

YEOVIL TOWN COUNCIL

MINUTES of a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 23 November 2010**

(7.00pm – 8.45pm)

Present:

David Recardo - Chairman
Steve Hawker
Andrew Kendall
Tony Lock
Pat Martin
Wes Read

Also Present:

Alan Tawse – Town Clerk

PUBLIC COMMENT

There were no comments from members of the public.

7/287 MINUTES

The Minutes of the previous meeting held on 28 September 2010, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

7/288 APOLOGIES FOR ABSENCE

Apologies for absence were received from Philip Chandler, Clive Davis, Bridget Dollard, Tony Fife, Ian Martin and Alan Smith.

7/289 DECLARATIONS OF INTEREST

Andrew Kendall, Tony Lock, Pat Martin and David Recardo each declared a personal interest in Agenda item 5 (Applications for Grant Aid – South Somerset District Council – Local Strategic Partnership Programme) by virtue of their membership of the District Council.

7/290 CORRESPONDENCE

There were no items of correspondence.

7/291 APPLICATIONS FOR GRANT AID

(a) South Somerset District Council (Local Strategic Partnership Programme)

It was noted that since the publication of the agenda, the Town Clerk had circulated details provided by the applicant of the income and expenditure for the 2010 event and a breakdown of the expenditure for next year's planned event.

RESOLVED that a grant of £1,000 be awarded towards the costs of the Streetfest Yeovil event to be held in July 2011, the costs of which to be met from the 2011/12 Grants Budget. (S.145 of the Local Government Act 1972 – as amended).

7/292 **COUNCIL TAX REFERENDUMS**

The Committee considered the report of the Town Clerk (Agenda item 6 refers).

RESOLVED

that the development outlined in the above report be noted.

7/293 **CAPITAL AND REVENUE RESERVES**

The Committee considered the report of the Town Clerk (Agenda item 7 refers).

The report drew attention to the current level of capital and revenue reserves and indicated that there was some scope within the Capital Fund to finance additional items of a capital nature. However, it was pointed out that this would increase following the capital receipt that would arise from the planned sale of the former Goldcroft Allotment Site.

The Committee noted that last November, the Town Council had agreed that approval be given to the acceptance of the highest bid received for the disposal of the above site subject to the bidder providing formal satisfactory evidence within the following two weeks of their ability to fund the acquisition.

The response had been reported to the December meeting of the Town Council at which it had been agreed that the disposal to the highest bidder be permitted to proceed.

It was further noted that the disposal of the site was proceeding as expected and, following completion of the S.106 agreement, the Planning Authority had issued a planning certificate on 23 July 2010 granting outline planning approval for the residential development of the site.

In accordance with the agreed disposal arrangements, a draft contract had been prepared by the Town Council's solicitor and submitted to the purchaser's solicitor. Following on from the last Town Council meeting, contracts were expected to be exchanged in the near future whereupon the purchaser would apply for detailed planning consent or reserved matters approval within the following two months.

It was pointed out that another potential source of funding was the former ski and activity centre should the Town Council decide to dispose of the freehold as part of the redevelopment proposals.

Members were reminded that Alder King had been instructed to market this site on behalf of the Town Council and, following a meeting between the appointed representatives of the Town Council and Alder King, arrangements had been made for a revised draft development brief to be produced and submitted to the July 2008 meeting of the Town Council for consideration. The final brief had been adopted at that meeting and the property had been marketed and expressions of interest invited.

Details of those received had been reported to the Town Council in March 2009, and Members had approved a process for assessing these bids and reporting back on their respective merits with a view to a final decision being taken by the Town Council in due course on how best to proceed.

All expressions of interest received to date had now been considered by the Steering Group set up to give initial consideration to the matter, and details of the bids received along with their views had been submitted to the Town Council.

Although the bid put forward by the Yeovil Community Church in September 2009 for the redevelopment of the site as a creative arts centre had been supported in principle, the proposal had been unable to be progressed at that time owing to factors beyond the Church's control.

In May 2010, the Town Council had agreed to concentrate on remarketing the property following a review of the current development brief, which was submitted for Members' consideration following the conclusion of the planned investigation by the Council's Property Agent.

