

**WESTON-SUPER-MARE TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD
VIA ZOOM ON
MONDAY 23RD NOVEMBER 2020**

Meeting Commenced: 7.00 pm

Meeting Concluded: pm

PRESENT: Councillors Mark Canniford (Town Mayor), Dot Agassiz, Mark Aplin, Ray Armstrong, Roger Bailey, Mike Bell, Gill Bute, Gillian Carpenter, James Clayton, Sarah Codling, Peter Crew, John Crockford-Hawley, Ciaran Cronnelly, David Dash, Peter Fox, Catherine Gibbons, David Hitchins, Jan Holloway, Pete McAleer, Robert Payne, Alan Peak, Marcia Pepperall, Lisa Pilgrim, Ian Porter, Sonia Russe, Ella Sayce, Tim Taylor, Helen Thornton, Richard Tucker and Roz Willis.

IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk/RFO), Samantha Bishop (Committee Officer), Becky Walsh (Communications Officer/Administrator), Chris Millard (Civic Officer), Kathryn Askew-Smith (City Fibre), Steve Watson (Middlemarch Associates LLP), Rev Peter Ashman, Nneka Opene (BLM) and 6 members of the public.

The Town Mayor invited his Chaplain to say prayers.

The Town Mayor extended a very warm welcome back to Councillor Richard Tucker and invited questions from parishioners present.

Nneka Opene addressed the council in support of the Anti-Racist motion that was on the agenda. She explained that racism was an issue in Weston–super-Mare and referred to a number of Police incidents involving black people. The motion supported inclusivity and her thanks were given to Councillor Catherine Gibbons for proposing the motion and to the council for hearing the address.

No.	Item
96	To receive Apologies for Absence There were no apologies for absence received.
97	Declarations of Interest There were no declarations of interest received.
98	To approve the accuracy of the Minutes of the Town Council Meeting held on the 21st September 2020 The minutes of the meeting had been previously circulated with the agenda. PROPOSED BY: Councillor Catherine Gibbons SECONDED BY: Councillor Ian Porter A vote was taken and carried . RESOLVED: That the minutes be approved and signed by the Chairman.

No.	Item
99	<p>To receive announcements and communications from the Town Mayor</p> <p>The Mayor’s announcements and communications were circulated prior to the meeting.</p> <p>The Town Mayor and Mayoress had attended 8 engagements and the Deputy mayor 2. This was a total of 208 to date.</p> <p>The Town Mayor thanked officers involved with the filming of the Remembrance service, which had been well covered by the BBC.</p>
100	<p>To receive the Notes of the Youth Council Meetings held in September and October 2020</p> <p>Councillor Sarah Codling as Youth Champion reported that the Youth Council had met regularly and had recruited new members. There were plans for a workshop to take place in December with members that sat on the Youth Council advising of protocols.</p> <p>It was noted that the Youth Council were always keen to recruit new members.</p> <p>RESOLVED: That the verbal report be noted.</p>
101	<p>City Fibre Presentation – Presentation by Kathryn Askew-Smith of City Fibre</p> <p>The Town Mayor welcomed Kathryn and invited her to make her presentation to the council.</p> <ul style="list-style-type: none"> • City Fibre was building the UK’s third full fibre digital infrastructure platform. The mission was to invest £4bn to make open source full fibre available to over 8 million premises. • This was approximately 100 towns and cities representing 30% of the UK. To enable this, they were also creating 10,000 jobs via construction partners, prioritising local jobs, for local people. • The well-planned city design and build model was tried and tested and designed to serve all major markets. They aimed to ‘plan twice and dig once’. Underpinning data intelligence and automation with gigabit speed connectivity enables businesses to innovate and thrive and helps local councils to achieve public service efficiencies, solve local challenges, safeguard citizens and enrich lives. • Fibre was important to the UK because out of one of the leading industrial countries of the world and one of the leaders in infrastructure development for hundreds of years, the UK had fallen behind. • Individual build programmes could extend to 5 years, Weston would be 2-3 years and an investment of more than £20 million. • Communication with the local community really mattered. From identifying the supervisor in the street (wearing a black hard hat), to knowing how to get in touch (one number), there was a robust plan for timely and relevant comms. Door knocking flyers informing residents of the project and notices, letters and cards and social media adverts. <p>The Town Council could help by putting City Fibre in touch with local groups and invitations to community events and surgeries. As well as promotion through social</p>

No.	Item
	<p>media. Anybody was welcome to come and see them on a 'Dig Walk'. Kathryn then invited questions from members.</p> <p>Kathryn advised that City Fibre was fully UK backed and funded. Vodafone and TalkTalk were amongst their signed partners and that any company registered with City Fibre could offer it. In response to further questions, Kathryn explained that:</p> <p>Where they could share fibre and minimise disruption they would rather than lay their own. Laying fibre was a 2-day process.</p> <p>That City Fibre would have its own exchange sited at Hutton Moor and would fully operate their own network.</p> <p>Fibre would be laid in public streets and not private roads, unless invited. Fibre could also be accessed through telephone boxes.</p> <p><i>The Town Mayor thanked Kathryn for the presentation and she left the meeting at 7.38 p.m.</i></p>
102	<p>Community Led Housing – Presentation by Steve Watson of Middlemarch Associates</p> <p>The Town Mayor welcomed Steve and invited him to make his presentation to the council.</p> <p>Steve advised that a Community-led Housing (CLH) was an opportunity for communities to come together to deliver affordable homes for local people: typically, a Community Land Trust (CLT) would be formed which worked in partnership with a Registered Provider (RP) of affordable housing. He had been in post for over 10 years and had been involved with many projects during this time. The presentation indicated 3 plots of land identified in Weston for CLH situated at Staples Green, Constable Close and Wentworth Drive.</p> <p>If the Council was interested in this approach and technical advice could be arranged by North Somerset Council, the next steps would be as follows:</p> <ul style="list-style-type: none"> • For the Town Council to consider whether, in principle, it supports the establishment of a CLT for Weston. • If so, for the Town Council to host a public meeting to make the wider community aware of the CLH 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 on its journey to form a CLT and develop homes for local people by accredited technical advice. <p>Steve then invited questions from members.</p> <p>Concern was raised regarding the danger of taking away designated open spaces from residents. It was clarified that the 3 plots of land identified were not designated open space and were considered for infill development.</p> <p>In response to a question regarding the Town Council's role in the project, Steve advised that town and parish councils were the starting point in the creation of a</p>

No.	Item
	<p>CLT. Once established a CLT could then receive finance and acquire freehold of land.</p> <p>In response to further questions, Steve informed that the public meeting would consist of a fuller 20-minute presentation organised and facilitated by the Town Council. Housing associations would not be invited at this point as the CLT would be able to select these. Most CLT 's provided 90% of affordable social housing for rent with a small percentage of shared ownership housing for sale.</p> <p>A member was very informed of the shortages in affordable supported housing in the town and would be very interested in the opportunity of a CLA.</p> <p>Concern was raised on how this would be imposed on surrounding residents and what measures were in place for consultation and dealing with objections. Steve explained that the CLT would consist of volunteers who would undertake consultation with no obligations.</p> <p>The Town Mayor informed that NSC were undertaking an asset review and questioned whether land would be identified for a CLT as part of this. Steve advised that land was deemed appropriate by the community and not by housing departments.</p> <p>The Town Clerk referred to the paper circulated to members prior to the meeting outlining the proposal for the Town Council and questioned that it would not commit the council financially or to a specific timeframe.</p> <p>Steve confirmed that it would not and advised that he would not recommended a meeting just yet.</p> <p>A vote was taken and carried.</p> <p>RESOLVED: That the Town Council, in principle, supports the establishment of a CLT for Weston and agrees to host a public meeting to make the wider community aware of the CLH 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.</p> <p><i>The Town Mayor thanked Steve for his address and he left the meeting at 8.04 p.m.</i></p>
103	<p>Local Plan Choices for the Future Consultation</p> <p>The report of the Town Clerk had been previously circulated.</p> <p>The Town Clerk advised that North Somerset Council were seeking parish and town councils' views as part of a wider public consultation on the 'Choices for the Future' to form development of the new Local Plan that would govern development for around 15 years until 2036. The consultation would run until 14th December and the council's instructions were requested on how it wished to respond on its behalf. Members were also encouraged to respond in their individual capacities.</p> <p>A dual hatted member informed that North Somerset was facing problems by not</p>

No.	Item
	<p>responding to the algorithms and White Paper. He felt it appropriate that single hatted members should form a response and that he was happy to assist.</p> <p>Concern was raised regarding North Somerset Council's lack of commitment to improve junction21 and that they needed to be pushed on this.</p> <p>The Town Mayor advised that £4 million was planned to be spent on junction21.</p> <p>A suggestion was made for the Planning Committee to look at the consultation on behalf of the council.</p> <p>PROPOSED BY: Councillor John Crockford-Hawley SECONDED BY: Councillor Ian Porter</p> <p>A vote was taken and carried.</p> <p>RESOLVED: That a working group be set up via Group Leaders, supported by members with a particular interest/knowledge of the Local Plan to respond on behalf of the council.</p> <p>The Town Clerk advised that the consultation period was only for a further 3 weeks and so Group Leaders needed to meet quickly to form the working group.</p>
104	<p>Town Council's Risk Register Action Plan</p> <p>Members were requested to note that the full Risk Register had been overseen by the Expenditure and Governance Working Party (Nov 2020) and was available upon request (68 pages). The Action summary had been previously circulated for members to adopt and approve.</p> <p>The Deputy Town Clerk added that the actions had either been completed or were underway.</p> <p>It was questioned whether page 7 'staff COVID risk' should include elected members. The Deputy Town Clerk agreed it would include.</p> <p>A member referred to the recent good news on COVID vaccines and whether this needed to be considered within the budget.</p> <p>The Deputy Town Clerk advised that there would be two budgets submitted to the Policy & Finance Committee in December. One COVID safe budget and one on the basis that business may resume back to normality by April 2021. Any guidelines from government would be considered before the budget setting at January's Town Council meeting.</p> <p>A vote was taken and carried.</p> <p>PROPOSED BY: Councillor Alan Peak SECONDED BY: Councillor Helen Thornton</p> <p>RESOLVED: To approve the Town Council's Risk Register Action Plan.</p>
105	Future provision of Grove Park Public Toilets

