

MINUTES OF THE WELLINGTON TOWN COUNCIL COMMUNITY COMMITTEE MONDAY 15 SEPTEMBER 2025 AT 6.00 PM

Present: Councillor A Govier (Chair)
Councillors C Govier-Wiggins, J Cole, M McGuffie, M Lithgow

In attendance: Dave Farrow – CEO/Town Clerk
Wasif Choudhury – Democratic Services & Finance Officer
Laura Batcha – Community Development Officer
Peter Joint – Community Connect Champion
Michelle Brooks – Representative of Somerset Council LCN
(For minute 223)
Nick Harvey – Representative of In The Mix (For minutes 221 & 222)
Councillor J Thorne
One member of the press
One member of the public

214 CHAIR TO WELCOME MEMBERS

Chair welcomed members to the committee.

215 TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN

Apologies were received from Councillor J Lloyd.

216 DECLARATIONS OF INTEREST

Councillors A Govier & M Lithgow declared an interest relating to items 221 and 222 due to their roles as Wellington Community Support Services Director (WCSS).

217 PUBLIC PARTICIPATION

No public participation.

218 MINUTES

RESOLVED to approve the minutes of the Community Committee meeting held 21 July 2025.

219 COMMUNITY CONNECT CHAMPION

An update was provided by Pete Joint (Community Connect Champion) which was noted.

He advised that the Young Persons Independent Advisory Group which was established in Wellington a year ago will attend the County Police Independent Advisory Group meeting on the 16 September to update on their activities.

He also confirmed that requests for One Team funding to cover over 2 years have been made to Somerset Council.

220 KINGS ARMS COMMUNITY HUB

An update on the following was provided:

i) Health & Safety at Kings Arms Community Hub

The Chief Executive confirmed that the soft opening of the Kings Arms Community Hub has allowed us to stress test the health and safety protocols that were in place. In addition to this, WT Consultancy have carried out a review of the area with a raft of recommendations.

WT Consultancy was made aware that WTC will offer the Kings Arms Community Hub as a venue to host events and organisations using it will be responsible for their own H&S assessments and associated actions as per the User Agreement.

ii) SALC 6-month report

A structure for the report has been made to ensure that data is collated accurately.

- (i) To consider a request to allocate additional funds to the operational budget for additional engagement events.

RESOLVED to approve release of funds (£950) for the use of engagement events.

iii) Youth Drop in Feedback

At this juncture, it was **RESOLVED** to bring forward agenda Item 12 (Youth Service Delivery Report) and Item 13 (Youth Delivery October Half-Term)

221 YOUTH SERVICE DELIVERY REPORT

Nick Harvey from In the Mix project (ITMP) provided an update on the detached youth provision provided by them this summer. He noted the differences between detached provision and provision that is delivered in a specific location stating that, if approved for delivery at Kings Arms Community Hub, then attendees would be registered with ITMP which will allow for the formation of an accurate data set which could be used to determine trends and impact.

The Chair raised the importance of a closer relationship with Court Fields Community School which will assist with the development of a well-rounded youth provision in Wellington.

RESOLVED to approve the proposal for youth provision delivery by ITMP with costs allocated from the Wellington Community Support Services (WCSS) budget.

RESOLVED to approve Council Officers exploring additional long-term funding options to supplement and sustain youth provision.

222 YOUTH DELIVERY – OCTOBER HALF-TERM

The report was noted.

RESOLVED to approve the delivery of youth provision during October half-term at a cost of £1,576 from the Wellington Community Support Services (WCSS) budget.

It was **AGREED** that Council Officers should set up paperwork for delegation of authority which will set a monetary limit for what Council Officers can spend without needing to come to the Committee for approval.

At this juncture, it was **RESOLVED** to bring forward agenda item 11 (Together in Tone Bid)

223 TOGETHER IN TONE BID

Michelle Brooks stated how Together in Tone is a community music and wellbeing project that brings together choirs, musicians, and residents from across multiple parishes to co-create and perform original music. The project aims to reduce isolation, celebrate local identity, and strengthen connections through shared musical experiences. It is an intergenerational project that will make meaningful difference to the wider community.

Laura Batcha confirmed that this project involves no WTC funding and funding will come solely from SALC.

Councillor Cole questioned whether the project should be managed by staff responsible for running events rather than the Community Development Officer.

Council Officers will ensure that the workload related to the project is allocated in the most appropriate manner.