The outcome of this exercise had been reported to the October meeting of the Town Council at which approval had been given to Alder King entering into discussions with representatives of the organisation commissioned to prepare an indicative masterplan for the nearby urban village - as part of the emerging Core Strategy (Preferred Options) - with a view to exploring the feasibility of the site being included in the masterplan.

The Council had further agreed that the outcome of these discussions be reported to the December Town Council meeting.

It was indicated that any funding beyond these sources would need to be in the form of a loan from the Public Works Loan Board, applications for which were considered on their individual merits and subject to funding availability.

Turning to ongoing schemes, the Committee was informed that the redevelopment of Milford Hall was almost complete and that the construction work in the new extension was being finalised and new fixtures and fittings were being installed over the coming month. Arrangements had been made for the facility to be serviced by an external cleaning contractor, and a caretaker had been appointed.

It was noted that the delivery of this initiative was being overseen by a Project Management Board, on which the Town Council was represented by Andy Kendall and the Town Clerk.

The Committee further noted that the Town Council had contributed £85,000 (including VAT) towards the project, which had been funded from part of the

loan granted by the Public Works Loan Board (PWLB) towards several key capital projects.

Turning to play areas, Members were reminded of the successful approach that had been made to South Somerset District Council regarding the joint funding of capital improvements to play areas owned by the District Council and managed by the Town Council on its behalf.

Details of the current rolling programme of planned capital improvements were outlined in the report. The District Council had indicated that these figures were based on anticipated match-funding of 50% from the Town Council and that the revised list was a result of a districtwide prioritisation exercise that took into account the overall finance available.

It was noted that the Town Council has not yet made provision to meet the proposed matching contributions totalling £32,500 in 2011/12.

The Committee was reminded that the developer of a nearby new housing scheme had allocated £11,170 towards capital improvements at the Monks Dale Park play area which, when added to the combined pledged allocation of £30,000 from both authorities, had enabled an enhanced scheme in the overall sum of £41,170 to proceed.

A working group, which included representatives of the local community and ward members, had been set up to oversee the delivery of this project and a public consultation exercise had been held at Preston Community School to seek the views of local people on the planned upgrade of the site. A further consultation exercise had also taken place at Preston Primary School and the final designs put forward by the Steering Group had been agreed by the Grounds and General Maintenance Committee.

The Committee was advised that tenders had been sought for the work and the preferred contractor had been appointed. The work was expected to be within budget and was scheduled to start later this month and be completed within eight weeks.

The Town Council had agreed that its share of the cost of this particular scheme would be met from the anticipated capital receipt arising from the planned disposal of the former Goldcroft Allotment Site and, in the event that the receipt was delayed, the contribution be met instead from the General Reserve.

Members noted that the planned upgrade of the Yew Tree Park play area was now complete, despite the adverse weather experienced earlier in the year, and that a formal opening had successfully taken place in May 2010. The total recharge to the Town Council to date of the works involved amounted to £77,742.

The Play and Youth Facilities Officer (SSDC) had identified a number of essential additional works, which were required to be carried out – including the installation of steps leading up to the new feature slide; the installation of additional litter bins and the pointing up of the new dry stone wall to prevent the stones being dislodged. The Grounds and General Maintenance Committee had agreed that the Town Council's contribution towards these

works would be met from the remaining contingency sum included in the combined £160,000 budget for the project.

During the ensuing discussion, reference was made to the need to establish whether the District Council had committed capital funding towards the next stage of the rolling capital programme of play area improvements and whether the costs of the Milford Park scheme could be offset against S106 contributions arising from a nearby housing development.

RESOLVED

- (1) that the position concerning the Capital Fund and the General Reserve be noted;
- (2) that, as a matter of policy, it be agreed that a minimum balance of £80,000 remains uncommitted in the General Reserve to meet any unexpected revenue needs beyond those which could be funded from contingencies over the forthcoming financial year;
- (3) that the current position regarding the rolling programme of play area improvements be noted;
- (4) that the District Council be requested to confirm whether they had committed capital funding towards their share of the planned play area improvements in the 2011/12 capital programme, and their response be reported to the forthcoming Town Council meeting; and
- (5) that the Town Clerk establish whether any of the S106 contributions made by the Yarlinton Housing Group in respect of the recent Milford Road housing development had been allocated to the Milford Park scheme, and his findings be similarly reported.