No.	Item
	<p>The draft minute of the Community Services Committee held on the 9th November 2020, report of the Deputy Town Clerk and Tender Analysis had been previously circulated.</p> <p>Members were requested to approve the recommendations of the report and appoint Healthmatic to undertake works as per the specification to the following values:</p> <p style="padding-left: 40px;">A = Annual Maintenance and Management Cost £36,600.00</p> <p style="padding-left: 40px;">B = Contactless Payment point installation Cos £5,950.00</p> <p>Also 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.</p> <p>To aid debate, the Town Clerk informed that the procurement process had started before the incident that took place at Grove Park toilets. As a result of this, the decision was taken to temporarily close the toilets and there was now an opportunity to review the provision and make some cost savings. He was aware that members had questions but requested approval of the recommendations, subject to the procurement process.</p> <p>In response to a question, the Deputy Town Clerk advised that as part of the Town Council's pledge to become a Real Living Wage employer, there was a pass/fail section at the Expression of Interest stage and so any contractors appointed should be Real Living Wage employers.</p> <p>A vote was taken and carried.</p> <p>RESOLVED:</p> <p>105.1 To approve the recommendations of the report and appoint Healthmatic to undertake works as per the specification to the following values:</p> <p style="padding-left: 40px;">A = Annual Maintenance and Management Cost £36,600.00</p> <p style="padding-left: 40px;">B = Contactless Payment point installation Cos £5,950.00</p> <p>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.</p> <p>105.3 That the contract be awarded only after confirmation that employees would be paid the Real Living Wage.</p> <p>Members questioned whether they were not able to discuss the future provision of the toilets at this point and as per the Community Services recommendation.</p> <p>The Chairman of the Community Services Committee reiterated the committee's resolution that Grove Park toilets be temporarily closed with immediate effect until a better solution could be found and the matter be reviewed and voted on at full council on 23rd November. Despite various steps taken to deter antisocial behaviour there had been no change. He had met with Group Leaders since the committee</p>

No.	Item
	<p>meeting who had agreed that Town Council should make the final decision.</p> <p>The Town Clerk advised that on reflection the future provision of the toilets could be further debated.</p> <p>It was reported that Group Leaders had met and decided to close the Grove Park toilets until the spring. There was an opportunity to consider the Grove Park area as a whole for a regeneration project taken forward with Placemaking.</p> <p>Concern was raised for vulnerable people if the toilets were permanently closed. There were also known drainage problems with the site and exploration into a feasibility study for an alternative new toilet block was suggested.</p> <p>Debate ensued. The committee had decided to act to protect members of the public, staff and contactors but it was their aspiration not to permanently close the toilets. A suggestion was made that new supervised toilets should be provided, creating jobs. Members agreed that the entrance area to Grove park was very unpleasant and spoilt by the current use of the toilets.</p> <p>It was suggested that If the toilets were to be closed, then a temporary toilet facility should be provided as an interim measure. In response, the Town Mayor highlighted that Grove Park was a conservation area.</p> <p>A vote was taken and carried.</p> <p>RESOLVED:</p> <p>105.4 That Grove Park toilets be temporarily closed with immediate effect.</p> <p>105.5 That a full review of future provision be undertaken by the Community Services Committee to include alternative options and opportunities.</p>
106	<p>Motion under SO 11 – Anti Racist Council by Councillor Catherine Gibbons</p> <p>Councillor Catherine Gibbons was invited to propose her motion as stated on the agenda.</p> <p>PROPOSED BY: Councillor Catherine Gibbons SECONDED BY: Councillor Sarah Codling</p> <p>Amendments to the wording of the motion were proposed and seconded by further members. These were in 1, to replace the words ‘black people in Weston-super-Mare’ with the words ‘BAME and all our diverse communities’; to add ‘for all our communities’ at the end of 3 and to replace the word ‘produce’ with the word ‘include’ in 6.</p> <p>Debater ensued on the amendments. A vote was taken on the amendments and was lost.</p> <p>Discussion reverted to the substantive motion. There was concern that the wording of the motion was too general and was implicit rather than explicit. Point 6 of the motion was considered too dictatorial and should read that councillors be invited and not expected.</p>

No.	Item
	<p>The Chairman of the Personnel Committee advised that all employees already undertook regular E&D training and it was planned to undertake Unconscious Bias training with its training provider. There was a risk of doubling up on training.</p> <p>The proposer of the amendment explained that the amendment had been meant to strengthen the motion and feared that it had been turned into a political issue. The motion was not reflective of all minority groups and there were some groups that were feeling very disenfranchised. Another member felt the council should be seen as leaders in tackling not just racism, but discrimination of any kind.</p> <p>Debate ensued over the importance of the wording. Councillor Gibbons explained that, while recognising there were issues for other groups, the council needed to recognise and take action on the specific issues of racism faced by black people.</p> <p>A vote was taken on the substantive motion and carried.</p> <p>RESOLVED: That the council notes that:</p> <p>The Black Lives Matter Movement was set up in 2013 after the death of Trayvon Martin and subsequent acquittal of his killer. Global protests increased following the killing of George Floyd in June 2020, for which Minneapolis police officers were charged with second-degree murder (and aiding and abetting second-degree murder.)</p> <p>Peaceful protests in support of Black Lives Matter have been held in Weston super Mare and throughout the UK. Black, Asian and Minority Ethnic people are 54% more likely than white people to be fined under the new coronavirus lockdown laws in the UK. Around two thirds of healthcare staff who have died as a result of COVID-19 are from a BAME background whereas they make up 20% of the overall workforce.</p> <p>Racism in all forms, both structural and in individuals, continues to be a serious and often unseen problem in the UK. Although progress has been made in combating racism, work to eradicate it entirely is far from complete. This Council, representing people in Weston super Mare has a duty as a public leader to actively lead that work. Thus:</p> <p>That the Council resolves as follows:</p> <p>106.1 To stand together unreservedly with black people in Weston-super-Mare</p> <p>106.2 To work to eradicate racism, xenophobia, Islamophobia, Antisemitism and discrimination which impact the entire community and blight our society.</p> <p>106.3 To establish further initiatives to ensure Weston-super-Mare is actively inclusive and anti-racist.</p> <p>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.</p>

No.	Item
	<p>106.5 To update our Equalities Policy and produce a plan addressing matters identified by these reviews and consultations.</p> <p>106.6 To invite appropriate speakers on these issues to deliver training which will be mandatory for staff and expected for all councillors.</p>
	<p>The Town Mayor thanked everyone for attending the meeting.</p> <p>There being no further business, the Town Mayor closed the meeting at 9.34 pm.</p> <p>Signed: Dated: Town Mayor</p>



4. REPORT TO WESTON-SUPER-MARE

TOWN COUNCIL

25th January 2021

MAYOR'S ENGAGEMENTS

23rd November 2020 – 25th January 2021

Town Mayor

Councillor Mark Canniford

ENGAGEMENTS SUMMARY

Council Representative	Number of Engagements
TOWN MAYOR Cllr Mark Canniford	9
DEPUTY MAYOR Cllr James Clayton	0
TOWN COUNCIL LEADER Name	0

TOTALS TO DATE

Council Representative	Number of Engagements
TOWN MAYOR Name	217
DEPUTY MAYOR Name	17
TOWN COUNCIL LEADER Cllr Alan Peak	1
TOTAL	235

SIGNIFICANT EVENTS:

DATE	EVENT
November	
16	R.O.C carol service reading
20	BBC Radio Bristol Interview
23	Full Town Council Meeting
December	
3	Lovell Homes Keepers Gate development at Bleadon
4	Launch event for charity Christmas single by local girl, Lyra Cole Grand Pier
14	Interview for Festival UK 2022 (for the Research & Development programme)
16	Abbeycare care homes Christmas Celebration (via zoom) Christmas Carol Service All Saints Church
20	Christmas Carol Service St John Church

5. Weston-super-Mare Youth Council Meeting Notes: 8th December 2020

A.	Date of meeting: 08/12/20
B.	Meeting Start Time: 6.02pm
C.	Where is the meeting: Via Zoom
D.	Attendance – Ryan (RP) Faith (FH) Tanisha (TR) Leeroy (LM) Darcey (DP) Alli Waller (AW), Ellie Matthews (EM) Councillor Ella Sayce (ES) Councillor Sarah Codling (SC) Councillor Ciaran Cronnelly (CC)
1,	Check In- Spent 5 minutes checking in on everyone’s wellbeing
2,	Apologies for Absence – Olivia F, Welcome – Ellie Matthews – Ellie is Marketing manager for YMCA. She will be supporting the Youth Council as Lauren has moved onto another job. Ellie told the Youth Council a brief overview of her job and how she is excited to be working with the Youth Council.
3.	Notes of Last Meeting – Meeting notes accurate Proposed -TR Second - DP
4,	Youth Councillors presentation – Councillors present gave members a presentation on what the Town Council is about and why the Youth council is important. (Power point attached) each councillor talked about their areas of responsibility and what areas they represent and what they do. Also, the reasons why they became Councillors. Councillor Sayce – used PowerPoint to show how the Town council is run and how the Youth council Plays apart within it. Councillor codling – talked about how the youth council Started 20 years ago, the partnership that YMCA and the Town council have, as well as the Youth Council’s overall responsibilities. Councillor Connelly – briefly talked about how the grant system works and how the youth council is given money from the Town Council to award grants to youth provisions like street space. He also explained that the Youth council meets with the Exchange students from Hildesheim when they come to the Town each year, accompany them on trips. Councillor Connelly asked the youth council members if skills workshops would be helpful. DP liked the idea of the workshops and agreed that these would be helpful. All members agreed this would be beneficial.
7,	Educating Stereotypes – AW asked members if they had been thinking about their Video messages regarding educating stereotypes. RP asked if it would be a good idea to chat on Instagram about their plan of how to do it. He will set up a group chat so they can contact each other outside of meetings. AW reminded the members of Laurens tips on what to think about when making these videos and that we would review it again next meeting to try and have all videos ready to view by February meeting.

