



## NAILSEA TOWN COUNCIL FINANCE AND POLICY COMMITTEE

Dear Councillor,

You are invited to attend a meeting of Nailsea Town Council's Finance and Policy Committee. The meeting will be held on **Wednesday 6 December 2023 at 7:30pm** at the Tithe Barn, Church Lane, Nailsea, BS48 4NG. The agenda is set out below.

### AGENDA

**Please turn off mobile phones before the meeting**

1. Apologies
2. Declarations of Interest
3. Public Participation
4. Confirmation of the minutes of the Finance and Policy Committee meeting held on 25<sup>th</sup> October 2023 – **encl**
5. **Financial Matters**
  - a) Statement of Income and Expenditure to 28 November 2023 – **encl**
  - b) Payments made report from 25 October to 28 November 2023– **encl**
  - c) Specified Reserves report – **encl**
  - d) Council Audit Checklist (reconciliation) June and July 2023 - **encl**
  - e) Grant applications for 2024/25 - **encl**
  - f) Budget pack 2024/25 – **encl**
6. **Sub-Committees and Working Parties**
  - a) Tithe Barn Management Sub-Committee minutes 2 November 2023 – **encl**
7. To discuss the request from a member of the public for the Council to provide a formal response to the closures of banks in Nailsea and consider the support for a banking hub in the town - Copy email **encl**
8. Opportunities for Communications and Press Releases
9. Matters for information

**Jo Duffy – Town Clerk**  
**Tithe Barn, Church Lane, Nailsea BS48 4NG**

**29 November 2023**



## NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Finance and Policy Committee held on Wednesday 25<sup>th</sup> October 2023 at 7.35pm at the Tithe Barn, Church Lane, Nailsea.

**These minutes are in draft form and remain subject to approval**

**Present:** Cllrs J Barber, M Bird, J Blatchford, M Blatchford, B Kushner, R Lees and C Taylor.

**Observers:** Cllrs K Bird and I Presland

**Also present:** The Clerk, the Assistant Clerk and Services Manager and the Finance Officer and Deputy RFO. No members of the public were present.

**FP44/23** **APOLOGIES:**  
Received from Cllrs J Tonkin and J Turner.

**FP45/23** **DECLARATIONS OF INTEREST**  
None.

**FP46/23** **PUBLIC PARTICIPATION**  
None.

**FP47/23** **CONFIRMATION OF THE MINUTES OF THE FINANCE AND POLICY COMMITTEE MEETING HELD ON 13<sup>TH</sup> SEPTEMBER 2023.**  
Following a proposal by Cllr B Kushner, seconded by Cllr J Barber, the Committee  
**RESOLVED** **that the Minutes of the Finance and Policy Committee meeting held on 13<sup>th</sup> September 2023 be approved as a correct record.**

Record of Voting: For - 7, Against - Nil, Abstentions - 0, Absent/Apologies – 2.

**FP48/23** **FINANCIAL MATTERS**

a) **Statement of Income and Expenditure to 16<sup>th</sup> October 2023**  
Noted.

b) **Payments made report from 20<sup>th</sup> September to 16<sup>th</sup> October 2023**  
Noted.

c) **Specified Reserves report**  
Noted.

d) **Quarter 2 Report and Forecast Pack – 30<sup>th</sup> September 2023**  
Noted. As explanation for the Reserves being £295,000 higher, it was reported that the Council had received the second half of the Precept payment for North Somerset Council. The Chair offered compliments to the Finance Officer / Deputy Responsible Financial Officer for the quality of financial reporting available to the Council. The Committee appreciated that a lot of hard work had been put into creating a very succinct report.

e) **Finance and Policy Committee Budget Proposals 2024/25**  
The Committee noted the circulated proposals as part of the overall Budget for the Council for 2024/25. No changes were proposed.

**f) Grant applications for 2024/25**

The Committee noted that the Council had received applications for grants exceeding £106,000 against £67,000 in the Draft Budget for 2024/25.

The grant applications were given initial consideration. The Committee raised a number of questions to be discussed with some applicants before proposals went to the Council. The questions covered such matters as: whether grants should be awarded to applicants holding considerable reserves (especially when they appeared to be unallocated reserves), or to nationally-based organisations and applicants not based in Nailsea; whether the applicants' needs could be met from alternative resources; whether late requests should be considered; whether the Council should be more firm in applying its policy not to fund salaries; and as to the number of Nailsea residents who might benefit.

**g) Review of rental fees for The Tithe Barn and No. 65**

The Town Clerk introduced the circulated report and explained that hire charges had not changed for some time, despite increases in heating prices and the other costs of maintaining a large Listed Building. Following a review, it had been recommended that hire charges be increased by £1 per hour per room in most instances. The increase would be below inflation, at 6.4%.

Following a proposal by Cllr B Kushner, seconded by Cllr J Barber, the Committee unanimously

**RESOLVED**

**that the hire charges for The Tithe Barn be increased from 1<sup>st</sup> April 2024, in line with the circulated recommendations.**

**h) Preliminary 2024/25 Budget pack**

The Chair presented the pack, which he described as 'a robust first draft' of the Budget for the next Financial Year. The Chair explained that the draft proposals currently suggested an increase of 5.8% in the overall Precept. After allowing for increased bank interest receipts and the fact that the Precept would be spread across a larger number of households, the effect on Council Tax would be around 4% against a frozen Precept and reduced Council Tax for the current year.

A member drew attention to the projected figure for the Council's 'employer' contributions to the Local Government Pension Scheme and advised that the Council should be aware that they may need to rise dramatically. Another member suggested that the Budget include a couple of thousand pounds as a contingency for such an increase and that ALCA be requested to send a representative to the next meetings of the Pensions Fund on behalf of the Town and Parish Councils in its area.

In response to a member's question on what would be done with any unspent funds remaining from the grant from North Somerset Council used to pay the Wellbeing Officer, the Chair explained that this was subject to clarification with North Somerset Council. The funds concerned were held in a Restricted Reserve.

**FP49/23**

**ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2022/23**

The Committee was pleased to note that the External Auditor had returned the Council's Annual Governance and Accountability Return for 2022/23 ('AGAR') confirming that it had been completed "in accordance with proper practices and no other matters have come to our attention giving cause for concern".

The Committee had been notified as it was responsible for the detailed management of the Council's finances, although accounting regulations required the Council to

formally receive the AGAR and to consider any recommendations from the External Auditor. For the year concerned, the AGAR was a 'clean bill of health' for the Council's accounts and the Committee agreed that thanks were due to the Council's Finance Assistant / Deputy Responsible Financial Officer for her hard work.

Following a proposal by Cllr B Kushner, seconded by Cllr J Barber, the Committee unanimously

**RESOLVED** that the Annual Governance and Accountability Return be referred to the Council for formal consideration.

**FP50/23** **SUB-COMMITTEES AND WORKING PARTIES**

- a) **Minutes of a meeting of the Policy Working Party held on 29<sup>th</sup> August 2023**  
Noted.

**FP51/23** **OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES**

None.

**FP52/23** **MATTERS FOR INFORMATION**

None.

The meeting closed at 9.22pm

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>PEOPLE &amp; ADMINISTRATION</b>								
<b>100 ADMINISTRATION</b>								
4000 COURSES - STAFF	131	1,390	1,500	110		110	92.7%	
4005 COURSES - CLLRS	85	681	600	(81)		(81)	113.5%	
4010 EXPENSES - STAFF	231	148	200	52		52	74.0%	
4015 EXPENSES - CLLRS	150	15	150	136		136	9.7%	
4020 RECRUITMENT	942	250	600	350		350	41.7%	
4030 CHAIRMANS EXPENSES	230	0	200	200		200	0.0%	
4300 PROFESSIONAL FEES	6,801	3,146	15,000	11,854		11,854	21.0%	
ADMINISTRATION :- Indirect Expenditure	<b>8,570</b>	<b>5,630</b>	<b>18,250</b>	<b>12,620</b>	<b>0</b>	<b>12,620</b>	<b>30.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(8,570)</b>	<b>(5,630)</b>	<b>(18,250)</b>	<b>(12,620)</b>				
<b>110 STAFF COSTS</b>								
4080 STAFF SALARIES	185,644	148,448	193,927	45,479		45,479	76.5%	15,054
4085 CARETAKERS SALARIES	12,838	8,802	14,220	5,418		5,418	61.9%	
4090 TOWN ORDERLY SALARY	13,009	9,069	13,915	4,846		4,846	65.2%	
4095 STAFF TAX & NATIONAL INSURANCE	18,928	14,419	16,675	2,256		2,256	86.5%	1,241
4100 STAFF SUPERANNUATION	30,074	24,790	33,321	8,531		8,531	74.4%	2,514
4105 CARETAKER TAX & NATIONAL INS	74	45	0	(45)		(45)	0.0%	
4115 TOWN ORDERLY TAX & NI	565	415	557	142		142	74.4%	
4120 TOWN ORDERLY SUPERANNUATION	2,107	1,514	2,254	740		740	67.2%	
STAFF COSTS :- Indirect Expenditure	<b>263,240</b>	<b>207,502</b>	<b>274,869</b>	<b>67,367</b>	<b>0</b>	<b>67,367</b>	<b>75.5%</b>	<b>18,808</b>
<b>Net Expenditure</b>	<b>(263,240)</b>	<b>(207,502)</b>	<b>(274,869)</b>	<b>(67,367)</b>				
6000 plus Transfer from EMR	11,219	18,808						
<b>Movement to/(from) Gen Reserve</b>	<b>(252,021)</b>	<b>(188,693)</b>						
PEOPLE & ADMINISTRATION :- Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>	
Expenditure	<b>271,810</b>	<b>213,131</b>	<b>293,119</b>	<b>79,988</b>	<b>0</b>	<b>79,988</b>	<b>72.7%</b>	
<b>Net Income over Expenditure</b>	<b>(271,810)</b>	<b>(213,131)</b>	<b>(293,119)</b>	<b>(79,988)</b>				
plus Transfer from EMR	11,219	18,808						
<b>Movement to/(from) Gen Reserve</b>	<b>(260,591)</b>	<b>(194,323)</b>						
<b>COMMUNITY ENGAGEMENT</b>								
<b>200 AWARDS</b>								
4185 COMMUNITY AWARD	0	0	300	300		300	0.0%	
AWARDS :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(300)</b>	<b>(300)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210</u> <u>CCTV</u>								
4220 MAINTENANCE	18,200	21,315	19,100	(2,215)		(2,215)	111.6%	
CCTV :- Indirect Expenditure	<u>18,200</u>	<u>21,315</u>	<u>19,100</u>	<u>(2,215)</u>	<u>0</u>	<u>(2,215)</u>	<u>111.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(18,200)</b>	<b>(21,315)</b>	<b>(19,100)</b>	<b>2,215</b>				
<u>220</u> <u>COMMUNICATION</u>								
4260 NAILSEA TOWN.COM	3,809	3,461	4,000	539		539	86.5%	
4261 PUBLIC INFORMATION	788	2,021	2,400	379		379	84.2%	
4265 ELECTION EXPENSES	6,843	0	0	0		0	0.0%	
4270 ADVERTISING	0	212	500	288		288	42.5%	
4275 NETWORKING EVENT	51	0	100	100		100	0.0%	
COMMUNICATION :- Indirect Expenditure	<u>11,491</u>	<u>5,695</u>	<u>7,000</u>	<u>1,305</u>	<u>0</u>	<u>1,305</u>	<u>81.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(11,491)</b>	<b>(5,695)</b>	<b>(7,000)</b>	<b>(1,305)</b>				
<u>230</u> <u>NAILSEA PLACE</u>								
4027 NAILSEA GLASS STORAGE	520	320	480	160		160	66.7%	
NAILSEA PLACE :- Indirect Expenditure	<u>520</u>	<u>320</u>	<u>480</u>	<u>160</u>	<u>0</u>	<u>160</u>	<u>66.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(520)</b>	<b>(320)</b>	<b>(480)</b>	<b>(160)</b>				
<u>240</u> <u>YOUTH SERVICES</u>								
4360 CONTRACT	24,202	14,894	25,600	10,706		10,706	58.2%	
YOUTH SERVICES :- Indirect Expenditure	<u>24,202</u>	<u>14,894</u>	<u>25,600</u>	<u>10,706</u>	<u>0</u>	<u>10,706</u>	<u>58.2%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(24,202)</b>	<b>(14,894)</b>	<b>(25,600)</b>	<b>(10,706)</b>				
<u>250</u> <u>GRANTS</u>								
4400 1ST NAILSEA SCOUTS - CARNIVAL	1,000	500	500	0		0	100.0%	
4420 2ND NAILSEA SCOUTS	1,000	0	0	0		0	0.0%	
4436 COMMUNITY GROUP	10,000	15,000	15,000	0		0	100.0%	
4440 COMMUNITY TRANSPORT	13,000	14,000	14,000	0		0	100.0%	
4455 FRIENDS OF STOCKWAY RESERVE	150	150	150	0		0	100.0%	
4460 FRIENDS OF TRENDLEWOOD PARK	1,000	1,000	1,000	0		0	100.0%	
4496 NAILSEA ENV & WILDLIFE TRUST	150	0	0	0		0	0.0%	
4500 NAILSEA FESTIVAL OF MUSIC	0	1,500	1,500	0		0	100.0%	
4501 NAILSEA MEMORY CAFE	550	750	750	0		0	100.0%	
4502 NAILSEA LAWN TENNIS CLUB	336	0	0	0		0	0.0%	
4540 NAILSEA SKATEBOARDING CONTEST	1,000	0	0	0		0	0.0%	
4541 NAILSEA SOCIAL CLUB	800	0	0	0		0	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4545 EAT FESTIVALS	1,500	375	0	(375)		(375)	0.0%	
4555 CITIZENS ADVICE NS	18,892	19,458	19,458	0		0	100.0%	
4605 WELLSRING COUNSELLING	4,000	1,000	1,000	0		0	100.0%	
4730 READ EASY NORTH SOMERSET	0	308	308	0		0	100.0%	
5225 FARMERS MARKET	0	4,850	4,850	0		0	100.0%	
GRANTS :- Indirect Expenditure	<b>53,378</b>	<b>58,891</b>	<b>58,516</b>	<b>(375)</b>	<b>0</b>	<b>(375)</b>	<b>100.6%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(53,378)</b>	<b>(58,891)</b>	<b>(58,516)</b>	<b>375</b>				
<b>260 OTHER COMMUNITY ENG.</b>								
4700 NAILSEA COMMUNITY TRUST	4,000	4,000	4,000	0		0	100.0%	
4705 PATRONAGE/ LOCAL SOCIETIES	500	500	500	0		0	100.0%	
4710 POPPY WREATH/DONATIONS	0	0	50	50		50	0.0%	
OTHER COMMUNITY ENG. :- Indirect Expenditure	<b>4,500</b>	<b>4,500</b>	<b>4,550</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>98.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(4,500)</b>	<b>(4,500)</b>	<b>(4,550)</b>	<b>(50)</b>				
<b>270 COMMUNITY CHRISTMAS FAYRE</b>								
1601 CHRISTMAS FAYRE INCOME	0	233	0	(233)			0.0%	
COMMUNITY CHRISTMAS FAYRE :- Income	<b>0</b>	<b>233</b>	<b>0</b>	<b>(233)</b>				<b>0</b>
5296 CHRISTMAS FAYRE EXPENDITURE	0	570	0	(570)		(570)	0.0%	
COMMUNITY CHRISTMAS FAYRE :- Indirect Expenditure	<b>0</b>	<b>570</b>	<b>0</b>	<b>(570)</b>	<b>0</b>	<b>(570)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(337)</b>	<b>0</b>	<b>337</b>				
<b>760 65 HIGH STREET</b>								
1600 HIRERS	5,322	3,076	6,500	3,425			47.3%	
65 HIGH STREET :- Income	<b>5,322</b>	<b>3,076</b>	<b>6,500</b>	<b>3,425</b>			<b>47.3%</b>	<b>0</b>
5450 BANK CHARGES	14	7	0	(7)		(7)	0.0%	
5550 SOCIAL VALUE ENGINE M'SHIP	600	600	600	0		0	100.0%	
5732 TV LICENCE	151	159	159	0		0	100.0%	
5750 SUNDRIES	720	96	350	254		254	27.5%	
5760 ELECTRICITY	1,547	2,525	3,985	1,460		1,460	63.4%	
5765 MAINTENANCE - AD HOC	315	2,940	1,000	(1,940)		(1,940)	294.0%	
5770 MAINTENANCE COSTS	362	189	1,400	1,211		1,211	13.5%	
5775 WATER	277	71	400	329		329	17.6%	
5785 CLEANING CONTRACT	3,404	1,806	4,750	2,944		2,944	38.0%	
5790 CLEANING SUPPLIES	149	59	300	241		241	19.8%	
5795 FIRE AND SECURITY	600	90	630	540		540	14.3%	

## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5800 GAS	4,198	3,497	5,735	2,238		2,238	61.0%	
5805 REFUSE DISPOSAL	1,876	1,094	2,415	1,321		1,321	45.3%	
5810 IT AND TELECOMS	4,336	2,912	4,500	1,588		1,588	64.7%	
5815 COUNCIL TAX	6,238	3,513	6,550	3,037		3,037	53.6%	
5820 PHOTOCOPIER	680	507	550	43		43	92.2%	
5825 STATIONERY	260	238	200	(38)		(38)	119.1%	
5842 TRAINING	0	0	150	150		150	0.0%	
65 HIGH STREET :- Indirect Expenditure	<b>25,726</b>	<b>20,304</b>	<b>33,674</b>	<b>13,370</b>	<b>0</b>	<b>13,370</b>	<b>60.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(20,404)</b>	<b>(17,228)</b>	<b>(27,174)</b>	<b>(9,946)</b>				
<b>770 NAILSEA ARTS CENTRE @ 65</b>								
1700 COURSE FEES	20	0	0	0			0.0%	
NAILSEA ARTS CENTRE @ 65 :- Income	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
5405 WEBSITE - HOSTING	311	16	0	(16)		(16)	0.0%	
5450 BANK CHARGES	2	0	0	0		0	0.0%	
NAILSEA ARTS CENTRE @ 65 :- Indirect Expenditure	<b>313</b>	<b>16</b>	<b>0</b>	<b>(16)</b>	<b>0</b>	<b>(16)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>(293)</b>	<b>(16)</b>	<b>0</b>	<b>16</b>				
COMMUNITY ENGAGEMENT :- Income	<b>5,342</b>	<b>3,309</b>	<b>6,500</b>	<b>3,191</b>			<b>50.9%</b>	
Expenditure	<b>138,330</b>	<b>126,505</b>	<b>149,220</b>	<b>22,715</b>	<b>0</b>	<b>22,715</b>	<b>84.8%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(132,988)</b>	<b>(123,196)</b>						
<b>ENVIRONMENT &amp; LEISURE</b>								
<b>300 ALLOTMENT - ENGINE LANE</b>								
1305 ASSOCIATION - MEMBERSHIP	4	0	0	0			0.0%	
1310 RENT RECEIVED	1,192	1,011	1,173	162			86.2%	
ALLOTMENT - ENGINE LANE :- Income	<b>1,196</b>	<b>1,011</b>	<b>1,173</b>	<b>162</b>			<b>86.2%</b>	<b>0</b>
4025 SUNDRIES	0	0	400	400		400	0.0%	
4790 MAINTENANCE AND REPAIRS	450	0	500	500		500	0.0%	
4795 TREE AND HEDGE WORK	0	539	1,500	961		961	35.9%	
4800 WATER	397	15	200	185		185	7.6%	
5450 BANK CHARGES	6	5	10	5		5	49.1%	
ALLOTMENT - ENGINE LANE :- Indirect Expenditure	<b>853</b>	<b>559</b>	<b>2,610</b>	<b>2,051</b>	<b>0</b>	<b>2,051</b>	<b>21.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>343</b>	<b>452</b>	<b>(1,437)</b>	<b>(1,889)</b>				



## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>310 ALLOTMENT - WHITESFIELD ROAD</b>								
1305 ASSOCIATION - MEMBERSHIP	32	0	0	0			0.0%	
1310 RENT RECEIVED	4,434	3,796	4,139	343			91.7%	
<b>ALLOTMENT - WHITESFIELD ROAD :- Income</b>	<b>4,466</b>	<b>3,796</b>	<b>4,139</b>	<b>343</b>			<b>91.7%</b>	<b>0</b>
4025 SUNDRIES	0	70	200	130		130	34.9%	
4790 MAINTENANCE AND REPAIRS	85	107	750	643		643	14.3%	
4795 TREE AND HEDGE WORK	0	539	250	(289)		(289)	215.6%	
4800 WATER	789	21	500	479		479	4.2%	
5450 BANK CHARGES	21	19	25	6		6	75.4%	
<b>ALLOTMENT - WHITESFIELD ROAD :- Indirect Expenditure</b>	<b>895</b>	<b>756</b>	<b>1,725</b>	<b>969</b>	<b>0</b>	<b>969</b>	<b>43.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>3,571</b>	<b>3,041</b>	<b>2,414</b>	<b>(627)</b>				
<b>340 BIODIVERSITY</b>								
4850 TREE & FLORAL PLANTING	380	80	600	521		521	13.3%	
5450 BANK CHARGES	1	0	0	0		0	0.0%	
<b>BIODIVERSITY :- Indirect Expenditure</b>	<b>381</b>	<b>80</b>	<b>600</b>	<b>521</b>	<b>0</b>	<b>521</b>	<b>13.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(381)</b>	<b>(80)</b>	<b>(600)</b>	<b>(521)</b>				
<b>350 CHRISTMAS</b>								
4210 ELECTRICITY	296	535	1,000	465		465	53.5%	
4875 CHRISTMAS LIGHTS - INSTALL	6,253	0	8,000	8,000		8,000	0.0%	
4880 CHRISTMAS LIGHTS - MAINTENANCE	1,850	0	1,700	1,700		1,700	0.0%	
<b>CHRISTMAS :- Indirect Expenditure</b>	<b>8,398</b>	<b>535</b>	<b>10,700</b>	<b>10,165</b>	<b>0</b>	<b>10,165</b>	<b>5.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(8,398)</b>	<b>(535)</b>	<b>(10,700)</b>	<b>(10,165)</b>				
<b>360 COMMUNITY PAYBACK</b>								
4025 SUNDRIES	0	0	200	200		200	0.0%	
4890 CLEARANCE WORK	0	0	900	900		900	0.0%	
<b>COMMUNITY PAYBACK :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>1,100</b>	<b>1,100</b>	<b>0</b>	<b>1,100</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(1,100)</b>	<b>(1,100)</b>				
<b>370 DOG BINS</b>								
4900 BIN EMPTYING	9,179	4,774	10,500	5,726		5,726	45.5%	
4905 NEW/REPLACEMENT BINS	1,817	0	500	500		500	0.0%	
<b>DOG BINS :- Indirect Expenditure</b>	<b>10,996</b>	<b>4,774</b>	<b>11,000</b>	<b>6,226</b>	<b>0</b>	<b>6,226</b>	<b>43.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(10,996)</b>	<b>(4,774)</b>	<b>(11,000)</b>	<b>(6,226)</b>				

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<b>380 GLASSWORKS</b>								
4220 MAINTENANCE	42	0	500	500		500	0.0%	
GLASSWORKS :- Indirect Expenditure	<b>42</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(42)</b>	<b>0</b>	<b>(500)</b>	<b>(500)</b>				
<b>390 GREEN MAINTENANCE</b>								
1085 SUNDRY INCOME	80	0	0	0			0.0%	
1335 GARDEN OF REST INCOME	1,000	1,500	1,000	(500)			150.0%	
GREEN MAINTENANCE :- Income	<b>1,080</b>	<b>1,500</b>	<b>1,000</b>	<b>(500)</b>			<b>150.0%</b>	<b>0</b>
4220 MAINTENANCE	4,800	0	0	0		0	0.0%	
4925 GARDEN OF REST	1,344	924	1,386	462		462	66.7%	
4930 GOLDEN VALLEY BRIDLEWAY	602	126	1,078	952		952	11.7%	
4940 OTHER	284	1,309	1,000	(309)		(309)	130.9%	
4942 LIONS GREEN	1,003	1,050	1,733	683		683	60.6%	
4945 VILLAGE GREEN	583	0	624	624		624	0.0%	
4950 HANNAH MORE PARK	1,895	1,297	2,095	798		798	61.9%	
4955 GLASSWORKS	2,144	1,302	2,148	846		846	60.6%	
5025 NSC CONTRACT	29,900	29,900	29,500	(400)		(400)	101.4%	
GREEN MAINTENANCE :- Indirect Expenditure	<b>42,554</b>	<b>35,908</b>	<b>39,564</b>	<b>3,656</b>	<b>0</b>	<b>3,656</b>	<b>90.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(41,474)</b>	<b>(34,408)</b>	<b>(38,564)</b>	<b>(4,156)</b>				
<b>400 HISTORY AND HERITAGE</b>								
4220 MAINTENANCE	0	80	0	(80)		(80)	0.0%	
HISTORY AND HERITAGE :- Indirect Expenditure	<b>0</b>	<b>80</b>	<b>0</b>	<b>(80)</b>	<b>0</b>	<b>(80)</b>		<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(80)</b>	<b>0</b>	<b>80</b>				
<b>410 NAILSEA IN BLOOM</b>								
1220 SPONSORSHIP	2,113	2,515	2,000	(515)			125.8%	
NAILSEA IN BLOOM :- Income	<b>2,113</b>	<b>2,515</b>	<b>2,000</b>	<b>(515)</b>			<b>125.8%</b>	<b>0</b>
4220 MAINTENANCE	0	180	0	(180)		(180)	0.0%	
4365 ANNUAL INSURANCE	150	0	75	75		75	0.0%	
4370 PURCHASES	5,856	4,458	6,500	2,042		2,042	68.6%	
4710 POPPY WREATH/DONATIONS	25	21	0	(21)		(21)	0.0%	
4970 WATERING	4,868	4,484	6,000	1,516		1,516	74.7%	
5450 BANK CHARGES	0	1	0	(1)		(1)	0.0%	
NAILSEA IN BLOOM :- Indirect Expenditure	<b>10,899</b>	<b>9,144</b>	<b>12,575</b>	<b>3,431</b>	<b>0</b>	<b>3,431</b>	<b>72.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(8,786)</b>	<b>(6,629)</b>	<b>(10,575)</b>	<b>(3,946)</b>				

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<b>420 NAILSEA PLAYING FIELDS ASSOC</b>								
4225 WASTE MANAGEMENT AT GROVE	196	390	250	(140)		(140)	156.0%	
4990 GROUNDS MAINTENANCE CONTRACT	6,228	6,422	11,190	4,768		4,768	57.4%	
5000 REPAIRS	0	1,000	1,000	0		0	100.0%	
NAILSEA PLAYING FIELDS ASSOC :- Indirect Expenditure	<b>6,424</b>	<b>7,812</b>	<b>12,440</b>	<b>4,628</b>	<b>0</b>	<b>4,628</b>	<b>62.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,424)</b>	<b>(7,812)</b>	<b>(12,440)</b>	<b>(4,628)</b>				
<b>440 PLAY AREAS</b>								
4220 MAINTENANCE	1,057	1,215	1,965	750		750	61.8%	
PLAY AREAS :- Indirect Expenditure	<b>1,057</b>	<b>1,215</b>	<b>1,965</b>	<b>750</b>	<b>0</b>	<b>750</b>	<b>61.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,057)</b>	<b>(1,215)</b>	<b>(1,965)</b>	<b>(750)</b>				
<b>450 PUBLIC RIGHTS OF WAY</b>								
4220 MAINTENANCE	438	0	1,000	1,000		1,000	0.0%	
PUBLIC RIGHTS OF WAY :- Indirect Expenditure	<b>438</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(438)</b>	<b>0</b>	<b>(1,000)</b>	<b>(1,000)</b>				
<b>460 SKATEPARK</b>								
4210 ELECTRICITY	0	0	1,000	1,000		1,000	0.0%	
4790 MAINTENANCE AND REPAIRS	731	75	3,000	2,925		2,925	2.5%	
SKATEPARK :- Indirect Expenditure	<b>731</b>	<b>75</b>	<b>4,000</b>	<b>3,925</b>	<b>0</b>	<b>3,925</b>	<b>1.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(731)</b>	<b>(75)</b>	<b>(4,000)</b>	<b>(3,925)</b>				
<b>490 TOWN ORDERLY</b>								
4025 SUNDRIES	71	16	1,000	984		984	1.6%	
4900 BIN EMPTYING	1,091	826	0	(826)		(826)	0.0%	
5110 EQUIPMENT	172	175	500	325		325	35.0%	
5120 WORKWEAR	71	0	250	250		250	0.0%	
TOWN ORDERLY :- Indirect Expenditure	<b>1,405</b>	<b>1,016</b>	<b>1,750</b>	<b>734</b>	<b>0</b>	<b>734</b>	<b>58.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,405)</b>	<b>(1,016)</b>	<b>(1,750)</b>	<b>(734)</b>				
<b>500 TREES AND WOODLANDS</b>								
5140 TREE MAINTENANCE	2,250	4,057	4,000	(57)		(57)	101.4%	
5150 SPILSBURY WOOD	0	0	1,500	1,500		1,500	0.0%	
TREES AND WOODLANDS :- Indirect Expenditure	<b>2,250</b>	<b>4,057</b>	<b>5,500</b>	<b>1,443</b>	<b>0</b>	<b>1,443</b>	<b>73.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,250)</b>	<b>(4,057)</b>	<b>(5,500)</b>	<b>(1,443)</b>				

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<b>510 OTHER ENVIRONMENT</b>								
5160 PEST CONTROL	0	295	100	(195)		(195)	295.0%	
OTHER ENVIRONMENT :- Indirect Expenditure	<b>0</b>	<b>295</b>	<b>100</b>	<b>(195)</b>	<b>0</b>	<b>(195)</b>	<b>295.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(295)</b>	<b>(100)</b>	<b>195</b>				
<b>ENVIRONMENT &amp; LEISURE :- Income</b>	<b>8,855</b>	<b>8,823</b>	<b>8,312</b>	<b>(511)</b>			<b>106.1%</b>	
<b>Expenditure</b>	<b>87,322</b>	<b>66,305</b>	<b>107,129</b>	<b>40,824</b>	<b>0</b>	<b>40,824</b>	<b>61.9%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(78,467)</b>	<b>(57,482)</b>						
<b>PLANNING</b>								
<b>600 BUS SHELTERS</b>								
5000 REPAIRS	0	0	400	400		400	0.0%	
5180 CLEANING	2,134	1,320	2,200	880		880	60.0%	
BUS SHELTERS :- Indirect Expenditure	<b>2,134</b>	<b>1,320</b>	<b>2,600</b>	<b>1,280</b>	<b>0</b>	<b>1,280</b>	<b>50.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,134)</b>	<b>(1,320)</b>	<b>(2,600)</b>	<b>(1,280)</b>				
<b>610 CAR PARKS</b>								
5450 BANK CHARGES	0	1	0	(1)		(1)	0.0%	
CAR PARKS :- Indirect Expenditure	<b>0</b>	<b>1</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>(1)</b>		<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>1</b>				
<b>620 MARKETS</b>								
5225 FARMERS MARKET	4,850	0	0	0		0	0.0%	
MARKETS :- Indirect Expenditure	<b>4,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Net Expenditure</b>	<b>(4,850)</b>	<b>0</b>	<b>0</b>	<b>0</b>				
<b>630 PLANNING SERVICES</b>								
4300 PROFESSIONAL FEES	6	0	0	0		0	0.0%	
PLANNING SERVICES :- Indirect Expenditure	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Net Expenditure</b>	<b>(6)</b>	<b>0</b>	<b>0</b>	<b>0</b>				
<b>640 STREET LIGHTING</b>								
4210 ELECTRICITY	3,719	1,466	6,000	4,534		4,534	24.4%	
4220 MAINTENANCE	0	0	250	250		250	0.0%	
STREET LIGHTING :- Indirect Expenditure	<b>3,719</b>	<b>1,466</b>	<b>6,250</b>	<b>4,784</b>	<b>0</b>	<b>4,784</b>	<b>23.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,719)</b>	<b>(1,466)</b>	<b>(6,250)</b>	<b>(4,784)</b>				

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<b>650 TOWN CENTRE IMPROVEMENTS</b>								
4220 MAINTENANCE	522	1,670	1,000	(670)		(670)	167.0%	
5280 NOTICE BOARD ELEC	929	3,639	0	(3,639)		(3,639)	0.0%	
5290 STREET FURNITURE	1,107	0	0	0		0	0.0%	
5291 MILLENNIUM TOWN CLOCK	745	0	0	0		0	0.0%	
TOWN CENTRE IMPROVEMENTS :- Indirect Expenditure	<b>3,303</b>	<b>5,309</b>	<b>1,000</b>	<b>(4,309)</b>	<b>0</b>	<b>(4,309)</b>	<b>530.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,303)</b>	<b>(5,309)</b>	<b>(1,000)</b>	<b>4,309</b>				
PLANNING :- Income	0	0	0	0			0.0%	
Expenditure	14,011	8,096	9,850	1,754	0	1,754	82.2%	
<b>Movement to/(from) Gen Reserve</b>	<b>(14,011)</b>	<b>(8,096)</b>						
<b>FINANCE &amp; POLICY</b>								
<b>700 ADMINISTRATION</b>								
1076 PRECEPT	567,568	567,568	567,568	0			100.0%	
1085 SUNDRY INCOME	168	4,675	0	(4,675)			0.0%	
1086 ENGINE LANE RECEIPTS	2,268,690	0	0	0			0.0%	
1090 INTEREST RECEIVED	18,076	23,232	35,964	12,732			64.6%	
1099 CIL INCOME 2021/22	159,402	0	0	0			0.0%	
1101 CIL INCOME 2022/23	19,369	107	0	(107)			0.0%	107
1102 CIL INCOME 2023/24	0	66,465	0	(66,465)			0.0%	66,465
1200 GRANTS	5,800	0	0	0			0.0%	
ADMINISTRATION :- Income	<b>3,039,073</b>	<b>662,047</b>	<b>603,532</b>	<b>(58,515)</b>			<b>109.7%</b>	<b>66,571</b>
5300 PHOTOCOPYING	1,125	990	2,200	1,210		1,210	45.0%	
5305 POSTAGE	598	498	1,000	503		503	49.8%	
5310 STATIONERY	1,099	1,227	1,200	(27)		(27)	102.2%	
5315 TELEPHONE	1,370	1,148	2,360	1,212		1,212	48.6%	
5450 BANK CHARGES	101	24	0	(24)		(24)	0.0%	
ADMINISTRATION :- Indirect Expenditure	<b>4,292</b>	<b>3,886</b>	<b>6,760</b>	<b>2,874</b>	<b>0</b>	<b>2,874</b>	<b>57.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>3,034,781</b>	<b>658,160</b>	<b>596,772</b>	<b>(61,388)</b>				
6000 plus Transfer from EMR	(19,369)	0						
6001 less Transfer to EMR	2,433,892	66,571						
<b>Movement to/(from) Gen Reserve</b>	<b>581,520</b>	<b>591,589</b>						

