



Meeting of Yate Town Council's Finance and Governance Committee

Wednesday 29th November 2023

You are invited to attend a Meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **Yate Town Council** to be held at Poole Court on **TUESDAY 5th December 2023** between 7.00pm - 9.00pm for the purpose of transacting the business set out in the Agenda below.

Hayley Townsend
Town Clerk

Agenda

In the exercise of Council functions, Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve and enhance biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivering services under the public sector Equality Duty and Equality Act 2010.

In the event of a fire alarm or other emergency (signaled by a continuously ringing bell), please exit the Council Chamber and leave the building through the nearest fire exit or safest evacuation route. Please meet by the flag pole in the car park. (NB: The nearest fire exit is located at the end of the corridor- Exit the Council Chamber and turn right).

1. Apologies for Absence.
2. Declarations of Interest under the Localism Act 2011

Members who consider that they have an interest are asked to: (a) State the item number in which they have an interest, (b) The nature of the interest, (c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest.



3. Public Participation Session with Respect to Items on the Agenda.
4. To receive and approve the Minutes of the Finance and Governance Committee meeting held on 3rd October 2023. ([Click here for Minutes](#))
5. To consider the following Items on the Clerk's Report:

Item 1 Items for Discussion/Requiring Resolution or Recommendation to Full Council

- 1.1 Consultations
 - a) Consultations Received
 - b) Urgent Consultations
- 1.2 Urgent Documents for Signing/Sealing
- 1.3 Direct Debits and Standing Orders
- 1.4 Income and Expenditure Report to 30 September 2023
- 1.5 Meeting Dates 2024/2025
- 1.6 Annual Rent/Price Review
- 1.7 Staffing and Governance
- 1.8 Items for consideration from the Environment and Community Meeting held 7th November 2023
- 1.9 Avon Pension Fund

Item 2 Items to Receive

- 2.1 Finance and Governance Committee First Draft Proposed Budget 2024/2025
- 2.2 Sealing and Signing of Town Council Documents
- 2.3 Accounts for Payment
- 2.4 Bank Reconciliations
- 2.5 Status of all groups that report to Committee
- 2.6 Status of all Outside Bodies that report to Committee
- 2.7 Premises
- 2.8 Consultation Responses
- 2.9 Fundraising
 - a) Applications
 - b) Member Awarded Funding (MAF) and Area Wide Grants (AWG)

Item 3 Confidential Items

- 3/1 Confidentiality Confirmation
To **RESOLVE** to enter confidential session if required: *In view of the confidential nature of the business to be transacted, pursuant to the Public Bodies (Admission to Meetings) Act 1960 etc., it is advisable in the public interest that any members of the press or public present be excluded and they be instructed to withdraw.*
- 3/2 Confidential Items
- 3/3 To **RESOLVE** to return to public session

Item 4 Consideration of Impact of Decisions on Climate, Planet and Waste

Item 5 Consideration of Items to be Publicised via Social Media / Press Release

Clerk's Report

Yate Town Council Meeting of the Finance and Governance Committee 5th December 2023

Clerk's Report

1. Items for Discussion / Requiring Resolution or Recommendation to Full Council

1.1. Consultations

a) Consultations Received

South Gloucestershire Council is looking to invest in improving bus, walking, wheeling (the use of a wheelchair, mobility scooter or pushchair) and cycling facilities along two of the busiest and most heavily congested routes.

The following consultations have been launched:

- A38, Alveston Hill and Bradley Stoke Way
Closing date; 17th December 2023
[Click here for Consultation](#)
- A4174 Avon Ring Road
Closing date; 17th December 2023
[Click here for Consultation](#)

b) Urgent Consultations

To receive any urgent consultations.

1.2. Urgent Documents for Signing/Sealing

To receive any urgent documents for signing/sealing.

1.3. Direct Debits and Standing Orders

In line with Financial Regulations, to receive an up-to-date list of Direct Debit and Standing Order payments made by Yate Town Council on a regular basis, for consideration and

approval. (Appendix 1)

1.4. Income and Expenditure Report to 30 September 2023

To receive and consider income and expenditure report to 30 September 2023, which will be presented for approval to the next Full Council meeting. (Appendix 2)

1.5. Meeting Dates 2024/2025

To receive and consider the list of meeting dates 2023/2024 and recommend to Full Council the schedule of meetings of Full Council/Committees for the ensuing year. (Appendix 3)

1.6. Annual Rent/Price Review

To receive and consider the recommendation by the Grants and Finance Sub-Committee in relation to the 2024/2025 YTC hire charges that have been proposed, in line with the five yearly valuation and local knowledge. (Appendix 4)

1.7. Staffing and Governance

The Town Council's external auditor, Binder Dijker Otte Limited Liability Partnership (BDO LLP), requires confirmation each year that there are no conflicts of interest. Further to the email to all members of Yate Town Council, requesting that any conflict of interest be advised, to **NOTE** that no conflicts of interest have been raised. It is therefore recommended that the Finance and Governance Committee **RESOLVE** that the Conflict of Interest Form be completed, confirming that there are no conflicts of interest with BDO LLP. (Appendix 5)

1.8. Items for Consideration from the Environment and Community Committee meeting, Held on 7th November 2023

Further to Minute 5.5 of the Finance and Governance Committee Meeting held on 25th July 2023, and the referral of the balance of £6,000 of the grant request from Yate Community Bike Hub (YCBH) that cannot be met within the agreed 2023/2024 grants budget, a meeting of the Climate and Planet Sub-Committee was held, with the following recommendations made:

- The YCBH application is referred to the Finance and Governance Committee for their consideration of a longer term "Funding Agreement," as this application is a repeat grant application from the same group (previously applied in 2022/2023);
- A Funding Agreement be set against YTC objectives and performance targets. A starting point of the Funding Agreement consideration could start at £3,000, each year, for 3 years. Any agreement should include a break clause, to be invoked if the group does not achieve objectives/targets set;
- The Chairs of the Grants and Finance Sub-Committee and the Climate and Planet

Sub-Committee to offer to meet with YCBH representatives, to obtain more information on YCBH longer term needs, to help inform consideration of a YTC Funding Agreement;

- To ensure that there is no conflict of interest, YTC members who have direct involvement in YCBH should not be involved in grant making/Funding Agreement decisions.

1.9. Avon Pension Fund

Further to Yate Town Council receiving ongoing communications as a member of Avon Pension Fund (APF), Members to consider appointing a Designated Lead Liaison to APF as part of the Yate Town Council Committee List.

2. Items to Receive

2.1. Finance and Governance Committee First Draft Proposed Budget 2024/2025

To **NOTE** that further information is awaited prior to the first draft 2024/2025 budget being made available for consideration. The final budget figures to be received and agreed at Full Council in January 2024.

2.2. Sealing and Signing of Town Council Documents

To **NOTE** that the following documents have been signed or sealed and signed:

- Direct Debit Mandate with Victoria Asset Finance for ongoing annual lease of the Kubota F3060 Ride On Mower;
- Direct Debit Mandate with Tel Group for ongoing monthly payment of telephone charges;
- 3 Year Rental, Supply and Service Agreement with 1st Office for Poole Court and Heritage Centre Photocopiers to the value of £492 per quarter from November 2023 to October 2026;
- Enover Funding Agreement to receive funding of £25,000 towards the Kingsgate Park Refurb project;
- South Gloucestershire Council Funding Agreement to receive funding of £10,000 for supporting the resettlement of refugees and asylum seekers 2023/2024;
- Deed of variation for Kingsgate Park lease in relation to the deletion of the Break Clause. *(To **NOTE** an executed SGC copy is yet to be received)*

2.3. Accounts for Payment

To receive and **NOTE** the accounts for payment previously authorised in line with the Financial Regulations. ([Click here for Payments](#))

2.4. Bank Reconciliations

To **NOTE** bank reconciliations to 30th September 2023 have been viewed and agreed by Councillor Ben Nutland.

2.5. Status of all Groups that Report to the Finance and Governance Committee

To **NOTE** the following;

| Sub-Committee/Group | Date of Meeting/Update | Appendix |
|--|---|---|
| Grants and Finance Sub-Committee | <p>A meeting took place on 16th November 2023.</p> <p>The recommendation from this meeting in relation to the annual Price/Rent Review is held for consideration under item 1.6.</p> | <p>(Click here for Minutes)</p> |
| Priorities and Strategy Scrutiny Working Group | <p>A meeting of the Priorities and Strategy Scrutiny Working Group will be convened for January 2024.</p> | |
| Staffing and Governance Sub-Committee | <p>Staffing:</p> <p>(a) An agreement on the Local Government Services Pay Agreement 2023 was reached further to consultation with unions. For all spinal points to 43 the agreed award was a flat rate payment of £1,925. For scale points above that the award was 3.88%.</p> <p>(b) To NOTE that discussions are underway with Sovereign about YTC supporting a temporary detached project (through x1 casual Venue Assistant role), for YTC and LPW to work in partnership to support and signpost the residents of Sovereign Housing (funded by Sovereign) to facilities, services, and opportunities in Yate. This work will be funded by Sovereign Housing.</p> <p>(c) To NOTE the resignation of an Estates Person (AH), who will leave the post on 10th December 2023. However, to further NOTE that AH will be retained on a casual contract for Estates events support.</p> <p>Governance</p> <p>(a) An item in relation to our external auditors is held under Item 1.7 for consideration.</p> | |

2.6. Status of all Outside Bodies that Report to the Finance and Governance Committee

To **NOTE** the following;

| Outside Bodies | Date of Meeting/Update | Appendix |
|---|--|--|
| Avon Local Councils Association (ALCA) Regional Committee | The draft minutes of the ALCA AGM which took place on 7 th October 2023, were circulated on 28 November 2023. The date of the next AGM has been scheduled for 5 th October 2024. | |
| National Association of Local Councils (NALC) Super Council's Network (SCN) | The notes from the SCN meeting held on 15 th November 2023 via Zoom have been published. Members to advise if there are any items to be raised at these sessions and also, if any Members would like to attend these sessions as NALC is keen to engage more councillors for the SCN sessions. | (Click here for Notes) |

2.7. Premises

To **NOTE** the following:

- The five-yearly valuation of Town Council properties in respect of annual licences and room hire charges was undertaken by the Valuation Office Agency on 20th September 2023. The report was received and considered by the Grants and Finance Sub-Committee and was used to inform the annual review of hire charges for the 2024/2025 financial year.
- Bookings across all Town Council Venues for hire continue to be busy and varied, with income on nearly all venues up compared to this time last year. Yate Town Council venues currently host, to name but a few, the following range of groups across the venues:-
 - 2 x Drug Support Groups;
 - Slimming Group;
 - Dance Classes;
 - Fitness Classes;
 - U3A Art, Scrabble, Tribal Dance, Kurling, Family History, Sewing, Recorder
 - Community Learning Education Classes;
 - Yate Men's Shed;
 - Sodbury Tennis Club inclusive tennis sessions;
 - 2 x Faith Groups;
 - Therapy Sessions;

- Various resettling communities bookings;
- Youth Counselling sessions.
- The Station Road Halls continue to be popular and are booked almost every weekend on Saturday and Sunday with children parties and family gatherings.

2.8. Consultation Responses

To **NOTE** the following;

| Consultation Name | Link/Appendix | Date Circulated | Closing Date | Notes |
|---|---|-----------------|--------------|---|
| NALC model Financial Regulations Consultation | (Click here for Consultation) | 03.10.23 | 05.11.23 | Response submitted by RFO in consultation with Councillor Mike Drew. (Click here for Response) |

2.9. Fundraising

a) Applications

Yate Town Council has been successful in relation to the following grant applications:

- £3,000 Community Welcome Spaces grant towards Warm Welcome costs for Yate Heritage Centre, Pop Inn Café, Poole Court and Armadillo;
- £400 MAF towards Warm Welcome costs;
- £533 MAF towards Covid-19 Memorial Orchard seating;
- £2,000 MAF towards Yate Ageing Better initiatives;
- £500 Active Travel Grant towards cycling initiatives;
- £711.50 Yate United Charities funding towards Warm Welcome costs.

b) Member Awarded Funding (MAF) and Area Wide Grants (AWG)

A grants update has been received from South Gloucestershire Council in relation to the future reduction and removals of both the MAF and AWG pots by 1st April 2025. [\(Click here for Update\)](#)

Item 3. Confidential Items

3.1 Confidentiality Confirmation

To **RESOLVE** to enter confidential session if required: *That in view of the confidential nature of the business about to be transacted, pursuant to the Public Bodies (Admission to Meetings) Act 1960, it is advisable in the public interest that any*

members of the press or public present be excluded and they be instructed to withdraw.

3.2 Confidential Items

To receive any urgent confidential items.

3.3 To **RESOLVE** to return to public session.

Item 4. Consideration of Impact of Decisions on Climate, Planet and Waste

To consider if there are any impacts on climate, planet and waste following discussions and decisions taken by the council during this meeting. (YTC has adopted UN 17 Sustainable Development Goals, *The Sustainable Development Goals are a call for action by all countries – poor, rich, and middle-income – to promote prosperity while protecting the planet.* [click here](#) to find out more).

Item 5. Consideration of Items to be Publicised via Social Media / Press Release

To identify any items to be promoted and publicised via Social Media / Press Release etc.

