

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 25 November 2008**

(7.00pm – 8.55pm)

Present:

Tony Lock - Chairman
Philip Chandler
Bridget Dollard
Tony Fife
Dave Gooding
John Grana
Dave Greene

Steve Hawker
Andrew Kendall
Pat Martin
Tom Parsley
Wes Read
David Recardo
Alan Smith

Also Present:

Alan Tawse – Town Clerk
Peter Gubbins – Yeovil Central Ward

PUBLIC COMMENT

There were no comments from members of the public.

7/127 MINUTES

The Minutes of the previous meeting held on 30 September 2008, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

7/128 APOLOGIES FOR ABSENCE

Apologies for absence were received from Clive Davis.

7/129 DECLARATIONS OF INTEREST

Bridget Dollard, Tony Fife and Andrew Kendall each declared a personal and prejudicial interest in respect of Agenda Item 5 (Applications for Grant Aid – Yeovil Twinning Association) by virtue of their membership of the organisation. Tom Parsley declared a personal interest in the same agenda item in view of his appointment as a Town Council representative on the Management Committee of the Association.

7/130 CORRESPONDENCE

There were no items of correspondence.

7/131 APPLICATIONS FOR GRANT AID

(a) Somerset Area Cruse Bereavement Care

RESOLVED that a grant of £750 be awarded towards the organisation's annual running costs (S.137 of the Local Government Act 1972 – as amended).

(b) South Somerset Mind

RESOLVED that the application be deferred pending clarification of the following matters:-

- (i) How has the present deficit in the accounts arisen?
- (ii) What assurances can the applicant give that satisfactory systems, procedures and management arrangements are in place to avoid a repetition of recent events in the future?

(c) Breatheability

RESOLVED that a grant of £1,000 be awarded towards the hire of premises and the costs of monthly meetings. (S.137 of the Local Government Act 1972 – as amended).

(d) Yeovil Day Centre

RESOLVED that, subject to the applicant obtaining any necessary planning consents, a grant of £500 be awarded towards the costs of new signs for the South Street and Union Street sides of the building. (S.137 of the Local Government Act 1972 – as amended).

(John Grana requested that his vote against the passing of the above resolution be recorded)

(e) Yeovil Twinning Association

(Bridget Dollard, Tony Fife and Andrew Kendall, each having declared a personal and prejudicial interest in the above matter, left the room during its consideration and took no part in the discussion or voting thereon).

During the ensuing discussion, Members considered the merits of the timing of the application and the purpose for which financial assistance was being sought.

Attention was drawn to the current balances of the Association, which it was pointed out would cover the anticipated costs of the 2009 inward visits.

It was noted that this had been acknowledged by the Association and, in light of this factor, it was suggested that the application be deferred and reconsidered nearer the date of the 2010 inward visit.

Reference was made to the role of the Association, and the role of the Town Council in twinning activities. It was further noted that the Town Council had contributed to the civic aspects of town twinning on a

number of occasions, and made provision for meeting various costs associated with civic visits.

Whilst it was accepted that the Association co-ordinated exchange visits and administered twinning activities, it was felt that the ongoing role of the Town Council should be formally clarified to help identify the type of support that might be considered appropriate. It was also felt that the steps being taken by the Association to help promote the Town should also be identified.

Attention was drawn to the origins of the Twinning Association and the manner by which it had developed and had been supported by the Town Council over the years.

RESOLVED

- (1) that the application be deferred until the next meeting of the Committee and, in the meantime, the Association be requested to provide the following additional information:
 - the programme of activities organised for visitors during the last three inward visits;
 - the location of the Association's membership base;
 - details of the measures being taken by the Association to promote Yeovil in its activities;
 - a breakdown of the administrative costs of the Association;
 - clarification of the purposes for which grant assistance was being sought; and
- (2) that the Mayor, the Chairman of the Policy, Resources and Finance Committee, the Vice-Chairman of the Buildings and Civic Matters Committee and the Town Clerk meet with representatives of the Association ahead of the next meeting of the Committee with a view to identifying a positive way forward.