RESOLVED to approve request to apply for SALC funding for this project.

224 ACCELERATED REFORM FUND UPDATE

The Accelerated Reform Fund bid was discussed and noted by the Committee.

After much discussion, it was confirmed that fixed-term contracts within the Community sector are commonplace and that it would not be assumed that a fixed-term contract will automatically evolve into a full-time permanent contract.

It was agreed that the targets for success need to be clearly defined and an analysis on the impact of the role should take place before the end of the fixed-term contract.

RESOLVED to recommend to Full Council that £10,700 be allocated upon a successful bid application.

An error in the business plan was noted. 8c Appendix 3 Wellington Connect (working title) Business Plan - section 4 Key Deliverables and Milestones amended to say Jan-March 2026 instead of 2025 in the quarter one.

225 SAFEGUARDING POLICY

The Committee considered the report circulated prior to the meeting which contained the proposed revised changes to the Safeguarding Policy.

It was **AGREED** that Council Officers should investigate the viability of carrying out Enhanced DBS checks for all roles.

RESOLVED to recommend to Full Council that the proposed changes to the Safeguarding Policy be adopted.

226 COMMUNITY ENGAGEMENT POLICY

The draft Community Engagement Policy was reviewed and discussed.

It was **AGREED** that Council Officers would review and clarify the wording regarding 'final decision-making in the hands of the public (where appropriate)' found in section 5 of the policy draft.

RESOLVED to recommend to Full Council following amendments.

227 COUNCIL POSITION STATEMENT OF THE DISPLAYING OF FLAGS AROUND THE TOWN

A draft statement was presented by the Chief Executive which was considered by the Committee.

After some discussion **RESOLVED** to recommend to Full Council for approval.

228 BUDGET REPORT

Budget was noted.

It was **AGREED** that Council Officers should actively investigate reasons to spend from the Cost-of-Living fund.

There being no further business the meeting closed at: 19:35

Initial.....



Title	Kings Arms Community Hub (KACH) Budget Planning Report 2026–2027
Meeting	Community Committee
Date of meeting	20.10.25
Action Required	Recommendation to Policy and Finance for approval of budget.
Report Author and email address	Laura Batcha- Community Development Officer. laura@wellingtontowncouncil.co.uk

1. Introduction

1.1 This report presents the draft operational budget for the Kings Arms Community Hub (KACH) for the 2026–2027 financial year. It outlines projected staffing, core running costs, and income forecasts. The budget aligns with the priorities of the Community Development Plan (CDP) and the Hub’s founding mission:

“To provide a safe, inclusive, and community-led space that empowers local residents—particularly young people and vulnerable adults—to access support, build connections, and thrive.”

1.2 The 2026–27 budget planning cycle will focus on embedding sustainability, streamlining operations, and ensuring the Hub is well-positioned to respond to community need while maximising use of council resources.

The purpose of this report is for the committee to recommend the KACH Budget to the Policy and Finance Committee.

2. Background

2.1 Opened in 2025, KACH will enter its second year of operations during 2026–27. The Hub is managed by Wellington Town Council with a remit to provide

inclusive, accessible community space, delivered in collaboration with partner organisations.

2.2 While the Council does not directly deliver services from the Hub, its ongoing role is to ensure the building operates effectively, remains financially viable, and continues to support outcomes set out in the draft Community Development Plan, including:

- Inclusion and community connection
- Youth voice and empowerment
- Support for mental health and wellbeing
- Partnership with local voluntary and statutory services

2.3 The KACH budget will therefore serve as a delivery mechanism for several elements of the CDP under the “Inclusive Access & Connected Communities” and “Youth, Learning & Lifelong Support” themes.

- Appendix 1 – Budget table with notes (from the Democratic Services & Finance Manager (RFO))

3. Links to Council Vision and Place Plan

Vision

- An inclusive, safe and secure town where everybody is supportive of each other and offers particular care for the more vulnerable members of our community
- A town with a diverse, thriving, and resilient local economy
- A town with vibrant cultural, sporting, and social communities
- Proud and protective of our heritage, green spaces, and biodiversity
- A destination of choice for people to live and work and for businesses to be located.