Direct Debits/Standing Orders/BACS Payments - 2023-2024

| Payee Name | Transaction Detail | Amount | DD/SO/Bacs | Frequency |
|---------------------------------|--|---|-------------------|------------------|
| Avon Pension fund | Monthly pension contributions | Variable/£16k approx | BACS | monthly |
| Barclay Card | Monthly payment to clear balance of YTC Barclay Card | Variable dependent on monthly spend | DD | monthly |
| Barclays Bank | Bank Charges | Variable across multiple accounts approx £150 | DD | monthly |
| British Telecom Payment Service | Pop Café Landline and broadband | Variable/£120 approx | DD | quarterly |
| CNH Industrial Capital | Estates Vehicle (Ransomes Mower) lease payments | £976.59 (wef 23.6.22) | DD | monthly |
| HMRC | Monthly Tax/NI payment | Variable/£14.5k approx | BACS | monthly |
| ICO | GDPR/Data Protection subscription | £60.00 | DD | annually |
| Lex Autolease | FA16 YMR estates van lease | £208.12 | DD | monthly |
| Lex Autolease | EF18 XBM estates vehicle lease | £335.00 | DD | monthly |
| Lex Autolease | BT18 DZL electric vehicle lease | £265.50 | DD | monthly |
| Lex Autolease | Road fund licences-DD for the annual increase only for all vehicles on lease (3) | Variable/£20-£30 approx per vehicle | DD | annually |
| Myhrtoolkit Limited | HR IT Software subscription | £110.00 | DD | monthly |
| Profit Reach (Go Cardless) | third-party subscriptions for YTC website | £87.00 | DD | monthly |
| Profit Reach (Go Cardless) | web care plan | £149.00 | DD | monthly |
| Profit Reach (Go Cardless) | hosting of old YTC website | £53.85 | DD | quarterly |
| Public Works Loan Board | Armadillo Loan repayments | £18,908.70 | DD | twice yearly |
| Public Works Loan Board | Heritage Centre loan repayments | £9,062.06 | DD | twice yearly |
| Public Works Loan Board | Multi Activity Building loan repayments | £8,957.90 | DD | twice yearly |
| Public Works Loan Board | Kingsgate Park Refurbishment | £10,200.31 | DD | twice yearly |
| South Gloucestershire Council | Rates - Bowling Pavilion and Football Pavilion | 1x£212.75 9x£212 | DD | monthly |
| South Gloucestershire Council | Rates - Heritage Centre | 1x.50p | DD | monthly |
| South Gloucestershire Council | Rates - Parish Hall | 1x£220.50 9x£225 | DD | monthly |
| South Gloucestershire Council | Rates - Poole Court | 1x£2,666 9x£2,662 | DD | monthly |
| South Gloucestershire Council | Rates - Armadillo | 1x£2133.91 9x£2,138 | DD | monthly |
| South Gloucestershire Council | Rates - Pop Inn Café | 1x£516.11 9x£519 | DD | monthly |
| South Gloucestershire Council | Rates - YMCA | 1x£119.65 9 x£117 | DD | monthly |
| South Gloucestershire Council | Rates - Randolph Room Poole Court | 1x£130.85 11x£131 | DD | monthly |
| South Gloucestershire Council | Rates - Bad Salz/Genieri Room Poole Court | 1x£130.85 11x£131 | DD | monthly |
| Staff Salaries | Monthly staff salaries | Variable/£56k approx | BACS | monthly |
| Telefonica 02 UK Limited | Mobile phone sim only contracts x 24 | Variable/£216 approx | DD | monthly |
| Telephone Europe | Telephone Charges | Variable/£79.50 approx | DD | monthly |
| Victoria Finance | Ride on Kubota Mower Y434 HEU | 8750 | DD | Annual |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 101 Bowling Green/Sports Pavilion | | | | | | | | |
| 1100 Income - Lettings | 1,146 | 680 | 987 | 307 | | | 68.9% | |
| 1111 Income - Licenses | 15,165 | 15,165 | 15,165 | 0 | | | 100.0% | |
| 1730 Income - Misc | 649 | 0 | 728 | 728 | | | 0.0% | |
| Bowling Green/Sports Pavilion :- Income | 16,960 | 15,845 | 16,880 | 1,035 | | | 93.9% | 0 |
| 4010 Staff Training | 0 | 106 | 0 | (106) | | (106) | 0.0% | |
| 4020 Rates | 1,223 | 530 | 1,061 | 531 | | 531 | 50.0% | |
| 4021 Water & Sewerage Rates | 623 | 193 | 676 | 483 | | 483 | 28.6% | |
| 4022 Electricity | 2,790 | 1,335 | 3,802 | 2,467 | | 2,467 | 35.1% | |
| 4030 Cleaning Materials | 324 | 224 | 394 | 170 | | 170 | 56.9% | |
| 4031 Cleaning Contract | 96 | 96 | 450 | 354 | | 354 | 21.3% | |
| 4032 Maintenance Contracts | 18 | 14 | 20 | 6 | | 6 | 72.5% | |
| 4033 Building Maintenance | 989 | 389 | 760 | 371 | | 371 | 51.2% | |
| 4040 Furniture/Equip Replacement | 174 | 0 | 0 | 0 | 76 | (76) | 0.0% | |
| 4041 Furniture/Equip Replacement | 0 | 309 | 282 | (27) | | (27) | 109.6% | |
| 4050 Security - Buildings | 954 | 480 | 1,201 | 722 | | 722 | 39.9% | |
| 4060 Grounds & Car Park Maint | 824 | 141 | 563 | 422 | | 422 | 25.1% | |
| 4071 Fire Equipment Maint & Repair | 41 | 82 | 100 | 18 | | 18 | 82.0% | |
| 4175 Materials | 2,448 | 2,447 | 2,953 | 506 | 450 | 56 | 98.1% | |
| 4176 Ground Maintenance | 6,363 | 3,339 | 7,313 | 3,974 | | 3,974 | 45.7% | |
| 4180 Sprinkler Maintenance | 0 | 0 | 700 | 700 | 135 | 565 | 19.3% | |
| 4404 Insurance | 457 | 0 | 515 | 515 | | 515 | 0.0% | |
| 4406 Misc | 90 | 90 | 101 | 11 | | 11 | 89.1% | |
| 4410 IT | 659 | 282 | 635 | 353 | | 353 | 44.4% | |
| 4760 Reallocat. Estates Staff Cost | 6,592 | 0 | 5,508 | 5,508 | | 5,508 | 0.0% | |
| Bowling Green/Sports Pavilion :- Indirect Expenditure | 24,665 | 10,059 | 27,034 | 16,975 | 661 | 16,315 | 39.7% | 0 |
| Net Income over Expenditure | (7,704) | 5,786 | (10,154) | (15,940) | | | | |
| 102 Football Pitches/Pavilion | | | | | | | | |
| 1300 Income - Pitches | 6,983 | 2,029 | 7,304 | 5,275 | | | 27.8% | |
| 1730 Income - Misc | 0 | 5,027 | 0 | (5,027) | | | 0.0% | |
| Football Pitches/Pavilion :- Income | 6,983 | 7,056 | 7,304 | 248 | | | 96.6% | 0 |
| 4010 Staff Training | 0 | 106 | 0 | (106) | | (106) | 0.0% | |
| 4020 Rates | 1,223 | 530 | 1,061 | 531 | | 531 | 50.0% | |
| 4021 Water & Sewerage Rates | 213 | 80 | 475 | 395 | | 395 | 16.8% | |
| 4022 Electricity | 1,736 | 808 | 2,626 | 1,818 | | 1,818 | 30.8% | |
| 4023 Gas | 1,120 | 705 | 1,912 | 1,207 | | 1,207 | 36.9% | |