(John Grana requested that his vote against the passing of the above resolutions be recorded)

7/132 MILFORD HALL REDEVELOPMENT

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

RESOLVED

- (1) that the matter be noted; and
- (2) that the support of the Buildings and Civic Matters Committee for the Town Council making a contribution of £85,000 towards the project in 2009/10 be noted, and the funding options be explored later in the meeting along with the funding of the other capital bids.

7/133 **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 was reminded that the Town Council had secured a resolution from the Planning Authority to grant outline planning permission for general housing development on the site with a 35% affordable housing element.

It was noted that the Town Council had recently accepted the highest bid received for the land and that discussions were continuing between the prospective purchaser and the Town Council's agents with a view to concluding the disposal at an early date.

RESOLVED

that the press and public be excluded from part 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.

(During the closed session, the Town Clerk gave details of recent developments that had taken place concerning the disposal of the former Goldcroft Allotment Site, and indicated that a further progress report would be made to the forthcoming meeting of the Town Council).

At the end of the closed session, the press and public were re-admitted to the meeting, and 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.

The Committee was informed 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 meeting of the Town Council for consideration. The final brief had been adopted at that meeting and the property was currently being marketed.

It was pointed out that alternatively, revenue provision could be made for schemes in the relevant Committee's estimates.

Any funding beyond these sources would need to be in the form of a loan from the Public Works Loan Board (PWLB), applications for which were considered on their individual merits and subject to funding availability.

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.

Turning to the future, District Council officers had previously reviewed the planned programme of improvements and it had been agreed that all outstanding schemes be phased over the period 2008/09 to 2012/13, details of which were set out in the report.

The Committee was reminded that it had already noted the position concerning the ongoing programme of Play Area Improvements and had agreed that the financing of the proposed programme be further considered at a future meeting when the District Council's share of the funding had been agreed. However, owing to changes in the District Council's capital planning process, this had not been possible as each year's proposed SSDC contribution now needed to be the subject of a separate bid.

The bid for the next scheme (Yew Tree Park) which was due to have been carried out in 2008/09, had been delayed until 2009/10 to enable a public consultation exercise to be carried out. The District Council had allocated £80,000 towards this scheme and it was anticipated that the Town Council's matching contribution would be met from the proceeds of the sale of the former Goldcroft Allotment site.

In the event that the capital receipt from the sale of the land was delayed beyond the required payment date, the Town Council had agreed, in principle, to their contribution being met instead by way of a loan from the PWLB – the amount and duration of which to be considered by the Policy, Resources and Finance Committee and determined by the Town Council.

In response to a request made at the last meeting of the Grounds and General Maintenance Committee, the Play and Youth Facilities Officer had agreed to meet with South Ward Members and the Town Clerk to discuss the designs for the play area, the development brief and the outcome of the public consultation exercise.

The outcome of their discussion had been summarised in a note of the meeting that had been circulated to all Members of the Committee. In summary, the Members who had attended the meeting had expressed their support for the project, the public consultation process, the project brief and the design brief.

The Senior Youth and Play Facilities Officer had since confirmed that the funds allocated by that Authority towards the project could be carried forward if the scheme were delayed into the following financial year.

It was further noted that the funding of the play area improvement schemes planned for 2009/10, which amounted to £40,000, had yet to be discussed and agreed between the two authorities.

Turning to possible loan arrangements, it was noted that impending commitments on the Capital Fund included proposed contributions towards the upgrading of the play area at Yew Tree Recreation Ground (£80,000) and the provision of replacement public toilets in the Town Centre (£100,000).

South Somerset District Council (SSDC) had confirmed its intention to make the following capital contributions towards these two projects:

- Yew Tree Recreation Ground £80,000 (50% matching contribution)
- Replacement public toilets up to £150,000

As previously reported, Somerset County Council had confirmed that the Town Council's application for LAA funding towards the replacement public toilets had been successful, and a contribution of £46,485 had been awarded earlier this year, which had been received by the Town Council and included as a commitment in the Capital Fund.

It was reported that the contract for the building of the toilets had now been let by the District Council, who had entered into a contractual commitment on behalf of the funding partners. The contract for the upgrade of the Yew Tree Park project had not yet been let.

Members were advised that having regard to the anticipated timing of these two projects, the Town Council's contributions were unlikely to be required to be paid until February 2009 (in respect of the public toilets project) and July 2009 (in respect of the Yew Tree Park project) at the earliest.