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<b>710 INFRASTRUCTURE</b>								
5380 HEALTH & SAFETY	1,115	226	1,000	774		774	22.6%	
5382 HEALTH AND SAFETY CONTRACT	1,794	1,879	1,805	(74)		(74)	104.1%	
5400 RBS/OMEGA SOFTWARE LICENCE	1,916	330	1,500	1,170		1,170	22.0%	
5405 WEBSITE - HOSTING	885	733	1,600	867		867	45.8%	
5415 WEBSITE - UPGRADES	190	190	250	60		60	76.1%	
5420 IT PURCHASES	2,637	371	1,000	629		629	37.1%	
5425 IT SUPPORT	5,775	3,488	6,000	2,512		2,512	58.1%	
INFRASTRUCTURE :- Indirect Expenditure	<b>14,312</b>	<b>7,218</b>	<b>13,155</b>	<b>5,937</b>	<b>0</b>	<b>5,937</b>	<b>54.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(14,312)</b>	<b>(7,218)</b>	<b>(13,155)</b>	<b>(5,937)</b>				
<b>720 LEGAL AND FINANCIAL</b>								
5440 AUDIT FEE: INTERNAL	960	0	1,152	1,152		1,152	0.0%	
5445 AUDIT FEE: EXTERNAL	3,360	(420)	3,200	3,620		3,620	(13.1%)	
5450 BANK CHARGES	107	66	600	534		534	10.9%	
5455 INSURANCE	3,903	4,213	4,600	387		387	91.6%	
5460 LEGAL COSTS	141	0	2,000	2,000		2,000	0.0%	
LEGAL AND FINANCIAL :- Indirect Expenditure	<b>8,471</b>	<b>3,859</b>	<b>11,552</b>	<b>7,693</b>	<b>0</b>	<b>7,693</b>	<b>33.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(8,471)</b>	<b>(3,859)</b>	<b>(11,552)</b>	<b>(7,693)</b>				
<b>730 MEMBERSHIPS AND LICENCES</b>								
5500 ALCA	1,899	2,022	2,000	(22)		(22)	101.1%	
5505 AVON WILDLIFE TRUST	48	48	50	2		2	96.0%	
5510 DATA PROTECTION	35	0	55	55		55	0.0%	
5515 FOREST OF AVON	120	80	120	40		40	66.7%	
5525 OPEN SPACES SOCIETY	45	0	50	50		50	0.0%	
5530 SLCC	391	699	450	(249)		(249)	155.3%	
5535 SW COUNCILS	465	485	500	15		15	97.0%	
MEMBERSHIPS AND LICENCES :- Indirect Expenditure	<b>3,003</b>	<b>3,334</b>	<b>3,225</b>	<b>(109)</b>	<b>0</b>	<b>(109)</b>	<b>103.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,003)</b>	<b>(3,334)</b>	<b>(3,225)</b>	<b>109</b>				
<b>740 PUBLIC WORKS LOANS BOARD</b>								
5610 PWLB - GLASSWORKS CAPITAL	2,718	1,400	2,828	1,428		1,428	49.5%	
5615 PWLB - GLASSWORKS INTEREST	7,154	3,535	7,042	3,507		3,507	50.2%	
5620 PWLB - TITHE BARN CAPITAL	1,492	770	1,558	788		788	49.5%	
5625 PWLB - TITHE BARN INTEREST	5,867	2,909	5,802	2,893		2,893	50.1%	
5630 PWLB - 65 HIGH STREET CAPITAL	4,935	2,522	5,081	2,559		2,559	49.6%	

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5635 PWLB - 65 HIGH STREET INTEREST	8,823	4,357	8,678	4,321		4,321	50.2%	
PUBLIC WORKS LOANS BOARD :- Indirect Expenditure	<b>30,989</b>	<b>15,494</b>	<b>30,989</b>	<b>15,495</b>	<b>0</b>	<b>15,495</b>	<b>50.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(30,989)</b>	<b>(15,494)</b>	<b>(30,989)</b>	<b>(15,495)</b>				
<b>750 TITHE BARN</b>								
1085 SUNDRY INCOME	0	7	0	(7)			0.0%	
1510 OTHER HIRERS	4,982	4,320	8,000	3,680			54.0%	
1520 REGULAR HIRERS	19,840	15,059	18,000	2,942			83.7%	
1530 TITHE BARN TRUST	3,000	3,300	3,000	(300)			110.0%	
1540 WEDDING RECEPTION & CEREMONY	16,220	26,340	28,535	2,195			92.3%	
1541 WEDDING CEREMONY	2,230	1,270	475	(795)			267.4%	
1545 BAR	300	0	0	0			0.0%	
1546 DOOR SECURITY	150	0	0	0			0.0%	
1547 KITCHEN HIRE	80	90	0	(90)			0.0%	
1548 TABLECLOTH HIRE	210	80	0	(80)			0.0%	
1550 END OF LIFE CELEBRATIONS	351	0	1,000	1,000			0.0%	
TITHE BARN :- Income	<b>47,363</b>	<b>50,465</b>	<b>59,010</b>	<b>8,545</b>			<b>85.5%</b>	<b>0</b>
4025 SUNDRIES	1,243	1,449	2,000	551		551	72.5%	
4210 ELECTRICITY	4,321	6,000	8,147	2,147		2,147	73.6%	
4270 ADVERTISING	990	0	0	0		0	0.0%	
4800 WATER	614	246	520	274		274	47.3%	
5022 REFUND OF BAR INCOME	1,900	1,780	1,600	(180)		(180)	111.3%	
5120 WORKWEAR	41	32	150	118		118	21.1%	
5450 BANK CHARGES	173	200	50	(150)		(150)	400.9%	
5690 CLEANING - CONTRACT	4,716	2,998	6,000	3,002		3,002	50.0%	
5695 CLEANING - SUPPLIES	1,896	401	750	349		349	53.4%	
5700 DOOR SAFE STAFF	408	1,124	1,520	396		396	73.9%	
5701 CARETAKING - WEDDINGS	0	29	0	(29)		(29)	0.0%	
5705 FIRE AND SECURITY	1,230	1,290	1,500	210		210	86.0%	
5710 GAS	6,809	5,384	18,133	12,749		12,749	29.7%	
5712 COUNCIL TAX	2,695	2,263	3,000	737		737	75.4%	
5715 LAUNDRY	219	0	300	300		300	0.0%	
5720 MAINTENANCE - AD HOC	731	230	2,500	2,270		2,270	9.2%	
5725 MAINTENANCE COSTS - PLANNED	897	0	3,000	3,000		3,000	0.0%	
5730 PREMISES LICENCE	360	0	300	300		300	0.0%	
5731 WEDDING LICENCE	583	583	584	1		1	99.9%	
5740 PRS LICENCE	409	457	600	143		143	76.1%	
5745 REFUSE DISPOSAL	1,532	684	2,260	1,576		1,576	30.3%	
TITHE BARN :- Indirect Expenditure	<b>31,768</b>	<b>25,149</b>	<b>52,914</b>	<b>27,765</b>	<b>0</b>	<b>27,765</b>	<b>47.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>15,594</b>	<b>25,316</b>	<b>6,096</b>	<b>(19,220)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
FINANCE & POLICY :- Income	3,086,436	712,512	662,542	(49,970)			107.5%	
Expenditure	92,835	58,940	118,595	59,655	0	59,655	49.7%	
<b>Net Income over Expenditure</b>	<b>2,993,601</b>	<b>653,572</b>	<b>543,947</b>	<b>(109,625)</b>				
plus Transfer from EMR	(19,369)	0						
less Transfer to EMR	2,433,892	66,571						
<b>Movement to/(from) Gen Reserve</b>	<b>540,340</b>	<b>587,001</b>						

**SPECIFIED RESERVES****910 MAJOR CONTINGENCY ITEMS**

9030 SKATEPARK PROJECT	8,290	0	1,190	1,190		1,190	0.0%	
9146 CLIMATE CHANGE PROJECTS	603	0	6,897	6,897		6,897	0.0%	
9153 COMMUNITY EMERGENCY FUND	9,850	3,333	39,944	36,611		36,611	8.3%	23,333
9154 CONSULTANCY TOWN STRATEGY	0	0	10,000	10,000		10,000	0.0%	
9156 MILLENNIUM PARK	0	0	10,000	10,000		10,000	0.0%	
9159 CAPITAL PROJECTS	1,810	0	32,227	32,227		32,227	0.0%	
9160 CIL - 2018/19	642	0	0	0		0	0.0%	
9161 CIL - 2020/21	8,514	0	0	0		0	0.0%	
9162 CIL - 2021/22	81,719	21,828	260,686	238,858		238,858	8.4%	21,828
9163 ENGINE LANE RECEIPTS	224	0	3,742,590	3,742,590		3,742,590	0.0%	
9165 CIL - 2022/23	0	0	19,476	19,476		19,476	0.0%	
9166 Ash Die Back Treatment	50	3,400	29,950	26,550		26,550	11.4%	3,400
9167 Electon Expenses	0	3,774	15,000	11,226		11,226	25.2%	3,774
9168 Constancy & Legal Contingency	1,933	14,667	42,518	27,851		27,851	34.5%	14,667
9169 WELLBEING PROJECTS	0	184	20,000	19,816		19,816	0.9%	(19,816)
9170 CIL - 2023/24	0	0	66,464	66,464		66,464	0.0%	
<b>MAJOR CONTINGENCY ITEMS :- Indirect Expenditure</b>	<b>113,636</b>	<b>47,186</b>	<b>4,296,942</b>	<b>4,249,756</b>	<b>0</b>	<b>4,249,756</b>	<b>1.1%</b>	<b>47,186</b>

**Net Expenditure**      **(113,636)**      **(47,186)**      **(4,296,942)**      **(4,249,756)**

6000 plus Transfer from EMR	113,958	47,186						
6001 less Transfer to EMR	19,369	0						

**Movement to/(from) Gen Reserve**      **(19,047)**      **0**

**930 RESTRICTED FUNDS**

1085 SUNDRY INCOME	58,309	0	0	0			0.0%	
<b>RESTRICTED FUNDS :- Income</b>	<b>58,309</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
9035 TITHE BARN CAPITAL FUND	3,111	1,962	48,580	46,618		46,618	4.0%	1,962
9200 BACKWELL LAKE - PATH	0	0	1,842	1,842		1,842	0.0%	



## Detailed Income &amp; Expenditure by Budget Heading 28/11/2023

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
9205 FRIENDS OF TRENDLEWOOD PARK	0	0	952	952		952	0.0%	
9215 TREE WARDENS	0	0	185	185		185	0.0%	
9225 YOUTH HOUSE	228	0	3,469	3,469		3,469	0.0%	
9310 YOUNG PERSONS GRANT	0	0	8,355	8,355		8,355	0.0%	
9315 WELLBEING	0	0	27,972	27,972		27,972	0.0%	
9320 LIVING ROOM PROJECT	734	56	66	10		10	85.1%	56
<b>RESTRICTED FUNDS :- Indirect Expenditure</b>	<b>4,072</b>	<b>2,018</b>	<b>91,421</b>	<b>89,403</b>	<b>0</b>	<b>89,403</b>	<b>2.2%</b>	<b>2,018</b>
<b>Net Income over Expenditure</b>	<b>54,237</b>	<b>(2,018)</b>	<b>(91,421)</b>	<b>(89,403)</b>				
6000 plus Transfer from EMR	3,750	2,018						
6001 less Transfer to EMR	58,309	0						
<b>Movement to/(from) Gen Reserve</b>	<b>(322)</b>	<b>0</b>						
<b>SPECIFIED RESERVES :- Income</b>	<b>58,309</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>	
Expenditure	117,708	49,204	4,388,363	4,339,159	0	4,339,159	1.1%	
<b>Net Income over Expenditure</b>	<b>(59,399)</b>	<b>(49,204)</b>	<b>(4,388,363)</b>	<b>(4,339,159)</b>				
plus Transfer from EMR	117,708	49,204						
less Transfer to EMR	77,678	0						
<b>Movement to/(from) Gen Reserve</b>	<b>(19,369)</b>	<b>0</b>						
<b>Grand Totals:- Income</b>	<b>3,158,941</b>	<b>724,644</b>	<b>677,354</b>	<b>(47,290)</b>			<b>107.0%</b>	
Expenditure	722,017	522,181	5,066,276	4,544,095	0	4,544,095	10.3%	
<b>Net Income over Expenditure</b>	<b>2,436,925</b>	<b>202,462</b>	<b>(4,388,922)</b>	<b>(4,591,384)</b>				
plus Transfer from EMR	109,558	68,012						
less Transfer to EMR	2,511,570	66,571						
<b>Movement to/(from) Gen Reserve</b>	<b>34,913</b>	<b>203,903</b>						



## UNITY CURRENT ACCOUNT

## List of Payments made between 25/10/2023 and 28/11/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/10/2023	KN OFFICE SUPPLIES	B921A	45.88		Tippex / Copy Paper
27/10/2023	HOBDEN'S & SON	B922	48.00		Storage 20/10 to 16/11
27/10/2023	KN OFFICE SUPPLIES	B923	21.50		Sellotape
27/10/2023	ABSOLUTE (UK) LIMITED	B924	326.40		Cleaning, Sept 23
27/10/2023	AMAZON.CO.UK	B925	14.98		Samsung Charger, Comms Off
27/10/2023	SQUAREBIRD	B926	348.00		Privacy Policy/SEO, Oct 23
27/10/2023	LANDSCAPE SERVICES	B927	1,062.36		Ground Maintenance Sept 23
27/10/2023	AVON LOCAL COUNCILS' ASSN	B928	40.00		Course, I Presland
27/10/2023	Abigail Pople Hughes	B929	1.99		Expenses, Milk
27/10/2023	BTE SERVICES LTD	B930	44.76		Sanitary Bins 20/11-19/02
27/10/2023	FRANCHESCA BRIDGE	B931	1.99		Expenses: Milk
27/10/2023	Blachere Illumination UK LTD	B932	2,505.12		Glass Gobo, Snowflakes
27/10/2023	ABSOLUTE (UK) LIMITED	B933	530.40		Cleaning, Sept 23
27/10/2023	KN OFFICE SUPPLIES	B934	88.90		Bankers Box x 10
27/10/2023	ABSOLUTE (UK) LIMITED	XB933	-530.40		Cleaning @ TB Sept 23
27/10/2023	ABSOLUTE (UK) LIMITED	XB933	530.00		Cleaning @ TB Sept 23
30/10/2023	Biffa Waste Services Ltd	DD	436.64		Refuse, Sept 23
31/10/2023	ROYAL BRITISH LEGION POPPY	B935	25.00		Wreath for Town Council
31/10/2023	SAFETEC DIRECT	B936	106.08		Hi-Vis Jackets
31/10/2023	WorkNest (prev Ellis Whittam)	B937	570.24		E-Learning, Worknest
31/10/2023	WEST COUNTRY GROUND CARE	B938	878.40		Green Maintenance, Sept 23
31/10/2023	FLYING COLOURS	B939	462.00		Stilt Walker, Xmas Fayre
01/11/2023	NIBRA Signs Limited	B940	205.80		Road Closure Signs Rembr Day
03/11/2023	THREE CHERRIES	DD	377.52		SoGEA/Virgin, Nov 23
09/11/2023	AVON LOCAL COUNCILS' ASSN	B941	30.00		Chairing Course, Smith
09/11/2023	ADI SECURITY SERVICES LTD	B942	105.00		Door Security
09/11/2023	One Stop Cleaning Shop	B943	113.47		Black Sacks
09/11/2023	CLEARVIEW CLEANER	B944	30.00		Windows Quarterly Clean
09/11/2023	A Theme Come True	B945	185.00		Elsa, Christmas Fayre
09/11/2023	EVACUSAFE	B946	900.00		onsite Key Trainer Training
09/11/2023	KN OFFICE SUPPLIES	B947	43.50		Copy Paper
09/11/2023	AVON LOCAL COUNCILS' ASSN	B948	30.00		Chairing mtgs, Mazur
09/11/2023	AMAZON.CO.UK	B949	17.79		Tipp-ex x 3
09/11/2023	KN OFFICE SUPPLIES	B950	2.34		Dividers
09/11/2023	KN OFFICE SUPPLIES	B951	19.50		Wrist Support
09/11/2023	KN OFFICE SUPPLIES	B952	9.36		Stapler
09/11/2023	LIFTEC EXPRESS	B953	226.66		Lift Annual Maintenance
09/11/2023	SQUAREBIRD	B954	195.44		Email Hosting / Domain Name
09/11/2023	KN OFFICE SUPPLIES	B955	46.81		Letter Tray / Copy Paper
09/11/2023	AVON LOCAL COUNCILS' ASSN	B956	30.00		Chairing course, Tonkin
09/11/2023	AMAZON.CO.UK	B957	26.95		Keyboard x 2
09/11/2023	KN OFFICE SUPPLIES	B958	9.93		USB Drive 16GB
09/11/2023	AMAZON.CO.UK	B960	37.99		Caretaker Shoes
09/11/2023	LANDSCAPE SERVICES	B961	192.00		Autumn bedding on roundabout
10/11/2023	EE.CO.UK	DD	101.99		Mobile Costs, Nov 23
10/11/2023	THREE CHERRIES	DD	142.25		Call Charges, Oct 23
10/11/2023	FOREST OF AVON TRUST	SO	10.00		Subs, Nov 23

