents' health and wellbeing.	195. To approve WSMTC to receive monies [£28,000] on behalf of the community going forward and oversee the governance of spending as per the grant or funding requirement source. All monies held would be ring-fenced during the financial year with aims to spend within the year received. Any monies not spent would if committed go into a EMR or returned to the originator as they were not additional funds for WSMTC general reserves. (PF)	
Feb-21	3.9 Provision of parks and play areas as a community facility To maintain and develop the Water Park to meet the needs of both local residents and visitors.	177.1 RESOLVED: To seek further designs for the Water Park artwork from Martin D'Arcy and release to the public for a public children's' vote.(TL)	
Mar-21	3.11 The Town Council will work to the letter and in the spirit of equality and health and safety legislation and continue to develop our commitments towards 'Disability Confident'.	240. That in view of its duties under the Equality Act 2010 and as a demonstrable indication that to support the dignity of all its residents, whilst aiming to do all it can to prevent and challenge instances of abuse and discrimination, this Council resolves to: 240.1 Ensure that Town Council accessible toilets bear the signs; 240.2 Encourage town and district centre retailers and leisure outlets to do likewise with their accessible toilets; 240.3 Use its community leadership position to exploit opportunities to raise awareness of hidden disabilities and be explicit in condemnation of disability; 240.4 Seek advice from disability charities on the information and training that could be provided for Council staff members, to further their understanding of these conditions and to prevent potential embarrassment for those who have them. 240.5 Continue to work with North Somerset Council in the joint promotion of Sunflower Friendly Scheme across Weston-super-Mare and wider district area. (TC)	

Pillar 3 Healthier and Happier Measures to promote the health and wellbeing of local residents.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Mar-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	206.1 That the report of the Operations Manager - YMCA be noted.	£79,089 [Youth Activities] allocated for 2020/2021
Mar-21	3.7 To support local voluntary organisations where deemed appropriate via the grant system	209. That under power: Local Government Act 1972 section 137 that the following be granted from the 2020/2021 Community Grants budget. 209.1 Worlebury hillfort group £1,000 (CS)	£7,500 [small grants to voluntary] allocated in 2020/2021
May-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	15.1 That the report of the Operations Manager - YMCA be noted. (CS)	£79,261 [Youth Activities] allocated for 2021/2022
May-21	3.7 To support local voluntary organisations where deemed appropriate via the grant system	16. That under power: Local Government Act 1972 section 137 that the following be granted: 16.1 2020/2021 Community events budget - BME Network £6,000 16.2 2021/2022 Community grants budget - North Somerset Arts (£1,000) 16.3 Haywood Village Academy Football Club to recommend that the Youth Council grants £500 from the Youth Grants budget. (CS)	£12,500 [small grants to voluntary] allocated in 2021/2022
May-21	3.8 Provide provision of Allotments as community facilities	7.1 That Councillor David Dash be appointed Allotment Management Champion and that this be added to the list of external organisations. (ACM)	
Jul-21	3.10 Provision of public toilets to meet need	77. RECOMMENDED: 1. To note the appointment of Stephen Butt, Consultant, to undertake a Feasibility Study on Grove Park Toilets and details of proposal provided. 2. That the report findings/options be reported to the next Town Council meeting for consideration. (CS)	
Jul-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	78.1 That the report of the Operations Manager - YMCA be noted. (CS)	£79,261 [Youth Activities] allocated for 2021/2022
Sep-21	3.1 The Town Council will aim to enhance the economic wellbeing of the town and its inhabitants and to support the local economy	134. RECOMMEND That the Deputy Town Clerk, Assistant Town Clerk (Operational Services), Development Officer, Councillor John Crockford-Hawley and Councillor Peter Crew meet to devise criteria [for £50k event grant budget]. (HACWP)	£60,000 [Community Event Grants] allocated (in total) for 2021/2022
Sep-21	3.1 The Town Council will aim to enhance the economic wellbeing of the town and its inhabitants and to support the local economy	143. RECOMMENDED: That the Glow Event be rearranged for February. (HACWP)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Sep-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	125.1 That the verbal report [of the Operations Manager - YMCA] be noted. (CS)	£79,261 [Youth Activities] allocated for 2021/2022
Sep-21	3.7 To support local voluntary organisations where deemed appropriate via the grant system	208. That under power: Local Government Act 1972 section 137 that the following be granted from the 2021/2022 Community Grants budget. The Priory Learning Trust (Jill Dando Walk) £1,000 Friends of Grove Park £700 Weston Hospice Car £500 (CS)	£12,500 [small grants to voluntary] allocated in 2021/2022
