

MINUTES OF THE WELLINGTON TOWN COUNCIL PLANNING MEETING HELD AT UNITED REFORMED CHURCH HALL ON MONDAY 6 NOVEMBER 2023 AT 6.00 PM

PRESENT: Councillors M Barr (Chair), C Booth, A Govier, C Govier, M Lithgow, J Lloyd, M McGuffie and J Thorne.

David Farrow (Town Clerk)
Alice Kendall (Deputy Clerk)

One member of the press
Nine members of the public

297 APOLOGIES

Apologies were received from Councillors Z Barr, K Canham and K Wheatley.

298 DECLARATIONS OF INTEREST

Councillor Lloyd asked if an interest should be declared in application 43/23/0090 as the land is likely to be passed to the Town Council. This was noted by those present.

299 PUBLIC PARTICIPATION

Four members of the public gave representations on application 43/23/0099.

300 TO CONSIDER WHAT COMMENTS TO MAKE ON THE FOLLOWING APPLICATIONS THAT WILL BE DETERMINED BY SOMERSET COUNCIL

(a) Case Ref: 43/23/0099

Proposal: Application for Outline Planning Permission with all matters reserved, except for access, for the erection of up to 315 No. dwellings with convenience store (class E), public open space, landscaping, sustainable drainage system (SuDS) and vehicular access point on land east of Exeter Road, Rockwell Green, Wellington

RESOLVED to recommend that this application be refused. There were several serious issues raised:

- The site is outside of the development boundary.
- There are concerns around inaccurate details in the application. Specifically, the travel plan which has incorrect information on current bus services.
- A further increase in population will cause additional strain on already struggling services. There are already significant waits for GP appointments and no availability for National Health dentists in the town. There are also insufficient primary school places available in the town currently with children already having to cross town to attend primary school.
- Other developments in the area have already had a significant impact on the capacity of the local water table causing recent flooding in areas which have not been previously impacted. This development will only exacerbate this issue.
- There will be an impact on the wider road network which is already under strain.
- The site is a sensitive landscape, the proposal has a poor layout and development will result in the loss of important habitat.
- The Council fully supports the comments made by the Placemaking Team Manager for Somerset Council

(b) Case Ref: 43/23/0058

Proposal: Installation of artificial grass pitch, siting of storage container, installation of flood lighting and associated works (as amended) at Court Fields School, Mantle Street, Wellington

RESOLVED to recommend that this application be approved.

(c) Case Ref: 43/23/0090

Proposal: Formation of access road and turning facilities for sports pitches in accordance with obligations under S106 attached to Outline Application 43/11/0104 on land off Lilleborne Way, Wellington

RESOLVED to recommend that this application be approved.

(d) Case Ref: 43/23/0094/T

Proposal: Notification to carry out management works to 4 lime trees within Wellington Conservation Area at St. John's Church, High Street, Wellington

Councillor A Govier declared a personal interest as a member of the Church.

It was noted that this application had already been decided.

(e) Case Ref: 43/23/0096

Proposal: Erection of 1 No. single storey dwelling in the garden to the side of Oakfield, 12 Pyles Thorne Road, Wellington

RESOLVED to make the comment of 'no objection'.

(f) Case Ref: 43/23/0098

Proposal: Removal of Condition No. 07 of application 43/92/0097 to enable occupation of individual who is under the age of 55 at 4 Orchard Court, Scotts Lane, Wellington

RESOLVED to recommend that this application be refused. While Councillors are sympathetic to the applicant's situation, it was felt that a change in condition tied to the property rather than a person could have a detrimental impact on the neighbouring residents when the applicant moves on from the property.

301 SOMERSET COUNCIL - PLANNING DECISIONS FOR INFORMATION ONLY:

The following were noted.

Application Number(s)	Proposal	Address	WTC Recommendation Or Comments	Somerset Council Decision
43/23/0084	Replacement of air handling units and low carbon heating, installation of PV glazing and door replacements, increase of roof height with replacement of roof and insulation upgrades and	Wellington Sports Centre, Corams Lane, Wellington	Approval	Approved

	erection of security fencing around a GRP enclosure			
43/23/0013	Insertion of dormer windows to create a loft area	9A Courtland Road, Wellington	N/A	Approved
43/23/0087	Erection of a single storey extension to the rear (retention of part works already undertaken) (resubmission of 43/23/0051)	30 Oakfield Park, Wellington	Approval	Approved
43/23/0077	Conversion of garage into ancillary accommodation and widening of driveway to form 3rd parking space (resubmission of 43/22/0125)	42 Andrew Allan Road, Wellington	Approval	Approved
43/23/0035 43/23/0037/LB	Change of use of second floor from offices (Class E) into 2 No. residential units (Class C3)	1 Fore Street, Wellington	Approval	Approved
43/23/0076/A	Display of 4 No. advertisement/sponsorship signs	West Park Roundabout, A38/193, Wellington	Refusal	Approved

The meeting closed at 6.55 pm

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Councillor Marcus Barr
Mayor

Initial

WELLINGTON TOWN COUNCIL MINUTES 6 NOVEMBER 2023

MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON MONDAY 6 NOVEMBER 2023 AT 7.00PM

PRESENT: Councillor M Barr (Mayor)
Councillors C Booth, K Canham, C Govier, A Govier, R Henley, M Lithgow, J Lloyd, M McGuffie, J Thorne and K Wheatley.

In attendance: David Farrow – Town Clerk
Alice Kendall – Deputy Clerk and Deputy Responsible Financial Officer
Two members of the public
One member of the press
Four members of the public who had applied to be co-opted on to the Town Council (agenda item 8)

302 TO OFFER WELCOME AND INTRODUCTIONS

The Mayor opened the meeting and welcomed all those present.

303 TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN

Apologies were received from Councillor Z Barr.

304 DECLARATIONS OF INTEREST

There were no declarations of interest.

305 MINUTES

RESOLVED to approve the minutes of the Planning and Town Council meetings held on 2 October 2023.

306 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

One member of the public spoke thanking the Town Council for its fruit tree initiative and raising concerns regarding the care of trees in other public spaces in the town. The Town Clerk advised that the latter issue would be being considered at the next meeting of the Environment and Heritage Committee given other concerns that had been raised with him.

One member of the public spoke in support of the Town Council adopting the Armed Forces Covenant.

307 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM

The report from Sergeant Jon O'Connor had been circulated prior to the meeting. He was unable to attend the meeting as he was on duty.

308 CO-OPTION OF TOWN COUNCILLOR FOR THE EAST WARD

The Council received presentations from members of the community who had expressed an interest in being Co-opted on to the Council. Having **RESOLVED** to conduct a secret ballot, Sean Pringle-Kosikowsky was elected to be Co-opted on to the Council for the remainder of this Council period.

The Mayor, Councillor Thorne and Councillor R Henly paid tribute to Wayne Battishill, whose resignation had led to the Co-option, and Nancy Powell-Brace who had resigned from the Council earlier that day, for their service whilst on the Council.

WELLINGTON TOWN COUNCIL MINUTES 6 NOVEMBER 2023

309 TO RECEIVE A REPORT FROM THE MAYOR

The Mayor's report had been circulated in advance of the meeting and was noted. The Mayor said that on his recent visit to Torres Vedras the Council there had spoken of their wishes to strengthen the twinning arrangements with Wellington.

310 SOMERSET COUNCIL/LOCAL COMMUNITY NETWORK (LCN) UPDATE

Councillor C Govier reported on the most recent LCN meeting. She said that she felt that it would be better if the LCN started working in smaller working groups focussing on specific topics.

Councillor R Henly agreed with Councillor C Govier's assessment of the LCN.

Councillor A Govier reported that Somerset Councils budget issues were coming to a head. He noted that Mike Best, the Chairman of Somerset Council had attended the Dedication of the Field of Remembrance on Sunday 5th November.

Councillor Barr reported that he had undertaken casework across the ward.

Councillor J Thorne said that as he understood it Somerset Council's financial position was so challenging that it was likely that a Section 114 Notice would be issued in February and that it would be ceasing to provide, either fully or in part, many services it was currently delivering in the town, and the Town Council would have to decide whether it was prepared to step in to ensure those services continued to be delivered. The only way that could be done would be by increasing the Precept considerably.

The Town Clerk advised that from discussions he was having, and from his experience of working for the previous Somerset County Council, the only way Somerset Council can make the savings it needs to is by identifying those services it had to deliver by law and then doing the bare minimum to be legally compliant if that was all that it could afford to do. Activities with no legal basis would cease to be provided or be provided in a different way for example by being charged for. He agreed with Councillor Thorne's assessment that the only way the Town Council could pick up those services was by increasing the Precept.

311 TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES

The Clerk's report had been circulated with the agenda and was noted.

312 FINANCE COMMITTEE

The draft minutes of the meeting held on 19 September 2023 had been circulated with the agenda and were noted.

313 POLICY AND RESOURCES COMMITTEE

The draft minutes of the meeting held on 10 October 2023 had been circulated with the agenda. The Town Clerk explained that the proposals in relation to the Armed Forces Covenant on the agenda differed from the recommendation recorded in the minutes of the Committee meeting as he had clarified after the committee meeting that the Covenant could not be amended. He had discussed this with Councillor McGuffie, who had proposed the original amendment at the committee, and he had agreed that the two considerations should be separated out for the Council meeting. On that basis:

- (i) It was **RESOLVED** to adopt the Armed Forces Covenant.