9,	<p>AOB-</p> <p>Roles of the Youth Council -</p> <p>Social Media- EM suggested the Youth council member focus on starting a Facebook page as discussed in the November meeting. She offered to set it up for them and DP offered to be admin for the interim until a social media officer is appointed.</p> <p>RP said the problem of homelessness has increased in the town and he and his mum had stopped to offer food to one. DP asked if there was a group that they could volunteer with. AW explained that many volunteer groups only let those over the age of 16 join, however she could arrange for Joe Heslop from the YMCA homeless team to join one of our meetings to discuss the work they do within the town supporting the homeless. DP & RP like this idea and FH agreed this would be helpful to understand how the support is offered to those that find themselves homeless in the Town.</p> <p>FH asked when we would be able to meet face to face again. AW explained that due to the current pandemic, YMCA have been following the government guidelines and we will return when it is safe for all to do so. For now, we will remain on Zoom.</p>
	<p>Meeting ended – 6.48pm Date of Next Meeting – 12.01.2021</p>

5. Weston-super-Mare Youth Council Meeting Notes

A.	Date of meeting: 10/11/20
B.	Meeting Start Time: 6.04pm
C.	Where is the meeting: Via Zoom
D.	Attendance – Ryan (RP) Faith (FH) Sean (SM) Tanisha (TR) Leeroy (LM) Darcey (DP) Alli Waller (AW), Lauren Easterbrook (LE) Councillor Ella Sayce (ES)
1,	Check In- Spent 5 minutes checking in on everyone's wellbeing
2,	Apologies for Absence – Olivia F, Councillor Codling (SC), (ES) Councillor Ciaran Cronnelly (CC)
3.	Notes of Last Meeting – Meeting notes accurate Proposed - TR Second - DP
4,	Youth Council presentation – Due to Councillors attending another meeting, This item will be moved to the December meeting.
5,	Social Media – AW asked the youth council if they wanted any other social media channels to promote the youth council. RP mentioned Tick Toc and LR said everyone used Instagram. LE reminded the youth council to think about what platforms are safe. TR said Instagram is mostly for young people but maybe we should definitely have a FB page for adults also, so they can also see what the Youth Council do. DP agreed that FB was a safe option. Proposed – TR Second – DP LE will set up the page for next meeting. DP said that they could make personalised adverts for the social media platforms as young people could relate to them. Also by posting more on Instagram, more people would see it. DP offered to help with Instagram.
6	Roles of the youth council – AW briefly explained some of the roles of that the youth council has and asked the members to start thinking about what role they would like to apply for. Chair – Vacant Vice Chair – Held by OF Grants officer – Held By JK Social media officer – Vacant Communication officer – Vacant
7,	Educating Stereotypes – Following on from last month's discussion, AW asked the members if they had any more thoughts on making a video around challenging stereotypes. DP said she liked the idea of a video around how young people have stayed in touch and coped with Covid 19. Maybe all members could make a short personalised video or message. AW asked how the members thought Covid 19 had affected them personally. TR said Anxiety was a big factor as well as the physical aspects. SM said school work had suffered. RP said missing friends. LE explained that the best way to make a video was to make a storyboard to plan and then shoot the video in landscape. AW reminded members that they could use free images and music instead of having themselves in the video if they felt they didn't

Weston-super-Mare Youth Council Meeting Notes – Last amended 12.11.2020

	want to appear personally. AW will send out a briefing on how to make the videos with the minutes.
8.	
9,	AOB- Meeting Dates – Meetings will remain on Zoom until further notice on the second Tuesday of every month January – 12-01-21 February – 09-02-21 March – 09-03-21
	Meeting ended – 6.44pm Date of Next Meeting – 08.12.2020

6. Town Council Meeting 25th January 2021

Weston-super-Mare Town Council Budget 2021 / 2022 Supplementary Report

Written by the Deputy Town Clerk / RFO, Sarah Pearse

The budget has been revised as per the P & F resolution 14h December 2020 to establish a 0% precept increase for the year April 2021 – March 2022. This has been achieved by reviewing the following areas as agreed and directed:

1. Training (Across all departments) has been reviewed and adjusted to reduce the provision required in the year 2021 /2022 by approx. £20k. The Deputy Town Clerk and Assistant Town Clerk (Admin & HR) have achieved this by moving some provision into the remainder of this year's budget (2020/21) utilising unspent provision where COVID had prevented course from happening earlier in the year. No training identified in 2021 / 2022 SDR's has therefore been cancelled.
2. Tourism Advertising has been reviewed and adjusted to allow the second option provided by the Tourism Manager to still be achieved in the year 2021 / 2022. A production of 2 options of marketing plan had been produced for budget consideration for P & F and as such the reduction of £20k instructed by members will still allow one of the planned options to occur albeit at a more conservative level.
3. Staffing related costs, the final reduction needed to achieve a 0% precept figure has been achieved by reviewing conference and subscriptions that is allocated in Central Services but is for all departments as relevant. The review and emphasis on online conferences still being run by our main provider the SLCC has allowed this to be reduced with no adverse effect to staff being able to attend these as approved by the Town Clerk.

Budget reduction in 2021 / 2022

Whilst there has been a need to reduce the budget itself (due to the reduction in Band D Properties) there is no impact to services in terms of reducing their expenditure budgets to allow services to operate as they did pre COVID, working with services managers we have adjusted income and estimated how this can be achieved based on a 6 month building back up to normal service delivery and 6 months of service delivery as per pre COVID. Efficiency reviews and business recommendations as reported to P & F have also been included in this budget as agreed. Whilst this is only a best estimate we have included inflationary costs at 2% which is over the national average and all staff contractual increase have been applied with no exception. It is important to note this reduction to the bottom line figure has therefore taking into account efficiency opportunities to run services more effectively, reviews of expenditure and income and should not be seen solely as an expenditure reduction.

Budget Review 2021 / 2022

As per the recommendation at P & F it is recommended that a full review of the budget take place via Expenditure & Governance and Policy & Finance at the 6-month point (September 2021) with the uncertainty of COVID going into another financial year and the potential impact of this the council may well need to adjust budgets once again in year to reflect the economic situation and ability to operate services further.

Members are request to

1. Approve the Budget for 2021 / 2022 as per the attached draft.
2. Approve the setting of the precept for the year 2021 / 2022 to allow the request to be submitted to North Somerset Council as per legal obligation to do so.
3. Approve a full review of the 2021 / 2022 budget in September 2021 (via E & G and P & F) to allow review and further implications and need for adjustment due to the ongoing COVID pandemic situation.

6. Weston-super-Mare Town Council

Budget 2021/2022

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Allotments

Committee: Community Services

Department: Allotments

Cost Centre: 403

Code	Expenditure Heading	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4108	Maintenance	4000	4000	192	4000
4132	Rent				
6000	Central Serv Sals Recharge	4,070	4,070	4,341	4,172
6005	Central Serv OH Recharge	1,327	1,225	1,188	1,249
6007	Grove House Recharge	227	187	180	136
6008	Grove Lodge Recharge	159	170	153	125
6010	Grounds Salaries Recharge	1,924	1,699	1,702	5,546
6015	Grounds Overhead Recharge	561	566	517	1,516
	Total expenditure	12,268	11,917	8,273	16,744
1000	Allotment rents	0	0	-	0
1100	Misc Income			7,500	0
	Total Income	-	-	7,500	-

Blakehay Theatre

Committee: Community Services
 Department: Blakehay Theatre
 Cost Centre: 120 - 125

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
<u>Blakehay Auditorium - 121</u>					
4000	Staffing Costs	29,599	21,076	20,947	27,379
4039	Advertising & Marketing	5,900	3,000	150	3,000
4224	PRS	1,000	250	0	500
	Expenditure Total	36,499	24,326	21,097	30,879
1090	Bookings	43,000	-	0	16,789
1013	Annual membership	100	-	0	100
	Income Total	43,100	-	-	16,889
	Auditorium Net Total	6,601		-21,097	-13,990
<u>Blakehay Upper Studio- 122</u>					
4000	Staffing cost	6,406	2,220	2,200	
4141	Evening classes expenditure	750	375	0	750
	Expenditure Total	7,156	2,595	2,200	750
1090	Bookings	12,000	600	0	12,000
New Code	Internal Bookings (council)	-	-	0	3,660
1014	Evening classes income	1,400	700	-120	1,050

	Income Total	13,400	1,300	- 120	16,710
	Upper studio Net Total	6,244	-1,295	-2,320	15,960
	Blakehay Bar- 123				
4000	Staffing Costs	8,683	2,204	5,002	6,464
4031	Equipment rental (coffee Mach)	2,574	2,574	2,574	2,574
4405	Bar stock	5,000	-	200	5,000
	Expenditure Total	16,257	4,778	7,776	14,038
1193	Events Hire	1,750	500	0	2,025
1194	Blakehay Bar Income	15,000	-	0	15,000
	Income Total	16,750	500	0	17,025
	Bar Net Total	493	-4,278	-7,776	2,987
	Blakehay Box Office - 124				
4000	Staffing Costs	18,312	16,456	15,684	-
4036	Stationery	800	-	0	500
4136	Credit Card Charges	528	-	0	528
	Expenditure Total	19,640	16,456	15,684	1,028
1105	Box Office Income	10,800	- 30	0	4,547
	Income Total	10,800	- 30	-	4,547
	Box Office Net Total	-8,840	-16,486	-15,684	3,519

Blakehay - Live Shows - 125

4016	Show Costs	24,000	3,000	2,250	24,000
4039	Advertising	2,400	500	0	2,400
	Expenditure Total	26,400	3,500	2,250	26,400
1106	Events Income	48,000	4,000	-36	48,000
	Income Total	48,000	4,000 -	36	48,000
	Live Shows Net Total	21,600	500 -	2,286	21,600

Blakehay Building Costs - 120

4000	Staffing Costs	44,338	44,532	44,532	61,470
4013	Training	2,355	1,000	1,000	1,753
4014	PPE	1,000	2,500	2,500	3,500
4019	Website	1,000	1,500	1,500	500
4030	Equipment Purchase	1,906	5,000	500	5,000
4031	Equipment Rentals	2,936	2,000	1,797	1,833
4034	Equipment Repairs	500	-	0	500
4035	Telephone	995	1,400	1,400	1,400
4044	Insurance	600	747	747	762
4102	NNDR	3,510	3,510	3,510	3,580
4104	Utilites - Water	906	500	500	924
4105	Utilities - Heat & Light	6,986	4,000	4,194	7,126
4109	Alarm System	600	600	1,000	1,000
4110	Cleaning Materials*	700	200	200	5,000
4111	Window Cleaning	300	150	75	300
4114	Refuse Removal	1,500	948	1,500	1,500
4131	Licenses (alcohol & ofcom)	295	351	351	1,191

	Total Building Costs	70,427	68,938	65,306	97,338
6000	Central Serv Sals Recharge	21,339	21,339	22,760	25,345
6005	Central Serv OH Recharge	6,955	6,420	6,228	7,586
6007	Grove House Recharge	1,189	982	943	826
6008	Grove Lodge Recharge	832	891	800	762
6010	Grounds Salaries Recharge	390	344	345	3,321
6015	Grounds Overhead Recharge	114	115	105	908
	Total Recharges	30,819	30,091	31,180	38,748
	Total Blakehay Expenditure	207,198	150,684	145,493	209,181
	Total Blakehay Income	132,050	5,770	156	103,171
	Total Blakehay Net Costs	-75,148	-144,914	-145,649	-106,010

* Include Contract cleaners to top up employed staff as required

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Capital Projects - from revenue

Committee: Policy & Finance
Department: Capital Projects
Cost Centre: 199

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
	Blakehay electric Est £150k Total (This is Year 3 of 5)	30,000	30,000	30,000	-
	Cemetery Wall -50%	15,000	15,000	15,000	-
**	Museum Alterations	28,000	28,000	28,000	20,000
*	Capital Provision (EMR)	100,000	100,000	100,000	100,000
***	Waterpark VIC structure				25,000
	Total Expenditure	173,000	173,000	173,000	145,000

* Capital provision left in place to cover costs of GH renovations and Renovations of Grounds Area in
 Estimates not yet received.