It was acknowledged that this factor should enable the costs involved to be met from the proceeds of the disposal of the former Goldcroft site. However, in the event that the sale was delayed beyond this date, it had been agreed in principle that arrangements needed to be put in place to meet the Town Council's obligations.

The Town Council had agreed that this could be achieved by short-term borrowing from the PWLB. Coincidentally, the fixed-rate loan taken out in 1999 to meet the cost of the extension to the Town House came to an end next year, and it had been recognised that the revenue budget allocated to service this loan could be used to help meet the ongoing costs of taking out a new fixed-rate loan.

It was pointed out that the costs of borrowing would depend on the period of the loan and the prevailing interest rates. However, assuming a loan for £180,000 was taken out; the annual cost of servicing the loan at *current* interest rates would be as follows:

Duration of Loan	Annual Repayments	Total Cost of Borrowing	Interest Rate
2 years	£92,944	£185,888	2.6%
5 years	£39,192	£195,960	3.15%
10 years	£21,879	£218,790	3.87%

It was noted that the cost to the Council over 10 years would be offset by the current loan repayment allocation (£10,150) resulting in an effective *additional* cost of £11,729 per annum if the loan were taken out at the quoted rate.

Another potential project for which a capital contribution was being sought was the proposed redevelopment of part of Milford Hall, towards which the District Council was seeking a contribution of £85,000.

It was noted that if a loan was taken out over the same period of time to also fund this particular project, the *additional* cost to the Town Council would rise from £11,729 to £22,061 per annum.

During the ensuing discussion, Members discussed the merits of the Town Council supporting the three capital projects identified in the report and the implications of taking out a loan to meet the cost of the overall proposed contributions by the Town Council.

Whilst it was acknowledged that it would be preferable to meet the costs from the Capital Fund, it was noted that there were insufficient reserves available to do so and that, in light of the fact that the disposal of the former Goldcroft Allotment Site had yet to be concluded, it would be prudent to make arrangements for adequate funds to be borrowed at the appropriate time to meet these costs should the three schemes be supported, and the capital receipt arising therefrom be delayed beyond the relevant payment dates.

Reference was made to the potential implications of the Town Council funding all play area improvements from loans and the consequences of delaying identified improvement works.

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 £60,000 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 outcome of the recent meeting between the Play and Youth Facilities Officers, the Yeovil South Ward Members and the Town Clerk to discuss the designs for the play area, the development brief and the outcome of the public consultation exercise be noted; and
- (5) that, subject to the approval of the Town Council, in the event that the disposal of the former Goldcroft Allotment Site is delayed and the capital receipt arising therefrom is unavailable, loans totalling £265,000 be taken out - in the sums indicated over a ten-year period - to fund financial contributions towards the following three capital schemes, and appropriate provision be made in the estimates to meet the anticipated loan repayments:

Replacement Public Toilets – Peter Street	£100,000
Yew Tree Park Play Area – Upgrade	£80,000
Redevelopment of Milford Hall	£85,000

(It being noted that the contribution towards Milford Hall would only be required if all other potential funding was secured towards the project)

(Tony Lock and Pat Martin requested that their vote against the passing of Resolution (5) be recorded)

7/134 POLICY RESOURCES AND FINANCE COMMITTEE REVENUE ESTIMATES 2009/10

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

The Chairman referred to the current year's budget, which was likely to be underspent by £8,038, the reasons from which were set out in the report.

RESOLVED

- (1) that the reasons for the anticipated underspend of £8,038 in the Policy, Resources and Finance Committee's budget for 2008/09 be noted; and
- (2) that the 2009/10 draft revenue estimates for the Committee, as submitted, be supported.

7/135 SERVICE COMMITTEE REVENUE ESTIMATES 2009/10

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

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

To help coordinate 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 2009/10. 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.

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:-

Grounds and General Maintenance Committee

Open Spaces (additional provision)

£4,891

To ensure allocated contribution by Town Council towards

costs of maintaining open spaces keeps pace with inflation.

