

Yate Town Council Finance and Governance Committee Minutes of the Meeting held on 6th February 2024 from 7.00pm until 7.35pm at Poole Court

Present:

Councillors Nicola Clarke, Mike Drew (Chair), John Ford, Cheryl Kirby, Ben Nutland, Ray Perry, Karl Tomasin and Chris Willmore.

Finance Manager & RFO and Deputy RFO.

Minute 1. Apologies for Absence

Apologies of absence were received from Councillors Aziz Chowdhry and Gabi Miron. Councillor Margaret Marshall was absent.

Minute 2. Members Declarations of Interest Under the Localism Act 2011

Declarations of interest under the Localism Act 2011 were received from:

Councillor John Ford YOSC

Councillor Ray Perry YOSC

Minute 3. Public Participation Session with Respect to Items on the Agenda

No members of the public were present.

Minute 4. Minutes of the Finance and Governance Committee Meeting Held on 5th December 2023

It was **RESOLVED** that the minutes of the meeting of the Finance and Governance Committee held on 5th December 2023 be approved and signed as a true and accurate record.

Minute 5. Items for Discussion/Requiring Resolution or

Recommendation to Full Council

5.1 Urgent Consultations

No urgent consultations were received.

5.2 Urgent documents for Signing/Sealing

No urgent documents for signing/sealing were received.

5.3 Direct Debits and Standing Orders

It was **RESOLVED** that the up-to-date listing of Direct Debits and Standing Orders payments be approved. (Appendix 1)

5.4 Income and Expenditure Report to 31 December 2023

The Finance and Governance Committee **RECOMMEND** that the Income and Expenditure Report to 31st December 2023 be approved at Full Council on 20th February 2024. (Appendix 2)

5.5 Fidelity Insurance

It was **NOTED** that the level of fidelity insurance cover for Members and employees currently stands at £5 million. Bank balances stood at £2,067,238.17 as at 31st December 2023. The annual precept for 2024/2025 will be paid in two halves, April and September, in the sum of £911,634 per half year.

It was **RESOLVED** to:

- retain the current level of fidelity insurance at £5 million;
- enquire what would be the premium cost to increase the level of fidelity insurance.

5.6 Grant Funding

a) Power to Fund Works to Property Relating to Affairs of the Church or Held for an Ecclesiastical Charity

It was **NOTED** that on 26th October 2023, section 19A was inserted as an amendment to the Local Government Act 1984, which NALC has clarified does not affect the discretionary powers of local councils to fund improvements to church property (including other Christian denominations and non-Christian faiths). NALC has provided a briefing with further details. (Appendix 3)

It was **RESOLVED** that Yate Town Council adopts the guidance provided within the NALC briefing and that the Yate Town Council grant application form allows funding requests in respect of church property or property for an ecclesiastical charity to be received as per any other funding requests.

b) YMCA Room Hire

It was **RESOLVED** to grant fund the room hire for meetings held at the YMCA on Monday evenings by Narcotics Anonymous for the upcoming financial year (1st April 2024 to 31st March 2025) at a cost of £546 from the 2024/2025 grants budget.

c) Project Dragonfly

Members considered the messages received from Project Dragonfly (Appendix 4) and it was **RESOLVED** that the Mayor, Councillor Cheryl Kirby, meet with the Director of Project Dragonfly CIC.

5.7 Items for Consideration from the Environment and Community Committee meeting, held on 23rd January 2024

It was **RESOLVED** that Yate Town Council support the charity, Care 4 Calais, by means of grant funding the use of a Town Council facility to enable a collection event (day and evening) to raise awareness.

5.8 Fundraising

Correspondence was received from South Gloucestershire Council regarding an invitation to apply for S106 funding, with a deadline of 22nd March 2024. (Appendix 5).

It was **RESOLVED** that Yate Town Council apply for funding towards drainage improvements in the location for spend, with delegated powers be granted to the Clerk to make final bids for S106 funds in consultation with the designated lead member, Councillor Chris Willmore.

5.9 Yate Station – Sustainable Transport Improvements Project

It was **NOTED** that Severnside Community Rail Partnership has been successful in its application to Community Rail Network's Integrated Sustainable Transport Fund (ISTF) to support feasibility work examining the potential for improving options around modal shift at local stations.

It was **RESOLVED** that to enable works to progress without further delay to the project:

- Yate Town Council act as banker for the short period of time for the project so that awarded MAF funding can be received and paid out to suppliers of the project as

well as funding works on an interim basis until the funding from the Community Rail's ISTF is received;

- Delegated powers be granted to the Clerk in consultation with Councillor Chirs Willmore to make any decisions in relation to this project.

Minute 6. Items Received

6.1 Sealing and Signing of Town Council Documents

It was **NOTED** that the following documents have been signed or sealed and signed:

- 12 month contract for maintenance of YTC Bowling Green with ASMC, to the value of £7,045 commencing 1st January 2024;
- SGC Greening the High Street Award Acceptance Letter, for a grant to the sum of £3,500 towards sustainable planting schemes and biodiversity items;
- Funding Agreement with Family Food 4 Free for the cost of hire of the Randolph Room at Poole Court, to the value of £4,590 annually for the period 1st April 2023 until 31st March 2026.

6.2 Accounts for Payment

The accounts for payment, previously authorised in line with the Financial Regulations were received and **NOTED**. (Appendix 6)

6.3 Bank Reconciliations

It was **NOTED** that the bank reconciliations to 31st December 2023 have been sent to Councillor Nicola Clarke to independently check and approve.