7/294 POLICY RESOURCES AND FINANCE COMMITTEE REVENUE ESTIMATES 2011/12

The Committee considered the report of the Town Clerk (Agenda item 8 refers).

The Chairman referred to the current year's budget, which was likely to be underspent by £13,067, the reasons for which were set out in the report. It was noted that figure this included an anticipated underspend of £8,780 in the Contingencies budget.

During the ensuing discussion, reference was made to the function of the Finance Working Group and the key advisory role which it played in helping to co-ordinate and make recommendations on the Council's annual budget-setting process.

RESOLVED

- (1) that the reasons for the anticipated underspend in the Policy, Resources and Finance Committee's budget for 2010/11 be noted; and
- (2) that the 2011/12 draft revenue estimates for the Committee, as submitted, be supported.

7/295 **SERVICE COMMITTEE REVENUE ESTIMATES 2011/12**

The Committee considered the report of the Town Clerk (Agenda item 9 refers).

The Chairman drew attention to the Budget Strategy drawn up by the Finance Working Group and explained the reasons for its suggested adoption.

It was noted that, as requested by the Policy, Resources and Finance Committee, the Finance Working Group had met and carried out an analysis of the Town Council's income and expenditure over the past five years.

The results of this exercise had helped to inform the Working Group as they moved to the next stage of their work, which had been to review the income and expenditure for the first six months of the current financial year and to draw up proposed draft estimates for each committee to consider during the November cycle of meetings.

The Finance Working Group had also reviewed the current financial control policy and had developed a strategy to guide committees on how to approach the 2011/12 budget-setting process.

It was noted that in setting recent year's budgets, the Council had drawn attention to the importance of officers and committees making bids for growth to give careful consideration to the impact of such bids on the overall finances of the Council as part of the initial budget process.

With this in mind, the Finance Working Group had met a second time and, taking into consideration known growth bids and inescapable increases, had worked with the officers in drawing up the Committees' draft estimates for 2011/12.

To help co-ordinate the overall budget process, each Committee had once again been asked by the Working Group to keep their expenditure within the suggested maximum limits, with any proposed increases beyond those suggested being matched by reductions elsewhere in their respective draft budgets.

The Working Group had felt this approach would ensure that a balanced and sustainable budget was set for 2011/12. The Chairman indicated that all Committees had agreed to follow this suggested approach.

He added that the Working Group had also proposed that contingencies continued to be included in a separate budget and that bids for the use of these funds be considered once again by the Policy, Resources and Finance Committee. This approach was consistent with the way in which unspent revenue balances were now dealt with and it ensured that all Committees had the same opportunity to put forward bids for additional expenditure during the year.

The Group had also proposed that, to ensure a co-ordinated approach was taken to the use of any unspent allocated budgets, committees wishing to carry forward any underspends to the following financial year seek the approval of the Policy, Resources and Finance Committee.

The Finance Working Group had also provisionally included a further allocation of £20,000 in the 2011/12 estimates towards new initiatives, and had proposed that the service committees put forward bids for the use of this new fund during the next financial year.

Members expressed their support for the adoption of the above outlined strategy and, bearing this in mind, considered each of the Service Committees' draft revenue estimates taking into account the following bids for growth:-

Buildings and Civic Matters Committee

Community Safety (additional provision) £130

To maintain an adequate level of budget provision

Transport Support (additional provision) £2,080

To reinstate budget to 2010/11 level

Members were advised that the Planning and Licensing Committee, which had met on the previous evening, had supported the draft estimates for that Committee.

During the ensuing discussion, Members considered the merits of the bids made by the Buildings and Civic Matters Committee, which totalled £2,210. It was noted that in recent years, the Transport Support budget had been used to meet the costs of providing bus shelters.

It was further noted that since the meeting of the Grounds and General Maintenance Committee, the Young Peoples' Officer (SSDC) had confirmed that the £6,580 included in that Committee's draft estimates for 2011/12 to match the amount in the District Council's budget for the provision of a free open access Holiday Activities Programme for young people in targeted areas of Yeovil, could now be reduced to £4,387 as the Yarlinton Housing Group had now agreed to become equal partners in the project. This would result in a further saving of £2,193 to the Town Council.