** Extra prep are for Kitchen on first floor next to function room

*** New High Spec VIC wooden structure at Waterpark to be entrance for Wpark including fit out



Civic Support

Committee: Policy & Finance

Department: Civic Support

Cost Centre: 107

Code	Expenditure	Budget		Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget	
		2020	2021			2021	2022
4000	Staffing Costs*	21,418		17,698	17731	22,933	
4036	Stationery	200		-	0	200	
4044	Insurance	295		368	368	375	
4050	Printing	1,365		500	500	1,405	
4150	Chauffeur / travel costs	6,500		1,000	500	5,500	
4151	Catering	7,800		2,000	2000	9,150	
4152	Civic Miscellaneous	3,990		2,000	1000	3,115	
4149	VE Day One off celebrations	3,000		-	0	-	
4153	Mayors Allowance Inc	4,496		4,496	4496	4,496	
4154	Civic Insignia	2,190		1,000	1000	2,350	
6000	Central Serv Sals Recharge	16,344		16,344	17432	19,608	
6005	Central Serv OH Recharge	5,327		4,917	4770	5,869	
6007	Grove House Recharge	910		752	722	639	
6008	Grove Lodge Recharge	638		682	613	590	
6010	Grounds salaries recharge	779		688	689	565	
6015	Grounds overhead recharge	227		115	210	154	
	Total Expenditure	75,479		52,560	52,030	76,949	

* Includes £250 provision for agency staff for remembrance

Community Services

Committee: Community Services

Department: Community Services

Charge Code: 105

		Budget	Revised Covid	Year End	Budget 2021
	Code Expenditure	2020 2021	Budget	Prediction at	2022
			October 2020	Month 8	
4158	Weston in Bloom	16,000	2,000	1,000	16,000
4205	Grants / Donations repaid#			15,941	-
4250	Community Event Grants*	50,000	50,000	20,000	50,000
4251	Community Orderlies **	100,000	33,500	8,333	-
4252	Crime & Disorder	50,000	50,000	50,000	50,000
4200	Small Grants to Voluntary	7,500	7,500	7,500	7,500
4204	VANS Contribution	3,000	3,000	3,000	3,000
4208	Christmas Lights - SLA	36,000	36,000	36,000	36,000
4210	Weston Town Centre - SLA	18,201	18,201	17,460	17,809
4212	CCTV (NSC)	83,232	83,232	83,232	84,897
4215	Uphill Lights	350	350	350	350
4218	Flower Beds	6,500	4,500	4,500	6,500
4221	Citizens Advice Bureau	25,000	25,000	25,000	25,000
4223	Community Event	6,500	1,500	6,000	6,000
4228	Blue Plaques	1,000	1,500	1,500	1,500
4229	Armed Forces Celebrations	9,000	250	250	9,500
4864	Homeless support Fund	25,000	25,000	25,000	25,000
6000	Central Serv Sals Recharge	18,255	18,255	19,470.95	26,596
6005	Central Serv OH Recharge	5,950	5,492	5,327.88	7,961
6007	Grove House Recharge	1,017	840	806.71	867
6008	Grove Lodge Recharge	712	762	684.23	800

6010	Grounds Salaries Recharge	7,357	6,493	6,504.67	111,384
6015	Grounds Overhead Recharge	2,146	2,165	1,977	30,439
	Total Expenditure	472,720	375,540	339,838	517,103
	Income#			15,941	-
	Total Income			15941	0

*

Community Grants to be confirmed during year

*

**

Community Orderlies costs now within Central Grounds costs

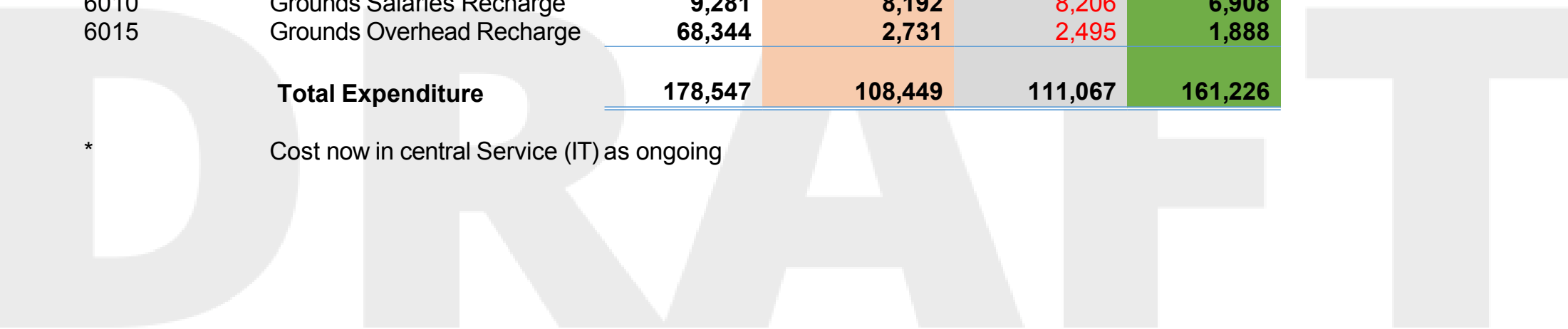
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Democratic Representation

Committee: Policy & Finance
Department: Democratic Representation
Charge Code: 108

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4013	Training Costs	1,500	-	-	2,920
4018	Election Costs	15,000	15,000	15,000	15,000
New Code	Internal Meeting Provision	-	-	-	6,000
	Cllrs email provision*	2,500	2,500	2,500	-
6000	Central Serv Sals Recharge	57,665	57,665	61,373	94,496
6005	Central Serv OH Recharge	18,796	17,312	16,794	28,285
6007	Grove House Recharge	3,212	2,647	2,543	2,889
6008	Grove Lodge Recharge	2,249	2,402	2,157	2,841
6010	Grounds Salaries Recharge	9,281	8,192	8,206	6,908
6015	Grounds Overhead Recharge	68,344	2,731	2,495	1,888
	Total Expenditure	178,547	108,449	111,067	161,226

* Cost now in central Service (IT) as ongoing



Environmental / Climate Change

Committee: Town Council
Department: Environmental
Charge Code: ?????

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
?????	Environmental / climate	100,000	100,000	100,000	100,000
6000	Central Serv Sals Recharge				13,594
6005	Central Serv OH Recharge				4,069
6007	Grove House Recharge				443
6008	Grove Lodge Recharge				409
6010	Grounds Salaries Recharge				4,683
6015	Grounds Overhead Recharge				1,280
Total Expenditure		100,000	100,000	100,000	124,477

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Milton Road Cemetery

Committee: Community Services
Department: Milton Road Cemetery
Charge Code: 420

		Budget		Revised Covid	Year End	Budget
Code Expenditure		2020	2021	Budget October	Prediction at	2021 2022
				2020	Month 8	
4034	Repairs/ planting *	2,000		2,000	2,000	2,000
4039	Advertising **	450		-	-	450
4054	Grave Digging	12,500		12,500	12,500	12,500
4055	Memorials	7,200		5,000	7,000	7,000
4102	NNDR	3,301		3,301	3,301	3,367
4104	Utilities - Water	299		450	600	600
4105	Utilities - Lighting	390		390	390	400
4109	Alarm System	500		500	500	500
4110	Cleaning Materials	100		1,000	500	1,500
4111	Window Cleaning	150		-	-	150
6000	Central Serv Sals Recharge	13,013		13,013	13880	13,629
6005	Central Serv OH Recharge	4,242		3,915	3798	4,079
6007	Grove House Recharge	725		599	575	444
6008	Grove Lodge Recharge	508		543	488	410
6010	Grounds Salaries Recharge	123,721		109,199	109395	114,838
6015	Grounds Overhead Recharge	36,087		36,406	33254	31,383
Total Expenditure		205,186		188,816	188,180	193,250
Income						

1010	Interments	50,000	59,996	62,423	58,000
1011	Memorials	6,000	4,000	3,000.00	6,000
1100	Misc Income***	3,250	3,250	2,394.00	3,250
	Total Income	59,250	67,246	67,817	67,250
	Net Costs	145,936	121,570	120,364	126,000

* Tree replacement programme - £1k

Benches & Planters - £1K

** Forever Young magazine

*** Cemetery misc charges

Income from events

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Museum

Committee: Community Services

Department: Museum

Charge Code: 140-145

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
<u>Building / Collection (General) - 140</u>					
4000	Staffing Costs	113,822	113,822	113,364	108,678
4012	Volunteer Travel & subsistence *	200	100	100	200
4013	Training	5,000	3,500	3,500	2,727
4013	Volunteer Training	1,000	500	0	1,000
4014	PPE & Health and Safety**	1,000	5,000	5,000	1,000
4019	Website***	600	2,000	2,000	600
4030	Equipment Purchase	1,300	500	500	1,500
4031	Equipment Rental	1,616	1,500	1,500	1,616
4034	Equipment Repairs	200	200	200	200
4035	Telephone	1,600	2,000	2,000	1,600
4036	Stationery	750	200	150	200
4039	Advertising	4,000	2,000	2,000	4,000
4041	Fees & subscriptions	300	300	300	400
4044	Insurance	1,600	1,945	1,067	1,200
4102	NNDR	53,551	53,551	53,551	54,622
4104	Utilities - Water	978	800	800	978
4105	Utilities - Heat & Light	12,547	9,000	8,000	12,798
4109	Alarm System	1,000	975	3,000	1,000
4110	Cleaning / Contractors	12,000	11,000	11,000	12,000
4111	Window Cleaning	600	600	600	600