6.4 Status of all Groups that Report to Finance and Governance Committee

The following was **NOTED**:

Sub-Committee/Group	Date of Meeting/Update	Appendix
Grants and Finance Sub-Committee	A meeting is to be arranged when required.	
Priorities and Strategy Scrutiny Working Group	A meeting has been set for 7pm on 28 th February 2024 at Poole Court.	
Staffing and Governance Sub-Committee	A meeting has been arranged for 7 th February 2024, at 2pm at Poole Court.	

6.5 Status of all Outside Bodies that Report to Finance and Governance Committee

The following was **NOTED**:

Outside Bodies	Date of Meeting/Update	Appendix
Avon Local Councils Association (ALCA) Regional Committee	(a) The draft minutes of the ALCA Regional Committee meeting held 30 th September 2023 had previously been circulated; (b) The draft minutes of the ALCA Regional Committee meeting held 4 th January 2024 are not yet available.	
National Association of Local Councils (NALC) Super Council's Network (SCN)	The next SCN meeting is due to be held on 14 th February 2024 at 12.00 – 13.15 via Zoom.	

6.6 Premises

The following was **NOTED**:

- Annual regular hire booking forms for the 2024/2025 financial year have now been issued to all the Town Council regular hirers, with all these regular groups indicating that they wish to renew their bookings for a further 12 month period;
- In addition to the regular hirers there are a number of groups that continue to book on a frequent ad-hoc basis and the levels of new enquiries as a whole remain on the increase.

6.7 Consultations

a) Consultations Received

It was **NOTED** that there were no consultations received.

b) Consultation Responses

The following was **NOTED**:

Consultation Name	Link/Appendix	Date Circulated	Closing Date	Notes

A38, Alveston Hill and Bradley Stoke Way	Click here for Consultation	05.12.23	17.12.23	Individuals were invited to reply to this consultation
A4174 Avon Ring Road	Click here for Consultation	05.12.23	17.12.23	Individuals were invited to reply to this consultation

6.8 Fundraising

It was **NOTED** that Yate Town Council had been successful in relation to the following grant applications:

- £1,200 Dodington Parish Council Grant towards Warm Welcome costs across four venues;
- £3,500 SGC Greening the High Street Grant towards sustainable planting schemes and biodiversity items located at Station Road;
- £374 MAF towards Positive Activity Equipment for young people at the Armadillo Youth Venue and Café.

Minute 7. Confidential Items

7.1 Confidential Items

It was **RESOLVED** to enter confidential session: *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.*

7.2 Yate and District Bowls Club

A confidential report was received and considered. (Confidential Appendix 7)

It was **RESOLVED** to return to public session.

It was **RESOLVED** that:

- the request from Yate and District Bowls Club for a six month Licence for the use of the Sunnyside Bowling Facility for the 2024 season be granted;
- the charge for the six month licence is set at £15,970;
- the request for permission to sell alcohol on the premises is agreed in accordance with the terms and conditions of the Licence.

7.3 Funding Agreement

It was **RESOLVED** to enter confidential session: *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.*

A confidential report was received and considered. (Confidential Appendix 8)

It was **RESOLVED** to return to public session.

It was **RESOLVED** that prior to proceeding with a funding agreement for 2024/2025, Citizens Advice South Gloucestershire (CASG) be asked to provide information about the current situation regarding their premises move and impact of anticipated challenges with regards accessibility of the service, as the new premises has no free parking nearby.

Minute 8. Consideration of Impact of Decisions on Climate, Planet and Waste

Consideration took place on impacts on climate, planet and waste following discussion and decisions taken by the council during the meeting. The following was **NOTED**:

- application for S106 funding towards drainage at the location for spend;
- support provided towards the Yate Station Sustainability Transport Improvements Project;
- signed award letter and grant from SGC Greening the Highstreet grants fund;
- signed funding agreement with Family Food 4 Free;
- officers writing to CASG to request a report on the impact of accessibility of the face-to-face service they provide with movement to their new premises.

Minute 9. Consideration of Items to be Publicised via Social Media / Press Release

Consideration took place of items to be publicised via social media / press release following discussion and decisions taken by the council during the meeting. It was **RESOLVED** that the following be advertised:

- Funding Agreement with Family Food 4 Free for the cost of hire of the Randolph Room at Poole Court, to the value of £4,590 annually for the period 1st April 2023 until 31st March 2026 for the provision of a Community Fridge.

Direct Debits/Standing Orders/BACS Payments - 2023-2024				
Payee Name	Transaction Detail	Amount	DD/SO/Bacs	Frequency
1st Office	Photocopier leases and copy charges	Variable/£493.41 approx	DD	quarterly
Avon Pension fund	Monthly pension contributions	Variable/£17.5k 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/£17k 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/£62k approx	BACS	monthly
Telefonica 02 UK Limited	Mobile phone sim only contracts x 24	Variable/£185 approx	DD	monthly
Telephone Europe	Telephone Charges	Variable/£92.70 approx	DD	monthly