The Chairman drew attention to a letter from the Chief Executive of Somerset County Council, a copy of which was attached to the agenda, which invited all town and parish councils in Somerset to put forward suggestions on:

- *Service areas where the County Council and town/parish councils could work together*
- *Service areas at risk where town/parish councils would wish to take on responsibility for running such services – possibly using precepting powers to fund such services at a local level*
- *Local people who might wish to take on responsibility for service areas at risk*
- *The adoption of a Countywide joint authority campaign to reduce the impact of anti-social behaviour and the costs involved in dealing with its effects*

He also drew attention to a recently circulated letter from the Assistant Director – Finance and Corporate Services of South Somerset District Council, which identified the following service areas that were known to be affected by planned budget reductions by the County Council:

- *Verge cutting and shrub bed maintenance*
- *Weed control*
- *Ditch clearing*
- *Youth services*
- *Grants to voluntary groups*

The letter indicated that there might be some areas of work that the District Council could assist with, especially around horticultural maintenance and weed control, which they currently carried out on behalf of the County Council and that town and parish councils might wish to continue being provided albeit at a cost.

During the ensuing discussion, reference was made to the timing of the suggestions made in these letters, which it was felt was too early in the budget process to make provision for funding services currently provided by other local authorities. It was noted that the Town Council now had until 31 January 2011 to set its precept for the 2011/12 financial year.

Moreover, it was pointed out that the Town Council already made a substantial annual contribution to the District Council towards the ongoing maintenance of open spaces and amenity facilities across the Town.

The Chairman indicated that during the course of its deliberations, the Finance Working Group had been mindful of the merits of setting a zero-increase household precept for the 2011/12 financial year and that, on the basis of the draft estimates put forward and taking into account the above-outlined proposed adjustments to the draft budgets of the Grounds and General Maintenance Committee and the Buildings and Civic Matters Committee, this could be achieved with the assistance of a relatively small contribution from the Council's General Reserve. The Committee expressed their unanimous support for this approach.

RESOLVED

- (1) that the Budget Strategy drawn up by the Finance Working Group be noted and supported;
- (2) that approval be given to the inclusion of the above-outlined growth bids in the Buildings and Civic Matters Committee's draft estimates, and the adjustment of the Grounds and General Maintenance Committee' draft estimates to reflect the inclusion of Yarlinton Housing Group as an equal partner in the free open access Holiday Activities Programme;
- (3) that the letters from the Chief Executive of Somerset County Council and from the Assistant Director – Finance and Corporate Services of South Somerset District Council, the timing of which it is felt is too early in the budget process to make provision for funding services currently provided by other local authorities, be noted and, subject to the support of the Town Council, both Authorities be advised accordingly;

- (4) that, with regard to the approach from the District Council, it be further noted that the Town Council already made a substantial annual contribution to the District Council towards the ongoing maintenance of open spaces and amenity facilities across the Town, and that Authority be reminded of this allocation;
- (5) that given the anticipated level of inflation and the ongoing discussions over the future of the former Ski and Activity Centre, the contingencies calculation be set at 5%;
- (6) that the 2011/12 draft revenue estimates for the various Service Committees of the Council, summarised below and attached as spreadsheets to these Minutes be supported and recommended to the forthcoming Town Council meeting for *provisional* adoption along with the allocation of an appropriate contribution towards from the General Reserve, it being noted that this approach would result in a zero-increase in the Town Council's share of the household precept:

Committee	Revenue Estimate
Planning and Licensing	£6,153
Grounds and General Maintenance	£242,913
Promotions and Activities	£92,606
Buildings and Civic Matters	£88,390
Policy, Resources and Finance	£344,187
Total	£774,249

- (7) that the Town Council be recommended to endorse this approach and to fix the Town's precept for 2011/12 at its January 2011 meeting.

7/296 **NEW INITIATIVES BUDGET**

The Committee considered the supplementary report of the Assistant Town Clerk.

Members were advised at the meeting that all of the proposed noticeboards could be included in a single planning application.

During the ensuing discussion, reference was made to the possibility of locating a noticeboard in the Monks Dale area of West Ward.

RESOLVED

- (1) that the matter be noted; and
- (2) that the revised proposals at an estimated cost of £6,770 be supported and referred to the Town Council for approval.

7/297 **RURAL SERVICES – COMMUNITY LED DELIVERY CONFERENCE**

The Committee considered the report of the Town Clerk (Agenda item 10 refers).