10:08

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 4030 Cleaning Materials | 143 | 32 | 191 | 159 | | 159 | 16.8% | |
| 4032 Maintenance Contracts | 0 | 0 | 20 | 20 | | 20 | 0.0% | |
| 4033 Building Maintenance | 800 | 236 | 1,351 | 1,115 | | 1,115 | 17.4% | |
| 4041 Furniture/Equip Replacement | 2,425 | 146 | 2,552 | 2,406 | | 2,406 | 5.7% | |
| 4050 Security - Buildings | 215 | 125 | 366 | 241 | | 241 | 34.2% | |
| 4071 Fire Equipment Maint & Repair | 17 | 66 | 100 | 34 | | 34 | 66.0% | |
| 4072 Central Heating Contract & Mnt | 1,284 | 588 | 1,446 | 858 | | 858 | 40.7% | |
| 4176 Ground Maintenance | 1,600 | 979 | 1,932 | 953 | | 953 | 50.7% | |
| 4404 Insurance | 604 | 0 | 680 | 680 | | 680 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 11,115 | 0 | 10,691 | 10,691 | | 10,691 | 0.0% | |
| Football Pitches/Pavilion :- Indirect Expenditure | 22,496 | 4,400 | 25,403 | 21,003 | 0 | 21,003 | 17.3% | 0 |
| Net Income over Expenditure | (15,513) | 2,655 | (18,099) | (20,754) | | | | |
| 6000 plus Transfer from EMR | 3,181 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (12,331) | 2,655 | | | | | | |
| <u>104 Tennis Courts - Sunnyside Lane</u> | | | | | | | | |
| 1310 Income - Tennis Courts | 1,437 | 1,832 | 1,456 | (376) | | | 125.8% | |
| 1730 Income - Misc | 0 | 1,000 | 0 | (1,000) | | | 0.0% | |
| Tennis Courts - Sunnyside Lane :- Income | 1,437 | 2,833 | 1,456 | (1,377) | | | 194.5% | 0 |
| 4195 Nets | 0 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4197 Court Repairs | 3,389 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4432 Bank Charges | 0 | 0 | 9 | 9 | | 9 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 227 | 0 | 372 | 372 | | 372 | 0.0% | |
| Tennis Courts - Sunnyside Lane :- Indirect Expenditure | 3,616 | 0 | 794 | 794 | 0 | 794 | 0.0% | 0 |
| Net Income over Expenditure | (2,179) | 2,833 | 662 | (2,171) | | | | |
| 6000 plus Transfer from EMR | 3,286 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | 1,106 | 2,832 | | | | | | |
| <u>105 Kingsgate Park</u> | | | | | | | | |
| 1000 Income - Grants Received - Gov | 655 | 0 | 0 | 0 | | | 0.0% | |
| 1111 Income - Licenses | 8,188 | 8,300 | 8,516 | 216 | | | 97.5% | |
| Kingsgate Park :- Income | 8,843 | 8,300 | 8,516 | 216 | | | 97.5% | 0 |
| 4021 Water & Sewerage Rates | 429 | 278 | 1,126 | 848 | | 848 | 24.7% | |
| 4022 Electricity | 582 | 341 | 1,106 | 765 | | 765 | 30.8% | |
| 4033 Building Maintenance | 100 | 107 | 622 | 515 | | 515 | 17.1% | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4100 Repairs & Maintenance | 2,740 | 704 | 1,802 | 1,098 | 551 | 547 | 69.6% | |
| 4101 Fencing & Gates | 339 | 0 | 473 | 473 | | 473 | 0.0% | |
| 4102 Signs & Noticeboards | 508 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4104 Litter Bins | 1,432 | 1,765 | 1,500 | (265) | | (265) | 117.7% | |
| 4107 Seats | 99 | 0 | 1,400 | 1,400 | | 1,400 | 0.0% | |
| 4108 Lake Maintenance | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4130 Security - Parks | 724 | 383 | 1,040 | 657 | | 657 | 36.8% | |
| 4140 Toilets | 4,578 | 263 | 2,274 | 2,011 | | 2,011 | 11.6% | |
| 4150 Water Feature Maintenance | 3,179 | 13 | 500 | 487 | | 487 | 2.6% | |
| 4200 Tree/Bulb Planting | 4,400 | 1,758 | 8,500 | 6,742 | | 6,742 | 20.7% | |
| 4404 Insurance | 223 | 0 | 251 | 251 | | 251 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 24,393 | 0 | 27,853 | 27,853 | | 27,853 | 0.0% | |
| 4905 Loan Capital | 0 | 3,240 | 10,557 | 7,317 | | 7,317 | 30.7% | |
| 4910 Loan Interest Paid | 0 | 6,694 | 0 | (6,694) | | (6,694) | 0.0% | |
| Kingsgate Park :- Indirect Expenditure | 43,725 | 15,546 | 59,754 | 44,208 | 551 | 43,657 | 26.9% | 0 |
| Net Income over Expenditure | (34,882) | (7,246) | (51,238) | (43,992) | | | | |
| 6000 plus Transfer from EMR | 2,672 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (32,210) | (7,246) | | | | | | |
| <u>106 Brinsham Fields</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 888 | 923 | 1,000 | 77 | 244 | (167) | 116.7% | |
| 4101 Fencing & Gates | 147 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4102 Signs & Noticeboards | 238 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4104 Litter Bins | 536 | 1,453 | 1,000 | (453) | | (453) | 145.3% | |
| 4107 Seats | 1,310 | 0 | 400 | 400 | | 400 | 0.0% | |
| 4108 Lake Maintenance | 600 | 327 | 1,400 | 1,073 | | 1,073 | 23.4% | |
| 4130 Security - Parks | 197 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4200 Tree/Bulb Planting | 1,223 | 225 | 2,500 | 2,275 | | 2,275 | 9.0% | |
| 4760 Reallocat. Estates Staff Cost | 11,857 | 0 | 15,663 | 15,663 | | 15,663 | 0.0% | |
| Brinsham Fields :- Indirect Expenditure | 16,997 | 2,927 | 22,463 | 19,536 | 244 | 19,292 | 14.1% | 0 |
| Net Expenditure | (16,997) | (2,927) | (22,463) | (19,536) | | | | |
| <u>108 Abbotswood Centre</u> | | | | | | | | |
| 1730 Income - Misc | 1,049 | 0 | 0 | 0 | | | 0.0% | |
| Abbotswood Centre :- Income | 1,049 | 0 | 0 | 0 | | | | 0 |
| 4100 Repairs & Maintenance | 313 | 24 | 591 | 567 | 154 | 414 | 30.0% | |
| 4200 Tree/Bulb Planting | 211 | 0 | 400 | 400 | | 400 | 0.0% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 4404 Insurance | 112 | 0 | 126 | 126 | | 126 | 0.0% | |
| Abbotswood Centre :- Indirect Expenditure | 636 | 24 | 1,117 | 1,093 | 154 | 940 | 15.9% | 0 |
| Net Income over Expenditure | 413 | (24) | (1,117) | (1,093) | | | | |
| <u>109 YOSC</u> | | | | | | | | |
| 1110 Income - Leases | 0 | 0 | 52,900 | 52,900 | | | 0.0% | |
| 1502 Income - school income | 26,080 | 8,781 | 28,118 | 19,337 | | | 31.2% | |
| 1730 Income - Misc | 0 | 12,568 | 0 | (12,568) | | | 0.0% | |
| YOSC :- Income | 26,080 | 21,350 | 81,018 | 59,668 | | | 26.4% | 0 |
| 4062 Hockey pitch maintenance | 4,091 | 2,231 | 4,463 | 2,232 | | 2,232 | 50.0% | |
| 4115 Lighting | 400 | (1,118) | 278 | 1,396 | | 1,396 | (402.2%) | |
| 4200 Tree/Bulb Planting | 0 | 250 | 250 | 0 | | 0 | 100.0% | |
| 4250 Schools payment | 21,089 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4404 Insurance | 2,576 | 0 | 2,901 | 2,901 | | 2,901 | 0.0% | |
| 4406 Misc | 1,571 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4536 YOSC - SLA | 0 | 0 | 117,900 | 117,900 | | 117,900 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 509 | 0 | 704 | 704 | | 704 | 0.0% | |
| 4905 Loan Capital | 16,363 | 8,264 | 16,404 | 8,140 | | 8,140 | 50.4% | |
| 4910 Loan Interest Paid | 1,553 | 694 | 1,512 | 818 | | 818 | 45.9% | |
| YOSC :- Indirect Expenditure | 48,153 | 10,321 | 146,412 | 136,091 | 0 | 136,091 | 7.0% | 0 |
| Net Income over Expenditure | (22,073) | 11,029 | (65,394) | (76,423) | | | | |
| 6001 less Transfer to EMR | 10,964 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (33,037) | 11,029 | | | | | | |
| <u>111 PA - Eggshill Lane</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 325 | 237 | 901 | 664 | 66 | 598 | 33.6% | |
| 4113 Safety Surface | 530 | 675 | 507 | (168) | | (168) | 133.1% | |
| 4200 Tree/Bulb Planting | 79 | 125 | 200 | 75 | | 75 | 62.5% | |
| PA - Eggshill Lane :- Indirect Expenditure | 933 | 1,037 | 1,608 | 571 | 66 | 505 | 68.6% | 0 |
| Net Expenditure | (933) | (1,037) | (1,608) | (571) | | | | |
| <u>112 PA - Kingsgate Park Junior</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 395 | 1,014 | 901 | (113) | 33 | (146) | 116.2% | |
| 4113 Safety Surface | 441 | 590 | 394 | (196) | | (196) | 149.7% | |
| PA - Kingsgate Park Junior :- Indirect Expenditure | 836 | 1,604 | 1,295 | (309) | 33 | (342) | 126.4% | 0 |
| Net Expenditure | (836) | (1,604) | (1,295) | 309 | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>113 PA - Kingsgate Park Senior</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 234 | 1,004 | 901 | (103) | 33 | (135) | 115.0% | |
| 4113 Safety Surface | 685 | 830 | 788 | (42) | | (42) | 105.3% | |
| 4404 Insurance | 474 | 0 | 534 | 534 | | 534 | 0.0% | |
| PA - Kingsgate Park Senior :- Indirect Expenditure | 1,393 | 1,834 | 2,223 | 389 | 33 | 357 | 84.0% | 0 |
| Net Expenditure | (1,393) | (1,834) | (2,223) | (389) | | | | |
| <u>114 PA - Howard Lewis</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 953 | 535 | 901 | 366 | 309 | 56 | 93.7% | |
| 4113 Safety Surface | 550 | 690 | 507 | (183) | | (183) | 136.1% | |
| 4200 Tree/Bulb Planting | 0 | 150 | 500 | 350 | | 350 | 30.0% | |
| PA - Howard Lewis :- Indirect Expenditure | 1,503 | 1,375 | 1,908 | 533 | 309 | 223 | 88.3% | 0 |
| Net Expenditure | (1,503) | (1,375) | (1,908) | (533) | | | | |
| <u>115 PA - St Mary's Senior</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 1,139 | 171 | 1,618 | 1,447 | 33 | 1,414 | 12.6% | |
| 4113 Safety Surface | 395 | 540 | 338 | (202) | | (202) | 159.8% | |
| 4200 Tree/Bulb Planting | 125 | 75 | 200 | 125 | | 125 | 37.5% | |
| PA - St Mary's Senior :- Indirect Expenditure | 1,659 | 786 | 2,156 | 1,370 | 33 | 1,337 | 38.0% | 0 |
| Net Expenditure | (1,659) | (786) | (2,156) | (1,370) | | | | |
| <u>116 PA - St Mary's Junior</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 290 | 171 | 901 | 730 | 33 | 697 | 22.6% | |
| 4113 Safety Surface | 0 | 0 | 282 | 282 | | 282 | 0.0% | |
| PA - St Mary's Junior :- Indirect Expenditure | 290 | 171 | 1,183 | 1,012 | 33 | 979 | 17.2% | 0 |
| Net Expenditure | (290) | (171) | (1,183) | (1,012) | | | | |
| <u>117 PA - Tyndale Park</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 158 | 621 | 901 | 280 | 66 | 215 | 76.1% | |
| 4113 Safety Surface | 450 | 595 | 394 | (201) | | (201) | 151.0% | |
| 4130 Security - Parks | 197 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4200 Tree/Bulb Planting | 157 | 200 | 400 | 200 | | 200 | 50.0% | |
| PA - Tyndale Park :- Indirect Expenditure | 962 | 1,416 | 1,695 | 279 | 66 | 214 | 87.4% | 0 |
| Net Expenditure | (962) | (1,416) | (1,695) | (279) | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| <u>118 PA - Wellington Road</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 180 | 726 | 901 | 175 | 66 | 109 | 87.9% | |
| PA - Wellington Road :- Indirect Expenditure | 180 | 726 | 901 | 175 | 66 | 109 | 87.9% | 0 |
| Net Expenditure | (180) | (726) | (901) | (175) | | | | |
| <u>119 PA - Witches Hat</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 1,078 | 5,787 | 295 | (5,492) | 131 | (5,623) | 2006.1% | 5,500 |
| 4113 Safety Surface | 899 | 595 | 1,013 | 418 | | 418 | 58.7% | |
| 4130 Security - Parks | 197 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4200 Tree/Bulb Planting | 730 | 0 | 300 | 300 | | 300 | 0.0% | |
| PA - Witches Hat :- Indirect Expenditure | 2,904 | 6,382 | 1,608 | (4,774) | 131 | (4,905) | 405.0% | 5,500 |
| Net Expenditure | (2,904) | (6,382) | (1,608) | 4,774 | | | | |
| 6000 plus Transfer from EMR | 0 | 5,500 | | | | | | |
| Movement to/(from) Gen Reserve | (2,904) | (882) | | | | | | |
| <u>120 PA - Abbotswood</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 114 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4113 Safety Surface | 0 | 0 | 333 | 333 | | 333 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 4,891 | 0 | 0 | 0 | | 0 | 0.0% | |
| PA - Abbotswood :- Indirect Expenditure | 5,006 | 0 | 333 | 333 | 0 | 333 | 0.0% | 0 |
| Net Expenditure | (5,006) | 0 | (333) | (333) | | | | |
| <u>121 PA - Millside Playzone</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 1,497 | 520 | 1,428 | 908 | 66 | 843 | 41.0% | |
| 4113 Safety Surface | 555 | 700 | 535 | (165) | | (165) | 130.8% | |
| 4200 Tree/Bulb Planting | 393 | 175 | 500 | 325 | | 325 | 35.0% | |
| PA - Millside Playzone :- Indirect Expenditure | 2,445 | 1,395 | 2,463 | 1,068 | 66 | 1,003 | 59.3% | 0 |
| Net Expenditure | (2,445) | (1,395) | (2,463) | (1,068) | | | | |
| <u>122 PA - Lye Field</u> | | | | | | | | |
| 4100 Repairs & Maintenance | 102 | 0 | 901 | 901 | 66 | 836 | 7.3% | |
| PA - Lye Field :- Indirect Expenditure | 102 | 0 | 901 | 901 | 66 | 836 | 7.3% | 0 |
| Net Expenditure | (102) | 0 | (901) | (901) | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|-----------------|-------------------------|
| 123 PA - Peg Hill Skate Park | | | | | | | | |
| 4100 Repairs & Maintenance | 728 | 443 | 901 | 458 | 66 | 393 | 56.4% | |
| 4115 Lighting | 229 | 173 | 898 | 725 | 125 | 600 | 33.1% | |
| 4120 Vandalism | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4200 Tree/Bulb Planting | 0 | 275 | 600 | 325 | | 325 | 45.8% | |
| 4404 Insurance | 105 | 0 | 118 | 118 | | 118 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 7,932 | 0 | 0 | 0 | | 0 | 0.0% | |
| PA - Peg Hill Skate Park :- Indirect Expenditure | 8,994 | 890 | 3,017 | 2,127 | 191 | 1,936 | 35.8% | 0 |
| Net Expenditure | (8,994) | (890) | (3,017) | (2,127) | | | | |
| 124 PA - Yate West Kickabout | | | | | | | | |
| 4100 Repairs & Maintenance | 180 | 96 | 1,600 | 1,504 | 66 | 1,438 | 10.1% | |
| PA - Yate West Kickabout :- Indirect Expenditure | 180 | 96 | 1,600 | 1,504 | 66 | 1,438 | 10.1% | 0 |
| Net Expenditure | (180) | (96) | (1,600) | (1,504) | | | | |
| 125 PA - Longs Drive Playzone | | | | | | | | |
| 4100 Repairs & Maintenance | 6,665 | (6,185) | 901 | 7,086 | 66 | 7,021 | (679.2%) | |
| 4200 Tree/Bulb Planting | 0 | 0 | 450 | 450 | | 450 | 0.0% | |
| PA - Longs Drive Playzone :- Indirect Expenditure | 6,665 | (6,185) | 1,351 | 7,536 | 66 | 7,471 | (453.0%) | 0 |
| Net Expenditure | (6,665) | 6,185 | (1,351) | (7,536) | | | | |
| 126 PA - Brinsham Park | | | | | | | | |
| 4100 Repairs & Maintenance | 712 | 317 | 901 | 584 | 66 | 519 | 42.4% | |
| 4113 Safety Surface | 0 | 0 | 563 | 563 | | 563 | 0.0% | |
| PA - Brinsham Park :- Indirect Expenditure | 712 | 317 | 1,464 | 1,147 | 66 | 1,082 | 26.1% | 0 |
| Net Expenditure | (712) | (317) | (1,464) | (1,147) | | | | |
| 129 Play Areas | | | | | | | | |
| 4760 Reallocat. Estates Staff Cost | 40,537 | 0 | 73,259 | 73,259 | | 73,259 | 0.0% | |
| Play Areas :- Indirect Expenditure | 40,537 | 0 | 73,259 | 73,259 | 0 | 73,259 | 0.0% | 0 |
| Net Expenditure | (40,537) | 0 | (73,259) | (73,259) | | | | |
| 130 Open Spaces | | | | | | | | |
| 1400 Income - Open Spaces | 1,248 | 0 | 2,400 | 2,400 | | | 0.0% | |
| 1410 Income - Wayleaves | 120 | 187 | 120 | (67) | | | 155.9% | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 1730 Income - Misc | 2,659 | 848 | 0 | (848) | | | 0.0% | |
| Open Spaces :- Income | 4,027 | 1,035 | 2,520 | 1,485 | | | 41.1% | 0 |
| 4100 Repairs & Maintenance | 0 | 0 | 0 | 0 | 66 | (66) | 0.0% | |
| 4102 Signs & Noticeboards | 453 | 3,750 | 2,250 | (1,500) | | (1,500) | 166.7% | |
| 4104 Litter Bins | 2,005 | 1,280 | 1,000 | (280) | | (280) | 128.0% | |
| 4107 Seats | 126 | 212 | 600 | 388 | 533 | (145) | 124.2% | |
| 4160 Memorial Plaques | 1,924 | 833 | 0 | (833) | | (833) | 0.0% | |
| 4200 Tree/Bulb Planting | 1,161 | 1,900 | 5,500 | 3,600 | 200 | 3,400 | 38.2% | |
| 4201 Open Spaces Commons & Greens | 8,436 | 1,655 | 5,500 | 3,845 | 2,003 | 1,842 | 66.5% | |
| 4202 Green Waste | 360 | 524 | 550 | 26 | | 26 | 95.2% | |
| 4204 Refuse Collections | 2,225 | 1,184 | 2,139 | 955 | | 955 | 55.4% | |
| 4210 Streetscene & Highway Maint | 26,978 | 15,655 | 31,464 | 15,809 | | 15,809 | 49.8% | |
| 4212 Community Litter Picking | 440 | 0 | 650 | 650 | | 650 | 0.0% | |
| 4404 Insurance | 3 | 0 | 3 | 3 | | 3 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 38,436 | 0 | 48,881 | 48,881 | | 48,881 | 0.0% | |
| Open Spaces :- Indirect Expenditure | 82,547 | 26,992 | 98,537 | 71,545 | 2,802 | 68,744 | 30.2% | 0 |
| Net Income over Expenditure | (78,520) | (25,957) | (96,017) | (70,060) | | | | |
| 6000 plus Transfer from EMR | 450 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (78,070) | (25,957) | | | | | | |
| <u>160 Estates Staff</u> | | | | | | | | |
| 1730 Income - Misc | 0 | 500 | 0 | (500) | | | 0.0% | |
| Estates Staff :- Income | 0 | 500 | 0 | (500) | | | | 0 |
| 4000 Salaries | 228,186 | 85,074 | 277,604 | 192,530 | | 192,530 | 30.6% | |
| 4001 Employers NIC | 18,319 | 6,419 | 23,262 | 16,843 | | 16,843 | 27.6% | |
| 4002 Employers Superannuation | 39,797 | 14,908 | 48,581 | 33,673 | | 33,673 | 30.7% | |
| 4004 Travel Expenses | 65 | 117 | 800 | 683 | | 683 | 14.6% | |
| 4010 Staff Training | 2,582 | 130 | 4,650 | 4,520 | | 4,520 | 2.8% | |
| 4406 Misc | 193 | 67 | 169 | 102 | | 102 | 39.6% | |
| 4700 H & S Train/cloth/pub/equip | 2,731 | 1,150 | 3,800 | 2,650 | | 2,650 | 30.3% | |
| 4760 Reallocat. Estates Staff Cost | (175,143) | 0 | (209,805) | (209,805) | | (209,805) | 0.0% | |
| Estates Staff :- Indirect Expenditure | 116,731 | 107,865 | 149,061 | 41,196 | 0 | 41,196 | 72.4% | 0 |
| Net Income over Expenditure | (116,731) | (107,365) | (149,061) | (41,696) | | | | |
| <u>170 Est Crewcab Tipper WA66EDX</u> | | | | | | | | |
| 1700 Income - Insurance | 0 | 75 | 0 | (75) | | | 0.0% | |
| Est Crewcab Tipper WA66EDX :- Income | 0 | 75 | 0 | (75) | | | | 0 |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4300 Lease Payments | 4,371 | 3,088 | 9,000 | 5,912 | | 5,912 | 34.3% | |
| 4301 Vehicle Maintenance & Repairs | 491 | 464 | 900 | 437 | | 437 | 51.5% | |
| 4302 Fuel | 2,592 | 974 | 0 | (974) | | (974) | 0.0% | |
| 4303 Tax & Insurance | 356 | 0 | 458 | 458 | | 458 | 0.0% | |
| Est Crewcab Tipper WA66EDX :- Indirect Expenditure | 7,810 | 4,525 | 10,358 | 5,833 | 0 | 5,833 | 43.7% | 0 |
| Net Income over Expenditure | (7,810) | (4,450) | (10,358) | (5,908) | | | | |
| 171 Est Kangoo Bus Van WN71SZG | | | | | | | | |
| 4300 Lease Payments | 6,388 | 2,662 | 3,888 | 1,226 | | 1,226 | 68.5% | |
| 4301 Vehicle Maintenance & Repairs | 117 | 0 | 338 | 338 | | 338 | 0.0% | |
| 4303 Tax & Insurance | 712 | 90 | 458 | 368 | | 368 | 19.7% | |
| Est Kangoo Bus Van WN71SZG :- Indirect Expenditure | 7,217 | 2,752 | 4,684 | 1,932 | 0 | 1,932 | 58.7% | 0 |
| Net Expenditure | (7,217) | (2,752) | (4,684) | (1,932) | | | | |
| 172 Est Tractor J418 ODG | | | | | | | | |
| 4301 Vehicle Maintenance & Repairs | 3,227 | 1,458 | 959 | (499) | 172 | (671) | 170.0% | |
| 4302 Fuel | 730 | 420 | 676 | 256 | | 256 | 62.1% | |
| 4303 Tax & Insurance | 356 | 0 | 458 | 458 | | 458 | 0.0% | |
| Est Tractor J418 ODG :- Indirect Expenditure | 4,313 | 1,878 | 2,093 | 215 | 172 | 43 | 98.0% | 0 |
| Net Expenditure | (4,313) | (1,878) | (2,093) | (215) | | | | |
| 173 Est Kubota Mower Y434 HEU | | | | | | | | |
| 4300 Lease Payments | 105 | 105 | 105 | 0 | | 0 | 99.7% | |
| 4301 Vehicle Maintenance & Repairs | 1,912 | 124 | 1,000 | 876 | 589 | 287 | 71.3% | |
| 4302 Fuel | 530 | 420 | 225 | (195) | | (195) | 186.7% | |
| 4303 Tax & Insurance | 356 | 0 | 458 | 458 | | 458 | 0.0% | |
| Est Kubota Mower Y434 HEU :- Indirect Expenditure | 2,903 | 649 | 1,788 | 1,139 | 589 | 550 | 69.2% | 0 |
| Net Expenditure | (2,903) | (649) | (1,788) | (1,139) | | | | |
| 174 Est Renault Kangoo BT18 DZL | | | | | | | | |
| 4300 Lease Payments | 3,186 | 1,593 | 6,000 | 4,407 | | 4,407 | 26.6% | |
| 4301 Vehicle Maintenance & Repairs | 4 | 109 | 500 | 391 | | 391 | 21.8% | |
| 4303 Tax & Insurance | 356 | 0 | 458 | 458 | | 458 | 0.0% | |
| Est Renault Kangoo BT18 DZL :- Indirect Expenditure | 3,546 | 1,702 | 6,958 | 5,256 | 0 | 5,256 | 24.5% | 0 |
| Net Expenditure | (3,546) | (1,702) | (6,958) | (5,256) | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 176 Estates Equipment | | | | | | | | |
| 4302 Fuel | 520 | 271 | 788 | 517 | | 517 | 34.4% | |
| 4320 Repair & Renewal | 1,546 | 724 | 788 | 64 | 1 | 63 | 92.0% | |
| 4321 Hire of Equipment | 1,810 | 890 | 775 | (115) | | (115) | 114.8% | |
| 4322 New Equipment | 2,123 | 1,039 | 1,000 | (39) | | (39) | 103.9% | |
| 4404 Insurance | 339 | 0 | 382 | 382 | | 382 | 0.0% | |
| Estates Equipment :- Indirect Expenditure | 6,338 | 2,924 | 3,733 | 809 | 1 | 808 | 78.4% | 0 |
| Net Expenditure | (6,338) | (2,924) | (3,733) | (809) | | | | |
| 177 Est Batwing Mower (KP) WX15KKC | | | | | | | | |
| 4300 Lease Payments | 9,868 | 5,942 | 10,610 | 4,668 | | 4,668 | 56.0% | |
| 4301 Vehicle Maintenance & Repairs | 1,566 | 531 | 1,500 | 969 | | 969 | 35.4% | |
| 4302 Fuel | 2,106 | 1,089 | 4,220 | 3,131 | | 3,131 | 25.8% | |
| 4303 Tax & Insurance | 356 | 0 | 458 | 458 | | 458 | 0.0% | |
| 4322 New Equipment | 0 | 8 | 0 | (8) | | (8) | 0.0% | |
| Est Batwing Mower (KP) WX15KKC :- Indirect Expenditure | 13,896 | 7,571 | 16,788 | 9,217 | 0 | 9,217 | 45.1% | 0 |
| Net Expenditure | (13,896) | (7,571) | (16,788) | (9,217) | | | | |
| 178 Estates Ranger Pickup EF18 XBM | | | | | | | | |
| 4300 Lease Payments | 4,020 | 1,675 | 4,020 | 2,345 | | 2,345 | 41.7% | |
| 4301 Vehicle Maintenance & Repairs | 562 | 0 | 563 | 563 | | 563 | 0.0% | |
| 4302 Fuel | 1,498 | 468 | 2,139 | 1,671 | | 1,671 | 21.9% | |
| 4303 Tax & Insurance | 388 | 62 | 473 | 411 | | 411 | 13.1% | |
| Estates Ranger Pickup EF18 XBM :- Indirect Expenditure | 6,468 | 2,205 | 7,195 | 4,990 | 0 | 4,990 | 30.6% | 0 |
| Net Expenditure | (6,468) | (2,205) | (7,195) | (4,990) | | | | |
| 180 Transport Initiatives | | | | | | | | |
| 1700 Income - Insurance | 3,765 | 0 | 0 | 0 | | | 0.0% | |
| Transport Initiatives :- Income | 3,765 | 0 | 0 | 0 | | | | 0 |
| 4342 TI - Bus Shelter Repairs | 3,865 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4404 Insurance | 178 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 755 | 0 | 890 | 890 | | 890 | 0.0% | |
| Transport Initiatives :- Indirect Expenditure | 4,798 | 0 | 1,590 | 1,590 | 0 | 1,590 | | 0 |
