



## **NAILSEA TOWN COUNCIL**

A Meeting of Nailsea Town Council will be held on  
**Wednesday 3 August 2022 at 7:30pm in Nailsea Tithe Barn,  
Church Lane, Nailsea**

Dear Councillor,

You are invited to a meeting of Nailsea Town Council. The agenda is set out below.

**Please turn off mobile phones before the meeting. Do not attend if you have any symptoms of Covid.**

### **AGENDA**

1. Apologies
2. Declaration of Interests
3. Public Participation  
The public may ask a question or make a statement relating to the business to be transacted at this meeting.
4. Confirmation of minutes of the meeting held on 15 June 2022 - **encl**
5. **Financial/Legal/Staffing Matters**
  - a) Statement of Income and Expenditure to 26 July 2022 – **encl**
  - b) Payments made report from 15 June to 26 July 2022 – **encl**
  - c) 4<sup>th</sup> Quarter Accounts – **encl**
6. **Reports of Committees and Working Parties**
  - a) Planning Committee, 29 June and 20 July 2022 – **encl**
  - b) Environment and Leisure, 20 July 2022 - **encl**
  - c) Finance and Policy Committee, 6 July 2022 – **encl**
  - d) Community Engagement, 13 July 2022 - **encl**
7. To discuss the Engine Lane easement plots adjustments, potential claim via BTS – report to follow
8. Chair's Remarks
9. Reports from District Councillors
10. Questions asked under Standing Order 37
11. Matters for Information
  - a) Projects update

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

**27<sup>th</sup> July 2022**





## **NAILSEA TOWN COUNCIL**

Minutes of a Town Council Meeting held on  
Wednesday 15 June 2022 at 7:30pm at the Tithe Barn, Church Lane, Nailsea.

**PRESENT:** Cllr Argles, Cllr Barber, Cllr J Blatchford, Cllr M Blatchford, Cllr Ellis, Cllr Hobbs, Cllr Hopkinson, Cllr Houlbrook, Cllr Hunt, Cllr Kushner, Cllr Lees, Cllr Middleton, Cllr Miller, Cllr Packham, Cllr Smith, Cllr Steel Cllr Tonkin and Cllr Watts. Also in attendance was the Clerk and 65 High St Manager.

### **58/22 APOLOGIES**

Apologies were received and accepted from Cllr Bird.

### **59/22 DECLARATION OF INTERESTS**

There were no declarations of interests.

### **60/22 PUBLIC PARTICIPATION**

A member of the public spoke regarding agenda item 5(j) the claim for compensation from National Grid and that his query now may be covered by the Clerks report. He sought clarification regarding the vacancy for the Media and Comms Officer and hoped it did not impact on the publicity to be published in the North Somerset Times in June. The resident also highlighted that there is an increase in Taylor Wimpey construction traffic through Engine Lane as well as the Parish Brook construction traffic. The Clerk confirmed that this should not be happening and she will speak to the manager of the Taylor Wimpey site as they may not be aware that some of their contractors are using this route.

Steven Curry, the Chair of Mizzymead Recreation Centre (MRC), spoke regarding the club. MRC is a charity mostly run by volunteers and home to indoor and outdoor bowls, tennis, snooker and bridge. There is a lounge, bar and a main function hall with a number of regular hirers. Pre Covid, the club was in a precarious financial state and on the verge of closing. A new committee has been formed and decisions made to enable MRC to be financially viable. Memberships took a massive dip since lockdowns however last year it has been built up to 650 members, which is still less than pre Covid. The club is attracting more Weddings, Wakes and Christenings and also visitors from surrounding areas including Weston. There is more emphasis on attracting younger people.

The upkeep is costly, tennis courts have been resurfaced and the cloths replaced on the snooker tables. The indoor bowls carpet needs replacing in September at a cost of 20 to 25 thousand pounds but it will give an additional 15 to 20 years of life. The roof also needs urgent replacement and a quote has been received for £63,000 but the longer it is left the price will increase. As the club is dedicated to a particular sport, sports funders will not give a grant, therefore they are exploring other opportunities to raise the money.

*Clerk's note: Cllr Steel declared an interest as he is a member of MRC.*

It was suggested that an official proposal with costs should be submitted to the Council. There is a grants procedure but the work needs to be carried out urgently therefore it cannot wait until the autumn. It was asked if the club could arrange fundraising events to contribute towards the costs. It was agreed to add as an agenda item to the next Finance and Policy Committee and MRC were requested to send any documents and financial information to the Clerk.

### **61/22 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 4 MAY 2022**

The minutes were confirmed as an accurate representation of the meeting and were signed by the Chair.

## **64/22 TO DISCUSS EXCESS SPEED ON NETHERTON WOOD LANE**

The agenda item was brought forward. The meeting noted that West End Councillors recently received an email regarding this issue. Over the next few years there will be an increase of cars using the road which has a National speed limit and there have been a number of near misses. Residents raised numerous concerns including health and safety issues. There are a number of walkers, horses, cyclists and children residing in the area who use the lanes. With housing being built it will increase the amount of traffic and the risk of accidents.

Local residents are receiving abuse from drivers and animals have been killed by vehicles. There is a road with no pavement and a 60 mile per hour limit. There are other areas of North Somerset that have pavements and a 20 mile per hour limit so it is reasonable to ask for the speed limit for the residential parts of Netheriton Wood Lane to be reduced.

A resident also raised a concern with issues in West End Lane and all surrounding lanes including issues with the amount of construction traffic using them. Steps should be taken to mitigate the amount of traffic and it is a responsibility of the Town Council to mitigate current and future traffic. Quiet lane status is also an option which would indicate to road users that other people use the lanes.

Highways are the responsibility of North Somerset Council (NSC) but the Town Council want to represent residents. Residents were asked how they felt about access only restrictions. It was felt that it could not be enforced and it may impact businesses in the area although there was some agreement on the principle. It was suggested a petition could be organised.

The Clerk noted a response from NSC stating that there is a scheme to implement some measures in the local area. The previous proposal was to improve HGV and weight limit signage to address the perceived inappropriate use of the lanes by larger vehicles however monitoring shows that most of the HGV traffic was related to the farms in the area. Sat Nav routing has been updated to encourage HGV's to use more appropriate routes. With regards to the complaints received regarding the speed of traffic and aggressive driving, a 20 mile per hour speed limit is not appropriate. The character of the roads and existing speeds do not match either the national guidance or policies. A 40 mile per hour limit might be appropriate in places however experience shows it is unlikely to actually affect traffic speeds. Traffic calming would be difficult and the volume of traffic and lack of street lighting means options are very limited. However, they will develop some proposals once resources become available, but the most practical outcome may be a system of warning signs to try and change driver behaviour.

With regard to cyclists there is a Cycle Forum run out of NSC and it was suggested the Council could table something at this Forum which includes representatives from groups such as Sustrans.

It was suggested looking at an organisation called 20 Is Plenty. They are a national lobbying group who may be able to help to build up statistics. Street lighting could be installed to allow the speed limit to be changed. There does appear to be some precedent set to allow the limit to be reduced, it is unclear why NSC says it cannot. Cllr Tonkin is hoping to meet with senior officers at NSC to discuss these issues. It was suggested that the Town Council should become actively involved as the Council now has funds from the sale of Engine Lane.

It was proposed by Cllr Ellis and seconded by Cllr Houlbrook that

**RESOLVED:** **Nailsea Town Council sends a letter to North Somerset Council stating that after hearing**

residents' concerns about near misses involving cars and with the knowledge that hundreds more cars will be using Netherton Wood Lane, West End Lane and Nailsea Wall Lane in the next few years as more houses are built. Nailsea Town Council requests that from St. Marys Grove to Nailsea Wall Farm and Engine Lane to the Blue Flame be classified as a residential area, with a speed limit of 20mph, with safety signage in place, in the interest of safety. Nailsea Town Council can contribute funds towards the work.

A meeting is to be arranged with North Somerset Council, District Councillors and interested residents, to establish the issues and progress solutions.

The vote was unanimous.

## **62/22 FINANCIAL/LEGAL/STAFFING MATTERS**

### **a) Statement of Income and Expenditure to 7 June 2022**

Noted.

### **b) Payments made report from 1 April to 7 June 2022**

Noted.

### **c) 4<sup>th</sup> Quarter Accounts**

Noted.

### **d) Consideration, approval and signing of the Balance Sheet to 31 March 2022**

**RESOLVED:** to approve the balance Sheet to 31 March 2022.

The vote was unanimous.

In normal years there has been money allocated from the Tithe Barn for capital developments but there is no addition this year. It wasn't allocated in the budget but money can be transferred from Community Infrastructure Levy (CIL) payments for any outstanding projects. The Tithe Barn capital fund is £31,000 and it was discussed that the Council should be providing funds for ongoing maintenance issues. This has been overlooked, but going forward it will be included in the budget.

### **e) To receive and note the Internal Audit Report 2021-22 Final Update**

The Town Council would like to acknowledge the outstanding work of the Finance Officer regarding the Council's financial records.

The Clerk ran through the recommendations outlined in the Internal Audit Report 2021-22:

#### **R1**

Action should be taken to ensure that a consistent value for formal tender action is recorded in both the Standing Orders (Currently £15,000) and the revised Financial Regulations (£25,000).

## **R2**

The apparent anomalies in the references in the content of the Standing Orders referred to in the body of this report should be corrected appropriately, also removing references to the Official Journal of the European Union, which would no longer seem valid or appropriate following our departure from the EU.

It was proposed by Cllr Middleton and seconded by Cllr Packham

**RESOLVED:** to note the recommendations as outlined in the Internal Audit Report (Final) 2021-22

The vote was unanimous.

**RESOLVED:** to approve the Annual Return Internal Audit Report for the year ended 31 March 2022, including the recommendations.

The vote was unanimous.

**f) To consider and approve the Annual Governance Statement Section 1 for the year ended 31 March 2022**

**RESOLVED:** to approve Section 1 of the Annual Return for the year ended 31 March 2021.

The vote was unanimous.

**g) To consider and approve the Accounting Statements Section 2 for the year ended 31 March 2022**

**RESOLVED:** to approve Section 2 of the Annual Return for the year ended 31 March 2022.

The vote was unanimous.

**h) Consideration of the working details for the Annual Return**

**RESOLVED:** to approve the working details for the Annual Return.

The vote was unanimous.

**i) The Annual Governance Statement and Accounting statements to be signed by the Chair and Clerk**

The statements were signed by the Chair and Clerk.

**j) To receive a report on the compensation, claim against National Grid**

The Town Council will need to decide whether to drop the claim for compensation or open discussion with BTS with a view to pursuing a claim. The Council would like to hold a meeting with BTS to establish why this situation has occurred. The appointed solicitor from Gowlings has recognised the need to explain to the Council why there cannot be a claim.

Before any recommendations are made, the Council will need the ratification in writing. An invoice from Gowlings has not yet been received and if their judgment has changed it is pertinent to whether any fees are paid.

Cllr Packham proposed and seconded by Cllr Lees for

**RESOLVED:** **Nailsea Town Council to arrange a further meeting with BTS and Gowlings to understand why the compensation claim position against National Grid has changed. To meet with BTS first and then a follow up meeting to be held with both parties.**

The vote was unanimous.

## **63/22 REPORTS OF COMMITTEES AND WORKING PARTIES**

### **a) Planning Committee, 27 April and 18 May 2022**

Cllr Lees introduced the minutes of the meetings. There was one recommendation to Town Council.

27 April Minute P44/22: that Nailsea Town Council submit the draft Local Plan 2038 response to North Somerset Council prior to the deadline of 29 April 2022, and it be discussed at Town Council on 4 May 2022 with any updates or further points decided at the meeting and passed to North Somerset Council to be included in the response.

**RESOLVED:** **that Nailsea Town Council submit the draft Local Plan 2038 response to North Somerset Council prior to the deadline of 29 April 2022, and it be discussed at Town Council on 4 May 2022 with any updates or further points decided at the meeting and passed to North Somerset Council to be included in the response.**

The action has already been completed. The minutes were received and noted by the Council unanimously.

### **b) Environment and Leisure, 27 April 2022**

Cllr Argles introduced the minutes and there were no recommendations. They were received and noted by the Council unanimously.

### **c) Finance and Policy Committee, 25 May 2022**

Cllr Kushner introduced the minutes and there were three recommendations. They were received and noted by the Council unanimously.

Minute FB31/22: that the Terms of Reference of the Finance and Policy Committee be re-adopted as follows; "to incur expenditure within the delegated budget; to consider and make decisions on financial and other matters; to manage the financial procedures including those required by legislation and regulations; to consider and make recommendations to Council on matters relating to procedures and conduct of the Council and Council business, staffing matters, matters referred to it by the Town Council and any other Committee and to manage matters of a confidential or urgent nature; to manage the Tithe Barn together with any other premises in which the Town Council has a legal interest."

It was

**RESOLVED:**

**that the Terms of Reference of the Finance and Policy Committee be re-adopted as follows; “to incur expenditure within the delegated budget; to consider and make decisions on financial and other matters; to manage the financial procedures including those required by legislation and regulations; to consider and make recommendations to Council on matters relating to procedures and conduct of the Council and Council business, staffing matters, matters referred to it by the Town Council and any other Committee and to manage matters of a confidential or urgent nature; to manage the Tithe Barn together with any other premises in which the Town Council has a legal interest.”**

The vote was unanimous.

It was confirmed that the Terms of Reference from Committees should be agreed and adopted by the Town Council and not committees.

Minute FP35/22: that Nailsea Town Council approves the draft job description for the Community Wellbeing Development Officer. The contract will be based on a 30-hour week for 24 months at SP23.

It was

**RESOLVED:**

**that Nailsea Town Council approves the draft job description for the Community Wellbeing Development Officer. The contract will be based on a 30-hour week for 24 months at SP23.**

The vote was unanimous.

Minute FP35/22: that Nailsea Town Council signs the Memorandum of Understanding with North Somerset Council for the funding of the Community Wellbeing and Development Officer.

It was

**RESOLVED:**

**that Nailsea Town Council signs the Memorandum of Understanding with North Somerset Council for the funding of the Community Wellbeing and Development Officer.**

The vote was unanimous and the minutes were received and noted by the Council.

**d) Community Engagement, 1 June 2022**

Cllr Houlbrook introduced the minutes of the meeting. There were two recommendations to Town Council.



Minute CE45/22: for the Terms of Reference for the Community Engagement to be adopted.

It was

**RESOLVED** for the Terms of Reference for the Community Engagement to be adopted.

The vote was unanimous.

Minute CE46/22 b): Nailsea Town Council consider re-naming the specified reserves from 'Nailsea Community Group' to a more generic term.

**RESOLVED:** The reserves titled 'Nailsea Community Group' to be re-named as 'Community Emergency Fund'.

The vote was unanimous and the minutes were received and noted by the Council.

#### **65/22 CHAIR'S REMARKS**

On Friday morning at 9am there will be a gathering at the tree at Lions Green to commemorate Phil Barclay and to erect the plaque. A commemoration will then be held at the Queens Jubilee Tree on the Village Green. It was asked if the flag could be taken down from the totem pole on the Green as it will cause discoloration of the wood.

*Cllr Hopkinson left the meeting at 21.00.*

A Councillor commented on the recommendations from the Climate Emergency Working Party. The Uplands is one of the first Passive House approved areas, it may be a slight conflict as the Council has opposed it and then to state that the Council supports Passive Housing. They went on to state that NSC is the worst Council in the South West for dealing with climate emergency in terms of sustainability and the Town Council should be proactive in changing NSC's policies.

*Cllr Steel left the meeting at 21.02*

#### **66/22 REPORTS FROM DISTRICT COUNCILLORS**

Cllr Tonkin met with the head teacher at Ravenswood School to discuss the issues with the Public Right of Way that runs through both of their campuses. Whilst their concerns are understandable it is a Public Right of Way and it must not be closed off. It was suggested that a bridge could be installed. The relevant officer at North Somerset Council has been updated.

With regards to the speed limit in Nailsea, West End, a meeting should be held with the 5 West End Councillors, the Executive Member, Assistant Director, Senior Highways Officers and resident representatives.

It was asked for the other District Councillors to be invited to attend the meetings, and if they are unable to attend a written report is to be requested.

#### **67/22 QUESTIONS ASKED UNDER STANDING ORDER 37**

There were no questions asked under Standing Order 37.

#### **68/22 MATTERS FOR INFORMATION**

##### **a) Projects Spreadsheet**

Noted.

**69/22 LETTER FROM THE CHAIRMAN OF THE PARISH COUNCIL'S AIRPORT ASSOCIATION PCAA INVITING THE TOWN COUNCIL TO BECOME A MEMBER OF THE ORGANISATION**

Cllr Tonkin proposed and Cllr Kushner seconded that

**RESOLVED:** **Nailsea Town Council to become a member of the Parish Council's Airport Association.**

The vote was passed with the majority in favour.

Cllr Tonkin volunteered to be the representative for the Town Council.

**70/22 TO CONSIDER THE RECOMMENDATIONS FROM THE CLIMATE EMERGENCY WORKING PARTY TO ADOPT A SUSTAINABLE HOMES POLICY**

Cllr Miller gave an overview of the presentation and outlined the recommendations. Once these are adopted then neighbouring Town and Parish Councils can be approached and they can be introduced as a framework which will be more powerful in persuading NSC to adopt them.

The Council can insist on the recommendations as long as grounds are given for rejection. Although planning applications cannot be stopped the Town Council needs to set a precedent.