Wellington Place Plan

- Inclusive Access and Connected Communities
- Pride in Place: Culture, Heritage & Belonging
- A Healthy, Sustainable & Green Town
- Youth, Learning & Lifelong Support
- Housing, Inclusion & Community Safety
- Enterprise, Skills & Local Economies

4. Financial Implications

Staffing Structure

The following roles are included in the KACH staffing budget:

- Hub Manager: 22.5 hours/week

- Receptionist/Admin: 15 hours/week

Staffing remains the largest expenditure line but is essential to ensuring consistent, safe operation, coordination of bookings, and communication with partners.

The line is adjusted accordingly each year for the Annual Pay Award (assumed 3.2% increase each year as per 25/26) and the post holder receiving contractual incremental increases as they move through the allocated pay scale (until reaching the maximum level). Oncosts of employer pension and National Insurance are then added.

Oversight for strategic development, stakeholder engagement, and youth/community activity remains under the remit of the Community Development Officer (core community budget).

Operational Costs

The draft budget includes the following projected costs for 2026–27:

- Routine Maintenance to include regular cleaning, waste collections, annual alarm and CCTV maintenance and monitoring. £9,500
- Utilities (Electric & Water): £3,000
- Broadband: £2,500
- Responsive Maintenance: £1,000
- IT to include booking system portion, admission/sign in system, hosting for dedicated website and Network guarantee: £6,900
- Promotion: £250
- Accessibility Improvements (e.g. doors): £4,000

Certain consumables (e.g. stationery, staff refreshments) remain part of the core Council budget.

Room Hire Income

Room hire remains the Hub's primary method for offsetting operational costs. The following rates are proposed for 2026–27:

- Activity Room: £10/hour
- Café & Kitchen: £15/hour
- Bundle Hire (Café, Kitchen & Activity Room): £25/hour
- Offices: £5/hour (front), £10/hour (back)
- Full-day Hire: £100/day

A usage forecast based on hourly hire was developed to assess the extent to which room hire could cover staff costs. Current analysis suggests that unless multiple rooms are regularly hired, full cost recovery will not be possible solely through hire income.

5. Risks

Risk: Ongoing reliance on salaried roles to keep the Hub operational

Potential Impact: Increased long-term staffing costs; sustainability concerns if external funding is not secured or if the cost isn't balanced by income.

Mitigation: - Development of volunteer programme (e.g. student placements, community volunteers, work experience) to complement salaried roles.

Partnerships with the Community Employment Hubs following a new back to work programme can assist with this.

- Include a staffing review and sustainability plan in the forthcoming Hub Business Plan, with clear pathways to diversify delivery support.

Risk: Low volunteer or reception cover affecting staff workload

Potential Impact: Staff capacity stretched; reduced ability to engage visitors and deliver projects effectively.

Mitigation: Development of volunteer programme (e.g. student placements, community volunteers, work experience) to complement salaried roles

- Partner with local colleges, Somerset Skills & Learning, Thrive (ccs) or social prescribing services to source volunteers.

Risk: Building usage not reaching income targets, requiring ongoing Council subsidy.

Potential Impact: Financial sustainability at risk; underutilised asset.

Mitigation: - Review pricing and hire packages to ensure competitive but viable rates.

- Implement a tiered usage plan (community rate, commercial rate, partnership use).

- Introduce regular performance monitoring (bookings, income, footfall) and report quarterly to Community Committee.

Risk: Lack of formal business plan from management lead (recommended as next step)

Potential Impact: Absence of strategic direction; unclear performance indicators and sustainability targets.

Mitigation: Require a draft Business Plan to be developed by March 2026 including: income projections, staffing structure, volunteer plan, activity calendar, and risk management.

- - Ensure Business Plan aligns with wider Community Development and Engagement Strategy for consistency.

6. Considerations

The Committee recommends to Policy and Finance the budget be included in the draft for 2026-2027 and that it is delegated to Officers for spending

WELLINGTON TOWN COUNCIL

Community Committee / Kings Arms Community Hub Budget Setting Review 26/27 and beyond