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Summary Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
101	Bowling Green/Sports Pavilion							
	Income	16,960	15,804	16,880	1,076			93.6%
	Expenditure	24,665	20,059	27,034	6,975	219	6,756	75.0%
	Movement to/(from) Gen Reserve	<u>(7,704)</u>	<u>(4,255)</u>					
102	Football Pitches/Pavilion							
	Income	6,983	10,048	7,304	(2,744)			137.6%
	Expenditure	22,496	8,354	25,403	17,049		17,049	32.9%
	Net Income over Expenditure	<u>(15,513)</u>	<u>1,694</u>	<u>(18,099)</u>	<u>(19,793)</u>			
	plus Transfer from EMR	3,181	0					
	less Transfer to EMR	0	5,027					
	Movement to/(from) Gen Reserve	<u>(12,331)</u>	<u>(3,333)</u>					
104	Tennis Courts - Sunnyside Lane							
	Income	1,437	2,878	1,456	(1,422)			197.6%
	Expenditure	3,616	0	794	794	136	658	17.1%
	Net Income over Expenditure	<u>(2,179)</u>	<u>2,878</u>	<u>662</u>	<u>(2,216)</u>			
	plus Transfer from EMR	3,286	0					
	less Transfer to EMR	0	1,000					
	Movement to/(from) Gen Reserve	<u>1,106</u>	<u>1,877</u>					
105	Kingsgate Park							
	Income	8,843	8,592	8,516	(76)			100.9%
	Expenditure	43,725	19,089	59,754	40,665	486	40,179	32.8%
	Net Income over Expenditure	<u>(34,882)</u>	<u>(10,497)</u>	<u>(51,238)</u>	<u>(40,741)</u>			
	plus Transfer from EMR	2,672	0					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>(32,210)</u>	<u>(10,497)</u>					
106	Brinsham Fields							
	Expenditure	16,997	3,308	22,463	19,155	244	18,911	15.8%
	plus Transfer from EMR	0	0					
	Movement to/(from) Gen Reserve	<u>(16,997)</u>	<u>(3,308)</u>					
108	Abbotswood Centre							
	Income	1,049	0	0	0			0.0%
	Expenditure	636	254	1,117	863		863	22.7%
	Movement to/(from) Gen Reserve	<u>413</u>	<u>(254)</u>					
109	YOSC							
	Income	26,080	21,350	81,018	59,668			26.4%
	Expenditure	48,153	25,000	146,412	121,412		121,412	17.1%
	Net Income over Expenditure	<u>(22,073)</u>	<u>(3,650)</u>	<u>(65,394)</u>	<u>(61,744)</u>			
	plus Transfer from EMR	0	0					
	less Transfer to EMR	10,964	12,568					
	Movement to/(from) Gen Reserve	<u>(33,037)</u>	<u>(16,218)</u>					
111	PA - Eggshill Lane							
	Expenditure	933	1,506	1,608	102		102	93.6%
112	PA - Kingsgate Park Junior							
	Expenditure	836	2,072	1,295	(777)	194	(971)	175.0%
113	PA - Kingsgate Park Senior							
	Expenditure	1,393	2,651	2,223	(428)		(428)	119.3%
114	PA - Howard Lewis							
	Expenditure	1,503	1,394	1,908	514	244	270	85.8%
115	PA - St Mary's Senior							
	Expenditure	1,659	13,471	2,156	(11,315)		(11,315)	624.8%
116	PA - St Mary's Junior							
	Expenditure	290	190	1,183	993		993	16.0%

Summary Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	
117	PA - Tyndale Park	Expenditure	962	1,621	1,695	74	28	46	97.3%
118	PA - Wellington Road	Expenditure	180	745	901	156		156	82.7%
119	PA - Witches Hat	Expenditure	2,904	6,535	1,608	(4,927)		(4,927)	406.4%
	plus Transfer from EMR		0	5,500					
	less Transfer to EMR		0	0					
	Movement to/(from) Gen Reserve		<u>(2,904)</u>	<u>(1,035)</u>					
120	PA - Abbotswood	Expenditure	5,006	2	333	331		331	0.7%
121	PA - Millside Playzone	Expenditure	2,445	1,757	2,463	706	108	598	75.7%
	plus Transfer from EMR		0	272					
	Movement to/(from) Gen Reserve		<u>(2,445)</u>	<u>(1,484)</u>					
122	PA - Lye Field	Expenditure	102	0	901	901		901	0.0%
123	PA - Peg Hill Skate Park	Expenditure	8,994	1,215	3,017	1,802	125	1,677	44.4%
	plus Transfer from EMR		0	0					
	Movement to/(from) Gen Reserve		<u>(8,994)</u>	<u>(1,215)</u>					
124	PA - Yate West Kickabout	Expenditure	180	115	1,600	1,486		1,486	7.2%
125	PA - Longs Drive Playzone	Expenditure	6,665	259	1,351	1,093		1,093	19.1%
126	PA - Brinsham Park	Expenditure	712	486	1,464	978	108	870	40.6%
129	Play Areas	Expenditure	40,537	0	73,259	73,259		73,259	0.0%
130	Open Spaces	Income	4,027	1,782	2,520	738			70.7%
	Expenditure		82,547	40,477	98,537	58,060	2,108	55,952	43.2%
	Net Income over Expenditure		<u>(78,520)</u>	<u>(38,695)</u>	<u>(96,017)</u>	<u>(57,322)</u>			
	plus Transfer from EMR		450	175					
	Movement to/(from) Gen Reserve		<u>(78,070)</u>	<u>(38,520)</u>					
160	Estates Staff	Income	0	500	0	(500)			0.0%
	Expenditure		116,731	258,925	149,061	(109,864)		(109,864)	173.7%
	Movement to/(from) Gen Reserve		<u>(116,731)</u>	<u>(258,425)</u>					
170	Est Crewcab Tipper WA66EDX	Income	0	75	0	(75)			0.0%
	Expenditure		7,810	8,716	10,358	1,642	105	1,537	85.2%
	Movement to/(from) Gen Reserve		<u>(7,810)</u>	<u>(8,641)</u>					
171	Est Kangoo Bus Van WN71SZG	Expenditure	7,217	5,325	4,684	(641)	511	(1,152)	124.6%
172	Est Tractor J418 ODG	Expenditure	4,313	2,460	2,093	(367)	172	(539)	125.8%
173	Est Kubota Mower Y434 HEU	Expenditure	2,903	1,141	1,788	647	589	58	96.8%
174	Est Renault Kangoo BT18 DZL	Expenditure	3,546	2,884	6,958	4,074		4,074	41.5%
176	Estates Equipment	Expenditure	6,338	5,654	3,733	(1,921)	99	(2,020)	154.1%
177	Est Batwing Mower (KP) WX15KKC	Expenditure	13,896	11,246	16,788	5,542	101	5,441	67.6%
178	Estates Ranger Pickup EF18 XBM	Expenditure	6,468	3,910	7,195	3,285		3,285	54.3%