There is an area where the Town Council could insist that for any extensions to properties it should include Photovoltaic panels and insulation. However, if a development meets all the recommendations it does not negate there may be other reasons for the application to be rejected and the Council may be imposing significant costs to residents. Some of the language seems dictatorial, imposing conditions rather than taking people along. It shouldn't denote specific technology into the statements, regulations have been written around technology at the time and over time they are superseded. It may be more effective to state 'for example' rather than specifying technology.

Cllr Lees proposed and it was seconded by Cllr for

**RESOLVED:** **Nailsea Town Council to accept the recommendations from the Climate Emergency Working Party to adopt a sustainable homes policy**

The vote was passed with a majority vote.

**71/22 CONFIDENTIAL ITEM**

Cllr Miller proposed and Cllr Barber seconded that pursuant to section 1 (2) of the Public Bodies Admission to Meetings Act 1960 it was

**RESOLVED:** **that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following agenda item.**

The vote was passed with a majority in favour. The meeting therefore closed to the press and public.

- **Staffing Matters email from Cllr Clare Hunt**  
The meeting discussed Cllr Hunt's email at length.

*Cllr Tonkin left the meeting at 21.34.*

*Cllr Barber left the meeting at 21.53*

- **To discuss the recruitment of an Administration Officer**

It was proposed by Cllr Packham and it was seconded by Cllr M Blatchford to

**RESOLVED:** **Nailsea Town Council to immediately appoint the current temporary administrator on a permanent basis on 34 hours a week.**

The vote was passed with a majority in favour.

The Chair took the Council back into the main meeting and the meeting was closed at 10.03pm.

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



## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

## 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	820	0	1,500	1,500		1,500	0.0%	
4005 COURSES - CLLRS	0	40	500	460		460	8.0%	
4010 EXPENSES - STAFF	31	0	200	200		200	0.0%	
4015 EXPENSES - CLLRS	45	0	150	150		150	0.0%	
4020 RECRUITMENT	414	250	1,000	750		750	25.0%	
4030 CHAIRMANS EXPENSES	0	0	200	200		200	0.0%	
ADMINISTRATION :- Indirect Expenditure	<b>1,310</b>	<b>290</b>	<b>3,550</b>	<b>3,260</b>	<b>0</b>	<b>3,260</b>	<b>8.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,310)</b>	<b>(290)</b>	<b>(3,550)</b>	<b>(3,260)</b>				
<b>110 STAFF COSTS</b>								
4080 STAFF SALARIES	159,392	40,742	194,623	153,881		153,881	20.9%	
4085 CARETAKERS SALARIES	0	2,958	10,952	7,994		7,994	27.0%	
4090 TOWN ORDERLY SALARY	0	3,089	12,979	9,890		9,890	23.8%	
4095 STAFF TAX & NATIONAL INSURANCE	14,688	4,306	19,447	15,141		15,141	22.1%	
4100 STAFF SUPERANNUATION	27,103	6,600	31,529	24,929		24,929	20.9%	
4115 TOWN ORDERLY TAX & NI	0	123	480	357		357	25.5%	
4120 TOWN ORDERLY SUPERANNUATION	0	500	2,103	1,603		1,603	23.8%	
4300 PROFESSIONAL FEES	1,045	5,001	0	(5,001)		(5,001)	0.0%	
STAFF COSTS :- Indirect Expenditure	<b>202,229</b>	<b>63,320</b>	<b>272,113</b>	<b>208,793</b>	<b>0</b>	<b>208,793</b>	<b>23.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(202,229)</b>	<b>(63,320)</b>	<b>(272,113)</b>	<b>(208,793)</b>				
PEOPLE & ADMINISTRATION :- Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>	
Expenditure	<b>203,538</b>	<b>63,610</b>	<b>275,663</b>	<b>212,053</b>	<b>0</b>	<b>212,053</b>	<b>23.1%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(203,538)</b>	<b>(63,610)</b>						
<b>COMMUNITY ENGAGEMENT</b>								
<b>200 AWARDS</b>								
4180 ALLOTMENT COMPETITION	0	0	100	100		100	0.0%	
4185 COMMUNITY AWARD	0	0	300	300		300	0.0%	
4190 YOUNG PERSONS AWARD	0	0	100	100		100	0.0%	
AWARDS :- Indirect Expenditure	<b>0</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>0</b>	<b>0</b>	<b>(500)</b>	<b>(500)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

## 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	0	18,200	19,100	900		900	95.3%	
CCTV :- Indirect Expenditure	<u>0</u>	<u>18,200</u>	<u>19,100</u>	<u>900</u>	<u>0</u>	<u>900</u>	<u>95.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>0</u></b>	<b><u>(18,200)</u></b>	<b><u>(19,100)</u></b>	<b><u>(900)</u></b>				
<u>220</u> <u>COMMUNICATION</u>								
4260 NAILSEA TOWN.COM	10,039	880	4,000	3,120		3,120	22.0%	
4261 PUBLIC INFORMATION	1,172	606	2,400	1,794		1,794	25.3%	
4265 ELECTION EXPENSES	374	0	0	0		0	0.0%	
4270 ADVERTISING	2,396	0	500	500		500	0.0%	
4275 NETWORKING EVENT	0	51	0	(51)		(51)	0.0%	
COMMUNICATION :- Indirect Expenditure	<u>13,981</u>	<u>1,537</u>	<u>6,900</u>	<u>5,363</u>	<u>0</u>	<u>5,363</u>	<u>22.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>(13,981)</u></b>	<b><u>(1,537)</u></b>	<b><u>(6,900)</u></b>	<b><u>(5,363)</u></b>				
<u>230</u> <u>NAILSEA PLACE</u>								
4025 SUNDRIES	0	0	300	300		300	0.0%	
4027 NAILSEA GLASS STORAGE	520	160	550	390		390	29.1%	
NAILSEA PLACE :- Indirect Expenditure	<u>520</u>	<u>160</u>	<u>850</u>	<u>690</u>	<u>0</u>	<u>690</u>	<u>18.8%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>(520)</u></b>	<b><u>(160)</u></b>	<b><u>(850)</u></b>	<b><u>(690)</u></b>				
<u>240</u> <u>YOUTH SERVICES</u>								
4360 CONTRACT	23,612	8,067	25,000	16,933		16,933	32.3%	
YOUTH SERVICES :- Indirect Expenditure	<u>23,612</u>	<u>8,067</u>	<u>25,000</u>	<u>16,933</u>	<u>0</u>	<u>16,933</u>	<u>32.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>(23,612)</u></b>	<b><u>(8,067)</u></b>	<b><u>(25,000)</u></b>	<b><u>(16,933)</u></b>				
<u>250</u> <u>GRANTS</u>								
4400 1ST NAILSEA SCOUTS - CARNIVAL	0	1,000	1,000	0		0	100.0%	
4420 2ND NAILSEA SCOUTS	0	1,000	1,000	0		0	100.0%	
4421 CHRISTMAS DAY LUNCH	50	0	0	0		0	0.0%	
4436 NAILSEA COMMUNITY GROUP	20,000	10,000	10,000	0		0	100.0%	
4438 WAITROSE FOOD BANK PURCHASES	300	0	0	0		0	0.0%	
4440 COMMUNITY TRANSPORT	12,000	13,000	13,000	0		0	100.0%	
4455 FRIENDS OF STOCKWAY RESERVE	310	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	0	150	150	0		0	100.0%	
4501 NAILSEA MEMORY CAFE	500	550	550	0		0	100.0%	
4502 NAILSEA LAWN TENNIS CLUB	0	336	336	0		0	100.0%	

## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4503 NAILSEA JUNIOR FC	500	0	0	0		0	0.0%	
4540 NAILSEA SKATEBOARDING CONTEST	0	1,000	1,000	0		0	100.0%	
4541 NAILSEA SOCIAL CLUB	0	800	800	0		0	100.0%	
4545 NEAT	1,500	1,500	1,500	0		0	100.0%	
4555 CITIZENS ADVICE NS	18,341	18,892	18,892	0		0	100.0%	
4567 ROTARY N & B	500	0	0	0		0	0.0%	
4605 WELLSRING COUNSELLING	0	4,000	4,000	0		0	100.0%	
4935 GROVE PLAYING FIELD	0	0	1,000	1,000		1,000	0.0%	
GRANTS :- Indirect Expenditure	<b>55,001</b>	<b>53,378</b>	<b>54,378</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>98.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(55,001)</b>	<b>(53,378)</b>	<b>(54,378)</b>	<b>(1,000)</b>				
<u>260 OTHER COMMUNITY ENG.</u>								
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	17	0	50	50		50	0.0%	
OTHER COMMUNITY ENG. :- Indirect Expenditure	<b>4,517</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>(4,517)</b>	<b>(4,500)</b>	<b>(4,550)</b>	<b>(50)</b>				
<u>760 65 HIGH STREET</u>								
1600 HIRERS	5,870	1,782	5,500	3,718			32.4%	
65 HIGH STREET :- Income	<b>5,870</b>	<b>1,782</b>	<b>5,500</b>	<b>3,718</b>			<b>32.4%</b>	<b>0</b>
5450 BANK CHARGES	0	10	0	(10)		(10)	0.0%	
5545 WHICH Subscription	68	0	0	0		0	0.0%	
5550 SOCIAL VALUE ENGINE M'SHIP	0	1,800	0	(1,800)		(1,800)	0.0%	
5732 TV LICENCE	0	151	0	(151)		(151)	0.0%	
5750 SUNDRIES	244	253	1,350	1,097		1,097	18.7%	
5760 ELECTRICITY	1,295	474	2,358	1,884		1,884	20.1%	
5765 MAINTENANCE - AD HOC	912	0	1,000	1,000		1,000	0.0%	
5770 MAINTENANCE COSTS	1,130	0	1,400	1,400		1,400	0.0%	
5775 WATER	112	111	700	589		589	15.8%	
5785 CLEANING CONTRACT	3,176	893	4,750	3,857		3,857	18.8%	
5790 CLEANING SUPPLIES	327	28	300	272		272	9.4%	
5795 FIRE AND SECURITY	1,189	0	350	350		350	0.0%	
5800 GAS	2,571	1,012	2,642	1,630		1,630	38.3%	
5805 REFUSE DISPOSAL	1,683	316	1,650	1,334		1,334	19.2%	
5810 IT AND TELECOMS	4,612	1,456	4,434	2,978		2,978	32.8%	
5815 COUNCIL TAX	6,238	2,494	7,000	4,507		4,507	35.6%	
5820 PHOTOCOPIER	249	118	550	432		432	21.4%	

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5825 STATIONERY	115	56	80	24		24	70.5%	
5840 NAILSEA PLACE MANAGER	12,929	0	0	0		0	0.0%	
5842 TRAINING	0	0	150	150		150	0.0%	
65 HIGH STREET :- Indirect Expenditure	<b>36,852</b>	<b>9,172</b>	<b>28,714</b>	<b>19,542</b>	<b>0</b>	<b>19,542</b>	<b>31.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(30,982)</b>	<b>(7,390)</b>	<b>(23,214)</b>	<b>(15,824)</b>				
<b>770 NAILSEA ARTS CENTRE @ 65</b>								
1700 COURSE FEES	280	20	0	(20)			0.0%	
NAILSEA ARTS CENTRE @ 65 :- Income	<b>280</b>	<b>20</b>	<b>0</b>	<b>(20)</b>				<b>0</b>
5450 BANK CHARGES	0	2	0	(2)		(2)	0.0%	
5900 COURSE MATERIALS	150	0	0	0		0	0.0%	
NAILSEA ARTS CENTRE @ 65 :- Indirect Expenditure	<b>150</b>	<b>2</b>	<b>0</b>	<b>(2)</b>	<b>0</b>	<b>(2)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>130</b>	<b>18</b>	<b>0</b>	<b>(18)</b>				
COMMUNITY ENGAGEMENT :- Income	<b>6,150</b>	<b>1,802</b>	<b>5,500</b>	<b>3,698</b>			<b>32.8%</b>	
Expenditure	<b>134,632</b>	<b>95,017</b>	<b>139,992</b>	<b>44,975</b>	<b>0</b>	<b>44,975</b>	<b>67.9%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(128,482)</b>	<b>(93,215)</b>						
<b>ENVIRONMENT &amp; LEISURE</b>								
<b>300 ALLOTMENT - ENGINE LANE</b>								
1305 ASSOCIATION - MEMBERSHIP	248	4	300	296			1.3%	
1310 RENT RECEIVED	1,074	17	1,000	983			1.7%	
ALLOTMENT - ENGINE LANE :- Income	<b>1,322</b>	<b>21</b>	<b>1,300</b>	<b>1,279</b>			<b>1.6%</b>	<b>0</b>
4025 SUNDRIES	219	0	400	400		400	0.0%	
4780 MEMBERSHIP AND INSURANCE	224	0	300	300		300	0.0%	
4790 MAINTENANCE AND REPAIRS	836	0	500	500		500	0.0%	
4795 TREE AND HEDGE WORK	1,450	0	1,500	1,500		1,500	0.0%	
4800 WATER	173	35	250	215		215	13.8%	
ALLOTMENT - ENGINE LANE :- Indirect Expenditure	<b>2,902</b>	<b>35</b>	<b>2,950</b>	<b>2,915</b>	<b>0</b>	<b>2,915</b>	<b>1.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,580)</b>	<b>(14)</b>	<b>(1,650)</b>	<b>(1,636)</b>				
<b>310 ALLOTMENT - WHITESFIELD ROAD</b>								
1305 ASSOCIATION - MEMBERSHIP	620	32	700	668			4.6%	
1310 RENT RECEIVED	3,469	66	4,000	3,934			1.6%	
ALLOTMENT - WHITESFIELD ROAD :- Income	<b>4,089</b>	<b>98</b>	<b>4,700</b>	<b>4,602</b>			<b>2.1%</b>	<b>0</b>



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4025 SUNDRIES	212	0	200	200		200	0.0%	
4780 MEMBERSHIP AND INSURANCE	608	0	700	700		700	0.0%	
4785 CAPITAL EXPENDITURE	0	0	500	500		500	0.0%	
4790 MAINTENANCE AND REPAIRS	117	0	750	750		750	0.0%	
4795 TREE AND HEDGE WORK	0	0	250	250		250	0.0%	
4800 WATER	486	0	550	550		550	0.0%	
5450 BANK CHARGES	0	0	0	(0)		(0)	0.0%	
ALLOTMENT - WHITESFIELD ROAD :- Indirect Expenditure	<b>1,423</b>	<b>0</b>	<b>2,950</b>	<b>2,950</b>	<b>0</b>	<b>2,950</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>2,666</b>	<b>97</b>	<b>1,750</b>	<b>1,653</b>				
<b>340 BIODIVERSITY</b>								
4850 TREE & FLORAL PLANTING	0	0	600	600		600	0.0%	
BIODIVERSITY :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>600</b>	<b>600</b>	<b>0</b>	<b>600</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(600)</b>	<b>(600)</b>				
<b>350 CHRISTMAS</b>								
1505 SMALL BUSINESS SUPPORT GRANT	5,724	0	0	0			0.0%	
CHRISTMAS :- Income	<b>5,724</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4210 ELECTRICITY	1,021	296	700	404		404	42.2%	
4875 CHRISTMAS LIGHTS - INSTALL	10,134	0	6,500	6,500		6,500	0.0%	
4880 CHRISTMAS LIGHTS - MAINTENANCE	9,508	0	0	0		0	0.0%	
CHRISTMAS :- Indirect Expenditure	<b>20,662</b>	<b>296</b>	<b>7,200</b>	<b>6,904</b>	<b>0</b>	<b>6,904</b>	<b>4.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(14,939)</b>	<b>(296)</b>	<b>(7,200)</b>	<b>(6,904)</b>				
6000 plus Transfer from EMR	3,826	0						
<b>Movement to/(from) Gen Reserve</b>	<b>(11,113)</b>	<b>(296)</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%	
COMMUNITY PAYBACK :- Indirect Expenditure	<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 DOG BIN EMPTYING	9,449	2,276	10,000	7,724		7,724	22.8%	
4905 NEW/REPLACEMENT BINS	239	90	500	410		410	18.0%	
DOG BINS :- Indirect Expenditure	<b>9,688</b>	<b>2,366</b>	<b>10,500</b>	<b>8,134</b>	<b>0</b>	<b>8,134</b>	<b>22.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(9,688)</b>	<b>(2,366)</b>	<b>(10,500)</b>	<b>(8,134)</b>				