4114	Refuse Removal	1,800	1,800	1,800	1,800
4131	Licences	1,350	1,350	1,350	1,600
4214	SLA SWHT	69,454	69,454	69,454	70,843
	Expenditure Total	286,268	282,097	281,236	281,162
1100	Misc Income / Donations	7,500	1,000	500	7,500
	Income Total	7,500	1,000	500	7,500
	Building General Net costs	-278,768	-281,097	-280,736	-273,662
Learning - 141					
4000	Staffing Costs	29,353	27,086	27,209	18,885
4020	Education Equipment - sundry	1,000	1,000	1,206	1,000
4039	Advertising & Marketing	1,000	-	500	1,000
4058	Museum Events	1,000	1,000	200	-
	Expenditure Total	32,353	29,086	29,115	20,885
1006	Learning Income	8,487	500	-60	-
1008	Handling Boxes	1,575	500	600	-
1103	Other events income	7,290	-	0	-
	Income Total	17,352	1,000	540	0
	Learning & Events Net Costs	-15,001	-28,086	-28,575	-20,885
Café -142					
4000	Staffing Costs	48,023	42,354	41,935	44,616
4014	PPE & Health and Safety	1,100	1,100	1,500	1,500

4017	Equipment Rental	1,824	1,824	1,824	1,824
4030	Equipment Purchase	-	-	0	500
4058	Advertising	1,000	500	0	1,000
4110	Cleaning	845	300	50	845
4114	Refuse	800	300	400	800
4151	Catering (sundry)	500	400	400	500
4407	Cafe Stock	13,000	5,000	3,000	13,000
4406	bar stock	2,500	-	0	2,500
	Expenditure Total	69,592	51,778	49,109	67,085
1004	Cafe / Bar Sales	62,000	8,000	2,537	62,000
	Income Total	62,000	8,000	2,537	62,000
	Café Net costs	-7,592	-43,778	-46,572	-5,085
Shop / Retail - 143					
4136	Credit Card Chgs	312	100	100	312
4408	Shop Stock	7,000	3,500	2,500	7,000
	Expenditure Total	7,312	3,600	2,600	7,312
1005	Shop Sales	13,500	3,000	1,202	13,500
1009	Sale or return commission	4,000	2,000	249	4,000
	Income Total	17,500	5,000	1,450	17,500
	Shop Net Costs	10,188	1,400	-1,150	10,188
Temporary Gallery - 144					
4039	Advertising & Marketing	1,000	1,000	500	1,000
4059	Temp Exhibition buy in				

	Expenditure Total	1,000	1,000	500	1,000
1100	Temp Exhibition Income	-	-	0	-
	Income Total	0	0	0	0
	Temporary Gallery Net Costs	-1,000	-1,000	-500	-1,000
Functions, Community & Events - 145					
4000	Staffing	2,385	0	0	32,819
4039	Advertising & Marketing	1,000	500	250	1,500
4030	Equipment Purchase	500	500	150	3,000
	Expenditure Total	3,885	1,000	400	37,319
1104	Function Income	31,500	3,000	-203	9,000
1103	Events Income	0	0	0	9,000
New Code	Internal Bookings (Council)	0	0	0	2,040
1108	Handling Boxes	0	0	0	1,575
	Income Total	31,500	3,000	-203	21,615
	Functions Net Costs	27,615	2,000	-603	-15,704
6000	Central Serv Sals Recharge	29,665	29,665	31,640	30,073
6005	Central Serv OH Recharge	9,669	8,925	8,658	9,002
6007	Grove House Recharge	1,652	1,365	1,311	444

6008	Grove Lodge Recharge	1,157	1,238	1,112	904
6010	Grounds Salaries Recharge	779	688	689	3,321
6015	Grounds Overhead Recharge	227	229	210	908
Total Recharges		43,149	42,110	43,620	44,652
Total Museum Expenditure		443,559	410,671	406,580	459,415
Total Museum Income		135,852	18,000	4,824	108,615
Museum Net Costs		-307,707	-392,671	-401,755	-350,800

- * Vounteer Travel costs
- ** Misc Provision
- *** Update provision for Web Compliance legislation
- **** Includes PPL PRS & premises licences

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Other Costs & Income

Committee: Policy & Finance
Department: Other Costs & Income
Charge Code 110

Code Expenditure		Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4051	Bank Charges	5,143	1,800	1,800	5,143
4060	PWLB Interest Paid -Blakehay	5,883	5,883	5,883	5,883
4061	PWLB Capital Repaid- Blakehay	12,000	12,000	12,000	12,000
4068	PWLB Capital Repaid - Water Park	15,656	15,656	15,228	15,228
4069	PWLB Interest Repaid - Water Park	4,701	4,701	5,131	5,131
4999	General Reserve *	30,000	30,000	30,000	
Total Expenditure		73,383	70,040	70,042	43,385
Income					
1190	Bank Interest	3,000	3,000	2,702	3,000
1191	CIL Monies			77,636	
	Trf from General Reserves	-			-
Total Income		3,000	3,000	80,338	3,000

* Replacement of General Reserves

Parks & Play Areas

Committee: Tourism and Leisure

Department: Parks & Play Areas

Charge Code: 470

		Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4300	EMRRP	200,000	160,000	160,000	160,000
4030	Equipment Purchase				
4034	Equipment Repairs				
4074	NSC Waterpark SLA				
4100	Town Council Signs				
4110	Toilet cleaning				
4121	Safety Inspections				
4139	Maint of Water Play Area				
<u>Water Park other Charges</u>					
4039	Advertising (Waterpark)**	275	-	-	-
4102	NNDR	449	449	449	458
4104	Water Play Water	4,000	250	250	4,000
4105	Water Play Heat & Light	8,254	500	500	8,254
4114	Refuse removal	300	300	-	300
4138	Water Play Area - Rent	8,632	10,041	10,041	10,041
	Residents scheme pass set up	5,000	5,000	-	5,000
<u>Other Charges</u>					
4140	Rec Grounds (NSC)	79,291.74	78,060.00	78,180	79,743.60

6000	Central Serv Sals Recharge	15,788	15,788	16,840	12,690
6005	Central Serv OH Recharge	5,146	4,750	4,608	3,798
6007	Grove House Recharge	879	726	698	414
6008	Grove Lodge Recharge	616	659	592	382
6010	Grounds Salaries Recharge	60,703	53,578	53,674	47,058
6015	Grounds Overhead Recharge	17,706	17,863	16,316	12,860
Total Expenditure		407,040	347,964	342,148	344,997
Income					
1076	Income Kiosk Rental	7,000	3,500	3,500	7,000
	entrance fee *	30,000	-	-	30,000
TOTAL		37,000	3,500	3,500	37,000

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Planned Maintenance

Committee: Policy & Finance
Department: Finance
Charge Code: 475

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4231	Holding Budget	110,000	110,000	110,000	110,000
4232	Allotments				
4233	Blakehay				
4234	Museum				
4235	Cemetery				
4236	Parks & Play Area				
4237	Grove House				
4238	Grove Lodge				
4239	Cemetery (CHAPEL/HUT)				
4240	Old Town Quarry				
4241	VIC				
6000	Central Serv Sals Recharge	17,947	17,947	19,142	13,629
6005	Central Serv OH Recharge	5,850	5,400	5,238	4,079
6007	Grove House Recharge	1,000	826	793	444
6008	Grove Lodge Recharge	700	749	673	410
TOTALS		135,497	134,922	135,846	128,562

* As per approved PPM schedules to include Healthmatic coin cost as approved nov 2020 TC

New Budget - proposal :-

Have one central allocation of Planned maintenance to be agreed by Council

Based on S Matthews schedules (when agreed), when work is undertaken by individual sites this money and budget will then be allocated within the site cost centres.

This will provide true costs associated within each site and also enable control and allocation of funds available to need at each site.(ie one site may have emergency work needed thus resulting in less for planned maint etc)

Please note the reduction of Toilet maintenance and GL costs have been left in to assume maintenance at the (and increased tree provision at Ellenborough Park East

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Planning

Committee: Planning
Department: Planning
Charge Code: 300

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
6000	Central Serv Sals Recharge	10,176	10,176	10,854	10,117
6005	Central Serv OH Recharge	3,317	3,062	2,970	3,028
6007	Grove House Recharge	567	468	450	330
6008	Grove Lodge Recharge	397	749	381	304
	Total Expenditure	14,457	14,455	14,655	13,779

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Strategic Planning

Committee: Policy & Finance
Department: Strategic Planning
Charge Code: 111

		Budget		Revised Covid	Year End	Budget	
Code Expenditure		2020	2021	October 2020	Prediction	2021	2022
					at Month 8		
4049	Professional Fees	15,000		15,000	15,000	15,000	
4213	Development Budget	1,000		1,000	500	1,000	
New Code*	Old Town Quarry					7,500	
6000	Central Serv Sals Recharge	39,225		39,225	41,836	38,626	
6005	Central Serv OH Recharge	12,785		11,801	11,448	11,562	
6007	Grove House Recharge	2,185		1,804	1,733	1,259	
6008	Grove Lodge Recharge	1,530		1,637	1,470	1,161	
6010	Grounds Salaries Recharge	-		-	-	5,114	
6015	Grounds Overhead Recharge	-		-	-	1,398	
Total Expenditure		71,725		70,467	71,987	82,619	
New Code	Old Town Quarry	0		0	0	7624	
Total Income		-		-	-	7,624	

* Old Town Quarry Running Costs and Income from Barn only

Street Furniture

Committee: Community Services

Department: Street Furniture

Charge Code: 460

Code Expenditure		Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4115	Dog Bin Purchase	1,500	800	800	-
4116	Dog Bin Emptying*	9,775	4,000	500	4,500
4119	Notice Board **	1,500	500	500	1,500
4120	Bus Shelter Cleaning / Graffiti	500	500	500	500
4133	Bus Shelter - Repairs / Replace ***	3,100	2,500	1,810	3,100
4157	Prince of Wales Clock	550	550	550	550
6000	Central Serv Sals Recharge	12,705	12,705	13,551	10,812
6005	Central Serv OH Recharge	4,141	3,822	3,708	3,236
6007	Grove House Recharge	708	584	561	352
6008	Grove Lodge Recharge	496	530	476	325
6010	Grounds Salaries Recharge	29,767	26,273	26,320	24,907
6015	Grounds Overhead Recharge	8,682	8,759	8,001	6,807
Total Expenditure		73,424	61,523	56,277	56,590
New Code	Dog Bin Emptying Income	-	-	-	4,356
Total Income		-	-	-	4,356