UNITY CURRENT ACCOUNT

List of Payments made between 25/10/2023 and 28/11/2023

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
15/11/2023	VALDA ENERGY	DD	4,314.63		Gas/Elec, Oct 2023
16/11/2023	AERAL DIRECT LTD	REFUNDEE	-3.00		Refund EE Oct 23
Total Payments			<u>14,959.17</u>		

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## Specified & Restricted Reserves

As at 28 November 2023	B/F 1 April 2023	Receipts	Expenditure	Remaining Balance	Comments
<b>Specified Reserves</b>					
Skateboard Project	1,190			1,190	
Climate Change Projects	6,897			6,897	
Community Emergency Fund	59,944		23,333	36,611	£3,333 Grant Junior Park Run. £20,000 to Wellbeing Projects
Wellbeing Projects	0	20,000	184	19,816	£20,000 transferred from Community Emergency Fund
Consultancy for Town Strategy	10,000			10,000	
Millennium Park	10,000			10,000	
Capital Projects	32,227			32,227	For capital expenditure only
Ash Die Back Treatment	29,950		3,400	26,550	£3,400 Tree Work.
Election Expenses	15,000		3,774	11,226	Election expenses £3774.
Consultancy and Legal Contingency	38,518	4,000	14,667	27,851	PEP Professional Fees £5,550, Coronation Fayre £9,111. £6 Land Search Receipt of Lottery Grant £4,000
<b>Total Reserves</b>	<b>203,726</b>	<b>24,000</b>	<b>45,358</b>	<b>182,368</b>	
<b>CIL Income</b>					
CIL Income 2021/22	260,686		21,828	238,858	Grove Play Area £8,630, Signs for Fun Day £60, £25,500 Play Equipment at The Grove (costs refunded). No 65 Staircase upgrade £11,050.
CIL Income 2022/23	19,369	107		19,476	CIL receipt £106.70
CIL Income 2023/24	0	66,464		66,464	CIL receipt £66,464
<b>Total CIL Income</b>	<b>280,055</b>	<b>66,571</b>	<b>21,828</b>	<b>324,798</b>	
<b>Capital Receipts</b>					
Engine Lane Receipts	3,742,590			3,742,590	
<b>Total Capital Receipts</b>	<b>3,742,590</b>	<b>0</b>	<b>0</b>	<b>3,742,590</b>	
<b>TOTAL SPECIFIED RESERVES</b>	<b>4,226,371</b>	<b>90,571</b>	<b>67,186</b>	<b>4,249,756</b>	
<b>Restricted Funds</b>					
Tithe Barn Capital Fund	48,580		1,962	46,618	Wall repairs £1962.
Backwell Lake - Path	1,842			1,842	
Friends of Trendlewood Park	952			952	
Tree Wardens	185			185	
Youth House (No 65)	3,469			3,469	
Young Persons Grant	8,355			8,355	NSC Grant. Can now fund service/equipment @ No 65
Wellbeing	46,781		18,809	27,972	Wellbeing costs @ No 65
Living Room Project	66		56	10	Living Room Costs @ No 65
Lottery Grant: Coronation Fayre	4,000		4,000	0	Grant monies moved to Consultancy & Legal Continency
<b>TOTAL RESTRICTED RESERVES</b>	<b>114,229</b>	<b>0</b>	<b>24,827</b>	<b>89,403</b>	

## Supplementary to Specified & Restricted Reserves

On 7 December 2022, the Council agreed that the following projects be removed from specified reserves with any future expenditure to be taken from CIL Income.

Items to be taken out of reserves	B/F 1 December 2022	Agreed additional changes to reserve	Expenditure *	Current Balance	Comments
Gateway planters	0	1,000		1,000	2 x gateway planters for Nailsea in Bloom
Car Parks	15,191			15,191	
Play Equipment	28,000		8,690	19,310	Expenditure: Grove Play Area: fencing £8,630, Signs £60, (£25,500 for Play Equipment refunded)
No 65 Improvements	19,936	12,153	15,051	17,038	£4,000 Prof Serv re refurbishment. Emergency Lighting £1,102.23. Staircase upgrade £11,051
Road Crossings	25,000			25,000	
Middle Engine Pit	20,000			20,000	
New Christmas Lights	30,000	47,671		77,671	Overall festive light agreed budget £77,670.60 . Includes costs to supply and install festive lighting columns £37,900, 21 pole motifs £11,570 (Aug 23).
Community Park	0	5,000		5,000	
<b>TOTAL FROM CIL INCOME</b>	<b>138,127</b>	<b>65,824</b>	<b>23,741</b>	<b>180,210</b>	

\* Please note any expenditure outlined above has already been deducted from the CIL balance on page 1 and is here for information only.

### As at 28 November 2023

Total CIL Income Remaining	324,798
Earmarked expenditure	<u>180,210</u>
<b>Total remaining CIL Income</b>	<b><u><u>144,588</u></u></b>

DATE JULY

Council Audit Checklist for Nailsea Town Council

Date: 6/11/2023

RECONCILIATION AUDIT		CHECK	HSBC C/A	HSBC Deposit	NSC Investment	Nationwide BS Investment	Monmouth	Nationwide 95 Day	Nationwide Instant	Nationwide 1 Yr	Documents Signed Off
1	Verify document balances using the Cash & Investment Reconciliation	Bank Statement Balance	/	/	/	/	/	/	/	/	/
		Ledger Print - Carried Forward Balance	/	/	/	/		/	/	/	/
		Reconciliation Statement Balance	∩	∩	∩	∩		∩	∩	∩	∩
2	Verify Trial Balance	[Redacted]									∩
3	Verify individual transactions - do they match up?	Compare bank statement entries to ledger entries	∩	∩	∩	∩		∩	∩	∩	
		Investigate any red flags	∩								

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Overall Comments

As per May re HAGS.

Signed: 

Dated: 6th November 2023

Council Audit Checklist for Nailsea Town Council

Date June 23

Date: 6/11/23

RECONCILIATION AUDIT		CHECK	HSBC C/A	HSBC Deposit	NSC Investment	Nationwide BS Investment	Monmouth	Nationwide 95 Day	Nationwide Instant	Nationwide 1 Yr	Documents Signed Off
1	Verify document balances using the Cash & Investment Reconciliation	Bank Statement Balance	✓	✓	✓	✓	✓	✓	✓	✓	✓
		Ledger Print - Carried Forward Balance	✓	✓	✓	✓	✓	✓	✓	✓	✓
		Reconciliation Statement Balance	✓	✓	✓	✓	✓	✓	✓	✓	✓
2	Verify Trial Balance	Check debit and credit columns totals	[Redacted]							✓	
3	Verify individual transactions - do they match up?	Compare bank statement entries to ledger entries	✓	✓	✓	✓	✓	✓	✓	✓	✓
		Investigate any red flags	1								

Overall Comments

Flags not clear enough, for example otherwise good.

Signed: [Redacted]

Dated: 6/11/23



Grant Applications 2024/25

		2024-25 Grant Details								
Code	Organisation	Project Cost	Grant Request	Project Details	Salary Costs	Pre-agreed grant request	Finance Committee Proposals	Community Engagement Proposals	Information Request	Grant Folder Comments
1	Friends of Stockway North Nature Reserve	£150.00	£150.00	To renew 2024 insurance. Current renewal was £115 and £150 allows for inflation.	No		£150.00	£150.00		"Same as last year- yes." "Definitely need to pay this." - 3 additional comments agreeing with this comment. "Yes- However, I thought I read somewhere that they were going to close due to retirement or something? Good environmental project for the town."
2	Artful Minds	£500.00	£500.00	Grant will be used to purchase art resources and help with room rental.	No		£500.00	£500.00		"Very good service- small amount of money reaching a lot of people." "Very worthwhile project." - 2 additional comments agreeing with this comment. "Yes, Great service for local people."
3	EAT Festival	£7,760.00	£750.00	EAT Festival would like to return to Nailsea in 2024 to deliver a standout Christmas festival on Saturday 7 December. Grant will be used to cover the costs of organising and running the event. PRAXIS has confirmed they will match fund a £750 NTC contribution.	Yes - PM Fees		£750.00	£750.00		"Usually successful event. However, it is a business but should give grant as very popular with public." "As a one-off, this is agreed. As a business, should we be giving grants?" "Agree this is popular. We need to agree if we want to do something different in 2024 or go with Eat?" "Yes- Eat festivals always go down well with the local residents. May need input from community engagement committee about their plans for schools 2024. (Lights + Fayre)"
4	1st Nailsea Scouts	£1,000.00	£1,000.00	Grant will be used to help fund 1st Nailsea Scouts Carnival and covers licence applications for road closures/alcohol/music, first aid cover £200, a generator £450, insurance, hire for van to transport equipment £200, advertising £450.	No		£0.00	£0.00	What are reserves earmarked for?	"An event enjoyed by many. They have healthy balances at bank, but this grant would recognise we are grateful to them for organising the event." "High level of unrestricted funds £103,120 at 31/12/2022." "Is the high level of funds for a particular project?" "High level of savings that can be used as cash flow for initial payments for carnival." "I would like to support but need better understanding of unrestricted funds, what are they being used for?" "Last year £500, this year request for £1000- why? Where did the funds for the other £500 for last year come from? Good event for the town though."
5	Nailsea Climate Emergency Group	£1,000.00	£1,000.00	Grant to support Litter Free Nailsea initiative to cover campaign costs: printing £100, refreshments £45, advertising £330, fresh exercise £300, table £52, flag £98, event shelter £250 and café costs £100.	No		£0.00	£0.00	£5K already put aside for Climate Emergency activities. To be supported as part of Tidy Nailsea initiative.	"NTC could support the group with loaning tables and event shelter." "Should this be allocated out of Climate Emergency Town Council Budget?" "This is also being covered by E&L Committee under Tidy Nailsea Working Party. Consolidate?" "Should come out of existing budget." "Tidy Nailsea to add nominee £500 to E&L budget for additional equipment (gloves, bags, litter picking equipment, etc.) so we should consolidate under this." "The Nailsea Community group arranged monthly litter picks and advertise these- do these two groups work together? Not 100% sure this grant is best spent in this manner- unclear of what the plan is."
6	Vision North Somerset	£32,048.00	£1,000.00	Grant will be used towards the cost of the 'Seeing Friends' project in Nailsea. If successful the funds will go towards project delivery.	No		£0.00	£0.00	Application doesn't explicitly state whether the grant will fund new work or offset existing costs.	"No details in Section 2 of application. Small amount towards a much bigger amount- will we be able to 'follow' our money?" "Very vague application! Unrestricted funds of £286,280 at 31/3/2022." "Really need more detail. Several sections left blank. Basically, a good idea." "Insufficient specific detail?" "Massive amount of funds already." "App doesn't mention existing drop in session @65 on Fridays, so not sure what the project is delivering?" "Require further details on the plan for grant money (usage)."
7	2nd Nailsea Scouts	£1,111.00	£1,111.00	To purchase new activity age appropriate resources including outdoor Jenga x 3 £136, axe throwing set x2 £280, Archery sets £395, outdoor Connect 4 £140.	No		£0.00	£0.00	Not clear as to purpose of reserves	"They have LARGE reserves. £1,111.00 would not even dent them!" Agreed with one other comment. "They could apply for grant funding from other organisation- for example, the Airport." "Not sure how much the balance is at present. Laudable idea, but surely a few hundred towards it might be better." "Plenty of cash in reserves." "Reserves identified for new minibus, so spoken for. We should support request."
8	Nailsea Utd Walking Football Club	£1,380.00	£1,200.00	Grant would be used to purchase a defibrillator.	No		£500 or £0	500 or 0	£500 if club can confirm they have no access to a defibrillator.	"1,200 might not be needed if JustGiving raises more. All in favour of as many defibrillators as possible- could it be utilised elsewhere as well as the club?" "In theory the school should have a defibrillator, might need to establish this." "Could we contact school to find out if all users have access to defibrillator?" "Possibly another defib available. Where are they in Nailsea? Are they portable and could they be shared?" "Good idea, suggest half, say £600." "Establish nearest one/other fund raising? Contribute to cost if not available." "Would this be accessible outside of club hours?"

Grant Applications 2024/25

		2024-25 Grant Details								
Code	Organisation	Project Cost	Grant Request	Project Details	Salary Costs	Pre-agreed grant request	Finance Committee Proposals	Community Engagement Proposals	Information Request	Grant Folder Comments
9	Nailsea Playing Fields Association	£1,500.00	<b>£1,500.00</b>	To cover grounds maintenance at The Grove. £1,000 has already been agreed. <b>A further £500 is being requested.</b>	No	£1,000.00	DEFER	<b>£500.00</b>	Request details of £2900 donation.	* £1,000 of this grant award has already been pre-agreed. A further £500 is being requested "Usually grant monies to NPFA for grounds maintenance.. Obviously, more needed." "What was rent from? It received, £2087 and gave donations £2900." "£1K already budgeted by NTC. So £500. Which I would agree." "In NPFA accounts they received £2087 rent and donated £2900. What was donation for?"
10	Friends of Trendlewood Park	£1,700.00	<b>£1,700.00</b>	Grant would be used to maintain the par including purchase/installation of 2 x benches £1000, nesting boxes £90, wildflower seed £192 and tree surgeon fees re Nowhere Woods £500 plus VAT.	No		DEFER	Defer	Query Bench costs re durability. Group cutting back on activities, so why do they need this? Possible funding from ASK Nailsea with NTC to buy and save the VAT.	"Friends of Trendlewood do an excellent job do money well-spent." - Agreed by 1 additional comment. "Carrying reserves of £2900 every year." "Yes- improves nature for residents of Nailsea."
11	Great Western Air Ambulance Charity	£2,000.00	<b>£2,000.00</b>	Grant to cover 1 life saving mission in Nailsea. £2,000 is the average cost of a critical care mission and covers the cost of doctors, paramedics, equipment, drugs, the cost of the helicopter and critical care cars and other overheads.	No		£0.00	£0.00	Decline. Not based in Nailsea.	"They hold significant funds." "Need to consider with aging population. Is the number of callouts average for a town?"
12	St John's Ambulance	£37,500.00	<b>£2,000.00</b>	New vehicle (Community Support Unit). Total cost £75,000. Project cost is £37,500 with David Medlock Foundation matching funding the remaining funds.	n/a		DECLINE	£0.00	Decline. Not specific to Nailsea.	"This doesn't sound Nailsea-based. Ambulance would be based in Bristol with no guarantee of availability at Nailsea events. This is a national organisation, not a local one." "Agree with the point above, however not against supporting the grant. Further information regarding cadets in Nailsea required, plus does St Johns support any of the town's events e.g. fayres, carnivals?" "They have large amounts of funding in their central accounts." "They have always done a good job so deserve this grant." "Do we pay a fee when we use their services? If so, a grant is not really justifiable." "National charity- not local."
13	Tyntesfield Medical Group Patients Group	£2,000.00	<b>£2,000.00</b>	Learn more about the services and support provided by Tyntesfield Medical Group and local/national organisations. Learn how to take responsibility for own health and support friends and family. Enable feedback about performance to be collected.	n/a		Defer, decline or £500.00	defer	More info? Offer space at no 65 and money for expenses?	"GP surgeries have their own budgets and should be keen to foster the aim of this project. TMG also cover Backwell and Long Ashton- what will their input be?" "£2,000 seems a lot for putting on 4 events!" "Suggest the TC allows use of room at the Tithe Barn, a grant to cover it or cost of 65." "Strange one." "I have to declare an interest as I am Vice-Chair of this group. We use no.65 free of charge at the moment. There is a new committee with lots of ideas for events which should be relevant to a broad cross-section of Nailsea residents." "Cost of professional speakers will be a part of cost. We should support and use 65/Tithe Barn." "Interesting idea- intrigued as to whether TMG also contribute financially!"
14	The Leg Club	£5,850.00	<b>£2,350.00</b>	To hire the Tithe Barn in order to deliver care to patients of Tyntesfield Medical Group who have lower limb concerns. The monies will be used to pay for the shortfall between the commercial hire rate and the Leg Club contribution of £3,500	n/a	£2,800.00	£2,800.00	£2,800.00	Request adjusted to reflect new room hire charges agreed by F&P.	*This grant request has previously been approved "Very worthwhile organisation." - Agreed upon by 4 additional comments.
15	Nailsea Playing Fields Association	£3,000.00	<b>£3,000.00</b>	Towards the legal costs of obtaining a renewed lease for the land at Grove from Nailsea Town Council and enabling the Sports Clubs to obtain sub leases to secure tenure on the land.	No		DEFER	DEFER	Further discussions with NPFA required.	"Sounds very necessary and end result is of great benefit." "They would need to pay back any unused funds." "Should we be paying a grant for them to re-negotiate with us?" "The same solicitor is acting for both parties, unnecessary at present and not ethical." "Community and leisure Ask Nailsea projects need to be considered in case of crossover." "Why have they submitted 2 separate grant proposals (see number 9)? Good for town though." "In NPFA accounts they received £2087 rent and donated £2900. What was the donation for?"
16	Memories at the Barn	£3,250.00	<b>£3,250.00</b>	The grant will be used to contribute to rental costs of the Tithe Barn for the Memory Café which meets every Wednesday. The café caters for up to 28 people with dementia and 28 carers each week.	No	£3,756.00	£3,756.00	£3,756.00	Request adjusted to reflect new room hire charges agreed by F&P.	*This grant request has previously been approved "Hopefully grant will be given so cost neutral for council/Tithe Barn Management." "Very worthwhile and should be granted."