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<b>380 GLASSWORKS</b>								
4220 MAINTENANCE	0	0	500	500		500	0.0%	
GLASSWORKS :- Indirect Expenditure	<b>0</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>0</b>	<b>0</b>	<b>(500)</b>	<b>(500)</b>				
<b>390 GREEN MAINTENANCE</b>								
1087 GRANT MONIES	500	0	0	0			0.0%	
1330 GAULACRE INCOME	18	0	0	0			0.0%	
1335 GARDEN OF REST INCOME	8,000	1,000	1,000	0			100.0%	
1360 GRANTS AND SPONSORSHIP	4,850	0	0	0			0.0%	
GREEN MAINTENANCE :- Income	<b>13,368</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4220 MAINTENANCE	4,000	2,400	5,000	2,600		2,600	48.0%	
4925 GARDEN OF REST	1,353	504	1,386	882		882	36.4%	
4930 GOLDEN VALLEY BRIDLEWAY	2,070	0	1,078	1,078		1,078	0.0%	
4940 OTHER	5,659	214	1,000	786		786	21.4%	
4942 LIONS GREEN	5,150	940	1,733	793		793	54.2%	
4945 VILLAGE GREEN	486	0	624	624		624	0.0%	
4950 HANNAH MORE PARK	3,350	599	2,095	1,497		1,497	28.6%	
4955 GLASSWORKS	2,046	716	2,148	1,432		1,432	33.3%	
5025 NSC CONTRACT	29,900	29,900	30,000	100		100	99.7%	
GREEN MAINTENANCE :- Indirect Expenditure	<b>54,014</b>	<b>35,272</b>	<b>45,064</b>	<b>9,792</b>	<b>0</b>	<b>9,792</b>	<b>78.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(40,647)</b>	<b>(34,272)</b>	<b>(44,064)</b>	<b>(9,792)</b>				
<b>410 NAILSEA IN BLOOM</b>								
1220 SPONSORSHIP	2,393	1,088	2,000	913			54.4%	
1225 POPPY APPEAL DONATIONS	820	0	800	800			0.0%	
NAILSEA IN BLOOM :- Income	<b>3,213</b>	<b>1,088</b>	<b>2,800</b>	<b>1,713</b>			<b>38.8%</b>	<b>0</b>
4365 ANNUAL INSURANCE	0	0	75	75		75	0.0%	
4370 PURCHASES	5,425	367	6,500	6,133		6,133	5.6%	
4710 POPPY WREATH/DONATIONS	820	0	800	800		800	0.0%	
4960 HANGING BASKETS	1,700	0	0	0		0	0.0%	
4970 WATERING	5,010	992	5,500	4,508		4,508	18.0%	
5455 INSURANCE	0	75	0	(75)		(75)	0.0%	
NAILSEA IN BLOOM :- Indirect Expenditure	<b>12,955</b>	<b>1,434</b>	<b>12,875</b>	<b>11,441</b>	<b>0</b>	<b>11,441</b>	<b>11.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(9,742)</b>	<b>(346)</b>	<b>(10,075)</b>	<b>(9,729)</b>				

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<b>420 NAILSEA PLAYING FIELDS ASSOC</b>								
1085 SUNDRY INCOME	1,338	0	0	0			0.0%	
NAILSEA PLAYING FIELDS ASSOC :- Income	<b>1,338</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4225 WASTE MANAGEMENT AT GROVE	0	45	250	205		205	18.0%	
4990 GROUNDS MAINTENANCE CONTRACT	8,658	1,748	11,190	9,442		9,442	15.6%	
5000 REPAIRS	0	0	500	500		500	0.0%	
NAILSEA PLAYING FIELDS ASSOC :- Indirect Expenditure	<b>8,658</b>	<b>1,793</b>	<b>11,940</b>	<b>10,147</b>	<b>0</b>	<b>10,147</b>	<b>15.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(7,320)</b>	<b>(1,793)</b>	<b>(11,940)</b>	<b>(10,147)</b>				
<b>440 PLAY AREAS</b>								
4220 MAINTENANCE	1,409	80	1,400	1,320		1,320	5.7%	
PLAY AREAS :- Indirect Expenditure	<b>1,409</b>	<b>80</b>	<b>1,400</b>	<b>1,320</b>	<b>0</b>	<b>1,320</b>	<b>5.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,409)</b>	<b>(80)</b>	<b>(1,400)</b>	<b>(1,320)</b>				
<b>450 PUBLIC RIGHTS OF WAY</b>								
4220 MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
PUBLIC RIGHTS OF WAY :- Indirect Expenditure	<b>0</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>0</b>	<b>0</b>	<b>(1,000)</b>	<b>(1,000)</b>				
<b>460 SKATEPARK</b>								
4210 ELECTRICITY	0	0	400	400		400	0.0%	
4790 MAINTENANCE AND REPAIRS	72	169	3,000	2,831		2,831	5.6%	
SKATEPARK :- Indirect Expenditure	<b>72</b>	<b>169</b>	<b>3,400</b>	<b>3,231</b>	<b>0</b>	<b>3,231</b>	<b>5.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(72)</b>	<b>(169)</b>	<b>(3,400)</b>	<b>(3,231)</b>				
<b>490 TOWN ORDERLY</b>								
4025 SUNDRIES	135	33	1,000	967		967	3.3%	
4080 STAFF SALARIES	12,022	0	0	0		0	0.0%	
4095 STAFF TAX & NATIONAL INSURANCE	398	0	0	0		0	0.0%	
4100 STAFF SUPERANNUATION	1,781	0	0	0		0	0.0%	
5110 EQUIPMENT	329	145	500	355		355	28.9%	
5120 WORKWEAR	122	0	250	250		250	0.0%	
TOWN ORDERLY :- Indirect Expenditure	<b>14,787</b>	<b>178</b>	<b>1,750</b>	<b>1,572</b>	<b>0</b>	<b>1,572</b>	<b>10.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(14,787)</b>	<b>(178)</b>	<b>(1,750)</b>	<b>(1,572)</b>				

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<b>500 TREES AND WOODLANDS</b>								
5140 TREE MAINTENANCE	1,350	0	4,000	4,000		4,000	0.0%	
5150 SPILSBURY WOOD	0	0	1,500	1,500		1,500	0.0%	
TREES AND WOODLANDS :- Indirect Expenditure	<b>1,350</b>	<b>0</b>	<b>5,500</b>	<b>5,500</b>	<b>0</b>	<b>5,500</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,350)</b>	<b>0</b>	<b>(5,500)</b>	<b>(5,500)</b>				
<b>510 OTHER ENVIRONMENT</b>								
5160 PEST CONTROL	0	0	100	100		100	0.0%	
OTHER ENVIRONMENT :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>				
<b>ENVIRONMENT &amp; LEISURE :- Income</b>	<b>29,054</b>	<b>2,206</b>	<b>9,800</b>	<b>7,594</b>			<b>22.5%</b>	
Expenditure	<b>127,920</b>	<b>41,622</b>	<b>108,829</b>	<b>67,207</b>	<b>0</b>	<b>67,207</b>	<b>38.2%</b>	
<b>Net Income over Expenditure</b>	<b>(98,867)</b>	<b>(39,417)</b>	<b>(99,029)</b>	<b>(59,612)</b>				
plus Transfer from EMR	<b>3,826</b>	<b>0</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>(95,041)</b>	<b>(39,417)</b>						

**PLANNING****600 BUS SHELTERS**

5000 REPAIRS	0	0	400	400		400	0.0%	
5180 CLEANING	1,242	814	2,200	1,386		1,386	37.0%	
BUS SHELTERS :- Indirect Expenditure	<b>1,242</b>	<b>814</b>	<b>2,600</b>	<b>1,786</b>	<b>0</b>	<b>1,786</b>	<b>31.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,242)</b>	<b>(814)</b>	<b>(2,600)</b>	<b>(1,786)</b>				

**620 MARKETS**

1401 FARMERS MARKET INCOME	100	0	0	0			0.0%	
1410 CANOPY HIRE (OTHER MARKETS)	380	0	200	200			0.0%	
MARKETS :- Income	<b>480</b>	<b>0</b>	<b>200</b>	<b>200</b>			<b>0.0%</b>	<b>0</b>
5210 CANOPY CONTRACTOR	935	0	890	890		890	0.0%	
5225 FARMERS MARKET	4,850	4,850	5,000	150		150	97.0%	
MARKETS :- Indirect Expenditure	<b>5,785</b>	<b>4,850</b>	<b>5,890</b>	<b>1,040</b>	<b>0</b>	<b>1,040</b>	<b>82.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,305)</b>	<b>(4,850)</b>	<b>(5,690)</b>	<b>(840)</b>				

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<b>630 PLANNING SERVICES</b>								
4300 PROFESSIONAL FEES	2,683	0	5,000	5,000		5,000	0.0%	
PLANNING SERVICES :- Indirect Expenditure	<b>2,683</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,683)</b>	<b>0</b>	<b>(5,000)</b>	<b>(5,000)</b>				
<b>640 STREET LIGHTING</b>								
4210 ELECTRICITY	2,322	984	2,500	1,516		1,516	39.4%	
4220 MAINTENANCE	0	0	250	250		250	0.0%	
STREET LIGHTING :- Indirect Expenditure	<b>2,322</b>	<b>984</b>	<b>2,750</b>	<b>1,766</b>	<b>0</b>	<b>1,766</b>	<b>35.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,322)</b>	<b>(984)</b>	<b>(2,750)</b>	<b>(1,766)</b>				
<b>650 TOWN CENTRE IMPROVEMENTS</b>								
1360 GRANTS AND SPONSORSHIP	188	0	0	0			0.0%	
TOWN CENTRE IMPROVEMENTS :- Income	<b>188</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4220 MAINTENANCE	859	72	500	428		428	14.4%	
5280 NOTICE BOARD ELEC	(446)	27	250	223		223	10.9%	
5285 SIGNAGE	0	0	250	250		250	0.0%	
5290 STREET FURNITURE	8,201	612	2,000	1,388		1,388	30.6%	
5291 MILLENNIUM TOWN CLOCK	1,026	0	0	0		0	0.0%	
TOWN CENTRE IMPROVEMENTS :- Indirect Expenditure	<b>9,639</b>	<b>712</b>	<b>3,000</b>	<b>2,288</b>	<b>0</b>	<b>2,288</b>	<b>23.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(9,452)</b>	<b>(712)</b>	<b>(3,000)</b>	<b>(2,288)</b>				
PLANNING :- Income	<b>668</b>	<b>0</b>	<b>200</b>	<b>200</b>			<b>0.0%</b>	
Expenditure	<b>21,671</b>	<b>7,360</b>	<b>19,240</b>	<b>11,880</b>	<b>0</b>	<b>11,880</b>	<b>38.3%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(21,003)</b>	<b>(7,360)</b>						

**FINANCE & POLICY**

<b>700 ADMINISTRATION</b>								
1076 PRECEPT	525,040	283,784	567,568	283,784			50.0%	
1085 SUNDRY INCOME	2	0	250	250			0.0%	
1086 ENGINE LANE RECEIPTS	1,607,454	0	0	0			0.0%	
1090 INTEREST RECEIVED	1,716	421	5,719	5,298			7.4%	
1099 CIL INCOME 2021/22	342,405	0	0	0			0.0%	159,402
ADMINISTRATION :- Income	<b>2,476,617</b>	<b>284,205</b>	<b>573,537</b>	<b>289,332</b>			<b>49.6%</b>	<b>159,402</b>
5300 PHOTOCOPYING	1,757	346	2,000	1,654		1,654	17.3%	

## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5305 POSTAGE	513	5	1,000	995		995	0.5%	
5310 STATIONERY	573	230	1,300	1,070		1,070	17.7%	
5315 TELEPHONE	1,886	366	1,900	1,534		1,534	19.3%	
5450 BANK CHARGES	0	8	0	(8)		(8)	0.0%	
<b>ADMINISTRATION :- Indirect Expenditure</b>	<b>4,727</b>	<b>956</b>	<b>6,200</b>	<b>5,244</b>	<b>0</b>	<b>5,244</b>	<b>15.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>2,471,890</b>	<b>283,249</b>	<b>567,337</b>	<b>284,088</b>				
6001 less Transfer to EMR	1,790,457	159,402						
<b>Movement to/(from) Gen Reserve</b>	<b>681,433</b>	<b>123,847</b>						
<b>710 INFRASTRUCTURE</b>								
5380 HEALTH & SAFETY	95	490	1,000	510		510	49.0%	
5382 HEALTH AND SAFETY CONTRACT	1,734	1,914	1,800	(114)		(114)	106.3%	
5400 RBS/OMEGA SOFTWARE LICENCE	868	414	1,400	986		986	29.5%	
5405 WEBSITE - HOSTING	1,784	2,532	1,000	(1,532)		(1,532)	253.2%	
5415 WEBSITE - UPGRADES	0	181	250	69		69	72.4%	
5420 IT PURCHASES	882	83	2,000	1,917		1,917	4.2%	
5425 IT SUPPORT	5,415	213	6,000	5,787		5,787	3.6%	
<b>INFRASTRUCTURE :- Indirect Expenditure</b>	<b>10,778</b>	<b>5,828</b>	<b>13,450</b>	<b>7,622</b>	<b>0</b>	<b>7,622</b>	<b>43.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(10,778)</b>	<b>(5,828)</b>	<b>(13,450)</b>	<b>(7,622)</b>				
<b>720 LEGAL AND FINANCIAL</b>								
5440 AUDIT FEE: INTERNAL	920	0	1,000	1,000		1,000	0.0%	
5445 AUDIT FEE: EXTERNAL	2,400	(2,400)	1,600	4,000		4,000	(150.0%)	
5450 BANK CHARGES	499	54	600	546		546	9.1%	
5455 INSURANCE	4,221	3,903	5,000	1,097		1,097	78.1%	
5460 LEGAL COSTS	930	0	2,000	2,000		2,000	0.0%	
<b>LEGAL AND FINANCIAL :- Indirect Expenditure</b>	<b>8,970</b>	<b>1,557</b>	<b>10,200</b>	<b>8,643</b>	<b>0</b>	<b>8,643</b>	<b>15.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(8,970)</b>	<b>(1,557)</b>	<b>(10,200)</b>	<b>(8,643)</b>				
<b>730 MEMBERSHIPS AND LICENCES</b>								
5500 ALCA	1,855	1,899	1,909	10		10	99.5%	
5505 AVON WILDLIFE TRUST	48	0	50	50		50	0.0%	
5510 DATA PROTECTION	35	0	45	45		45	0.0%	
5515 FOREST OF AVON	120	40	120	80		80	33.3%	
5525 OPEN SPACES SOCIETY	45	0	50	50		50	0.0%	
5530 SLCC	346	391	350	(41)		(41)	111.7%	
5535 SW COUNCILS	445	465	500	35		35	93.0%	
<b>MEMBERSHIPS AND LICENCES :- Indirect Expenditure</b>	<b>2,894</b>	<b>2,795</b>	<b>3,024</b>	<b>229</b>	<b>0</b>	<b>229</b>	<b>92.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,894)</b>	<b>(2,795)</b>	<b>(3,024)</b>	<b>(229)</b>				

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## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

## 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>740 PUBLIC WORKS LOANS BOARD</b>								
5600 PWLB - GAULACRE CAPITAL	86,716	0	0	0		0	0.0%	
5605 PWLB - GAULACRE INTEREST	29,949	0	0	0		0	0.0%	
5610 PWLB - GLASSWORKS CAPITAL	2,560	1,345	3,859	2,514		2,514	34.9%	
5615 PWLB - GLASSWORKS INTEREST	7,311	3,590	7,287	3,697		3,697	49.3%	
5620 PWLB - TITHE BARN CAPITAL	1,400	738	1,415	677		677	52.2%	
5625 PWLB - TITHE BARN INTEREST	5,959	2,941	5,945	3,004		3,004	49.5%	
5630 PWLB - 65 HIGH STREET CAPITAL	4,725	2,450	4,759	2,309		2,309	51.5%	
5635 PWLB - 65 HIGH STREET INTEREST	9,033	4,430	9,000	4,570		4,570	49.2%	
<b>PUBLIC WORKS LOANS BOARD :- Indirect Expenditure</b>	<b>147,653</b>	<b>15,494</b>	<b>32,265</b>	<b>16,771</b>	<b>0</b>	<b>16,771</b>	<b>48.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(147,653)</b>	<b>(15,494)</b>	<b>(32,265)</b>	<b>(16,771)</b>				
6000 plus Transfer from EMR	83,330	0						
<b>Movement to/(from) Gen Reserve</b>	<b>(64,323)</b>	<b>(15,494)</b>						
<b>750 TITHE BARN</b>								
1360 GRANTS AND SPONSORSHIP	450	0	0	0			0.0%	
1505 SMALL BUSINESS SUPPORT GRANT	10,667	0	0	0			0.0%	
1510 OTHER HIRERS	5,771	2,238	6,000	3,762			37.3%	
1520 REGULAR HIRERS	14,759	7,113	18,000	10,887			39.5%	
1530 TITHE BARN TRUST	2,000	3,000	3,000	0			100.0%	
1540 WEDDING RECEPTION	21,440	14,220	23,378	9,158			60.8%	
1541 WEDDING CEREMONY	0	1,910	0	(1,910)			0.0%	
1545 BAR	0	100	2,000	1,900			5.0%	
1546 DOOR SECURITY	225	75	0	(75)			0.0%	
1547 KITCHEN HIRE	10	10	0	(10)			0.0%	
1548 TABLECLOTH HIRE	230	130	0	(130)			0.0%	
1550 END OF LIFE CELEBRATIONS	0	0	5,000	5,000			0.0%	
<b>TITHE BARN :- Income</b>	<b>55,552</b>	<b>28,796</b>	<b>57,378</b>	<b>28,582</b>			<b>50.2%</b>	<b>0</b>
4025 SUNDRIES	2,396	248	2,000	1,752		1,752	12.4%	
4080 STAFF SALARIES	10,199	0	0	0		0	0.0%	
4210 ELECTRICITY	3,095	1,120	3,318	2,198		2,198	33.8%	
4270 ADVERTISING	0	495	0	(495)		(495)	0.0%	
4800 WATER	607	57	1,000	943		943	5.7%	
5000 REPAIRS	973	0	0	0		0	0.0%	
5022 REFUND OF BAR INCOME	0	0	2,000	2,000		2,000	0.0%	
5120 WORKWEAR	0	41	0	(41)		(41)	0.0%	
5450 BANK CHARGES	0	20	0	(20)		(20)	0.0%	
5690 CLEANING - CONTRACT	3,973	1,193	6,000	4,807		4,807	19.9%	

## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5695 CLEANING - SUPPLIES	374	509	750	241		241	67.9%	
5700 DOOR SAFE STAFF	381	65	1,200	1,135		1,135	5.4%	
5705 FIRE AND SECURITY	1,570	444	1,500	1,056		1,056	29.6%	
5710 GAS	7,875	2,271	7,454	5,183		5,183	30.5%	
5712 COUNCIL TAX	2,695	1,081	2,850	1,769		1,769	37.9%	
5715 LAUNDRY	458	81	300	219		219	26.9%	
5720 MAINTENANCE - AD HOC	999	234	2,500	2,266		2,266	9.3%	
5725 MAINTENANCE COSTS - PLANNED	2,603	0	3,000	3,000		3,000	0.0%	
5730 PREMISES LICENCE	0	180	300	120		120	60.0%	
5740 PRS LICENCE	411	409	1,200	791		791	34.1%	
5745 REFUSE DISPOSAL	1,190	339	2,156	1,817		1,817	15.7%	
5770 MAINTENANCE COSTS	66	0	0	0		0	0.0%	

TITHE BARN :- Indirect Expenditure	<b>39,864</b>	<b>8,787</b>	<b>37,528</b>	<b>28,741</b>	<b>0</b>	<b>28,741</b>	<b>23.4%</b>	<b>0</b>
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<b>Net Income over Expenditure</b>	<b>15,688</b>	<b>20,009</b>	<b>19,850</b>	<b>(159)</b>				
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6000 plus Transfer from EMR	4,590	0						
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<b>Movement to/(from) Gen Reserve</b>	<b>20,278</b>	<b>20,009</b>						
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FINANCE & POLICY :- Income	<b>2,532,169</b>	<b>313,001</b>	<b>630,915</b>	<b>317,914</b>			<b>49.6%</b>	
Expenditure	<b>214,886</b>	<b>35,418</b>	<b>102,667</b>	<b>67,249</b>	<b>0</b>	<b>67,249</b>	<b>34.5%</b>	

<b>Net Income over Expenditure</b>	<b>2,317,283</b>	<b>277,584</b>	<b>528,248</b>	<b>250,664</b>				
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plus Transfer from EMR	<b>87,920</b>	<b>0</b>						
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less Transfer to EMR	<b>1,790,457</b>	<b>159,402</b>						
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<b>Movement to/(from) Gen Reserve</b>	<b>614,746</b>	<b>118,181</b>						
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**SPECIFIED RESERVES**910 MAJOR CONTINGENCY ITEMS

9005 CAR PARKS	0	0	15,191	15,191		15,191	0.0%	
9025 PLAY EQUIPMENT	0	0	28,000	28,000		28,000	0.0%	
9030 SKATEPARK PROJECT	1,520	140	8,480	8,340		8,340	1.7%	140
9110 LEISURE FACILITIES CONSULTANCY	2,500	0	0	0		0	0.0%	
9146 CLIMATE CHANGE PROJECTS	0	300	7,500	7,200		7,200	4.0%	300
9147 IMPROVEMENTS TO NO. 65	2,838	(150)	19,936	20,086		20,086	(0.8%)	(150)
9148 CCTV UPGRADE	0	0	31,000	31,000		31,000	0.0%	
9153 COVID 19 COMMUNITY GROUP	56	10,000	19,944	9,944		9,944	50.1%	10,000
9154 CONSULTANCY TOWN STRATEGY	0	0	10,000	10,000		10,000	0.0%	
9155 ROAD CROSSINGS	0	0	25,000	25,000		25,000	0.0%	
9156 MILLENNIUM PARK	0	0	10,000	10,000		10,000	0.0%	



## Detailed Income &amp; Expenditure by Budget Heading 26/07/2022

Month No: 4

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
9157 MIDDLE ENGINE PIT	0	0	20,000	20,000		20,000	0.0%	
9158 NEW CHRISTMAS LIGHTS	3,826	0	16,174	16,174		16,174	0.0%	
9159 CAPTIAL PROJECTS	15,963	0	34,037	34,037		34,037	0.0%	
MAJOR CONTINGENCY ITEMS :- Indirect Expenditure	<b>26,703</b>	<b>10,290</b>	<b>245,262</b>	<b>234,972</b>	<b>0</b>	<b>234,972</b>	<b>4.2%</b>	<b>10,290</b>
<b>Net Expenditure</b>	<b>(26,703)</b>	<b>(10,290)</b>	<b>(245,262)</b>	<b>(234,972)</b>				
6000 plus Transfer from EMR	22,877	10,290						
<b>Movement to/(from) Gen Reserve</b>	<b>(3,826)</b>	<b>0</b>						
<b>920 MINOR ITEMS</b>								
1900 TOUGH AS NAILS INCOME	(934)	0	1,533	1,533			0.0%	
MINOR ITEMS :- Income	<b>(934)</b>	<b>0</b>	<b>1,533</b>	<b>1,533</b>			<b>0.0%</b>	<b>0</b>
<b>Net Income</b>	<b>(934)</b>	<b>0</b>	<b>1,533</b>	<b>1,533</b>				
<b>930 RESTRICTED FUNDS</b>								
9035 TITHE BARN CAPITAL FUND	9,180	1,062	31,382	30,320		30,320	3.4%	1,062
9200 BACKWELL LAKE - PATH	0	0	1,842	1,842		1,842	0.0%	
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	0	0	3,696	3,696		3,696	0.0%	
9310 YOUNG PERSONS GRANT	0	0	8,355	8,355		8,355	0.0%	
RESTRICTED FUNDS :- Indirect Expenditure	<b>9,180</b>	<b>1,062</b>	<b>46,412</b>	<b>45,350</b>	<b>0</b>	<b>45,350</b>	<b>2.3%</b>	<b>1,062</b>
<b>Net Expenditure</b>	<b>(9,180)</b>	<b>(1,062)</b>	<b>(46,412)</b>	<b>(45,350)</b>				
6000 plus Transfer from EMR	4,590	1,062						
<b>Movement to/(from) Gen Reserve</b>	<b>(4,590)</b>	<b>0</b>						
SPECIFIED RESERVES :- Income	<b>(934)</b>	<b>0</b>	<b>1,533</b>	<b>1,533</b>			<b>0.0%</b>	
Expenditure	<b>35,883</b>	<b>11,352</b>	<b>291,674</b>	<b>280,322</b>	<b>0</b>	<b>280,322</b>	<b>3.9%</b>	
<b>Net Income over Expenditure</b>	<b>(36,817)</b>	<b>(11,352)</b>	<b>(290,141)</b>	<b>(278,789)</b>				
plus Transfer from EMR	<b>27,467</b>	<b>11,352</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>(9,350)</b>	<b>0</b>						
Grand Totals:- Income	<b>2,567,107</b>	<b>317,009</b>	<b>647,948</b>	<b>330,939</b>			<b>48.9%</b>	
Expenditure	<b>738,531</b>	<b>254,379</b>	<b>938,065</b>	<b>683,686</b>	<b>0</b>	<b>683,686</b>	<b>27.1%</b>	
<b>Net Income over Expenditure</b>	<b>1,828,577</b>	<b>62,630</b>	<b>(290,117)</b>	<b>(352,747)</b>				
plus Transfer from EMR	<b>119,213</b>	<b>11,352</b>						
less Transfer to EMR	<b>1,790,457</b>	<b>159,402</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>157,332</b>	<b>(85,420)</b>						



## CURRENT BANK ACCOUNT

## List of Payments made between 15/06/2022 and 26/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/06/2022	P Bennett & P M Bennett	B116	5.35		Postage, Wheel Sack Return
16/06/2022	Wendy Mobbs	B117	16.99		Fertiliser for Troughs
16/06/2022	TRUDY HOLLOW	B118	18.04		Sundries & cleaning products
16/06/2022	TAILOR MADE OFFICE SUPPLIES	B119	39.48		Copy Paper
16/06/2022	AMAZON.CO.UK	B120	48.89		Shoes, Alan
16/06/2022	PERTEMPS RECRUITMENT	B121	320.45		W/E 27 May 2022
16/06/2022	PERFORMING RIGHTS SOCIETY	B122	400.56		W/E 20/05/2022
16/06/2022	FOREAL YOUTH WORK PROVIDER	B123	2,016.82		Youth Sessions, June 2022
16/06/2022	WEST COUNTRY GROUND CARE	B124	2,097.60		The Grove April / May 22
16/06/2022	HOBDEN'S & SON	B125	48.00		Glass Storage June 2022
16/06/2022	GB SPORT & LEISURE UK LTD	B126	48.00		Playground Inspection May
16/06/2022	RBS SOLUTIONS LTD	B127	362.40		Bookings Software Support
16/06/2022	MAT FIRE SYSTEMS LTD	B128	142.50		Fire/Intruder Alarm Maintenance
16/06/2022	SQUAREBIRD	B129	245.99		Web Hosting & SSL Certificate
16/06/2022	LANDSCAPE SERVICES	B130	192.00		Spring Bed Planting
16/06/2022	ABSOLUTE (UK) LIMITED	B131	288.00		Cleaning May 2022
16/06/2022	ABSOLUTE (UK) LIMITED	B132	468.00		Cleaning May 2022
16/06/2022	MICROSHADE BUSINESS CONS	B133	590.30		Hosting, backup, storage
16/06/2022	AVON LOCAL COUNCILS' ASSN	B134	40.00		Course, J Steel July 22
16/06/2022	EDF ENERGY	B135	28.62		EDF ENERGY
16/06/2022	ELLIS WHITTAM	B136	104.50		H&S Insurance
16/06/2022	ELLIS WHITTAM	B137	2,184.84		Health & Safety Yr 3
17/06/2022	MILK & MORE	VISA	7.24		Milk @ TB
21/06/2022	HSBC UK	CHG	8.00		Charges, May 2022
22/06/2022	NTC STAFF	B138-B145	11,466.62		Payroll, June 2022
24/06/2022	VIRIDOR WASTE MANAGEMENT	DDREFUND	-13.68		Refund Overpayment
28/06/2022	MILK & MORE	VISA	7.24		Milk @ TB
01/07/2022	BULB ENERGY	DD	580.00		Gas/Elec 11 June-10 July 22
01/07/2022	TV Licence DDA	DD	159.00		TV Licence, No 65
01/07/2022	BULB ENERGY	DD	1,600.00		Elec/Gas 10 June-9 July 2022
01/07/2022	NORTH SOMERSET COUNCIL	SO	624.00		Business Rates, July 22
01/07/2022	NORTH SOMERSET COUNCIL	SO	269.00		Business Rates, July 22
01/07/2022	MILK & MORE	VISA	7.24		Milk @ TB
01/07/2022	THREE CHERRIES	DD	377.52		SoGEA/Virgin, July 22
04/07/2022	Biffa Waste Services Ltd	297.59	297.59		Refuse collection May 2022
05/07/2022	HMRC	B146	4,302.40		PAYE & NI, June 2022
05/07/2022	BANES	B147	3,265.01		Pension Contr June 2022
08/07/2022	PACE ELECTRICAL	B156	84.00		Hand dryer Install, Jan 22
08/07/2022	PPL PRS LTD	B166	491.13		Music Licence
08/07/2022	ARCHANT	B168	727.44		Nailsea Town Talk June 2022
08/07/2022	PERFORMING RIGHTS SOCIETY	B164	400.56		Temp Services w/e 17/6/22
08/07/2022	PERFORMING RIGHTS SOCIETY	B163	400.56		Temp Serv w/e 10 June 22
08/07/2022	PERFORMING RIGHTS SOCIETY	XB163	-400.56		To Corr Temp Serv 10 June
08/07/2022	PERFORMING RIGHTS SOCIETY	XB164	-400.56		To Corr Temp Serv 17 June
08/07/2022	PERTEMPS RECRUITMENT	B164	400.56		Temp Serv 17 June 2022
08/07/2022	PERTEMPS RECRUITMENT	B163	400.56		Temp Serv 10 June 22
08/07/2022	CLEEVE CLEANING	B155	80.75		Table cloths June

## List of Payments made between 15/06/2022 and 26/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/07/2022	EDF ENERGY	B170	1,033.66		Street Lighting 1Feb-1May22
08/07/2022	SSE Southern Electric	B159	310.30		Festive Lighting
08/07/2022	HOBDEN'S & SON	B153	48.00		Glass Storage July 22
08/07/2022	One Stop Cleaning Shop	B165	454.17		Black Sacks
08/07/2022	GLASDON UK LIMITED	B158	202.55		Guppy Steel Liner x 1
08/07/2022	AUDITING SOLUTIONS LTD	B167	552.00		Y/E Int Audit 2021/22
08/07/2022	CLEARVIEW CLEANER	B148	10.00		Window Clean July 22
08/07/2022	AMBIENCE LANDSCAPES LTD	B169	910.51		Dog Bins, May 22
08/07/2022	BTE SERVICES LTD	B157	99.54		Sanitary Units July22-Oct22
08/07/2022	GOULD AUTOPLATES & SIGNS	B150	16.80		NIB Plaque
08/07/2022	LANDSCAPE SERVICES	B161	360.00		Tree Planting Lions Green
08/07/2022	SQUAREBIRD	B160	348.00		Privacy/Cookies & SEO June 22
08/07/2022	LANDSCAPE SERVICES	B171	1,055.88		Maintenance, May 2022
08/07/2022	AMAZON.CO.UK	B149	11.25		Floor Cloths
08/07/2022	AMAZON.CO.UK	B151	20.11		Heavy Duty Gloves
08/07/2022	AMAZON.CO.UK	B152	29.72		Graffiti Remover
08/07/2022	KN OFFICE SUPPLIES	B154	49.71		Diary & Copy Paper
08/07/2022	SLCC Enterprises Ltd	B162	391.00		Membership 22/23
08/07/2022	MILK & MORE	VISA	8.20		Milk @ TB
11/07/2022	PUBLIC WORKS LOAN BOARD	DD	15,494.42		Loan Repayments July 22
11/07/2022	EE.CO.UK	DD	60.11		Mobile Charges July 22
11/07/2022	THREE CHERRIES	DD	87.18		Call Charges, May/June
11/07/2022	FOREST OF AVON TRUST	SO	10.00		Membership, July 22
12/07/2022	Mower Magic Ltd	TB171	119.99		Trolley for TO
15/07/2022	SQUARESPACE	VISA	71.20		Domain & Workspace Subs 22/23
15/07/2022	MILK & MORE	VISA	8.20		Milk @ TB
15/07/2022	LAUREN MOKE	B163A	34.35		Ink Stamps and refills x2
15/07/2022	PERTEMPS RECRUITMENT	B164A	400.56		Temp Serv w/e 1/7/2022
15/07/2022	PERTEMPS RECRUITMENT	B165	400.56		Temp Serv w/e 24/6/2022
15/07/2022	PERTEMPS RECRUITMENT	B166A	2,976.64		Transfer Fee re T Bennett 4/7
15/07/2022	SOUTH WEST HYGIENE	B167A	39.82		Sanitary Unit Rent 20/8-19/11
15/07/2022	RICOH	B168A	556.59		Cilck Charge & Rent
15/07/2022	LANDSCAPE SERVICES	B169A	360.00		Tree Planting, Lions Green
15/07/2022	LANDSCAPE SERVICES	B170A	757.26		Grounds Maintenance June 2022
15/07/2022	JOHN BROWN	B171A	12.99		Kettle for TB
15/07/2022	SQUAREBIRD	B172	66.00		Adding Info to Website
15/07/2022	SQUAREBIRD	B173	348.00		Privacy Policy/SEO, July 22
15/07/2022	ABSOLUTE (UK) LIMITED	B174	324.00		Cleaning @ No 65
15/07/2022	ABSOLUTE (UK) LIMITED	B175	396.00		Cleaning @ TB June 22
15/07/2022	KEITHS GARDENING SERVICES	B176	1,102.00		Watering June 22
15/07/2022	MICROSHADE BUSINESS CONS	B177	533.60		Hosting, Back Up, Storage Aug
15/07/2022	Handyman Home Ltd	B179	60.00		Door, signs & Letter box maint
15/07/2022	FOREAL YOUTH WORK PROVIDER	B180	2,016.82		Youth Work, July 2022
15/07/2022	COMPEX COMPUTER SERVICES	B181	90.00		End point Security x6
15/07/2022	East Riding Yorkshire Council	B182	2,160.00		Social Value eng Memb 3 Years
18/07/2022	Biffa Waste Services Ltd	DD	47.52		Refuse, overweight 4-5/2022
21/07/2022	HSBC UK	CHARGES	22.48		Bank Charges May-June 2022

## CURRENT BANK ACCOUNT

## List of Payments made between 15/06/2022 and 26/07/2022

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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>
22/07/2022	NTC STAFF	B183-190	12,016.71		Payroll, July 2022
22/07/2022	MILK & MORE	VISA	8.20		Milk @ TB
25/07/2022	AMBIENCE LANDSCAPES LTD	B178	910.51		Dog Bins, June 2022
Total Payments			<u>82,252.06</u>		

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# ***Nailsea Town Council- Quarterly Reporting and Forecast Pack***

***Quarter Ended: 30 June 2022***

## **Contents**

<b>1</b>	<b>Summary</b>
<b>2</b>	<b>NTC Balance Sheet with Reserves</b>
<b>3</b>	<b>Summary of Financial Results for the Quarter - Actual vs Budget</b>
<b>4</b>	<b>Forecast Outturn</b>
<b>5</b>	<b>The Nailsea Tithe Barn</b>
<b>6</b>	<b>No 65 Results</b>
<b>7</b>	<b>Specified and Restricted Funds</b>

## 1. Summary

- (1) This is the first issue of our quarterly reporting pack in 2022/23 and includes a graphical analysis of our 'actual vs budget' overview. Note that the figures presented are in summarised form, but they will tie up with the detailed income and expenditure
- (2) Operational income and expenditure for the 1st quarter shows a surplus of £109k which is £36k better than the Q1 budget. Most of the positive variance is simply due to timing differences on expenditure and also wedding income received for 10 of the 11 weddings taking place this financial year.
- (3) The forecast for the full financial year indicates a small deficit of £6k versus a budget surplus of £24. Within this total are various variances both negative and positive, and these are discussed on the forecast page. Should we end up with this £6K deficit our general reserves will still be adequate to sustain this deficit.
- (4) There are separate pages for the Tithe Barn Accounts and No 65, which have been included for information.
- (5) The reserves sheet in the pack details the various reserves currently held by NTC.