- * Dog bin emptying costs to include outsourced services - see income below
- ** To replace 2 x tired Noticeboards within the year
- *** £1k repairs provisions
To allow for provision of 2 x new green roof shelters?? (replacements)

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Toilets

Committee: Community Services

Department: Grounds

Charge Code: 485

		Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4102	Code Expenditure NNDR *	4,420	4,420	6,125	6,248
4044	Insurance	350	430	430	439
4104	Water	1,560	1,250	1,250	1,591
4105	Heat & Light	1,987	3,000	4,000.00	4,080
4110	Cleaning	38,000	36,250	36,250.00	36,600
	Community Investment	2,000	-		2,000
6000	Central Serv Sals Recharge	14,247	14,247	15,195	7,962
6005	Central Serv OH Recharge	4,644	4,286	4,158	2,383
6007	Grove House Recharge	794	655	630	259
6008	Grove Lodge Recharge	556	595	534	239
6010	Grounds salaries recharge	8,891	7,848	7,862	1,694
6015	Grounds overhead recharge	2,593	2,616	2,390	463
	Total Expenditure	80,042	75,597	78,823	63,958
	Income *	5,500	3,026	3,026	-
	Total Income	5,500	3,026	3,026	-

*

without Locking Road

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Tourism

Committee: Tourism & Leisure

Department: Tourism

Charge Code: 480-482

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
<u>Love Weston Promotion / Destination Marketing 481</u>					
4000	Staffing costs	49,096	49,096	49,096	52,434
4041	Fees, Subs & Conferences	600	0	0	1,100
4039	Advertising**	29,343	29,343	15,000	36,000
4062	Love Weston website Costs***	15,428	15,428	15,428	10,465
	Expenditure Total	94,467	93,867	79,524	99,999
1040	Tourism Website Income	27,500	20,000	0	0
	Income Total	27,500	20,000	0	0
	Love Weston Net Total	-66,967	-73,867	-79,524	-99,999
<u>Visitor Information Centre - 482 ****</u>					
4000	Staffing costs	24,378	0	0	29,657
4013	Training	1,000	500	500	2,608
4014	PPE / Health & Safety	0	0	207	1,000

4031	Equipment Rental****	459	314	314	314
4035	Telephone (mobile)	650	650	650	650
4036	Stationery	600	100	0	500
4039	Advertising	0	0	0	5,000
4102	NNDR*****	3,533	0	0	0
4104	Utilities - Water	600	0	0	0
4105	Utilites - Heat & Light	1,200	0	0	750
4209	Equipment Purchase **	1,000	0	0	1,000
4211	VIC Running Costs	1,000	150	149	1,000
4225	Stock	7,000	0	0	7,000
Total Expenditure		41,420	1,714	1,820	49,479
1040	Window Banners	2,400	1,000	1,200	1,200
1043	VIC Stock Sales	16,500	0	0	16,500
1044	Ticket Sales	200	0	0	200
Income Total		19,100	1,000	1,200	17,900
VIC Net Costs		-22,320	-714	-620	-31,579
6000	Central Serv Sals Recharge	30,282	30,282	32,298	19,330
6005	Central Serv OH Recharge	9,870	9,111	8,838	5,786
6007	Grove House Recharge	1,687	1,393	1,338	630
6008	Grove Lodge Recharge	1,181	1,264	1,135	581
6010	Grounds salaries recharge				2,756
6015	Grounds overhead recharge				753
Total recharges		43,020	42,050	43,609	26,327
Total Tourism & Marketing Expenditure		178,907	137,631	124,953	175,805
Total Tourism & Marketing Income		46,600	21,000	1,200	17,900

Tourism & Marketing net Costs

-132,307	-116,631	-123,753	-157,905
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- * Allows for hosting fees and additional film content to be done
- ** Reviewed Advertising campaigns with Pear for both budget options
- *** 1 year contract for Simple View
- **** Satelite VIC at the Waterpark for 2021 /2022
- ***** NNDR covered in Parks & Play areas budget for 2021 / 2022
As well as water and rent

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Youth Council

Committee: Community Services

Department: Youth Activities

Charge Code: 451

		Budget	Revised Covid	Year End	Budget
Code Expenditure		2019 2020	Budget	Prediction at	2021 2022
			October 2020	Month 8	
4057	Youth Council Budget	500	500	-	500
4142	YMCA SLA	64,550	64,550	64,550	65,841
4219	Youth Grants	3,000	1,500	-	3,000
6000	Central Serv Sals Recharge	7,771	7,771	8,288	6,988
6005	Central Serv OH Recharge	2,533	2,338	2,268	2,092
6007	Grove House Recharge	433	357	343	228
6008	Grove Lodge Recharge	303	324	291	210
Total Expenditure		79,090	77,340	75,741	78,859

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Weston super Mare Town Council

Revised Covid Budget 2020 / 2021

Cost Code	Expenditure	Income	Net
Allotments	11,917	-	11,917
Blakehay Theatre	150,684	5,770	144,914
Capital Projects	173,000		173,000
Civic Support	52,560		52,560
Community Services	375,540		375,540
Environmental	100,000		100,000
Democratic Representation	108,449		108,449
Museum	410,671	18,000	392,671
Milton Road Cemetery	188,816	67,246	121,570
Other Costs & Income	70,040	3,000	67,040
Parks & Play Areas	347,964	3,500	344,464
Planned Maintenance	134,922		134,922
Planning	14,455		14,455
Strategic Planning	70,467		70,467
Street Furniture	61,523		61,523
Toilets	75,597	3,026	72,571
Tourism & Marketing	137,631	21,000	116,631
Youth Activities	77,340		77,340

TOTAL 2,561,576 121,542 2,440,034

TOTAL BUDGET REQUIRED £ 2,440,034

Actual Budget 2020/2021

£ 2,567,270 Difference from £ 127,236

Weston super Mare Town Council

Year end Prediction (November 2020)

Cost Code	Expenditure	Income	Net
Allotments	8,273	7,500	773
Blakehay Theatre	145,493 -	156	145,649
Capital Projects	173,000		173,000
Civic Support	52,030		52,030
Community Services	339,838	15,941	323,897
Environmental	100,000		100,000
Democratic Representation	111,067		111,067
Milton Road Cemetery	188,180	67,817	120,364
Museum	406,580	4,824	401,755
Other Costs & Income	70,042	80,338 -	10,296
Parks & Play Areas	342,148	3,500	338,648
Planned Maintenance	135,846		135,846
Planning	14,655		14,655
Strategic Planning	71,987		71,987
Street Furniture	56,277		56,277
Toilets	78,823	3,026	75,797
Tourism & Marketing	124,953	1,200	123,753
Youth Activities	75,741		75,741

TOTAL 2,494,932 183,989 2,310,943

TOTAL BUDGET REQUIRED £ 2,310,943

Actual Budget 2020/2021

£ 2,567,270 Difference from £ 256,327

Difference from October Predicted Yr End Figures produced £ 127,236

Includes CIL monies received	£	77,636
Includes Community Grants not spent	£	30,000
Includes various other over and underspends	£	19,600

£ 127,236

Weston super Mare Town Council

BUDGET 2 - 2021/2022

Cost Code	Expenditure	Income	Net
Allotments	16,744	-	16,744
Blakehay Theatre	209,181	103,171	106,010
Capital Projects	145,000	-	145,000
Civic Support	76,949	-	76,949
Community Services	517,103	-	517,103
Environmental	124,477	-	124,477
Democratic Representation	161,226	-	161,226
Milton Road Cemetery	193,250	67,250	126,000
Museum	459,415	108,615	350,800
Other Costs & Income	43,385	3,000	40,385
Parks & Play Areas	344,997	37,000	307,997
Planned Maintenance	128,562		128,562
Planning	13,779		13,779
Strategic Planning	82,619	7,624	74,995
Street Furniture	56,590	4,356	52,234
Toilets	63,958	-	63,958
Tourism & Marketing	175,805	17,900	157,905
Youth Activities	78,859		78,859

TOTAL 2,891,898 348,916 2,542,982

TOTAL BUDGET REQUIRED £ 2,542,982

Actual Budget 2020/2021

£ 2,567,270 Difference from £ 24,288

Weston super Mare Town Council

Budget 2021 / 2022 Precept requirement and Band D information

Column2 Column3

TOTAL BUDGET REQUIREMENT

£ 2,542,982

PRECEPT 2021/2022

2020/2021 Precept information

2,567,270

Precept for 2020/2021

Difference -£ 24,288

Band D information

2021/ 2022 Band D Equivalent *

25,850.60

2021 /2022 NSC
FIGURES

WSMTC COSTS -Band D per household
(on actual precept requirement)

£ 98.37

Cost Per band D 2020 / 2021

£ 98.37

Difference in cost to Band D from 2020 /2021

£ 0.00

* Band D Properties 2020 / 2021

26,099

Band D Properties 2021 / 2022

25,850.60

0.00%

Difference

- 249 Properties

CENTRAL SERVICES

Committee: Policy & Finance
Department: Central SERVICES
Charge Code: 102

Code	Expenditure	Budget		Revised Covid	Year End	Budget	
		2020	2021	Budget	Prediction	2021	2022
			October	2020	at Month 8		
4000	Staffing Costs	308,369		308,369	328,901	347,666	
4006	NSC / IT Payroll Hr Software	2,700		2,700	2,700	5,254	
4007	Ellis Whittam Personnel	1,800		1,800	1,800	1,836	
4008	CRB / Personnel Checks	2,000		1,000	500	1,000	
4009	Ellis Whittam H & S	2,500		4,662	4,662	4,500	
4012	Travel & Subsistence	650		100	50	500	
4013	Training	7,500		7,500	4,000	6,383	
4019	WSMTC Website Costs *	5,000		5,000	200	1,000	
4030	Equipment Purchase	500		500	500	500	
4031	Equipment Rental	5,500		5,500	7,578	7,720	
4034	Equipment Repairs	500		250	-	500	
4035	Telephone	4,400		3,512	3,359	4,000	
4036	Stationery	3,000		1,500	1,500	1,750	
4038	Recruitment Advertising	4,000		2,000	1,000	2,500	
4040	Audit & Accountancy	6,000		6,000	6,000	6,000	
4041	Fees, Subs & Conferences	4,360		2,200	1,500	1,800	
4042	Postages	3,000		6,000	7,421	7,000	
4043	Ink Cartridges (Printing)	1,500		1,500	1,150	1,500	
4044	Insurance	13,600		11,327	11,327	11,500	
4049	Legal Fees	5,000		5,000	5,000	5,000	
4107	IT Support & Upgrade*	29,002		29,002	29,002	32,323	