Summary Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
180	Transport Initiatives							
	Income	3,765	0	0	0			0.0%
	Expenditure	4,798	218	1,590	1,372		1,372	13.7%
	Movement to/(from) Gen Reserve	<u>(1,033)</u>	<u>(218)</u>					
501	Democratic Representation							
	Expenditure	394	33,618	11,476	(22,142)	40	(22,182)	293.3%
	plus Transfer from EMR	0	23,378					
	less Transfer to EMR	16,014	0					
	Movement to/(from) Gen Reserve	<u>(16,408)</u>	<u>(10,240)</u>					
502	Civic Expenses							
	Income	260	320	0	(320)			0.0%
	Expenditure	2,618	1,500	5,103	3,603	239	3,364	34.1%
	Net Income over Expenditure	<u>(2,358)</u>	<u>(1,180)</u>	<u>(5,103)</u>	<u>(3,923)</u>			
	plus Transfer from EMR	94	0					
	less Transfer to EMR	525	0					
	Movement to/(from) Gen Reserve	<u>(2,789)</u>	<u>(1,180)</u>					
505	Adjustment to Reserves							
	Expenditure	0	0	0	0	1,032	(1,032)	0.0%
508	Service Support							
	Income	1,559,499	1,700,233	1,676,251	(23,982)			101.4%
	Expenditure	399,455	356,836	471,679	114,843	638	114,205	75.8%
	Net Income over Expenditure	<u>1,160,044</u>	<u>1,343,397</u>	<u>1,204,572</u>	<u>(138,825)</u>			
	plus Transfer from EMR	0	5,563					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>1,160,044</u>	<u>1,348,960</u>					
510	Grants							
	Expenditure	22,663	30,166	24,884	(5,282)		(5,282)	121.2%
	plus Transfer from EMR	2,404	2,000					
	less Transfer to EMR	227	0					
	Movement to/(from) Gen Reserve	<u>(20,486)</u>	<u>(28,166)</u>					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
512	Community Support							
	Income	9,049	9,002	7,268	(1,734)			123.9%
	Expenditure	174,450	125,423	217,636	92,213	778	91,435	58.0%
	Net Income over Expenditure	<u>(165,401)</u>	<u>(116,421)</u>	<u>(210,368)</u>	<u>(93,947)</u>			
	plus Transfer from EMR	1,500	0					
	less Transfer to EMR	11,356	0					
	Movement to/(from) Gen Reserve	<u>(175,257)</u>	<u>(116,421)</u>					
550	Heritage Centre							
	Income	14,281	8,621	0	(8,621)			0.0%
	Expenditure	90,131	61,480	99,980	38,500	4,180	34,320	65.7%
	Net Income over Expenditure	<u>(75,850)</u>	<u>(52,859)</u>	<u>(99,980)</u>	<u>(47,121)</u>			
	plus Transfer from EMR	273	0					
	less Transfer to EMR	10,960	5,593					
	Movement to/(from) Gen Reserve	<u>(86,538)</u>	<u>(58,452)</u>					