**Fran Bridge**  
**30-Jun-22**



## 2a. NTC Balance Sheet and Reserves as at end Q1

	Balance Sheet B/F 1st April 2022	Movement during the year	Balance Sheet 31 March 2022
<b>Current Assets</b>			
Bank and Cash	380,076	232,097	612,173
VAT Control	7,338	-2,163	5,175
Nailsea & Tickenham FC Loan 1	7,795	0	7,795
Nailsea & Tickenham FC Loan 2	0	10,000	10,000
Investment Account	163,302	376	163,678
Nationwide BS Investment	758,276	0	758,276
Monmouthshire BS Investment A/C	863,517	0	863,517
Debtors and Prepayments	160,167	-159,408	759
<b>Total</b>	<b>2,340,472</b>	<b>80,903</b>	<b>2,421,375</b>
<b>Current Liabilities</b>			
Creditors	11,943	-11,943	0
Creditors - Friends Together	1,469	0	1,469
Creditors - Tough As Nails	1,534	0	1,534
Accruals	3,418	-3,418	0
Receipts in advance	10,032	-10,032	0
Deposits	6,640	238	6,878
PAYE/NI	0	4,302	4,302
Pensions	0	3,265	3,265
<b>Total</b>	<b>35,035</b>	<b>-17,588</b>	<b>17,448</b>
<b>Total Net Current Assets</b>	<b>2,305,437</b>	<b>98,490</b>	<b>2,403,927</b>
<b>Represented by :</b>			
General Reserves brought forward	188,077	109,542	297,619
Engine Lane Capital Receipts	1,474,124	0	1,474,124
Specified Reserves (see analysis)	245,262	-9,990	235,272
Restricted reserves (see analysis)	46,412	-1,062	45,350
CIL 18/19	642	0	642
CIL 20/21	8,514	0	8,514
CIL 21/22	342,405	0	342,405
<b>Total Reserves</b>	<b>2,305,437</b>	<b>98,490</b>	<b>2,403,927</b>



## 2b. Memorandum

### Asset Register by Category

Tithe Barn - Building  
 Tithe Barn - Furniture, Fixtures & Equipment  
 Tithe Barn - IT Equipment @ Tithe Barn  
 No 65 - Building \*  
 No 65 - IT Equipment  
 No 65 - Furniture, Fixtures & Equipment  
 Community Assets  
 Land  
 Street Furniture

Original Cost	Description
2,105,000	
26,981	
46,576	
325,000	* We have in addition spent £116k to renovate the building including replacing the electrics, heating, fire alarm and kitchen.
7,393	
24,527	
77,614	e.g. Glassblower statue. New to register is the Platinum Jubilee Beacon.
20,007	
104,494	e.g. Christmas lights, litter bins.
<b>2,737,592</b>	

### PWLB Loans - payable in July 2022 and January 2023

Gaulacre - PW494249  
 Glassworks - PW503326  
 Tithe Barn - PW495943  
 65 High Street - PW506058  
**Total**

Date of Loan	Opening Balance	Balance Repaid at 31 Mar 2022	Outstanding Balance at 30 June 2022	Maturity Date	Interest Rate
11 July 2009	118,083	118,083	0	11 January 2038	4.60%
26 September 2014	195,000	17,259	177,741	11 July 2054	4.33%
11 July 2009	150,000	14,136	135,864	11 July 2059	4.04%
11 January 2018	325,000	22,632	302,368	11 January 2058	2.93%
	<b>788,083</b>	<b>172,110</b>	<b>615,973</b>		



### 3. Summary of Financial Results for Quarter ended 30 June 2022

	Actuals	Budget	Variance
<b>Precept Income</b>	283,784	283,784	0
<b>People &amp; Administration</b>	-59,794	-68,916	9,122
<b>Community Engagement</b>			
Income	£1,763	£1,375	£388
Expenditure	-£88,003	-£90,107	£2,104
Net cost	-86,240	-88,732	2,492
<b>Environment and Leisure</b>			
Income	£2,007	£2,683	-£676
Expenditure	-£36,552	-£45,976	£9,424
Net cost	-34,545	-43,293	8,748
<b>Planning</b>			
Income	£0	£50	-£50
Expenditure	-£6,376	-£8,560	£2,184
Net cost	-6,376	-8,510	2,134
<b>Finance and Policy (inc Tithe Barn)</b>			
Income	£26,977	£16,493	£10,484
Expenditure	-£14,264	-£17,601	£3,337
Net cost	12,713	-1,108	13,821
<b>Net Surplus/(Deficit)</b>	109,542	73,226	36,316



### 3. Summary of Financial Results for quarter - Page 1

	Actuals	Budget	Variance
<b>Precept Income</b>	£283,784	£283,784	£0
<b>People &amp; Administration</b>	-£59,794	-£68,916	-£9,122

Quarter ended: 30-Jun-22

#### Comments

Staff costs were £59,504 at quarter end. This is the full cost of all staff employed by the Council including employer NI and pension contributions. It also includes other staff costs including courses and recruitment.

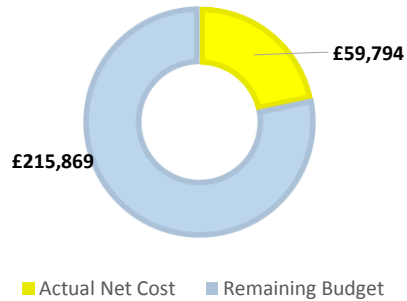
Staff costs were under budget by £9,122 and due to there being vacancies for a Communications Officer and an Events Co-ordinator.

We have made provision within the budget for a 2% wage award for 2022/23 however, we believe this figure will be nearer 4% and have adjusted the forecast to reflect this. Once this pay award has been agreed, it will be back dated to 1 April 2022.

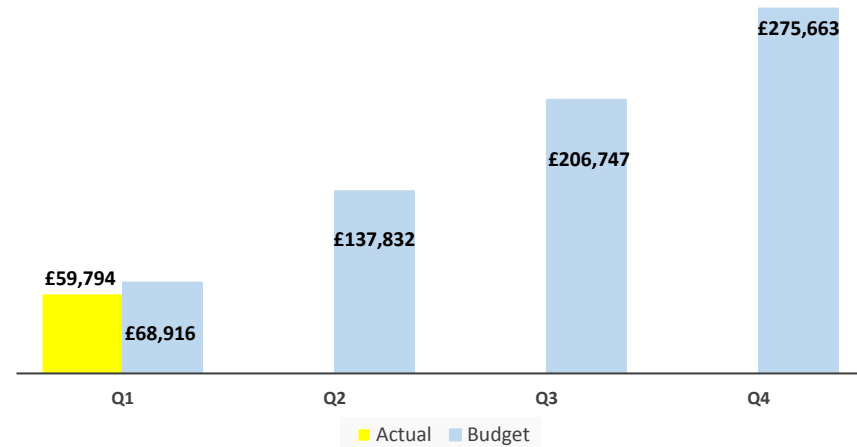
#### Q1 Actuals v FY22/23 Budget

FY21/22 Budget £275,663  
 Actual Net Cost to 30/6 -£59,794  
 Overspend **£335,457**

Note: Under budget at quarter end but mostly due to reduced wage costs relating to vacant Comms Officer and Event Co-ordinator posts.



#### Expenditure to end Q1



### 3. Summary of Financial Results for quarter - Page 2

#### Community Engagement

	Actuals	Budget	Variance
Income	1,763	1,375	388
Expenditure	-88,003	-90,107	2,104
<b>Net cost</b>	<b>-86,240</b>	<b>-88,732</b>	<b>2,492</b>

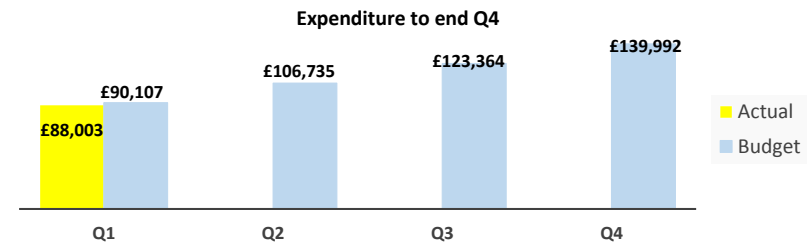
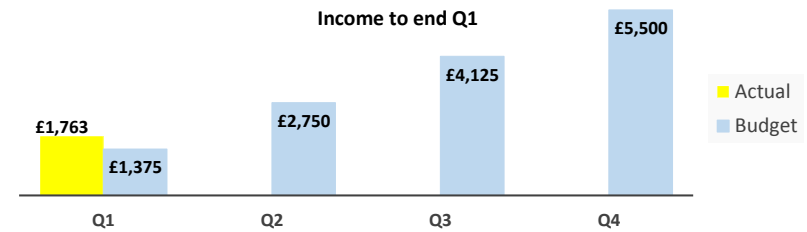
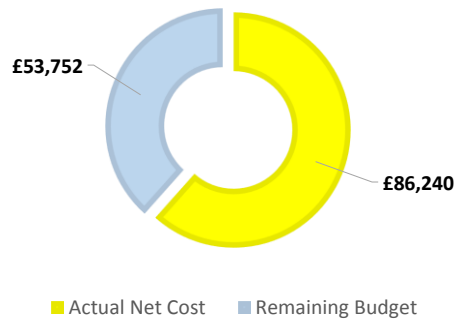
We received £1,763 in room hire income at No 65 in Q1 although £592 of this income related to a Sept booking. If these monies are removed, we end the quarter at £1,171 (£204 under budget).

Expenditure of £88,003 this quarter included the 2022/23 grant payments/patronages and annual CCTV maintenance charges of £18,200. We were under budget by £2,104 at quarter end, but this was primarily due to timing differences relating to No 65 cleaning, refuse collection and electricity/gas invoicing for June.

#### Q1 Actuals v FY22/23 Budget

FY21/22 Budget	£139,992
Actual Net Cost to 31/12	£86,240
Remaining Budget	£53,752

Note: Under budget at quarter end but this is primarily due to timing differences for some of June's invoices.





### 3. Summary of Financial Results for quarter - Page 3

#### Environment and Leisure

	Actuals	Budget	Variance
Income	2,007	2,683	-676
Expenditure	-36,552	-45,976	9,424
<b>Net cost</b>	<b>-34,545</b>	<b>-43,293</b>	<b>8,748</b>

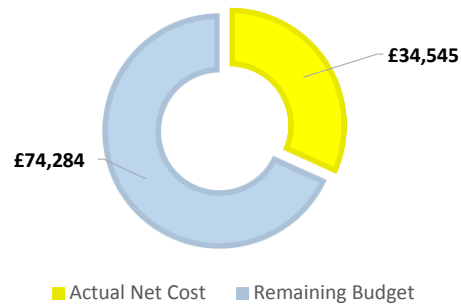
Income is slightly below target. We have received £1,000 in Garden of Rest income and a further £900 in Nailsea in Bloom sponsorship. There has been very little allotment rent as the bulk of this income is collected in October.

Expenditure is significantly below budget by £9,424. Other than our green maintenance contracts, there has been very little other expenditure so far this year. We will have a better idea of whether we will meet target over the next couple of quarters as expenditure relating to our Christmas Lighting and Nailsea in Bloom are known.

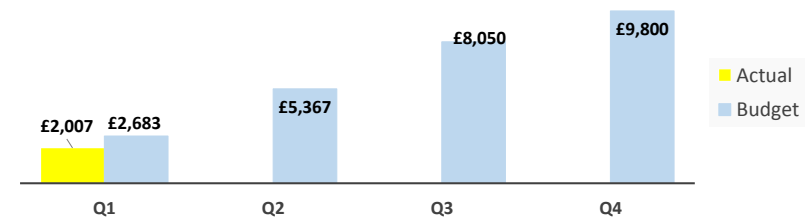
#### Q1 Actuals v FY22/23 Budget

FY21/22 Budget	£108,829
Actual Net Cost to 31/12	£34,545
Remaining Budget	£74,284

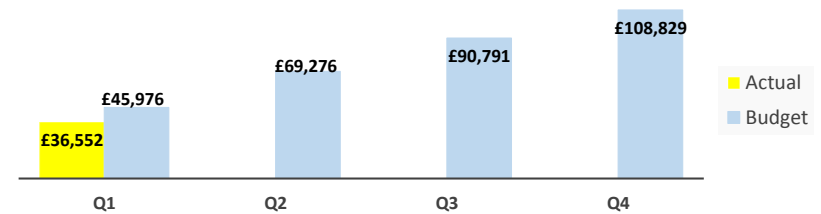
Note: Under budget at quarter end however Christmas Lighting and Nailsea in Bloom costs are yet to be recorded.



#### Income to end Q1



#### Expenditure to end Q1



### 3. Summary of Financial Results for quarter - Page 4

#### Planning

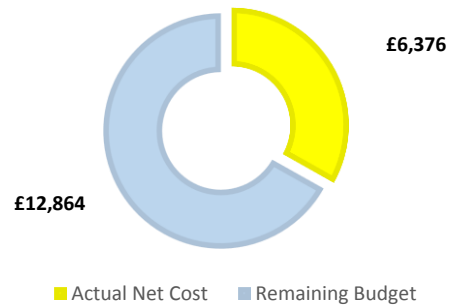
	Actuals	Budget	Variance
Income	£0.00	£50.00	-£50.00
Expenditure	-£6,376.00	-£8,560.00	£2,184.00
<b>Net cost</b>	<b>-£6,376.00</b>	<b>-£8,510.00</b>	<b>£2,134.00</b>

Budgeted income here relates to the hire of market canopies however these have now been sold and no further income is expected this financial year.

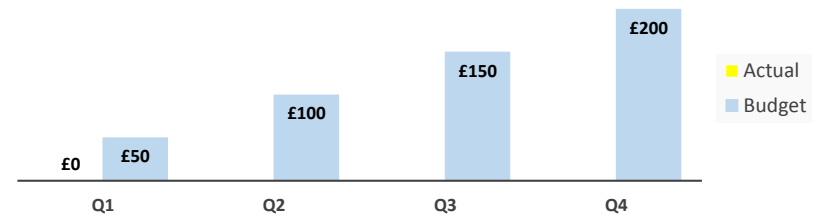
Although we are currently £2,184 below budget, please note that we have not spent our budgeted professional fees of £5,000 and believe we will be on target at the end of the year. Expenditure includes a grant of £4,850 awarded to North Somerset Farmer's market, bus shelter cleaning of £814 and £614 for the Jubilee Beacon.

#### Q1 Actuals v FY22/23 Budget

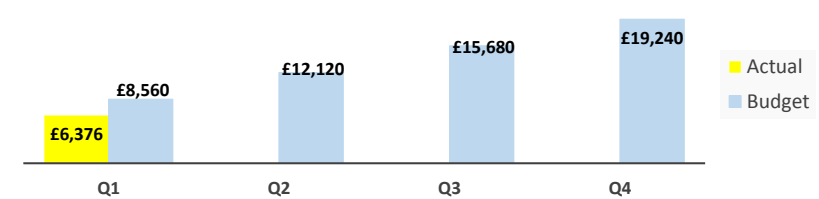
FY21/22 Budget	£19,240	Note: Currently on track.
Actual Net Cost to 31/12	£6,376	
Overspend	<b>£12,864</b>	



#### Income to end Q1



#### Expenditure to end Q1



### 3. Summary of Financial Results for quarter - Page 5

#### Finance and Policy (inc Tithe Barn)

	Actuals	Budget	Variance
Income	26,977	16,493	10,484
Expenditure	-14,264	-17,601	3,337
<b>Net cost</b>	<b>12,713</b>	<b>-1,108</b>	<b>13,821</b>
<b>Net Surplus/(Deficit)</b>	<b>109,542</b>	<b>73,226</b>	<b>18,072</b>

Higher than expected income reflects monies of £16,130 received for 10 of the 11 weddings booked in 2022/23. Most of these weddings are taking place in Q2 and Q3. Although we have secured 11 wedding bookings, 2 of these bookings are ceremonies only and we will currently end the year £4,928 below our budget of £23,378.

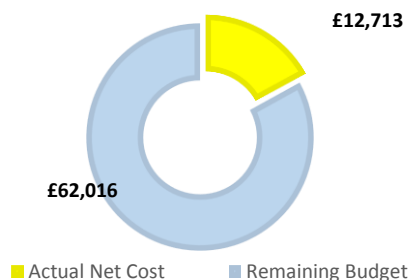
We received £7,191 in hirer income in Q1 against a budget of £6,000. We also received £3,000 in April from the Tithe Barn Trust for Memory Cafe. So far we have not seen any End of Life Events for which we have a budget of £5,000 and at this point, doubt this target will be met.

Expenditure is under budget however there are timing delays regarding cleaning, refuse collection and gas/electricity invoicing. Gas prices are set to rise again from July by 36.5% and utility prices remain an area of concern. We are looking into a scheme promoted by ALCA which would potentially give us access to better utility prices.