| Net Income over Expenditure | (1,033) | 0 | (1,590) | (1,590) | | | | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|-------------|-------------------------|
| 501 Democratic Representation | | | | | | | | |
| 4004 Travel Expenses | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4406 Misc | 18 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4450 Conference Fees | 256 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4451 Members Training | 120 | 120 | 563 | 443 | 40 | 403 | 28.4% | |
| 4590 Elections | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| Democratic Representation :- Indirect Expenditure | 394 | 120 | 11,476 | 11,356 | 40 | 11,316 | 1.4% | 0 |
| Net Expenditure | (394) | (120) | (11,476) | (11,356) | | | | |
| 6001 less Transfer to EMR | 16,014 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (16,408) | (120) | | | | | | |
| 502 Civic Expenses | | | | | | | | |
| 1730 Income - Misc | 260 | 0 | 0 | 0 | | | 0.0% | |
| Civic Expenses :- Income | 260 | 0 | 0 | 0 | | | | 0 |
| 4404 Insurance | 15 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4550 Chairman's Allowance | 1,097 | 147 | 1,154 | 1,007 | 50 | 957 | 17.1% | |
| 4551 Civic Regalia/Robes | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4552 Travel | 0 | 0 | 591 | 591 | | 591 | 0.0% | |
| 4555 Postage/Printing/Misc | 344 | 0 | 602 | 602 | | 602 | 0.0% | |
| 4557 Gifts & Donations | 0 | 0 | 56 | 56 | | 56 | 0.0% | |
| 4560 Civic Services | 1,162 | 102 | 2,200 | 2,098 | | 2,098 | 4.6% | |
| Civic Expenses :- Indirect Expenditure | 2,618 | 249 | 5,103 | 4,854 | 50 | 4,804 | 5.9% | 0 |
| Net Income over Expenditure | (2,358) | (249) | (5,103) | (4,854) | | | | |
| 6000 plus Transfer from EMR | 94 | 0 | | | | | | |
| 6001 less Transfer to EMR | 525 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (2,789) | (249) | | | | | | |
| 505 Adjustment to Reserves | | | | | | | | |
| 4410 IT | 0 | 0 | 0 | 0 | 1,032 | (1,032) | 0.0% | |
| Adjustment to Reserves :- Indirect Expenditure | 0 | 0 | 0 | 0 | 1,032 | (1,032) | | 0 |
| Net Expenditure | 0 | 0 | 0 | 0 | | | | |
| 508 Service Support | | | | | | | | |
| 1076 Income - Precept | 1,539,994 | 1,668,251 | 1,668,251 | 0 | | | 100.0% | |
| 1090 Income - Bank Interest | 19,005 | 18,677 | 8,000 | (10,677) | | | 233.5% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 1730 Income - Misc | 500 | 323 | 0 | (323) | | | 0.0% | |
| Service Support :- Income | 1,559,499 | 1,687,251 | 1,676,251 | (11,000) | | | 100.7% | 0 |
| 4000 Salaries | 271,728 | 95,409 | 304,433 | 209,024 | | 209,024 | 31.3% | |
| 4001 Employers NIC | 21,858 | 5,166 | 26,942 | 21,776 | | 21,776 | 19.2% | |
| 4002 Employers Superannuation | 47,785 | 16,697 | 53,276 | 36,579 | | 36,579 | 31.3% | |
| 4003 Staff Equipment | 1,059 | 612 | 4,700 | 4,088 | 24 | 4,064 | 13.5% | |
| 4004 Travel Expenses | 0 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4010 Staff Training | 2,074 | 971 | 5,330 | 4,359 | | 4,359 | 18.2% | |
| 4400 Telephone & Fax | 3,000 | 1,446 | 2,928 | 1,482 | | 1,482 | 49.4% | |
| 4401 Postage | 364 | 45 | 901 | 856 | | 856 | 5.0% | |
| 4402 Stationery | 1,224 | 353 | 1,182 | 829 | | 829 | 29.8% | |
| 4403 Subscriptions | 3,815 | 3,708 | 4,468 | 760 | | 760 | 83.0% | |
| 4404 Insurance | 5,828 | 21,641 | 13,200 | (8,441) | | (8,441) | 163.9% | |
| 4406 Misc | 141 | 27 | 225 | 198 | | 198 | 12.2% | |
| 4408 Publications | 52 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4410 IT | 18,958 | 18,966 | 28,150 | 9,184 | 1,887 | 7,298 | 74.1% | |
| 4411 Advertising | 1,680 | 1,260 | 2,027 | 767 | | 767 | 62.2% | |
| 4415 Photocopy Costs | 2,465 | 1,218 | 2,643 | 1,425 | | 1,425 | 46.1% | |
| 4420 Equipment Maintenance | 372 | 35 | 233 | 198 | | 198 | 15.0% | |
| 4425 Legal Expenses | 3,750 | 12,520 | 6,481 | (6,039) | | (6,039) | 193.2% | 5,563 |
| 4432 Bank Charges | 1,556 | 749 | 1,723 | 974 | | 974 | 43.5% | |
| 4764 Payroll Bureau & HR | 3,152 | 788 | 4,054 | 3,267 | | 3,267 | 19.4% | |
| 4765 Consultancy Fees | 5,495 | 900 | 5,517 | 4,617 | | 4,617 | 16.3% | |
| 4780 Audit Fees | 3,100 | 899 | 3,153 | 2,254 | | 2,254 | 28.5% | |
| Service Support :- Indirect Expenditure | 399,455 | 183,408 | 471,679 | 288,271 | 1,911 | 286,360 | 39.3% | 5,563 |
| Net Income over Expenditure | 1,160,044 | 1,503,842 | 1,204,572 | (299,270) | | | | |
| 6000 plus Transfer from EMR | 0 | 5,563 | | | | | | |
| Movement to/(from) Gen Reserve | 1,160,044 | 1,509,405 | | | | | | |
| <u>510 Grants</u> | | | | | | | | |
| 4501 Grants - Under Specific Powers | 11,128 | 1,690 | 9,500 | 7,810 | | 7,810 | 17.8% | |
| 4510 SLA - Citizens Advice Bureau | 11,535 | 15,384 | 15,384 | 0 | | 0 | 100.0% | |
| Grants :- Indirect Expenditure | 22,663 | 17,074 | 24,884 | 7,810 | 0 | 7,810 | 68.6% | 0 |
| Net Expenditure | (22,663) | (17,074) | (24,884) | (7,810) | | | | |
| 6000 plus Transfer from EMR | 2,404 | 0 | | | | | | |
| 6001 less Transfer to EMR | 227 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (20,486) | (17,074) | | | | | | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 512 Community Support | | | | | | | | |
| 1431 Income - Serv Jnt & Other Cmts | 800 | 0 | 0 | 0 | | | 0.0% | |
| 1435 Income - Yate Urbie | 5,451 | 2,728 | 4,368 | 1,640 | | | 62.4% | |
| 1501 Income - Easter Egg Event | 493 | 965 | 400 | (565) | | | 241.3% | |
| 1505 Income - Music Festival | 2,305 | 3,805 | 2,500 | (1,305) | | | 152.2% | |
| 1730 Income - Misc | 0 | 360 | 0 | (360) | | | 0.0% | |
| Community Support :- Income | 9,049 | 7,858 | 7,268 | (590) | | | 108.1% | 0 |
| 4000 Salaries | 67,026 | 20,008 | 79,802 | 59,794 | | 59,794 | 25.1% | |
| 4001 Employers NIC | 5,604 | 1,526 | 7,246 | 5,720 | | 5,720 | 21.1% | |
| 4002 Employers Superannuation | 11,893 | 3,860 | 13,966 | 10,106 | | 10,106 | 27.6% | |
| 4505 Funding Agreement - FF4F | 0 | 0 | 4,500 | 4,500 | | 4,500 | 0.0% | |
| 4506 SLA - Off the Record | 4,500 | 4,500 | 4,500 | 0 | | 0 | 100.0% | |
| 4508 Yate Men's Shed | 2,517 | 2,834 | 2,834 | (0) | | (0) | 100.0% | |
| 4512 Yate Outreach Work | 58,644 | (2,740) | 70,000 | 72,740 | | 72,740 | (3.9%) | |
| 4513 Yate Urbie | 3,031 | 923 | 3,000 | 2,077 | | 2,077 | 30.8% | |
| 4537 Kingsgate Park Music festival | 15,105 | 14,219 | 17,500 | 3,281 | | 3,281 | 81.2% | |
| 4540 Easter Egg Event | 543 | 783 | 750 | (33) | | (33) | 104.4% | |
| 4542 Brinsham Park Event | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4543 Christmas Events | 3,903 | 3,417 | 11,300 | 7,883 | | 7,883 | 30.2% | |
| 4544 Fair Trade Events | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4545 Volunteers Training | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4596 Yate Community Plan | 765 | 0 | 788 | 788 | | 788 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 919 | 0 | 0 | 0 | | 0 | 0.0% | |
| Community Support :- Indirect Expenditure | 174,450 | 49,330 | 217,636 | 168,306 | 0 | 168,306 | 22.7% | 0 |
| Net Income over Expenditure | (165,401) | (41,472) | (210,368) | (168,896) | | | | |
| 6000 plus Transfer from EMR | 1,500 | 0 | | | | | | |
| 6001 less Transfer to EMR | 11,356 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (175,257) | (41,472) | | | | | | |
| 550 Heritage Centre | | | | | | | | |
| 1000 Income - Grants Received - Gov | 3,300 | 2,800 | 0 | (2,800) | | | 0.0% | |
| 1100 Income - Lettings | 20 | 28 | 0 | (28) | | | 0.0% | |
| 1730 Income - Misc | 10,960 | 5,593 | 0 | (5,593) | | | 0.0% | 5,593 |
| Heritage Centre :- Income | 14,281 | 8,421 | 0 | (8,421) | | | | 5,593 |
| 4000 Salaries | 40,654 | 13,553 | 45,328 | 31,775 | | 31,775 | 29.9% | |
| 4001 Employers NIC | 3,715 | 1,179 | 4,147 | 2,968 | | 2,968 | 28.4% | |
| 4002 Employers Superannuation | 7,114 | 2,372 | 7,933 | 5,561 | | 5,561 | 29.9% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4003 Staff Equipment | 230 | 0 | 338 | 338 | | 338 | 0.0% | |
| 4004 Travel Expenses | 0 | 0 | 56 | 56 | | 56 | 0.0% | |
| 4010 Staff Training | 159 | 0 | 410 | 410 | | 410 | 0.0% | |
| 4020 Rates | 661 | 0 | 1 | 1 | | 1 | 0.0% | |
| 4021 Water & Sewerage Rates | 201 | 112 | 338 | 226 | | 226 | 33.2% | |
| 4022 Electricity | 1,322 | 668 | 1,475 | 807 | | 807 | 45.3% | |
| 4023 Gas | 447 | 409 | 1,612 | 1,203 | | 1,203 | 25.3% | |
| 4030 Cleaning Materials | 115 | 40 | 169 | 129 | | 129 | 23.6% | |
| 4031 Cleaning Contract | 2,372 | 800 | 2,727 | 1,927 | | 1,927 | 29.3% | |
| 4032 Maintenance Contracts | 287 | 14 | 220 | 206 | | 206 | 6.6% | |
| 4033 Building Maintenance | 1,841 | 527 | 1,327 | 800 | | 800 | 39.7% | |
| 4040 Furniture/Equip Replacement | 0 | 450 | 0 | (450) | | (450) | 0.0% | |
| 4041 Furniture/Equip Replacement | 40 | 21 | 225 | 204 | 38 | 166 | 26.1% | |
| 4050 Security - Buildings | 1,807 | 1,477 | 1,942 | 465 | | 465 | 76.1% | |
| 4060 Grounds & Car Park Maint | 455 | 190 | 200 | 10 | | 10 | 95.0% | |
| 4071 Fire Equipment Maint & Repair | 41 | 41 | 100 | 60 | | 60 | 40.5% | |
| 4072 Central Heating Contract & Mnt | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4404 Insurance | 355 | 0 | 399 | 399 | | 399 | 0.0% | |
| 4406 Misc | 26 | 26 | 29 | 3 | | 3 | 89.7% | |
| 4407 Communication | 1,049 | 354 | 1,126 | 772 | | 772 | 31.4% | |
| 4410 IT | 2,838 | 1,032 | 3,941 | 2,909 | 1,102 | 1,807 | 54.1% | |
| 4413 Licences | 526 | 0 | 484 | 484 | | 484 | 0.0% | |
| 4420 Equipment Maintenance | 0 | 0 | 225 | 225 | | 225 | 0.0% | |
| 4652 Storage | 1,747 | 0 | 1,930 | 1,930 | | 1,930 | 0.0% | |
| 4653 Exhibitions/Events & Yth Equip | 2,500 | 2,500 | 2,500 | 0 | | 0 | 100.0% | |
| 4760 Reallocat. Estates Staff Cost | 1,506 | 0 | 2,174 | 2,174 | | 2,174 | 0.0% | |
| 4905 Loan Capital | 15,666 | 8,150 | 15,666 | 7,516 | | 7,516 | 52.0% | |
| 4910 Loan Interest Paid | 2,458 | 912 | 2,458 | 1,546 | | 1,546 | 37.1% | |
| Heritage Centre :- Indirect Expenditure | 90,131 | 34,826 | 99,980 | 65,154 | 1,140 | 64,015 | 36.0% | 0 |
| Net Income over Expenditure | (75,850) | (26,404) | (99,980) | (73,576) | | | | |
| 6000 plus Transfer from EMR | 273 | 0 | | | | | | |
| 6001 less Transfer to EMR | 10,960 | 5,593 | | | | | | |
| Movement to/(from) Gen Reserve | (86,538) | (31,997) | | | | | | |
| <u>551 Parish Hall</u> | | | | | | | | |
| 1100 Income - Lettings | 15,616 | 8,759 | 15,912 | 7,154 | | | 55.0% | |
| 1110 Income - Leases | 2,517 | 2,834 | 2,834 | (0) | | | 100.0% | |
| 1120 Income - Rent | 130 | 65 | 130 | 65 | | | 50.0% | |
| Parish Hall :- Income | 18,263 | 11,658 | 18,876 | 7,218 | | | 61.8% | 0 |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4020 Rates | 3,094 | 1,346 | 2,246 | 901 | | 901 | 59.9% | |
| 4022 Electricity | 590 | 379 | 1,059 | 680 | | 680 | 35.8% | |
| 4023 Gas | 1,576 | 575 | 3,320 | 2,745 | | 2,745 | 17.3% | |
| 4030 Cleaning Materials | 415 | 217 | 535 | 318 | | 318 | 40.6% | |
| 4031 Cleaning Contract | 3,177 | 1,115 | 3,660 | 2,545 | | 2,545 | 30.5% | |
| 4032 Maintenance Contracts | 70 | 58 | 79 | 21 | | 21 | 73.3% | |
| 4033 Building Maintenance | 2,801 | 801 | 2,537 | 1,736 | | 1,736 | 31.6% | |
| 4041 Furniture/Equip Replacement | 935 | 793 | 200 | (593) | 38 | (630) | 415.1% | |
| 4060 Grounds & Car Park Maint | 97 | 68 | 100 | 32 | | 32 | 68.3% | |
| 4071 Fire Equipment Maint & Repair | 464 | 117 | 350 | 233 | | 233 | 33.4% | |
| 4072 Central Heating Contract & Mnt | 122 | 125 | 137 | 12 | | 12 | 91.1% | |
| 4404 Insurance | 378 | 0 | 426 | 426 | | 426 | 0.0% | |
| 4410 IT | 614 | 282 | 640 | 358 | | 358 | 44.1% | |
| 4413 Licences | 305 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 4,784 | 0 | 2,649 | 2,649 | | 2,649 | 0.0% | |
| Parish Hall :- Indirect Expenditure | 19,423 | 5,875 | 18,051 | 12,176 | 38 | 12,139 | 32.8% | 0 |
| Net Income over Expenditure | (1,160) | 5,783 | 825 | (4,958) | | | | |
| <u>552 Pop Inn Cafe</u> | | | | | | | | |
| 1000 Income - Grants Received - Gov | 1,620 | 0 | 0 | 0 | | | 0.0% | |
| 1010 Income - Grants Received - Oth | 1,264 | 0 | 0 | 0 | | | 0.0% | |
| 1100 Income - Lettings | 3,391 | 2,395 | 3,200 | 805 | | | 74.8% | |
| 1550 Income - Kitchen Sales | 16,387 | 10,181 | 15,764 | 5,583 | | | 64.6% | |
| Pop Inn Cafe :- Income | 22,662 | 12,576 | 18,964 | 6,388 | | | 66.3% | 0 |
| 3000 Kitchen Stock for Resale | 5,506 | 2,659 | 4,504 | 1,845 | | 1,845 | 59.0% | |
| 4000 Salaries | 9,685 | 0 | 11,029 | 11,029 | | 11,029 | 0.0% | |
| 4001 Employers NIC | 872 | 0 | 1,013 | 1,013 | | 1,013 | 0.0% | |
| 4002 Employers Superannuation | 1,695 | 0 | 1,930 | 1,930 | | 1,930 | 0.0% | |
| 4003 Staff Equipment | 0 | 0 | 90 | 90 | | 90 | 0.0% | |
| 4010 Staff Training | 0 | 0 | 25 | 25 | | 25 | 0.0% | |
| 4020 Rates | 4,940 | 3,111 | 5,614 | 2,503 | | 2,503 | 55.4% | |
| 4022 Electricity | 1,099 | 642 | 1,599 | 957 | | 957 | 40.2% | |
| 4023 Gas | 762 | 370 | 1,480 | 1,110 | | 1,110 | 25.0% | |
| 4030 Cleaning Materials | 276 | 244 | 225 | (19) | | (19) | 108.5% | |
| 4031 Cleaning Contract | 4,846 | 2,037 | 5,112 | 3,075 | | 3,075 | 39.8% | |
| 4032 Maintenance Contracts | 1,921 | 495 | 1,607 | 1,112 | | 1,112 | 30.8% | |
| 4033 Building Maintenance | 1,338 | 496 | 1,021 | 525 | 165 | 360 | 64.7% | |
| 4040 Furniture/Equip Replacement | 450 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4041 Furniture/Equip Replacement | 898 | 6 | 225 | 219 | | 219 | 2.6% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4060 Grounds & Car Park Maint | 41 | 208 | 169 | (39) | | (39) | 123.3% | |
| 4071 Fire Equipment Maint & Repair | 41 | 171 | 100 | (71) | | (71) | 170.9% | |
| 4072 Central Heating Contract & Mnt | 122 | 125 | 138 | 13 | | 13 | 90.5% | |
| 4400 Telephone & Fax | 568 | 285 | 676 | 391 | | 391 | 42.1% | |
| 4401 Postage | 13 | 0 | 28 | 28 | | 28 | 0.0% | |
| 4402 Stationery | 1 | 2 | 28 | 26 | | 26 | 8.9% | |
| 4403 Subscriptions | 167 | 120 | 569 | 449 | | 449 | 21.1% | |
| 4404 Insurance | 460 | 0 | 518 | 518 | | 518 | 0.0% | |
| 4406 Misc | 0 | 0 | 56 | 56 | | 56 | 0.0% | |
| 4411 Advertising | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| 4413 Licences | 127 | 0 | 158 | 158 | | 158 | 0.0% | |
| 4415 Photocopy Costs | 0 | 0 | 28 | 28 | | 28 | 0.0% | |
| 4432 Bank Charges | 62 | 45 | 56 | 11 | | 11 | 80.7% | |
| 4760 Reallocat. Estates Staff Cost | 1,076 | 0 | 2,218 | 2,218 | | 2,218 | 0.0% | |
| Pop Inn Cafe :- Indirect Expenditure | 36,963 | 11,016 | 40,616 | 29,600 | 165 | 29,435 | 27.5% | 0 |
| Net Income over Expenditure | (14,301) | 1,560 | (21,652) | (23,212) | | | | |
| 6001 less Transfer to EMR | 1,120 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (15,421) | 1,560 | | | | | | |
| <u>553 Poole Court</u> | | | | | | | | |
| 1000 Income - Grants Received - Gov | 500 | 0 | 0 | 0 | | | 0.0% | |
| 1010 Income - Grants Received - Oth | 500 | 0 | 0 | 0 | | | 0.0% | |
| 1100 Income - Lettings | 33,574 | 17,966 | 36,400 | 18,434 | | | 49.4% | |
| 1110 Income - Leases | 12,751 | 11,716 | 12,267 | 551 | | | 95.5% | |
| 1201 Income - Tea/Coffee/Biscuit | 202 | 27 | 153 | 126 | | | 17.6% | |
| 1210 Income - OHP/VD/FLP | 855 | 142 | 688 | 546 | | | 20.7% | |
| Poole Court :- Income | 48,382 | 29,851 | 49,508 | 19,657 | | | 60.3% | 0 |
| 3000 Kitchen Stock for Resale | 97 | 82 | 113 | 31 | | 31 | 72.7% | |
| 4000 Salaries | 21,336 | 7,245 | 22,608 | 15,363 | | 15,363 | 32.0% | |
| 4001 Employers NIC | 1,765 | 581 | 1,865 | 1,284 | | 1,284 | 31.2% | |
| 4002 Employers Superannuation | 3,734 | 1,268 | 3,957 | 2,689 | | 2,689 | 32.0% | |
| 4003 Staff Equipment | 20 | 0 | 563 | 563 | | 563 | 0.0% | |
| 4010 Staff Training | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 4020 Rates | 26,447 | 17,548 | 30,068 | 12,520 | | 12,520 | 58.4% | |
| 4021 Water & Sewerage Rates | 870 | 447 | 1,126 | 679 | | 679 | 39.7% | |
| 4022 Electricity | 4,777 | 3,076 | 8,866 | 5,790 | | 5,790 | 34.7% | |
| 4023 Gas | 5,807 | 2,161 | 11,480 | 9,319 | | 9,319 | 18.8% | |
| 4030 Cleaning Materials | 653 | 224 | 619 | 395 | 59 | 336 | 45.7% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4031 Cleaning Contract | 2,280 | 400 | 3,243 | 2,843 | 1,880 | 963 | 70.3% | |
| 4032 Maintenance Contracts | 1,206 | 1,145 | 1,408 | 263 | | 263 | 81.3% | |
| 4033 Building Maintenance | 5,159 | 2,258 | 6,170 | 3,912 | 200 | 3,712 | 39.8% | |
| 4040 Furniture/Equip Replacement | 758 | 0 | 0 | (0) | 86 | (86) | 0.0% | |
| 4041 Furniture/Equip Replacement | 0 | 229 | 1,126 | 897 | | 897 | 20.4% | |
| 4050 Security - Buildings | 1,883 | 1,208 | 1,914 | 706 | | 706 | 63.1% | |
| 4060 Grounds & Car Park Maint | 500 | 238 | 1,000 | 762 | | 762 | 23.8% | |
| 4070 Lift Maintenance & Repair | 3,335 | 3,356 | 3,804 | 448 | | 448 | 88.2% | |
| 4071 Fire Equipment Maint & Repair | 101 | 158 | 700 | 542 | (97) | 639 | 8.7% | |
| 4072 Central Heating Contract & Mnt | 403 | 474 | 454 | (20) | | (20) | 104.4% | |
| 4404 Insurance | 1,980 | 0 | 2,229 | 2,229 | | 2,229 | 0.0% | |
| 4432 Bank Charges | 20 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 7,965 | 0 | 8,335 | 8,335 | | 8,335 | 0.0% | |
| Poole Court :- Indirect Expenditure | 91,093 | 42,099 | 111,861 | 69,762 | 2,127 | 67,635 | 39.5% | 0 |
| Net Income over Expenditure | (42,711) | (12,247) | (62,353) | (50,106) | | | | |
| 6000 plus Transfer from EMR | 133 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (42,579) | (12,247) | | | | | | |
| 554 Armadillo | | | | | | | | |
| 1000 Income - Grants Received - Gov | 1,000 | 0 | 0 | 0 | | | 0.0% | |
| 1010 Income - Grants Received - Oth | 2,937 | 500 | 0 | (500) | | | 0.0% | |
| 1100 Income - Lettings | 20,723 | 9,844 | 24,772 | 14,928 | | | 39.7% | |
| 1104 Income - Cinema | 4,883 | 1,547 | 5,630 | 4,083 | | | 27.5% | |
| 1105 Income - Pool Table | 152 | 38 | 100 | 62 | | | 38.0% | |
| 1550 Income - Kitchen Sales | 43,950 | 19,030 | 46,166 | 27,136 | | | 41.2% | |
| 1730 Income - Misc | 0 | 130 | 0 | (130) | | | 0.0% | |
| Armadillo :- Income | 73,644 | 31,089 | 76,668 | 45,579 | | | 40.5% | 0 |
| 3000 Kitchen Stock for Resale | 21,529 | 9,272 | 20,268 | 10,996 | | 10,996 | 45.7% | |
| 4000 Salaries | 168,315 | 56,732 | 85,440 | 28,708 | | 28,708 | 66.4% | |
| 4001 Employers NIC | 3,651 | 2,628 | 9,253 | 6,625 | | 6,625 | 28.4% | |
| 4002 Employers Superannuation | 25,789 | 8,518 | 30,702 | 22,184 | | 22,184 | 27.7% | |
| 4003 Staff Equipment | 278 | 464 | 500 | 36 | | 36 | 92.9% | |
| 4004 Travel Expenses | 0 | 7 | 0 | (7) | | (7) | 0.0% | |
| 4010 Staff Training | 1,148 | 1,073 | 1,575 | 502 | | 502 | 68.2% | |
| 4020 Rates | 18,588 | 12,824 | 21,457 | 8,633 | | 8,633 | 59.8% | |
| 4021 Water & Sewerage Rates | 2,086 | 797 | 1,606 | 810 | | 810 | 49.6% | |
| 4022 Electricity | 7,440 | 4,043 | 10,339 | 6,296 | | 6,296 | 39.1% | |
| 4023 Gas | 2,483 | 1,563 | 6,176 | 4,613 | | 4,613 | 25.3% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|--------------|-------------------------|
| 4030 Cleaning Materials | 729 | 257 | 787 | 530 | | 530 | 32.6% | |
| 4031 Cleaning Contract | 22,927 | 10,640 | 24,500 | 13,860 | | 13,860 | 43.4% | |
| 4032 Maintenance Contracts | 1,759 | 869 | 1,808 | 939 | | 939 | 48.0% | |
| 4033 Building Maintenance | 4,103 | 1,383 | 8,358 | 6,975 | 655 | 6,320 | 24.4% | |
| 4040 Furniture/Equip Replacement | 0 | 10 | 0 | (10) | 0 | (10) | 0.0% | |
| 4041 Furniture/Equip Replacement | 1,926 | 1,488 | 6,500 | 5,012 | 91 | 4,921 | 24.3% | |
| 4050 Security - Buildings | 1,619 | 1,265 | 1,920 | 655 | | 655 | 65.9% | |
| 4060 Grounds & Car Park Maint | 1,286 | 135 | 845 | 710 | | 710 | 16.0% | |
| 4070 Lift Maintenance & Repair | 987 | 696 | 1,126 | 430 | | 430 | 61.8% | |
| 4071 Fire Equipment Maint & Repair | 89 | 194 | 200 | 6 | | 6 | 97.0% | |
| 4072 Central Heating Contract & Mnt | 753 | 630 | 848 | 218 | | 218 | 74.3% | |
| 4400 Telephone & Fax | 546 | 253 | 788 | 535 | | 535 | 32.1% | |
| 4401 Postage | 0 | 0 | 56 | 56 | | 56 | 0.0% | |
| 4402 Stationery | 262 | 25 | 225 | 200 | | 200 | 11.1% | |
| 4403 Subscriptions | 0 | (3) | 0 | 3 | | 3 | 0.0% | |
| 4404 Insurance | 1,745 | 0 | 1,964 | 1,964 | | 1,964 | 0.0% | |
| 4406 Misc | 296 | 31 | 450 | 419 | | 419 | 6.8% | |
| 4410 IT | 4,158 | 1,032 | 4,842 | 3,810 | 1,303 | 2,507 | 48.2% | |
| 4411 Advertising | 524 | 69 | 823 | 754 | | 754 | 8.4% | |
| 4413 Licences | 1,355 | 374 | 1,278 | 904 | | 904 | 29.2% | |
| 4414 Hire/Purchase Cinema Films | 361 | 170 | 450 | 280 | 9 | 271 | 39.8% | |
| 4415 Photocopy Costs | 233 | 146 | 225 | 79 | | 79 | 65.0% | |
| 4432 Bank Charges | 247 | 116 | 282 | 166 | | 166 | 41.2% | |
| 4653 Exhibitions/Events & Yth Equip | 2,106 | 783 | 3,000 | 2,217 | 2 | 2,215 | 26.2% | |
| 4760 Reallocat. Estates Staff Cost | 4,383 | 0 | 4,002 | 4,002 | | 4,002 | 0.0% | |
| 4905 Loan Capital | 27,012 | 13,952 | 27,616 | 13,664 | | 13,664 | 50.5% | |
| 4910 Loan Interest Paid | 10,805 | 4,956 | 10,204 | 5,248 | | 5,248 | 48.6% | |
| Armadillo :- Indirect Expenditure | 341,518 | 137,393 | 290,413 | 153,020 | 2,060 | 150,960 | 48.0% | 0 |
| Net Income over Expenditure | (267,874) | (106,304) | (213,745) | (107,441) | | | | |
| 6000 plus Transfer from EMR | 88,601 | 0 | | | | | | |
| 6001 less Transfer to EMR | 500 | 0 | | | | | | |
| Movement to/(from) Gen Reserve | (179,772) | (106,304) | | | | | | |
| 556 YMCA | | | | | | | | |
| 1010 Income - Grants Received - Oth | 0 | 10 | 0 | (10) | | | 0.0% | |
| 1100 Income - Lettings | 11,110 | 6,594 | 13,512 | 6,918 | | | 48.8% | |
| YMCA :- Income | 11,110 | 6,604 | 13,512 | 6,908 | | | 48.9% | 0 |
| 4020 Rates | 1,235 | 705 | 1,173 | 468 | | 468 | 60.1% | |

