

Notes of the Advisory meeting of members of Yate Town Council's Finance and Governance Committee held on 29th March 2022 from 7.00pm until 7.40pm

This meeting has no decision-making powers as the power which enabled local councils to meet remotely during the Covid-19 pandemic has been rescinded by central government. Therefore, this meeting was held to advise and inform the clerk to the council, to whom delegated powers have been granted to take decisions until face-to-face meetings can safely resume.

Present:

Councillor Mike Drew – Chair. Councillors Ben Nutland, Ray Perry (part-meeting) and Chris Willmore.

Finance Manager & Responsible Finance Officer/Deputy Responsible Finance Officer.

1. Election of Chair of the Advisory Meeting

Councillor Mike Drew was elected Chair of the Advisory Finance & Governance meeting.

2. Apologies for Absence

Apologies for absence were received from Councillors John Ford & Karl Tomasin. Apologies for absence were also received from Councillors Cheryl Kirby, Margaret Marshall and John Serle who are on leave of absence. Councillor Jane Price was not present.

3. Members Declarations of Interest Under the Localism Act 2011

No Declarations of interest under the Localism Act 2011 were received

4. Public Participation Session with Respect to Items on the Agenda

No members of the public were present.

5. Notes of the Advisory meeting of the Finance and Governance Committee held on 8 February 2022

It was **NOTED** that the notes of the Advisory meeting of the Finance and Governance Committee meeting held on 8 February 2022 were received at Full Council on 22 February 2022.

6. Items on the Clerk's Report:

The following items were **NOTED**:

Item Number	
6.1	<p>Items for Consideration from the Advisory Meeting of Members of the Environment and Community Committee held on 8 March 2022</p> <p>Following the Advisory Meeting of Members of the Environment and Community Committee 8 March 2022, a funding request from Off the Record was circulated to Members of the Finance and Governance Committee on 15 March 2022. Further to that consultation with members, under delegated powers, a one-year Funding Agreement for £4,500 will be entered with Off the Record, commencing 1 April 2022.</p>
7.1	<p>Sealing and Signing of Town Council Documents</p> <p>(a) The following documents have been signed or sealed and signed:</p> <ul style="list-style-type: none"> • Provision of Internal Audit Services by South Gloucestershire Council Internal Audit Service contract with effect from 1 April 2022 to 31 March 2025; • Localism contract with South Gloucestershire Council for the provision of services for one year commencing 1 April 2022; • South Gloucestershire Council E-Bike Grant Terms and Conditions 2022; • Contract renewal of Payroll Services provided by South Gloucestershire Council commencing 1 April 2022 to 31 March 2025; • Licence between Yate Town Council and Yate and District Bowling Club for Sunnyside Bowling Green/Pavilion for 1 April 2022 to 1 October 2022; • Variation to Learning Partnership West Agreement, extending the current youth provision until 31 March 2024; • 36 month contract for the Hygiene bins across 7 Yate Town Council Venues commencing 28 March 2022; • Terms of Engagement for Solicitors to deal with Celestine Room lease; • 3 year Lease with South Glos Parents and Carers for the Celestine Room at Poole Court commencing 1 April 2022; • A one year Record of Funding Agreement and Targets for Citizens Advice South Gloucestershire for £8,000, commencing 1 April 2022; • A one year Record of Funding Agreement and Targets for Off the Record for £4,500, commencing 1 April 2022; • Revised Service Level Agreement from South Gloucestershire Council Regeneration Team for the 'Love Your High Streets – Old Yate' project.

	(b) No urgent documents were received for signature/sealing.
8.1	<p>Accounts for Payment</p> <p>The accounts for payment previously authorised in line with the Financial Regulations were received. (Appendix 1)</p> <p><i>Councillor Ray Perry entered the meeting</i></p>
8.2	<p>Fundraising</p> <p>The annual fundraising report was received. (Appendix 2)</p>
8.3	<p>Omicron Additional Restrictions Grant</p> <p>Following an application to South Gloucestershire Council for the Omicron Additional Restrictions Grant, Yate Town Council has been awarded £5,000.</p>
8.4	<p>Welcome Back Fund</p> <p>An email was circulated to members 28 March 2022 confirming that Yate Town Council has been awarded up to an additional £7,600 from this fund, on the condition that the Welcome Back Funds can be spent on agreed items by 31 March 2022. As advised, to achieve this timescale and to reduce additional expenses incurred, the Credit and Debit Card facilities for the Council would need to be utilised and would exceed the £1,000 limit on the Debit Card for single purchases, unless agreed by Council or the Finance and Governance Committee, as referenced within Financial Regulations. No objections to the use of the Debit Card were received, and action was taken to purchase items in order to secure the additional funding.</p>
9.1	<p>Bookings</p> <ul style="list-style-type: none"> • Bookings and booking enquiries across all venues are increasing with the easing of Covid restrictions. We have acquired a number of new regular community group hires offering a range of diverse activities such as Kurling, Scrabble and tap dance to name a few. The Parish Hall remains a popular venue for children's party bookings at the weekend; • Off the Record have returned their signed booking form to hire the small meeting room at the Armadillo on a 3-day a week block booking basis once their lease ends. The signed booking form for the large meeting room at the Armadillo for the Health and Wellbeing Hub sessions has also been received, continuing the arrangement until March 2023.
9.2	<p>Leases</p> <ul style="list-style-type: none"> • The lease for South Glos Parents and Carers, who are moving to the Celestine Room within Poole Court, has now been signed and returned to our solicitors. The new tenancy commences 1 April 2022 until 31 March 2025;

	<ul style="list-style-type: none"> CVS South Gloucestershire previously advised they envisaged that they would not be renewing their lease of a room in Poole Court; this has now been confirmed and will be leaving Poole Court as of 31 March 2022.
9.3	<p>Family Food 4 Free (FF4F)</p> <p>Yate Town Council currently provides storage to the group via use of the Parnall Room at Poole Court. The group is now looking for permanent premises to continue its offering of a community fridge for the local area. Officers met with FF4F to discuss their requirements and to view potential venues for a permanent base.</p> <p>An update was received under confidential session.</p>
10.1	<p>Grants and Finance Sub-Committee</p> <p>Covid-19 Battle Fund Grants have been awarded to the following organisations since the last advisory meeting of members of the Finance and Governance Committee:</p> <ul style="list-style-type: none"> The Willow Tree Centre: £250 to assist with the costs of advertising and Associations/Memberships for the volunteers; Shopmobility South Gloucestershire: £250 to assist with the purchase of a laptop; the 2022 general grants round and the availability of Covid-19 Battle grant funding have now been advertised on the Yate Town Council website and announced via social media; the general grant funding application closing date is Friday 24th June 2022.
10.2	<p>Staffing and Governance Sub-Committee</p> <p>The Local Government Services Pay Agreement 2021-2022 has been reached on rates of pay applicable from 1 April 2021; circular details were circulated to members 1 March 2022. This has been implemented for all applicable staff of Yate Town Council.</p>
10.3	<p>IT - Website Review Sub-Committee</p> <p>Further to Minute number 5/3 Finance and Governance 7 December 2021:</p> <p><i>It was NOTED that a new area for access by Councillors and staff has been created on the website to allow the sharing of documents. (Dummy documents have been uploaded and members of the IT/Website Review Sub-Committee have been asked to test prior to rolling out further).</i></p> <p>Following this, feedback was received from two Councillors regarding the current state of the secure area, as follows:</p> <ul style="list-style-type: none"> The search tool; <ul style="list-style-type: none"> Does not identify specific searches or identify any search results within documents. Opening multiple documents;

	<ul style="list-style-type: none"> ○ Unable to open multiple documents, especially when using a tablet or phone, which does not make the area user friendly. ● There is no login or out button with Councillors accessing the area through a link. <p>Feedback was sent to the website developer and a response is awaited.</p>										
10.4	<p>Priorities and Strategy Scrutiny Working Group</p> <p>The Chair and Vice-Chair of Council will advise the clerk when to convene the Working Group meeting.</p>										
11.1	<p>ALCA Regional Committee</p> <p>The date and time of the next meeting is to be confirmed.</p>										
11.2	<p>NALC Larger Councils' Group</p> <p>The draft minutes of the NALC Larger Councils Committee held on 22nd February 2022 were circulated on 18th March 2022</p> <p>The date and time of the next meeting is set for 10th May 2022 at 10.00am.</p>										
12.1	<p>Current Consultations</p> <p>No consultations have been received.</p>										
12.2	<p>Consultation Responses</p> <table border="1"> <thead> <tr> <th>Consultation Name</th> <th>Link</th> <th>Date Circulated</th> <th>Closing Date</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Government Business Rates Review: Technical Consultation. (Appendix 4)</td> <td>Business Rates Review: technical consultation - GOV.UK (www.gov.uk)</td> <td>15.12.21</td> <td>22.02.22</td> <td>No comments submitted.</td> </tr> </tbody> </table>	Consultation Name	Link	Date Circulated	Closing Date	Notes	Government Business Rates Review: Technical Consultation. (Appendix 4)	Business Rates Review: technical consultation - GOV.UK (www.gov.uk)	15.12.21	22.02.22	No comments submitted.
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Government Business Rates Review: Technical Consultation. (Appendix 4)	Business Rates Review: technical consultation - GOV.UK (www.gov.uk)	15.12.21	22.02.22	No comments submitted.							
12.3	<p>Urgent Consultations</p> <p>An urgent consultation regarding the local area Boundary Review was received. Members advise the Clerk that Councillor Chris Wilmore is to prepare a response to the parliamentary boundary commission.</p>										

7. Advisory Discussion

The following items are actions to be undertaken by the Clerk using delegated powers;

Item Number	
13.1	<p>Accounts and Finance</p> <p>a) Direct Debits & Standing Orders</p> <p>To refer to Full Council in line with items 5/7, 5/8 and 6/6 of Yate Town Council's Financial Regulations:</p> <ol style="list-style-type: none"> 1) to annually approve the use of Direct Debits, Standing Orders and BACS payments; 2) to receive an up-to-date listing of Direct Debit and Standing Order payments made by Yate Town Council on a regular basis for consideration and approval (Appendix 3) <p>b) Venue Hire Charge Structure</p> <p>Following feedback and a review of the Town Council's hire structure, Members advise the Clerk to proceed with officers' recommendation that:</p> <ul style="list-style-type: none"> • the 3-hour minimum booking period be removed from the charging structure for Poole Court, Parish Hall, YMCA, Pop Inn Café and Heritage Centre; • Party bookings remain with a 3-hour minimum period as this is suitable timeframe for this type of activity for the unmanned venues, and is consistent with our other venues; • When hire enquiries are received, these are managed to ensure the appropriate length of hire and time between bookings is applicable to allow for setting up / clearing away.
13.2	<p>Repairs Delegation</p> <p>Further to minute number 57/1 of the Full Council meeting held 26 October 2021 it was resolved that the following delegation be provided to the Town Clerk:</p> <p><i>Repairs Delegation - to enable the swiftest mechanism for routine repairs and maintenance to be undertaken, expenditure connected to capital repairs and maintenance to Town Council assets (eg, play areas, building, sports equipment, sculptures etc) be committed without the need for specific council approval, providing they can be met within budget (including reserves). A trial period of six months to be implemented from 26th October 2021.</i></p> <p>Members advise the Clerk to recommend to Full Council that this delegation be made permanent following the trial period of six months.</p>
13.3	<p>Hybrid Meeting Equipment</p> <p>Further to previous discussions that hybrid meetings will be required, in order</p>