Kings Arms		Previous Year		Current Year		Next Year 1of 3		Year 2 of 3		Year 3 of 3	
Code	Title	24-25 Receipts Budget	24-25 Payments Budget	25-26 Receipts Budget	25-26 Payments Budget	26-27 Receipts Budget	26-27 Payments Budget	27-28 Receipts Budget	27-28 Payments Budget	28-29 Receipts Budget	28-29 Payments Budget
134	Kings Arms	-	£18,000.00	-	£18,000.00	-	-	-	-	-	-
189	Kings Arms CIL	-	-	-	-	-	-	-	-	-	-
	Staffing	-	-	-	-	-	£39,564.00	-	£41,859.00	-	£44,289.00
	Rent	-	-	-	-	-	£10,000.00	-	£10,000.00	-	£10,000.00
	Service Charge	-	-	-	-	-	-	-	-	-	-
	Routine Maintenance	-	-	-	-	-	£9,500.00	-	£9,500.00	-	£9,500.00
	Utilities	-	-	-	-	-	£3,000.00	-	£3,000.00	-	£3,000.00
	Broadband	-	-	-	-	-	£2,500.00	-	£2,500.00	-	£2,600.00
	Responsive Maintenance	-	-	-	-	-	£1,000.00	-	£1,000.00	-	£1,000.00
	IT	-	-	-	-	-	£6,900.00	-	£6,900.00	-	£6,900.00
	Promotion	-	-	-	-	-	£250.00	-	£250.00	-	£250.00
	Room Hire	-	-	-	-	£15,500.00	-	£20,000.00	-	£25,000.00	-
	Accessibility Improvement	-	-	-	-	-	£4,000.00	-	-	-	-
Total		-	£18,000.00	-	£18,000.00	£15,500.00	£76,714.00	£20,000.00	£75,009.00	£25,000.00	£77,539.00

	25/26	26/27
Kings Arms	Previous line now expanded on with updated cost codes for 26/27 Onwards. Overspend reviewed by Community Committee and approved by Full Council.	
Kings Arms CIL	Cost code used for set up costs. Drawn from reserve which will be closed at year end with surplus being transferred back to uncommitted CIL.	
Staffing		Covers Hub Manager and Admin/reception support, plus oncosts, and inflationary and incremental increases.
Rent	Set in lease 2025	
Service Charge	Awaiting amount and confirmation if variable.	
Routine Maintenance		<ul style="list-style-type: none"> Cleaning inc windows <ul style="list-style-type: none"> Cleaning at current rate, with allowance for possible increase in service due to extending opening days = £7,800 Window cleaning c£45 every 6 weeks = £390 Rubbish & Sanitary Collections <ul style="list-style-type: none"> Waste at current rate plus allowance for increase = £500 Sanitary Bins per year = £120 Alarm and CCTV annual maintenance and monitoring including allowance for service repairs = £500 Sundries & Supplies = contingency covered in rounding.
Utilities		Calculated based on estimated usage after 3 months soft opening and current contract rates. Will vary as usage increases. Contract fixed for 2 years.

Broadband		Based on current price (£2,400py) plus inflationary increases.
Responsive Maintenance		Contingency for emergencies/odd jobs.
IT		<ul style="list-style-type: none"> • Proportion of Booking System <ul style="list-style-type: none"> - Scribe bookings current price (£1,059) split between Pop Up, KACH & Pitches/Pavilions = £353 • Visitor/user signing in system = £600 • Dedicated website hosting <ul style="list-style-type: none"> - Based on current payment for Town Council website = £1,080 • Network guarantee service = £4,800 <ul style="list-style-type: none"> - Full network connectivity guarantee inclusive of equipment, callouts, labour and required updates.
Promotion		Flyer Printing / Advertising
Room Hire		<p>Based on room charges as follows:</p> <ul style="list-style-type: none"> • Activity Space £10ph • Café & Kitchen £15ph • Activity, Café & Kitchen bundle £18ph • Offices £5ph each (sole use of back area if both offices booked by same user) <p>Estimated income based on analysis of current users in the September programme and assumptions on if they will be a paying user in the future. Assume income/usage to increase over years 2 and 3.</p>
Accessibility Improvement		Possible door upgrade required for automated access – Community Committee to review and decide on inclusion. One off for 2026/27 but will likely have an ongoing servicing cost to add to Routine Maintenance as above.
		NB – little has been added by way of inflationary increases as costs are based on recent contracts with up to date pricing. Most lines also include rounded contingencies given 26/27 will be the projects first full financial year in operation.



Title	Community Budget Planning Report 2026–2027
Meeting	Community Committee
Date of meeting	20.10.26
Action Required	Recommendation to Policy and Finance for approval of budget.
Report Author and email address	Laura Batcha- Community Development Officer. laura@wellingtontowncouncil.co.uk

1. Introduction

1.1 The 2026/27 Community Budget builds on the first year of delivery (2025/26), which consolidated community-focused activity under one budget heading. This approach allows for a clearer overview of staffing costs, project coordination, engagement, and partnership activity that benefits the town.