Grant Applications 2024/25

		2024-25 Grant Details								
Code	Organisation	Project Cost	Grant Request	Project Details	Salary Costs	Pre-agreed grant request	Finance Committee Proposals	Community Engagement Proposals	Information Request	Grant Folder Comments
17	Nailsea Farmers Market	£4,850.00	<b>£4,850.00</b>	Grant covers costs of £1,000 market license, £850 road closure permission and £3000 support with running costs and marketing.	No		<b>£4,850.00</b>	<b>£4,850.00</b>		"Successful and popular event. Substantial savings. What it used to cost the Town council to run it." "Worthwhile." "Great event for the town."
18	The Link, Nailsea School	£17,270.00	<b>£5,000.00</b>	The grant would support the floodlights on the all-weather pitch to be converted to LED luminaires which would improve the facility, be more energy efficient, environmentally friendly and cost effective.	No		DEFER	DEFER	Could use ASK Nailsea funding?	"This project supports environmental issues and appears to be used by many groups. BUT- who owns The Link? If this is the school, are we allowed to support?" "Asked for same as last year- this would be too important of an event to lose." "The link is not Nailsea School. Is there a sinking fund for replacement of assets? Accounts are not very clear. What is their day to day income and expenditure?" "Difficult one. Will they need planning permission for changing lights? Is it not part of school?" "Being picked up as a part of a broader ASK Nailsea initiative. So, it should NOT be granted but see Antony regarding communicating this." "See ASK Nailsea- Sports." "Being picked up at ASK Nailsea." "Great for environment and local groups who use the pitch."
19	Bridging The Gap Together	£6,930.00	<b>£6,930.00</b>	Grant will be used to provide 10 Minecraft sessions over 12 months. Funding will provide 2 young people with Autism paid part time positions to enhance their social skills and improve their future job prospects.	Yes		DEFER	DEFER	Further research required. Only a limited number of people benefitting. Check social value report.	"Seems like a lot of money for 10 events. Their accounts are not very clear and they have submitted 'fileted' accounts. Over £34k in the bank account." "Would like more details. Not sure about this one." "Currently provide service at number 65 and social value reporting available. (Completed by Wellbeing Officer.) Worthwhile cause. Need to detail activities and value more comprehensively." "Interesting idea- but unsure if this meets the 'chanty' requirement."
20	Nailsea & District Community Transport	£15,100.00	<b>£15,100.00</b>	Grant towards the continued operation of community transfer for the elderly, disabled and isolated with North Somerset	Yes		<b>£15,100.00</b>	<b>£15,100.00</b>	Noted that group is required to have 6 months expenses in reserves.	"This application needs unpicking. How many people currently partake in its activities? It is a private company." "Well used and popular but costs of electric buses should be lower for fuel costs. Would support grant." "They charge for use don't they? I feel they have had enough with the electric buses. Would not support. How will electric bus costs impact what is needed?"
21	North Somerset Citizens Advice	£20,042.00	<b>£20,042.00</b>	This is the final year of a three agreement to provide free, confidential, impartial and independent advice to local residents on a range of issues.	Yes	£20,042.00	<b>£20,042.00</b>	<b>£20,042.00</b>		This grant request has previously been approved "This is much needed." "What is the volume of throughput and advice given?" "Agree is needed." "Is this already agreed? If so, why is it included?"
22	Nailsea Community Group	£30,000.00	<b>£30,000.00</b>	Towards salaries and running costs of No 26. The core purpose is the provision of the Community Food Service.	Yes		DEFER	DEFER	Further discussion/research required. Discuss with group about being more independent of the Council for salaries.	"An excellent facility, but seems to be a large request for what appears to be the total salary costs." "Require further information regarding what this grant is actually for?" "More info needed on how it will be spent and if this is going to be an annual need or become sustainable." "They haven't acknowledged funding from NTC. Don't think Nailsea Active should be included, separate grant application. They have 3 employees (paid) and 3 directors, who they state are unpaid. The employees are also directors!" "Not sure about amount and employees, not volunteers. But well-used and popular." "Should really be staffed by volunteers if possible. Agree, Nailsea Active should not be included. But it is an important service, very popular and needs to continue." "Decision to be made as to whether this is a long-term commitment of emergency only."
23	Lynda Dicks, Christmas Tea Party	£100.00	<b>£100.00</b>	To hold a Christmas tea party for those who are lonely over Christmas. This includes those with dementia and their carers.	Yes		<b>£0.00</b>	<b>£0.00</b>	Late request	Late application but refer to Chair's expenses.
24	NORTH SOMERSET LGBT+	£1,000.00	<b>£1,000.00</b>	To help pay the rent for Forum HQ which has been increased by 40%.	No		<b>£0.00</b>	<b>£500.00</b>	Late request. Subject to outreach being provided.	Late application.
			<b>£107,533.00</b>			<b>£27,598.00</b>	<b>£47,948.00</b>	<b>£48,948.00</b>	<b>£0.00</b>	



## Consideration of Preliminary Budget Figures 2024/2025

### Commentary

This is the draft 2024/25 budget proposal for consideration by the Finance and Policy Committee on 6 December 2023, prior to review by the Town Council on 13 December 2023.

The draft budget indicates that the total precept income increase will be £29,514 (5.2%). As yet, we are unable to advise what this increase will mean for an individual Band D property as we have not yet received the 2024/25 precept calculator from North Somerset Council (expected mid-December hopefully in time for the full Council meeting).

To limit the increase to this figure, it is proposed that £40,000 in capital fund interest be used to off-set the cost increases discussed below.

### Overview

1. Staff costs are projected to increase by £46,509 and a detailed analysis is included below.
2. Grant awards for 2024/25 are yet to be finalised. A number of grant awards have been proposed but some grant requests require further discussion. Details are below.
3. A number of projects have been suggested for consideration by the Council and are listed below and within the specified reserves schedule.
4. An increase in the communications budget from £7,000 to £10,600 has been proposed. A majority of the new or revised costs will be offset by the reduction in media support fees following the recruitment of a Communication Officer.

The Communications Officer has also asked the Council to consider a further increase to the budget of £4,000 for a pay per click campaign which would add 0.7% to the precept, but this has not yet been included in the budget.

The Council is also asked to review its reserves and a separate sheet detailing current reserves and proposed changes is attached.

### 1a. Staffing Costs

#### Changes during 2023-24

We anticipate a number of cost changes since the original forecast was prepared and these are as follows:

The 2023/24 office staff wage award is still in negotiation but will be higher than the 5% forecast. An increase of £1,925 on all NJC pay points 1 and above has been offered. This equates to a 3-9% wage rise depending on an individual's NJC pay point.

There were 3 spinal point changes instead of the 2 forecast on 1 April 2023.

The 2022/23 Facilities staff wage award has been adjusted to reflect fewer overtime hours worked. New Living Wage rates for 2023-24 will be announced in November and any increase applied from December 2023.

A Communications Officer has been recruited and costs included for 5.5 months from October 2023.

Pension and NI contribution costs have been updated to reflect any changes.

Changes during 2023-24	Staff Costs *	2023/24 Budget	£274,870
2023-24 Proposed Pay Award	£2,173		
1 x Spinal Point Change	£921		
Adjust facilities staff pay award (overtime hours)	-£144		
Communications Officer (5.5 months)	£11,123		
Pension & NI Changes	£2,733		
<b>Total</b>	<b>£16,806</b>	<b>2023/24 Forecast Outturn</b>	<b>£291,676</b>

\* These costs do not include courses, expenses or recruitment.

## Staffing Costs - 2024-25

We have assumed a 5% wage award in 2024-25 and 5 spinal point moves.

We have applied the remaining forecast 9% pay award for Facilities staff to November 2024 and included a 5.5% increase from December 2024.

The salary for the Communications Officer (6.5 months) has been re-added to the forecast outturn to reflect a full year of employment. Please note that these costs will be mitigated by the reduction in the Professional Fees budget by £10,000.

Pension and NI contribution costs have been updated to reflect any changes.

Staff Costs - Changes during 2024-25	Staff Costs	2023/24 Forecast Outturn	£291,676
2023/24 Pay Award (5% Forecast)	£10,893		
Annual Spinal Point Moves (5)	£3,353		
2023/24 Facilities Pay Award	£548		
Communications Officer (6.5 months)	£10,941		
Employer NI and pension contribution increases	£3,967		
<b>2024-25 Increase</b>	<b>£29,702</b>		
	<b>Staff Costs</b>	<b>2024/25 Budget</b>	<b>£321,378</b>

## 1b. Headcount

	Hours per Week	Comments
Town Clerk	37.5	
Assistant Clerk	37.5	
Finance Officer	37.5	
No 65 Manager	37.5	
Administration Officer	34.0	
Wellbeing Officer	30.0	Resigned December
Communications Officer	22.5	
Events Co-ordinator	16.0	
Town Orderly	24.0	
Caretaker 1	9.0 **	** Excludes overtime, approx. 7 hours per week.
Caretaker 2	6.0 **	

## 2. Grant Overview

The grant awards for 2024/25 are yet to be finalised. A number of grant awards have been proposed but some grant requests require further discussion.

	£ Requested	£ Proposed to Date	2023/24 Budget	£58,516
<b>Proposed:</b>				
Friends of Stockway North Nature Reserve	£150	£150		
Artful Minds	£500	£500		
Nailsea Playing Fields Association	£500	£500		
EAT Festival	£750	£750		
The Leg Club *	£2,800	£2,800		
Memories at the Barn *	£3,756	£3,756		
Nailsea & District Community Transport	£15,100	£15,100		
North Somerset Citizens Advice *	£20,042	£20,042		
Nailsea Farmers Market	£4,850	£4,850		
<b>Total Grant Budget 2024-25</b>	<b>£48,448</b>	<b>£48,448</b>		

### To be discussed further:

1st Nailsea Scouts	£1,000			
Nailsea Climate Emergency Group	£1,000			
Vision North Somerset	£1,000			
2nd Nailsea Scouts	£1,111			
North Somerset LGBT+ Forum	£1,000			
Nailsea Utd Walking Football Club	£1,200			
Friends of Trendlewood Park	£1,700			
Tyntesfield Medical Group Patients Group	£1,300			
Great Western Air Ambulance Charity	£2,000			
St John's Ambulance	£2,000			
Nailsea Playing Fields Association	£3,000			
The Link, Nailsea School	£5,000			
Bridging The Gap Together	£6,930			
Nailsea Community Group	£30,000			
	<b>£58,241</b>			
<b>Sundry</b>		<b>£17,252</b>		
<b>Total Grant Budget 2024-25</b>	<b>£106,689</b>	<b>£65,700</b>		

**2024/25 Proposed Budget £65,700**

\* Grants pre-agreed by NTC

## 3. Project proposals to come out of specified reserves

	Proposed Budget
Community Noticeboards	£9,000
Tidy Nailsea Initiative (including wood sculptures/history trail)	£5,000
New footpath, River Kenn Bridleway off Trendlewood	£6,000
D-Day Event	£2,000
	<b>£22,000</b>

#### 4. Communications Budget

An overview of the increase in the communications budget is below. £3,600 in new or revised expenditure has been added to the original £7,000 budget. The Council is asked to consider a further increase of £4,000 to the budget for a pay per click campaign which would add 0.7% to the precept.

	2023/24 Budget	£7,000
<b>Proposed changes included within the budget:</b>		
New - Social Media Sponsorship	£1,200	
New - Quarterly Newsletter	£1,400	
New - Printed Materials	£1,000	
Increase - Networking Events	£900	
Increase - Advertising	£500	
Reduce - Public Information	-£1,400	
	<b>2024/25 Proposed Budget</b>	<b>£10,600</b>
		<b>% Precept Increase</b>
<b>Further expenditure requested but not included in the budget:</b>		
Pay Per Click Campaign	£4,000	0.70%
	<b>2024/25 Proposed Budget with additional expenditure</b>	<b>£14,600</b>



Forecast 2023/2024 and Budget 2024/2025		Budget 2023/2024		Expected Outturn 2023/2024	Draft Budget 2024/2025	% increase in Precept Income
<b>Precept Income</b>		567,568	(A)	567,568	597,082	5.20
<b>BAU Expenditure</b>						
<b>People and Admin</b>						
Staff Costs		274,869		291,676	321,378	
Other		18,250		6,796	3,150	
<b>Total</b>		<b>293,119</b>		<b>298,472</b>	<b>324,528</b>	
<b>Community Engagement</b>						
CCTV		19,100		28,420	28,420	
Youth Services		25,600		25,600	26,300	
No 65		33,674		31,515	28,828	
Less No 65 Income-Hirers etc		-6,500		-4,872	-6,500	
Grants		58,516		58,516	65,700	
Communication Costs		7,000		7,000	10,600	
Other Costs		5,330		5,330	5,330	
<b>Total</b>		<b>142,720</b>		<b>151,509</b>	<b>158,678</b>	
<b>Environment and Leisure</b>						
Allotments		4,335		4,335	4,100	
Income from Allotments		-5,312		-5,312	-5,735	
Income from Garden of Rest		-1,000		-1,500	-1,500	
Christmas Lights etc		10,700		10,700	11,700	
Nailsea Playing Fields Assoc		12,440		12,440	12,440	
Green Maint.		39,564		39,564	39,564	
Town Orderly		1,750		1,750	1,250	
Biodiversity		600		600	600	
Community Payback		1,100		0	200	
Dog Bins		11,000		11,000	10,800	
Glassworks		500		500	500	
Nailsea in Bloom		12,575		12,575	12,280	
NIB Sponsorship & Poppy Donations		-2,000		-2,415	-2,000	
Play Areas		1,965		1,965	1,980	
Public Rights of Way		1,000		1,000	1,000	
Trees and Woodlands		5,500		5,500	5,500	
Skatepark		4,000		4,000	2,000	
Other environment		100		100	300	
<b>Total</b>		<b>98,816</b>		<b>96,802</b>	<b>94,979</b>	
<b>Planning</b>						
Bus shelters		2,600		2,600	2,690	
Prof Fees		0		0	0	
Street Lighting		6,250		4,250	4,250	
Town Centre improvements		1,000		5,309	1,670	
<b>Total</b>		<b>9,850</b>		<b>12,159</b>	<b>8,610</b>	
<b>Finance and Policy</b>						
Rate Support Grant		0		0	0	
Other Sundry income including interest		0		-3,000	-50	
Interest		-35,964		-116,941	-40,000	
Office Costs (photocopying, postage etc)		6,760		5,560	6,150	
Infrastructure, including IT		13,155		13,155	14,330	
Legal and Financial		11,552		9,165	8,687	
Memberships and Licenses		3,225		3,225	3,647	
PWLB repayments (Cap and Int)		30,989		30,989	30,989	
Tithe Barn Trust		-3,000		-3,300	-7,056	
The Leg Club		0		0	-6,300	
Hirers excluding weddings		-27,000		-29,346	-21,000	
Bar		0		0	0	
Weddings		-29,010		-30,305	-34,250	
Other Tithe Barn costs including cleaning and repairs		52,914		52,764	55,064	
<b>Total</b>		<b>23,621</b>		<b>-68,034</b>	<b>10,211</b>	
<b>Total Business as Usual Costs, net of sundry income</b>		<b>568,126</b>	[B]	<b>490,907</b>	<b>597,005</b>	
<b>Net Position after Precept</b>		<b>-558</b>	(C)= (A)- (B)	<b>76,661</b>	<b>77</b>	
<b>Free General Reserves B/F 1/04/2023</b>		<b>242,360</b>	(D)	<b>242,360</b>	<b>213,021</b>	
<b>Transfer from General Reserves to Specified Reserves</b>			[E]	<b>-30,000</b>		
<b>Transfer of excess interest re Capital Funds to reserves</b>				<b>-76,000</b>		
<b>Free General Reserves C/D 31/03/2024</b>		<b>241,802</b>	(F)= (D)- [C] -[E]	<b>213,021</b>	<b>213,097</b>	
No of Months expenditure in free reserves		4.8		4.2	4.0	