Sep-21	3.10 Provision of public toilets to meet need	154.1. To endorse and welcome the relocation of the Grove Park toilets and café and that discussions with North Somerset Council be commenced to find ways of funding this. 154.2. That other towns/cities to include Wells City Council, be contacted to explore design and operation of their toilet facilities. (TC)	
Sep-21	3.12 The Town Council will strive to ensure good year-on-year practices in health and safety; equality and diversity; wellbeing; inclusivity and safeguarding initiatives in all our departments	155. To approve risk actions and to formally approve and adopt the Councils Risk Register for the year 2021 / 2022. (TC)	

Pillar 3 Healthier and Happier Measures to promote the health and wellbeing of local residents.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Oct-21	3.9 Provision of parks and play areas as a community facility To maintain and develop the Water Park to meet the needs of both local residents and visitors.	168.1 RESOLVED- That the Tourism Manger coordinate statistics from the waterpark and the VIC separately to provide the committee with the numbers of visitors from each area and how many people from outside BS postcodes in fact used the waterpark. (TL)	
Nov-20	3.1 The Town Council will aim to enhance the economic wellbeing of the town and its inhabitants and to support the local economy	80. That the Council award £20,000 towards the Winter Lights and that the remaining £12,000 application be considered at a future Community Services or Town Council meeting. (CS)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Nov-20	3.1 The Town Council will aim to enhance the economic wellbeing of the town and its inhabitants and to support the local economy	90.1 To support the view of Community Services that £20,000 be granted to Culture Weston for the Winter Lights event. 90.2 That the additional £12,000 requested be reconsidered after the winter lights event to ensure its aims have been met and that the event had been successful, Culture Weston working with the Town Council on evaluation. 90.3 That the change in date from December to January for the event be agreed. 90.4 That a report be submitted to the Community Services Committee following the evaluation offering recommendations on the following request for £12,000. (HACC)	£50,000 [Community Event Grants] allocated (in total) for 2020/2021
Nov-21	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	204.1 That the verbal report [of the Operations Manager - YMCA] be noted. (CS)	£79,261 [Youth Activities] allocated for 2021/2022
Nov-21	3.7 To support local voluntary organisations where deemed appropriate via the grant system	208. That under power: Local Government Act 1972 section 137 that the following be granted from the 2021/2022 Community Grants budget. Weston Pride £1,000 [later revoked due to event cancellation] Worle Community Association £1,000 Wellspring Counselling £1,000 (CS)	£12,500 [small grants to voluntary] allocated in 2021/2022
Dec-21	3.3 To find sustainable solutions to secure the future of some key community assets such as - Drop in cafes, dementia activities, SEN sessions, volunteering, Mayors charity ETC	262. To approve the transfer of the asset [cargo bike] to the council for use by community, facilitate in partnership with the For All Healthy Living Centre and that an SLA be negotiated to cover the maintenance of the bike.(PF)	
Jan-22	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	284.1 That the verbal report [of the Operations Manager - YMCA] be noted. (CS)	£79,261 [Youth Activities] allocated for 2021/2022
Jan-22	3.7 To support local voluntary organisations where deemed appropriate via the grant system	288. That under power: Local Government Act 1972 section 137 that the following be granted from the 2021/2022 Community Grants budget. Priory learning trust £1,000 (CS)	£12,500 [small grants to voluntary] allocated in 2021/2022
Jan-22	3.4 The Town Council will maintain, support and encourage a Youth Council to enable and encourage young people to take part in the democratic governance of the town 3.5 The Town Council will work in partnership with the YMCA and others to support the provision of necessary youth services in the town	294. RESOLVED: That the notes of the Youth Council meeting for September, October, November 2021 and January 2022 be received. (TC)	
Jan-22	(Pillar description) To work with local community and partners to ensure that the town of Weston-super-Mare and its wards prioritise its residents' health and wellbeing.	WSMTC are supporting the proposed community hub initiative which has been grant funded and being delivered by Race Equality NS and The Stables. Negotiations are ongoing for the inclusion of a food club provision within this facility	

Pillar 4 A Bright Future – Measures to support and enhance the local economy.			
Ongoing	4.4 Consult with local people regarding the provision of Town Council services and facilities	The Town Council allows for many opportunities for the community to engage, including public meetings and an ongoing public satisfaction survey.	