WELLINGTON TOWN COUNCIL MINUTES 6 NOVEMBER 2023

- (ii) Councillor J Thorne proposed an amendment to the tabled proposal which was not seconded. It was then **RESOLVED** to agree the wording 'that in adopting the Covenant it looks forward to when war and preparing for war are things of the past and will support initiatives to achieve this, such as the United Nations disarmament commission.'
- (iii) It was **RESOLVED** that Councillor J Lloyd should be the Armed Forces Champion for the Council.
- (iv) It was **RESOLVED** that the Council should, in principle, fund the travel costs and, if needs be, overnight accommodation costs for the Mayor and Consort to attend the Council of the Year presentation event or any future event. On this occasion the Mayor is unable to attend and so the Deputy Mayor and her partner will attend to represent the Town Council on that basis.

314 SOMERSET ARMED FORCES COVENANT PARTNERSHIP CONFERENCE 17 OCTOBER 2023

Councillor J Lloyd said that she would ask the Town Clerk to circulate the presentation that had been made at the conference with the minutes of the meeting.

315 INTERIM INTERNAL AUDIT REPORT

The findings of the Internal Audit Report were noted along with the actions to address them. The Town Clerk reported that a review of the Councils committee structure would be put on hold until the outcomes of discussions with Somerset Council about what services the Town Council may be responsible for were finished.

316 COMMUNITY WARDEN SET UP COSTS

The Council noted the costs of purchasing equipment and clothing for the Community Warden to date.

There being no further business the meeting closed at 8.50pm

STANDING DECLARATIONS OF INTEREST

Members of Somerset Council:

Councillor Andrew Govier
Councillor Marcus Barr
Councillor Ross Henley

Mayor

Councillor Marcus Barr



REPORT OF THE TOWN CLERK TO WELLINGTON TOWN COUNCIL TO THE MEETING OF THE TOWN COUNCIL 4 DECEMBER 2023

1. Introduction

This report will update councillors on matters not covered elsewhere on the agenda.

2. Council Work Plan

- Christmas Lights Switch On and Market – I think its fair to say that the event was a success! The new lights, which have been over a year in the planning, have been universally well received, the tree is enormously beautiful and the new tree in Rockwell Green has been very popular. Thanks to all the staff for all their hard work in managing the purchase of the lights as well as the event itself and for those councillors who attended to help out on the day. There will be a washup report at the next Town Centre Committee meeting and plans are already afoot for next year.
- The Remembrance Events on the 11 and 12 November both went well and again were well received by the community – thanks again to those who organised and attended them both.
- Flooding
 - a number of councillors met with residents of Ditchford cottages on the 16 November to discuss their concerns following the September flooding. They provided a useful report along with a range of questions which ahs been forwarded to officers at Somerset Council for answers.
 - A Drop In event organised by Somerset Council was held at the football club on the 22 November. Representatives of various parts of Somerset Council and the Environment Agency were present and were kept busy during the evening with a good attendance from members of the community. Information gathered will be used to inform how the Council and other agencies plan responses to future flooding events in the town
- Banking Hub – I have been asked to join a meeting with Cash Access UK to establish whether there are suitable premises in the town centre for a temporary hub should the need arise. If the meeting takes place before the Council meeting I will update at the meeting.
- Ivy House/The Old Vicarage – residents have been advised by Abbeyfield that there is a 'strong, credible option on the table that will lead to a positive solution.' It will be undertaking due diligence in that offer and making a decision at the end of January. I have asked the Chief Executive to keep me informed of progress.

- On 24 November Councillor McGuffie and I took two staff from the Somerset Council Tree Strategy Team and a representative of the Environment Agency for a walk around the Green Corridor to seek advice and support in increasing tree cover in the area. There were lots of ideas generated and Councillor McGuffie has emailed councillors about one aspect of the discussion.
- By the time we meet we will know whether we have been successful in being named as NALC Council of the Year. Councillor C Govier is attending the event on the aware presentation at the House of Lords on the 29 November

3. Social Media

November has been a great month for Wellington Town Council's social media as we have seen an explosion in the reach and interaction on our pages. Our Facebook page reached an unprecedented 32,072 unique users in the past 28 days and we have gained 57 followers on this platform. Our Instagram reached 241 users and gained 7 followers. This is to be expected as our audience is mostly over 35 years old and the preferred platform for this age group is Facebook. This uptick in engagement is due almost entirely to our Remembrance and Christmas events as these are always popular with the public.

Our top five liked posts in the past 28 days are:

1. Wellington WI Remembrance Displays – 137 likes & reactions
2. How much are you loving our Christmas lights? – 130 likes & reactions
3. The lights are on (Town Crier, Mayor, Santa pictured) – 130 likes & reactions
4. Video of town centre tree arriving – 102 likes & reactions
5. We have placed covers and signs on parking meters (free parking) – 57 likes & reactions

During the Christmas event we utilised Facebook and Instagram stories throughout the day. This is something that we may delve in to doing more often, not just at events. In the new year, we will be increasing the amount we post about meetings and decisions made to help more people in town be aware of the work we are doing and our ongoing projects e.g. The Green Corridor, Longforth Road Toilets.

4. Monthly Bank Reconciliation

Attached as an Appendix.

5. December Meetings/Events

Date	Time	Event	Location	Who Involved
1 December	9.30	SLCC Branch Meeting to discuss devolution of assets	Weston Super-Mare	Town Clerk
1 December	11.00	Metro Board	Virtual	Mayor
4 December	12.30	Wellington Waterways Steering Group	Virtual	Town Clerk

4 December	6.30pm	Planning and Town Council Meeting	URC Hall	All
5 December	9.00am	Sustainable Travel Meeting	Virtual	Cllrs Lloyd and Wheatley and Town Clerk
6 December	1.30pm	One Team Community Meeting	The Well, Rockwell Green	Council representatives
8 December	10.00am	Longforth Farm Playing Pitch Update	Virtual	Town Clerk
8 December	10.30am	Christmas Shop Window Judging	Town centre	Mayor and others
10 December	2.30pm	Carols in the Park	Wellington Park	Mayor
11 December	3.30pm	Visit from Federica Smith Roberts	Council Chamber	Available Councillors
12 December	3.30pm	Finance Committee	URC Hall	Committee members
12 December	4.00pm	P and R Committee	URC Hall	Committee members
13 December	10.30am	Town and Parish Clerk Breifing	Virtual	Town Clerk
18 December	11.30am	Longforth Toilet Project Meeting with Ravenslade	Chamber	Officer and available members of P and R
22 December	4.30pm	Offices close for Christmas		

6. Christmas Office Closure

The office will close at the end of the day on 22 December 2023 and reopen on the 2 January 2024.

7. Staff Holidays

- (i) The Town Clerk will be on holiday on the 7 December
- (ii) The Deputy Town Clerk will be on holiday from 11 December until the 2 January.

Dave Farrow
Town Clerk
28 November 2023

MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON TUESDAY 14 NOVEMBER 2023 AT 5.30 PM

PRESENT: Councillor M Lithgow (Chair),
Councillors M Barr, A Govier, J Lloyd, M McGuffie and J Thorne

IN ATTENDANCE: Councillor C Govier
Alice Kendall – Deputy Clerk
Two members of the public
One member of the press

317 APOLOGIES

No apologies had been received.

318 DECLARATIONS OF INTEREST

Councillors Lloyd and A Govier have a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a former customer of the company.

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a personal friend of the company owner.

319 PUBLIC PARTICIPATION

The two members of the public present were representatives from two of the grant applicants. The Chair welcomed them and explained he would suspend standing orders at the appropriate point in the agenda if needed.

320 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 10 October 2023.

321 ACCOUNTING STATEMENTS

a. TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 8 NOVEMBER 2023

RESOLVED to note and approve the bank reconciliation as presented.

b. TO NOTE AND APPROVE EXPENDITURE FOR 5 OCTOBER – 8 NOVEMBER 2023

RESOLVED to note and approve the expenditure as presented.

c. TO NOTE AND APPROVE INCOME RECEIVED FOR 5 OCTOBER – 8 NOVEMBER 2023

RESOLVED to note and approve the income as presented.

d. TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET AT 8 NOVEMBER 2023

RESOLVED to note and approve the budget report as presented.

322 GRANTS

The summary of grants made to date was noted.

(a) Applications

- i. **In The Mix** – An application was received from In The Mix who are seeking £808.20 towards their Wellington Project. The application and supporting documents were circulated by e-mail in advance of the meeting.

Councillor Govier reported that a meeting was due to be held at the end of November with various partners to start an overall review of the current youth provision in town. It was **agreed** to defer this application to the next meeting pending the outcomes of that meeting.

- ii. **St John the Baptist Church** – An application for £960 had been received to provide support for providing warm spaces over the winter months. The application and supporting documents were circulated by e-mail in advance of the meeting.

RESOLVED to approve a grant of £960 from the Cost of Living Funding reserve.

- iii. **The People's Plot t/a eat:Festivals** – An application had been received requesting funding of £750. The application and supporting documents were circulated by e-mail in advance of the meeting.

RESOLVED to suspend Standing Orders to allow the applicant to answer questions.

RESOLVED to re-instate Standing Orders.

It was proposed and duly seconded to approve a grant award of £750. There were three votes in favour and three votes against. The chairman used his casting vote in favour, the motion was carried, and it was so **RESOLVED**.

323 REVIEW OF TREASURY & INVESTMENT POLICY

The Council's investment strategy was circulated in advance of the meeting. The Deputy Clerk reported that the figure at which the policy becomes mandatory has changed to £100,00 and that item 1.3 will be updated accordingly.

RESOLVED to recommend to Full Council that the amended policy be adopted.