The purpose of this report is for the committee to recommend the Community Budget to Policy and Finance Committee.

2. Background

2.1 The Community Budget enables the Council to support the coordination and delivery of community-led activity across Wellington. It funds core staff capacity and provides flexible resource to respond to local priorities identified through the Community Development Plan (CDP), due for completion later this year.

2.2 During 2025/26, the Council successfully secured external funding that supports multi-year activity which will extend into 2026/27, including:

- Wellington Cares – ARF Bid: supporting carers, volunteer development, and partnership coordination through the Wellington Connect model.
- Together in Tone – SALC Bid: supporting inclusive music and wellbeing activity that builds community connection and celebrates local identity.

These projects represent added value to the Community Budget and strengthen the Council's ability to deliver on the aims of the forthcoming CDP.

2.3 Appendix 1 – Budget table with notes (from the Democratic Services & Finance Manager (RFO))

3. Links to Council Vision and Place Plan

Vision

- An inclusive, safe and secure town where everybody is supportive of each other and offers particular care for the more vulnerable members of our community
- A town with a diverse, thriving, and resilient local economy
- A town with vibrant cultural, sporting, and social communities
- Proud and protective of our heritage, green spaces, and biodiversity
- A destination of choice for people to live and work and for businesses to be located.

Wellington Place Plan and Community Development Plan – further information added whilst Community Development is being created.

- Inclusive Access and Connected Communities
 - Collaboration with partners to improve accessibility and community navigation.
 - Ongoing engagement and signposting at the Kings Arms Hub.
- Pride in Place: Culture, Heritage & Belonging
 - Support for events and initiatives celebrating Wellington's heritage and identity.
 - Partnership with Somerset Art Works and local creatives.
 - Promotion of the Watermark Town and Green Corridor initiatives.
- A Healthy, Sustainable & Green Town
 - Delivery of the Wellington Connect – Carers Project (ARF funded).
 - Partnership work to make Wellington a dementia-inclusive town.
 - Community wellbeing programmes including men's mental health, loneliness and wellbeing events.
- Youth, Learning & Lifelong Support
 - Support for the Cradle to Career model (C2C).
 - Youth-led initiatives including youth shelter and mentoring pilots.
 - Collaboration with VIY (Volunteer It Yourself) for skills-based community projects.
- Housing, Inclusion & Community Safety
 - Partnership activity promoting safer public spaces and age-friendly design.
 - Engagement on housing, isolation and inclusion priorities emerging from the CDP.
 - Work with stakeholders to improve communication of local safety actions.
- Enterprise, Skills & Local Economies
 - Support for volunteering and micro-provider development.

- Community grants for small enterprises and social action.
- Coordination of business engagement linked to the Cradle to Career employability strand.

4. Financial Implications

Funds	Description	Status	Value
Community Budget (WTC)	Staffing and core programme delivery	Draft Under Review	Expenditure £125,141
Connect Somerset (SC)	Staffing and Delivery	Included in abovementioned draft	Income £31,255
Wellington Cares (ARF)	Staffing, Carers & community coordination	Active (multi-year)	Expenditure £51,700 Income £41,000
Together in Tone SALC Bid	Staffing, Music & wellbeing engagement	Active (multi-year)	Expenditure & Income £10,000

The Community Development Officer will proactively review and pursue external grant and match-funding opportunities to support CDP projects. Potential programmes include, for instance, The National Lottery Fund (Reaching Communities / Awards for All), Paul Hamlyn Foundation, and additional funds such as the Active Travel Innovation Fund, among others currently available.

5. Considerations

Community Committee to recommend the Community Budget to Policy and Finance Committee.

WELLINGTON TOWN COUNCIL
Community Committee
Budget Setting Review 26/27 and beyond