	<p>to accommodate online attendees to participate at meetings that are taking place face to face and to form part of the suite of options available for Poole Court bookings, additional equipment is required to enable the hybrid option. An officer report detailing two options for the additional equipment required, with costs and listed positives and negatives for consideration. (Appendix 4)</p> <p>Members advise the Clerk that further investigations be undertaken between Councillors Mike Drew, Chris Wilmore and officers to establish the most suitable equipment for the Hybrid Meeting requirements for Poole Court.</p> <p>Once the equipment has been identified, Members advise the Clerk that this is purchased from the IT Earmarked Reserve held by council to procure IT equipment as and when identified.</p>
13.4	<p>Bank Accounts</p> <p>An up to date list of financial organisations used by Yate Town Council, along with authority settings, was received and considered. (Appendix 5)</p> <p>Members advise the Clerk to recommend to Full Council that Yate Town Council continue with existing financial organisations and authorisations.</p>
13.5	<p>Play Area Refurbishment Schedule</p> <p>A report identifying opportunities within the 2022/2023 budget to fund the priorities within Play Area Refurbishment Schedule was received and considered. (Appendix 6).</p> <p>Members advise the Clerk to present the opportunities held within the report to Full Council for consideration.</p>

8. CONFIDENTIAL ITEMS

Each councillor and member of staff present declared that there were no other persons present who were not entitled to be (hearing or seeing), and/or recording the meeting.

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.

14.2	<p>Family Food 4 Free (FF4F)</p> <p>A confidential update was received and considered. (Confidential Appendix 7)</p> <p>Members advise the Clerk to proceed with the following:</p> <ul style="list-style-type: none"> • Issue an agreement to FF4F for the ongoing hire of the Randolph Room as a community fridge for the local area;
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	<ul style="list-style-type: none">• to grant fund FF4F the cost of hire of the Randolph Room (value £3,825 +VAT);• to review the ongoing hire arrangement when the next building valuation is undertaken.
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9. Consideration of Impact of Decisions on Climate and Waste

Impacts on climate and waste were considered, following decisions taken by the committee during the meeting:

- The purchase of Hybrid Meeting Equipment, allowing for people to attend Council Meetings without the need to travel to Poole Court and attend in person.

MEETING CLOSED

Appendix 1

Payments made between 1st and 28th February 2022			
Date Paid	Payee Name	Transaction Detail	Total
01/02/2022	Alexandra	Estates Staff PPE	£ 92.88
01/02/2022	Bank Current Account	Bank Transfer	£ 7,318.57
01/02/2022	Brake Bros Ltd	Kitchen Stock for Resale	£ 125.99
01/02/2022	Brake Bros Ltd	Kitchen Stock for Resale	£ 0.80
01/02/2022	BS1 Fire & Security Ltd	Building Security YOSC	£ 1,314.17
01/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 257.83
01/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 13.18
01/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 5.10
01/02/2022	Murray Hire Ltd	Hire of estates equipment	£ 51.00
01/02/2022	South Gloucestershire Council	Cleaning Town Council Properties	£ 1,836.84
01/02/2022	STANNAH LIFT SERVICES	Lift Servicing Armadillo	£ 284.70
01/02/2022	Trade UK	Estates maintenance equipment/materials	£ 10.00
01/02/2022	Trade UK	Estates maintenance equipment/materials	£ 2.14
01/02/2022	Trade UK	Estates maintenance equipment/materials	£ 6.49
01/02/2022	Water2Business	Water and Sewerage Charge	£ 59.09
01/02/2022	West Mercia Energy	Gas/Electric Town Council Properties	£ 3,258.36
02/02/2022	ProfitReach	Website Support	£ 98.40
04/02/2022	Barclays	Bank Charges	£ 8.50
07/02/2022	Petty Cash	Petty Cash Top Up	£ 99.59
07/02/2022	Petty Cash	Petty Cash Top Up	£ 248.72
07/02/2022	World of Sweets (Hancocks) Ltd	Kitchen Stock for Resale	£ 309.10
08/02/2022	British Telecom Payment Service	Telephone Charges	£ 15.16
08/02/2022	Disclosure and Barring Service	Staff DBS Check	£ 13.00
08/02/2022	Phoenix Coffee & Equipment Ltd	Kitchen Stock for Resale	£ 209.97
08/02/2022	South Glos Council	Business Rates	£ 337.00
09/02/2022	Amazon	DVD for Armadillo Cinema	£ 9.99
09/02/2022	Amazon	DVD for Armadillo Cinema	£ 9.99
09/02/2022	Bank Current Account	Bank Transfer	£ 65.96
09/02/2022	Victoria Westlake Flowers	Chairs Expense of Office Costs	£ 30.00
10/02/2022	Amazon	H&S Signage	£ 6.81
10/02/2022	Amazon	H&S Signage	£ 4.99
10/02/2022	Amazon	Sweet Bags Armadillo	£ 16.90
10/02/2022	Myhrtoolkit Limited	IT Software Subscription	£ 118.80
10/02/2022	ProfitReach	Website Support	£ 64.62
11/02/2022	Imprest Account	Bank Transfer	£ 1,447.18
11/02/2022	Lex Autolease Ltd	Estates Vehicle Lease Payment	£ 249.74
11/02/2022	Society of Local Council Clerk	Training Conference Fees	£ 90.00
15/02/2022	Avon Sports Ground Maint Co.	Bowling Green Maintenance Materials	£ 244.99
15/02/2022	Bank Current Account	Bank Transfer	£ 9,286.01
15/02/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 57.60
15/02/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 369.79
15/02/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 175.68
15/02/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 238.22
15/02/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 213.94
15/02/2022	Brake Bros Ltd	Kitchen Stock for Resale	£ 70.08
15/02/2022	Brake Bros Ltd	Kitchen Stock for Resale	£ 94.04
15/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 167.87
15/02/2022	Complete Business Solutions Gr	Stationery	£ 48.60
15/02/2022	H2O Window Cleaning Services	Cleaning Town Council Properties	£ 80.00

15/02/2022	MD Group	Building Maintenance/Repair - Pop Inn Café	£ 120.00
15/02/2022	MELCOURT INDUSTRIES LTD	Playbark - Play areas	£ 4,104.00
15/02/2022	National Security Group	Building Security	£ 156.02
15/02/2022	National Security Group	Building Security	£ 42.00
15/02/2022	Re-Energize	Event Management Fee	£ 1,409.00
15/02/2022	SHB Hire Ltd	Estates Vehicle Lease Payment	£ 437.10
15/02/2022	South Gloucestershire Council	IT Support	£ 580.48
15/02/2022	The Purple Guide	Events Industry Forum Subscription	£ 30.00
15/02/2022	Trade UK	Estates maintenance equipment/materials	£ 24.00
15/02/2022	Trade UK	Estates maintenance equipment/materials	£ 17.00
15/02/2022	Trade UK	Estates maintenance equipment/materials	£ 4.80
15/02/2022	Trade UK	Estates maintenance equipment/materials	£ 43.98
15/02/2022	Verde Recreo Ltd	All weather pitch maintenance	£ 446.26
15/02/2022	Virgin Media Payments Ltd	Wifi charge	£ 48.00
15/02/2022	Yate Supplies	Cleaning Materials	£ 148.90
18/02/2022	Avon Pension Fund	Monthly Pension Contributions	£ 13,886.07
18/02/2022	Bank Current Account	Bank Transfer	£ 13,345.27
22/02/2022	Avon Sports Ground Maint Co.	Bowling Green Maintenance Materials	£ 630.00
22/02/2022	Bank Current Account	Bank Transfer	£ 45,363.33
22/02/2022	Brake Bros Ltd	Kitchen Stock for Resale	£ 57.57
22/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 2.70
22/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 4.50
22/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 21.88
22/02/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for Resale	£ 120.99
22/02/2022	Ford Fuel Oils	Fuel Estates Vehicles	£ 491.09
22/02/2022	Fuelgenie Business Accounts	Fuel Estates Vehicles	£ 330.84
22/02/2022	HMRC	Monthly Tax/NI Contributions	£ 13,674.70
22/02/2022	Horders	Electrical Works YOSC	£ 2,643.83
22/02/2022	Horders	Electrical Works Heritage Centre	£ 283.66
22/02/2022	Lawrence Tree Services	Tree Works Parks/Play Areas/Open Spaces	£ 12,397.44
22/02/2022	Quest 88 Ltd	Specialist Sports Equipment	£ 5,556.00
22/02/2022	RBS Software Solutions	IT Software Subscription	£ 198.00
22/02/2022	Returnable Deposit	Hirer Refund Returnable Deposit	£ 50.00
22/02/2022	Shopmobility South Gloucesters	Grant Funding	£ 250.00
22/02/2022	South Gloucestershire Council	Quarterly localism charge	£ 8,580.96
22/02/2022	Telefonica 02 UK Limited	Mobile Phone Charges	£ 195.00
22/02/2022	Trade UK	Estates maintenance equipment/materials	£ 17.00
22/02/2022	Trade UK	Estates maintenance equipment/materials	£ 9.70
22/02/2022	Trade UK	Estates maintenance equipment/materials	£ 1.64
22/02/2022	Ultion Locks	Lock/Keys for Town Council Building	£ 114.50
22/02/2022	Virgin Media Payments Ltd	Telephone Charges	£ 40.51
22/02/2022	World Snooker Services	Youth Equipment Armadillo	£ 31.97
22/02/2022	World Snooker Services	Youth Equipment Armadillo	£ 234.00
23/02/2022	Petty Cash	Petty Cash Top Up	£ 245.61
23/02/2022	Petty Cash	Petty Cash Top Up	£ 116.19
24/02/2022	ProfitReach	Website Support	£ 178.80
25/02/2022	Amazon	Chairs Expense of Office Books	£ 8.33
25/02/2022	Amazon	Chairs Expense of Office Books	£ 41.65
25/02/2022	Amazon	Staff Lanyard	£ 2.00
25/02/2022	Amazon	Youth Equipment Armadillo	£ 31.74
28/02/2022	Bank Current Account	Bank Transfer	£ 47,343.93
28/02/2022	Staff Salaries Feb 22	Staff Salaries	£ 47,940.78