324 DEBIT CARD USER AGREEMENT

A draft agreement was circulated with the agenda.

RESOLVED to recommend to Full Council that the document be adopted.

There being no further business, the meeting closed at 5.49 pm.

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WELLINGTON TOWN COUNCIL



TREASURY & INVESTMENT POLICY

1 Background

- 1.1 Wellington Town Council's treasury and investment policy and its associated strategy are conducted in accordance with:
 - a. The Local Government Act 2003 (the Act) and supporting regulations. This requires the Council to prepare an Annual Investment Strategy which sets out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.
 - b. The statutory guidance on local government investments (issued subsequent to the Act) which requires the production of an Annual Investment Strategy and gives guidance on how this should be completed.
- 1.2 It is uncommon for a town council to hold investments other than in the form of easily accessible bank deposits or other short-term savings accounts. These are often used to maximise income from cash balances during the financial year.
- 1.3 The legislation and associated guidance is optional for parish councils where investments are not expected to exceed £100,000 and no action is required below £10,000. However, for Councils where the sums involved exceed £100,000, the guidance is mandatory.

2 Definitions

- 2.1 Investments – all investments of more than 12 months in duration. This is treated as capital and all sums involved must be used for capital expenditure when the investment period ends.
- 2.2 Treasury – all cash deposits held in bank accounts which includes bonds of up to 12 months in duration.

3 Policy Objectives

- 3.1 The overriding policy objectives are:
 - a. To invest prudently to ensure the security of the principal sums.
 - b. To maintain liquidity in the portfolio to meet the council's spending plans.
 - c. To mitigate risk.
 - d. To seek the optimum returns available whilst remaining consistent with the proper levels of security and liquidity.

4 Investment Policy

- 4.1 The Council will not hold funds other than in bank accounts or deposit bonds of 12 months or less in duration.
- 4.2 No investments will be made in stocks and shares.

5 Treasury Policy

- 5.1 The Council will hold all its funds as cash deposits in banks accounts or bonds or with CCLA Public Sector Deposit Fund
- 5.2 A business account will be maintained with sufficient funds for day to day transactions and to receive the precept and business income.
- 5.3 The maximum of the council's cash deposits which may be held with one institution must not exceed 60%.
Any exception to this limit must be approved by full council
- 5.4 Full Council approval is required if a deposit is with an institution with which the council does not already hold an account. The RFO has delegated authority to deposit funds with any of the council's existing bankers and report this back to the council.
- 5.5 A procedure for making a deposit can be found in Appendix A

APPENDIX A

Procedure for Deposits

- 1 RFO or Deputy RFO to identify an appropriate deposit account or short-term bond with a financial institution that fits with the Council's treasury policy. Any bonds should be capital sum guaranteed.
- 2 Approval of Full Council is sought if the deposit is with a financial institution not currently used by the Council.
- 3 The RFO or Deputy RFO actions the opening of the account and the setting up of the bank mandate for Council Members to sign in accordance with the financial regulations.
- 4 The RFO or Deputy RFO actions the deposit/transfer of funds.
- 5 The transfer/deposit is reported to the Council's Finance Committee.
- 6 At the end of the fixed term the RFO or Deputy RFO has delegated authority to move the funds into another bond with the same financial institution or with another of the council's bankers.

Procedure for Bank Transfers

- 1 Delegated authority is given to the RFO or Deputy RFO to make transfers between the accounts of the same bank without prior approval of the Council.
- 2 Transfers between banks will follow normal payment procedure as detailed in the financial regulations.
- 3 Details of all transfers to be provided to the council with the monthly finance report.

Adopted by Council;

Next Review Date;

Wellington Town Council



Scope & Regulations for the use of Debit Cards at Wellington Town Council

This document is an extension of the most recent Town Council Financial Regulations and has been agreed by Full Council.

Scope

Debit Cards will be issued to the Town Clerk, Deputy Clerk and Assets and Events Officer to ensure that financial transactions outside normal scope can be made without the use of personal finances. Additional card holders can be approved by the Finance Committee or Full Council. The Council holds a 'Petty Cash' bank account to which the debit cards will be linked. This account will hold no more than £500 and no other accounts will have a card linked to them.

Regulations

1. The Debit Card may only be used by the person to whom it is issued, breaching this rule may lead to disciplinary action.
2. The Debit Card is not to be used for transactions overseas.
3. The Debit Card cannot be used for personal use.
4. The Debit Card must only be used where goods/services cannot be sourced from existing suppliers with whom the Council has an account, and an account cannot be set up.
5. If an account cannot be set up, then wherever possible a pro forma invoice should be obtained and goods paid for by bank transfer in advance.
6. The Debit Card can be used in the following ways:
 - Placing low value purchases with suppliers who will be used infrequently or as a one-off;
 - Purchasing goods and services only available through the internet
 - Purchasing items that are easily available within the Town e.g. items required for refreshments and cleaning and maintenance supplies etc.;
 - Urgent (unforeseen) purchases required the same day;
 - Incidental expenses incurred whilst travelling on business in the UK;
 - UK Travel expenses e.g. rail tickets.

Reconciliation

7. All receipts/invoices must be retained and passed to the Deputy Clerk/Deputy Responsible Financial Officer so that the transactions can be reconciled in the Scribe accounting system.
8. Cardholders must not disclose their PIN/password, memorable word or other security information to others. Unauthorised disclosure may result in the withdrawal of the card.

Card Holder Name

Signature

Date

Minutes of a meeting of the Wellington Town Centre Committee held at the United Reformed Church Hall, Fore Street, Wellington TA21 8AG on Tuesday 19th September 2023 at 6.00pm

Present: Councillors C Booth (Chair), M Barr, C Govier, M Lithgow, J Lloyd, K Wheatley.
Co-Opted Member S. Pringle-Kosikowsky

In Attendance: Councillors A Govier, M McGuffie and J Thorne
Alice Kendall – Deputy Clerk
1 member of the press

As the Chair of the previous meeting, Councillor Lithgow opened the meeting, and it was agreed that Councillor Booth should chair the meeting as the elected Chairman was not present.

325 APOLOGIES

Apologies had been received from co-opted member Zoe Old.

326 DECLARATIONS OF INTEREST

No declarations of interest.

327 MINUTES

RESOLVED to approve and sign the minutes of the Town Centre Committee meeting held on 19th September 2023.

328 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

No members of the public were in attendance.

Councillor McGuffie reported that the tree planting strategy would be discussed at the Environment and Heritage committee the following day. He explained that one of the options to be explored is installing trees in pots in the town. It was agreed that information on this should be presented to this committee via formal paper for consideration at the next meeting.

329 POP UP SHOP

The Deputy Clerk circulated a report and the current administration documents with proposed amendments for review. She further reported that the local RBL group had requested that they receive two weeks for free rather than be limited to one as per the updated booking policy.

RESOLVED to allow only one free week to the RBL. Councillors agreed it is an important cause but believe the policy should apply to all users of the shop regardless of the organisation.

RESOLVED that the updated key hand over process, associated forms and terms and conditions (handbook) be accepted as presented.

The Deputy Clerk went on to give an update on the plan to refresh the shop. Councillor Wheatley had met with an air conditioning engineer who had provided a quotation to remove the large overhead unit and service the smaller wall mounted unit.

RESOLVED to accept the quotation of £445 to carry out works on the air conditioning units.

330 NORTH STREET CAR PARK

Councillor K Wheatley raised concerns over the number of pedestrians that walk from Wellington Football Club up through North Street Car Park to the entrance at Fore Street. Town Centre Committee to discuss how the public can be kept safe, by putting a footpath in place and how to reduce the speed of vehicles entering the car park. A location plan and images were circulated with the agenda.

A lengthy discussion raised several issues and ideas including what could be done to increase safety for residents in the new housing development.

RESOLVED to appoint Councillors Lithgow and Wheatly to request a meeting with officers from the car park department and Somerset Council to discuss possible options and report back to the next meeting.

It was further **agreed** to follow up a possible parking review by the Highways Department as previously discussed.

331 EVENTS 2023/2024/2025

a. CHRISTMAS MARKET & LIGHTS SWITCH ON – 25th November 2023

A report was circulated with the agenda detailing the current expenditure to date and updated budget report.

RESOLVED to approve en bloc quotations and invoices received as detailed on the attached report.

b. REMEMBRANCE 2023

Remembrance Sunday 12th November 2023 – to note the quotation from Carly Press in the sum of £257.00 plus VAT for 500 copies of the Order of Service.

Agreed to note the cost of the Order of Service.

c. 2024 - 300th ANNIVERSARY OF DANIEL DEFOE VISITING THE TOWN

In 1724 Daniel Defoe visited Wellington as part of his tour of Great Britain. Councillor Thorne asked that the committee consider how this anniversary could be marked. Suggestions were put forward as follows:

- A blue plaque which will serve as a historical marker to be installed in the town centre to commemorate the link between Wellington and Daniel Defoe.
- To ask if the Film Festival could show “Robinson Crusoe” film at the April 2024 festival.
- Engagement with the Schools – How will they mark 300th anniversary?

After some discussion, it was proposed and duly seconded that this matter should not be taken forward in any way. There were three votes in favour and three votes against. The Chairman made a casting vote against, and the motion was not carried.

It was then proposed and duly seconded that the option of a blue plaque be explored, and that more information be brought back to the next meeting. There were three votes in favour and three votes against. The Chairman made a casting vote in favour, the motion was carried, and it was so **RESOLVED**.