Community Services		Previous Year		Current Year		Next Year 1 of 3		Year 2 of 3		Year 3 of 3	
Code	Title	24-25 Receipts Budget	24-25 Payments Budget	25-26 Receipts Budget	25-26 Payments Budget	26-27 Receipts Budget	26-27 Payments Budget	27-28 Receipts Budget	27-28 Payments Budget	28-29 Receipts Budget	28-29 Payments Budget
58	Community Safety	-	£2,000.00	-	-	-	-	-	-	-	-
60	Community Services & Priorities	-	£5,000.00	-	-	-	-	-	-	-	-
61	Health & Wellbeing	-	£4,000.00	-	-	-	-	-	-	-	-
	Community Development & Support	-	-	-	£11,000.00	-	£11,000.00	-	£11,000.00	-	£11,000.00
66	Other Payments	-	£300.00	-	£300.00	-	-	-	-	-	-
67	Youth Services	-	-	-	-	-	-	-	-	-	-
97	Cades Farm Community Hall	-	-	-	-	-	-	-	-	-	-
139	Cost of Living Crisis	-	-	-	-	-	£10,000.00	-	£10,000.00	-	£10,000.00
	Staffing	-	-	-	-	-	£104,141.00	-	£110,157.00	-	£115,135.00
	Staffing Funding	-	-	-	-	£31,255.00	-	£31,255.00	-	£31,255.00	-
Total		-	£11,300.00	-	£11,300.00	£31,255.00	£125,141.00	£31,255.00	£131,157.00	£31,255.00	£136,135.00

	25/26	26/27	27/28 & 28/29
Community Safety	Old lines combined to new line below. Will be removed in due course.		
Community Services & Priorities			
Health & Wellbeing			
Community Development & Support	Amount to support the new CDO's role. Likely to be largely underspent at Year End.	Amount to remain same as 25/26 as work continues to finalise the Development Plan	
Other Payments	Allowance for possible misc. transactions (old inherited line)	RFO Recommendation: remove – no longer needed given expansion of budget.	
Youth Services		No revenue budget listed as line is an Earmarked Reserve. Balance at time of reporting = £52,278.74. Will likely support items within final Community Development Plan	
Cade Farm Community Hall		No revenue budget listed as line is an Earmarked Reserve. Balance at time of reporting = £6,900. Spending delegation previously given to Officers for professional fees for the initial stages of the project. Will likely have a new Cost Centre created for the budget as the project progresses. Reserve likely to be spent and closed over the end of 25/26 and into 26/27.	
Cost of Living Crisis	Was topped up by c£12,000 (actual spend in 24/25) to bring back to £20k balance in budget setting for 25/26.	No revenue budget listed as line is an Earmarked Reserve. Balance at time of reporting = £20,000.	

	Normally covers grant applications for Warm Space type projects and breakfast clubs at schools.	Applications for breakfast funding expected to be received at the next round of considerations at Policy & Finance (January) RFO Recommendation: <ul style="list-style-type: none"> That the reserve balance be wound down and the surplus at year end be moved back into the general fund, That a revenue budget be set at £10,000 based on past usage and likely underspend of the main grants budget, and
Staffing	Community Development Officer to cover details of Apprentice role, there will be sufficient surplus in the 25/26 staffing budget to recruit before the end of the financial year (i.e. January)	Covers Community Development Officer, Connect Somerset Area Champion *, and Apprentice roles. *offset by income below. Is based on current staff members and post grading, may change based on review by Committee and/or CEO. RFO Recommendation: That the Committee approve the principle of an additional Apprentice role to cover the last three months of the current year (25/26) and beyond. The CDO will bring further information to the next Community Committee meeting for scrutiny.
Staffing Funding	Income covers part time salary of the Connect Somerset Area Champion plus an allowance for other Officer time. Two-year agreement signed in 2025, assume scheme will continue into 28/29. Needs to be accounted for on a separate line to salaries as Year End reporting for staff costs can not be net of income.	

ARF Funding		Notes	
Code	Title	Receipts Budget	Payments Budget
	Staffing	-	£39,000
	Directory	-	£5,000
	Volunteer Support	-	£1,000
	Carer Campaign	-	£6,700
	Grant Income	£41,000	-
	WTC Contribution	£10,700	-
Total		£51,700	£51,700

This table is indicative at this time, the RFO is assessing how it will sit within the budget. Likely outcome will be to create an earmarked reserve given that spending and funding income will span across two financial years as well as the Council contribution being drawn from the general fund.

These codes will form a new Cost Centre in the 25/26 and 26/27 accounts to for ease of allocation of the reserve and reporting/feedback for the grant funding.

Together in Tone Funding		Notes	
Code	Title	Receipts Budget	Payments Budget
	Staffing	-	£5,000
	Artist	-	£2,250
	Digital Content	-	£1,000
	Events	-	£1,000
	Marketing	-	£250
	Volunteer Support	-	£500
	Grant Income	£10,000	
Total		£10,000	£10,000

See notes as above.