Holiday Play Scheme (additional provision) £3,765

To help meet anticipated overall costs of schemes planned for 2009/10

Flagship Play Area (new provision) £1,500

To help meet anticipated costs of providing supervision and security for new play area in Yeovil Recreation Ground

Promotions and Activities Committee

Yeovil in Bloom (additional provision) £1,025

To ensure allocated contribution by Town Council towards costs of Yeovil in Bloom initiative keeps pace with inflation.

Customised Souvenirs (additional provision) £200

To provide adequate resources to enable quality items to be procured for resale in sufficient quantities

South West in Bloom Presentations (new provision) £495

To meet costs of providing local transport for visitors to the 2009 event, which is to be held in Yeovil

Buildings and Civic Matters Committee

Public Toilets (new provision) £18,000

To meet anticipated costs of cleaning, servicing, and maintaining the new facilities in Peter Street

PWLB loan repayments (additional provision) £22,061

To help meet anticipated costs of borrowing funds to meet proposed contributions towards the replacement of Town Centre public toilets, the Yew Tree Park play area upgrade, and the proposed redevelopment of Milford Hall.

CCTV (additional provision) £4,400

To ensure allocated contribution by Town Council towards costs of Town Centre CCTV system keeps pace with inflation and meets necessary equipment repairs and replacements.

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 respective Services Committees' estimates;
- (3) that given the current level of inflation and the uncertainty over the future of the Ski and Activity Centre, the contingencies calculation be maintained at 6%; and

- (4) that the 2009/10 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 Town Council for adoption.

Committee	Revenue Estimate
Planning and Licensing	£1,507
Grounds and General Maintenance	£253,165
Promotions and Activities	£84,236
Buildings and Civic Matters	£134,931
Policy, Resources and Finance	£289,006
Total	£762,845

7/136 **PIONEER SOMERSET**

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

During the ensuing discussion, attention was drawn to the five principles identified by the Government in the devolution of services from principal authorities to Quality Town and Parish Councils, which included an expectation that “finance followed function”.

Reference was also made to the delivery of services by towns and parishes via a clustering arrangement.

RESOLVED

- (1) that the matter be noted; and
- (2) that the Working Group’s draft response – including the five suggested identified service/function areas for devolution – be supported and referred to the forthcoming Town Council meeting for approval.

7/137 **AUDIT OF ANNUAL RETURN 2007/08**

The Committee considered the report of the Town Clerk (Agenda item 11 refers).

RESOLVED

- (1) that the successful completion of the 2007/08 External Audit be noted; and
- (2) that the Committee’s congratulations be conveyed to all the staff involved in the preparation of the Annual Return.

7/138 **NAME BADGES**

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

RESOLVED

- (1) that the matter be noted; and
- (2) that, approval be given to the purchase of name badges for Members and Staff, and the costs involved be met from contingencies.

(John Grana requested that his vote against the passing of the above Resolution (2) be recorded)

7/139 **FINANCIAL STATEMENTS – AUGUST/SEPTEMBER 2008**

The Committee considered the report of the Finance Administrator (Agenda item 13 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.

7/140 **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.

7/141 **STAFFING ISSUES**

The Committee considered the confidential report of the Town Clerk (Agenda item 14 refers).

RESOLVED

- (1) that the matter be noted; and
- (2) that a working group comprising the Mayor, the Chairman and the Vice Chairman of the Committee be appointed to consider the requests outlined in the above report, and their findings and recommendations be submitted to a future meeting of the Committee for consideration and determination.