Ongoing	4.1 To work with business in the town, in the economic development of Weston-super Mare	<i>Weston-super-Mare Town Council have representation on the NSC Place Agency meetings, and regularly attend business meetings within the Town, and the Chamber of Commerce.</i>	
Mar-20	4.5 The Town Council will keep all Town Council services under review to ensure	5. [review of grounds department] RECOMMENDED: To set up an environmental team of four 'Neighbourhood	
May-20	4.14 To support the local economy with the use locally based contractors and partners	8.1 recommended: That the Deputy Town Clerk circulate information regarding Social Value. (CCWG)	
Oct-20	4.6 To support the sustained growth of tourism business to Weston-super-Mare.	59. To apply a full year discount to existing Visit Weston members and refund or credit any monies due for the period 2020 / 2021 only. (PF)	£137,307 [Tourism & Marketing] allocated in total for 2020/2021
Oct-20	4.9 Ensure its staffing structure is fit to meet business needs	63.b.2. Recommendation to the Personnel Committee to include the following in the annual staff review: 63.b.2.a) the development of a permanent Community Resilience staff base across departments utilising existing Job descriptions (which in a lot of cases) already have recognition of community work. 63.b.2.b) Maximise the sharing of staff resources with consideration of team leads in the main areas (admin, Comms and service development) to provide links for service departments and community needs. 63.b.2.c) Consolidate all front line public services under single management. 63.b.2.d) Identify opportunities for savings to make the above changes cost neutral so far as possible. 63.b.3. Explore opportunities for Business diversification within current services provision and across departments to include (but not restricted to): 63.b.3.a) Blakehay Theatre – review service delivery options to include taking the Theatre outside & Digital streaming of shows in the auditorium 63.b.3.b) Museum – Full review of current services offered to include consideration for outdoor events programme and revised use of function rooms. 63.b.3.c) Tourism – to consider the VIC position and options for collaboration with the Waterpark SLA as one option alongside other routes being explored. 63.b.3.d) Grounds Department – to identify increased service needs: including premises operation resources and to explore outsourcing further grounds services to a wider community to support costs of running. 63.b.3.e) Community Asset Development – to actively explore, review and maximise business, community and voluntary partnerships to enable cohesive working and directly support current and new service delivery as a first option. 63.b.3.f) Current buildings and town council premises – to explore options for efficiencies in office provision and council meeting spaces. (PF)	
Oct-20	4.10 Seek, subject to agreed budgets, to maximize income derived from all sources	63.a Approve the revised budget which will be issued to service managers and note the predicated year end revenue position for 2020/2021. 63.b 1. The production of two alternative revenue budgets to aid precept setting decisions as follows: 63.b.1.1 Production of a COVID restricted budget to recognise loss of income with necessary budget reductions and potential changes to the tax base based on the 2020 2021 revised figures. 63.b.1.2 Production of a non COVID restricted budget to time stage full service deliver as per 2021 / 2022 aspirations. (PF)	
Oct-20	4.13 The Town Council will only put in place facilities and premises which it can afford to maintain.	62.1. To note the reported [PPM] works completion for the year 2019 /2020 (section 2.0) page4. 62.2. Approve the recommendations set out in (section 3.0) page 6 for the [PPM] programme of works for the year 2020 / 2021. 62.3. Note the updated on Capital Schemes included in the report (section 6.0) pages 11 & 12. 62.4. To pause the works scheduled [PPM] for Grove House and the Public toilets pending further discussions. (PF)	£135,497 [Planned Maintenance] allocated in total for 2020/2021
Dec-20	4.6 To support the sustained growth of tourism business to Weston-super-Mare.	110.1 RESOLVED: That an 80% discount be offered to Visit Weston members within the 2021/22 budget. (TL)	£137,307 [Tourism & Marketing] allocated in total for 2020/2021
Feb-21	4.6 To support the sustained growth of tourism business to Weston-super-Mare.	176.1 RESOLVED: That partnership fees would be waived to new businesses listing on the Visit Weston website for one year, if a Bronze membership was committed to for 2022/23. (TL)	£137,307 [Tourism & Marketing] allocated in total for 2020/2021