Appendix 2

Fundraising Report to 31 March 2022			
Listed below is a summary individuals/organisations who have been approached or have donated funding to Yate Town Council projects in the 2021/2022 financial year:			
Name of Organisation	Project Identified	Status of Application	Amount Awarded
SGC - Area Wide Grant	Coir Rolls and Aerator for Kingsgate and Brinsham Parks	Unsuccessful, but awarded under MAF	0.00
SGC - Area Wide Grant	YMCA Accessibility Improvements	received	2700.00
SGC - Business Restart Grant	Support towards the Armadillo restarting after lockdown	Unsuccessful	0.00
SGC - Business Restart Grant	Support towards the Heritage Centre restarting after lockdown	Unsuccessful	0.00
SGC - Business Restart Grant	Support towards Poole Court restarting after lockdown	Unsuccessful	0.00
SGC - Business Restart Grant	Support towards the Pop Inn Café restarting after lockdown	Unsuccessful	0.00
SGC - Business Support Grant	funding for Sunnyside Pavillion to support the effects of Covid-19	received	238.21
SGC - Business Support Grant	funding for Parish Hall to support the effects of Covid-19	received	238.21
SGC - Business Support Grant	funding for Armadillo to support the effects of Covid-19	received	357.14
SGC - CIL	Recycled Pedestrian bridge and noticeboard	received	8273.67
SGC - Community Brightside	YMCA Garden	received	500.00
SGC - Community Brightside	Armadillo Garden	received	500.00
SGC - Community Brightside	Armadillo Healthy Cooking Workshops	Successful	500.00
SGC - Community Brightside	PPE Bins - £500 requested	Unsuccessful	0.00
SGC - Discretionary Business Restart Grant	Support towards YTC restarting after lockdown	received	1500.00
SGC - Discretionary Business Restart Grant	Support towards YTC restarting after lockdown	received	750.00
SGC - Omicron Hospitality & Leisure Grant	Support towards the Armadillo effected by Omicron variant	Unsuccessful	0.00
SGC - Omicron Hospitality & Leisure Grant	Support towards the Heritage Centre effected by Omicron variant	Unsuccessful	0.00
SGC - Omicron Hospitality & Leisure Grant	Support towards Poole Court effected by Omicron variant	Unsuccessful	0.00
SGC - Omicron Hospitality & Leisure Grant	Support towards the Pop Inn Café effected by Omicron variant	Unsuccessful	0.00
SGC - Omicron Additional Restrictions Grant	Support towards YTC effected by Omicron variant	Successful	5000.00
SGC - MAF	MAF - MAB Accessibility	received	2043.00
SGC - MAF	MAF - Coir Rolls and Aerator for Kingsgate and Brinsham Parks	Original application under AWG but received under MAF	3000.00

SGC - MAF	MAF - Armadillo Garden Project	Successful	900.00
SGC - MAF	MAF - Climate & Planet	Successful	1058.00
SGC - MAF	MAF - YHC Accessibility	Successful	400.00
SGC - S106	Abbotswood Informal play - Revenue award	received	8140.28
SGC - S106	Millside Play Enhancement - Capital award	received	40500.00
Bristol City Council	Small grant award to support Yate Heritage Centre	received	195.00
Workplace Charging Scheme Voucher	Replacement dual electric charging point at Poole Court - Voucher enabling discount from supplier.	accepted	700.00
SGC - E-Bike Grant	Grant to provide 4 E-Bikes	accepted	0.00
Age UK - Connecting Communities Small Grants Fund	Yate Ageing Better - £2,000 requested	awaiting outcome March 22	0.00
Enovert Community Trust	Armadillo Youth Café modernisation project - £40,000 requested	Unsuccessful	0.00
SGC - Queens Platinum Jubilee Award 2022	Queens Platinum Jubilee Beacon Event	accepted	1500.00
Arts Council England	Local Nature Community Creation - £7,500 requested	awaiting outcome March 22	0.00
SGC - SLA Welcome Back Fund	Love Your High Streets - Old Yate	received	10000.00
England Athletics	Facility Improvements Fund	Unsuccessful	0.00
Wards	Easter Egg Event	received	50.00
Dodington	Easter Egg Event	received	100.00
			89143.51

Yate and District Heritage Centre Trust Charity Commission Register No: 1110300 Fundraising Report to 31 March 2022

'funds listed below are raised and administered by the Yate Heritage Centre Trust in line with the Trust's Governing Document dated 20th May 2003

Application of Income. This is reported to Yate Town Council by way of transparency, the funds are not passed to the council'

Name of Organisation	Project Identified	Status of Application	Amount Awarded
South Glos Council	SLA	Received	£2,800
Community Brightside	Online Streaming	Awarded	£500
SGC MAF Funding	Laptop	Awarded	£499
Yate Town Council	Revenue	Received	£2,500
Friends of Yate Heritage	Lecture series	Received	£500
Westerleigh Parish Council	Workshops	Received	£300
Dodington Parish Council	Workshops	Received	£300
Wickwar Parish Council	Printing WWI Book	Received	£500
Yate Town Council	St George's Day 2022	Received	£500
SGC AWG Funding	International Festival 2022	Received	£700
Society of Merchant Venturers	International Festival 2022	Received	£900
			£9,999

Appendix 3

Direct Debits/Standing Orders/BACS Payments - 2021-2022				
Payee Name	Transaction Detail	Amount	DD/SO/Bacs	Frequency
Avon Pension fund	Monthly pension contributions	Variable/£15k approx	BACS	monthly
Avon Sports Ground Maintenance	Bowling Green Maintenance	£630.00	SO	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 £100	DD	monthly
British Telecom Payment Service	Building Security Armadillo	£15.16	DD	monthly
British Telecom Payment Service	Building Security Heritage	Variable/£73 approx	DD	quarterly
British Telecom Payment Service	Building Security Poole Court	Variable/£92 approx	DD	quarterly
British Telecom Payment Service	Pop Café Landline and broadband	Variable/£134 approx	DD	quarterly
Dell Finance	Laptops x 2 lease	£94.03	DD	quarterly
Dell Finance	Laptops x 3 lease	£121.03	DD	quarterly
HMRC	Monthly Tax/NI payment	Variable/£14k approx	BACS	monthly
ICO	GDPR/Data Protection subscription	£55.00	DD	annually
Lex Autolease	FA16 YMR estates van lease	£249.74	DD	monthly
Lex Autolease	BT18 DZL electric vehicle lease + EF18 XBM estates pick-up lease	£8,647.20	DD	annually
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	£118.80	DD	monthly
Profit Reach (Go Cardless)	third-party subscriptions for YTC website	£98.40	DD	monthly
Profit Reach (Go Cardless)	web care plan	£178.80	DD	monthly
Profit Reach (Go Cardless)	hosting of old YTC website	£64.62	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
South Gloucestershire Council	Rates - Bowling Pavilion and Football Pavilion	1x£240.10 9x£245	DD	monthly
South Gloucestershire Council	Rates - Heritage Centre	1x£67.18 9x£66	DD	monthly
South Gloucestershire Council	Rates - Parish Hall	1x£312.80 9x£309	DD	monthly
South Gloucestershire Council	Rates - Poole Court	1x£2348 9x£2345	DD	monthly
South Gloucestershire Council	Rates - Armadillo	1x£1856.75 9x£1859	DD	monthly
South Gloucestershire Council	Rates - Pop Inn Café	1x£494.10 9x£494	DD	monthly
South Gloucestershire Council	Rates - YMCA	1x£119.03 9x£124	DD	monthly
South Gloucestershire Council	Rates - Celestine Room Poole Court	1x£184.80 11x£188	DD	monthly
Staff Salaries	Monthly staff salaries	Variable/£52k approx	BACS	monthly


Yate Town Council Hybrid Meeting Equipment

Option 1

Microphone

<p data-bbox="363 595 743 629">Blue Yeti USB Microphone</p>  <p>The image shows a black Blue Yeti USB microphone on its stand to the left of its retail box. The box is black with 'yeti' in white lowercase letters and 'BLUETOOTH' in smaller white letters above it. A blue badge on the box says 'WORLD'S #1 PREMIUM USB MIC'. Below the box, it says 'Ultimate USB microphone for professional recording' and '11 microphone USB per microphone professional'.</p>	<p data-bbox="1086 730 1310 763">Supplier: Argos</p>
	<p data-bbox="1098 1066 1299 1099">Cost: £119.99</p>


Camera

<p data-bbox="429 1435 675 1469">ToLuLu Webcam</p>  <p>The image shows a black ToLuLu webcam on a large black stand to the left of its accessories. The accessories include a smaller black webcam on a tripod, a small black tripod, and a black ring.</p>	<p data-bbox="1070 1514 1326 1547">Supplier: Amazon</p>
	<p data-bbox="1107 1839 1289 1872">Cost: £21.99</p>

Speakers

<p>Honkyob USB Computer Speaker</p> 	<p>Supplier: Amazon</p>
<p>Cost: £15.99</p>	

Additional Items

<p>Atolla USB Hub</p> 	<p>Supplier: Amazon</p>
<p>Cost: £9.99</p>	

<p>Total</p>	<p>£167.96</p>
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<p>Positives</p>	<p>Negatives</p>
<ul style="list-style-type: none"> • Set up would allow hybrid meetings to take place • Small devices which would easily be stored 	<ul style="list-style-type: none"> • Clerks would have to set up individual items before meeting and put away after meeting (including screen and projector) • Requires secondary computer • Requires additional USB ports


<ul style="list-style-type: none"> • Can already be incorporated into current set up (with projector and screen) 	<ul style="list-style-type: none"> • Would need to be set up in close proximity to one another due to length of connection cables
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Option 2

Rally Bar Mini

<p data-bbox="387 678 719 712">Logitech Rally Bar Mini</p> 	<p data-bbox="1070 730 1329 763">Supplier: Logitech</p>
	<p data-bbox="1107 990 1292 1023">Cost: £2,699</p>

Additional Items

<p data-bbox="349 1288 756 1321">FITUEYES Mobile TV Stand</p> 	<p data-bbox="1070 1373 1329 1406">Supplier: Amazon</p>
	<p data-bbox="1107 1722 1292 1756">Cost: £65.99</p>

Sharp 1T-C32BC5KH2FB 32" Smart HD



Supplier: Currys (business)

Cost: £149.99 (exc. VAT)

Total £2,914.98

Positives

- All-in-one system (will allow everything to be controlled through one piece of equipment)
- Reduce the need for projector and pull-down screen – more professional set up
- Modern set up – more adaptable to modern computers / laptops
- No need to set up individual pieces of equipment
- The set up will allow this to move into different rooms
- Could open up a “conference room” set up for bookings

Negatives

- More expensive
- Expensive to replace
- If one feature stops working, would need to find alternative (such as purchasing separate microphone)
- Would need to purchase additional items such as TV screen and stand

Appendix 5

Report regarding Yate Town Council Bank Accounts, Bank Cards and Signatories March 2022

To **NOTE** In line with the council's Financial Regulations to *Determine and keep under regular review the bank mandate of all council bank accounts;*

Please find listed below the banking institutions in which Yate Town Council currently holds its funds, followed by the authorisation for each account.