It was further **agreed** that Councillor Wheatley puts the idea of showing Robinson Crusoe to the Film Festival and report back to the next meeting and that Councillor Officers should send a simple communication to Schools to see if they will mark the occasion and if so, how.

d. 2025 – 810th ANNIVERSARY OF THE TOWN BEING GRANTED ITS ROYAL CHARTER

The Town was granted its Royal Charter in 1215. Councillor Thorne asked that the committee to consider how this anniversary should be marked.

After some discussion, it was **RESOLVED** that this anniversary should not be marked. However, Councillors would like to pursue the creation of 'Wellington Day' to coincide with the date of the seal of the Charter. Councillor Pringle-Kosikowsky was asked if he can find this information with his work connection at the Heritage Trust. If an exact date cannot be found, it was suggested to use Magna Carta day as this could co-inside with the existing Street Fair in June.

At this juncture, Councillor Thorne gave his apologies and left the meeting.

332 FUTURE ROAD CLOSURES FOR EVENTS

Full Council referred this back to the Committee for further discussion on how one Temporary Traffic Order Regulation Order can cover several events from 1st April for an 18-month period at a cost of £1,375.00. The Committee considered including both Town Council events and the Wellington Produce Market monthly markets. The market dates for 2024 were circulated prior to meeting.

RESOLVED to recommend to Full Council that the Produce Market be included on one application including Town Council events subject to a satisfactory meeting with the organisers of the Produce Market to discuss possible issues of the Market being moved to High Street. Councillors Lithgow and Wheatley were delegated to attend the meeting. It was noted that the application would have to be submitted in January so there was a short time frame to complete this.

333 THE EDGE – DECEMBER/JANUARY 2024 EDITION

RESOLVED to publish a half page Christmas and New Year message in the December/January edition of the Edge at a cost of £50.

334 DATE OF NEXT MEETING: Tuesday 16th January 2024 at United Reformed Church Hall, Fore Street, Wellington

The meeting ended at 7.55 pm.

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MINUTES OF THE WELLINGTON TOWN COUNCIL ENVIRONMENT AND HERITAGE COMMITTEE HELD AT UNITED REFORMED CHURCH HALL ON TUESDAY 15 NOVEMBER 2023 AT 6.00 PM

Present: Councillor M McGuffie (Chairman)
Councillors M Barr, C Booth, C Govier, M Lithgow and K Wheatley

In attendance: David Farrow (Town Clerk)
Councillor J Lloyd for agenda items 8 and 9.
Steve Saunders, Footpath Liaison Officer for agenda item 6
James Chapman, Somerset Council Tree Strategist for agenda item 15(i)
One member of the public
One member of the press

335 APOLOGIES

No apologies had been received

336 DECLARATIONS OF INTEREST

There were no declarations of interest.

337 MINUTES

RESOLVED to approve the minutes of the meeting held on 20 September 2023

338 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

A member of the public spoke to raise concerns around how the management company on the Longforth Farm development was managing the ponds and the negative impact its actions would have on wildlife.

The Chairman said he would be changing the order of the agenda so that those attending the meeting for specific items would not have to wait for their item.

339 TREE STRATEGY(item 15(i) on the agenda)

James Chapman explained the Somerset Tree strategy and how they could support the Town Council in delivering its Tree Strategy for example by accessing funding that the Town Council may not be able to directly. The Town Clerk advised that Mr Chapman and a colleague would be visiting the Green Corridor on the 24 November and he would be showing them round. It was agreed that the Town Council Tree Strategy and Plan would be sent to Mr Chapman.

340 BASINS ALLOTMENT ADVISORY BOARD (item 8 on the agenda)

Councillor J Lloyd provided a briefing on the meeting of the Bard which took place on the 2 November 2023. Two allotment holders had attended the meeting rather than the four that was hoped for.

The Committee **RESOLVED** to recommend to the Town Council that a charged service is offered to tenants to remove rubbish from their plots at a minimum amount of £25.00 for 2 compost bags of rubbish. Anything more to be inspected by a Council Officer and quoted accordingly. Tenants to pay up front. A day once a month to be allocated for the Community Warden to collect.

341 LONGFORTH FARM ALLOTMENTS (item 9 on the agenda)

Councillor J Lloyd updated the committee on progress being made in relation to the Longforth Farm Allotment site. The Committee **RESOLVED** to recommend to the Town Council:

- (i) That the Town Council take ownership of the land from the developer
- (ii) That as soon as possible the site is secured with stock proof fencing costs to be covered by the £10,000 already set aside for the Longforth Allotments
- (iii) That the Council apply for S106 funding of £50,000 to cover set up costs for the allotments.

342 FOOTPATH UPDATE (item 6 on the agenda)

Steve Saunders gave an update on the work of the footpath volunteer team which had carried out around 70 hours of volunteering in the last month.

343 HERITAGE UPDATE (item 5 on the agenda)

Amy Kemmish was unable to attend the meeting. Her report had been circulated with the agenda and was noted.

The Town Clerk reported that Jo O'Hara would be leaving Somerset Council at Christmas and the Committee asked that a letter of thanks be sent to her for all that had had done for Wellington. The Town Clerk said that he was concerned that in the current context of Somerset Council's finances, heritage at risk advice and support would not be a priority and he was considering recommending to the Council that, as part of the budget setting process, a sum be set aside next year to commission specialist advice and guidance. The Committee agreed that this was something that should be considered.

344 GENERAL UPDATES (item 15 on the agenda)

(i) Climate Change Strategy

The Town Clerk reported that he had reached agreement with Stephen Tate from the Somerset Leves Climate Change Forum to work for the Council for two days a week for six months to develop and start delivering an action plan to deliver the Council Strategy.

(ii) Crown Estate Land Purchase

The Town Clerk reported that the Weavers Reach Play Area purchase was close to completion but that there was no update on the other Crown Estate Land around the Basins. He said that he had asked Somerset Council for the engineer's report on the culvert at the bottom of Linden Drive that led to the notice saying that it was a dangerous structure.

345 GAY CLOSE PLAY AREA (item 13 on the agenda)

Councillor C Booth gave an update and reported that a draft licence had been received from Somerset Council for the land and that the Town Clerk had raised a couple of questions on it for which he was still awaiting a reply.

346 GREEN CORRIDOR ADVISORY BOARD (item 7 on the agenda)

The notes of the meeting held on the 7 November along with the presentation made by Hannah Montag on the Biodiversity Audit had been circulated with the agenda and were noted.

347 MAINTENANCE OF GREEN SPACES BY SOMERSET COUNCIL AND MANAGEMENT COMPANIES (item 10 on the agenda)

The Town Clerk reported that given concerns raised by the member of the public at the beginning of the meeting and another member of the public at the November Council meeting he was seeking advice from Somerset Council on what arrangements were in place to ensure that management companies and contractors were not operating in a way that was harmful to the environment.

348 BRIDGE BETWEEN WEAVERS REACH AND FOX'S FIELD (item 11 on the agenda)

The Town Clerk explained that the Community Warden had recently had to undertake some emergency repairs on the bridge to address a significant health and safety risk. The Committee **RESOLVED** that before considering whether to purchase the bridge from the Crown Estate a survey of the bridge should be commissioned and authorised the Town Clerk to commission a survey and spend up to £3,000.

349 PATH AT WEAVERS REACH PLAY AREA/BURCHILLS HILL (item 12 on the agenda)

The Committee **RESOLVED** that a Conipave path be installed on the pathway that goes down the side of the play area to Burchills Hill at a cost of £1,960.

350 TONEDALE/RICHARDS CLOSE PLAY AREA (item 14 on the agenda)

A paper had been circulated with the agenda and was considered.

- (i) Path Options – the Committee considered that it needed more information before it could make a decision. It wanted to understand whether the issues with tree routes mitigated against any form of pathway and also wanted more quotes before agreeing a particular option. It agreed that the work on the railings should be undertaken subject to ensuring that permission wasn't required from Somerset Highways before moving them.
- (ii) Monkey Bar Steps – it wasn't clear from the report how many steps were needed. The Committee **RESOLVED** to authorise spend of up to £1,000.
- (iii) Artwork Update – the Committee was concerned regarding the potential cost and asked that initially the Town Council carry out a survey, as it did with the play equipment, to see what people wanted to inform a more detailed costing of the work.

There being no further business, the meeting closed at 8.00 pm

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Councillor M McGuffie
Chairman

Longforth Farm Allotments

July 2020 Full Council Minute number: 12

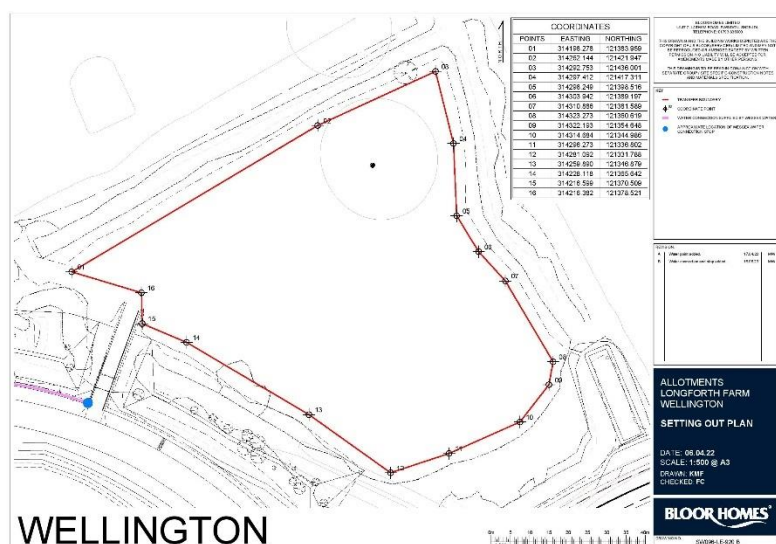
TO DISCUSS THE MANAGEMENT OF FUTURE LONGFORTH FARM ALLOTMENTS

There was a lengthy discussion regarding the new allotment site. The Town Clerk read an e-mail received from Transition Town Wellington who are advocates of allotment provision and have conducted surveys relating to the issue. Councillors discussed the rental charges for allotments and would like information regarding the increase of fees.