4151	Catering / Sundry	3,000	724	750	1,500.00
	Total Expenditure	413,881	406,146	418,899	451,732

* It Support contract Citrix - & IT inc local IT Contract
4 x New pcs @ 350 per

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Budget 2020 2021	Year End Prediction at Month 8	Budget 2021 2022
243593	215,386	332,094
0		
6500	1,500	8,594
3000	3,000	2,000
13499	13,499	13,769
2000	1,000	3,000
6000	2,780	7,500
4300	5,482	8,725
15700	23,213	20,954
2000	2,000	4,500
1000	849	2,160
4500	5,000	5,500
6552	6,552	8,052
0	-	-
6000	600	6,000
314,644	280,861	422,848

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GROVE HOUSE

Committee: Policy & Finance

Department: Grove House *

Charge Code: 103

Code	Expenditure	Budget 2020 2021	Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget 2021 2022
4014	PPE	-	1,065	1,500	2,000
4030	Equipment Purchase	1,000	-	250	1,000
4102	NNDR	5,390	5,390	5,390	5,552
4104	Utilities - Water	150	150	150	200
4105	Utilities - Heat & Light	3,638	3,500	2,552	2,628
4109	Alarm system	600	600	758	800
4110	Cleaning Materials	5,486	3,644	3,867	250
4111	Window Cleaning	113	100	60	100
4114	Refuse Removal	800	800	600	800
	Total Expenditure	17,177	14,184	13,627	11,330

* Noting G/Lodge Merged with GH pre April 2021

** Change from contract cleaning to inhouse prvision shared with Blakehay

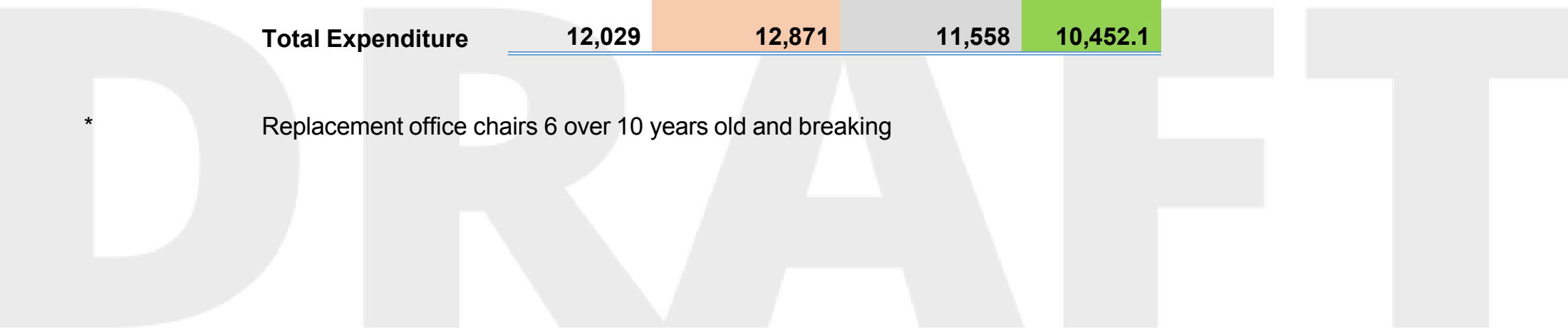
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GROVE LODGE

Committee: Policy & Finance
Department: Grove Lodge
Charge Code: 104

Code	Expenditure	Budget		Revised Covid Budget October 2020	Year End Prediction at Month 8	Budget	
		2020	2021			2021	2022
4014	PPE	-		215	350	350	
4030	Equipment Purchase*	1,000		200	100	1,000	
4102	NNDR	2,257		2,257	2,257	2,302	
4104	Utilities - Water	439		600	450	450	
4105	Utilities - Heat & Light	1,120		2,000	1,120	2,000	
4109	Alarm system	600		600	300	600	
4110	Contract cleaning	2,500		2,314	2,371	-	
4111	Window Cleaning	113		100	60	100	
4132	Rent	5,000		5,000	5,000	5,000	
Total Expenditure		12,029		12,871	11,558	10,452.1	

* Replacement office chairs 6 over 10 years old and breaking



Central Services - Reallocation 2021/2022

BUDGET 2 - REALLOCATION

<u>Central Services Staffing Costs</u>	<u>Percentage</u>	<u>Budget</u>
Cost Centres		347,666
Allotments	1.20%	4,172
Blakehay Theatre	7.29%	25,345
Community Services	7.65%	26,596
Civic Support	5.64%	19,608
Democratic Representation	27.18%	94,496
Environmental	3.91%	13,594
Milton Road Cemetery	3.92%	13,629
Museum	8.65%	30,073
Parks & Play Areas	3.65%	12,690
Planning	2.91%	10,117
Planned Maintenance	3.92%	13,629
Strategic Planning	11.11%	38,626
Street Furniture	3.11%	10,812
Toilets	2.29%	7,962
Tourism	5.56%	19,330
Youth Activities	2.01%	6,988
	100.00%	347,666

<u>Central Services Overhead</u>	<u>Percentage</u>	<u>Budget</u>
Cost Centres		104,066
Allotments	1.20%	1,249
Blakehay Theatre	7.29%	7,586
Community Services	7.65%	7,961
Civic Support	5.64%	5,869
Democratic Representation	27.18%	28,285
Environmental	3.91%	4,069
Milton Road Cemetery	3.92%	4,079
Museum	8.65%	9,002
Parks & Play Areas	3.65%	3,798
Planning	2.91%	3,028
Planned Maintenance	3.92%	4,079
Strategic Planning	11.11%	11,562
Street Furniture	3.11%	3,236
Toilets	2.29%	2,383
Tourism	5.56%	5,786
Youth Activities	2.01%	2,092
	100.00%	104,066

451,732

Grove House / Grove Lodge - Reallocation 2021/2022

BUDGET 2 - REALLOCATION

<u>Grove House</u>	<u>Percentage</u>	<u>Budget</u>
Cost Centres		11,330
Allotments	1.20%	136
Blakehay Theatre	7.29%	826
Community Services	7.65%	867
Civic Support	5.64%	639
Democratic Representation	27.18%	3,079
Environmental	3.91%	443
Milton Road Cemetery	3.92%	444
Museum	8.65%	980
Parks & Play Areas	3.65%	414
Planning	2.91%	330
Planned Maintenance	3.92%	444
Strategic Planning	11.11%	1,259
Street Furniture	3.11%	352
Toilets	2.29%	259
Tourism	5.56%	630
Youth Activities	2.01%	228
	100.00%	11,330

Central Grounds Maintenance - Reallaoation 2021/2022

BUDGET 2 - REALLOCATION

<u>Grounds Staffing costs</u>	<u>Percentage</u>	<u>Budget</u>
Cost Centres		332,094
Allotments	1.67%	5,546
Blakehay Theatre	1.00%	3,321
Civic Support	0.17%	565
Community Services	33.54%	111,384
Demographic	2.08%	6,908
Environemental	1.41%	4,683
Milton Road Cemetery	34.58%	114,838
Museum	1.00%	3,321
Parks & Play Areas & EMRRP	14.17%	47,058
Strategic Planning & Quarry	1.54%	5,114
Street Furniture	7.50%	24,907
Toursim	0.83%	2,756
Toilets	0.51%	1,694
	100.00%	332,094

<u>Grounds Overhead</u>		<u>Budget</u>
Cost Centres		90,754
Allotments	1.67%	1,516
Blakehay Theatre	1.00%	908
Civic Support	0.17%	154
Community Services	33.54%	30,439
Demographic	2.08%	1,888
Environemental	1.41%	1,280
Milton Road Cemetery	34.58%	31,383
Museum	1.00%	908
Parks & Play Areas & EMRRP	14.17%	12,860
Strategic Planning & Quarry	1.54%	1,398
Street Furniture	7.50%	6,807
Toursim	0.83%	753
Toilets	0.51%	463
	100.00%	90,754

Total Re-charge **422,848**

7. EMR for the year 2021 2022 - first draft

To be approved at Town Council meeting January 2021

No	Description	Nominal Code	Balance @ 15.01.2021	Added from Revenue Budget 2020 / 2021 Provision	Added from Received Income 2020 / 2021	Added from General Reserves 2020/ 2021	Returned to General Reserves	Spend in year 2020 / 2021 @ Month 9 (YTD)	Estimated Balance / Requirement - EMR 2021/2022
1	Armed Forces Affiliation	8001	£ 3,762	£ -	£ -	£ -	£ -	£ -	£ 3,762
2	Park & Play Area Refurb /EMRRP	8002	£ 7,500	£ -	£ -	£ -	£ -	£ 7,500	£ -
3	Election Costs	8003	£ 7,500	£ 15,000	£ -	£ -	£ -	£ -	£ 22,500
4	Blakehay Live Shows	8004	£ 3,468	£ -	£ -	£ -	£ -	£ -	£ 3,468
5	Milton Road Cemetery	8008	£ 2,016	£ -	£ -	£ -	£ -	£ -	£ 2,016
6	Buy A Block Fund raising campaign Phase 2	8009	£ 1,186	£ -	£ 77	£ -	£ -	£ -	£ 1,263
7	Blakehay Theatre Vols Fundraising	8011	£ 1,567	£ -	£ 56	£ -	£ -	£ -	£ 1,623
8	Museum Roof Repairs (Spring 2020)	8013	£ 82,400	£ -	£ -	£ -	£ -	£ 69,531	£ 12,869
9	Museum Phase 2 Fund & HLF balance	8014	£ 8,467	£ 18	£ -	£ -	£ -	£ 2,326	£ 6,160
10	Grit Bins	8017	£ 3,735	£ -	£ -	£ -	£ -	£ -	£ 3,735
11	Capital Projects	8018	£ 69,545	£ 145,000	£ -	£ -	£ -	£ 5,800	£ 208,745
12	Old Mill Way Allotment (only)	8019	£ 20,568	£ -	£ -	£ -	£ -	£ -	£ 20,568
13	PPM & EMRRP- Compliance	8020	£ 18,676	£ 145,000	£ -	£ -	£ -	£ 15,000	£ 148,676
14	Know Your Place Grant (rename)	8021	£ 3,656	£ -	£ -	£ -	£ -	£ -	£ 3,656
15	Civic Event Budget	8022	£ 5,205	£ -	£ -	£ -	£ -	£ -	£ 5,205
16	CIL Receipts	8023	£ 104,601	£ -	£ 77,636	£ -	£ -	£ -	£ 182,237
17	Environmental Climate Change	New Code	£ -	£ 97,293	£ -	£ -	£ -	£ -	£ 97,293
			£ 343,852	£ 402,311	£ 77,769	£ -	£ -	£ 100,157	£ 723,775