Bank/Investment Accounts in the name of Yate Town Council

Name of Organisation and account name	Authorisation	How Authorised
1. Nationwide 95 Day Saver	Town Clerk RFO 6 nominated Councillors	By two councillors plus one of either the Town Clerk or RFO for payments up to £150,000 for payments exceeding this amount 3 member signatures are required plus one of either the Town Clerk or RFO. Account holds balance of funds and the only transactions made would be to transfer funds in to nominated Town Council bank accounts
2. Nationwide Instant Saver	As above	As above
3. Triodos	As above	As above
5. Co-op Bank	As above	As above
4. CCLA Public Sector Deposit Fund	Town Clerk RFO Deputy RFO	Two signatories from staff listed. An investment account only. Funds can only be transferred in to nominated Town Council Barclays bank account. No other transactions can be made.

6. Barclays Current Account	Town Clerk RFO 6 nominated Councillors	By two councillors plus one of either the Town Clerk or RFO for payments up to £150,000 for payments exceeding this amount 3 member signatures are required plus one of either the Town Clerk or RFO.
7. Barclays Instant Access Saver Account	Town Clerk RFO 6 nominated Councillors	Funds are transferred from this bank account to the Barclays Current Account by way of an automatic transfer facility. This automatic transfer ensures that all payments from the Barclays Current Account can be paid.
8. Barclays Imprest Bank Account	Town Clerk RFO Deputy Town Clerk Deputy RFO Venue Operations Officer Venue Operations Assistant Youth Officer	Any two signatures to authorise unless visa card used. Evidence retained confirming approval of payment. Up to £2,500 in any one calendar month
9. Barclaycard Credit Card	Town Clerk RFO Deputy RFO	Limit set at £6,000 for the facility. Subject to automatic payment in full via direct debit from existing Barclays current account. Evidence retained confirming approval of payment.

To NOTE:

- The 6 nominated councillors hold Barclays.net payment cards as do the Town Clerk, RFO and Deputy RFO
- The Town Clerk, RFO, Deputy RFO, Venue Operations Officer, Venue Operations Assistant & Youth Officer hold Visa cards as referred to under item 8 above

Members to confirm above arrangements.

Play Area Refurbishment Schedule

Introduction

It was resolved in minute 102 of the Full Council meeting held 22 February 2022 that:

- Finance and Governance Committee (F&G) to review the town council budget and identify opportunities for funding of the play area refurbishment schedule for 2022-2024 (Peg Hill, Kingsgate Park and Eggshill Play Area) as an urgent priority;
- Delegated powers be granted to the Town Clerk in Consultation with the Chair of F&G to make changes to the budget that are required to support the play area refurbishment schedule, if changes to the budget are required before the next Full Council meeting in May;
- Play Area refurbishment should be a priority for YTC investment; investments in new projects should be considered after the play areas have been budgeted;
- Kingsgate Park refurbishment is a high priority in the play area refurbishment schedule;
- Peg Hill Skatepark refurbishment should be a YTC priority for s106 sports funding.

This report has been created in line with the above resolution to review the 2022/2023 budget, attached for ease of reference, and identify possible opportunities for funding of the play area refurbishment schedule. Please note as of yet, figures indicating the cost of Kingsgate Park refurbishment have been obtained.

Following the review of the 2022/2023 budget, there are two identified opportunities for funding that are provided for members to review:

- Utilise budgeted capital expenditure over the next two years that is currently being allocated into Earmarked reserves/sinking funds for future projects. (Pages 15 – 17 of the attached 2022/2023 budget), with the agreement to increase allocation to Earmarked reserves in future budget years;
- Use unallocated earmarked reserves (Pages 18 – 21 of the attached 2022/2023 budget).

Capital Expenditure:

The following items are currently budgeted in the 2022/2023 & 2023/2024 budgets and could be reallocated towards Kingsgate Park refurbishment as the high priority within the schedule:

- £20,000 on- off item within 2022/2023 budget under Peg Hill Capital expenditure - if Peg Hill is to be funded via S106 sports monies (dates for which are not known);

- £10,500 annual item transferred into an Earmarked reserve to purchase a tractor and flail at a cost of £63,000 in 6 years when the current machinery reaches end of life span.

If this is reallocated for the 2022/2023 and 2023/2024 budgets, then from the 2024/2025 budget onwards for the following 4 years, £15,750 would need to be placed into Earmarked reserves annually. This would be an increase of £5,250 than originally budgeted and would be required to meet the cost of £63,000 in the agreed timescale for when the current machinery reaches end of life span.

- £49,700 annual item transferred into YOSC track and Astro turf maintenance sinking fund Earmarked reserve. Broken down into £28,800 for refurbishment of the track in years 2028 & 2036 and £20,900 for refurbishment of Astro turf surface in 2030.

If this is reallocated for the 2022/2023 and 2023/2024 budgets, then from 2024/2025 budget onwards for the following 6 years, £64,325 would need to be placed into the sinking fund Earmarked reserve annually. This would be an increase of £14,625 than originally budgeted and would be required to meet the cost of refurbishment in the agreed timescales.

Reallocating these 3 capital expenditure items would provide the following funding for each of the financial years:

£80,200 for 2022/2023

£60,200 for 2023/2024

This would result in an additional annual amount of £19,875 to be funded from 2024/2025 budget for the next 4 years. Based on the indicative increase of band D housing notified by South Gloucestershire Council this would be approximate to a 1.2% increase in precept for 2024/2025 (page 26 of the attached 2022/2023 budget).

Earmarked Reserves:

After reviewing the current Earmarked Reserves there is one identified fund that is currently available for allocation that contains a sizable amount. This is the Major Projects Sinking Fund – which is a sinking fund held to fund major projects, to include large build repairs to the Armadillo.

Once all previously agreed transfers for works have been completed the remaining unallocated amount is £136,096.

Summary of Potential Amounts:

£80,200 22/23

£136,096 22/23

£60,200 23/24

TOTAL: £276,496



YATE TOWN COUNCIL

2022/2023

Budget

As resolved at Full Council on 12 January 2022

INDEX

Pages 3-5	Basis for Budget Setting
Pages 6-10	Environment and Community Committee Proposed Budget
Pages 11	Environment and Community Committee Budget Totals
Pages 12-13	Finance and Governance Committee Proposed Budget
Pages 14	Finance and Governance Committee Budget Totals
Pages 15-17	Full Council Capital Other Projects Proposed Budget
Pages 18-21	Projected Earmarked Reserves
Pages 22-27	Precept Calculations 2022 – 2025

BASIS FOR SETTING 2022/2023 BUDGET

Budget Increase

The RPI for September 2021 is 4.9%. The figure of 4.9% has been used as a general guide for increasing the budget.

Council Tax Base

South Gloucestershire Council has advised the firm Council Tax Base figure for 2022/2023 is 8,051 band D properties (this represents an increase of 383 band D properties based upon 2021/2022). This figure has been used to calculate the 2022/2023 draft budget using a 4.9% increase in line with the September RPI increase.

Gas and Electricity

Gas and electricity budgets are based on historical pre Covid-19 consumption levels and supplier forecasts of 21% increase for gas and 18% increase for electricity. These increases consider extreme commodity price increases and possible increases of non-commodity charges, both of which are subject to change.

Income

Estimated income levels had been set at 50% of the 2019/2020 actual income for 2021/2022. Following the Government Roadmap, all our venues have now opened to the public and these income levels should be realised.

The lasting effects of Covid-19 are still prevalent, and so income levels are still not back to pre-pandemic sums but are steadily increasing as we move from 2021/2022 into 2022/2023. Therefore, anticipated income for 2021/2022 has been uplifted by RPI to reflect this.

Loans

The following loans are outstanding and payable by Yate Town Council as at November 2021:

- Armadillo: 8 years 4 months 1 days to run - last payment due 02.03.30 - balance o/s as at 31.03.21 £278,679
- Heritage: 3 years 4 months 24 days to run - last payment due 25.03.25 - balance o/s as at 31.03.21 £ 64,459
- MAB YOSC: 9 years 2 months 12 days to run - last payment due 13.01.31 - balance o/s as at 31.03.21 £170,000

Local Council Tax Support Grant (LCTSG)

Due to the changes in calculating the council tax seven years ago, leading to a reduction in the precept that town and parish councils could raise, government introduced a Local Council Tax Support Grant (LCTSG) to offset the difference. This grant has been passed down by South Gloucestershire Council to the town and parish councils in its area. However, the LCTSG has been reduced annually since it was first put in place; in 2014/2015 the sum of £83,488 was paid and reduced annually thereafter. No LCTSG was available for 2020/2021 and this funding stream is no longer available despite it originally being part of the precept.

Overheads

The Estates Staff costs have been apportioned for 2021/2022. The attributable budget has been reallocated to the corresponding cost centre based upon the previous year's figures to ensure continuity and ease of reading. However, these can be variable depending upon the areas of work undertaken. The bottom-line figures remain the same. By reapportioning the overheads, the actual cost of providing a service is more transparent.

Pay

Pay negotiations for the 2021/2022 financial year are currently still ongoing. National Employers made a final pay offer of 1.75% increase to pay points 2 and above 27 July 2021, this was not accepted by the unions. The National Employers met 19 October 2021 to consider the union's request to reopen this year's pay negotiations and following this meeting, agreed by a majority to reaffirm that the pay offer they made on 27 July 2021 is full and final.

A 2% increase was allocated when setting the 2021/2022 budget, however as the 1.75% pay offer hasn't been agreed it is uncertain if this figure will fund the pay increase for 2021/2022.

The 2022/2023 pay negotiations are not due to commence until after the negotiations for 2021/2022 have been finalised. A pay increase of 2% has been added into the budget calculations in line with the increase set for 2021/2022 and the current final offer made for the 2021/2022 pay increase.