RESOLVED

- (1) that the matter be noted; and
- (2) that the invitation to attend the above event be extended to all Members of the Town Council.

7/298 **FINANCIAL STATEMENTS – AUGUST/SEPTEMBER 2010**

The Committee considered the report of the Finance Administrator (Agenda item 11 refers).

RESOLVED

that the Financial Statements and payments therein for the above months be approved.

PUBLIC COMMENT

There were no comments from members of the public.

7/299 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED

that the press and public be excluded from the remainder of the meeting in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

7/300 **SERVICE REVIEW**

The Committee considered the confidential report of the Town Clerk (Agenda item 12 refers).

RESOLVED

- (1) that the developments outlined in the above report be noted; and
- (2) that the outcome of the officers' initial review be awaited.

7/301 **STAFFING ISSUE**

The Committee considered the confidential report of the Town Clerk (Agenda item 13 refers).

RESOLVED

that the developments be noted.

YEOVIL TOWN COUNCIL - ESTIMATES

GROUNDS AND GENERAL MAINTENANCE COMMITTEE										
		YEAR 2009/10			YEAR 2010/11				YEAR 2011/12	
NOTES	Item	Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated	To be
					spent	estimated	over	under		
					30.09.10	spend to 31.03.11	spent	spent		
INCOME 2010/11	Materials and equipment	2,380	1,478	2,040	75	1,000		1,040	1,020	
1/2 Year to 30/09/10	Water Mains Refurbishment/Repairs	1,680	2,440	1,720	0	1,720			1,760	
	Water charges	1,870	2,114	1,910	569	2,300	390		2,350	
Lease	461 Allotment Maintenance (SSDC)	7,000	7,106	7,140	2,838	7,140			7,280	
Taps & Keys	0 Allotment Maintenance (Tenants)	3,000	3,272	3,060	921	3,060			3,120	
Allotment rents	9590 Allotments - Fence Repairs	1,740	1,740	1,780	698	1,780			1,820	
1/2 Year	10051 Milford Hall - Materials and equipment	1,080	1,191	1,100	130	800		300	1,120	
	Leases	250	300	300	0	300			300	
	Goar Knap - Building	1,300	1,069	1,330	607	1,330			1,360	
ESTIMATED INCOME	Newsletter	160	42	160	0	160			160	
2010/11	Best Kept Allotments Competition	380	151	210	0	210			210	
Taps & keys	25 Labour	18,375	14,697	17,000	5,156	12,000		5,000	15,000	
Rent	9782 Vehicle	3,360	6,802	900	300	900			920	
Lease	1844 Protective clothing	160	87	160	26	160			160	
Est 2010/11	11651 Dog Bins	500	74	510	0	510		510	0	
	Open spaces:									
	Open Spaces	130,050	130,050	132,650	33,163	132,650			135,300	
ESTIMATED INCOME	Play Area Repairs/Enhancements	10,300	10,300	10,510	0	10,510			10,720	
2011/12	Country Park	27,650	26,850	28,200	14,100	28,200			28,760	
	Enhancements	0	0	3,000	0	3,000			3,060	
Taps & Keys	25 Milford Hall (including services)	19,130	6,743	19,520	5,128	19,520			19,910	
Rents	9782 Play and Landscape Officer	10,500	10,500	10,710	0	10,710			10,920	
Lease	1844 Holiday Playscheme contribution	7,765	7,765	8,210	0	8,210			4,387	
Est 2011/12	11651 Door Step Green	300	282	310	191	310			320	
	Yew Tree Park - Gate Opening	1,340	1,177	1,370	594	1,200		170	1,200	
	Flagship Play Area - Maintenance	1,500	0	1,530	0	0		1,530	0	
	Total expenditure	251,770	236,230	255,330	64,496	247,680	390	8,550	251,157	0
Notes:								Estimated underspend (-)		-8,160
										242,997
1	Budget prepared on a year on year basis, with adjustments made for previous year's accruals							Estimated 2011/12 income		11,651
2	Water mains refurbishment/repairs budget allocated to meet planned programme of phased improvements									231,346
3	Income of £1,844 pa receivable from lease of land at Higher Ryalls							+ contingencies @ 5%		11,567
										242,913