Summary Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
551	Parish Hall							
	Income	18,263	16,145	18,876	2,731			85.5%
	Expenditure	19,423	11,307	18,051	6,744	345	6,399	64.6%
	Movement to/(from) Gen Reserve	<u>(1,160)</u>	<u>4,838</u>					
552	Pop Inn Cafe							
	Income	22,662	18,879	18,964	85			99.6%
	Expenditure	36,963	27,084	40,616	13,532	367	13,165	67.6%
	Net Income over Expenditure	<u>(14,301)</u>	<u>(8,205)</u>	<u>(21,652)</u>	<u>(13,447)</u>			
	less Transfer to EMR	1,120	0					
	Movement to/(from) Gen Reserve	<u>(15,421)</u>	<u>(8,205)</u>					
553	Poole Court							
	Income	48,382	35,751	49,508	13,757			72.2%
	Expenditure	91,093	75,833	111,861	36,028	1,926	34,102	69.5%
	Net Income over Expenditure	<u>(42,711)</u>	<u>(40,082)</u>	<u>(62,353)</u>	<u>(22,271)</u>			
	plus Transfer from EMR	133	0					
	Movement to/(from) Gen Reserve	<u>(42,579)</u>	<u>(40,082)</u>					
554	Armadillo							
	Income	73,644	47,098	76,668	29,570			61.4%
	Expenditure	341,518	256,270	290,413	34,143	3,207	30,936	89.3%
	Net Income over Expenditure	<u>(267,874)</u>	<u>(209,173)</u>	<u>(213,745)</u>	<u>(4,572)</u>			
	plus Transfer from EMR	88,601	0					
	less Transfer to EMR	500	0					
	Movement to/(from) Gen Reserve	<u>(179,772)</u>	<u>(209,173)</u>					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
556	YMCA							
	Income	11,110	10,882	13,512	2,630			80.5%
	Expenditure	16,388	9,433	15,983	6,550	20	6,530	59.1%
	Movement to/(from) Gen Reserve	<u>(5,279)</u>	<u>1,449</u>					
600	Capital Expenditure							
	Income	31,048	367,069	300,000	(67,069)			122.4%
	Expenditure	120,061	360,662	420,200	59,538	96,380	(36,842)	108.8%
	Net Income over Expenditure	<u>(89,013)</u>	<u>6,407</u>	<u>(120,200)</u>	<u>(126,607)</u>			
	plus Transfer from EMR	81,809	5,885					
	less Transfer to EMR	97,475	15,218					
	Movement to/(from) Gen Reserve	<u>(104,679)</u>	<u>(2,925)</u>					
	Grand Totals:- Income	1,857,342	2,275,027	2,278,741	3,714			99.8%
	Expenditure	1,807,312	1,800,649	2,412,609	611,960	114,731	497,229	79.4%
	Net Income over Expenditure	<u>50,030</u>	<u>474,378</u>	<u>(133,868)</u>	<u>(608,246)</u>			
	plus Transfer from EMR	184,403	42,772					
	less Transfer to EMR	149,142	39,406					
	Movement to/(from) Gen Reserve	<u>85,291</u>	<u>477,745</u>					

20 DECEMBER 2023

L02-23 | POWER TO FUND WORKS TO PROPERTY RELATING TO AFFAIRS OF THE CHURCH OR HELD FOR AN ECCLESIASTICAL CHARITY (ENGLAND ONLY)

Introduction

On 26 October 2023, the Levelling-up and Regeneration Act (the 2023 Act) received Royal Assent. Section 82 of the 2023 Act amends the Local Government Act 1894 (the 1894 Act) by inserting a new section 19A into the 1894 Act. Section 19A comes into force on 26 December 2023. The Appendix at the end of this briefing contains the wording of section 19A.

The government's view is that its amendment in the form of section 19A clarifies that the 1894 Act does not affect the discretionary powers of parish councils in England to fund church repairs or improvements or property held for an ecclesiastical charity. NALC recommends that its members adopt the government's view when they receive requests for funding. This means that councils can use their discretionary powers to fund such property, including that of other Christian denominations and non-Christian faiths. It applies in the case of:

- Specific powers to fund works - for example, repairs to clocks fixed to church property (section 2 of the Parish Councils Act 1957) and the maintenance of open churchyards (section 214 of the Local Government Act 1972 (the 1972 Act)).
- General powers to fund works where works are not covered by a specific power - section 137 of the 1972 Act and the general power of competence can also be used by councils to fund requests for works not covered by specific powers.

What will parish councils need to consider when receiving funding requests?

Councils need to consider requests in respect of church property or property held for an ecclesiastical charity as they would any other funding request. Funding powers further to section 19A of the 1894 Act coming into force are discretionary. Parish councils are not under any additional duties as a result of the 2023 Act and the insertion of section 19A to the 1894 Act.

The issues that councils would need to consider when seeking to rely on a general power are set out within our Legal Topic Note 31E. This includes the direct benefit

of expenditure accruing to a council's area or residents being commensurate with the expenditure incurred in respect of section 137.

NALC publications

NALC's view (as set out in Legal Briefing L01-18 – financial assistance to the church) was that only explicit local council powers could override the prohibition in the 1894 Act to fund churches. We will be withdrawing Legal Briefing L01-18 further to the Government's amendment as per section 19A coming into force on 26 December 2023. We will also update and reissue Legal Topic Note 31E to remove references to the prohibition, which will no longer apply when section 19A comes into force.

Appendix

19A Powers under other enactments

(1) Nothing in this Part affects any powers, duties or liabilities conferred on a parish council by or under any other enactment (whenever passed or made).

(2) This section does not apply in relation to community councils (see section 179

(4) of the Local Government Act 1972).

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To: Yate Town Council Info <info@yatetowncouncil.gov.uk>

Subject: Message | Town Council Website

Message

Wishing everyone a Happy New Year. I would like to thank those who have supported and given funds to the project this year.

I am still looking to see if I can make the project viable to carry on. Cost of living has massive affect.

In my idea world and what we need is to have somewhere to work from permanently. It would be open Monday- Friday. Mornings would open as a warm place for people to drop in make friends. This would be for any age and in the afternoons and early evening it would be for 1-1, group work and supporting parents in Yate, Chipping Sodbury and South Gloucestershire.

We work with children & young people up to 16 on having fun times building esteem and confidence.

This all costs money which the project doesn't have, as we don't charge for our work to those who need support. This is because we do not want people not contacting us because of cost. None of us who work on the project have every been paid.

If anyone has any idea how we can achieve this I would love to hear from you or if anyone who would like to volunteer by fundraising or general help and admin. We also like to talk to someone who has applying for grants experience.