National Insurance Contributions

Employer's National Insurance contributions for 2022/2023 will increase by 1.25% from 13.8% to 15.05%. This is due to a new Health and Social Care Levy which is to fund investment in the NHS and social care.

From 2023/2024 the 1.25% Levy will remain but will be formally separated from NICs, and National Insurance Contribution rates will return to 2021/2022 levels of 13.8%

Pensions

An actuarial valuation took place in 2019 for application to years 2020 – 2023.

Future Service Contribution Rates and Deficit Recovery Payments with effect from 1 April 2020 (resulting from the 2019 Actuarial Valuation) have been incorporated into the estimated costs, using the valuation which would accommodate a possible outcome from the McCloud judgement along with an increase to accommodate the long term pay structure.

In line with the 2019 Actuarial Valuation, Avon Pension Fund corrections have resulted in recovery payments and future service contributions; rates until 31 March 2023 as follows:

Financial Years	2020/2021	2021/2022	2022/2023
Service Rate (% of payroll)	17.5%	17.5%	17.5%
Avon Pension Fund Corrections (£)	£0	£1,780	£0

The next actuarial valuation takes place in 2022 for application from 2023 for a further three years.

Climate and Planet

Yate Town Council's pledge to transition to net carbon zero by 2030 is fully embedded within the 2022/2023 budget. This includes replacing vehicles and equipment with electric as existing items reach the end of their life cycle, as well as providing funding to undertake actions that work towards this pledge.

ENVIRONMENT AND COMMUNITY COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(1) SMALL SPORTS FACILITIES	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
EXPENDITURE								
23,664	19,401	Bowling Green & Pavilion	22,849	7,745	23,005	25,105	25,740	26,522
17,619	13,918	Football Pavilion and Pitches	17,874	4,167	18,568	19,646	20,228	20,835
592	187	Tennis Courts	3,519	4	607	3,557	636	647
41,875	33,506	Total Expenditure	44,242	11,916	42,180	48,307	46,604	48,004
INCOME								
20,849	4,777	Bowling Green & Pavilion	0	14,238	14,525	15,165	21,710	21,710
8,770	10,530	Football Pavilion and Pitches	8,705	1,613	9,542	9,870	10,081	10,298
1,885	1,275	Tennis Courts	4,420	1,199	1,886	4,494	2,006	2,054
31,504	16,582	Total Income	13,125	17,050	25,953	29,529	33,796	34,062
10,371	16,924	SMALL SPORTS FACILITIES NET COSTS	31,117	(5,134)	16,227	18,779	12,807	13,942
(2) YATE OUTDOOR SPORTS COMPLEX (YOSC)								
EXPENDITURE								
19,300	18,893	Yate Outdoor Sports Complex (YOSC)	85,482	28,116	50,697	131,958	140,696	136,501
22,000	0	YOSC PWLB Loan Repayment	18,889	8,954	17,911	17,916	17,916	17,916
41,300	18,893	Total Expenditure	104,371	37,070	68,608	149,874	158,612	154,417
INCOME								
25,425	10,884	Yate Outdoor Sports Complex	70,125	12,025	29,060	78,980	79,762	80,568
10,463	0	Transfer From Earmarked Reserves	10,913	0	10,913	4,463	10,963	10,963
35,888	10,884	Total Income	81,038	12,025	39,973	83,443	90,725	91,531
5,412	8,009	YATE OUTDOOR SPORTS COMPLEX (YOSC) NET COSTS	23,333	25,045	28,635	66,431	67,886	62,885
(3) PARKS								
EXPENDITURE								
43,274	41,840	Kingsgate Park	35,240	4,881	32,826	37,806	38,766	39,239
20,416	12,988	Brinsham Fields Park	19,595	3,363	19,777	21,904	22,562	23,238
63,690	54,828	Total Expenditure	54,835	8,244	52,603	59,711	61,328	62,477
INCOME								
7,722	7,722	Kingsgate Park	7,761	0	8,006	8,398	8,650	8,910
0	0	Brinsham Fields Park	0	0	0	0	0	0
7,722	7,722	Total Income	7,761	0	8,006	8,398	8,650	8,910
55,968	47,106	PARKS NET COSTS	47,074	8,244	44,597	51,313	52,678	53,568

ENVIRONMENT AND COMMUNITY COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(4) PLAY AREA MAINTENANCE	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
EXPENDITURE								
89,961	56,263	Total Expenditure	88,197	11,582	90,065	94,733	97,060	101,194
INCOME								
0	551	Transfer from Earmarked Reserves	551	0	551	1,340	1,340	1,340
0	551	Total Income	551	0	551	1,340	1,340	1,340
89,961	55,712	PLAY AREAS NET COSTS	87,646	11,582	89,514	93,393	95,720	99,854
(5) OPEN SPACES								
EXPENDITURE								
87,437	60,167	Open Spaces & Greens	84,158	21,449	81,670	90,472	93,186	95,981
0	0	Yate Common	0	0	0	0	0	0
87,437	60,167	Total Expenditure	84,158	21,449	81,670	90,472	93,186	95,981
INCOME								
60	120	Total Income	60	60	60	60	60	60
87,377	60,047	OPEN SPACES NET COSTS	84,098	21,389	81,610	90,412	93,126	95,921
(6) ABBOTSWOOD								
EXPENDITURE								
3,365	3,305	Total Expenditure	865	130	865	1,145	914	942
INCOME								
0	0	Total Income	0	0	0	0	0	0
3,365	3,305	ABBOTSWOOD OPEN SPACE NET COSTS	865	130	865	1,145	914	942
(7) WOODS AT THE REAR OF THE RIDGEWOOD CENTRE								
EXPENDITURE								
0	0	Total Expenditure	0	0	0	0	0	0
INCOME								
0	0	Total Income	0	0	0	0	0	0
0	0	WOODS AT THE REAR OF RIDGEWOOD CENTRE NET COSTS	0	0	0	0	0	0

ENVIRONMENT AND COMMUNITY COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(8) PUBLIC RIGHTS OF WAY	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
EXPENDITURE								
0	0	Total Expenditure	0	0	0	0	0	0
INCOME								
0	0	Total Income	0	0	0	0	0	0
0	0	PUBLIC RIGHTS OF WAY NET COSTS	0	0	0	0	0	0
(9) ESTATES STAFF								
EXPENDITURE								
201,207	190,756	Salaries	207,764	100,314	206,599	213,684	220,095	226,697
22,843	14,555	Employers NIC	17,510	8,143	17,286	20,183	20,789	21,412
38,904	33,937	Employers Superannuation	38,840	19,644	39,396	39,793	40,987	42,216
17,364	0	Estate Working in Training	13,208	6,336	12,917	13,704	14,115	14,539
7,105	7	Staff Training	4,445	577	2,200	4,400	4,532	4,668
800	2,188	Expenses	800	3	800	839	864	890
100	33	Misc/CRB	100	0	100	105	108	111
3,100	3,202	Health and Safety Clothing	3,255	1,788	3,255	3,414	3,517	3,622
(176,912)	(138,283)	Re-allocation of overheads estates staff	(177,650)	0	(177,651)	(186,331)	(191,921)	(197,496)
114,511	106,395	Total Expenditure	108,272	136,805	104,902	109,792	113,085	116,661
INCOME								
0	949	Misc	0	533	533	0	0	0
0	949	Total Income	0	533	533	0	0	0
114,511	105,446	ESTATES STAFF NET COSTS	108,272	136,272	104,369	109,792	113,085	116,661
(10) ESTATES EQUIPMENT VEHICLES AND MACHINERY								
EXPENDITURE								
34,538	27,718	Total Expenditure	46,498	19,734	36,895	45,640	45,984	46,548
INCOME								
0	0	Insurance Claims	0	0	73	0	0	0
0	0	Total Income	0	0	73	0	0	0
34,538	27,718	ESTATES EQUIPMENT VEHICLES AND MACHINERY EXPENDITURE NET COSTS	46,498	19,734	36,822	45,640	45,984	46,548

ENVIRONMENT AND COMMUNITY COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021		CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		(11) TRANSPORT INITIATIVES						
EXPENDITURE								
683	129	Total Expenditure	607	19	626	1,200	1,236	1,273
INCOME								
0	0	Grants	0	0	0	0	0	0
0	0	Insurance Claims	0	0	0	0	0	0
0	0	Total Income	0	0	0	0	0	0
683	129	TRANSPORT INITIATIVES NET COSTS	607	19	626	1,200	1,236	1,273
		(12) YOUTH AND COMMUNITY SUPPORT						
EXPENDITURE								
76,774	76,742	Salaries	81,097	39,201	80,544	84,255	86,783	89,386
10,501	6,832	Employers NIC	7,031	3,579	7,455	8,689	8,950	9,218
13,665	13,430	Employers Superannuation	14,253	7,060	14,295	14,745	15,187	15,643
2,554	0	Reallocation of Overheads - Estates Staff	2,554	0	2,554	2,679	2,760	2,842
0	0	Staff Support	70	0	0	0	0	0
73,000	56,580	Youth Provision	73,000	14,754	72,600	73,000	73,000	73,000
15,563	8,139	Events in the Parks	1,000	393	1,070	17,000	17,510	18,035
480	33	Christmas Carol, Fair Trade & Grants Events	335	0	335	4,350	906	933
500	0	Volunteer Training	500	0	250	500	500	515
612	880	Yate Community Plan	0	0	0	0	0	0
7,619	-	Age UK	0	0	0	0	0	0
4,608	-	Off The Record	4,608	0	2,700	0	0	0
2,546	2,490	Yate Men's Shed	2,546	1,468	2,546	2,671	2,751	2,833
0	0	Transfer to Earmarked Reserves	0	0	0	0	0	0
208,422	165,126	Total Expenditure	186,994	66,455	184,349	207,889	208,346	212,407
INCOME								
7,400	5,787	Total Income	4,400	2,198	4,150	7,346	7,566	7,793
201,022	159,339	YOUTH AND COMMUNITY SUPPORT NET COSTS	182,594	64,257	180,199	200,543	200,780	204,613