**PEOPLE AND ADMIN**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>100 ADMINISTRATION</b>					
4000 COURSES - STAFF	1,500	0	1,500	1,500	
4005 COURSES - CLLRS	600	0	600	500	
4010 EXPENSES - STAFF	200	0	200	200	
4015 EXPENSES - CLLRS	150	0	150	150	
4020 RECRUITMENT	600	0	600	600	
4030 CHAIRMANS EXPENSES	200	0	200	200	
NEW PROFESSIONAL FEES	15,000	-11,454	3,546	0	Reduced to £0 as Comms Officer now in place.
<b>Overhead Expenditure</b>	<b>18,250</b>	<b>-11,454</b>	<b>6,796</b>	<b>3,150</b>	
<b>110 STAFF COSTS</b>					
4080 STAFF SALARIES	216,507	12,099	228,606	228,748	Includes Communications Officer for 12 months
NSC WELLBEING OFFICER GRANT	-22,580	0	-22,580	0	
4085 CARETAKERS SALARIES	14,220	-248	13,972	14,229	
4090 TOWN ORDERLY SALARIES	13,915	104	14,019	14,310	
4095 STAFF NATIONAL INSURANCE	20,333	1,775	22,108	22,781	
NSC WELLBEING OFFICER GRANT	-1,753		-1,753	0	
4100 STAFF SUPERANNUATION (PENSION)	35,074	3,077	38,151	38,201	
NSC WELLBEING OFFICER GRANT	-3,658		-3,658	0	
4105 CARETAKER EMP NI	0	0	0	0	
4110 CARETAKER SUPERANNUATION	0	0	0	0	
4115 TOWN ORDERLY EMP NI	557	0	557	720	
4120 TOWN ORDERLY SUPERANNUATION	2,254	0	2,254	2,390	
4300 PROFESSIONAL FEES	0	0	0	0	
<b>Overhead Expenditure</b>	<b>274,869</b>	<b>16,807</b>	<b>291,676</b>	<b>321,378</b>	
<b>120 OTHER PEOPLE &amp; ADMIN</b>					
4130 CONTINGENCY	0	0	0	0	
<b>Overhead Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>PEOPLE &amp; ADMINISTRATION - Income</b>	<b>0</b>		<b>0</b>	<b>0</b>	
<b>Expenditure</b>	<b>293,119</b>	<b>5,353</b>	<b>298,472</b>	<b>324,528</b>	

**FINANCE & POLICY**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>700 ADMINISTRATION</b>					
1077 RATE SUPPORT GRANT	0	0	0	0	
1085 SUNDRY INCOME	0	3,000	3,000	50	Allotment shed rent
1090 INTEREST RECEIVED	35,964	80,977	116,941	40,000	<b>Included estimated: NSC 4.96% = £6000 pa.</b> Other Savings No1: 2.75% = £21,189. No2: 2.75% = £60,538. 95 Day: 3.75% = £17,183. Instant: 2.2% = £9,501.43
1097 CIL INCOME	0	0	0	0	CIL 2024/25 - Expected but amount unknown
<b>Total Income</b>	<b>35,964</b>	<b>83,977</b>	<b>119,941</b>	<b>40,050</b>	
5300 PHOTOCOPYING	2,200	-200	2,000	1,800	Ricoh Rental £468. Click Charges B&W/ Colour est £1200 pa. £1668 Total (inc 5% price rises).
5305 POSTAGE	1,000	-500	500	750	Covers allotment postage as well.
5310 STATIONERY	1,200	0	1,200	1,300	
5315 TELEPHONE	2,360	-500	1,860	1,700	Zoom £111 pa. EE Mobile £593 pa. Three Cherries Call Charges approx. £74 pa / <b>£888 pa</b> <b>TOTAL</b> <b>£1592. Includes 5% price rises.</b>
5450 BANK CHARGES	0	0	0	600	All bank charges now here (£427 last year)
<b>Overhead Expenditure</b>	<b>6,760</b>	<b>-1,200</b>	<b>5,560</b>	<b>6,150</b>	
<b>710 INFRASTRUCTURE</b>					
5380 HEALTH & SAFETY	1,000	0	1,000	1,000	Legionella, first Aid, furniture
5382 HEALTH AND SAFETY CONTRACT	1,805	0	1,805	1,980	New 3 year contract @£1,700 pa £105 Admin and premium fee. Worknest £93.50. 5% inc.
5385 EMAIL ADDRESS LICENCE	0	0	0	0	
5400 RBS/OMEGA SOFTWARE LICENCE	1,500	0	1,500	2,200	£555 software licence; £444 Bookings; Sales Ledger £222; £110 Tax; £868 Year end = £2199 Total.
5405 WEBSITE - HOSTING	1,600	0	1,600	1,200	Sub domain NTOWN £49.50 / Vimeo £30 pa / Email domain £70 / Adobe £199 pa / Policy/Cookies 180 pa; website/SLL: nailseatown.com hosting £260 nailseatowncouncil.com £204.99, arts centre £240. Square space domain £16 x2 pa. Plus contingency.
5410 WEBSITE - MAINTENANCE		0	0	0	
5415 WEBSITE - UPGRADES	250	0	250	250	Website Upgrade - from reserves?
5420 IT PURCHASES	1,000	0	1,000	1,000	
5425 IT SUPPORT	6,000	0	6,000	6,700	Microshade/Citrix £5400. Three Cherries SoGEA £34.60 pm = £416pa. Adhoc Support £450. Canva £99 Includes 5% increase.
<b>Overhead Expenditure</b>	<b>13,155</b>	<b>0</b>	<b>13,155</b>	<b>14,330</b>	
<b>720 LEGAL AND FINANCIAL</b>					
5440 AUDIT FEE: INTERNAL	1,152	0	1,152	1,100	2 x £480 plus increase of £20 per visit
5445 AUDIT FEE: EXTERNAL	3,200	0	3,200	3,087	Fees based on income. £2,940 plus 5%.
5450 BANK CHARGES	600	0	600	0	Moved to Finance Admin
5455 INSURANCE	4,600	-387	4,213	4,500	£4213 in 2023. Include 5% increase + small contingency.
5460 LEGAL COSTS	2,000	-2,000	0	0	e.g. Lease for Grove. Moved to Reserves.
<b>Overhead Expenditure</b>	<b>11,552</b>	<b>-2,387</b>	<b>9,165</b>	<b>8,687</b>	
<b>730 MEMBERSHIPS AND LICENCES</b>					
5500 ALCA/NALC	2,000	0	2,000	2,130	6.5% increase on actuals
5505 AVON WILDLIFE TRUST	50	0	50	52	£48 in 2022. £50 in 2023. £2 Increase pa
5510 DATA PROTECTION	55	0	55	45	£35 in 2022
5515 FOREST OF AVON	120	0	120	120	£10 per month
5525 OPEN SPACES SOCIETY	50	0	50	55	£5 increase included
5530 SLCC	450	0	450	735	5% increase (2 memberships)
5535 SW COUNCILS	500	0	500	510	£485 in 2023 (5% inc)
<b>Overhead Expenditure</b>	<b>3,225</b>	<b>0</b>	<b>3,225</b>	<b>3,647</b>	

**FINANCE & POLICY**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>740 PUBLIC WORKS LOANS BOARD</b>					
5610 PWLB - GLASSWORKS CAPITAL	2,828	0	2,828	6,927	2 Payments - July and January
5615 PWLB - GLASSWORKS INTEREST	7,042	0	7,042	2,944	2 Payments - July and January
5620 PWLB - TITHE BARN CAPITAL	1,558	0	1,558	5,733	2 Payments - July and January
5625 PWLB - TITHE BARN INTEREST	5,802	0	5,802	1,626	2 Payments - July and January
5630 PWLB - 65 HIGH STREET CAPITAL	5,081	0	5,081	5,231	2 Payments - July and January
5635 PWLB - 65 HIGH STREET INTEREST	8,678	0	8,678	8,528	2 Payments - July and January
<b>Overhead Expenditure</b>	<b>30,989</b>	<b>0</b>	<b>30,989</b>	<b>30,989</b>	
<b>750 TITHE BARN</b>					
1505 SMALL BUSINESS SUPPORT GRANT	0		0	0	None expected
1510 OTHER HIRERS	8,000	0	8,000	6,000	Reduced due to fewer one off events
1520 REGULAR HIRERS	18,000	2,346	20,346	15,000	Income reduced to reflect move of Leg Club to separate income line.
1550 END OF LIFE EVENTS	1,000	0	1,000	0	
1530 TITHE BARN TRUST	3,000	300	3,300	7,056	Memory Café Room Hire
1535 NEW - LEG CLUB	0	0	0	6,300	Leg Club Room Hire
1540 WEDDING RECEPTION & CEREMONY	28,535	1,295	29,830	33,775	13 x wedding events = £33,775. Currently 12 weddings booked for £28,655.
1541 WEDDING CEREMONY	475		475	475	1 x ceremony only
1545 BAR PAYMENTS	0		0	0	
1546 DOOR SECURITY	0		0	0	
1547 KITCHEN HIRE	0		0	0	£10 for each adhoc event
1548 TABLECLOTH HIRE	0		0	0	£5 per tablecloth to cover laundry costs
<b>Total Income</b>	<b>59,010</b>	<b>3,941</b>	<b>62,951</b>	<b>68,606</b>	
4025 SUNDRIES	2,000	0	2,000	2,000	Miscellaneous supplies for Tithe Barn
4210 ELECTRICITY	8,147	0	8,147	15,000	First Quarter 23/24 = £3368. Approx £9,600 last year with 6 months at lower prices)
4270 WEDDING ADVERTISING	0	0	0	520	2 year advert paid 21/22. Next 2024-5 £495 x 5%
WEDDING LICENCE	584	0	584	584	£1750 for 3 years
4800 WATER	520	-150	370	800	£725 over the past 12 months
5022 REFUND OF BAR INCOME	1,600	0	1,600	0	
5120 WORKWEAR	150	0	150	150	Shoes etc for Caretakers
5450 BANK CHARGES	50	0	50	0	Moved to Finance / Administration
5690 CLEANING - CONTRACT	6,000	0	6,000	6,000	£17 ph, 2 hrs x3 times pw = £102 pw (£5,304 pa) plus adhoc event and deep cleans. SW Hygiene £87.95 per quarter = £351.80 pa. 5% inc added.
5695 CLEANING - SUPPLIES	750	0	750	750	
5700 DOOR SAFE STAFF	1,520	0	1,520	1,900	New supplier £95 per session . 14 x weddings / 6 other events
5705 FIRE AND SECURITY	1,500	0	1,500	1,500	(Call out £110/ Fobs £9 each) Astron Intruder & Fire Alarm Maintenance £600 / MAT Fire System Annual Monitoring £358 / ABC Fire Protection Maintenance £185. Total <b>£1262</b> Budget includes contingency for alarm resets and maintenance.
5710 GAS	18,133	0	18,133	14,000	DD Gas/Elec for TB (approx £11,500 last year with 6 months at lower prices)
5712 COUNCIL TAX	3,000	0	3,000	3,000	Forecast 5% increase
5715 LAUNDRY	300	0	300	300	Monies recouped from income raised from tablecloth hire.
5720 MAINTENANCE - AD HOC	2,500	0	2,500	2,500	
5725 MAINTENANCE COSTS - PLANNED	3,000	0	3,000	3,000	
5730 PREMISES LICENCE	300	0	300	200	Premises alcohol licence £180 plus contingency
5740 PRS LICENCE	600	0	600	600	Music Licence plus small contingency to cover ad-hoc event bookings with music/film.
5745 REFUSE DISPOSAL	2,260	0	2,260	2,260	£6.82 bin rental pm (£81.84 pa) / £19.94 x 2 emptying pw (2073.76 pa). <b>Also consider fuller bin costs? 5% increase factored in.</b>
<b>Overhead Expenditure</b>	<b>52,914</b>	<b>-150</b>	<b>52,764</b>	<b>55,064</b>	
<b>FINANCE &amp; POLICY - Income</b>	<b>94,974</b>	<b>87,918</b>	<b>182,892</b>	<b>108,656</b>	
<b>Expenditure</b>	<b>118,595</b>	<b>-3,737</b>	<b>114,858</b>	<b>118,867</b>	
<b>Net Cost</b>	<b>23,621</b>	<b>-91,655</b>	<b>-68,034</b>	<b>10,211</b>	

**COMMUNITY ENGAGEMENT**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>200 AWARDS</b>					
4180 ALLOTMENT COMPETITION	0	0	0	0	
4185 COMMUNITY AWARD	300	0	300	300	23/24 Award
4190 YOUNG PERSONS AWARD	0	0	0	0	
<b>Overhead Expenditure</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>300</b>	
<b>210 CCTV</b>					
4220 MAINTENANCE	19,100	9,320	28,420	28,420	SLA in place. Annual maintenance of £28420 includes remote camera installation x 2 of £900
<b>Overhead Expenditure</b>	<b>19,100</b>	<b>9,320</b>	<b>28,420</b>	<b>28,420</b>	
<b>220 COMMUNICATION</b>					
4260 NAILSEA TOWN.COM (Websites)	4,000	0	4,000	4,000	New website provider to provide support and help to update the new website
NEW SOCIAL MEDIA SPONSORSHIP				1,200	To sponsor specific social media posts to reach a larger audience £100 per month.
NEW QUARTERLY NEWSLETTER				1,400	Publish 4 quarterly newsletter in the Nailsea Newspaper delivered to all homes in Nailsea.
4270 ADVERTISING	500	0	500	1,000	General advertising budget for press and other publications.
NEW PRINTED MATERIAL				1,000	Develop printed material for publication around the town. Posters/Banners/Leaflets
4275 NETWORKING EVENTS	100	0	100	1,000	To promote networking events as required
NEW PAY PER CLICK CAMPAIGN					Campaign to ensure NTC is on the top of a Google Search for any relevant activity.
4261 PUBLIC INFORMATION	2,400	0	2,400	1,000	Public Information activity
4265 ELECTION EXPENSES	0	0	0	0	£11,000 in reserves
<b>Overhead Expenditure</b>	<b>7,000</b>	<b>0</b>	<b>7,000</b>	<b>10,600</b>	
<b>230 NAILSEA PLACE</b>					
4027 NAILSEA GLASS STORAGE	480	0	480	480	Hobdens £40 pm/£480 pa
<b>Overhead Expenditure</b>	<b>480</b>	<b>0</b>	<b>480</b>	<b>480</b>	
<b>240 YOUTH SERVICES</b>					
1200 GRANTS	0	0	0	0	
1210 OTHER	0	0	0	0	
1220 SPONSORSHIP	0	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
4360 CONTRACT	25,600	0	25,600	26,300	Increase of £600 per annum for 2024-25
<b>Overhead Expenditure</b>	<b>25,600</b>	<b>0</b>	<b>25,600</b>	<b>26,300</b>	
<b>760 65 HIGH STREET</b>					
1600 HIRERS	6,500	-1628	4,872	6,500	
1605 GRANTS	0	0	0	0	
1615 PHOTOCOPYING	0	0	0	0	
<b>Total Income</b>	<b>6,500</b>	<b>-1,628</b>	<b>4,872</b>	<b>6,500</b>	
5,550 SOCIAL VALUE ENGINE M'SHIP	600	0	600	600	3 year membership. £600 per annum from April 2022 to March 2025
5750 SUNDRIES	350	0	350	500	Increased, extra milk costs
5760 ELECTRICITY	3,985	0	3,985	2,400	Annual costs from Sept 22 to Aug 23 were £2073.32. With 5% increase in costs = £2,200. Contingency of £300 included in forecast.
5800 GAS	5,735	0	5,735	4,100	Annual costs from Sept 22 to Aug 23 were £3885. With 5% increase in costs = £4100. Contingency of £400 included.