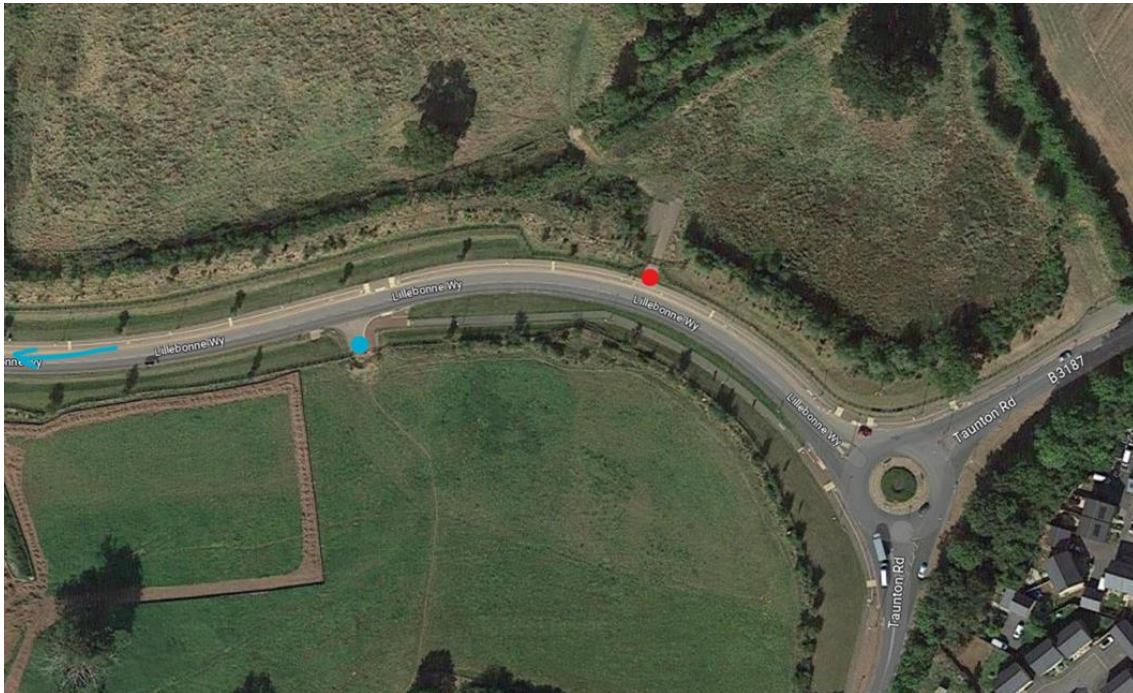
RESOLVED to progress the matter of taking on the new allotments with Bloor Homes and SWT in principle. The particulars of any agreement will be brought back to Council for approval once established.

Over the past three years, discussions have been ongoing between Town Council Officers and Somerset West and Taunton District Council (Somerset Council) regarding the work to be completed by Bloor Home Developments under their obligations set out in the Section 106 Agreement. Somerset Council have confirmed work is now complete and Bloor Homes South West would like to serve notice on Wellington Town Council (as required by the S106) that the allotments are ready for transfer.

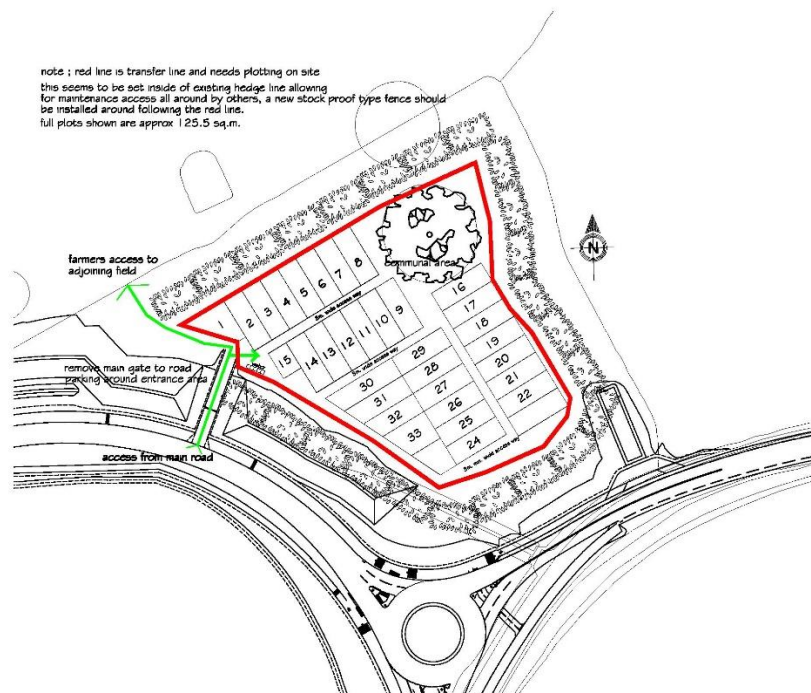
Section 8 of the S106 Agreement required the developers to install water to the allotment land. Wessex Water completed the water connection – blue spot on the plan below:



The management of the surrounding bund and entrance area from Lillebonne Way will be carried out by Firstport Management. See photo below.



Town Council Officers have been in discussions with National Allotments Representatives and Somerset Council to start work on how the allotment site will look. Draft 1 Plot Layout plan below:



Planned Schedule of Works following completion of the transfer:

February 2024 – To secure the site

Installation of:

Boundary Fence – Stock Fencing with wooden posts and rail

Site Gates - Main gate

Note: Budget 2023/24 – £10,000 set aside for Longforth Allotments. On estimates received, an approximate cost to secure the site as detailed above would be in the region of £8,000 to £10,000.

Groundwork:

Two options to consider:

Option 1:

Foliage/grass/brambles to be cut.

Plough in what was flailed so water can drain.

Tracks: Dig. lay membrane and then apply crushed concrete recycle materials as a subbase. Topping it off with scalpings.

Paths: Dig and fill with recycled stone and topped with scalpings

Plots to be pegged out by string.

Option 2:

Foliage/grass/brambles cut very tight to ground surface

Plots pegged out with string

Footpaths to be formed by footfall. Mowed when needed.

Car Park Area – to the left of entrance for approx. 6 cars. To take out Plots 1, 2 and 15.

Tenants will harvest their own water.

Funding Options to consider on completion of the transfer:

Legal Costs, Groundwork and setting up plots in the current financial year.

Two options to consider:

- 1) Funding to be drawn down from general funds.
- 2) To make an expression of interest for £42,510.30 from S106 funds available for outdoor recreation – land adjoining North Street Car park

Groundwork and setting up plots in the 2024/2025 financial year – Budget £50,000 to cover ground work and setting up of plots.

Somerset Council have indicated they do not want the land and should Wellington Town Council not take ownership then after five years the land will be returned for development.

We currently hold a list of 40 people who wish to take a plot.

WELLINGTON TOWN COUNCIL

MINUTES OF THE ADDITIONAL POLICY AND RESOURCES COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON 27 NOVEMBER 2023 AT 5.30pm

Present: Councillors C Govier (Chair), M Barr, A Govier, M Lithgow, J Lloyd, M McGuffie, J Thorne and K Wheatley.

Dave Farrow, Town Clerk

Alice Kendall, Deputy Town Clerk and Deputy Responsible Financial Officer

Councillor C Booth was in attendance (from 5.40pm)

One member of the press was in attendance.

351 TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN

No apologies had been received.

352 MINUTES

RESOLVED to approve and sign the minutes of the Policy and Resources Committee Meeting held on 10 October 2023.

353 DECLARATIONS OF INTEREST

There were no declarations of interest.

354 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

355 LONGFORTH ROAD TOILET BLOCK UPDATE

Sketch scheme design/layout options were tabled at the meeting for consideration.

After some discussion, it was **RESOLVED**

- (i) To ask Ravensdale to cost out the build of a traditional build three cubicle building plus storage but with a larger store area than detailed in the sketch scheme;
- (ii) To recommend to Full Council that Healthmatic be commissioned to develop a comparative design and specification package for a modular building option based upon the preferred design/layout option selected above at a cost of £3,500 plus VAT – the output of which will be used by Ravensdale to prepare a feasibility Order of Cost Estimate considering ‘traditional’ and ‘modular’ options.
- (iii) To recommend to Full Council that, in principle, the balance of costs for a rebuild on the Longforth Road site should be funded through a Public Works Loan Board Loan with a final decision on the amount to be borrowed to be made when costs are known.

356 TO CONSIDER RESOLVING TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

It was resolved that under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press be excluded from the meeting. The reason for this is that item 7 on the agenda referred to matters which are commercially sensitive and confidential.

357 PURCHASE OF 28-30 FORE STREET

The minute for this item is confidential as it contains commercially sensitive information.

There being no further business the meeting closed at 6.20pm.

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Councillor Catherine Govier
Chairman

MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON MONDAY 27 NOVEMBER 2023 AT 6.30 PM

PRESENT: Councillor M Lithgow (Chair),
Councillors M Barr, A Govier, J Lloyd, M McGuffie and J Thorne

IN ATTENDANCE: Councillors C Booth, C Govier and K Wheatley
David Farrow – Town Clerk
Alice Kendall – Deputy Clerk
One member of the press

358 APOLOGIES

No apologies had been received.