ENVIRONMENT AND COMMUNITY COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(13) PROPERTIES	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
EXPENDITURE								
20,365	13,417	Heritage Centre	21,535	7,254	19,228	20,896	21,445	22,014
51,178	47,046	Heritage Centre Salary Costs (Incl. NIC & Pension & Reallocation Overheads Estates Staff)	52,549	21,177	48,085	53,302	54,901	56,548
18,124	18,124	Heritage Centre PWLB Loan Repayment	18,124	9,062	18,127	18,124	18,124	18,124
17,180	9,160	Parish Hall	17,307	5,016	16,651	18,341	18,720	19,179
9,532	6,689	YMCA	10,430	4,361	9,787	11,512	11,639	11,988
29,583	12,423	Pop Inn Café (PIC)	22,484	7,004	18,629	21,185	21,673	22,323
10,679	10,411	PIC Salary Costs (Incl. NIC & Pension * Reallocation Overheads Estates Staff)	12,399	5,160	12,775	13,553	13,960	14,379
58,825	47,868	Poole Court (P/Crt)	58,097	25,572	55,080	61,259	62,764	64,587
35,249	24,833	P/Crt Salary Costs (Incl. NIC & Pension & Reallocation Overheads Estates Staff)	35,579	12,805	35,633	36,271	37,359	38,480
92,214	49,979	Armadillo	91,811	36,816	90,988	102,438	104,593	107,731
196,607	161,279	Armadillo Salary Costs (Incl. NIC & Pension & Reallocation of Overheads Estates Staff)	196,875	89,686	193,843	207,582	213,809	220,224
37,820	37,817	Armadillo PWLB Loan Repayment	37,820	18,909	37,820	37,820	37,820	37,820
577,356	439,046	Total Expenditure	575,010	242,822	556,645	602,283	616,808	633,396
INCOME								
3,568	2,800	Heritage Centre	3,185	2,995	2,995	2,800	2,800	2,800
16,359	6,638	Parish Hall	9,640	6,258	10,914	11,193	11,525	11,866
12,409	3,040	YMCA	0	3,270	3,270	3,430	3,533	3,639
31,730	383	Pop Inn Café	15,865	2,855	7,046	7,343	7,563	7,790
53,804	11,143	Poole Court	38,821	14,784	27,633	32,539	33,516	34,521
67,061	27,049	Armadillo	37,281	24,740	57,957	60,418	62,230	64,097
90,000	49,034	Transferred from Earmarked reserves	90,000	0	90,000	90,000	58,009	0
274,931	100,087	Total Income	194,791	54,902	199,815	207,723	179,176	124,714
302,425	338,959	PROPERTIES NET COSTS	380,219	187,920	356,830	394,560	437,632	508,682

ENVIRONMENT AND COMMUNITY COMMITTEE TOTALS

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	ENVIRONMENT AND COMMUNITY EXPENDITURE TOTALS	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
41,875	33,506	SMALL SPORTS FACILITIES	44,242	11,916	42,180	48,307	46,604	48,004
41,300	18,893	YATE OUTDOOR SPORTS COMPLEX	104,371	37,070	68,608	149,874	158,612	154,417
63,690	54,828	PARKS	54,835	8,244	52,603	59,711	61,328	62,477
89,961	56,263	PLAY AREAS	88,197	11,582	90,065	94,733	97,060	101,194
87,437	60,167	OPEN SPACES & COMMONS	84,158	21,449	81,670	90,472	93,186	95,981
3,365	3,305	ABBOTSWOOD	865	130	865	1,145	914	942
0	0	WOODS AT THE REAR OF RIDGEWOOD CENTRE	0	0	0	0	0	0
0	0	PUBLIC RIGHTS OF WAY	0	0	0	0	0	0
114,511	106,395	ESTATES STAFF	108,272	136,805	104,902	109,792	113,085	116,661
34,538	27,718	ESTATES EQUIPMENT VEHICLES AND MACHINERY	46,498	19,734	36,895	45,640	45,984	46,548
683	129	TRANSPORT INITIATIVES	607	19	626	1,200	1,236	1,273
208,422	165,126	YOUTH AND COMMUNITY SUPPORT	186,994	66,455	184,349	207,889	208,346	212,407
577,356	439,046	PROPERTIES	575,010	242,822	556,645	602,283	616,808	633,396
1,263,138	965,376	Total Expenditure	1,294,050	556,226	1,219,409	1,411,045	1,443,162	1,473,301
		ENVIRONMENT AND COMMUNITY INCOME TOTALS						
31,504	16,582	SMALL SPORTS FACILITIES	13,125	17,050	25,953	29,529	33,796	34,062
35,888	10,884	YATE OUTDOOR SPORTS COMPLEX	81,038	12,025	39,973	83,443	90,725	91,531
7,722	7,722	PARKS	7,761	0	8,006	8,398	8,650	8,910
0	551	PLAY AREAS	551	0	551	1,340	1,340	1,340
60	120	OPEN SPACES	60	60	60	60	60	60
0	0	PUBLIC RIGHTS OF WAY	0	0	0	0	0	0
0	949	ESTATES STAFF	0	533	533	0	0	0
0	0	ESTATES EQUIPMENT VEHICLES AND MACHINERY	0	0	73	0	0	0
0	0	TRANSPORT INITIATIVES	0	0	0	0	0	0
7,400	5,787	YOUTH AND COMMUNITY SUPPORT	4,400	2,198	4,150	7,346	7,566	7,793
274,931	100,087	PROPERTIES	194,791	54,902	199,815	207,723	179,176	124,714
357,505	142,682	Total Income	301,726	86,768	279,114	337,838	321,314	268,410
905,633	822,694	ENVIRONMENT AND COMMUNITY NET COSTS	992,324	469,458	940,295	1,073,206	1,121,848	1,204,890

FINANCE AND GOVERNANCE COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(14) DEMOCRATIC REPRESENTATION	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		EXPENDITURE						
315	0	Travel Expenses	324	0	100	300	309	318
530	32	Conference Fees	546	0	0	500	515	530
530	165	Members Training	546	266	546	573	590	608
900	0	IT - Members licencing	0	0	0	0	0	0
100	0	Members ICO Registration	103	0	103	108	111	115
6,000	0	Elections	1,000	0	0	6,000	6,000	6,000
0	6,000	Transferred to Earmarked Reserves	0	0	1,000	0	0	0
8,375	6,197	Total Expenditure	2,519	266	1,749	7,481	7,525	7,571
		INCOME						
0	0	Transfer from Earmarked Reserves	0	0	0	0	0	0
0	0	Total Income	0	0	0	0	0	0
8,375	6,197	DEMOCRATIC REPRESENTATION NET COSTS	2,519	266	1,749	7,481	7,525	7,571
		(15) CIVIC						
		EXPENDITURE						
850	600	Chairman's Allowance	876	624	1,300	875	901	928
150	0	Mayors Cadet Scheme	155	31	150	150	150	150
4,230	582	Civic Events (EG Remembrance Service etc.)	3,172	399	1,934	2,842	2,927	3,015
5,230	1,182	Total Expenditure	4,202	1,054	3,384	3,867	3,979	4,093
		INCOME						
0	0	Misc	0	176	943	0	0	0
0	0	Total Income	0	176	943	0	0	0
5,230	1,182	CIVIC NET COST	4,202	878	2,441	3,867	3,979	4,093

FINANCE AND GOVERNANCE COMMITTEE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021		CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		(16) SERVICE SUPPORT						
		EXPENDITURE						
74,421	42,871	Service Support	77,840	44,929	70,708	70,874	72,955	75,828
235,845	224,388	Salaries	261,054	125,254	254,446	261,760	269,612	277,701
30,027	13,641	Employers NIC	28,102	10,825	22,254	25,753	26,526	27,322
44,725	39,169	Employers Superannuation	48,180	21,669	44,935	47,752	49,185	50,661
15,434	0	Service Support Apprentice	13,084	3,613	7,371	11,111	11,445	11,788
400,452	320,069	Total Expenditure	428,260	206,290	399,714	417,251	429,723	443,299
		INCOME						
4,000	4,815	Bank Interest/Service Support/Misc	2,000	2,568	4,400	1,000	1,000	1,000
4,000	4,815	Total Income	2,000	2,568	4,400	1,000	1,000	1,000
396,452	315,254	SERVICE SUPPORT NET COST	426,260	203,722	395,314	416,251	428,723	442,299
		(17) GRANTS						
		EXPENDITURE						
8,500	9,500	Grants	8,500	4,621	8,500	8,500	8,500	8,500
1,000	0	Communities Emergency Fund	1,000	0	1,000	1,000	1,000	1,000
0	0	Y&D Bowls Club	0	5,000	5,000	0	0	0
8,000	8,000	Citizens Advice Bureau	8,000	8,000	8,000	8,000	8,000	8,000
1,000	0	Friends of Brinsham Park	0	0	0	0	0	0
0	0	Transfer to Earmarked Reserves	0	0	0	0	0	0
0	0	Transferred from Earmarked Reserves	0	0	0	0	0	0
18,500	17,500	Total Expenditure	17,500	17,621	22,500	17,500	17,500	17,500

FINANCE AND GOVERNANCE COMMITTEE TOTALS

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	FINANCE AND GOVERNANCE EXPENDITURE TOTALS	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
8,375	6,197	DEMOCRATIC REPRESENTATION	2,519	266	1,749	7,481	7,525	7,571
5,230	1,182	CIVIC	4,202	1,054	3,384	3,867	3,979	4,093
400,452	320,069	SERVICE SUPPORT	428,260	206,290	399,714	417,251	429,723	443,299
18,500	17,500	GRANTS	17,500	17,621	22,500	17,500	17,500	17,500
432,557	344,948	Total Expenditure	452,481	225,231	427,347	446,099	458,727	472,464
		FINANCE & GENERAL PURPOSES INCOME TOTALS						
0	0	DEMOCRATIC REPRESENTATION	0	0	0	0	0	0
0	0	CIVIC	0	176	943	0	0	0
4,000	4,815	SERVICE SUPPORT	2,000	2,568	4,400	1,000	1,000	1,000
4,000	4,815	Total Income	2,000	2,744	5,343	1,000	1,000	1,000
428,557	340,133	FINANCE AND GOVERNANCE NET COSTS	450,481	222,487	422,004	445,099	457,727	471,464