Chairman

YEOVIL TOWN COUNCIL - ESTIMATES

GROUNDS AND GENERAL MAINTENANCE COMMITTEE

		<u>YEAR 2007/08</u>		<u>YEAR 2008/09</u>				<u>YEAR 2009/10</u>		
NOTES	Item	Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated	To be
					spent	estimated	over	under		
					30.09.08	spend to	spent	spent		
						31.03.09				
INCOME 2008/09	Material & equipment	2,200	2,589	2,270	1,214	2,270			2,380	
1/2 Year to 30/09/08	Water Mains Refurbishment/Repairs	1,550	3,150	1,600	0	0		1,600	1,680	
	Water charges	1,725	1,611	1,780	271	1,780			1,870	
Lease	800 Allotment Maintenance (SSDC)	6,700	5,153	6,700	2,576	6,700			7,000	
Taps & Keys	45 Allotment Maintenance (Tenants)	3,200	3,680	3,300	1,770	3,300			3,000	
Allotment rents	6994 Allotments - Fence Repairs	1,600	959	1,650	0	1,650			1,740	
1/2 Year	7839 Milford Hall - Cleaning	1,200	1,018	1,030	556	1,030			1,080	
	Leases	250	250	250	0	250			250	
	Goar Knap - Building	1,200	979	1,236	609	1,236			1,300	
ESTIMATED INCOME	Newsletter	250	140	150	75	150			160	
2008/09	Best Kept Allotments Competition	350	298	360	137	360			380	
Taps & keys	90 Labour	16,500	15,349	17,000	7,857	17,000			18,375	
Rent	7100 Vehicle	3,100	3,473	3,200	1,647	3,200			3,360	
Lease	1600 Protective clothing	140	131	150	28	150			160	
Est 2008/09	8790 Dog Bins	620	654	640	0	640			500	
	Open spaces:									
	Open Spaces	160,030	160,027	163,109	82,184	163,109			168,000	
	Enhancements	0	0	0	0	0			0	
ESTIMATED INCOME	Milford Park	19,130	7,825	19,130	2,850	19,130			19,130	
2009/10	Play and Landscape Officer	10,500	10,420	10,500	2,625	10,500			10,500	
	Holiday Playscheme contribution	7,500	2,288	5,000	5,000	5,000			7,765	
Taps & Keys	100 Door Step Green	0	0	500	81	500			300	
Rents	9635 Yew Tree Park - Gate Opening	1,300	990	1,340	561	1,340			1,340	
Lease	1600 Flagship Play Area - Maintenance	0	0	0	0	0			1,500	
Est 2009/10	11335									
	Total expenditure	239,045	220,984	240,895	110,041	239,295	0	1,600	251,770	0
Notes:							Estimated underspend (-)			-1,600
										250,170
1	Budget prepared on a year on year basis, with adjustments made for previous year's accruals						Estimated 2009/10 income			11,335
2	Water mains refurbishment/repairs budget allocated to meet planned programme of phased improvements									238,835
3	Income of £1,600 pa receivable from lease of land at Higher Ryalls						+ contingencies @ 6%			14,330
4	Water mains refurbishment/repairs budget allocated to meet planned programme of phased improvements									253,165
5	Enhancements expenditure of £12,000 pa capitalised in 2006/07									
6	Open Spaces budget includes contribution of £26,850 towards maintenance of Yeovil Country Park and £10,000 towards play area repairs/enhancements									

YEOVIL TOWN COUNCIL - ESTIMATES

7	Proposed contribution towards maintenance of new Flagship Play Area in Yeovil Recreation Ground - due to open in 2009/10					
8	Holiday Playscheme provision to help meet anticipated shortfall in partnership funding arrangements					

YEOVIL TOWN COUNCIL - ESTIMATES

PROMOTIONS AND ACTIVITIES COMMITTEE										
		<u>YEAR 2007/08</u>		<u>YEAR 2008/09</u>					<u>YEAR 2009/10</u>	
NOTES	Item	Allocated	Spent	Allocated	1/2 year	Full year	Estimated		Estimated required	To be allocated
					spent	estimated	over	under		
					30.09.08	spend to	spent	spent		
						31.03.09				
INCOME 2008/09	Town Centre Partnership	19,000	19,000	19,570	9,784	19,570			19,570	
1/2 Year to 30/09/08	Christmas Lights	18,000	36,741	18,000	2,525	34,940	4,940		19,000	
Festive Lights	Yeovil in Bloom	33,372	33,378	34,205	17,103	34,205			35,230	
SSDC 11,000	Town Crier	820	714	850	0	850			875	
Traders 0	Yeovil Open Town Crier Competition	1,600	1,535	1,650	1,384	1,384		266	1,740	
Souvenirs 0	Customised souvenirs	300	0	300	0	600	300		500	
11,000	Town Guide/promotional publications	0	0	600	150	600			600	
	Town Centre Environmental Improvements	10,000	10,000	10,000	0	10,000			8,000	
ESTIMATED INCOME	Christmas Lights Competition	60	18	60	0	60			60	
2008/09	Yeovil Flower and Gardeners' Market	3,000	361	3,100	2,834	1,740		1,360	3,800	
Festive Lights	Yeovil Country Park Fayre	650	609	700	184	184		516	0	
SSDC 11,000	South West in Bloom Presentations	0	0	0	0	0			495	
Traders 1,000										
Souvenirs 0										
12,000										
Estimated Income										
2009/10										
Festive Lights										
SSDC 11,000										
Traders 1,000										
Sponsorship 1,500										
Souvenirs 0										
13,500										
	Total Expenditure	86,802	102,356	89,035	33,964	104,133	5,240	2,142	89,870	0
Notes:							Estimated underspend (-)			3,098
										92,968
1	Christmas Lighting - Expenditure in 2009/10 offset by anticipated contribution from SSDC						Estimated 2009/10 income			13,500
2	Town Centre Environmental Improvements budget previously used to help meet costs of Middle Street and Princes Street Enhancement Schemes						+ contingencies @ 6%			79,468
										4,768
3	Yeovil Town Centre Flower Show - maximum guarantee against loss (offset by income of £1,670 in 2007/08)									84,236
4	South West in Bloom Presentations - costs of transport provision									