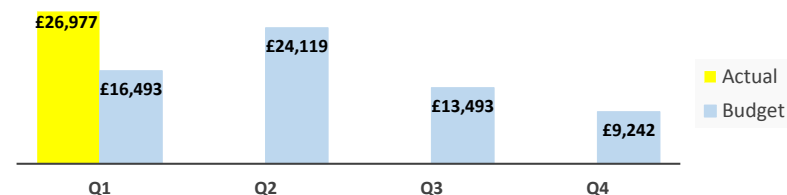
#### Q1 Actuals v FY22/23 Budget

FY21/22 Budget	£74,729
Actual Net Cost to 31/12	£12,713
Remaining Budget	£62,016

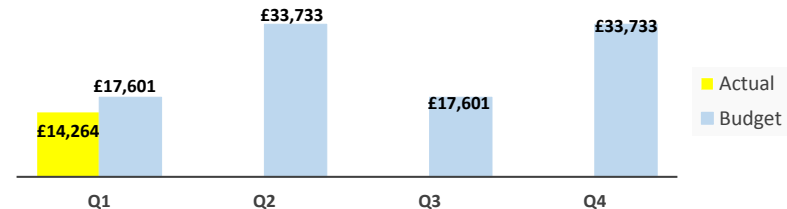
Note: Lower expenditure is due to invoice timing differences. Higher income is due to the receipt of most of this year's wedding monies.



#### Income to end Q1



#### Expenditure to end Q1





#### 4. Forecast Out-turn as at end of Q1

	F/cast for year	Full year Budget	Variance
<b>Precept Income</b>	<b>567,568</b>	<b>567,568</b>	<b>0</b>
<b>Staff Costs</b>	<b>-273,071</b>	<b>-275,663</b>	<b>2,592</b>
<b>Community Engagement</b>			
Income	5,052	5,500	-448
Expenditure	-139,992	-139,992	0
<b>Net cost</b>	<b>-134,940</b>	<b>-134,492</b>	<b>-448</b>
<b>Environment and Leisure</b>			
Income	9,800	9,800	0
Expenditure	-108,829	-108,829	0
<b>Net cost</b>	<b>-99,029</b>	<b>-99,029</b>	<b>0</b>
<b>Planning</b>			
Income	0	200	-200
Expenditure	-19,240	-19,240	0
<b>Net cost</b>	<b>-19,240</b>	<b>-19,040</b>	<b>-200</b>
<b>Finance &amp; Policy (Inc Barn)</b>			
Income	55,419	63,347	-7,928
Expenditure	-102,667	-102,667	0
<b>Net cost</b>	<b>-47,248</b>	<b>-39,320</b>	<b>-7,928</b>
<b>Net Surplus/(Deficit)</b>	<b>-5,960</b>	<b>24</b>	<b>-5,984</b>



#### 4. Forecast Outturn as at end of Q1

	F/cast for year	Full year Budget	Variance	Comments								
<b>Precept Income</b>	<b>567,568</b>	<b>567,568</b>	<b>0</b>	The first tranche of the Precept was received in April 2022. The 2nd tranche is due in September 2022.								
<b>People &amp; Administration</b>	<b>-273,071</b>	<b>-275,663</b>	<b>2,592</b>	<p>Overall we believe staff costs we will be approximately £2,592 below budget. There will be timing savings re recruitment of the Comms Officer and Event Co-ordinator roles offset by some temporary admin costs and allowing for a 4% wage award against the 2% provided for in the budget</p> <table border="0"> <tr> <td>Timing Differences</td> <td>-7436</td> </tr> <tr> <td>Temporary Admin Costs</td> <td>1,185</td> </tr> <tr> <td>Wage Award 4%</td> <td>3659</td> </tr> <tr> <td></td> <td><u><b>-2592</b></u></td> </tr> </table>	Timing Differences	-7436	Temporary Admin Costs	1,185	Wage Award 4%	3659		<u><b>-2592</b></u>
Timing Differences	-7436											
Temporary Admin Costs	1,185											
Wage Award 4%	3659											
	<u><b>-2592</b></u>											
<b>Community Engagement</b>												
Income	5,052	5,500	-448	Once receipts for future room bookings are removed (£591), we ended the quarter £224 under budget (£1151 v £1375). Q2 will give us a better overview of hirer income and whether targets will be met but we have allowed for a £448 shortfall in the first couple of quarters.								
Expenditure	-139,992	-139,992	0	Expenditure is currently on track.								
<b>Net cost</b>	<b>-134,940</b>	<b>-134,492</b>	<b>-448</b>									
<b>Environment and Leisure</b>												
Income	9,800	9,800	0	The bulk of Environment and Leisure income comes from allotment fees and will be collected in October.								
Expenditure	-108,829	-108,829	0	Expenditure is currently below budget however costs regarding Christmas lighting, Nailsea in Bloom, the skate park and play areas are expected later in the year.								
<b>Net cost</b>	<b>-99,029</b>	<b>-99,029</b>	<b>0</b>									

#### 4. Forecast Outturn as at end of Q1

	F/cast for year	Full year Budget	Variance	Comments
<b>Planning</b>				
Income	0	200	-200	The Council's market canopies have now been sold and no further income is expected this financial year. The forecast has been adjusted to reflect this.
Expenditure	-19,240	-19,240	0	Expenditure is on track.
Net cost	<b>-19,240</b>	<b>-19,040</b>	<b>-200</b>	
<b>Finance &amp; Policy (Inc Barn)</b>				
Income	55,419	63,347	-7,928	Income of £18,450 is expected from 11 wedding bookings this financial year. This is £4,928 below our budget of £23,378 and a provision has been made for this shortfall within the forecast. Unfortunately there haven't been any End of Life event bookings in Q1 and a provision for a shortfall of £3,000 has been included too.  We anticipate we will have a much clearer view of our position when the Autumn forecast is undertaken.
Expenditure	-102,667	-102,667	0	Expenditure is currently on track.
Net cost	<b>-47,248</b>	<b>-39,320</b>	<b>-7,928</b>	
<b>Net Surplus/(Deficit)</b>	<b>-5,960</b>	<b>24</b>	<b>-5,984</b>	



## 5. The Nailsea Tithe Barn

ACCOUNTS TO 30 JUNE 2022	Proportion	Actuals Q1	Budget Q1	Variance Q1	Commentary on variance
<b>Income</b>					
1510 Other Hirers	1.00	1,098	1,500	-402	Other hirer income is slightly below target. There were 6 ad-hoc event bookings for parties and christenings this quarter but most of the income related to room hire for workshops and ad-hoc meetings.
1520 Regular Hirers	1.00	6,093	4,500	1,593	We ended the quarter above budget. Although some payments relate to future bookings most are for this quarter and puts us in a good position over the summer when a number of classes take a break.
1530 Tithe Barn Trust	1.00	3,000	3,000	0	£3,000 was received from the Nailsea Tithe Barn Trust for Memory Café 2022-23.
1535 End of Life Events	1.00	0	1,250	-1,250	No bookings were taken for End of Life events during Q1.
1540 Wedding Hire	1.00	16,130	4,251	11,879	Higher income reflects monies of £16,130 received for 10 of the 11 weddings booked in 2022/23. Although we have secured 11 wedding bookings, 2 of these bookings are ceremonies only and we will currently end the year £4,928 below our budget of £23,378.
1545 Bar Hire	1.00	100	500	-400	
1546 Door Security	1.00	75	0	75	This income is used to pay door security staff costs.
1547 Kitchen Hire	1.00	10	0	10	This is ad-hoc income associated with room hire at the Tithe Barn.
1548 Tablecloth Hire	1.00	50	0	50	Income from tablecloth hire is used to cover laundering fees.
<b>Total Income</b>		<b>26,556</b>	<b>15,001</b>	<b>11,555</b>	
<b>Expenditure</b>					
<b>Staffing</b>					
4085 Caretakers	0.80	2,958	2,738	220	Slightly over budget and due to more overtime relating to a member of staff being on sick leave for a few weeks.
Events Co-ordinator	1.00	0	3,259	-3,259	This post is currently vacant and there has been no expenditure so far. This figure is the full cost to the Council and includes gross pay, employer NI & pension contributions.
Training		0	0	0	
Recruitment costs		0	0	0	
<b>Total staff costs</b>		<b>2,958</b>	<b>5,998</b>	<b>-3,039</b>	
<b>Premises Costs</b>					
5690 Cleaning contract	1.00	830	1,500	-670	Expenditure is currently under budget however there are timing delays with invoicing.
5695 Cleaning Supplies	1.00	122	188	-66	
5700 Door Safe Staff	1.00	65	300	-235	
5022 Bar Expenses	1.00	0	500		
4210 Electricity	1.00	627	830	-203	Expenditure is currently under budget however there are timing delays with invoicing. Utility prices remain an area of concern. We are looking into a scheme promoted by ALCA which would potentially give us access to better utility prices.
4270 Wedding Venue Advertising	1.00	495	0	495	This is an unbudgeted item and covers an advert promoting the Tithe Barn as a wedding venue for the next 2 financial years.
5120 Caretaker Work wear	1.00	41	0	41	
5450 Bank Charges	1.00	10	0	10	These are the banking charges associated with cash and cheque payments for room hire at the Tithe Barn.
5705 Fire and Security	1.00	444	375	69	Over budget at quarter end however the expenditure of £444 includes our annual fire/security maintenance charges of £325.

ACCOUNTS TO 30 JUNE 2022	Proportion	Actuals Q1	Budget Q1	Variance Q1	Commentary on variance
5710 Gas	1.00	1,311	1,864	-553	Expenditure is currently under budget however there are timing delays with invoicing. Gas prices are set to rise again from July by 36.5% and utility prices remain an area of concern.
5712 Council Tax	1.00	812	713	100	Although over budget, payments are on track as council tax payments are spread over 10 and not 12 months
5715 Laundry	1.00	0	75	-75	
5720 Maintenance Costs - Ad Hoc	1.00	104	625	-521	
5725 Maintenance Costs - Planned	1.00	0	750	-750	There have been no planned maintenance works this quarter.
5745 Refuse Disposal	1.00	100	539	-439	
4025 Sundries	1.00	205	500	-295	
4800 Water	1.00	57	250	-193	
<b>Total Premises Costs</b>		<b>5,223</b>	<b>9,007</b>	<b>-3,284</b>	

#### Admin Costs

5730 Premises Licence	1.00	180	75	105	The £180 expenditure recorded here is the total cost of our premises licence. £300 has been allocated to the budget to cover licencing and associated costs which means we are on track to meet budget.
5740 PRS LICENCE	1.00	0	300	-300	
5440 Audit fee	0.40	-460	250	-710	This negative figure represents a provision of £460 made at year end for audit fees which will be invoiced in July.
5455 Insurance	0.50	3,903	1,250	2,653	This is the £3,903 insurance premium which was lower than budgeted due to an asset and insurance cover re-evaluation in Jan/Feb 2022. We had set aside £5,000 to cover the insurance premium which means we will be under budget at year end.
5460 Legal fees	1.00	0	500	-500	
Marketing	0.40	0	0	0	
5310 Printing and stationery	0.20	155	325	-170	
5315 Telephone	0.25	275	475	-200	
<b>Total Admin Costs</b>		<b>4,053</b>	<b>3,175</b>	<b>878</b>	

#### Finance Costs

PWLB Tithe Barn Loan PW495943	1.00	0	1,841	-1,841	This is the Tithe Barn Public Works Loan and includes the capital and interest repayment during 2021-22. The first of two repayments is due in July 2022.
<b>Total Finance costs</b>		<b>0</b>	<b>1,841</b>	<b>-1,841</b>	
<b>Total Expenditure</b>		<b>12,234</b>	<b>20,020</b>	<b>-7,286</b>	
<b>Net Surplus/Deficit</b>		<b>14,322</b>	<b>-5,019</b>	<b>18,841</b>	

## 6. No 65 - Summary of Financial Results

Quarter ended: 30-Jun-22

	Actuals Q1	Budget Q1	Variance Q1	Commentary on variance
<b>No 65 - INCOME</b>				
HIRERS	1,743	1,375	368	No 65 room hire income was £1,743 this quarter and above budget. £592 of this income relates to a Sept booking, and if these monies are removed, we end the quarter at £1,171 (£204 under budget). Room hire income is expected to remain steady however and meet target.
GRANTS	0	0	0	
PHOTOCOPYING	0	0	0	
<b>Total Income</b>	<b>1,743</b>	<b>1375</b>	<b>368</b>	
<b>No 65 - EXPENDITURE</b>				
NAILSEA PLACE MANAGER	7,294	9,246	1,953	This figure is the full cost to the Council and includes gross pay, employer NI & pension contributions.
BANK CHARGES	10	0	-10	These banking charges relate to cash taken for room hire at No 65.
SUNDRIES	253	338	85	
ELECTRICITY	297	590	293	Mid month to mid month billing. June's invoice is outstanding.
MAINTENANCE - AD HOC	0	250	250	
MAINTENANCE COSTS	0	350	350	
WATER	111	175	64	
CLEANING CONTRACT	530	1,188	658	Under budget but due to invoice timing differences with June's invoice expected in July.
CLEANING SUPPLIES	28	75	47	
FIRE AND SECURITY	0	88	88	
GAS	636	661	25	Utility prices are an area of concern. Gas prices are set to rise again from July by 36.5%. We are looking into a scheme promoted by ALCA which would potentially give us access to better utility prices.
REFUSE DISPOSAL	268	413	145	Under budget but due to invoice timing differences with June's invoice expected in July.
IT AND TELECOMS	1,092	1,109	17	
COUNCIL TAX	1,870	1,750	-120	Although over budget, payments are on track as council tax payments are spread over 10 and not 12 months
PHOTOCOPIER	0	138	138	
STATIONERY	56	20	-36	Over budget but expenditure is expected to remain low.
65 H/S IMPROVEMENTS	0	0	0	
CONTINGENCY	0	0	0	
TRAINING	0	38	38	
<b>Overhead Expenditure</b>	<b>12,445</b>	<b>16,425</b>	<b>3,980</b>	
<b>Net Surplus/(deficit)</b>	<b>-10,702</b>	<b>-15,050</b>	<b>4,348</b>	



## 7. Specified & Restricted Funds

Specified Reserves	B/F 1 April 2022	Receipts to 30 June 2022	Expenditure to 30 June 2022	Remaining Balance to 30 June 2022	Comments
Car Parks	15,191			15,191	
Play Equipment	28,000			28,000	
Skateboard Project	8,480		140	8,340	£140 planning application fee
Leisure Facilities consultancy	0			0	
Climate Change Projects	7,500			7,500	
No 65 Improvements	19,936		-150	20,086	£150 refund of Solar Panel Deposit
CCTV upgrade	31,000			31,000	
Community Group	19,944		10,000	9,944	£10,000 towards grant payment
Consultancy for Town Strategy	10,000			10,000	
Road Crossings	25,000			25,000	
Millennium Park	10,000			10,000	
Middle Engine Pit	20,000			20,000	
New Christmas Lights	16,174			16,174	
Capital Projects	34,037			34,037	
<b>Total Specified Reserves</b>	<b>245,262</b>	<b>0</b>	<b>9,990</b>	<b>235,272</b>	
<b>Restricted Funds</b>					
Tithe Barn Capital Fund	31,382		1,062	30,320	£1,062 blinds for TB office
Backwell Lake - Path	1,842			1,842	
Friends of Trendlewood Park	952			952	
Tree Wardens	185			185	
Youth House	3,696			3,696	
Young Persons Grant	8,355			8,355	
<b>Total Restricted Funds</b>	<b>46,412</b>		<b>1,062</b>	<b>45,350</b>	
<b>Engine Lane</b>					
Engine Lane Capital Receipts (Restricted)	1,474,124			1,474,124	Monies held in Monmouthshire & Nationwide BS
<b>Total Engine Lane</b>	<b>1,474,124</b>		<b>0</b>	<b>1,474,124</b>	
<b>CIL INCOME</b>					
CIL Income 2018/19	642			642	
CIL Income 2020/21	8,514			8,514	
CIL Income 2021/22	342,405			342,405	
<b>Total CIL INCOME</b>	<b>351,561</b>		<b>0</b>	<b>351,561</b>	





**NAILSEA TOWN COUNCIL**  
**PLANNING COMMITTEE**

Minutes of the Planning Committee held on Wednesday 29 June 2022 at 7.30pm  
at The Tithe Barn, Church Lane, Nailsea.

**PRESENT:** Cllr Argles, Cllr Barber, Cllr Frappell, Cllr Hobbs, Cllr Hunt, Cllr Miller (in the Chair), Cllr Smith, Cllr Tonkin, Cllr Watts, the Town Clerk and Assistant Clerk.

**P65/22**     **APOLOGIES**

Apologies were received and accepted from Cllr Bird, Cllr M Blatchford, Cllr Ellis, Cllr Lees, Cllr Middleton and Cllr Packham.

**P66/22**     **DECLARATIONS OF INTERESTS**

Cllr Tonkin declared a personal interest that as Chairman of the North Somerset Planning and Regulatory Committee, he will not vote on any of the applications submitted to this committee, as it could be deemed that he has pre-determined the application.

Cllr Hunt declared an interest in application 1302/22 as she is a resident of Morgans Hill Close.

**P67/22**     **PUBLIC PARTICIPTION**

There were no members of the public present.

**P68/22**     **CONFIRMATION OF MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON 18 MAY 2022 AND 8 JUNE 2022**

Cllr Tonkin was not present at the meeting on 8th June and it was Cllr Lees who declared an interest in the application, not himself. Cllr Tonkin had given apologies due to the application at 9 Blakely Drove.

The minutes of the Planning Committee meetings held on 18 May 2022 were confirmed as an accurate record of the meeting and the minutes 8 June 2022 were confirmed as an accurate record following the amendment outlined above. The minutes were signed by the Chair.