CAPITAL AND PROJECT EXPENDITURE

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(18) PLAY AREAS AND SPORTS FACILITIES	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		EXPENDITURE						
0	0	CE - MILLSIDE PLAYZONE	0	32,946	46,613	0	0	0
0	0	CE - ST MARY'S PLAY AREA	0	0	0	0	0	0
0	3,739	CE - HOWARD LEWIS PLAY AREA	0	0	0	0	0	0
0	33,484	CE - ABBOTSWOOD PLAY	0	6,448	6,448	0	0	0
0	499	CE - KINGSGATE PARK GYM EQUIP	0	0	0	0	0	0
0	0	CE - BRINSHAM PARK PLAY AREA	0	4,590	4,590	0	0	0
0	0	CE - PLAY AREA REFURBISHMENT	0	0	0	0	0	0
0	0	CE - PEG HILL SKATE PARK	0	10,155	10,155	20,000	0	0
0	0	CE - SUNNYSIDE FOOTBALL PAVILION	0	0	0	0	0	0
0	133,344	TRANS TO EARMARKED RESERVES	0	0	8,140	0	0	0
0	171,066	Expenditure - Play Area & Sports Facilities	0	54,139	75,946	20,000	0	0
		INCOME						
0	35,673	TRANS FROM EARMARKED RESERVES	0	0	(22,648)	0	0	0
0	206,739	Net Expenditure - Play Areas & Small Sports Facilities (After reserve transfers)	0	54,139	53,298	20,000	0	0
LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(19) YATE OUTDOOR SPORTS COMPLEX (YOSC)	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		EXPENDITURE						
0	37,991	CE - YOSC BETTERMENT PROJECT	0	399	399	0	0	0
0	21,479	CE - YOSC	0	1,780	1,780	0	0	0
0	0	CE - YOSC CAPITAL MAINTENANCE	10,000	96	10,000	0	0	0
49,700	0	CE - YOSC SINKING FUND (track and astroturf)	0	0	0	49,700	49,700	49,700
0	9,933	CE - YOSC DRAINAGE	0	0	0	0	0	0
0	6,675	CE - YOSC ASTROTURF	0	0	0	0	0	0
205,577	212,916	CE - YOSC COMMUNITY BLDG	0	7,511	27,592	0	0	0
0	0	CE - WIND TURBINE	30,000	0	0	0	0	0
0	0	TO EARMARKED RESERVES	0	0	0	0	0	0
255,277	288,994	Expenditure - YOSC	40,000	9,786	39,771	49,700	49,700	49,700
		INCOME						
(7,577)	0	TRANS FROM EARMARKED RESERVES	(30,000)	0	(29,372)	0	0	0
247,700	288,994	Net Expenditure - YOSC (After reserve transfers)	10,000	9,786	10,399	49,700	49,700	49,700

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(20) BUILDINGS	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
		EXPENDITURE						
90,000	40,869	CE - BUILDING FUND	31,500	1,610	45,500	20,000	19,500	31,000
0	9,729	CE - YMCA	0	13,115	17,700	0	0	0
0	0	TRANS TO EARMARKED RESERVES	0	0	0	0	0	0
90,000	50,598	Expenditure - Buildings	31,500	14,725	63,200	20,000	19,500	31,000
		INCOME						
(80,000)	0	LESS TRANS FROM EARMARKED RESERVES	0	0	(29,000)	0	0	0
10,000	50,598	Net Expenditure - Buildings (After reserve transfers)	31,500	14,725	34,200	20,000	19,500	31,000

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(21) BUS SHELTERS	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
0	0	CE - NEW BUS SHELTERS	0	0	0	0	0	0
0	0	Total Expenditure - Bus Shelters	0	0	0	0	0	0
0	0	TRANS FROM EARMARKED RESERVES	0	0	0	0	0	0
0	0	Net Expenditure - Bus Shelters (After reserve transfers)	0	0	0	0	0	0

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(22) PARKS, GREENS & OPEN SPACES	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
31,374	1,459	CE - KINGSGATE PARK	0	0	4,424	0	0	0
0	0	CE - BOLLARDS	0	0	0	0	0	0
0	0	CE - OS SCULPTURE	0	0	0	0	0	0
2,500	0	CE - SIGNS & NOTICEBOARDS	1,400	3,850	5,250	0	0	0
0	0	TRANS TO EARMARKED RESERVES	0	0	0	0	0	0
33,874	1,459	Total Expenditure - Parks, Greens & Open Spaces	1,400	3,850	9,674	0	0	0
		INCOME						
0	5,137	TRANS FROM EARMARKED RESERVES	0	0	0	0	0	0
33,874	6,596	Net Expenditure - Parks, Greens & Open Spaces (After reserve transfers)	1,400	3,850	9,674	0	0	0

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	(23) OTHER PROJECT EXPENDITURE	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
0	0	CE - ESTATES VEHICLES/EQUIPMENT	0	0	0	10,500	10,500	10,500
0	0	CE - YOUTH VEHICLE	0	0	0	0	0	0
2,100	13,551	OP - BUSINESS AND STAFFING REVIEW	0	0	0	0	0	0
0	5,137	OP - SERVICE & PROJECT DEVELOPMENT	2,352	21,785	26,728	0	0	0
0	0	OP - DECARBONISATION PLAN	20,000	0	20,000	0	0	0
0	0	OP - YATE AGEING BETTER	0	1,371	1,493	1,000	0	0
0	0	TRANS TO EARMARKED RESERVES	0	0	0	0	0	0
2,100	18,688	Total Expenditure - Other Projects	22,352	23,156	48,221	11,500	10,500	10,500
		INCOME						
0	0	TRANS FROM EARMARKED RESERVES	0	0	(28,221)	(1,000)	0	0
2,100	18,688	Total Expenditure - Other Projects (After Reserve transfers)	22,352	23,156	20,000	10,500	10,500	10,500
381,251	530,805	Total Capital Expenditure	95,252	105,656	236,811	101,200	79,700	91,200

CAPITAL AND PROJECT INCOME

LAST YEAR BUDGET 2020/2021	LAST YEAR ACTUAL 2020/2021	CAPITAL - INCOME	CURRENT YEAR BUDGET 2021/2022	CURRENT YTD ACTUAL (SEPT) 2021/2022	ANNUAL PROJECTED 2021/2022	BUDGET 2022/2023	PROPOSED ESTIMATE 2023/2024	PROPOSED ESTIMATE 2024/2025
0	202,704	CE - INCOME GRANTS REC (GOV)	0	13,017	66,160	0	0	0
0	100,600	CE - INCOME GRANTS RECEIVED (OTHER)	0	0	0	0	0	0
0	0	CE - INCOME SPONSORSHIP	0	0	0	0	0	0
198,000	169,941	CE - INCOME PWLB LOAN	0	0	0	0	0	0
198,000	473,245	Total Net Income	0	13,017	66,160	0	0	0

183,251	57,560	CAPITAL & PROJECT NET EXPENDITURE	95,252	92,639	170,651	101,200	79,700	91,200
(87,577)	40,810	TRANSFERRED FROM EARMARKED FUNDS	(30,000)	0	(109,241)	(1,000)	0	0
95,674	98,370	CAPITAL NET SPEND	65,252	92,639	61,411	100,200	79,700	91,200

EARMARKED RESERVES

It is anticipated that the following earmarked reserves will be held at the end of the 2021/2022 financial year after provisions have been made for projects as identified.

ER - PLAY AREA PROJECTS	To meet the cost of new or the refurbishment of kickabout/play areas.
ER - S106 - INFORMAL PLAY ABBOTSWOOD	S106 balance for Abbotswood informal play.
ER - YOSC ASSET TRANSFER FUNDS	Balance of settlement from SGC following YOSC being leased to YTC
ER – S106 – YOSC DISABILITY EQUIPMENT	S106 balance funding YOSC disability equipment.
ER – BUILDING FUND	Funding to meet the cost of urgent building repairs.
ER – MAJOR PROJECTS SINKING FUND	Sinking fund for Major projects, to include large building repairs to the Armadillo.
ER – KINGSGATE PARK TOILETS & YARD REFURB	Funding allocated to undertake works to the yard at Kingsgate Park
ER – YMCA	To fund refurbishment at this site.
ER – RODFORD PLAYING FIELDS	To fund hedge laying and gate signage at the Rodford site.
ER – ALLOTMENTS	Monies accumulated for when allotment land has been identified.
ER – BUS SHELTERS	Funding for one replacement bus shelter.
ER – PROJECT SUPPORT	To assist with project costs as identified.
ER – ARMADILLO PROJECT FUND	Balance of project fund for Armadillo project expenditure as and when identified.
ER – BUSINESS REVIEW IT	Balance of funding left from the IT review retained to replace equipment as necessary.
ER – CIL FUNDS	CIL funding that has been allocated to fund projects.
ER – FRIENDS OF BRINSHAM PARK	Money held on behalf of Friends of Brinsham Park while alternative banking arrangements are completed.
ER – CLIMATE AND PLANET	Funds used to undertake Climate & Planet actions.
ER – S106 WITCHES HAY REVENUE FUNDS	15 years S106 revenue towards to cost of maintaining the Witches Hat Play Area.

ER – S106 SUNNYSIDE TENNIS REVENUE FUNDS
ER – S106 FOOTBALL PAVILION REVENUE
ER – S106 YOSC BETTERMENT REVENUE FUNDS
ER - YOSC FUTURE TRACK & ASTROTURF REVENUE FUNDS
ER – S106 KINGSGATE PARK GYM REVENUE FUNDS
ER – ELECTIONS
ER – YOSC SUPPORT
ER – PUBLIC RIGHTS OF WAY
ER – YATE AGEING BETTER CONSULTATION
ER – YOUTH PROVISION

15 years S106 revenue towards the cost of maintaining the SL tennis courts.
15 years S106 revenue towards the cost of maintaining the SL football pavilion.
15 years S106 revenue towards the cost of the YOSC track maintenance.
Earmarked funds for future track and Astro turf works.

S106 revenue towards the cost of maintaining the KP gym equipment.
Earmarked funds for future election costs.
Allocated toward cost of possible SLA funding.
Public Rights of Way monies for the public footpath order
Funding retained for the Yate Ageing better project.
Funding allocated to meet future Youth Provision in Yate.