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Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 4021 Water & Sewerage Rates | 190 | 89 | 338 | 249 | | 249 | 26.4% | |
| 4022 Electricity | 525 | 295 | 1,017 | 722 | | 722 | 29.0% | |
| 4023 Gas | 1,388 | 526 | 3,252 | 2,726 | | 2,726 | 16.2% | |
| 4030 Cleaning Materials | 356 | 199 | 507 | 308 | | 308 | 39.2% | |
| 4031 Cleaning Contract | 3,131 | 1,032 | 3,490 | 2,458 | | 2,458 | 29.6% | |
| 4032 Maintenance Contracts | 107 | 89 | 124 | 36 | | 36 | 71.4% | |
| 4033 Building Maintenance | 671 | 440 | 790 | 350 | 20 | 331 | 58.1% | |
| 4041 Furniture/Equip Replacement | 0 | 5 | 180 | 175 | | 175 | 2.8% | |
| 4060 Grounds & Car Park Maint | 465 | 387 | 225 | (162) | | (162) | 172.2% | |
| 4071 Fire Equipment Maint & Repair | 41 | 293 | 338 | 46 | | 46 | 86.5% | |
| 4072 Central Heating Contract & Mnt | 122 | 125 | 138 | 13 | | 13 | 90.5% | |
| 4404 Insurance | 267 | 0 | 301 | 301 | | 301 | 0.0% | |
| 4410 IT | 564 | 282 | 635 | 353 | | 353 | 44.4% | |
| 4413 Licences | 59 | 0 | 113 | 113 | | 113 | 0.0% | |
| 4760 Reallocat. Estates Staff Cost | 7,267 | 0 | 3,362 | 3,362 | | 3,362 | 0.0% | |
| YMCA :- Indirect Expenditure | 16,388 | 4,465 | 15,983 | 11,518 | 20 | 11,498 | 28.1% | 0 |
| Net Income over Expenditure | (5,279) | 2,139 | (2,471) | (4,610) | | | | |
| 600 Capital Expenditure | | | | | | | | |
| 1000 Income - Grants Received - Gov | 22,412 | 18,519 | 0 | (18,519) | | | 0.0% | 5,000 |
| 1010 Income - Grants Received - Oth | 8,637 | 7,213 | 0 | (7,213) | | | 0.0% | |
| 1095 Income - PWLB Loan | 0 | 299,895 | 300,000 | 105 | | | 100.0% | |
| Capital Expenditure :- Income | 31,048 | 325,627 | 300,000 | (25,627) | | | 108.5% | 5,000 |
| 4807 CE - Kingsgate Pk | 9,400 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4810 CE - Open Space | 0 | 6,973 | 10,000 | 3,027 | 5,300 | (2,273) | 122.7% | 1,200 |
| 4811 CE - Kingsgate Park Play Area | 97 | 60,864 | 300,000 | 239,136 | 75,392 | 163,744 | 45.4% | |
| 4812 CE - YOSC Support (asset tran) | 16,298 | 5,590 | 0 | (5,590) | 9,000 | (14,590) | 0.0% | |
| 4814 CE - Millside Playzone | 5,521 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4821 CE - Building Fund | 20,000 | 28,602 | 20,000 | (8,602) | 8,431 | (17,032) | 185.2% | |
| 4839 CE - Decarbonisation Plan | 23,114 | 8,562 | 30,000 | 21,438 | 3,424 | 18,014 | 40.0% | 1,706 |
| 4842 CE - Service & Project Develop | 19,852 | 696 | 0 | (696) | 1,265 | (1,961) | 0.0% | |
| 4843 CE - Estates Equipment | 0 | 0 | 10,500 | 10,500 | | 10,500 | 0.0% | |
| 4847 CE/OE - Bussiness/IT/Staffing | 4,559 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4849 CE - Yate Ageing Better other | 985 | 1,485 | 0 | (1,485) | 15 | (1,500) | 0.0% | |
| 4851 CE - Bollards | 6,730 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4852 CE - YMCA | 2,717 | 5,378 | 0 | (5,378) | | (5,378) | 0.0% | 1,735 |
| 4853 CE - YOSC Boxing Club | 7,255 | 0 | 0 | 0 | | 0 | 0.0% | |
| 4855 CE - YOSC Sinking fund (track | 0 | 0 | 49,700 | 49,700 | | 49,700 | 0.0% | |
| 4858 CE - YOSC Bldg Maint | 3,534 | 0 | 0 | 0 | | 0 | 0.0% | |
| Capital Expenditure :- Indirect Expenditure | 120,061 | 118,151 | 420,200 | 302,049 | 102,826 | 199,224 | 52.6% | 4,641 |
| Net Income over Expenditure | (89,013) | 207,476 | (120,200) | (327,676) | | | | |
| 6000 plus Transfer from EMR | 81,809 | 4,641 | | | | | | |
| 6001 less Transfer to EMR | 97,475 | 5,000 | | | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|---------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------|-------------------------|
| Movement to/(from) Gen Reserve | (104,679) | 207,117 | | | | | | |
| Grand Totals:- Income | 1,857,342 | 2,177,927 | 2,278,741 | 100,814 | | | 95.6% | |
| Expenditure | 1,807,312 | 818,189 | 2,412,609 | 1,594,420 | 117,867 | 1,476,553 | 38.8% | |
| Net Income over Expenditure | 50,030 | 1,359,738 | (133,868) | (1,493,606) | | | | |
| plus Transfer from EMR | 184,403 | 15,704 | | | | | | |
| less Transfer to EMR | 149,142 | 10,593 | | | | | | |
| Movement to/(from) Gen Reserve | 85,291 | 1,364,849 | | | | | | |