We have been fortunate to receive grants and donations from various organisations, companies and councils. We are eternally grateful to Doddington Parish Council and Yate Town councils.

To Nature's Choice Health & Refill Shop for their support.

We are more than willing to talk to anyone, companies, businesses or organisations who would like to know more about what we do.

There is no limit to want we can accomplish together.

Happy New year everyone let's make 2024 the best yet x

This something that you can help me with please

Message

I wonder if it would be possible to have an appointment with one of counsellors about Project Dragonfly and couple of other things please or the Mayor if she has any availability.

Kind Regards
Julie Oakley
Project Dragonfly CIC

Dear Clerk,

I am writing to all organisations and groups who are eligible to apply for S106 funding for the improvement of outdoor sports facilities raised from the following developments:

- PK18/0799/O – North Avon Magistrates Court

A breakdown of the categories of S106 funding that is available and where the funding can be spent is shown in the table below:

Category of Open Space	Capital	Revenue	Locations for spend
Outdoor Sports Facilities	£66,997.82	£20,278.02	Sunnyside Playing Fields

Please note that S106 funding contributions may only be spent on new facilities or capacity improvements to existing facilities where the new development has, at least in part, contributed to the need for that facility or will have an impact on the existing facilities. Contributions cannot be spent on the maintenance of existing facilities.

The purpose of the application process is to: -

- Provide a fair and open process for eligible applicants to apply for funding.
- Enable the Council to make a structured assessment of applications to ensure they demonstrate the need for the project, are well planned, high quality and will benefit the residents of the new development.
- Allow the Council to rank and compare projects where there is competition for funding and make funding decisions.

You are now invited to submit a S106 application form. This will provide the Council with information to assess whether your proposal meets the criteria of the S106 agreement. There are 2 applications, and you will be asked to complete one or the other based on the complexity of your project.

- Expression of Interest (EOI) Application: This is for simpler lower value projects which cost under £50,000. You can download a copy of the EOI [here](#).
- Full Application: This is for more complex projects with a value over £50,000. You can download a copy of the Full Application [here](#).

If your application meets the criteria a recommendation will be made to the Cabinet Member for Communities and Local Place who will decide to proceed with your project or not.

To help with your application you can find further information [here](#). Including detailed guidance notes, example applications and other supporting information. Please ensure that you read the guidance notes fully before completing your application. If for any reason you are unable to access this information, or this web link does not work, please contact the Council's Community Spaces Improvements Team using the contact details below. If you have trouble opening or entering text into the application form, you will need to upgrade to the latest version of adobe acrobat.

Please note that a separate application form should be submitted for each distinct project or scheme.

You must also submit an environmental assessment checklist with your EOI form, which you can access [here](#). The purpose of this is to ensure that the environmental impacts of your project (positive or negative) have been considered and addressed in your proposal.

The deadline to submit your application is **Friday 22nd March** – if this deadline is going to be difficult to meet, please let me know at the earliest opportunity.

We can carry out project management and delivery on your behalf (a fee will be charged for this service which can be paid for out of the S106 funding). Our landscape design team has extensive experience of project design, consultation, management and delivery, including the preparation of planning applications. For more information use the contact details below or visit our [Doing More Together page](#).

If your application is successful and your project requires planning permission, you will need to obtain this before funding can be paid to your organisation. If you are unsure whether your project needs planning permission you will need to complete a [planning permission enquiry form](#) (you can access the form directly [here](#)).

If you would like to discuss your project or have any questions about the application process contact the Council's Community Spaces Improvements Team on 01454 865895 or email ian.davey@southglos.gov.uk

Please could you confirm via email that you have received this invitation.