**P69/22**     **PLANNING APPLICATIONS**

a)     **Consideration of plans received from North Somerset Council;**

**1302/22 5 Morgans Hill**

Cllr Frappell proposed and Cllr Watts seconded that the application be recommended for approval.

The vote passed with a majority in favour.

**1295/22 Land off Trendlewood Way**

The Clerk advised that following the issuing of the agenda, discussions were held with North Somerset Council and District Councillors. North Somerset Council had not allowed sufficient time for the application to be discussed. An extension has now been granted until 21<sup>st</sup> July, and this will be publicised on social media to make the public aware, to comment on the application and to attend the meeting. It was advised that there is no planning notice on the site at present.

The meeting agreed to defer the application until the Planning Committee Meeting on 20<sup>th</sup> July.



b) **Decisions made by Planning Officers, May 2022**

The meeting noted the decisions.

c) **Nailsea licensing applications**

No applications were received.

**P70/22      HIGHWAYS**

a) **To receive a verbal progress report on highways issues at Nailsea West End, if available**

Cllr Tonkin advised that an exploratory meeting with Senior Highways Officers has been arranged, plus a meeting on 6<sup>th</sup> July with the Project Leader, which will help to find out how the project is to be progressed.

It is hoped that a meeting can then be arranged with representatives from the West End, Town Council and any relevant officers to move it forward.

It was requested that if anyone has any representation of their own or from members of the public that would be useful to pass on to the Officers, please send these on to Cllr Tonkin or the Town Clerk.

b) **To consider the Preliminary Design Plan for a new Zebra Pedestrian Crossing at Clevedon Road, Nailsea**

Cllr Tonkin proposed and Cllr Miller seconded

**RESOLUTION:**

**that Nailsea Town Council are in support of a crossing at this location, but would prefer it to be light controlled, and request that the local police hold road safety talks at the surrounding schools.**

The vote was unanimous.

c) **To consider the Preliminary Design for the High Street Service Road**

Cllr Tonkin proposed and Cllr Hobbs seconded

**RESOLUTION:**

**that Nailsea Town Council accept the plans as shown, but feel it is a perfect opportunity to install electric charge points to Station Road car park.**

The vote was passed with a majority in favour.

**P71/22      CONSULTATIONS**

a) **North Somerset Council Travel Plan Supplementary Planning Document (SPD)**

The Clerk advised the following replies to the consultation:

Q1a.

Giving an official response on behalf of a business or organisation

Q1b.

Parish or town council





Q2.

Nailsea Town Council has declared a climate emergency and considers the thresholds should be set even lower than those outlined in the SPD e.g. a Travel Plan should be set with a threshold of 50 dwellings and a Travel Plan Statement set at 30 dwellings.

Q3.

Nailsea Town Council are concerned that the associated fees will be fixed and there appears to be no options to increase the fees with inflation on a year by year basis. What guarantees are there that the proposed delivery options will be properly resourced by NSC? If staffing the work becomes an issue, there will be delays in seeking planning permission.

Q4.

Modeshift STARS question one – option ‘Don’t know’

Modeshift STARS question two – option ‘agree’

Modeshift STARS question three – option ‘agree’

Additional comment: The Modeshift STARS online platform needs to be promoted more to everyone, not just those submitting planning applications.

Q5.

Yes

Additional comments:

There needs to be an acknowledgement that new environmentally friendly technology, for example hydrogen fuelled cars will become available in the not too distant future.

Q6.

Yes

Additional comments:

The SPD provides a lot of information. A flow chart may help people navigate through the information/process more easily. The SDP also needs to provide telephone, email and links. There should also be a useful information section with links.

Cllr Miller proposed and Cllr Tonkin seconded

**RESOLUTION:**

**that Nailsea Town Council takes forward the consultation response as outlined above.**

The vote was unanimous.

**P72/22 FINANCIAL MATTERS**

**a) Statement of Income and Expenditure to 22 June 2022**

The meeting noted the statement.

**b) Specified Reserves**

The meeting noted the Specified Reserves.

**P73/22 SUB-COMMITTEES AND WORKING PARTIES**

**a) Planning Sub-Committee minutes 8 June 2022**

The minutes were noted by the meeting.

**b) Two Towns final meeting overview for Placemaking 20 June 2022**

It was advised that the Placemaking document is due to be produced by August 2022.



**P74/22 TREES AND TREE PRESERVATION ORDERS**

The meeting noted the orders.

**P75/22 MATTERS FOR INFORMATION**

There were no matters for information.

Meeting closed at: 8:24pm.

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



**NAILSEA TOWN COUNCIL - PLANNING COMMITTEE MEETING 29 JUNE 2022**

A list of planning applications received from North Somerset Council with comments from the above committee.

TC REF NO	APPL NO	CAT	LOCATION ROAD	LOCATION NO	APPLICANT	PROPOSAL	COMMENTS
6171	1302/22	FUH	Morgans Hill	5	Mrs Barbara Jean North	Proposed erection of a new detached garage and conversion of existing integral garage. Erection of a new front porch extension, solar panels to the rear (South) elevation and 10 no rooflights.	Recommended for approval.
6172	1295/22	RM	Trendlewood Way	Land Off	Mr Luke Cleary	Reserved matters application for scale, appearance, landscaping and layout pursuant to outline approval 18/P/5234/OUT (Outline application for up to 24no. residential dwellings and associated development with details of access for approval ) for the erection of 24no. dwellings	Application deadline extended until 21 <sup>st</sup> July 2022. The meeting agreed to defer to the next Nailsea Town Council Planning Committee Meeting to allow the public to review the plans.





**NAILSEA TOWN COUNCIL**  
**PLANNING COMMITTEE**

Minutes of the Planning Committee held on Wednesday 20 July 2022 at 7.30pm  
at The Tithe Barn, Church Lane, Nailsea.

**PRESENT:** Cllr Barber, Cllr M Blatchford, Cllr Ellis, Cllr Frappell, Cllr Hobbs, Cllr Hunt, Cllr Lees (in the Chair), Cllr Middleton, Cllr. Packham, Cllr Tonkin, Cllr Watts, the Town Clerk and Assistant Clerk, also in attendance Cllr Houlbrook, Cllr Kushner, District Councillor Andy Cole, representatives from the Acorn Group, plus members of the public.

**P76/22**     **APOLOGIES**

Apologies were received and accepted from Cllr Argles, Cllr Bird, Cllr Miller and Cllr Smith.

**P77/22**     **DECLARATIONS OF INTERESTS**

Cllr Tonkin declared a personal interest that as Chairman of the North Somerset Planning and Regulatory Committee, he will not vote on any of the applications submitted to this committee, as it could be deemed that he has pre-determined the application.

**P78/22**     **PUBLIC PARTICIPTION**

A representative of the Acorn Group gave a brief PowerPoint presentation on the company and the proposed development, spoke to answer questions regarding application 1295/22 Land off Trendlewood Way.

It was advised that Acorn are a Residential Specialist that offer bespoke houses on every development, and that the submitted Masterplan is dictated by the approved outline.

A member of the public advised that the red line boundary shown adjoining No. 14 Bucklands Drive is incorrectly drawn and is into their garden. It was advised by an Acorn Group representative that the line was followed from what was shown on the outline, but that there would be no overlap into the resident's land, which they will confirm in writing.

A member of the public advised that the waste water is intending to be disposed of using a 100-year pipe which runs into Bucklands Drive which has previously flooded, and that there are concerns over an additional 24 houses feeding into this.

Acorn Group confirmed that a survey was undertaken on the foul pipe and confirmed that it is in good order and that it is owned and maintained by Wessex Water. Adding further properties onto this pipe would assist it, as they work best when there is a larger amount of flow. The pipes proposed in the development would be built to adoptable standards, but maintained by a management company.

It was asked why is there a need to raise the ground levels, and a representative of the Acorn Group advised that previously in the outline application the surface water was going to drain by gravity up to Trendlewood Way, which would mean the bottom plots would need raising by about 3-4m to allow this. A surface water pump has now been introduced which will mean that the elevation does not need to be so large. There is still a planned increase to allow the material that would be excavated from one section of the site to be reused, reducing the requirement of spoil to be trucked off site, which is much more sustainable.

A question was raised as to why the air source heat pumps are not closer to the proposed dwellings as residents had concerns over the noise and the close proximity to their own properties.

It was confirmed that the air source heat pumps are placed where they can be most efficient. It was advised that they do emit a noise equivalent to that of a fridge, and in their



proposed location there will be a new hedgerow, followed by a landscape strip, followed by an established hedgerow, but relocating them closer to the housing can be considered.

It was asked that, in principle, would Acorn Group be prepared to fund a traffic regulation order for double yellow lines along Trendlewood Lane. The representative from the Group advised that this is outside of their control, however they will take the question to the Highways Consultant.

Concerns were raised regarding the proposed balconies and sun terraces on housing, and the loss of privacy for the existing neighbouring properties. It was confirmed that Acorn Group are confident that there will be no overlooking due to the established hedgerows on site.

It was discussed that there are no detailed measurements regarding the heights of the dwellings, and that this makes it hard to contextualise the impact on the space. It was confirmed that section plans are looking to be produced and submitted to North Somerset Council.

**P79/22**

## **PLANNING APPLICATIONS**

### **a) Consideration of plans received from North Somerset Council;**

#### **1295/22 Land off Trendlewood Way**

Cllr Middleton proposed and Cllr Frappell seconded that Nailsea Town Council request that a number of issues are reconsidered by the applicant in conjunction with the Case Officer, namely;

the height of the houses which should be established via copies of section plans showing the existing dwellings next to the proposed scheme;

the amending of all 2+ houses back to the outline proposal of up to 2 stories;

the Planning Officer, in conjunction with the water/sewerage company, as to whether the existing system is suitable for the additional requirements which will be created by the site.

District Councillor Cole is tasked with speaking with the Case Officer, and if not satisfied that the changes submitted by the developer address the issues raised by him and the residents attending the meeting, Councillor Cole will call in the application to P&R.

Further points raised by the Town Council include the request to remove spoil from site, rather than reusing it within the site to raise ground levels.

The vote was passed with a majority in favour.

#### **1046/22 Wild Haven, Netherton Wood Lane**

Cllr Middleton proposed and Cllr Packham seconded that the application be recommended for approval.

The vote passed with a majority in favour.

#### **1279/22 Weston College at Nailsea, Somerset Square**

Cllr Packham proposed and Cllr Frappell seconded that the application be recommended for approval.

The vote passed with a majority in favour.



**1296/22 Weston College at Nailsea, Somerset Square**

Cllr Packham proposed and Cllr Frappell seconded that the application be recommended for approval.

The vote failed. No further proposals were made. Nailsea Town Council will pass the application back to the case officer with no comment.

**1421/22 1 Somerset Square**

Cllr Lees proposed and Cllr Watts seconded that the application be recommended for approval.

The vote was passed with a majority in favour.

**1398/22 2 Vale End**

Cllr Packham proposed and Cllr Barber seconded that the application be recommended for approval.

The vote was passed with a majority in favour.

**1560/22 21 Allington Gardens**

Cllr Packham proposed and Cllr Frappell seconded that the application be recommended for approval.

The vote was passed with a majority in favour.

**1598/22 9 Chancel Close**

Cllr Lees proposed and Cllr Watts seconded that the application be recommended for approval.

The vote was passed with a majority in favour.

**b) Nailsea licensing applications**

No applications were received.

Meeting closed at: 8:49pm.

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





**NAILSEA TOWN COUNCIL - PLANNING COMMITTEE MEETING 20 JULY 2022**

A list of planning applications received from North Somerset Council with comments from the above committee.

NTC REF #	APPLICATION #	CAT	LOCATION ROAD	LOCATION #	PROPOSAL	NTC RECOMMENDATION
6172	1295/22	RM	Trendlewood Way	Land Off	Reserved matters application for scale, appearance, landscaping and layout pursuant to outline approval 18/P/5234/OUT (Outline application for up to 24no. residential dwellings and associated development with details of access for approval ) for the erection of 24no. dwellings	<p>Nailsea Town Council request that a number of issues are reconsidered by the applicant in conjunction with the Case Officer, namely; the height of the houses which should be established via copies of section plans showing the existing dwellings next to the proposed scheme; the amending of all 2+ houses back to the outline proposal of up to 2 stories; the Planning Officer, in conjunction with the water/sewerage company, as to whether the existing system is suitable for the additional requirements which will be created by the site.</p> <p>District Councillor Cole is tasked with speaking with the Case Officer, and if not satisfied that the changes submitted by the developer address the issues raised by him and the residents attending the meeting, Councillor Cole will call in the application to P&amp;R.</p> <p>Further points raised by the Town Council include the request to remove spoil from site, rather than reusing it within the site to raise ground levels.</p>
6173	1046/22	FUL	Netherton Wood Lane	Wild Haven	Proposed conversion of 4no. existing barns to create 2 no. dwellings.	Recommended for approval.

6174	1279/22	FUL	Somerset Square	Weston College At Nailsea	Change of use of part of first floor and erection of a new floor above to create 2no. Dwellings	Recommended for approval.
6175	1296/22	FUL	Somerset Square	Weston College At Nailsea	Retention and conversion of a three-storey element of building and erection of an additional storey on top, demolition of the rest of the structure and erection of five and seven storey extension to provide a total of 38no. dwellings with commercial, business and service (Use Class E) floor space on the ground floor facing Somerset Square, and associated works	Nailsea Town Council pass the application back to the case officer with no comment.
6176	1421/22	ADV	Somerset Square	1	2 No. Fascia Signs and 1 No. projecting sign	Recommended for approval.
6183	1398/22	FUH	Vale End	2	Proposed erection of a single storey detached garage	Recommended for approval.
6184	1560/22	FUH	Allington Gardens	21	Replace fire damaged flat roof on detached garage with pitched tiled roof	Recommended for approval.
6185	1598/22	FUH	Chancel Close	9	Proposed erection of a first floor extension over existing side extension and garage.	Recommended for approval, with a request that the parking standards proposed are assessed by the case officer.



**NAILSEA TOWN COUNCIL**  
**ENVIRONMENT AND LEISURE COMMITTEE**

Minutes of the Environment and Leisure Committee held on  
Wednesday 20 July 2022 at 8:50pm at the Tithe Barn, Church Lane, Nailsea.

**PRESENT:** Cllr Barber, Cllr J Blatchford, Cllr Ellis, Cllr Frappell, Cllr Houlbrook, Cllr Hunt, Cllr Kushner, Cllr Lees (in the Chair), Cllr Middleton, Cllr Packham, Cllr Watts, the Town Clerk and Assistant Clerk.

**EL45/22 APOLOGIES**

Apologies were received and accepted from Cllr Argles, Cllr Hopkinson, Cllr Miller and Cllr Smith.

**EL46/22 DECLARATIONS OF INTERESTS**

The Assistant Clerk declared an interest as a plot holder at the Whitesfield Road allotment site.

**EL47/22 PUBLIC PARTICIPATION**

There were no public present at the meeting.

**EL48/22 CONFIRMATION OF THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 8 JUNE 2022**

The minutes were confirmed as an accurate representation of the meeting and signed by the Chair.

**EL49/22 PLAYING FIELDS AND PLAY/RECREATION AREAS**

**a) Report by a representative of Nailsea Playing Fields Association (NPFA) and Grove Sports and Social Club (GSSC)**

The Clerk read out a report provided by Maureen Brady.

Maureen apologised that there had been no report on 8 June when she had been on holiday.

The NPFA Meetings were held on Mondays 9 May, 11 June and 4 July at 19:30 at Grove SSC. The next meeting will be held on Monday 8 August 19:30 at Grove and Councillors are welcome to attend.

AGM: The NPFA AGM was held on 8 June. The Accounts for 2021 – 22 having been reviewed by Dury & Sons Accountants, were agreed. We elected representatives from NCC, NUFC, NJFC and Grove SSC and Chris Watts agreed to represent NTC. We also elected six public members. At the meeting on 4 July we added a further member, Mr Ian Ride representing Woodspring Ladies Football Club. At the AGM we made a slight change to our constitution to allow us to hold on-line meetings should necessity arise. I have sent a copy to the Town Clerk.

FINANCE: NPFA have funded new fencing for the Preschool outside area and will be paying for the grass cutting at Greenfield Crescent throughout the Summer. We have billed NUFC and NCC for the groundsman's hours 2021 -22

GREENFIELD CRESCENT: The Committee paid a site visit on 4 July. We are happy with the Glendale groundwork to date. We inspected the NJFC clubhouse and concluded it needs replacing. During the planning and funding phases we will need to sort out a temporary interim arrangement for the next season. We have not made this public and regret it has been reported in 'Nailsea People' at this early stage. We have been given access to the 'vision statement' produced by the prospective developers of the land surrounding the sports field and will be considering this. The defibrillator on site has had its annual service.

GROVE PLAYING FIELDS: Although the grounds are being well tended it is going to be challenging during this hot dry weather.

Grove lease: We understand our first meeting has been reported to Leisure Facilities and the full Town Council. We appreciate this is not the only item NTC has under consideration but would like to proceed as soon as possible. We suggest that we could go through the old lease to pinpoint the points we feel could be included in a new lease. We aim to provide this in writing shortly to provide a basis for a further meeting with the working group before solicitors are involved.

Damage to equipment: NCC net, damaged in the storms, have now been repaired under the Grove Insurance. The covers are still vulnerable to damage, and NCC are investigating this.

Toby Riley play equipment: The fun run was very successful on 8 May and Grove has made two donations from profits, to the Toby Riley Charity. There seems to be some confusion about the nature and location of the proposed play equipment. NPFA do not have the finances necessary to take on the insurance and long-term inspection and repair requirements of play equipment. We lack details of the design and size of the equipment and have not currently committed to siting it on the Grove Playing Field. I suggest we try to clarify this with NTC via the Clerk and the Charity organisers.