TOWN COUNCIL MEETING DATES 2024/2025

All members of the public are very welcome to attend meetings, which take place at Poole Court. Fifteen minutes are set aside at the beginning of each meeting for the public to ask questions.

All meetings commence at 7pm unless otherwise stated on the website.

Agendas for the meetings are available on the Yate Town Council website

www.yatetowncouncil.gov.uk

2024

09 Jan Full Council
16 Jan Planning & Transportation
23 Jan Environment and Community
30 Jan Planning
06 Feb Finance and Governance
13 Feb Planning
20 Feb Full Council
27 Feb Planning & Transportation
05 Mar Environment and Community
19 Mar Planning
26 Mar Finance and Governance
16 Apr Planning
23 Apr Annual Town Meeting
30 Apr Planning & Transportation
14 May Annual Town Council Meeting/Full Council
4 Jun Environment & Community
11 Jun Finance and Governance
18 Jun Planning & Transportation
25 Jun Full Council
16 Jul Environment and Community
23 Jul Finance and Governance

03 Sep Full Council
10 Sep Planning & Transportation
17 Sep Environment and Community
01 Oct Finance and Governance
22 Oct Full Council
29 Oct Planning & Transportation
12 Nov Environment and Community
03 Dec Finance and Governance

2025

07 Jan Full Council
14 Jan Planning & Transportation
21 Jan Environment and Community
04 Feb Finance and Governance
18 Feb Full Council
25 Feb Planning & Transportation
04 Mar Environment and Community
25 Mar Finance and Governance
15 Apr Annual Town Meeting
29 Apr Planning & Transportation
13 May Annual Town Council Meeting

Additional Planning & Transportation Committee meetings may be convened by the Chair of the Committee throughout the 24/25 council year on the following dates:

*28 May, 9 July, 6 August, 24 September, 15 October, 19 November and 10 December 2024
&
28 January, 11 February, 18 March and 8 April 2025*

Recommended
Draft Yate Town Council Hire Charges
2024/2025



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| 3 | Parish Hall and YMCA |
| 4 | Pop Inn Café |
| 5 | Heritage Centre |
| 6 | Poole Court |
| 7 | Poole Court other charges |
| 8 & 9 | Armadillo |
| 10 | Registration Services for Weddings at Poole Court |
| 11 | Urbie |
| 12 | Tennis Courts |
| 13 | Football Pitches |
| 14 | Sunnyside Bowling Green/Pavilion |
| 15 & 16 | Other Hire Charges |
| 17 | Hire of Open Spaces |
| 18 | Poole Court, Armadillo, Parish Hall Leases |
| 19 | Project Management Fees |

Recommendations

- The five yearly valuation report for Yate Town Council Community Facilities has been undertaken in October 2023. The results of the valuation have been taken into account for the review of hire charges for 2024-2025. In most cases the valuation has confirmed that the existing hire charges are appropriate for the facilities.
- Officers have reviewed all the charges given in the valuation against existing charges and have applied them where appropriate to the proposed 2024/2025 hire charges or used best judgement in relation to knowledge of existing hirers, to maintain current and valued hirers, as well as being able to attract new hirers
- For ease recommendations for 2024/2025 hire charges have been highlighted in yellow.