YEOVIL TOWN COUNCIL - ESTIMATES

PROMOTIONS AND ACTIVITIES COMMITTEE

		YEAR 2009/10		YEAR 2010/11		YEAR 2011/12					
NOTES	Item	Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated required	To be allocated	
					spent	estimated	over	under			
						30.09.10	spend to	spent	spent		
						31.03.11					
INCOME 2010/11	Town Centre Partnership	19,570	19,568	19,960	9,980	19,960				20,360	
1/2 Year to 30/09/10	Christmas Lights	19,000	29,708	19,380	2,550	19,380				19,770	
Festive Lights	Yeovil in Bloom Working Budget	13,880	13,910	14,160	3,542	14,160				14,440	
SSDC	2,000 Yeovil in Bloom Officer	21,350	21,350	21,780	5,445	21,780				22,000	
Traders	0 Town Crier	875	792	890	0	890				900	
Sponsorship	0 Yeovil Open Town Crier Competition	1,740	1,701	1,770	1,656	1,656		114		1,600	
Souvenirs	372 Customised souvenirs	500	0	510	125	510				520	
	2,372 Town Guide/promotional publications	600	0	310	0	0		310		200	
	Town Centre Environmental Improvements	8,000	0	8,000	0	8,000				8,000	
ESTIMATED INCOME	Christmas Lights Competition	60	0	30	20	30				30	
2010/11	Yeovil Flower and Gardeners' Market	3,800	3,768	3,700	3,030	3,700				3,000	
Festive Lights	South West in Bloom Presentations	495	608	0	0	0				0	
SSDC	2,000										
Traders	0										
Sponsorship	0										
Souvenirs	450										
	2,450										
Estimated Income											
2011/12											
Festive Lights											
SSDC	2,000										
Traders	0										
Sponsorship	0										
Souvenirs	200										
	2,200										
	Total Expenditure	89,870	91,405	90,490	26,348	90,066	0	424		90,820	0
Notes:								Estimated underspend (-)			-424
											90,396
1	Christmas Lighting - Expenditure offset by anticipated contribution from SSDC							Estimated 2011/12 income			2,200
2	Town Centre Environmental Improvements budget previously used to help meet costs of Middle Street and Princes Street Enhancement Schemes							+ contingencies @ 5%			88,196
3	Yeovil Town Centre Flower and Gardeners' Market - maximum guarantee against loss (offset by income from sponsorship)										4,410
											92,606

YEovil TOWN COUNCIL - ESTIMATES

BUILDINGS AND CIVIC MATTERS COMMITTEE										
NOTES	Item	YEAR 2009/10		YEAR 2010/11			Estimated		YEAR	
		Allocated	Spent	Allocated	1/2 year spent	Full year estimated spend to	over spent	under spent	Estimated required	
					30.09.10	31.03.11				
INCOME 2010/11	Yeovil Town Band - Sponsorship	3,500	3,500	3,500	3,500	3,500			3,000	
1/2 Year 30/09/10	Litter/Grit bins	600	0	610	431	610			620	
Monmouth Hall 3,593	Monmouth Hall	21,630	18,364	17,000	5,753	15,000		2,000	15,200	
SCC deleg functions 0	Town House (excluding services)	5,170	5,629	5,270	3,203	6,300	1,030		6,420	
Library 0	Town House - business rates	8,400	8,366	9,200	5,464	9,200			9,380	
	Town House - water charges	250	289	290	112	290			300	
1/2 year 3,593	Town House - electricity	1,700	911	1,840	1,861	2,640	800		1,500	
	Town House - gas	1,365	1,470	1,630	868	1,600		30	1,400	
	Town House - repairs and maintenance	3,000	2,424	5,060	4,666	5,900	840		3,000	
	Civic Items (Town Twinning)	400	39	210	0	210			210	
ESTIMATED INCOME	Sports Development Officer (SSDC)	2,000	2,000	2,000	0	2,000			2,000	
2010/11	War memorials	280	0	290	1,340	2,280	1,990		300	
Monmouth Hall 6,000	Public noticeboards	280	145	290	30	290			300	
SCC deleg functions 4,000	Community safety	4,290	4,188	4,380	481	4,380			4,600	
Library 2,600	CCTV	26,750	26,750	30,000	15,000	30,000			30,000	
	Millennium Clock	600	380	250	251	251	1		260	
Yr to 31/03/11 12,600	Transport support	4,000	5,126	4,080	0	2,000		2,080	4,080	
	Public toilets	18,000	9,524	18,360	6,991	16,000		2,360	16,320	
ESTIMATED INCOME										
2011/12										
Monmouth Hall 6,200										
SCC deleg functions 4,000										
Library 2,700										
Est. 2011/12 12,900										
	Total expenditure	102,215	89,105	104,260	49,951	102,451	4,661	6,470	98,890	
Notes										
									Estimated underspend (-)	
1	Transport Support budget to meet cost of contributions towards new bus shelters and related matters								Estimated 2011/12 income	
2	Public toilets budget to meet ongoing costs of servicing and maintaining replacement public toilets in Peter Street Car Park								+ contingencies @ 5%	