Dogs on leads: Following enquiries with the Clerk we were visited by a Police Community Police Officer on 20 June. He put up some well worded but rather small notices at various locations and spoke with some members of the public who were walking unleashed dogs. We have his contact details. As an alternative to other notices, we are exploring the possibility of stencilling the 'Dogs on leads' message on the grass as they do on golf courses. This would be less expensive and may catch peoples' attention.

Behaviour Problems: Groups of children and youths have been gathering on the western side of the cricket pitch and instances of drug and alcohol use, bad language and destructive behaviour have been witnessed. This has caused comments from parents accompanying younger children for the early evening cricket training sessions which are proving very popular again this year. Chris Simmonds, the Grove Steward, has reported this to the police and they have undertaken to visit.

## GROVE SPORTS & SOCIAL CLUB REPORT

Meetings were held on Monday 16 May and Monday 20 June. Although there was a meeting on Monday 18 July those minutes have not been ratified and will be reported at a later meeting. The next meeting will be held on Monday 15 August 19:30 at Grove and councillors are welcome.

Finance: We continue to attract customers and our income for the first quarter is on par with Pre-Covid levels. We have hosted some successful fund raising events by the sports clubs and Charities and have made donations to them to reflect our profits on the day. We have now paid off £10,000 of our £50,000 bounce-back loan and will shortly begin to repay the £8000 NPFA loan for the kitchen refurbishment. The insurance this year has virtually doubled following our two claims last year, but this has been paid for the year.

Privacy Policy: We have paid Miles Fanning Legal Services to produce a statutory privacy policy which will shortly be incorporated into our Web site information

AGM & Rules: Minor adjustments to rules will be made at this year's AGM which will be held in August this year to give us time to set up a new membership system. We are continuing to work on a major overhaul of the language and accessibility of the rules.

Tills: We are purchasing three new tills which will not only improve our financial management but will also improve the management of our membership data. Following the Covid fee free period, membership charges will resume in September 2022.

Preschool: They have been experiencing some problems with vandalism, graffiti and general nuisance in their outside area. This is probably youths and we are looking at more effective locking of the gate.

**b) Proposal for a member of the Town Council to sit on the Mizzymead Clubs Management Group**

Cllr Lees proposed and Cllr Packham seconded

**RECOMMENDATION:** that a member of Nailsea Town Council joins the Mizzymead Clubs Management Group.

The vote was unanimous.

**EL50/22 SUB-COMMITTEE AND WORKING PARTIES**

a) **Nailsea Allotment Association AGM Minutes 22 June 2022**

The meeting noted the minutes.

**EL51/22 TO DISCUSS ALLOTMENT RENTS FOR 2022/3, SEE CLERK'S REPORT**

The Clerk advised the meeting that collecting a £4 fee from all of the allotment tenants for their insurance with the Nailsea Allotment Association is very time consuming, particularly for the Finance Officer who needs to input onto the Accounting system each transaction twice, once for the allotment rent, and once for the NAA fee -.

Paperwork for the insurance is completed each year, and if paid for by cheque or cash then bank charges are incurred and absorbed by Nailsea Town Council, which is around £3 per cheque. The full £4 fee is then passed on to the NAA.

If the fees are removed from the Council's administrative duties, then the reduction in cost, in terms of manpower will be great.

The Committee agreed that an Allotment Working Party meeting is urgently arranged to discuss the Association taking over the collection and administration of the Allotment Association fees, and advise that tenant rental costs would need to be increased significantly to cover the expense of managing their collection if the Association were unable to.

Cllr Ellis and Cllr Houlbrook requested that they join the Allotment Working Party.

**EL52/22 OUTDOOR GYM EQUIPMENT PROJECT UPDATE, SEE CLERK'S REPORT**

The Clerk advised the meeting that the Outdoor Gym Equipment had originally been discussed as a 3-way split between Nailsea Town Council, North Somerset Council and the money raised in memory of Toby Riley. However, following discussions with North Somerset Council on what equipment would be permitted on Millennium Park, it was established that they did not wish to have play equipment as well as gym equipment at the agreed location. Therefore, the Toby Riley's Memorial funds would be put towards play equipment elsewhere in Nailsea.

The Clerk applied for a grant for match funding from North Somerset Council for the proposed permitted equipment, and quotes have been received from two companies that can supply the items. The total cost of the project is estimated to be around £22,000, and North Somerset Council have been asked for matched funding of £11,000 towards this. Nailsea Town Council will find out if the grant application has been successful at the end of July.

The equipment has been selected following the results of a survey undertaken by the Town Council in October 2021.

Cllr Packham proposed and Cllr Houlbrook seconded

**RECOMMENDATION:**

that Nailsea Town Council seeks a fully costed quote from HAGS and Outdoor Gym Company, including wet-pour, signage and installation. The total project budget be set at £22,000.

The vote was unanimous.

**EL53/22 FINANCIAL MATTERS**

a) **Statement of Income and Expenditure as at 12 July 2022**

The meeting noted the statement.

b) **Specified Reserves 2022-23 linked to Environment and Leisure Committee**

- i) Play Equipment £28,000
- ii) Skate Park Project £8,340
- iii) Climate Emergency Fund £7,500

The meeting noted the Specified Reserves.

**EL54/22 MATTERS FOR INFORMATION**

There were no matters discussed.

The meeting closed at 9:38pm.

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



**NAILSEA TOWN COUNCIL**  
**FINANCE AND POLICY COMMITTEE**

Minutes of the Finance and Policy Committee held on  
Wednesday 6 July 2022 at 7.30pm at The Tithe Barn, Church Lane, Nailsea.

**PRESENT:** Cllr Barber, Cllr J Blatchford, Cllr M Blatchford, Cllr Kushner (in the Chair), Cllr Middleton, Cllr Packham, and Cllr Watts, the Clerk and Assistant Clerk, and a member of the public.

**FP37/22**    **APOLOGIES**

Apologies were received and accepted from Cllr Bird, Cllr Lees and Cllr Miller.

**FP38/22**    **DECLARATIONS OF INTERESTS**

Cllr Kushner declared a personal interest as a member of Mizzymead Social Club.

**FP39/22**    **PUBLIC PARTICIPTION**

The member of the public did not wish to speak.

**FP40/22**    **CONFIRMATION OF MINUTES OF THE FINANCE AND POLICY COMMITTEE MEETING HELD ON 25 MAY 2022**

It was advised that the proposal wording in minute FP31/22 'To review the Terms of Reference of the Finance and Policy Committee' needed to be corrected to read 'recommended' rather than 'resolved'.

With the above correction, the minutes 13 April 2022 were confirmed as an accurate record of the meeting and signed by the Chair.

**FP41/22**    **FINANCIAL MATTERS**

**a) Statement of Income and Expenditure to 28 June 2022**

It was advised that the 1<sup>st</sup> Quarter reports are currently being created and they will be brought to the Finance and Policy Committee meeting to be held at the end of July.

It was advised that an error had been spotted under the 'Grants' section due to a posting oversight, and that £8,000 had been allocated to Wellspring rather than the agreed £4,000, with nothing being allocated to the Community Trust. This has now been corrected on the system.

The meeting noted the statement of Income and Expenditure.

**b) Payments made report from 7 June to 28 June 2022**

The meeting noted the report.

**FP42/22**    **VERBAL REPORT ON A MEETING WITH REPRESENTATIVES FROM THE MIZZYMEAD CLUB REGARDING FUNDING TOWARDS THE REFURBISHMENT OF THE CLUBS ROOF**

It was discussed that Councillors had met with members of the Mizzymead Committee to discuss their funding request. After going through the financials it became apparent that Mizzymead Club are doing well, with around £220,000 in reserves. The proposed works have been costed at £50,000 which meant that the reserves were strong enough to cover these costs. The club has therefore withdrawn their grant request from the Council.

A proposal was put forward that a representative from Mizzymead Club will sit in on the Environment and Leisure Committee meetings on a regular basis, with the opportunity to provide a report to the Council if wanted, and a Councillor will sit on the Management Committee of Mizzymead Club.



A member of the club is to contact the Clerk with a request for improved road signage for the club, and the Clerk will liaise with North Somerset Council.

FP43/22

**REVIEW AND UPDATE STANDING ORDERS IN LINE WITH RECOMMENDATIONS MADE BY THE INTERNAL AUDITOR FOLLOWING THE UK'S EXIT FROM THE EU. A COPY OF THE REVISED MODEL STANDING ORDERS PROVIDED BY NALC AND THE TOWN COUNCIL'S STANDING ORDERS**

The Clerk explained the revisions within the NALC model Standing Orders, see below.

**FINANCIAL CONTROLS AND PROCUREMENT**

**86. a.** The Council shall consider and approve financial regulations drawn up by the Responsible Financial Officer, which shall include detailed arrangements in respect of the following:

- i. the keeping of accounting records and systems of internal controls;
- ii. the assessment and management of financial risks faced by the Council;
- iii. the work of the independent internal auditor in accordance with proper practices and the receipt of regular reports from the internal auditor, which shall be required at least annually;
- iv. the inspection and copying by councillors and local electors of the Council's accounts and/or orders of payments; and
- v. whether contracts with an estimated value below £25,000 due to special circumstances are exempt from a tendering process or procurement exercise.

b. Financial regulations shall be reviewed regularly and at least annually for fitness of purpose.

**c. A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds referred to in standing order 18(f) is subject to the "light touch" arrangements under Regulations 109-114 of the Public Contracts Regulations 2015 unless it proposes to use an existing list of approved suppliers (framework agreement).**

d. Subject to additional requirements in the financial regulations of the Council, the tender process for contracts for the supply of goods, materials, services or the execution of works shall include, as a minimum, the following steps:

- i. a specification for the goods, materials, services or the execution of works shall be drawn up;
- ii. an invitation to tender shall be drawn up to confirm (i) the Council's specification (ii) the time, date and address for the submission of tenders (iii) the date of the Council's written response to the tender and (iv) the prohibition on prospective contractors contacting councillors or staff to encourage or support their tender outside the prescribed process;
- ii. the invitation to tender shall be advertised in a local newspaper and in any other manner that is appropriate;
- iii. tenders are to be submitted in writing in a sealed marked envelope addressed to the Proper Officer;
- iv. tenders shall be opened by the Proper Officer in the presence of at least one councillor after the deadline for submission of tenders has passed;
- v. tenders are to be reported to and considered by the appropriate meeting of the Council or a committee or sub-committee with delegated responsibility.

e. Neither the Council, nor a committee or a sub-committee with delegated responsibility for considering tenders, is bound to accept the lowest value tender.





f. Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules. NALC's procurement guidance contains further details.

The Clerk suggested that points 86 - 87 on the Nailsea Town Council Standing Orders are replaced with the new model from NALC.

Cllr Kushner proposed and Cllr Middleton seconded

**RECOMMENDATION:** that Nailsea Town Council accept the proposed changes to the Standing Orders outlined by the Town Clerk.

The vote was unanimous.

It was requested that an additional change is made to the wording 'District and County Councils', to either 'Principle Authority Councils' or 'Unitary Councils', as the previous wording is no longer used.

The Clerk will contact North Somerset Council see how they would prefer to be referred to, and update once confirmed.

#### **FP44/22 VERBAL REPORT ON THE TOWN COUNCIL'S HEALTH AND SAFETY CONTRACT**

The Clerk advised that the Health and Safety contract currently held will be coming to an end next year, and our current contractors have written to us ahead of the renewal with two proposals: a 36-month agreement or a 60-month agreement.

The current contract is for £1,820.70 per annum, and the new proposals are either £1,700 per annum with a 36-month contract, or £1,680 per annum with a 60-month contract.

Cllr Packham proposed and Cllr Barber seconded

**RESOLVED:** that Nailsea Town Council stay with the current Health and Safety provider, WorkNest, and accept their proposed 36-month contract offer.

The vote passed with a majority in favour.

#### **FP45/22 VERBAL REPORT ON COUNCIL RECRUITMENT – THE CLERK**

The Clerk was pleased to confirm that the Communications and Media Officer position has been filled, and the successful candidate will be joining Nailsea Town Council on 2<sup>nd</sup> August on a 30 hour per week contract.

*Clerk's note: there is a revised start date of 15<sup>th</sup> August.*

There were discussions regarding Staffing Policies and the opportunity to bring in a Recruitment and Selection Procedure. It was advised that the Grants Policy is being reviewed at the moment, and that a Policy Working Party meeting is to be arranged to review these items.



It was felt that the Staffing Sub-Committee should be re-named to show that it is not recruitment, but instead for grievances and complaints.

A Policy Working Party is to be arranged, with Cllr Kushner to also attend.

**FP46/22 MATTERS FOR INFORMATION**

The first Wedding and Events Coordinator Interviews are taking place on Friday (8<sup>th</sup> July) with the intention of successful candidates returning for a second interview.

Meeting closed at: 20:18pm.

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

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**NAILSEA TOWN COUNCIL**  
**COMMUNITY ENGAGEMENT COMMITTEE**

Minutes of the Community Engagement Committee held on  
Wednesday 13 July 2022 at 7.30pm at the Tithe Barn, Church Lane, Nailsea

**PRESENT:** Cllr Argles, Cllr Bird, Cllr J Blatchford, Cllr M Blatchford, Cllr Frappell, Cllr Hopkinson, Cllr Houlbrook (in the Chair), Cllr Hunt, Cllr Lees, the Town Clerk and Assistant Clerk.

**CE52/22 APOLOGIES**

Apologies were received and accepted from Cllr Miller and Cllr Tonkin.

**CE53/22 DECLARATIONS OF INTEREST**

Cllr J Blatchford declared a personal interest as he represents ALCA on the North Somerset Health and Wellbeing Board.

**CE54/22 PUBLIC PARTICIPATION**

There were no members of the public present.

**CE55/22 CONFIRMATION OF MINUTES OF THE MEETING HELD ON 1 JUNE 2022**

The minutes were confirmed as an accurate representation of the meeting and were signed by the Chair.

**CE56/22 COMMUNITY REPORTS**

**a) Nailsea Community Group Update**

There was no update from the Nailsea Community Group.

**b) North Somerset Together Meeting Update 8 June 2022**

The reports were noted by the meeting.

**CE57/22 TO DISCUSS THE FUNDING OF GRAFFITI REMOVAL FROM THE TOWN CENTRE**

It was advised that this was an item submitted by ex-Cllr Steel to go onto the agenda.

The meeting discussed that a test run was undertaken on graffiti removal on the High Street, and it was a lengthy and slow process. The majority of the graffiti around Nailsea is on private property and permission needs to be granted by the property owner before any works can be undertaken.

The Clerk advised that there is no money in the budget allocated for this, but it could be put into the budget for next year.

Cllr M Blatchford advised the meeting that a survey on Nailsea Forum was undertaken to gather feelings on purposeful graffiti on buildings in the centre, and the results from 250 responses was evenly split for or against.

The meeting felt that this was an ongoing project that would be looked at from multiple angles, and will be discussed further.

**CE58/22 NAILSEA PLACE**

**a) No. 65 Update Report from 4 July 2022**

A question was raised regarding the solar panels proposed at No. 65, and a request made that calculations are undertaken to find out returns etc.

The building works that need to be undertaken at No. 65 in order to allow the fire evacuation chair to be safely used, and it was advised that this is not an item that needs to go to tender as it is below the tender costing levels, but a spec does need to be produced and 3 quotes obtained.

**b) Promoting No. 65 to the wider community**

It was advised that No. 65 is currently very busy, with a variety of users and groups within the space. There is an opportunity to promote this further, and will be something for the Comms + Media Officer to look into when they join. Cllr Bird confirmed that investigations for a separate website for No. 65 have been undertaken, and this will be discussed with the new starter to potentially take forward.

A meeting will be arranged with Citizens Advice Bureau to see if drop in appointments can be re-introduced, as currently it is difficult to have a face-to-face meeting without an appointment. The Clerk, Cllr Lees, Cllr Houlbrook and the 65 Manager will take this forward.

A question was raised regarding the Nailsea Arts Centre @ 65, and the Assistant Clerk advised that they simply have not had enough capacity to be able to organise tutors, sessions and the promotion of them, but hope that this will be something that can be picked back up once the various roles currently being recruited for are filled.

**CE59/22 FINANCIAL MATTERS**

**a) Summary of Income and Expenditure to 6 July 2022**

The meeting noted the summary.

**b) Community Engagement Specified Reserves**

- **Nailsea Community Group £9,944.31**
- **No. 65 Improvements £19,936.02**
- **CCTV Upgrade £31,000**

The meeting noted the Specified Reserves.

**CE60/22 CCTV UPDATES**

**a) CCTV Log April**

The meeting noted the document.

**CE61/22 COMMUNICATION AND SOCIAL MEDIA**

**a) Update from Lauren Moke on the Council's Social Media accounts**

The Assistant Clerk advised that numbers have dropped, and that this is simply down to not currently having the capacity to action as much as would be liked. It was advised that the Town Talk article has now been produced and will be in the North Somerset Times on 20<sup>th</sup> July, and will also be added onto Nailseatown.com and shared across the social accounts.

The new Media and Comms Officer will be starting in August, which will mean that the Social Media accounts can receive the attention that is needed.

The meeting noted the update.

**CE62/22 MATTERS FOR INFORMATION**

The purchase of microphones for the Tithe Barn has now gone out to Tender, with sealed bids to be submitted to the Town Council by midday on 29th July.

The meeting closed at 20:19pm

Chairman's signature: \_\_\_\_\_ Date: \_\_\_\_\_