To Note

- 1) Discretion for charges to be given to officers to make a decision in the best interest of the council.
- 2) Bookings to be accepted at the discretion of officers.

Rates

General Public Rate - This rate applies to the general public, local authority, profit making organisations, any activity to which supplies a salary or any activity which charges an entrance fee.

Community Rate - This rate applies to any registered charitable organisation or constituted community groups.

PARISH HALL AND YMCA CHARGES

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|-----|---------|---------------|-----|--------|----------------|---------------|--|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Social Events | £25.00 | - | £25.00 | £12.50 | - | £12.50 | £25.00 | £12.50 | <i>Minimum 3 hour booking</i> |
| Children's parties (under 11s) | £12.50 | - | £12.50 | £12.50 | - | £12.50 | £12.50 | £12.50 | <i>Minimum 3 hour booking</i> |
| Commercial Rates | £128.76 | | £128.76 | - | - | - | £128.76 | - | <i>Per hour or any part hour thereafter.</i> |
| Commercial training, recruitment events, consultations, small profit sales and craft fares | £26.80 | - | £26.80 | - | - | - | £26.80 | - | <i>Per hour or any part hour thereafter</i> |
| Jumble Sales and fund raising events with all profit to charity | - | - | - | £5.10 | - | £5.10 | - | £5.10 | <i>Per hour or any part hour thereafter.</i> |
| Club Rate 1 Meetings and clubs such as Brownies etc | - | - | - | £10.25 | - | £10.25 | - | £10.25 | <i>Per hour or any part hour thereafter.</i> |
| Club Rate 2 small profit and public bodies | - | - | - | £17.60 | - | £17.60 | - | £17.60 | <i>Per hour or any part hour thereafter</i> |
| Parish Hall Storage | - | - | - | £4.30 | - | £4.30 | - | £4.30 | <i>Per week</i> |
| Extra charge after 11pm | | | | £34.00 | | £34.00 | | £34.00 | <i>Per our an any part hour thereafter</i> |

POP INN CAFÉ CHARGES

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|-------|--------|---------------|-------|--------|----------------|---------------|--|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Social events | £20.83 | £4.17 | £25.00 | £10.42 | £2.08 | £12.50 | £25.00 | £12.50 | <i>Per hour or any part hour thereafter.</i> |
| Club Rate 1 Meetings and clubs such as Brownies etc | - | - | - | £8.54 | £1.71 | £10.25 | - | £10.25 | <i>Per hour or any part hour thereafter.</i> |
| Club Rate 2 small profit and public bodies | - | - | - | £14.67 | £2.93 | £17.60 | - | £17.60 | <i>Per hour or any part hour thereafter.</i> |
| Extra charge after 11.00pm | - | - | - | £28.33 | £5.67 | £34.00 | - | £34.00 | <i>Per hour or part hour thereafter</i> |

HERITAGE CENTRE

CURRENT 2023/2024 CHARGES

| Description | Community Rate | | | Booking Period |
|---|----------------|-------|-------|--|
| | Net | Vat | Total | |
| Community use – <i>only available to book on a Monday and Friday during the day – check with the estates team opening and closing of venue.</i> | £7.04 | £1.41 | £8.45 | <i>Per hour or any part hour thereafter.</i> |

RECOMMENDED 2024/2025 CHARGES TO BE INCREASED (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Description | Community Rate | | | Booking Period |
|---|----------------|-------|--------|--|
| | Net | Vat | Total | |
| Community use – <i>only available to book on a Monday and Friday during the day – check with the estates team opening and closing of venue.</i> | £8.33 | £1.67 | £10.00 | <i>Per hour or any part hour thereafter.</i> |

POOLE COURT

CURRENT 2023/2024 CHARGES

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|-------|--------|---------------|-------|--------|----------------|---------------|--|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Heron 1 which includes use of kitchen (50) | £20.21 | £4.04 | £24.25 | £10.13 | £2.02 | £12.15 | £24.25 | £12.15 | <i>Per hour or any part hour thereafter.</i> |
| Heron and 1 and 2 combined (20% discount) | £29.17 | £5.83 | £35.00 | £14.59 | £2.92 | £17.50 | £35.00 | £17.50 | <i>Per hour or any part hour thereafter.</i> |
| Heron 2 (30) | £16.21 | £3.24 | £19.45 | £8.13 | £1.62 | £9.75 | £19.45 | £9.75 | <i>Per hour or any part hour thereafter.</i> |
| Council Chamber (35) | £20.21 | £4.04 | £24.25 | £10.13 | £2.02 | £12.15 | £24.25 | £12.15 | <i>Per hour or any part hour thereafter.</i> |
| Hill, Hooper & Parnall (10) | £10.25 | £2.05 | £12.30 | £5.12 | £1.03 | £6.15 | £12.30 | £6.15 | <i>Per hour or any part hour thereafter.</i> |
| <i>Poole Court after 10.15pm</i> | £28.33 | £5.67 | £34.00 | £28.33 | £5.67 | £34.00 | £34.00 | £34.00 | <i>Per hour or any part hour thereafter.</i> |
| Dedicated Storage space | £2.00 | £0.40 | £2.40 | £2.00 | £0.40 | £2.40 | £2.40 | £2.40 | <i>Per sqm Per week</i> |

RECOMMENDED 2024/2025 CHARGES (BASED ON 5 YEAR VALUATION OCTOBER 23 AND LOCAL KNOWLEDGE)

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|-------|--------|---------------|-------|--------|----------------|---------------|--|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Heron 1 which includes use of kitchen (50) | £21.67 | £4.33 | £26.00 | £10.84 | £2.16 | £13.00 | £26.00 | £13.00 | <i>Per hour or any part hour thereafter.</i> |
| Heron and 1 and 2 combined (20% discount) | £30.67 | £6.13 | £36.80 | £15.34 | £3.06 | £18.40 | £36.80 | £18.40 | <i>Per hour or any part hour thereafter.</i> |
| Heron 2 (30) | £16.67 | £3.33 | £20.00 | £8.34 | £1.66 | £10.00 | £20.00 | £10.00 | <i>Per hour or any part hour thereafter.</i> |
| Council Chamber (35) | £20.42 | £4.08 | £24.50 | £10.21 | £2.04 | £12.25 | £24.50 | £12.25 | <i>Per hour or any part hour thereafter.</i> |
| Hill, Hooper & Parnall (10) | £10.25 | £2.05 | £12.30 | £5.12 | £1.03 | £6.15 | £12.30 | £6.15 | <i>Per hour or any part hour thereafter.</i> |
| <i>Poole Court after 10.15pm</i> | £28.33 | £5.67 | £34.00 | £28.33 | £5.67 | £34.00 | £34.00 | £34.00 | <i>Per hour or any part hour thereafter.</i> |
| Dedicated Storage space | £2.00 | £0.40 | £2.40 | £2.00 | £0.40 | £2.40 | £2.40 | £2.40 | <i>Per sqm Per week</i> |

POOLE COURT REFRESHMENTS AND CONFERENCE FACILITIES

CURRENT 2023/2024 CHARGES

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|-----------------------------|----------------|-------|--------|---------------|-------|--------|----------------|---------------|--------------------|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Tea, Coffee & Biscuits | £1.58 | £0.32 | £1.90 | £1.58 | £0.32 | £1.90 | £1.90 | £1.90 | <i>Per serving</i> |
| Data Projector and screen | £29.67 | £5.93 | £35.60 | £14.83 | £2.97 | £17.80 | £35.60 | £17.80 | <i>Per hire</i> |
| Flipchart (inc paper, pens) | £17.83 | £3.57 | £21.40 | £8.92 | £1.78 | £10.70 | £21.40 | £10.70 | <i>Per hire</i> |
| Photocopying | £0.17 | £0.03 | £0.20 | £0.17 | £0.03 | £0.20 | £0.20 | £0.20 | <i>Per A4 copy</i> |
| Cooker Tokens | £1.25 | £0.25 | £1.50 | £1.25 | £0.25 | £1.50 | £1.50 | £1.50 | <i>Per token</i> |

RECOMMENDED 2024/2025 CHARGES (BASED ON LOCAL KNOWLEDGE)

| Description | All hires | | | Booking Period |
|-----------------------------|-----------|-------|--------|--------------------|
| | Net | Vat | Total | |
| Tea, Coffee & Biscuits | £2.08 | £0.42 | £2.50 | <i>Per serving</i> |
| Data Projector and screen | £14.83 | £2.97 | £17.80 | <i>Per hire</i> |
| Flipchart (inc paper, pens) | £8.92 | £1.78 | £10.70 | <i>Per hire</i> |

ARMADILLO
CURRENT 2023/2024 CHARGES

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|--------|--------|---------------|--------|--------|----------------|---------------|--------------------------------|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Ground floor meeting space 30 to 60 people (60 max) | £26.00 | £5.20 | £31.20 | £13.00 | £2.60 | £15.60 | £31.20 | £15.60 | <i>Per hour</i> |
| Ground Floor social space. 200 max. Sole use | £52.50 | £10.50 | £63.00 | £26.25 | £5.25 | £31.50 | £63.00 | £31.50 | <i>Per hour</i> |
| Lecture/Conference/Cinema Room (60 max) | £26.00 | £5.20 | £31.20 | £13.00 | £2.60 | £15.60 | £31.20 | £15.60 | <i>Per hour</i> |
| Large Meeting Room (30 max) | £14.00 | £2.80 | £16.80 | £7.00 | £1.40 | £8.40 | £16.80 | £8.40 | <i>Per hour</i> |
| Small Meeting Room (upstairs) | £7.54 | £1.51 | £9.05 | £3.75 | £0.75 | £4.50 | £9.05 | £4.50 | <i>Per hour</i> |
| Consultation Room (downstairs) | £5.46 | £1.09 | £6.55 | £2.75 | £0.55 | £3.30 | £6.55 | £3.30 | <i>Per hour</i> |
| Children's Cinema Party | £80.79 | £16.16 | £96.95 | £52.17 | £10.43 | £62.60 | £96.95 | £62.60 | <i>2 hour booking</i> |
| Digital projector/screen, DJ Booth, Xbox | £32.42 | £6.48 | £38.90 | £16.21 | £3.24 | £19.45 | £38.90 | £19.45 | <i>Per booking</i> |
| Buffet lunch | £6.75 | £1.35 | £8.10 | £6.75 | £1.35 | £8.10 | £8.10 | £8.10 | <i>Per person, per serving</i> |
| Tea, Coffee and biscuits | £1.79 | £0.36 | £2.15 | £1.79 | £0.36 | £2.15 | £2.15 | £2.15 | <i>Per person, per serving</i> |
| Tea, Coffee | £1.21 | £0.24 | £1.45 | £1.21 | £0.24 | £1.45 | £1.45 | £1.45 | <i>Per person, per serving</i> |
| Tea, Coffee and Cake | £2.17 | £0.43 | £2.60 | £2.17 | £0.43 | £2.60 | £2.60 | £2.60 | <i>Per person, per serving</i> |
| Popcorn and a cup drink (cinema parties) | £1.42 | £0.28 | £1.70 | £1.42 | £0.28 | £1.70 | £1.70 | £1.70 | <i>Per person, per serving</i> |
| Hot dog and cup drink | £1.50 | £0.30 | £1.80 | £1.50 | £0.30 | £1.80 | £1.80 | £1.80 | <i>Per person, per serving</i> |
| Hot dog, popcorn and cup drink | £2.00 | £0.40 | £2.40 | £2.00 | £0.40 | £2.40 | £2.40 | £2.40 | <i>Per person, per serving</i> |

RECOMMENDED 2024/2025 CHARGES (BASED ON 5 YEAR VALUATION OCTOBER 23 AND LOCAL KNOWLEDGE)

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|---|----------------|--------|--------|---------------|--------|--------|----------------|---------------|--------------------------------|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Ground floor meeting space 30 to 60 people (60 max) | £26.00 | £5.20 | £31.20 | £13.00 | £2.60 | £15.60 | £31.20 | £15.60 | <i>Per hour</i> |
| Ground Floor social space. 200 max. Sole use | £52.50 | £10.50 | £63.00 | £26.25 | £5.25 | £31.50 | £63.00 | £31.50 | <i>Per hour</i> |
| Lecture/Conference/Cinema Room (60 max) | £26.00 | £5.20 | £31.20 | £13.00 | £2.60 | £15.60 | £31.20 | £15.60 | <i>Per hour</i> |
| Large Meeting Room (30 max) | £14.00 | £2.80 | £16.80 | £7.00 | £1.40 | £8.40 | £16.80 | £8.40 | <i>Per hour</i> |
| Small Meeting Room (upstairs) | £7.54 | £1.51 | £9.05 | £3.75 | £0.75 | £4.50 | £9.05 | £4.50 | <i>Per hour</i> |
| Consultation Room (downstairs) | £5.46 | £1.09 | £6.55 | £2.75 | £0.55 | £3.30 | £6.55 | £3.30 | <i>Per hour</i> |
| Children's Cinema Party | £80.79 | £16.16 | £96.95 | £52.17 | £10.43 | £62.60 | £96.95 | £62.60 | <i>2 hour booking</i> |
| Digital projector/screen, DJ Booth, Xbox | £16.21 | 3.24 | £19.45 | £16.21 | £3.24 | £19.45 | £16.21 | £19.45 | <i>Per booking</i> |
| Buffet lunch | £6.75 | £1.35 | £8.10 | £6.75 | £1.35 | £8.10 | £8.10 | £8.10 | <i>Per person, per serving</i> |
| Tea, Coffee and biscuits | £1.79 | £0.36 | £2.15 | £1.79 | £0.36 | £2.15 | £2.15 | £2.15 | <i>Per person, per serving</i> |
| Tea, Coffee | £1.21 | £0.24 | £1.45 | £1.21 | £0.24 | £1.45 | £1.45 | £1.45 | <i>Per person, per serving</i> |
| Tea, Coffee and Cake | £2.17 | £0.43 | £2.60 | £2.17 | £0.43 | £2.60 | £2.60 | £2.60 | <i>Per person, per serving</i> |
| Popcorn and a cup drink (cinema parties) | £1.42 | £0.28 | £1.70 | £1.42 | £0.28 | £1.70 | £1.70 | £1.70 | <i>Per person, per serving</i> |
| Hot dog and cup drink | £1.50 | £0.30 | £1.80 | £1.50 | £0.30 | £1.80 | £1.80 | £1.80 | <i>Per person, per serving</i> |
| Hot dog, popcorn and cup drink | £2.00 | £0.40 | £2.40 | £2.00 | £0.40 | £2.40 | £2.40 | £2.40 | <i>Per person, per serving</i> |