YEOVIL TOWN COUNCIL - ESTIMATES

5 Savings in May Fayre budget (£700) transferred to Yeovil Flower and Gardeners' Market budget									
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YEOVIL TOWN COUNCIL - ESTIMATES

BUILDINGS AND CIVIC MATTERS COMMITTEE

NOTES	Item	YEAR 2007/08		YEAR 2008/09			Estimated		YEAR 2009/10	
		Allocated	Spent	Allocated	1/2 year	Full year	over spent	under spent	Estimated required	To be allocated
					spent	estimated				
					30.09.08	spend to 31.03.09				
INCOME 2008/09	Yeovil Town Band - Sponsorship	4,000	4,000	4,000	4,000	4,000			3,500	
1/2 Year 30/09/08	Litter bins	930	160	960	0	960			600	
Monmouth Hall 1,992	Monmouth Hall	20,000	16,425	20,600	10,389	20,600			21,630	
SCC deleg functions 0	Town House (excluding services)	4,770	4,852	4,920	2,231	4,920			5,170	
Ski Centre 0	Town House - business rates	7,700	7,659	8,000	4,782	8,000			8,400	
Library/Car Park 0	Town House - water charges	220	184	230	107	230			250	
1/2 year 1,992	Town House - electricity	1,200	1,325	1,240	746	1,620	380		1,700	
	Town House - gas	1,000	896	1,030	624	1,300	270		1,365	
	Town House - repairs and maintenance	2,260	5,176	2,350	2,504	3,700	1,350		3,000	
	Civic Items (Town Twinning)	2,570	2,644	570	6	570			400	
ESTIMATED INCOME	Sports Development Officer (SSDC)	2,000	2,000	2,000	0	2,000			2,000	
2008/09	War memorials	250	0	260	75	2,975	2,715		280	
Monmouth Hall 4,700	Public noticeboards	250	0	260	0	260			280	
SCC deleg functions 4,000	Community safety	5,130	-4,051	5,290	2,761	5,290			4,290	
Ski Centre 0	CCTV	21,700	21,700	22,350	0	22,350			26,750	
Library/Car Park 2,880	PWLB loan repayments	10,150	10,150	10,150	5,075	10,150			32,211	
	Millennium/St John's Clocks	470	463	490	577	577	87		600	
Yr to 31/03/09 11,580	Transport support	5,130	4,727	5,300	68	5,300			4,000	
	Ski Centre - Shortfall in Rent Income	0	14,265	0	0	0			0	
	Public toilets	0	0	0	0	0			18,000	
ESTIMATED INCOME										
2009/10										
Monmouth Hall 4,935										
SCC deleg functions 4,000										
Ski Centre 0										
Library/Car Park 3,000										
Est. 2009/10 11,935										
	Total expenditure	89,730	92,575	90,000	33,945	94,802	4,802	0	134,426	0
Notes										
									Estimated underspend (-)	4,802
										139,228
1	PWLB loan repayments reflect estimated costs of servicing potential £265,000 ten-year loan to meet costs of replacement Town Centre public toilets and contribution towards upgrade of								Estimated 2009/10 income	11,935
										127,293
	Yew Tree Park Play Area and redevelopment of Milford Hall - in event of capital receipt being unavailable								+ contingencies @ 6%	7,638
2	Transport Support budget to meet cost of contributions towards new bus shelters and related matters									134,931
3	Public toilets budget to meet ongoing costs of servicing and maintaining replacement public toilets to be built in Peter Street Car Park									