**COMMUNITY ENGAGEMENT**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
5732 TV LICENCE	159	0	159	167	Licence fees are expected to rise having been frozen for 2 years from April 2022. 5% increase forecasted.
5765 MAINTENANCE - AD HOC	1,000	0	1,000	1,500	Increased to cover ad-hoc maintenance/repairs
5770 MAINTENANCE COSTS	1,400	0	1,400	600	Lift Maintenance £174. Main door H&S service £66. Garden maintenance £99.75. Adhoc £100 Total £440 x 5% = £462. Contingency for repairs £130.
5775 WATER	400	0	400	300	Supplier forward forecasts usage. Estimate £205 x5% =£215.25 however contingency of £85 built in.
5785 CLEANING CONTRACT	4,750	0	4,750	4,400	£17 ph 2 hours twice a week (£68 pw) = £3536 pa. £10 x 8 Windows (£110), £50 x 4 Qtly Windows = £200 - total £280 pa. SW Hygiene £87.95 per quarter - total £351.80 pa. TOTAL £4,167.80 with 5% inc = <b>£4376.19</b>
5790 CLEANING SUPPLIES	300	0	300	300	
5795 FIRE AND SECURITY	630	0	630	840	£600 Fire/Intruder Alarm Maintenance. £200 contingency for repairs. Includes 5% inflation. - total £840
5805 REFUSE DISPOSAL	2,415	0	2,415	2,000	Recycling £11.66 pw Waste £28.69 pw, bin rental chge £22.76 pm. Total £2,371.32. Ad-hoc excess weight costs: £16 each x 12 = £192. Total £2563 x 5% increase = £2691
5810 IT AND TELECOMS	4,500	0	4,500	5,100	Virgin Media £280 pm (£3360 pa). 1 x Mobile £13.03 pm (£156.36 pa). Microshade Hosting £109.70 pm (£1316.4 pa). TOTAL £4832.76 x 5% = £5,075
5815 COUNCIL TAX	6,550	-2159	4,391	4,611	Reduced in 23/24 to £4391.20 . Forecast 5% increase.
5820 PHOTOCOPIER	550	0	550	810	Ricoh Rental £468. Click Charges B&W/ Colour est £300 pa. £768 Total (inc 5% price rises).
5825 STATIONERY	200	0	200	450	Increased demand for photocopier paper £36.25 per box
5840 TRAINING	150		150	150	
<b>Overhead Expenditure</b>	<b>33,674</b>	<b>-2,159</b>	<b>31,515</b>	<b>28,828</b>	
<b>250 GRANTS</b>					
FRIENDS OF STOCKWAY NTH NATURE RES	150	0	150	150	
ARTFUL MINDS	0	0	0	500	
EAT FESTIVAL	0	0	0	750	
1ST NAILSEA SCOUTS	500	0	500	0	
NAILSEA EMERGENCY CLIMATE GROUP	0	0	0	0	
VISION NORTH SOMERSET	0	0	0	0	
2ND NAILSEA SCOUTS	0	0	0	0	
NAILSEA UTD WALKING FOOTBALL CLUB	0	0	0	Defer	£1200 grant request
NAILSEA PLAYING FIELDS ASSOC - 1	0	0	0	500	
FRIENDS OF TRENDLEWOOD PARK	1,000	0	1000	Defer	£1700 grant request
GREAT WESTERN AIR AMBULANCE CHARITY	0	0	0	0	£2,000 grant request
ST JOHN'S AMBULANCE	0	0	0	0	£2000 grant request
TYNTESFIELD PATIENTS MEDICAL GROUP	0	0	0	Defer	£1300 grant request
THE LEG CLUB	0	0	0	2,800	Already agreed by NTC
NAILSEA PLAYING FIELDS ASSOC - 2	0	0	0	Defer	£3,000 grant request
MEMORIES AT THE BARN	750	0	750	3,756	Already agreed by NTC
NAILSEA FARMERS MARKET	4,850	0	4850	4,850	
THE LINK, NAILSEA	0	0	0	Defer	£5000 grant request
BRIDGING THE GAP TOGETHER	0	0	0	Defer	£6930 grant request
NAILSEA COMMUNITY TRANSPORT	14,000	0	14000	15,100	
NORTH SOMERSET CITIZENS ADVICE	19,458	0	19458	20,042	3rd year of 3 year SLA
NAILSEA COMMUNITY GROUP	15,000	0	15000	Defer	£5000 Grant and £5000 from reserves
WELLSPRING COUNSELLING	1,000	0	1000	0	n/a
READ EASY NORTH SOMERSET	308	0	308	0	n/a
NAILSEA FESTIVAL OF MUSIC	1,500	0	1500	0	n/a
				17,252	
<b>Overhead Expenditure</b>	<b>58,516</b>	<b>0</b>	<b>58,516</b>	<b>65,700</b>	<b>FOR INDICATIVE PURPOSES ONLY</b>
<b>260 OTHER COMMUNITY ENG.</b>					
4700 NAILSEA COMMUNITY TRUST	4,000	0	4,000	4,000	
4705 PATRONAGE/ LOCAL SOCIETIES	500	0	500	500	
4710 POPPY WREATH/DONATION	50	0	50	50	
<b>Overhead Expenditure</b>	<b>4,550</b>	<b>0</b>	<b>4,550</b>	<b>4,550</b>	
<b>COMMUNITY ENGAGEMENT</b>	<b>Income</b>				
	6,500	-1,628	4,872	<b>6,500</b>	
	<b>Expenditure</b>				
	149,220	7,161	156,381	<b>165,178</b>	
	<b>Net Cost</b>	<b>8,789</b>	<b>151,509</b>	<b>158,678</b>	

**ENVIRONMENT & LEISURE**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
300 ALLOTMENT - ENGINE LANE					
1310 RENT RECEIVED	1,173	0	1,173	1,242	1p increase per square metres each year. 63 Allotments (1 double = 62 Allotments).
<b>Total Income</b>	<b>1,173</b>	<b>0</b>	<b>1,173</b>	<b>1,242</b>	
4025 SUNDRIES	400	0	400	200	
4790 MAINTENANCE AND REPAIRS	500	0	500	500	
4795 TREE AND HEDGE WORK	1,500	0	1,500	1,500	
5450 BANK CHARGES	10	0	10	0	Moved to Finance/Administration
4800 WATER	200	0	200	100	Budget based on 1 year's water charges
<b>Overhead Expenditure</b>	<b>2,610</b>	<b>0</b>	<b>2,610</b>	<b>2,300</b>	
310 ALLOTMENT - WHITESFIELD ROAD					
1310 RENT RECEIVED	4,139	0	4,139	4,493	1p increase per square metres each year. 165 Allotments (11 doubles = 147).
<b>Total Income</b>	<b>4,139</b>	<b>0</b>	<b>4,139</b>	<b>4,493</b>	
4025 SUNDRIES	200	0	200	200	
4785 CAPITAL EXPENDITURE	0	0	0	0	
4790 MAINTENANCE AND REPAIRS	750	0	750	750	
4795 TREE AND HEDGE WORK	250	0	250	250	
5450 BANK CHARGES	25	0	25	0	Moved to Finance/Administration
4800 WATER	500	0	500	600	Budget based on 1 year's water charges
<b>Overhead Expenditure</b>	<b>1,725</b>	<b>0</b>	<b>1,725</b>	<b>1,800</b>	
340 BIODIVERSITY					
4840 PROJECTS	0	0	0	0	
4845 TREE WARDENS EXPENSES	0	0	0	0	
4850 TREE & FLORAL PLANTING	600	0	600	600	Includes car park rewilding
<b>Overhead Expenditure</b>	<b>600</b>	<b>0</b>	<b>600</b>	<b>600</b>	
350 CHRISTMAS					
4870 CHRISTMAS LIGHTS -PURCHASE	0	0	0	0	Capital Project
4210 CHRISTMAS LIGHTS - ELECTRICITY	1,000	0	1,000	1,000	Includes connection & electricity costs.
4875 CHRISTMAS LIGHTS - INSTALL	8,000	0	8,000	9,000	Installation and removal
4880 CHRISTMAS LIGHTS - MAINTENANCE	1,700	0	1,700	1,700	Electrical testing £1500 plus any ad hoc works. Note £5500 to be put aside in 2026-7 budget to cover structural testing costs re lighting columns/hanging basket poles relating to Xmas lighting.
<b>Overhead Expenditure</b>	<b>10,700</b>	<b>0</b>	<b>10,700</b>	<b>11,700</b>	
360 COMMUNITY PAYBACK					
4025 SUNDRIES	200	-200	0	200	Going forwards no charges for clearance work are expected.
4890 CLEARANCE WORK	900	-900	0	0	
<b>Overhead Expenditure</b>	<b>1,100</b>	<b>-1,100</b>	<b>0</b>	<b>200</b>	
370 DOG BINS					
4900 DOG BIN EMPTYING	10,500	0	10,500	10,300	Currently £9,548 pa. To be increased in Feb 24 (10 months) & Feb 25 (2 months). 5% = £10,110 pa. Small contingency for Ad-hoc bin clearance included.
4905 NEW/REPLACEMENT BINS	500	0	500	500	
<b>Overhead Expenditure</b>	<b>11,000</b>	<b>0</b>	<b>11,000</b>	<b>10,800</b>	
380 GLASSWORKS					
4220 MAINTENANCE	500	0	500	500	£4,000 estimate to replace rotting bollards. Fund from Reserves/CIL?
4915 IMPROVEMENTS	0	0	0	0	
<b>Overhead Expenditure</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>500</b>	



**ENVIRONMENT & LEISURE**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>390 GREEN MAINTENANCE (Grass cutting)</b>					
1330 GAULACRE INCOME	0	0	0	0	
1335 GARDEN OF REST INCOME	1,000	500	1,500	1,500	Increased by £500
<b>Total Income</b>	<b>1,000</b>	<b>500</b>	<b>1,500</b>	<b>1,500</b>	
<b>4220 MAINTENANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
4925 GARDEN OF REST	1,386	0	1,386	1,386	
4930 GOLDEN VALLEY BRIDLEWAY	1,078	0	1,078	1,078	
4940 OTHER	1,000	0	1,000	1,000	
4945 VILLAGE GREEN	624	0	624	624	
4950 HANNAH MORE PARK	2,095	0	2,095	2,095	
4955 GLASSWORKS	2,148	0	2,148	2,148	
4942 LIONS GREEN	1,733	0	1,733	1,733	
5025 NSC CONTRACT - MILLENNIUM PARK	29,500	0	29,500	29,500	
<b>Overhead Expenditure</b>	<b>39,564</b>	<b>0</b>	<b>39,564</b>	<b>39,564</b>	
<b>410 NAILSEA IN BLOOM</b>					
1220 SPONSORSHIP	2,000	415	2,415	2,000	
<b>Total Income</b>	<b>2,000</b>	<b>415</b>	<b>2,415</b>	<b>2,000</b>	
4365 ANNUAL INSURANCE	75	0	75	80	RHS Ins Scheme £75 plus small Inc.
4370 PURCHASES	6,500	0	6,500	6,200	Total 23/24 plant purchases est. £5590. £ contingency covers fertilisers, equipment, signs for planters etc. A further £1,000 for 2 x gateway planters from CIL monies.
4960 HANGING BASKETS	0	0	0	0	Included in purchases above
4970 WATERING	6,000	0	6,000	6,000	More areas now watered.
<b>Overhead Expenditure</b>	<b>12,575</b>	<b>0</b>	<b>12,575</b>	<b>12,280</b>	
<b>420 NAILSEA PLAYING FIELDS ASSOC</b>					
4225 WASTE MANAGEMENT AT GROVE	250	0	250	250	Holiday cover for TO
4990 GROUNDS MAINTENANCE CONTRACT	11,190	0	11,190	11,190	Under contract
5000 MAINTENANCE GRANT	1,000	0	1,000	1,000	Annual maintenance grant
<b>Overhead Expenditure</b>	<b>12,440</b>	<b>0</b>	<b>12,440</b>	<b>12,440</b>	
<b>440 PLAY AREAS</b>					
4220 MAINTENANCE	1,965	0	1,965	1,980	Monthly inspections £40 pm for (£480). Annual inspection £85. Repairs contingency £850. The Grove monthly inspections £40 pm (£480). Annual inspection £85 x 2.
5050 NEW EQUIPMENT	0	0	0	0	Use reserves for new equipment?
<b>Overhead Expenditure</b>	<b>1,965</b>	<b>0</b>	<b>1,965</b>	<b>1,980</b>	
<b>450 PUBLIC RIGHTS OF WAY</b>					
4220 MAINTENANCE	1,000	0	1,000	1,000	Golden Valley Bridle Path
4230 UPGRADE	0	0	0	0	
<b>Overhead Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	
<b>460 SKATEPARK</b>					
4790 MAINTENANCE AND REPAIRS	3,000	0	3,000	1,000	General maintenance and annual inspections paid for by NTC. Monthly inspections by NSC. Top up Skatepark reserve to £3,000 (currently £1925)
4210 ELECTRICITY	1,000	0	1,000	1,000	New skatepark lighting
<b>Overhead Expenditure</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	<b>2,000</b>	
<b>490 TOWN ORDERLY EQUIPMENT</b>					
4025 SUNDRIES	1,000	0	1,000	500	Sun cream, tape, cleaning fluid etc
5110 EQUIPMENT	500	0	500	500	Sack truck repairs, leaf blower
5120 WORKWEAR	250	0	250	250	Hi Viz jackets, work boots
<b>Overhead Expenditure</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>	<b>1,250</b>	

**ENVIRONMENT & LEISURE**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>500 TREES AND WOODLANDS</b>					
5140 TREE MAINTENANCE	4,000	0	4,000	4,000	Includes tree risk assessments due in February 2025
5150 SPILSBURY WOOD	1,500	0	1,500	1,500	
<b>Overhead Expenditure</b>	<b>5,500</b>	<b>0</b>	<b>5,500</b>	<b>5,500</b>	
<b>510 OTHER ENVIRONMENT</b>					
5160 PEST CONTROL	100	0	100	300	Increased to cover basic pest control
<b>Overhead Expenditure</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>300</b>	
<b>ENVIRONMENT &amp; L Income</b>	<b>8,312</b>	<b>915</b>	<b>9,227</b>	<b>9,235</b>	
<b>Expenditure</b>	<b>107,129</b>	<b>-1,100</b>	<b>106,029</b>	<b>104,214</b>	
<b>Net Cost</b>	<b>98,816</b>	<b>-2,015</b>	<b>96,802</b>	<b>94,979</b>	

**PLANNING**

	Budget 2023/2024	Forecast Adjustments	Revised F/Cast 2023/2024	Budget 2024/2025	Comments
<b>600 BUS SHELTERS</b>					
5000 REPAIRS	400	0	400	400	
5180 CLEANING	2200	0	2,200	2,290	20 x bus shelters. 1x £880 and 3x £433 cleans. Total £2,179 x 5% = £2,287.95
<b>Overhead Expenditure</b>	<b>2,600</b>	<b>0</b>	<b>2,600</b>	<b>2,690</b>	
<b>630 PLANNING SERVICES</b>					
4300 PROFESSIONAL FEES	0	0	0	0	£5000 removed from budget as agreed at Finance Committee 19 Oct 22 and added to earmarked reserve Legal Contingency reserve
<b>Overhead Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>640 STREET LIGHTING</b>					
4210 ELECTRICITY	6,000	-2000	4,000	4,000	Unmetered. Suppliers reluctant to fix a tariff but prices have not risen as much as expected. Forecast based on current expected usage £3,700 plus 5% increase
4220 MAINTENANCE	250	0	250	250	
<b>Overhead Expenditure</b>	<b>6,250</b>	<b>-2,000</b>	<b>4,250</b>	<b>4,250</b>	
<b>650 TOWN CENTRE IMPROVEMENTS</b>					
4220 MAINTENANCE	1000	670	1,670	1,670	Maintenance of Glassblower statue £550, town clock service £248, Cherry Picker £300. Also ad-hock repairs of clock and other street furniture est. £500. Total £1590 x 5% = £1669.5
5280 NOTICE BOARD ELEC	0	3,639	3,639	0	Keep at 'zero'. Transfer of tenancy taking longer than expected but should be complete before the start new budget year.
5285 STREET SIGNAGE	0	0	0	0	Reduced to 'zero' in 23/23. Use reserves for purchases.
5290 STREET FURNITURE	0	0	0	0	Reduced to 'zero' in 23/23. Use reserves for purchases.
<b>Overhead Expenditure</b>	<b>1,000</b>	<b>4,309</b>	<b>5,309</b>	<b>1,670</b>	
<b>PLANNING - Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Expenditure</b>	<b>9,850</b>	<b>2,309</b>	<b>12,159</b>	<b>8,610</b>	
<b>Net Cost</b>	<b>9,850</b>	<b>2,309</b>	<b>12,159</b>	<b>8,610</b>	

**Reset of Specified Reserves**

B/F 1 April 2023	Current Balance	* Earmarked Expenditure	Balance with Earmarked Expenditure	To Reset Funds	To be discussed and agreed	New Specified Reserves	Comments
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**Specified Reserves**

Skateboard Project	1,190	1,190		1,190	1,810		3,000	Inc to include unbilled electricity costs
Climate Change Projects	6,897	6,897		6,897	103		7,000	
Community Emergency Fund	59,944	36,611	7,575	29,036	0		29,036	Earmarked Black History Month Event £575. Est. Christmas Fayre costs £7k
Wellbeing Projects	0	19,816		19,816	0		19,816	
Consultancy for Town Strategy	10,000	10,000		10,000	-10,000		0	
Millennium Park	10,000	10,000		10,000	0		10,000	
Capital Projects	32,227	32,227	7,000	25,227	0		25,227	Earmarked £7k Bike Shelters
Ash Die Back Treatment	29,950	26,550		26,550	3,450		30,000	
Election Expenses	15,000	11,226		11,226	3,774		15,000	
Consultancy and Legal Contingency	42,518	27,851		27,851	39,099		66,950	
NEW - No 65 Contingency Fund						5,000	5,000	Projects to be discussed and amounts agreed
NEW - Website Upgrade						3,000	3,000	
NEW - Implementing Martyn's Law						4,000	4,000	
NEW - Precept Equalisation Fund						35,000	35,000	
<b>Additional Funds Available</b>						10,764	10,764	
<b>Total Reserves</b>	<b>207,726</b>	<b>182,368</b>	<b>14,575</b>	<b>167,793</b>	<b>38,236</b>	<b>57,764</b>	<b>263,793</b>	

<b>From General Reserves</b>	20,000
<b>Estimated Interest from 1 year Capital Investments</b>	76,000
<b>Total Reset Reserves</b>	<b>263,793</b>

**Other Possible Projects:**

SUGGESTED - Tidy Nailsea	5,000
SUGGESTED - Footpath, River Kenn Bridleway	6,000
SUGGESTED - Community Noticeboards	9,000
SUGGESTED - D-Day Event	2,000
<b>Total</b>	<b>22,000</b>

**Reset of Specified Reserves**

B/F 1 April 2023	Current Balance	* Earmarked Expenditure	Balance with Earmarked Expenditure	To Reset Funds	To be discussed and agreed	New Specified Reserves	Comments
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**Capital Receipts**

Engine Lane Receipts	3,742,590	3,742,590	177,060	3,565,530			£177,060 for electric buses
<b>Total Capital Receipts</b>	<b>3,742,590</b>	<b>3,742,590</b>	<b>177,060</b>	<b>3,565,530</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CIL Income**

CIL -2021/22	260,686	238,858	180,210	58,648			See supplementary sheet
CIL -2022/23	19,369	19,476		19,476			
CIL -2023/24	0	66,464		66,464			
<b>Total CIL Income</b>	<b>280,055</b>	<b>324,798</b>	<b>180,210</b>	<b>144,588</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Restricted Funds**

Tithe Barn Capital Fund	48,580	46,618	20,000	26,618	10,000		36,618	Top up capital fund by £5k (taken from General Reserves). Earmarked: Woodwork Refurbishment £5k; Lighting Upgrade £15k
Backwell Lake - Path	1,842	1,842		1,842			1,842	
Friends of Trendlewood Park	952	952		952			952	
Tree Wardens	185	185		185			185	
Youth House (No 65)	3,469	3,469		3,469			3,469	
Young Persons Grant	8,355	8,355		8,355			8,355	
Wellbeing	46,781	27,972		27,972			27,972	
Living Room Project	66	10		10			10	
Lottery Grant: Coronation Fayre	4,000	0		0			0	
<b>TOTAL RESTRICTED RESERVES</b>	<b>114,229</b>	<b>89,403</b>	<b>20,000</b>	<b>69,403</b>	<b>10,000</b>	<b>0</b>	<b>79,403</b>	

## Earmarked CIL - Supplementary to Specified & Restricted Reserves

On 7 December 2022, the Council agreed that the following projects be removed from specified reserves with any future expenditure to be taken from CIL Income.