Members are requested to

- 1 Approve the recognised first draft Earmarked Reserve requirements for the year 2021 / 2022
- noting final figures will be available at the year end and will go to P & F in April 2021

Recognised estimates for Earmarked Reserves for the year Ending 31.03.20 & identified requirements for 2020/ 2021

No	Description	Nominal Code	Balance @		Movement in Year	Purpose / Description of EMR	EMR 2021/ 2022 £
			31.03.20	Added from General Reserves / Budget / received Income 2017 / 2018			
1	Armed Forces Affiliation	8001	£ 3,762	No movement in Year @ Month 11 2019/2020	£ -	Future provision for Affiliation expenses / events with 40 Commando - RM	£ 3,762
2	Park & Play Area Refurbishment/EMRF	8002	7,500	Retention figure for Conniston Green Play Area - Paid in year	-£ 7,500		£ -
3	Election Costs	8003	£ 7,500	£7,500 provision from Revenue provisions Per year as per resolution	£ 15,000	Election costs provision	£ 22,500
4	Blakehay Live Shows	8004	£ 3,468		£ -	No spend in year due to COVID (Provision from 18/19)	£ 3,468
5	Milton Road Cemetery	8008	£ 2,016		£ -	Remaining funds for childrens memorial area as donated -£16 £2000 for Memorial Benches	£ 2,016
6	HLF Fundraising (Local / Buy a Block)	8009	£ 1,186	Movement in year for relaunch Phase 2 scheme	£ 77	Balance of monies raised in year for Phase 2 19/20	£ 1,263
7	Blakehay Theatre Vols Fundraising	8011	£ 1,567	Donations received during 2019/ 2020	£ 56		£ 1,623
8	Museum Roof Repair Spring 2020	8013	82400	Museum Roof Repairs undertaken 2020	-£ 69,531	Balance not invoiced @ 15.01.2021	£ 12,869
9	Museum Phase 2 Fund & HLF balance	8014	£ 8,467	HLF awarded monies and activity Plan spend in 2020	-2325.5	HLF awarded monies and activity Plan balance Donations received for Phase 2 works via Museum Fundraising	18 £ 6,160
10	Grit Bins	8017	£ 3,735	Balance with no increase from 2019 / 2020	£ -		£ - £ 3,735
11	Capital Projects	8018	£ 69,545	Cemetery Wall Repair Provisions Blakehay Theatre Electric Upgrade (Previous years provision)	£ 9,545 £ 60,000	Blakehay Theatre Upgrade of Electrics (3 Year Provision from 20/21) Blakehay Electrics spend in year 2020/2021 CCTV Provision not invoiced as at 15.01.21 Cemetery Wall 50%	£ 30,000 -£ 5,800 £ 100,000 £ 15,000 £ 208,745
12	Old Mill Way Allotment (only)	8019	£ 20,568			EMR for Old Mill Way Nature Reserve and Maintentance Prov	£ 20,568
13	PPM & EMRRP- Compliance	8020	£ 18,676	Spend in year	-£ 15,000	Committed expenditure from PPM works approved 2020/21 Not completed £ 45,000 Committed expenditure from EMRRP works approved 2020/21 Not completed £ 100,000	£ 148,676
14	Know Your Place (Grant Award)	8021	£ 3,656	Know Your Place Grant (Museum) £1000 Staff sals & £2656 Activity			£ 3,656
15	Civic	8022	£ 5,205	Civic Events provision for 2020/2021 not spend in prior year (Covid)	£ -	Balance Transferred for use in 2020 / 2021 for cancelled Mayoral events	£ 5,205
16	CIL Receipts	8023	£ 104,601		£ 77,636	Cil Receipts for 2020 / 2021= 77636	£ 182,237
17	Environmental / Climate change	New Code	£ -	19/20 Provision not spent but needed for Road Map changes	£ 97,293	Balance of unspend rev provision 2020/2021 @ 15.01.201	£ 97,293
2019 /2020 Provision			£ 343,852			2020/2021 EMR Requirement	£ 723,776

7. Town Council Meeting 25th January 2021

Weston-super-Mare Town Council Ear Marked Reserves 2021 / 2022 Supplementary Report

Written by the Deputy Town Clerk / RFO, Sarah Pearse

The council sets its Earmarked Reserves (EMR) provision for the forthcoming year annually.

EMR's are reserves allocated to a specific project or need. The year (2020/2021) has seen the COVID pandemic and restrictions affect the ability to proceed as planned and has resulted in a number of projects being significantly delayed or having not yet completed as originally planned. Nether less the works are still deemed necessary and as such the EMR requirement for 2021 / 2022 reflects this need and as such is higher than previous years. It is anticipated that as restrictions ease works will be able to commence and conclude within the year 2021 / 2022, and levels should then return to a more consistent level seen in previous years. (at member's discretion).

As always there is an explanatory sheet that accompanies the reserves that shows in more detail what the provisions are for on the accompanying spreadsheets.

There is a requirement for EMR to be approved by Town Council and as such members are requested to do so accordingly.

To aid understanding further a written summary detailing the main increases to the reserves is provided below:

Capital Works - £208,745

CCTV- This includes the provision for the CCTV upgrade which is nearing completion at the point of writing this report, but until complete fully will not be paid, in the event that works are completed prior to 31.03.21 the provision of £100,000 will be removed from the EMR value.

Blakehay Theatre Electrical Upgrade, - the tender for these works is now out and is due to be approved at P & F in February 2021. Therefore, there is a need to still hold the £90,000 that has been accumulated for these works (over the last 3 years). It is envisaged they will be spent in full during 2021 / 2022 alongside the CRF fund works as previously reported to the Heritage Arts and Culture committee

Environmental / Climate Change - £97,293

The Council and Climate Change working group now have a Carbon Neutral Road Map following works undertaken during 2020/2021 by the environmental consultant to achieve its ambition to become carbon neutral by 2030. The recommendations within this report include the ability to put Solar Panels on the following council buildings and it is suggested these are done in the following order:

- Weston Museum
- Grove House

- Blakehay Theatre (due to works for the CRF Fund ventilation system)

In order to do these works the revenue provision for 2020/2021 will need to be placed in a EMR. Officers are now working on the procurement of this ambition and working to build a specification for tender following quotes previously received as a guide. There will also be the need to gain necessary planning and conservation permissions alongside further structural building assessments.

PPM & EMRRP - £145,000

PPM (Planned Preventive Maintenance Programme- for council assets) £45,000, orders have been placed as per the approved schedule but are yet to be completed. As with the CCTV provision this balance may well reduce by the 31.03.2021 and the EMR suggested will be reduced in recognition of this as necessary.

EMRRP (Essential Maintenance, Repair and Replacement Programme – for Parks and Play Areas). £100,000. The replacement programme for the year 2021 / 2022 has been delayed due to the restrictions of COVID instead there has been a more robust focus on maintaining and keeping the play areas open to ensure these essential outdoor facilities have been available throughout the pandemic. There is ambition to create a purpose built facility for disabled children and as such the replacement value of £100,000 would allow this to happen.

CIVIC - £5,205

Whilst this provision is for a relatively small amount it was put aside to allow previously cancelled mayoral events in 2019 /2020 to occur after COVID. There is still uncertainty in relation to how events will occur during 2021 / 2022 and as such members may feel it prudent to allow this provision to remain for the forthcoming year. This will allow for any additional costs or events to be planned with any remaining balance at 31.03.22 being returned to general reserves.

Members are request to

1. To approve the first draft earmarked reserves for the year 2021 / 2022 and approving that Policy & Finance Committee receive and approve final estimates at its meeting in April 2021.
2. To approve the increased provisions as detailed in the above report for the following areas:
 - a) Capital Works
 - b) Environmental / Climate Change – Solar provisions
 - c) PPM for planned works & EMRRP for the creation of a purpose built disabled play provision. (venue to be confirmed)
 - d) Civic Events – provision in light of COVID pandemic

8. Town Council Meeting 25th January 2021

Weston-super-Mare Town Council Ear Marked Reserves 2021 / 2022 Supplementary Report

Written by the Deputy Town Clerk / RFO, Sarah Pearse

Members will be aware of Ellenborough Park West becoming part of the council's asset portfolio and the works that have now been undertaken to enable the park to be open to the public alongside its previous use by Corpus Christi school.

As previously reported Ellenborough Park West will become a 'Wellbeing' park for use primarily by the community of Weston super Mare. With this in mind and following on from research and works undertaken by the grounds department (Fay Powell & Zoe Scott) there is recognition that this space could be used to hold various events and classes such as Yoga and meditation as well as community fetes and other community events.

Research into other similar areas and charges has been undertaken as follows:

Table showing charges for similar park use:

	South Gloucester Council	Bromsgrove Council	Dover Council	Newport Council
Non-commercial community event	£125.90 per day or £17.99 per hr	£106 per day	£47 per day	£104 per day
Registered Charity event	£72 per day or £10.29 per hr	£74 per day	£47 per day	£52 per day
Commercial Small event (under 1000 people)	£206.50 per day or £29.50 per hr	£378 per day	£176.50 per day	£520 per day
Commercial large event (over 1000)	£607 per day or N/A per hr	£472 per day	£575 per day	£520 per day

It should be noted that whilst this is helpful to understand similar charges, this will be a new project for Weston and as such the provisions should be monitored within the year 2021 / 2022 in light of the COVID pandemic and should also have ability to be reviewed or added to as necessary. The 50% discount afforded to the Town Clerk / Deputy Town Clerk would apply to this charge as with other services previously approved.

Suggested charges for the year 2021 / 2022 for Ellenborough Park West

Community Event with no income/or raising funds for a charity – £50 per day

Community Event with income – £100 per day

Hourly charge for classes/workshops/wellbeing (yoga, walking therapy, mediation classes etc. - £10

Members are request to

1. To consider and approve the suggested charges for the year 2021 / 2022 for Ellenborough Park West for inclusion within the council's charges schedule.
2. Approve discretion to the Town Clerk / Deputy Town Clerk to approve further charges within the year if there is demonstrable need, reporting to the Tourism and Leisure Committee as required.