Feb-21	4.6 To support the sustained growth of tourism business to Weston-super-Mare.	176.3 RESOLVED: That one or more Tuk Tuk vehicles be purchased by Visit Weston before 31 st March 2021. (TL)	£137,307 [Tourism & Marketing] allocated in total for 2020/2021

Pillar 4 A Bright Future – Measures to support and enhance the local economy.			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Feb-21	4.8 Fit for purpose Standing Orders and Financial Regulations	189. RESOLVED: That Assistant Town Clerk Fay Powell be added to list of authorised signatories, as per item 6.10 of the Financial Regulations. Further that Standing Orders be reviewed again after 07/05/21, following the expiration of current legislation on councils holding virtual meetings.(PF)	
Mar-21	4.8 Fit for purpose Standing Orders and Financial Regulations	249. RESOLVED: To approve the Supplementary Standing Orders for Remote Meetings.(TC)	
Mar-21	4.14 To support the local economy with the use locally based contractors and partners	7. RECOMMENDED: That the procurement policy be reviewed by Policy and Finance Committee before making amendments to the Social Value Policy draft. (CCWG)	
Jun-21	4.12 Ensure adequate level of insurance provision for Town Council operations and assets	64.1 To approve the change of insurer to MTT from RSA, with WPS remaining the Council's insurance broker, effective from 1st July 2021. 64.2 That the 5% tax saving fund the re-evaluation of the insurance policy in 2years time, to include Building revaluation costs in the budget for 2022 / 2023. (PF)	
Jun-21	4.13 The Town Council will only put in place facilities and premises which it can afford to maintain.	61.1.1. To note the reported [PPM] works completion for the year 2020/2021 (section 2.0, page 4). 61.1.2. To approve the recommendations set out in (section 3.0, page 6/7) for the [PPM] programme of works for the year 2021/2022. 61.1.3.To consider and approve the recommendation for essential works at Milton Road Cemetery – quotation report and recommendation previously circulated.(PF)	£129,346 [Planned Maintenance] allocated in total for 2020/2021
Oct-21	4.6 To support the sustained growth of tourism business to Weston-super-Mare.	168.4 RESOLVED. 1. That the Tourism Manager; a. collect data on how many facilities were in Weston and the percentage signed as Visit Weston partners. b. engage with all existing partners to see who would resign in 2022 / 2023. (TL)	
Nov-21	4.11 To comply with legislation to ensure healthy financial records	237. RESOLVED: That the year end accounts and audit report be received and formally noted.(TC)	
Jan-22	4.10 Seek, subject to agreed budgets, to maximize income derived from all sources	298. RESOLVED: To approve 1. The net revenue budget for the year 2022/2023 £2,631,385 and 2. The Town Council precept at £2,631,385 ,for submission to North Somerset Council. (TC)	

Pillar 5 Heritage, Arts and Culture Measures to ensure that Weston super Mare thrives as a vibrant place for arts and culture			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Prior to 2020 for the year 2020/2021	5.7 To maintain the civic traditions of the town's Mayoralty.	400.1 RESOLVED: Councillor Mark Canniford remains in office as the Town Mayor for 2020/2021. Councillor James Clayton remains in office as Deputy Mayor for 2020/2021. (TC)	
Sep-20	5.5 To host and organise a Weston Literary festival	39. That a Working Group be set up to discuss and re-evaluate the future of the Literary Festival event. (CS)	
Oct-20	5.1 The Town Council will continue to support and encourage the provision of facilities for arts and culture in the town 5.2 The Blakehay Theatre to become a zeitgeist for cultural development and dramatic arts in the town. Providing modern facilities for the performing and visual arts and community activities. The Town Council will develop and further promote the management and marketing of the Blakehay Theatre so that it becomes a recognised venue for regular drama, comedy, musical and other productions of performing arts.	65. To confirm acceptance of the £323,000 funding from Arts Council England's Cultural Recovery Fund for the Blakehay Theatre for the purpose noted within the report.(PF)	
Oct-20	5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	October 2020 was the introduction of a cross service events group "Ever Forward", comprising of Weston Museum, Blakehay Theatre, and Visit Weston working together to produce its first outdoor theatre experience at the quarry.	