EARMARKED RESERVES

	EARMARKED RESERVES	Balance available as at 1 April 2021	Budgeted Transfer In	Budgeted Transfer out	Anticipated Balance as at 31 March 2022
	PLAY AREAS & SPORTS FACILITIES				
1	ER - PLAY AREA PROJECTS	13,901	-	10,870	3,031
2	ER - S106 CAPITAL KINGSGATE PARK GYM	89	-	89	-
3	ER - S106 - INFORMAL PLAY ABBOTSWOOD	10,137	8,140	6,448	11,829
4	ER - S106 - SUNNYSIDE FOOTBALL PAVILION CAPITAL	906	-	906	-
5	ER - S106 - YOSC BETTERMENT PROJECT	83	-	83	-
6	ER - YOSC ASSET TRANSFER FUNDS	38,959	-	1,780	37,179
7	ER - YOSC - BOXING RELOCATION	27,157	6,482	33,639	-
8	ER - S106 YOSC DISABILITY EQUIPMENT	17,305	-	14,951	2,354
	BUILDINGS				
9	ER - BUILDING FUND	22,740	-	-	22,740
10	ER - MAJOR PROJECT SINKING FUND	43,612	121,488	15,610	149,490
11	ER - KINGSGATE PARK TOILETS & YARD REFURBISHMENT	15,154	-	-	15,154
12	ER - ABBOTSWOOD CAPITAL ENHANCEMENT	15,441	-	15,441	-
13	ER - YMCA	9,191	-	-	9,191
	PARKS, GREEN & OPEN SPACES				
14	ER - RODFORD PLAYING FIELDS	13,204	-	-	13,204
	OTHER PROJECTS				
15	ER - ALLOTMENTS	12,000	-	-	12,000
16	ER - BUS SHELTERS	5,000	-	-	5,000
17	ER - PROJECT SUPPPORT	234,425	-	169,866	64,559
18	ER - ARMADILLO PROJECT FUND	20,371	-	-	20,371
19	ER - BUSINESS REVIEW - IT	29,958	-	1,700	28,258
20	ER - CIL FUNDS	30,033	13,373	25,000	18,406
21	ER - FREIENDS OF BRINSHAM PARK	-	2,199	-	2,199
22	ER – CLIMATE & PLANET	30,000	-	-	30,000
	COMMITTED REVENUE EXPENDITURE				
23	ER - S106 WITCHES HAT PA REVENUE FUNDS	6,063	-	551	5,512
24	ER - S106 SL TENNIS COURT REVENUE FUNDS	4,242	-	386	3,856
25	ER - S106 SL FOOTBALL PAVILION REVENUE	36,098	906	2,846	34,158
26	ER - S106 YOSC BETTERMENT REVENUE FUNDS	65,100	-	6,450	58,650
27	ER - YOSC TRACK & ASTROTURF MAINTENANCE	-	49,700	-	49,700
28	ER - S106 KINGSGATE PARK GYM REVENUE	28,849	-	-	28,849
29	ER - ELECTIONS	10,986	1,000	-	11,986

30	ER - YOSC SUPPORT	49,458	-	-	49,458
31	ER - PUBLIC RIGHT OF WAY	6,081	-	-	6,081
32	ER - YATE AGEING BETTER CONSULTATION	15,809	-	1,493	14,316
33	ER - YOUTH PROVISION	238,009	-	90,000	148,009
		1,050,359	203,289	398,109	855,538

PRECEPT CALCULATIONS 2022 -2023

South Gloucestershire Council advised the firm Council Tax Base figure for 2022/2023 as being is 8051 band D properties (this represents an increase of 383 band D properties based on the previous year).

Tax Base	%	cost per band D House pa	precept raised	precept raised
2021-2022				
7,668	x	182.38	1,398,502	1,398,502

The following table shows how much precept can be raised based upon the advised indicative tax base x a percentage increase.

Indicative Tax Base	% increase	pacost per band D House	precept raised	Increase per band D household per annum	Increase per band D household per week	Balance required to meet the proposed % increase in revenue costs only
2022-2023						
8,051	0	182.38	1,468,354	0.00	0.00	(71,640)
8,051	1	184.21	1,483,038	1.82	0.04	(56,956)
8,051	2	186.03	1,497,721	3.65	0.07	(42,273)
8,051	3	187.85	1,512,405	5.47	0.11	(27,589)
8,051	4	189.68	1,527,088	7.30	0.14	(12,906)
8,051	4.9	191.32	1,539,994	8.94	0.17	(0)
8,051	6	193.32	1,556,455	10.94	0.21	16,461

**BUDGET SUMMARY
2022 -2023**

Budget Summary	2021-2022		2022-2023	Budget Incr/(Decr)
	Projected	Budgeted	Proposed	
REVENUE EXPENDITURE				
Environment and Community	1,219,409	1,294,050	1,411,045	116,995
Finance and Governance	427,347	452,481	446,099	(6,382)
	1,646,756	1,746,531	1,857,144	110,613
INCOME				
Environment and Community	279,114	301,726	337,838	36,112
Finance and Governance	5,343	2,000	1,000	(1,000)
	284,457	303,726	338,838	35,112
NET REVENUE EXPENDITURE	1,362,299	1,442,805	1,518,305	75,500
CAPITAL AND PROJECT EXPENDITURE (NET)	170,651	95,252	101,200	5,948
Less: Funded from Earmarked Reserves	(109,241)	(30,000)	(1,000)	29,000
TOTAL NET EXPENDITURE	1,423,710	1,508,057	1,618,505	110,448
Financed as Follows:				
General Reserves as at 1 April 2021	513,295	500,256	488,087	
Estimated General Reserve as at 31 March 2022	488,087	390,701	409,576	**
Used/(Available) to Fund Expenditure	25,208	109,555	78,511	
TOTAL PRECEPT	1,398,502	1,398,502	1,539,994	

**Note	Recommended reserve equal to 3 months net expenditure plus £30,000 contingency	370,575	390,701	409,576
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Earmarked Reserves	Actual 31.03.21	Anticipated 31.03.22
Capital Projects	325,207	359,801
Others	725,152	495,737
	1,050,359	855,538

PRECEPT CALCULATIONS 2023 -2024

South Gloucestershire Council has advised the provisional indicative Council Tax Base figure for 2023/2024 is 8,208 band D properties (this represents an increase of 157 band D properties based on the previous year) The provisional indicative figure has been used to calculate the 2023/2024 draft budget using an estimated 3% increase in the RPI.

Indicative Tax Base	%	cost per band D House	precept raised	precept raised
2022-2023				
8,051	x	191.32	1,539,994	1,539,994

The following table shows how much precept can be raised based upon the advised indicative tax base x a percentage increase.

Indicative Tax Base	% increase	cost per band D House	precept raised	Increase per band D household per annum	Increase per band D household per week	Balance required to meet the proposed % increase
2023 - 2024						
8,208	0	191.32	1,570,340	0.00	0.00	(9,234)
8,208	1	193.23	1,586,044	1.91	0.04	6,469
8,208	2	195.14	1,601,747	3.83	0.07	22,173
8,208	3	197.06	1,617,451	5.74	0.11	37,876
8,208	4	198.97	1,633,154	1.91	0.04	53,580
8,208	5	200.88	1,648,857	3.83	0.07	69,283
8,208	6	202.80	1,664,561	5.74	0.11	84,986
8,208	6.7	204.14	1,675,553	7.08	0.14	95,979

BUDGET SUMMARY 2023 - 2024

Budget Summary	2022-2023		2023 - 2024	Budget Incr/(Decr)
	Projected	Budgeted	Proposed	
REVENUE EXPENDITURE				
Environment and Community	1,411,045	1,411,045	1,443,162	32,117
Finance and Governance	446,099	446,099	458,727	12,628
	<u>1,857,144</u>	<u>1,857,144</u>	<u>1,901,889</u>	<u>44,745</u>
INCOME				
Environment and Community	337,838	337,838	321,314	(16,524)
Finance and Governance	1,000	1,000	1,000	0
	<u>338,838</u>	<u>338,838</u>	<u>322,314</u>	<u>(16,524)</u>
NET REVENUE EXPENDITURE	<u>1,518,305</u>	<u>1,518,305</u>	<u>1,579,574</u>	<u>61,269</u>
CAPITAL AND PROJECT EXPENDITURE (NET)	101,200	101,200	79,700	(21,500)
Less: Funded from Earmarked Reserves	(1,000)	(1,000)	0	1,000
TOTAL NET EXPENDITURE	<u>1,618,505</u>	<u>1,618,505</u>	<u>1,659,274</u>	<u>40,769</u>
Financed as Follows:				
General Reserves as at 1 April 2022	409,576		409,576	
General Reserve as at 31 March 2023	409,576		424,894	**
Used/(Available) to Fund Expenditure	<u>78,511</u>	<u>78,511</u>	<u>(15,318)</u>	
TOTAL PRECEPT	<u>1,539,994</u>	<u>1,539,994</u>	<u>1,674,592</u>	

**Note	Recommended reserve equal to			
	3 months net expenditure	409,576	409,576	424,894

PRECEPT CALCULATIONS 2024 - 2025

South Gloucestershire Council has advised the provisional indicative Council Tax Base figure for 2024/2025 is 8,371 band D properties (this represents an increase of 163 band D properties based on the previous year) The provisional indicative figure has been used to calculate the 2023/2024 draft budget using an estimated 3% increase in the RPI.

Indicative Tax Base	%	cost per band D House	precept raised	precept raised
2023 - 2024				
8,208	x	197.06	1,617,451	1,617,451

The following table shows how much precept can be raised based upon the advised indicative tax base x a percentage increase.

Indicative Tax Base	% increase	cost per band D House	precept raised	Increase per band D household per annum	Increase per band D household per week	Balance required to meet the proposed % increase
2024 - 2025						
8,371	0	197.06	1,649,571	0.00	0.00	(26,783)
8,371	1	199.03	1,666,067	1.97	0.04	(10,287)
8,371	2	201.00	1,682,563	3.94	0.08	6,208
8,371	3	202.97	1,699,058	5.91	0.11	22,704
8,371	4	204.94	1,715,554	7.88	0.15	39,200
8,371	5	206.91	1,732,050	9.85	0.19	55,695
8,371	6	208.88	1,748,545	11.82	0.23	72,191
8,371	7.0	210.85	1,765,041	13.79	0.27	88,687
8,371	8.6	214.00	1,791,434	16.95	0.33	115,080

**BUDGET SUMMARY
2024-2025**

Budget Summary	2023 - 2024		2024 - 2025	Budget Incr/(Decr)
	Projected	Budgeted	Proposed	
REVENUE EXPENDITURE				
Environment and Community	1,443,162	1,443,162	1,473,301	30,139
Finance and Governance	458,727	458,727	472,464	13,737
	<u>1,901,889</u>	<u>1,901,889</u>	<u>1,945,765</u>	<u>43,876</u>
INCOME				
Environment and Community	321,314	321,314	268,410	(52,904)
Finance and Governance	1,000	1,000	1,000	0
	<u>322,314</u>	<u>322,314</u>	<u>269,410</u>	<u>(52,904)</u>
NET REVENUE EXPENDITURE	<u>1,579,574</u>	<u>1,579,574</u>	<u>1,676,354</u>	<u>96,780</u>
CAPITAL AND PROJECT EXPENDITURE (NET)	79,700	79,700	91,200	11,500
Less: Funded from Earmarked Reserves	0	0	0	-
TOTAL NET EXPENDITURE	<u>1,659,274</u>	<u>1,659,274</u>	<u>1,767,554</u>	<u>108,280</u>
Financed as Follows:				
General Reserves as at 1 April 2023	424,894		424,894	
General Reserve as at 31 March 2024	424,894		449,089	**
Used/(Available) to Fund Expenditure	(15,318)	(15,318)	(24,195)	
TOTAL PRECEPT	<u>1,674,592</u>	<u>1,674,592</u>	<u>1,791,749</u>	

**Note	Recommended reserve equal to			
	3 months net expenditure	424,894	424,894	449,089