359 DECLARATIONS OF INTEREST

Councillors Lloyd and A Govier have a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a former customer of the company.

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a personal friend of the company owner.

360 PUBLIC PARTICIPATION

There were no members of the public present.

361 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 14 November 2023.

362 24-25 BUDGET

Officers had prepared a paper and draft budget which was circulated with the agenda. There was a discussion at length about the possible impact of the financial situation of Somerset Council. It was agreed that the Policy and Resources Committee will discuss this further at their December meeting as more information is likely to have been received that will inform what the requirements on the Town Council's budget will be.

The Deputy Clerk displayed the draft budget, and it was reviewed by Cost Centre.

Administration – No changes proposed.

28-30 Fore Street Costs – It was noted that this was a new Cost Centre given the current discussion to purchase the building. It was noted that in depth refurbishment works are likely to be able to be funded by grants.

Affiliation Fees – No changes proposed.

Allotments – No changes proposed.

Christmas – the change in the Lights Install line were noted. During this item, the Clerk referenced an e-mail from Somerset Council which was circulated prior to the meeting explaining the withdrawal of the free parking on Saturdays leading up to Christmas. It was **RESOLVED** that the Committee approve, under their delegated powers, to cover the cost of free parking for Saturday 2nd December (£1,250) and that it is recommended to Full Council

that the Council fund free parking for the further three Saturdays (9th, 16th & 23rd December) at a total cost of £3,750. These items to be paid from the Town Centre Projects budget.

It was further **RESOLVED** to add a new 'Free Parking' cost code to the 24-25 budget in the amount of £5,000 to fund free parking on Saturdays in December going forward.

Community Services – No changes proposed.

Community Warden – it was **RESOLVED** to increase the sundries line to £3,000. It was further **RESOLVED** that an amount should be placed into Earmarked Reserves to make allowance for the replacement of the Council's vehicle. This amount to be added to each year with the opening amount being based on a depreciation value.

Cost of Democracy – No changes proposed.

Environment and Planning – It was **RESOLVED** to add a £10,000 cost code for contributions to the work being carried out in relation to the Greenway Cycle Route. It was agreed that if not spent in the 24-25 year this amount will transfer into an earmarked reserve. It was further **RESOLVED** to increase the Green Corridor cost code budget to £30,000.

Grants – No changes proposed.

Income – No changes proposed.

IT, Website & Internet – No changes proposed.

Play Areas – No changes proposed.

Pop Up Shop – No changes proposed.

Staff Costs & Expenses – It was resolved to increase the training cost centre to £2,000.

Town Centre – No changes proposed. It was noted that the Co-Working Space cost code had been moved to Earmarked Reserves to meet the Council's commitment of funding for rent and utilities at the Kings Arms project.

Unitary Devolution – as per the comments made at the beginning of the agenda item, it was agreed that further work is required on this Cost Centre. It was proposed that the Toilets cost code be increased to £25,000, it was not seconded. The Policy and Resources Committee will report to Full Council on the requirements for this section. At present, Somerset Council has only indicated that it will ask the Town Council to take up the management of North Street Toilets and the planting and maintenance of hanging baskets and flower beds in the town centre.

Earmarked Reserves – The annual top up of the allowance for Elections and the Film Festival were noted, as was the requirement for a larger reserve for works at the proposed train station. It was reported that the balance needed is likely to be double what is currently held (i.e. £30,000 rather than £15,000). As the project is likely to come to fruition in the 25-26 year, it was **RESOLVED** that the top up amount required be split over the next two years.

It was further **RESOLVED** that, the Cost of Living reserve balance be reviewed by officers at the year end and that any balance over £20,000 be transferred back to the general fund.

It was proposed that the Post Office Provision reserve be closed, and the funds transferred to back into the general fund, there was no seconder.

It was **RESOLVED** that the Environmental Improvement reserve be increased to £40,000.

Before the close of the meeting, Councillors asked about the likely precept level. The Clerk and Deputy Clerk reported that it was too early to give an indication as the agreed changes needed to be made to the budget and that the tax base had not yet been received. The Deputy Clerk also reported that the Council needed to assess how the amount of general reserve is calculated which will in turn, affect the precept amount.

There being no further business, the meeting closed at 8.10 pm.

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Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2024 and 31/03/2025)

Administration/Office running costs		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
27	Photocopier		66.41	1,000.00	820.00		55.61		55.61	1,000.00	794.11	416.65	1,210.76		▲	1,300.00	◆	£1k rental and printing costs plus provision for 1x call out fee.		
34	Insurances			2,750.00	3,890.77					3,500.00		4,500.00	4,500.00		▲	5,500.00	◆	Forecast & new budget based on payments for 22-23 including Van insurance. Plus contingency for increases/added items, building cover etc. for 28-30 Fore St.		
35	Stationery & Postage			1,250.00	1,836.46					1,250.00	564.33	403.09	967.42		▲	1,000.00	●	Decreased based on forecasted spend/lower usage (reduction in paper and postage)		
36	Audit Fees			1,800.00	2,080.00					2,250.00	2,505.00		2,505.00		▲	2,505.00	◆	Increase based on know spend (2x IA at £395, EA at £1,680, ICO at £35)		
40	Hire of Hall			1,740.00	1,001.00					1,100.00	935.00	550.00	1,485.00		▲	1,620.00	◆	Updated amount based on current calendar set up and cost per meeting. Plus allowance for ad-hoc		
54	Professional Fees			6,000.00	2,803.00						12,144.10	8,674.36	20,818.46		▲	20,000.00	◆	Was earmarked reserve previously. Moved to revenue budget.		
	SUB TOTAL	0.00	66.41	14,540.00	12,431.23	0.00	55.61	0.00	55.61	9,100.00	16,942.54	14,544.10	31,486.64	0.00	▲	31,925.00	◆			

28-30 Fore Street Costs		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		

Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
26	Office Rent	250.00	250.00	4,000.00	5,785.59	250.00	125.00	125.00	250.00	4,000.00		4,000.00	4,000.00	250.00	▲		●	Payment budget no longer required if building owned. Income still received from Museum		
28	Electricity			2,000.00	675.33					2,000.00	1,664.23	1,188.74	2,852.97		▲	6,000.00	◆	Based on forecasted payments for current contract x2 to cover whole building?		
	Gas														▲	3,000.00	◆	Guesstimate...		
	Buisness Rates															2,000.00				
	Responsive Maintenance															5,000.00	◆	Based on e-mail from Sal Stark.		
32	Office Equipment			250.00	1,294.32					350.00	325.67	145.85	471.52		▲	2,000.00	◆			
37	Office Cleaning			2,500.00	1,549.37					2,000.00	696.15	497.25	1,193.40		▲	2,500.00	◆	Increased to cover downstairs offices		
143	Internal Office Re-Decoration									3,000.00	25.00	17.86	42.86		▲	5,000.00	◆	Covered in refurb costs via Funding?		
	SUB TOTAL	250.00	250.00	8,750.00	9,304.61	250.00	125.00	125.00	250.00	11,350.00	2,711.05	5,849.70	8,560.75	250.00	▲	25,500.00	◆			

Affiliation Fees		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
38	SALC			1,910.00	1,789.12					1,910.00	1,854.53		1,854.53		▲	2,000.00	◆	Fees are per elector. 5% increase on 22-23 vs. 23-24. Allowed for 5% increase again and rounded. Electorate likely to increase?		
99	SLCC			300.00	270.00					300.00	354		354.00		▲	357.00	◆	Known sub. rate for 2024 (based on Clerk's salary)		
100	CCS			100.00						100.00		100.00	100.00		▲	100.00	▲			
	SUB TOTAL			0.00	0.00	2,310.00	2,059.12	0.00	0.00	0.00	0.00	2,310.00	2,208.53	100.00	2,308.53	0.00		2,457.00		

Allotments		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
44	Allotments	2,470.00	2,878.00	2,000.00	3,702.70	2,716.00	2,505.00			4,716.00	355.00	1,965.00	2,320.00	2,910.00	●	2,910.00	●	Income = 97 plots @ £30. Budget = Inc + £2k as per previous year but line is always underspent.		
92	Longforth Allotment			10,000.00						10,000.00		10000.00	10,000.00	3,000.00	●	3,000.00	●	Income est. 30 plots at £100. Rest of set up to be covered by S106 or CIL.		
148	Allotment Deposits						300.00				280.00		280.00		▲		▲			
	SUB TOTAL	2,470.00	2,878.00	12,000.00	3,702.70	2,716.00	2,805.00	0.00	0.00	14,716.00	635.00	11,965.00	12,600.00	5,910.00		5,910.00				

Christmas		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
114	Hire of Lights			7,500.00	7,477.33					10,000.00		10,000.00	10,000.00		▲	10,000.00	▲			
115	Lights Install			8,000.00	7,301.00					10,000.00	50.00	10,000.00	10,050.00		▲	11,700.00	◆	Updated amount = £9k install / take down lighting scheme. £1,650 Tree haulage. £1k Install & Dismantle Trees (SC tree dept). £50 S171 Fee		
116	Switch on Event			10,000.00	4,284.55					10,000.00	260.00	10,000.00	10,260.00	600.00	●	10,000.00	▲	Market to come back in house? 20 stalls at 30 each		
123	Stall Deposits												0.00		▲		▲			
136	Electricity			200.00						500.00		500.00	500.00		▲	500.00	▲			
	Free Parking														▲	5,000.00	◆	Four Saturdays in December, Current cost £1,250.		
137	Additional Lights & Instal		250.00	5,000.00	5,447.73			250			1,250.06	3,725.42	4,975.48		▲		▲			
	SUB TOTAL	0.00	250.00	30,700.00	24,510.61	0.00	0.00	250.00	0.00	30,500.00	1,560.06	34,225.42	35,785.48	600.00		30,500.00				