	B/F 1 December 2022	Agreed additional changes to reserve	Expenditure *	Current Balance	Comments
Gateway planters	0	1,000		1,000	2 x gateway planters for Nailsea in Bloom
Car Parks	15,191			15,191	
Play Equipment	28,000		8,690	19,310	Expenditure: Grove Play Area: fencing £8,630, Signs £60, (£25,500 for Play Equipment refunded)
No 65 Improvements	19,936	12,153	15,051	17,038	£4,000 Prof Serv re refurbishment. Emergency Lighting £1,102.23. Staircase upgrade £11,051
Road Crossings	25,000			25,000	
Middle Engine Pit	20,000			20,000	
New Christmas Lights	30,000	47,671		77,671	Overall festive light agreed budget £77,670.60 . Includes costs to supply and install festive lighting columns £37,900, 21 pole motifs £11,570 (Aug 23).
Community Park	0	5,000		5,000	
<b>TOTAL FROM CIL INCOME</b>	<b>138,127</b>	<b>65,824</b>	<b>23,741</b>	<b>180,210</b>	

\* Please note any expenditure outlined above has already been deduced from the CIL balance on page 1 and is here for information only.

### As at 28 November 2023

<b>Total CIL Income Remaining</b>	324,798
<b>Earmarked expenditure</b>	<u>180,210</u>
<b>Total remaining CIL Income</b>	<u><u>144,588</u></u>

**Nailsea Tithe Barn Trust and Nailsea Town Council  
Tithe Barn Management Group**

**Minutes of Meeting: 2 November 2023, 10.30am Main Hall, Tithe Barn**

**In attendance:** Cllr Ben Kushner (BK), Sandy Riley (SR), Cllr Jan Barber (JB), David Francis (DF) James Tonkin (JT) and Jo Duffy - Town Clerk (JD) and Stephen Holley Assistant Clerk and Service Manager (SH)

In the absence of Cllr Kushner, David Francis Chaired the meeting.

<b>No</b>	<b>Subject</b>	<b>Action</b>
1.	<p><b>Election of the Chair</b> Cllr Kushner offered to stand as Chair, Cllr Barber seconded. A vote was taken with all in favour.</p>	
2.	<p><b>Apologies:</b> Apologies were received and accepted from Natalie Staddon.</p>	
3.	<p><b>Declarations of interest:</b> There were no declarations of interest.</p>	
4.	<p><b>Confirmation of the minutes of the meeting of 26 January 2023:</b> The minutes of the meeting held on 26 January 2023 were accepted as a correct record.</p>	
5.	<p><b>Financials and Business Plan</b></p> <p><b>a) Q2 2023/24 Tithe Barn Accounts Overview</b> Cllr Kushner ran through the Accounts Overview, a copy of which is attached to these minutes. The income is looking encouraging for the first half of the year and closely aligns with the budget. There are similar number of bookings in the diary for next year. The Town Council figure is notional and reflects a figure the Council would pay if located elsewhere, in terms of the office and meeting rooms. Expenditure costs for both staffing and other costs is below budget for the year. Energy costs are a lot less than budgeted and it was acknowledged that in the current economic climate quite difficult to estimate. The hope was the Tithe Barn would be close to break even for the year.</p> <p><b>b) Budget 2024/25</b> The first draft of the Council's budget has been discussed. There have been concerns in the past that the Tithe Barn should "wash its face" in terms of its running costs. The Council supports a number of organisations with their use of the Tithe Barn by subsidising their hire costs with grant. David Francis mentioned that the Memory Café also rent additional rooms above what is acknowledged in the accounts. He also went on to say that some venues offer a "charity" and "regular user" rate.</p>	
5.	<p><b>Weddings – report/update</b> Natalie Staddon provided a report for the meeting.</p> <p><b>2023</b> We had 14 wedding bookings in total 2 ceremony only 4 reception only 8 both ceremony &amp; reception</p> <p><b>2024</b> We currently have 14 wedding bookings 0 ceremony only</p>	

**Nailsea Tithe Barn Trust and Nailsea Town Council  
Tithe Barn Management Group**

2 reception only  
12 ceremony & reception

I have found our busiest months for viewings and bookings to be July/August and December/January. This time last year we had 8 weddings booked with the remaining 7 booked between October and January.

In 2024 I have done 54 viewings and responded to a large number of enquiries. Roughly 26% of viewings are turning into bookings which is higher than last year and I'm looking forward to seeing how that changes during engagement season which is December/January.

**Pricing**

Earlier this year we increased the prices for 2024 wedding hire by 10% on the current price for 2023 weddings. 12 of next year's weddings have booked at 2024 prices (2 booked before the increase was agreed). I propose the price be increased annually by 10% with 1 wedding having already been booked at the new price for 2025. Should any problems arise from the higher costs, we are able to offer incentives or discounts should we need to however I have had no complaints or negative comments regarding pricing from any couples.

**Bar**

We have recently started using a new bar company, Cocktails and Bars with the hope of replacing the Salthouse mobile bar company. Salthouse would charge £200 for every wedding which did not meet the minimum spend requirement and we found they were invoicing us for every wedding which was quite a cost for us. Cocktails and Bars negotiate terms with all couples and any costs and minimum spend fees are paid for by the couples directly.

**Alcohol**

I am currently in talks with Cocktails and Bars with the aim that they take over all alcohol sales rather than having couples bring their own. Currently couples are permitted to bring 1 welcome drink, 1 reception drink, half a bottle of wine per person with dinner and a glass of bubbles to have with the toasts with the bar taking over alcohol service at 7.30pm. This current arrangement causes unnecessary stress for the caretakers and myself monitoring the amount of alcohol being bought onto the premises and sometimes confiscated. I do not see this change taking place until 2025 with all of our 2024 couples having booked under the current terms. I have asked Cocktails & Bars to look at packages to entice our 2024 couples to let them provide the alcohol but with supermarkets selling prosecco at a little over £1 a glass I find it unlikely that Cocktails and Bars will be able to offer low enough prices for couples to change. I am currently working with them to create packages for our 2025 couples that benefit ourselves, the couple and the bar company although one of the perks of a wedding at Nailsea Tithe Barn is the absence of a corkage fee and the freedom to bring their own. It is tricky finding a balance that works for everyone so we will continue looking at this until we get it right.

**Security**

We had a new security company take over the evening security this year after the previous company found the job too small for them to allocate staff. The new company initially provided two security guards as is their policy however after trialling two guards at a wedding they deemed it unnecessary and agreed to just provide the one as requested by the caretakers.

It was suggested by David Francis that the door security company ensure that the doors to the rear of the barn are kept closed during the evenings.



**Nailsea Tithe Barn Trust and Nailsea Town Council  
Tithe Barn Management Group**

	<p><b>Advertising</b> We currently advertise on a number of platforms using their free basic packages, I have asked these companies to send me more information on their packages and options to further increase our reach. I have found the majority of our enquiries come directly through the website using the form provided, 10 of our bookings for next year have come through the website. Some of our couples this year completed my photo permission form granting us access to their wedding photos, these will be shared on social media and added to the website. I hope to update the website with new photos and pricing as the information is not up to date, any thoughts or feedback are welcome, please email me any suggestions.</p> <p><b>Next Steps</b> Update the website; As mentioned above the information needs updating and recent photos need adding.</p> <p>Create alcohol packages; Continue working with Cocktails and Bars to create realistic packages for our couples.</p> <p>The Management meeting all agreed that Natalie has done a good job in the time that she has been with the Council.</p>	
6.	<p><b>Trust and Folk Club – report/update</b> The ownership of the electric piano was discussed briefly. The issue has led the Trust to consider what is on their inventory and what is on the Town Councils. The Trust raised money, which then lead on to purchases by the Town Council, the Council then recovered the VAT. Back around 2012 it was agreed that the purchases would then become the property of the Council, this would allow for the insuring of them by the Town Council. The Trust and the Town Council will look at their assets. The Trust is continually looking for volunteers to help out with events. They are looking at whether it would be possible to start running films again.</p> <p><b>Education - Tithe Barn School Visits 2022-23</b> The offer of an overview of the history of the barn is still available to any Councillor wishing to find out more.</p> <p><b>Christmas Fair</b> DF said the Trust very much hoped that the Christmas Fair would be as successful as last year's event.</p> <p><b>Folk Club/ Trust Concerts</b> The Folk Club will have had three concerts this side of Christmas and a further four are booked for after Christmas. Generally, the Folk Club does not run between event between May and the end of September due to the Wedding running during the summer months. They have used Sunday's on occasions and recently a Thursday evening to put on events. The meeting acknowledged how successful the recent Black History Month concert was.</p>	DF & JD
7.	<p><b>Leg Club – report/update</b> Sandy Riley provided an update from the Leg Club (LC). The LC nursing service returned to the Tithe Barn in January and has gradually increased from having 1 nurse weekly to 2 regular Registered Nurses from</p>	

**Nailsea Tithe Barn Trust and Nailsea Town Council  
Tithe Barn Management Group**

	<p>Tyntesfield Medical Group and an Associate Nurse monthly from Sirona who is able to carry out specific assessments for patients including Dopplers as part of the local GP service. The Registered Nurses are supported by our Nurse Support Workers (retired RN's) who have been trained to carry out supervised care of patients this assists greatly with the provision of care for more patients during the morning session. We are managing an appointment system with also a 'walk in' service and this brings us back to the Pre-Covid service level of care with numbers still rising. The nurses now work with NHS computers in the Tithe Barn and have direct access to patients notes. This has helped the whole nursing care process. The LC reception team also use the LC computer to report the care given each week to the Leg Club Foundation</p> <p>The LC committee is stable and with one new member all are hands on. The general volunteer team including committee is 22. All are managed on a weekly rota and encouraged to be skilled in all the sessions tasks.</p> <p>Leg Club drivers (9) registered and insured with RSVP provide transport for members contacting them on Tues pm picking up and returning home Wed and they are a strong part of the support team for members.</p> <p>We continue to be supported by CURO who register and insure our volunteers. Also, Age UK, Rotary, Healthwatch, Medical Representatives (LC Foundation Industry Partners ).</p> <p>We are continuing to raise funds i.e. recently with the Hand Bag Stall and are currently applying for a grant to do a bigger Xmas party for members.</p> <p>We appreciate the support we have from the Town Council also the admin. and caretaker staff every Wednesday.</p>	
<p><b>8.</b></p>	<p><b>Memory Café – report/update</b> DF has sent a copy of the Memory Café's evaluation report for inclusion with the minutes.</p> <p>They have doubled in the last year with the number of activities in the Barn, with activities taking place every Monday and Wednesday. They have approximately 150 members, made up of people with dementia and their carers. Most members are from Nailsea. The Trust has met to discuss the Memory Café going forward, and agreed that they need to look at sustainability. Their annual budget for 2024/25 is £20k a third, to a half, of which is the hire costs. They do recognise that as an organisation they do need better resilience particularly for DF and Karen.</p> <p>JD suggested that the Leg Club and Memory Café writes and invites Councillors to pay them a visit during one of their sessions, so that they have a better understanding of what goes on in the Tithe Barn and how invaluable their sessions are.</p>	<p>DF &amp; SR</p>
<p><b>9.</b></p>	<p><b>Operations Update</b> <u>Boundary Wall Repair</u> JD spoke about the recently completed repair to the boundary wall, it was agreed that the work was of a high standard. Further sections of the wall will be repaired over the coming months.</p> <p>The meeting discussed the request from a Tithe Barn neighbour to increase the height of the boundary wall between the two properties. It was suggested that advice was sought from the Listed Buildings Officer at North Somerset Council. The Management Committee agreed to look at the wall and decide on a course of action.</p>	

**Nailsea Tithe Barn Trust and Nailsea Town Council  
Tithe Barn Management Group**

	<p><u>Lighting Replacement</u> The lighting dates from when the barn was renovated. The light fittings are coming to the end of their life and require replacing. Due to the height of the fittings a scaffold tower is needed. It is likely that the Barn will need to be closed for a period of a couple weeks to allow the contractors to safely access the light fittings. Indications have been that the cost of the works is likely to exceed £14k. Listed Building consent will be required. The staff will look to work around the weddings and regular users to minimise the inconvenience. It is hoped that during any building closure other repair jobs can be completed for example the treatment of wooden surfaces. JD explained that the original light fittings are no-longer made and LED versions of a similar fitting would go in their place. The replacement work would come out of the Capital Reserve. DF mentioned that it could be possible that the Trust would be able seek out grant funding to cover some costs, that the Town Council might not be able to access. DF will investigate.</p> <p>JB questioned whether some of the capital receipts could be used towards enhancements for the building.</p> <p><u>Roof Leak</u> There has been no progress with repairing the leaking window sill. JT offered to chase the local roofer who agreed to carrying out the work. SH confirmed that he was seeking additional quotes.</p> <p><u>Wi-Fi</u> To date TrueSpeed have yet to supply the connection to the fibre optics situated in the road. The office will continue to chase and seek improvements to the band width.</p>	<p>JD &amp; SH to look for funding</p> <p>DF</p> <p>JT SH</p> <p>JD &amp; SH</p>
10.	<p><b>Matters for Information</b> There were no matters for information.</p>	
11.	<p><b>Date of next meeting</b> Thursday 10.30am 8<sup>th</sup> February 2024</p>	

**Mrs Jo Duffy – Town Clerk  
The Tithe Barn, Church Lane, Nailsea BS48 4NG**

Email received from David Baggley regarding the loss of banks in Nailsea.

Dear Ms Duffy,  
an interesting follow-up to the issue of bank closure appeared on 'Points West' last night.....they highlighted the closure of the last bank branch in Royal Wotton Bassett & the decision of the 4 major High Street Banks to open a joint 'Banking Hub' to provide replacement face-to-face banking facilities. Just what we need for Nailsea when Lloyds closes on 1/2/24.  
If the Councillors have not discussed this issue, it might be worth making them aware.  
Kind regards.  
David Baggley



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**From:** Jo Duffy <  
**Sent:** 12 October 2023 16:51  
**To:** david.baggley  
**Subject:** RE: Closure of Nailsea's last bank branch

Dear Mr Baggley,

Thank you for your email. I will add your letter to the next Town Council agenda as a discussion point for the councillors.

Kind regards  
Jo  
**Mrs Jo Duffy**  
Town Clerk & RFO  
Nailsea Town Council

 01275 855277  
 [clerk@nailseatowncouncil.gov.uk](mailto:clerk@nailseatowncouncil.gov.uk)  
 Tithe Barn | Church Lane | Nailsea | BS48 4NG

**From:** David Baggley  
**Sent:** 06 October 2023 10:50  
**To:** Nailsea Enquiries <[enquiries@nailseatowncouncil.gov.uk](mailto:enquiries@nailseatowncouncil.gov.uk)>  
**Subject:** Closure of Nailsea's last bank branch

Attn: Ms Jo Duffy, Town Clerk

Dear Ms Duffy,  
I am not aware whether the Town Council will be discussing the closure of Lloyds bank in Somerset Square, but on reading the letter I have received from Lloyds & after looking at their 'Closing Branch Review' ( [lloydsbank.com/branch review](http://lloydsbank.com/branch%20review) ), I feel that the Nailsea community ought to give some response to the proposed closure of our last bank in the town.  
Whilst Lloyds as a commercial organisation is free to come to its own decision on which branches to close, I feel that the need for a physical bank presence is essential for the

residents & businesses of the town which currently has a population of 15000 rising to nearer 20000 when the proposed housing developments are completed.

Lloyds state in their review that 62% of their Nailsea customers are aged 55 & above and that 90% of their customer base is personal / 10% business, that only 228 of their customers use the branch monthly & that there has been a 49% fall in transaction usage over the last 5 years. I have no reason to doubt their figures, but the proposed alternatives for their customers to access a branch at Clevedon or Clifton will be unworkable for many residents and the reliance on services provided by Nailsea PO , cash points at Waitrose & Tesco & pay-points at various sites are dependent on their remaining open & available and do not provide the face-to-face contacts which are still needed locally.

The provision of a 'Community Banker' is insufficient as the service will not allow customer transactions & the alternative of an 'Independent Review' to consider a 'Banking Hub' is not currently on offer. This seems to me to be the alternative which should be considered by Lloyds in conjunction with HSBC, Barclays & NatWest who previously closed their Nailsea branches.

Lloyds review ( as above ) shows that they have now set up 4 hubs nationally, 20 more are planned & 8 are agreed.

I would appreciate your raising this issue with the Town Councillors to consider a response ( together with any Town Business associations ) to Lloyds to see whether a review could be initiated & a Banking Hub be set up for our Town.

Yours sincerely,  
David Bagglely