Nov-20	5.4 Promote and celebrate sites of local historical interest	95. To support the proposal for discussions to take place with North Somerset Council, the Civic Society and the Stable to develop a proposal to keep the Quarry open as a community facility, with further reports to be submitted to Committee as and when they become available. (HACC)	
Nov-20	5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	80. That the Council award £20,000 towards the Winter Lights and that the remaining £12,000 application be considered at a future Community Services or Town Council meeting. (CS)	
Mar-21	5.4 Promote and celebrate sites of local historical interest.	247.1. To approve the acquisition of the Quarry on a 35-year Lease. (TC)	
Mar-21	5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	206.2 1. To approve the online schedule of pop up events to keep the Literary Festival momentum in place for 2021. 2. To approve the Wellbeing Event in Ellenborough Park for 2021. 3. To recognise "Ever Forward Events" as the name of the combined asset function within the existing council teams that can and will enable cohesive internal and external events to be planned and take place as appropriate in the future 4. To approve the budget breakdown of: • £1,500 for Christmas Lights • £1,000 for YMCA Youth Event • £3,500 for Wellbeing event in Ellenborough Park West –noting any surplus from this allocation can be used for any further events within the year as deemed necessary (subject to Covid restrictions) (CS)	£6,500 [community event] allocated in 2020/2021
Mar-21	5.2 The Blakehay Theatre to become a zeitgeist for cultural development and dramatic arts in the town. Providing modern facilities for the performing and visual arts and community activities. The Town Council will develop and further promote the management and marketing of the Blakehay Theatre so that it becomes a recognised venue for regular drama, comedy, musical and other productions of performing arts. 5.4 Promote and celebrate sites of local historical interest.	225. That John West be the contractor recommended to Full Town Council as the approved tender applicant for works to the Blakehay Theatre which would require use of General Reserves to a sum of £133,920. (HACC)	
Apr-21	5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	266. To approve the recognised Final Earmarked Reserve requirements for the year 2021/22 at £1,027,490, to include £30,000 for the provision of the Street Art Festival and beach showers. (PF)	
May-21	5.7 To maintain the civic traditions of the town's Mayoralty.	1. UNANIMOUSLY RESOLVED: That Councillor James Clayton be elected the Mayor of Weston-super-Mare for the year 2021/22. (AGM)	
May-21	5.4 Promote and celebrate sites of local historical interest.	7.1.2 Councillor John Crockford-Hawley be appointed as the representative to sit on the Birnbeck Regeneration Trust, in the event that only one appointment was permitted. (ACM)	
Sep-21	5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	134. RECOMMEND That the Deputy Town Clerk, Assistant Town Clerk (Operational Services), Development Officer, Councillor John Crockford-Hawley and Councillor Peter Crew meet to devise criteria [for £50k event grant budget]. (HACWP)	£60,000 [Community event grants] allocated in 2021/2022

Pillar 5 Heritage, Arts and Culture Measures to ensure that Weston super Mare thrives as a vibrant place for arts and culture			
Date	Action on Strategy (action Number)	Resolution (Minute number - resolution - meeting)	Financial Commitment
Nov-21	5.3 Weston Museum (as a result of heritage lottery funding) will be maintained as a diverse community resource whilst maintaining its Museum focus and access to heritage and learning. The Museum to be the best tourist attraction in the Town centre, whilst developing itself as an arts and cultural destination for the benefit of both the local community and visitors to the town.	215.1 That Weston Museum have the ability to open on Sundays and Mondays during the school holidays. (HACC) 215.2 For the ability of the Acting Museum Manager and Chair of Heritage Arts and Culture Committee, to offer the exhibition boards for free, be referred to the Policy and Finance Committee.	
Nov-21	5.2 The Blakehay Theatre to become a zeitgeist for cultural development and dramatic arts in the town. Providing modern facilities for the performing and visual arts and community activities. The Town Council will develop and further promote the management and marketing of the Blakehay Theatre so that it becomes a recognised venue for regular drama, comedy, musical and other productions of performing arts.	216. That the Policy and Finance Committee be recommended to agree that the Theatre Manager, in consultation with the Chairman and Vice Chairman be given authorisation to offer a Box Office Split [for future shows]. (HACC)	
Nov-21	5.2 The Blakehay Theatre to become a zeitgeist for cultural development and dramatic arts in the town. Providing modern facilities for the performing and visual arts and community activities. The Town Council will develop and further promote the management and marketing of the Blakehay Theatre so that it becomes a recognised venue for regular drama, comedy, musical and other productions of performing arts.	217. That the [Blakehay] grant be accepted [£39,238] (HACC)	
Nov-21	5.1 The Town Council will continue to support and encourage the provision of facilities for arts and culture in the town 5.6 To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs alongside managing Town Council facilities and shared spaces for the community	221. The SEE Monster would start arriving in May 2022 with the opening due the 7th July 2022. (HACC)	