Community Services		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
55	Wellington One			11,000.00	11,000.00					11,000.00			0.00		▲	0.00	●	May no longer be requested. - DF		
58	Community Safety			1,000.00						2,000.00			0.00		▲	2,000.00	▲	??		
59	Promotion of Wellington			5,000.00	815.29					5,000.00	652.75	2,083.35	2,736.10		▲	5,000.00	▲			
60	Community Services & P			5,000.00	2,394.28					5,000.00	845.60	2,083.35	2,928.95		▲	5,000.00	▲			
61	Health & Wellbeing			30,000.00	29,082.00					33,000.00	34,612.50	1,818.16	36,430.66		▲	45,000.00	◆	24-25 SLAs; CAB - £5k (due for review), RL - £12k, WCC - £19,140, MiND - £5,565 = £41,705 + Contingency for ad hoc.		
64	Community Warden			17,505.00	12,599.25					17,160.00	389.97	278.55	668.52		▲		●	See new Community Warden Cost Centre		
65	Emergency Planning			1,000.00									0.00		▲	1000	◆			
66	Other Payments		52.73	300.00	182.73					300.00	60.00	42.86	102.86		▲	300.00	▲			
153	Charity Fundraising						162.00	115.71	277.71				0.00		▲		▲			
154	Community Warden Set										35,459.50		35,459.50		▲		▲			
SUB TOTAL		0.00	52.73	70,805.00	56,073.55	0.00	162.00	115.71	277.71	73,460.00	72,020.32	6,306.27	78,326.59	0.00		58,300.00				

Community Warden		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
	Van Charging															1,560.00		Current average usage 1 charge per week at approx. £20. Budgeted for 1.5 charges per week incase of increased hours/usages		
	Van Maintenance															750.00		Annual Service £230 py.		
	Storage Unit Rental															1,500.00				
	Tools Purch															2,000.00				
	Equip. Maintenance															1,000.00		Mower, strimmer services etc.		
	Clothing/PPE															750.00				
	Sundries															3,000.00		Other supplies that don't fall under another budget code. Cleaning supplies, screws, nails etc.		
	SUB TOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		10,560.00				

Cost of democracy and elections		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
20	Mayors Allowance			500.00	500.00					550.50		550.50	550.50		▲	550.50	▲			
21	Councillors Allowance			4,200.00	4,200.00					5,250.00	4,900.00		4,900.00		▲	4,900.00	●	£350 x 14 members (co-opted member not eligible).		
22	Members Training			500.00	165.00					500.00	75.00	53.57	128.57		▲	500.00	▲			
23	Members Travelling			600.00	42.20					600.00	19.80	14.14	33.94		▲	100.00	●	Reduced as no more than £50 spent in recent years		
24	Hospitality			1,000.00	159.20					1,000.00	89.60	64.00	153.60		▲	300.00	●	Reduced based on spending trend		
89	Deputy Mayor's Expense			200.00	200.00					200.00			0.00		▲	200.00	▲			
	SUB TOTAL	0.00	0.00	7,000.00	5,266.40	0.00	0.00	0.00	0.00	8,100.50	5,084.40	682.21	5,766.61	0.00		6,550.50				

Earmarked Reserves		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget		See separate reserves report		
25	Elections			1,000.00					0.00	1,500.00			0.00							
67	Youth Services			26,000.00					0.00			5,565.00	5,565.00							
71	C.I.L		357,877.17	210,373.97	124,145.00		31,121.82	31,356.82	62,478.64			150,000.00	150,000.00							
73	Film Festival			8,000.00	8,000.00				0.00	4,000.00			0.00							
75	Railway Station			15,000.00					0.00				0.00							
76	Capital Projects			50,000.00					0.00		5,000.00		5,000.00							
77	Playing Pitch Strategy			9,000.00					0.00				0.00							
95	Office Furniture Replacer			3,000.00					0.00		345.00		345.00							
96	Post Office Provision			2,500.00					0.00				0.00							
97	Cades Farm Community			7,000.00					0.00		100.00		100.00							
139	Cost of Living Crisis			35,000.00	4,800.00				0.00		5,795.00	4,139.29	9,934.29							
SUB TOTAL		0.00	357,877.17	366,873.97	136,945.00	0.00	31,121.82	31,356.82	62,478.64	5,500.00	11,240.00	159,704.29	170,944.29	0.00		0.00				

Emergency High Street Fund		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget		Cost Centre to be deleted in 24-25		
78	Emergency High Street F		25,350.00		62,861.17				0		90.00		90.00							
79	Electrical Infrastructure V								0				0.00							
80	Related Staffing Costs								0				0.00							
81	Christmas Entertainment								0				0.00							
82	Street Furniture				250.00				0		70.00		70.00							
83	Maps & Signage				776.00				0				0.00							
85	Marketing								0				0.00							
86	Notice Boards								0				0.00							
88	Farmers Market								0				0.00							
98	Related Fees								0				0.00							
120	Welly Welcome Weeken								0				0.00							
121	Town Surveys								0				0.00							
124	Christmas 2021								0				0.00							
125	Wellington Produce Mark				475.00				0				0.00							
SUB TOTAL		0.00	25,350.00	0.00	64,362.17	0.00	0.00	0.00	0.00	0.00	160.00	0.00	160.00	0.00		0.00				

Environment and Planning		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
46	Footpaths PRow Mainte			500.00	166.38				0	500.00	117.86	500.00	617.86		▲	500.00	▲		
47	Grasscutting			3,740.00					0	3,740.00			0.00		▲		●	Codes 47 & 48 have not been spent for around 5 years - Council needs to seriously consider their inclusion in the budget.	
48	Weedkilling			1,215.00					0	1,215.00			0.00		▲		●		
	Cycle Route Contribution															10,000.00			
49	Emptying Dog Bins			8,112.00	6,926.40				0	11,500.00	3,811.60	2,875.00	6,686.60		▲	11,500.00	▲		
50	Provision of Benches & L		1,262.00	2,500.00	3,403.35		63.63	1157.61	1221.24	2,500.00	1,864.76	1,041.65	2,906.41		▲	2,500.00	▲		
51	Planning Administration			2,160.00	1,500.00				0	1,500.00			0.00		▲	0.00	●	No longer required	
52	Environmental Improvem			20,000.00	3,749.00				0	9,000.00	4,982.50	3,558.93	8,541.43		▲		●	Needs serious review - see also balance in Reserves. Remove from Precept until drawn down	
113	Electricity for Street Light			450.00	822.64				0	850.00	372.67	354.15	726.82		▲	850.00	▲		
129	Additional Street Lighting			1,500.00	7,748.02				0				0.00		▲		▲		
130	Land at Westford			5,000.00	1,550.00				0	5,000.00	880.00	628.57	1,508.57		▲		●	Merged with line below	
131	Green Corridor			20,000.00	8,055.97				0	20,000.00	12,492.39	8,923.14	21,415.53		▲	30,000.00	◆	New Cost Centre to give more specific lines of spending? To include line above.	
SUB TOTAL		0.00	1,262.00	65,177.00	33,921.76	0.00	63.63	1,157.61	1,221.24	55,805.00	24,521.78	17,881.44	42,403.22	0.00		55,350.00			

Grants		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
41	Grants			15,000.00	13,681.42					15,000.00	8,862.22	6,330.16	15,192.38		▲	15,000.00	▲		
152	Green Grants									10,000.00	3,000.00		3,000.00		▲		●	See alo notes in Earmarked reserves. Should be removed from revenue/precept until more drawn down?	
SUB TOTAL		0.00	0.00	15,000.00	13,681.42	0.00	0.00	0.00	0.00	25,000.00	11,862.22	6,330.16	18,192.38	0.00		15,000.00			

Income		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
1	Precept		413,677.00			466,332.00	466,332.00		466,332.00						◆		▲		
2	Bank Interest	2,000.00	9,630.96			8,000.00	10,976.32	7,840.23	18,816.55					20,000.00	●		▲		
3	Parish Grants	2,275.00	2,275.00			2,275.00	2,275.00		2,275.00					0.00	◆		▲	No longer being paid	
5	VAT Refund								0.00						▲		▲		
6	Rents - Various	1,000.00	1,475.00			1,000.00	375.00	416.65	791.65					1,000.00	▲		▲		
SUB TOTAL		5,275.00	427,057.96	0.00	0.00	477,607.00	479,958.32	8,256.88	488,215.20	0.00	0.00	0.00	0.00	21,000.00		0.00			