**SOUTH GLOS COUNCIL REGISTRATION SERVICE HIRE OF POOLE COURT
CURRENT 2023/2024 CHARGES**

| Description | Net | Vat | Total | Booking Period |
|---------------------------------|---------------|---------------|----------------|-----------------------|
| Hill Room | £35.88 | £7.18 | £43.05 | <i>3.5hr session</i> |
| Council Chamber | £70.74 | £14.15 | £84.88 | <i>3.5hr session</i> |
| Both rooms together | £106.61 | £21.32 | £127.93 | <i>3.5hr session</i> |
| Less 20% discount | £21.32 | £4.26 | £25.59 | <i>3.5 hr session</i> |
| Total charge per session | £85.29 | £17.06 | £102.35 | <i>3.5hr session</i> |

RECOMMENDED 2024/2025 CHARGES TO BE INCREASED (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Description | Net | Vat | Total | Booking Period |
|---------------------------------|---------------|---------------|----------------|-----------------------|
| Hill Room | £35.88 | £7.18 | £43.05 | <i>3.5hr session</i> |
| Council Chamber | £71.47 | £14.29 | £85.76 | <i>3.5hr session</i> |
| Both rooms together | £107.35 | £21.47 | £128.82 | <i>3.5hr session</i> |
| Less 20% discount | £21.47 | £4.29 | £25.76 | <i>3.5 hr session</i> |
| Total charge per session | £85.88 | £17.18 | £103.06 | <i>3.5hr session</i> |

URBIE YOUTH VEHICLE

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (BASED ON LOCAL KNOWLEDGE)

| Description | Net | Vat | Total | Booking Period |
|-------------------------|--------|--------|---------|----------------|
| Full day hire (8 hours) | £93.79 | £18.76 | £112.55 | 8 hours |
| Half day hire (4 hours) | £52.00 | £10.40 | £62.40 | 4 hours |
| Annual membership | £23.75 | £4.75 | £28.50 | Annual charge |
| DEPOSIT CHARGE | | | £350 | PER CUSTOMER |

- £350 Deposit for use of Urbie
- Driving licence checks to be completed on all drivers and repeated annually

TENNIS COURT CHARGES

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (DUE TO RECENT PRICE CHANGE)

| Description | Net | Vat | Total | Booking Period |
|--------------------|------------|------------|--------------|--|
| Tennis Per Court | £3.00 | - | £3.00 | <i>Per court, per hour Casual play and pay</i> |
| Club | £7.55 | - | £7.55 | <i>Club Block Booking Per court, per hour</i> |

FOOTBALL PITCH CHARGES

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (REFER TO G&F IF NECESSARY)

| Description | Net | Total | Booking Period |
|-----------------------------|------------|--------------|-----------------------|
| Seniors football | £87.70 | £87.70 | <i>Per game</i> |
| Juniors football | £45.40 | £45.40 | <i>Per game</i> |
| Premium for evening matches | £11.22 | £11.22 | <i>Per game</i> |

**BOWLING GREEN/PAVILION
CURRENT 2023/2024 CHARGES**

| Description | Net | Total | Booking Period |
|--|--------|---------|---|
| Bowling Pavilion Hire – Community only | £13.10 | £13.10 | <i>Per hour. Needs to be booked via Bowling club April to Sept.</i> |
| Club annual | | £100.00 | <i>Per annum. Rate is set by the Bowling Club</i> |
| Junior membership | | £20.00 | <i>Per annum. Rate is set by the Bowling Club</i> |
| New Member Beginner (First year only) | | £50.00 | <i>Per annum. Rate is set by the Bowling Club</i> |
| Casual hire per rink for 2 hour session per person | | £5.00 | <i>Per rink per person for 2 hours. Rate is set by the Bowling Club</i> |

RECOMMENDED 2024/2025 CHARGES TO BE BROUGHT IN LINE WITH OTHER TOWN COUNCIL FACILITIES

| Description | General Public | | | Community Use | | | General Public | Community Use | Booking Period |
|--|----------------|-----|---------|---|-----|--------|----------------|---------------|--|
| | Net | Vat | Total | Net | Vat | Total | | | |
| Social Events | £25.00 | - | £25.00 | £12.50 | - | £12.50 | £25.00 | £12.50 | <i>Minimum 3 hour booking</i> |
| Children’s parties (under 11s) | £12.50 | - | £12.50 | £12.50 | - | £12.50 | £12.50 | £12.50 | <i>Minimum 3 hour booking</i> |
| Commercial training, recruitment events, consultations, small profit sales and craft fares | £26.80 | - | £26.80 | - | - | - | £26.80 | - | <i>Per hour or any part hour thereafter</i> |
| Club Rate 1 Meetings and clubs such as Brownies etc | - | - | - | £10.25 | - | £10.25 | - | £10.25 | <i>Per hour or any part hour thereafter.</i> |
| Club Rate 2 small profit and public bodies | - | - | - | £17.60 | - | £17.60 | - | £17.60 | <i>Per hour or any part hour thereafter</i> |
| Club annual | £100.00 | - | £100.00 | <i>Per annum. Rate is set by the Bowling Club</i> | | | | | |
| Junior membership | £20.00 | - | £20.00 | <i>Per annum. Rate is set by the Bowling Club</i> | | | | | |
| New Member Beginner (Frist year) | £50.00 | - | £50.00 | <i>Per annum. Rate is set by the Bowling Club</i> | | | | | |
| Casual hire | £5.00 | - | £5.00 | <i>Per rink per person for 2 hours. Rate is set by the Bowling Club</i> | | | | | |

OTHER HIRE
CURRENT 2023/2024 CHARGES

| Description | Net | Vat | Total | Booking Period |
|---|----------------------|---------------|---------------------------------------|--|
| Hourly Call out charge for Estates Services | £51.88 | £10.38 | £62.26 | Per hour based on current year call out x 2 for associated costs |
| Hourly Call out charge for Estates Services – Weekend / Bank | £69.18 | £13.84 | £83.02 | Per hour based on current year call out x 2 for associated costs |
| 6 month licence – Yate & District Bowling club | £15,165 | - | £15,165 | 6 month licence agreed F&G 6.12.22 |
| Administration Charge | £26.00 | £5.20 | £31.20 | Per hour |
| Yate Community Association Lease of Land at Eggshill 99 years lease to 30 Sept 2064 | £32.50 | | £32.50 | Per quarter |
| JPCC Meetings and any other meetings clerked by YTC eg WDA/YCP. <i>As this charge includes staffing charges based on Scp 37 it needs to be reviewed in line with scp increases. Also need to adjust if the meetings take place by zoom rather than in YTC venues as there is a cost for room hire in the charge.</i> | £347.54 | £69.51 | £417.05 | Per meeting to be charged between number of member parishes |
| Kingsgate Park Ice Cream Van Licence | £8,516 | | £8,516 | 1 st July to 30 th June 2024 |
| Dance Floor | £250 | £50 | £300 | Per Event |
| Brimsham Green School – Use of YOSC – to be reviewed in line with CPI September each year | Sept 22 CPI 10.1% | 3 payments | £26,344 22/23. £29,005 23/24 | £8781 per term 22/23 £9668 per term 23/24 |

RECOMMENDED 2024/2025 CHARGES (AS PER INDIVIDUAL AGREEMENTS)

| Description | Net | Vat | Total | Comment |
|---|---------------------|---------------|--------------------------------------|--|
| Hourly Call out charge for Estates Services – Monday to Saturday. Based on 2023/2024 hour rates of pay | £54.88 | £10.97 | £65.85 | Per hour based on current year call out x 2 for associated costs |
| Hourly Call out charge for Estates Services – Sunday / Bank Holidays Based on 2023/2024 hour rates of pay | £73.18 | £14.63 | £87.82 | Per hour based on current year call out x 2 for associated costs |
| Yate & District Bowling club 6 month licence | £16,500 | - | £16,500 | Based off of Valuation and cost calculation method. To be agreed by Council. |
| Administration Charge | £26.00 | £5.20 | £31.20 | Per hour |
| Yate Community Association Lease of Land at Eggshill 99 years lease to 30 Sept 2064 | £32.50 | | £32.50 | Per quarter |
| JPCC Meetings and any other meetings clerked by YTC eg WDA/YCP. <i>As this charge includes staffing charges based on Scp 39 it needs to be reviewed in line with scp increases. Also need to adjust if the meetings take place by zoom rather than in YTC venues as there is a cost for room hire in the charge.</i> | £369.17 | £73.83 | £443.00 | Per meeting to be charged between number of member parishes |
| Kingsgate Park Ice Cream Van Licence – increase in line with Sept RPI 8.9% | £9,039 | | £9,039 | 1 st July to 30 th June 2025 |
| Dance Floor | £250 | £50 | £300 | Per Event |
| Brimsham Green School – Use of YOSC – to be reviewed in line with CPI September each year | Sept 23 CPI 6.7% | 3 payments | £29,005 22/23 £30,948 23/24 | £9,668 per term 23/24 £10,316 per term 24/25 |

HIRE OF OPEN SPACES CHARGES

RECOMMENDED 2024/2025 CHARGES TO REMAIN THE SAME (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Open Spaces | Total | Booking Period |
|---|---------|----------------|
| Hire of public open space – Commercial Day rate (Over 1000) | £507 | <i>Per Day</i> |
| Hire of public open space – Commercial – small event (Under 1000 people) Day Rate | £160 | <i>Per Day</i> |
| Hire of public open space – Commercial – set up/dismantle day minimum charge | £93.60 | <i>Per Day</i> |
| Basic Site Fee – Community Event 7 hours or over – minimum charge | £93.60 | <i>Per Day</i> |
| Registered LOCAL charity – site fee – day rate | - | <i>Per Day</i> |
| Registered NATIONAL charity – site fee – day rate | £83.00 | <i>Per Day</i> |
| Season or event sales pitches to be invited to tender | | |
| Filming and Photography – Outdoor* | | |
| Commercial per day | £1,090 | |
| Commercial per hour | £109.00 | |
| Commercial set up/dismantle | £192.00 | |
| Student/micro budget rate date | £104.00 | |
| Outdoor photography – weddings | £38.50 | |

1. *Filming for news items or snippets for tv programmes to be permitted free of charge subject to member approval of programme content and confirmation of minimal disruption to public use*
2. *Day rate is 7 hours*
3. *Personal Trainers in parks. E&P of 20.1.14 7/4 Parks – A request for use of the park facilities was received (Appendix 6). RESOLVED The situation regarding usage of the park be monitored and the enquirer be advised the Town Council currently has no policy in place and they must ensure that they have the correct public liability insurance in place to enable them to undertake the activities. See email of 12.6.23 Personal Trainers for wording.*

LEASES – POOLE COURT & PARISH HALL
CURRENT 2023/2024 CHARGES

| Room | Tenant | Terms | Charge | Notes |
|-----------------------------|--------------------|---|-----------------------------|--|
| Genieri/Bad Salzdetrth Room | Vacant | | £3,925 + VAT | |
| Celestine Room, Poole Court | Parents Carers | 3 year lease 1.4.22 to 31.3.25 | £6,400 + VAT | |
| Randolph Room, Poole Court | Family Food 4 Free | Ongoing hire agreement | £3,825 + VAT | Community Fridge - Grant funded by YTC |
| Parnell Room, Poole Court | Vacant | | £6,100 + VAT | |
| Parish Hall Committee Room | Yate Men's Shed | 3.5 year lease 1.9.2021 to 31.3.25 increase by September RPI each year | £2,834.14 Exempt for VAT | |

RECOMMENDED 2024/2025 CHARGES (IN LINE WITH 5 YEAR VALUATION OCTOBER 23)

| Room | Tenant | Terms | Charge | Notes |
|-----------------------------|--------------------|---|-----------------------------|--|
| Celestine Room, Poole Court | Parents Carers | 3 year lease 1.4.22 to 31.3.25 | £6,400 + VAT | Apply Valuation rate at end of current lease |
| Randolph Room, Poole Court | Family Food 4 Free | Ongoing hire agreement | £3,825 + VAT | Community Fridge - Grant funded by YTC. Valuation rate applied immediately |
| Parnell Room, Poole Court | Vacant | | £4,100 + VAT | Valuation rate applied immediately |
| Parish Hall Committee Room | Yate Men's Shed | 3.5 year lease 1.9.2021 to 31.3.25 increase by September RPI each year | £3,086.38 Exempt for VAT | RPI September 2023 8.9% Next review September 2024 |

2024/2025 PROJECT FEES

F&G 21.7.2020 - It was NOTED that using delegated powers granted to the Clerk, the setting of project fees to cover the cost of YTC staff project administration had been agreed and the following fees have been put in place:

Minimum fee for all projects of £3,000 for projects up to £134,999 (this equates to 60 hours at £50ph as a minimum charge);

2.25% for projects from £135,000 up to £1,099,999 (from 60.75hrs to 495 hrs. depending on upon construction cost);

2.00% for projects of £1.1m to £1,999,999m (from 440hrs to 800 hrs. depending on upon construction cost);

1.5% for projects of £2.m to £5m (from 600hrs to 15,000 hrs. depending on upon construction cost)

CONFLICT OF INTEREST WITH BDO LLP

To be completed annually and minuted at a meeting of the smaller authority.

| | |
|---------------------------|--|
| Name of Smaller Authority | |
|---------------------------|--|

I confirm that there are no conflicts of interest with BDO LLP.

I confirm the following conflicts of interest (please detail below:

This was confirmed and minuted at the following meeting:

| Date of Meeting | Minute Reference |
|-----------------|------------------|
| | |

Signed (Clerk/RFO)

Print Name

Signed (Chair)

Print Name