Yours sincerely,
Ian

December 2023 Payment List			
Date Paid	Payee Name	Transaction Detail	Total
01/12/2023	ProfitReach	Website Support	£ 104.40
04/12/2023	Barclays	Bank Charges	£ 108.39
04/12/2023	Barclays	Bank Charges	£ 8.50
04/12/2023	Lex Autolease Ltd	Estates Vehicle Lease Payment	£ 318.60
04/12/2023	Morrisons	Warm Welcome Supplies	£ 5.99
05/12/2023	Argos	Furniture - Poole Court	£ 210.00
05/12/2023	Avon Sports Ground Maint Co.	Bowling Green Maintenance	£ 667.80
05/12/2023	Bank Current Account	Bank Transfer	£ 14,688.46
05/12/2023	Brake Bros Ltd	Kitchen Stock for Resale	£ 51.81
05/12/2023	Brake Bros Ltd	Kitchen Stock for Resale	£ 114.25
05/12/2023	BS1 Fire & Security Ltd	Building Security Maintenance Works	£ 96.00
05/12/2023	Catering Tech Services Ltd	Kitchen Equipment - Pop Inn Café	£ 3,644.10
05/12/2023	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 19.19
05/12/2023	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 56.59
05/12/2023	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 196.39
05/12/2023	CML Commercial Cleaning Specia	Kitchen Equipment Maintenance - Armadillo	£ 102.00
05/12/2023	EDF Energy Customers Plc	Electricity Charge - YOSC Lighting	£ 1,162.11
05/12/2023	Frenchay Forestry Ltd	Christmas Trees - Town Council Properties	£ 105.60
05/12/2023	Hunts Foodservice Ltd	Kitchen Stock for Resale	£ 103.51
05/12/2023	LANDCARE	Planting Materials	£ 170.40
05/12/2023	Murray Hire Ltd	Estates Staff PPE	£ 74.52
05/12/2023	Murray Hire Ltd	Fuel - Estates Equipment	£ 50.00
05/12/2023	Murray Hire Ltd	Hire of Estates Equipment	£ 535.00
05/12/2023	Murray Hire Ltd	Lights for Town Council Properties	£ 50.00
05/12/2023	RD Johns Ltd Food Service	Kitchen Stock for Resale	£ 62.75
05/12/2023	Safetec Direct Ltd	Estates Staff PPE/Clothing	£ 344.90
05/12/2023	South Gloucestershire Council	Legal Fees ref Deed of Variation	£ 750.00
05/12/2023	The Poppy Appeal	Remembrance Service Collection to be donated	£ 320.00
05/12/2023	Tortworth Estate Company	Christmas Trees - Town Council Properties	£ 175.00
05/12/2023	West Mercia Energy	Gas and Electric Town Council Properties	£ 4,806.83
05/12/2023	Yate Supplies	Cleaning Materials	£ 98.21
05/12/2023	Yate Supplies	Cleaning Materials	£ 50.98
05/12/2023	Yate Women's Institute	Grant Funding	£ 200.00
05/12/2023	ZURICH Insurance Company	Insurance Premium	£ 149.13
06/12/2023	BBS Plumbing & Heating Supplies	Parts for Heating Repairs	£ 616.36
07/12/2023	Disclosure and Barring Service	Staff DBS Check	£ 13.00
07/12/2023	Morrisons Xmas Volunteer Event	Mayors Volunteer Event Catering	£ 152.00
07/12/2023	Royal Mail	Postal Charges	£ 4.40
08/12/2023	Bank Current Account	Bank Transfer	£ 4,510.18
09/12/2023	South Glos Council	Business Rates	£ 2,138.00
09/12/2023	South Glos Council	Business Rates	£ 2,662.00
09/12/2023	South Glos Council	Business Rates	£ 131.00
09/12/2023	South Glos Council	Business Rates	£131.00
09/12/2023	South Glos Council	Business Rates	£ 117.00
12/12/2023	Avon Sports Ground Maint Co.	Bowling Green Maintenance	£ 316.80
12/12/2023	Bank Current Account	Bank Transfer	£ 9,509.73
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 462.24
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 175.68
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 453.28
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 432.32
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 121.00
12/12/2023	Beacon Cleaning Services	Cleaning Town Council Properties	£ 17.83
12/12/2023	Brake Bros Ltd	Kitchen Stock for Resale	£ 125.27
12/12/2023	Broxap Limited	Street Furniture	£ 753.60
12/12/2023	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 293.82
12/12/2023	Fuelgenie Business Accounts	Fuel - Estates Vehicles	£ 398.21
12/12/2023	H2O Window Cleaning Services	Window Cleaning Town Council Properties	£ 446.00