YEOVIL TOWN COUNCIL - ESTIMATES

POLICY RESOURCES AND FINANCE COMMITTEE

				YEAR 2007/08		YEAR 2008/09					YEAR 2009/10	
NOTES	Item	Allocated	Spent	Allocated	1/2 year spent 30.09.08	Full year estimated spend to 31.03.09	Estimated		Estimated required	To be allocated		
							over spent	under spent				
Income	Grants	25,000	16,092	25,000	7,124	25,000			20,000			
2007/08	Insurance	7,700	8,490	8,500	8,552	8,552	52		8,925			
	Telephone	1,950	2,256	2,000	1,025	2,000			2,100			
Investment Int	Postage	4,360	3,554	4,000	1,950	4,000			4,200			
	Stationery/supplies	5,000	5,545	5,150	3,022	5,150			5,400			
	Furniture, office equipment & servicing	8,500	4,764	7,500	2,553	6,500		1,000	5,825			
Income 2008/09	Advertising	620	382	650	673	850	200		680			
1/2 Year to 30/09/08	Audit fees	2,900	3,377	3,500	826	3,500			3,675			
	Prof. fees/subs	5,450	4,808	5,150	2,748	5,150			5,000			
Investment Int	Books/periodicals	400	84	400	125	400			400			
	Salaries	150,000	150,723	159,000	81,277	159,000			168,000			
	Mayoral allowance	7,600	7,600	7,830	7,830	7,830			8,220			
	Courses/conferences	5,000	4,703	5,150	4,300	5,150			5,400			
	Costs of Democracy	28,000	22,400	20,000	9,143	23,000	3,000		25,200			
Estimated Income	Regalia	1,500	1,640	1,550	391	1,000		550	630			
2008/09	Youth Council	1,130	338	1,160	213	1,160			1,220			
	Best Value	5,650	1,768	5,820	1,861	2,820		3,000	3,000			
Investment Int	Fixed Asset Valuation	520	0	540	0	0		540	0			
	NVQ Trainee Administrator	3,600	3,183	4,150	832	3,150		1,000	4,360			
	Police Community Support Officers	5,030	4,921	5,200	0	0		5,200	0			
Estimated Income	Franking Machine	410	327	430	341	430			450			
2009/10	PC Support	9,000	10,548	8,000	2,959	8,000			7,000			
	Delivery of Yeovil Vision	25,000	25,000	0	0	0			20,000			
Investment Int	Yeovil Shopmobility	5,000	5,000	5,000	5,000	5,000			5,000			
	Contingencies	19,701	61,049	0	0	0						
	Total Expenditure	329,021	348,552	285,680	142,745	277,642	3,252	11,290	304,685	0		
Notes:												
								Estimated underspend (-)		-8,038		
										296,647		
1	Investment income set to reflect anticipated interest rates and implications arising from rephasing of precept payment							Estimated 2009/10 income		24,000		
2	Capital Fund commitments set out elsewhere on the agenda									272,647		
3	Furniture, Office Equipment and Servicing budget includes costs of document management process							+ contingencies @ 6%		16,359		
4	PC Support budget extended to include Members' PC support and internal/external broadband connections									289,006		
5	Costs of Democracy budget increased in 2007/08 to meet anticipated costs of local elections in 2007											
6	Salaries budget adjusted to meet anticipated national pay awards, Employer's pension contributions and previously agreed increments											
7	Three-year funding contribution of £5,000 pa to Yeovil Shopmobility included - 2006/07 contribution paid in advance from planned underspend in Grants Budget											

YEOVIL TOWN COUNCIL - ESTIMATES

8	Regalia budget to meet rolling programme of civic robe refurbishment										
9	Proposed contribution towards Yeovil Vision budget provisionally included										