YEOVIL TOWN COUNCIL - ESTIMATES

POLICY RESOURCES AND FINANCE COMMITTEE

NOTES	Item	YEAR 2009/10		YEAR 2010/11					YEAR 2011/12	
		Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated required	To be allocated
					spent	estimated	over	under		
					30.09.10	31.03.11	spent	spent		
Income	Grants	20,000	15,875	20,000	4,950	20,000			20,000	
2009/10	Insurance	8,925	8,165	8,300	8,863	8,863	563		9,040	
	Telephone	2,100	2,358	2,150	1,173	2,150			2,200	
Investment Int	Postage	4,200	4,374	4,290	1,500	3,500		790	3,570	
	Stationery/supplies	5,400	4,797	5,100	2,416	4,800		300	4,900	
	Furniture, office equipment & servicing	5,825	4,003	4,700	1,569	3,700		1,000	3,780	
Income 2010/11	Advertising	680	2,372	700	197	700			710	
1/2 Year to 30/09/10	Audit fees	3,675	3,081	3,750	821	3,500		250	3,570	
	Prof. fees/subs	5,000	5,200	5,100	3,312	5,100			5,200	
Investment Int	Books/periodicals	400	82	200	331	400	200		200	
	Salaries	168,000	169,724	170,340	82,772	170,340			172,050	
	Mayoral allowance	8,220	8,220	8,380	8,380	8,380			8,380	
	Courses/conferences	5,400	2,284	5,510	640	2,500		3,010	5,000	
	Costs of Democracy	25,200	23,288	24,790	11,434	24,790			25,290	
Estimated Income	Regalia	630	66	650	1,293	1,500	850		660	
2010/11	Youth Council	1,220	164	1,250	454	1,250			1,270	
	Best Value	3,000	1,890	2,550	1,789	2,000		550	2,040	
Investment Int	Fixed Asset Valuation	0	0	0	0	0			0	
	NVQ Trainee Administrator	4,360	4,293	5,200	2,737	5,200			5,300	
	Franking Machine	450	461	510	386	510			520	
Estimated Income	PC Support	7,000	5,934	7,140	2,832	7,140			7,280	
2011/12	Delivery of Yeovil Vision	20,000	20,000	10,000	0	10,000			10,000	
	Yeovil Shopmobility	5,000	5,000	5,100	5,100	5,100			5,200	
Investment Int	PWLB Loan Repayments	32,211	15,351	30,704	15,352	30,704			30,704	
	New Initiatives Fund	0	0	20,000	0	20,000			20,000	
	Contingencies	43,180	30,513	43,780	19,780	35,000		8,780		
	Total Expenditure	380,076	337,495	390,194	178,081	377,127	1,613	14,680	346,864	0
Notes:										
								Estimated underspend (-)		-13,067
										333,797
1	Investment income set to reflect anticipated interest rates							Estimated 2011/12 income		6,000
2	Capital Fund commitments set out elsewhere on the agenda									327,797
3	PC Support budget extended to include Members' PC support and internal/external broadband connections							+ contingencies @ 5%		16,390
4	Costs of Democracy budget set to reflect anticipated Members' allowances									344,187
5	Salaries budget adjusted to meet anticipated national pay awards, Employer's pension contributions and previously agreed increments									
6	Regalia budget to meet rolling programme of civic robe refurbishment and repairs									
7	Contribution towards Yeovil Vision budget to be confirmed									
8	PWLB loan repayments reflect estimated costs of servicing £265,000 ten-year loan to meet costs of replacement Town Centre public toilets and contribution towards upgrade of Yew Tree Park Play Area and redevelopment of Milford Hall									