IT, Website & Internet		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts	Payments	Notes			
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
29	Telephone & Broadband			2,690.00	2,220.58					2,160.00	2,208.95	900.00	3,108.95		▲	3,500.00	◆	Landline & BB = £1,500 py. Mobile Sims (7) £2,000 py	
30	IT Equipment			1,200.00	1,459.47					1,200.00	743.99	531.42	1,275.41		▲	1,200.00	▲		
31	IT Support & Email Hosti			4,250.00	4,599.74					4,250.00	2,089.00	1,492.14	3,581.14		▲	4,250.00	▲	Currently £340 pm, allows for 3% increase	
94	IT for New Staff			1,500.00	2,018.43					1,500.00	1,186.81	625.00	1,811.81		▲	1,500.00	▲		
101	Telephone System			2,000.00	1,374.30					2,000.00	1,104.80	833.35	1,938.15		▲	2,000.00	▲	Allows for 5x office phones	
103	Security Software			195.00	225.00					200.00	372.00		372.00		▲	400.00	◆		
104	Office 365			1,760.00	2,005.20					2,300.00	1,972.50		1,972.50		▲	2,500.00	◆	15x Cllrs @ £60py. 7x Officers @ £220py plus allowance for 3% increase	
105	Parish Online			450.00	405.00					450.00		450.00	450.00		▲	450.00	▲		
106	Zoom			120.00	119.90					120.00	119.90		119.90		▲	0.00	●	No longer required - Teams included in 365 package	
107	Scribe Accounting Syster			1,500.00	1,500.00					1,800.00		1800	1,800.00		▲	1,800.00	▲		
108	Sage Payroll & HR			870.00	814.00					1,000.00	559.00	416.65	975.65		▲	1,050.00	◆	Sage Payroll currently £540py but allowed for pricing as detailed online (£576py). Sage HR current cost £504py (7 staff).	
132	Councillor Tablets			2,500.00	3,744.80					250.00			0.00		▲	250.00	▲		
144	Inspection Applications									2,000.00		833.35	833.35		▲	1,200.00	●		
SUB TOTAL		0.00	0.00	19,035.00	20,486.42	0.00	0.00	0.00	0.00	19,230.00	10,356.95	7,881.91	18,238.86	0.00		20,100.00			

Play Areas		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts	Payments	Notes			
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
45	Tone Play Area		10,000.00	1,000.00	13,626.78					5,000.00	1,642.14	1,172.96	2,815.10		▲	5,000.00	▲		
145	Weavers Reach Play Are									5,000.00	245.29	175.21	420.50		▲	5,000.00	▲		
146	Annual Play Inspections									500.00			0.00		▲	500.00	▲		
SUB TOTAL		0.00	10,000.00	1,000.00	13,626.78	0.00	0.00	0.00	0.00	10,500.00	1,887.43	1,348.17	3,235.60	0.00		10,500.00			

Pop Up Shop		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025					
		Receipts		Payments		Receipts				Payments				Receipts	Payments	Notes			
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget			
117	Rent	5,850.00	4,050.00	6,000.00	6,941.58	4,900.00	2,550.00	2,041.65	4,591.65	6,000.00	3,000.00	2,500.00	5,500.00	4,500.00	◆	6,000.00	▲	Income = 30 payable weeks.	
118	Overheads			3,000.00	523.32				0.00	3,500.00	1,329.25	949.46	2,278.71		▲	3,500.00	▲		
119	Repairs			1,500.00	26.77				0.00	1,500.00	344.56	650.00	994.56		▲	1,500.00	▲		
149	Deposits						2,250.00	200.00	2,450.00		1,457.03	1,040.74	2,497.77		▲		▲		
SUB TOTAL		5,850.00	4,050.00	10,500.00	7,491.67	4,900.00	4,800.00	2,241.65	7,041.65	11,000.00	6,130.84	5,140.20	11,271.04	4,500.00		11,000.00			

Staff Costs & Expenses		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
16	Salaries			179,096.00	161,185.23				0.00	262,842.59	133,732.26	102,000.00	235,732.26		▲	350,066.77	◆			
17	Staff Training			500.00	250.00				0.00	1,000.00			0.00		▲	2,000.00	◆			
18	Staff Travelling			200.00	31.59				0.00	200.00	98.04	70.03	168.07		▲	200.00	▲			
19	Staff Recruitment		1,500.00	1,500.00	888.00			30,052.60	30,052.60	1,500.00	325.00	232.14	557.14	30,000.00	●	1,500.00	▲	Income is Connect Somerset Funding from Somerset Council. Unlikey to continue in 24-25?		
87	Home Working Allowanc			600.00					0.00	600.00			0.00		▲	0.00	●	Added to salaries line		
SUB TOTAL		0.00	1,500.00	181,896.00	162,354.82	0.00	0.00	30,052.60	30,052.60	266,142.59	134,155.30	102,302.17	236,457.47	30,000.00		353,766.77				

Town Centre			Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
			Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget					
53	Longforth Road Toilets			20,017.00	5,995.80				0.00	10,000.00	794.27	567.34	1,361.61		▲	10,000.00	▲				
127	Coronation Deposits		-528.00				-120.00		-120.00		40.00		40.00		▲		▲	To delete			
128	Jubilee & Coronation		330.00	25,000.00	21,914.08				0.00		5,266.28		5,266.28		▲		▲	To delete			
133	Longforth Rd Toilet Refur			10,000.00	750.00				0.00	10,000.00	8,143.01	5,816.44	13,959.45		▲	10,000.00	▲				
134	Co-Working Space			30,000.00					0.00	30,000.00			0.00		▲		●	Move unspent £30k to EM Res. To be allocated to Kings Arms. Council have committed £18k for 2 years for rent and utilities.			
135	Town Centre Projects			20,000.00	5,098.20				0.00	20,000.00	263.23	188.02	451.25		▲	20,000.00	▲	Council need to decide what this is for..			
138	Carnival			5,000.00	3,536.00				0.00	1,000.00	1,190.00	850.00	2,040.00		▲	1,000.00	▲				
140	Summer Street Fair		450.00		70.00	1,050.00	960.00		960.00	6,050.00	5,888.37		5,888.37	1,050.00	▲	6,050.00	▲				
141	Street Fair Refundable D		270.00				-210.00		-210.00				0.00		▲		▲				
142	Riffles Event				470.95		8.45		8.45	2,500.00	8,634.77		8,634.77		▲		●	To delete			
147	Remembrance & AFD								0.00	1,000.00	763.25	416.65	1,179.90		▲	1,000.00	▲				
150	AFD Stalls						90.00		90.00				0.00		▲		▲	Needed in 24-25?			
151	AFD Refundable Stalls						30.00		30.00				0.00		▲		▲	Needed in 24-25?			
																	500.00		Costs from SC indicated as £250py for servicing and £200py for electricity		
SUB TOTAL		0.00	522.00	110,017.00	37,835.03	1,050.00	758.45	0.00	758.45	80,550.00	30,983.18	7,838.45	38,821.63	1,050.00		48,550.00					

[illegible]

	SUB TOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,000.00			
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Welcome Back Fund		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025						
		Receipts		Payments		Receipts				Payments				Receipts		Payments		Notes		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget		Budget				
126	Welcome Back Fund				1,630.00				0.00									Section now deleted		
	SUB TOTAL																			
		0.00	0.00	0.00	1,630.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00				

Summary		Last Year 2022 - 2023				Current Year 2023 - 2024								Next Year 2024 - 2025							
		Receipts		Payments		Receipts				Payments				Receipts		Payments					
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget						
TOTAL		13,845.00	831,116.27	915,603.97	605,683.29	486,523.00	519,849.83	73,556.27	590,351.10	623,264.09	332,459.60	382,099.49	714,559.09	63,310.00	731,969.27						

		Current Year 2023 - 2024								Next Year 2024 - 2025			
		Opening Balance	Transfers	Receipts		Payments		Balances					
				Actual	Forecast	Actual	Forecast	Current	Est Yr End	Transfers	Top Up (+)	Balance	Notes
Elections		2,000.00	1,500.00					3,500.00	3,500.00		1,500.00	5,000.00	Annual top up to build reserve.
C.I.L		444,106.14	-200,000.00	31,121.82	31,356.82		150,000.00	275,227.96	156,584.78			156,584.78	Split into Committed CIL - £150k 3g Pitch. £50k Junior Pitches
Committed CIL			200,000.00					200,000.00	200,000.00			200,000.00	
Film Festival			4,000.00					4,000.00	4,000.00		4,000.00	8,000.00	
Railway Station		15,000.00						15,000.00	15,000.00		7,500.00	22,500.00	top up to double over 2 years
Capital Projects		50,000.00				5,000.00		45,000.00	45,000.00			45,000.00	
Playing Pitch Strategy		9,000.00						9,000.00	9,000.00			9,000.00	
Post Office Provision		2,500.00						2,500.00	2,500.00			2,500.00	
Cades Farm Community Hall		7,000.00				100.00		6,900.00	6,900.00			6,900.00	
Pop Up Shop		2,043.96	-2,043.96					0.00	0.00			0.00	Reserve Closed - Moved to Revenue
Office Furniture Replacement		3,000.00				345.00		2,655.00	2,655.00			2,655.00	
Youth Services		26,000.00					5,565.00	26,000.00	20,435.00		5,565.00	26,000.00	Mind SLA paid from reserve in 23-24, funds replaced and SLA moved to revenue budget
Neighbourhood Plan		10,000.00	-10,000.00					0.00	0.00			0.00	Reserve Closed
Professional Services		17,197.00	-17,197.00					0.00	0.00			0.00	Reserve Closed - Moved to Revenue
Environmental Improvements			29,000.00			7,982.50		21,017.50	21,017.50		18,982.50	40,000.00	Split E. Imp and Green Grants
Cost of Living Crisis			30,200.00			5,795.00		24,405.00	24,405.00	-4,405.00		20,000.00	
Green Grants			10,000.00			3,000.00		7,000.00	7,000.00			7,000.00	
Kings Arms								0.00	0.00	30,000.00		30,000.00	
Van Replacement										6,500.00		6,500.00	
TOTAL		587,847.10	45,459.04	31,121.82	31,356.82	22,222.50	155,565.00	642,205.46	517,997.28	32,095.00	37,547.50	587,639.78	