12/12/2023	High Speed Training Limited	Staff Training	£ 700.92
12/12/2023	Horders	Electrical Works - Heritage Centre	£ 153.00
12/12/2023	Horders	Electrical Works - Lighting Abbotswood	£ 126.00
12/12/2023	Horders	Electrical Works - Parish Hall	£ 199.36
12/12/2023	Horders	Electrical Works - Pop Inn Café	£ 333.71
12/12/2023	Imprest Account	Bank Transfer	£ 2,016.40
12/12/2023	INITIAL Washroom Solutions	Hygiene Bins Town Council Properties	£ 256.80
12/12/2023	Key holder deposit refund	Key holder deposit Refund	£ 50.00
12/12/2023	Lex Autolease Ltd	Estates Vehicle Lease Payment	£ 249.74
12/12/2023	Murray Hire Ltd	Estates Equipment Repair/Maintenance	£ 35.94
12/12/2023	Murray Hire Ltd	Estates Staff PPE/Clothing	£ 40.62
12/12/2023	Murray Hire Ltd	Fuel - Estates Equipment	£ 50.00
12/12/2023	Murray Hire Ltd	Fuel - Estates Equipment	£ 50.00
12/12/2023	Murray Hire Ltd	Lights for Town Council Properties	£ 48.00
12/12/2023	NISBETS	Kitchen Equipment - Boiler	£ 695.98
12/12/2023	One Stop Cleaning Shop	Cleaning Equipment/Materials	£ 453.54
12/12/2023	Parsons Landscapes Ltd	Kingsgate Park Surfacing Works	£ 6,360.00
12/12/2023	Pearce Bros	Estates Vehicle Repair/Maintenance	£ 608.96
12/12/2023	Petty Cash	Petty Cash Top Up	£ 118.73
12/12/2023	Phoenix Amenity Supplies	Planting/Lake Maintenance Materials	£ 1,968.84
12/12/2023	Raycox Turf Ltd	Play Bark - Parks/Play Areas	£ 285.60
12/12/2023	Re-Energize	Event Management Fee	£ 1,148.00
12/12/2023	SEVERN AMBULANCE & MEDICAL SER	First Aid Cover - Town Council Event	£ 50.00
12/12/2023	SHB Hire Ltd	Estates Vehicle Lease Payment	£ 796.56
12/12/2023	Society of Local Council Clerk	Annual Membership Fee	£ 357.00
12/12/2023	Society of Local Council Clerk	Staff Training	£ 42.00
12/12/2023	South Gloucestershire Council	Estates Vehicles Maintenance SLA	£ 449.39
12/12/2023	South Gloucestershire Council	IT Equipment	£ 1,996.80
12/12/2023	South Gloucestershire Council	Provision of IT Support	£ 715.03
12/12/2023	Sprint Print & Design	Printing Costs	£ 225.60
12/12/2023	Stone King LLP	Legal Fees	£ 1,755.60
12/12/2023	SUEZ Recycling and Recovery UK	Refuse/Recycling Collections	£ 318.26
12/12/2023	SUEZ Recycling and Recovery UK	Refuse/Recycling Collections	£ 76.16
12/12/2023	SUEZ Recycling and Recovery UK	Refuse/Recycling Collections	£ 38.58
12/12/2023	SUEZ Recycling and Recovery UK	Refuse/Recycling Collections	£ 179.48
12/12/2023	SUEZ Recycling and Recovery UK	Refuse/Recycling Collections	£ 139.26
12/12/2023	Sunflour Cakery	Mayors Volunteer Event Catering	£ 115.00
12/12/2023	The Bristol Pest Controller	Pest Control - Brinsham Lake	£ 196.20
12/12/2023	Toolstation Ltd	Estates Maintenance Equipment/materials	£ 64.80
12/12/2023	Trade UK	Estates Maintenance Equipment/materials	£ 936.19
12/12/2023	Verde Recreo Ltd	All Weather Surface Maintenance - YOSC	£ 446.26
12/12/2023	Virgin Media Payments Ltd	Wifi - Town Council Properties	£ 48.00
12/12/2023	Yate Supplies	Cleaning Materials	£ 117.55
12/12/2023	Yate Supplies	Kitchen Equipment	£ 82.50
13/12/2023	Myhrtoolkit Limited	IT Software Subscription	£ 132.00
15/12/2023	Amazon	HDMI Cable	£ 13.48
15/12/2023	Argos	Kitchen Equipment Poole Court	£ 245.95
15/12/2023	Bearing Warehouse	Stainless Steel Bearings	£ 37.20
15/12/2023	Victoria Westlake Flowers	Flowers for Members of Community	£ 70.00
17/12/2023	World of Sweets (Hancocks) Ltd	Kitchen Stock for Resale	£ 308.63
18/12/2023	Amazon	Estates Staff Equipment	£ 37.96
18/12/2023	Lex Autolease Ltd	Estates Vehicle Lease Payment	£ 402.00
18/12/2023	Petty Cash	Petty Cash Top Up	£ 137.69
19/12/2023	Avon Pension Fund	Monthly Pension Contributions	£ 24,276.60
19/12/2023	Bank Current Account	Bank Transfer	£ 42,520.71
20/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 19.04
20/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 12.22
20/12/2023	Disclosure and Barring Service	Staff DBS Check	£ 13.00
20/12/2023	South Glos Council	Business Rates	£ 212.00

20/12/2023	South Glos Council	Business Rates	£ 225.00
20/12/2023	South Glos Council	Business Rates	£ 519.00
20/12/2023	Telefonica O2 UK Limited	Mobile Phone Charges	£ 182.51
21/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 4.91
21/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 5.03
21/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 6.99
21/12/2023	Petty Cash	Petty Cash Top Up	£ 460.06
22/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 38.94
22/12/2023	Amazon	Equipment - Youth Sessions- Armadillo	£ 18.63
22/12/2023	Bank Current Account	Bank Transfer	£ 92,011.44
22/12/2023	Staff Salaries December	Monthly Salary Payments	£ 61,334.09
22/12/2023	Tax/NI Contributions November	Monthly Tax/NI Contributions	£ 30,173.99
23/12/2023	CNH Industrial	Estates Vehicle Lease Payment	£ 1,171.91
27/12/2023	Bank Current Account	Bank Transfer	£ 51,199.75
27/12/2023	Credit Card Account	Bank Transfer	£ 1,350.86
27/12/2023	H2O Window Cleaning Services	Window Cleaning Town Council Properties	£ 90.00
27/12/2023	High Speed Training Limited	Staff Training	£ 186.00
27/12/2023	Hunts Foodservice Ltd	Kitchen Stock for Resale	£ 113.88
27/12/2023	LANDCARE	Planting Materials	£ 481.05
27/12/2023	Learning Partnership West	Youth Work Provision April to Sept 23	£ 37,407.00
27/12/2023	Murray Hire Ltd	Hire of Estates Equipment	£ 29.40
27/12/2023	NORTHAVON BLINDS	Blinds - Town Council Properties	£ 1,053.79
27/12/2023	NORTHAVON BLINDS	Blinds - Town Council Properties	£ 1,965.81
27/12/2023	ProfitReach	Website Support	£ 178.80
27/12/2023	RD Johns Ltd Food Service	Kitchen Stock for Resale	£ 33.72
27/12/2023	RD Johns Ltd Food Service	Kitchen Stock for Resale	£ 50.22
27/12/2023	Relyon Guarding & Security Service	Building Security	£ 45.00
27/12/2023	South Gloucestershire Council	Cleaning Town Council Properties	£ 2,306.47
27/12/2023	Tel Group Ltd	Telephone Charges	£ 162.00
27/12/2023	Virgin Media Payments Ltd	Wifi - Town Council Properties	£ 56.40
27/12/2023	Yate Community Bike Hub	Grant Funding	£ 2,000.00
27/12/2023	Yate Community Bike Hub	Grant Funding	£ 1,309.64
27/12/2023	Yate Men's Shed	Grant Funding	£ 1,207.80
31/12/2023	Petty Cash	Petty Cash Top Up	£ 245.81