



The Old Courthouse,
Jaycroft Road,
Burnham on Sea,
TA8 1LE

29th August 2023

To: All Members of the Finance and Resources Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **FINANCE AND RESOURCES COMMITTEE** to be held on **4th September 2023** in the Council Chamber, Old Courthouse, Jaycroft road, TA8 1LE at **7.00pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Building doors will be open at 6:45pm

A handwritten signature in black ink, appearing to be "K Noble", written on a light blue background.

Katherine Noble
Town Clerk

Please contact the Town Council reception (01278 788088) if you need further information on this agenda.

Members of the Finance and Resources Committee

Councillor R. Baker
Councillor P. Clayton
Councillor A. Elrick
Councillor M. Facey
Councillor G. Gudka (Chair)
Councillor R. Keen

Councillor A. Matthews
Councillor B. Metcalfe
Councillor S. Perry
Councillor C. Searing
Councillor B. Vickers

Public participation

A public participation session will now be held before the meeting starts. Anyone wishing to speak on any matters is encouraged to give notice of the request and subject matter to the Town Clerk no later than midday on the last working day prior to the meeting. Public participation shall be restricted to the public participation session, unless directed otherwise by the Chair. In accordance with standing orders the public participation time will not exceed 15 minutes in total with no individual speaker exceeding 3 minutes.

Finance and Resources Meeting Agenda

4th September 2023

- 65.0.F23 Apologies for absence**
- 66.0.F23 To receive any declarations of interest on items included on this agenda**
- 67.0.F23 To receive and approve the minutes of the Finance and Resources meeting held on 17th July 2023**
- 68.0.F23 Matters arising from previous minutes**
- 69.0.F23 To receive for information signed minutes of sub-committees**
- 70.0.F23 To receive the Chairs report**
- 71.0.F23 To receive the list of payments up to 25th August 2023**
- 72.0.F23 To note the income and expenditure and earmarked reserves reports up to 31st July 2023**
- 73.0.F23 To approve the bank reconciliation for July 2023**
- 74.0.F23 To ratify the expenditure for the valuations of The Old Courthouse and the former SS&L building**
- 75.0.F23 To consider the following grant applications:**
 - 75.1.F23 Burnham on Sea and Highbridge Air Cadets - £486**
 - 75.2.F23 BEES - £1000**
 - 75.3.F23 Burnham and District Pantomime Society - £2500**
 - 75.4.F23 Burnham Heritage Group - £1220**
 - 75.5.F23 Burnham on Sea and Highbridge Sea Cadets - £400**
 - 75.6.F23 Highbridge Community Hall Trust - £1350**
 - 75.7.F23 King Alfred Amateur Boxing Club - £500**



75.8.F23 Monarchs Gymnastics Club - £2500

75.9.F23 Somerset Youth Theatre CIC - £2500

75.10.F23 The Waffle Hub - £2500

75.11.F23 The Zone Youth Club - £5000

75.12.F23 Pride on Sea - £2500

76.0.F23 To note trees update report

77.0.F23 Date of next meeting

The next meeting of the Committee is scheduled for 16th October 2023 at 7 pm.



Minutes of a meeting of the Finance and Resources Committee held on 17th July 2023 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

Present: Councillors G Gudka (Chair), R Baker, P Clayton, M Facey, R Keen, A Matthews, S Perry, C Searing, B Vickers

In attendance: K Noble (Town Clerk) and N Brookes (RFO)

Public Participation – There were 4 members of the public present. No representations were made.

49.0.F23 To receive apologies for absence

Apologies were received from Councillor Elrick.

50.0.F23 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

51.0.F23 To receive and approve the minutes of the Finance and Resources Committee meeting held on 5th June 2023

The minutes of the previous meeting of the Finance and Resources Committee, held on 5th June 2023, were presented by the Chairman.

(2 members of the public joined the meeting at this juncture)

Resolved that the minutes be taken as read, confirmed and signed by the Chairman.

52.0.F23 Matters arising from previous minutes

There were no matters arising.

53.0.F23 To receive for information minutes of sub-committees

The Chair of the HR Sub Committee informed Members that the Theatre Manager and Marketing and Programme Officer job vacancies had been advertised.

54.0.F23 Chairman's report

The Chairman advised Members that a meeting was scheduled with Somerset Council regarding the relocation of the office.

The Chairman welcomed Nicole Brookes, who had been appointed as the Responsible Finance Officer. The RFO then gave a short biography.

Signed by Chair.....

Date.....



55.0.F23 To receive the list of payments up to 8th July 2023

The list of payments attached to these minutes were noted and no queries were raised.

56.0.F23 Verbal update on changes to accounting system

The Clerk advised the Committee that the relaunch of the accounts was being undertaken this week and some issues had been raised during the process.

The accounts would have a clean starting point and will be far less complex going forward.

57.0.F23 To consider quotations and award electricity contract for Princess Theatre

A lengthy discussion regarding agenda items 57 - 60 took place before each item was voted on separately. A broker had obtained three quotes for each contract, apart from the electricity for the Princess Theatre due to an issue with the meter and difficulties in transferring to another supplier. Several queries had been raised including the green tariffs meaning. there were some concerns about paying additional costs for green energy, but the Council has declared a climate emergency. Some questions could not be answered, so it was agreed that only 12 month contracts should be considered at this point. The increase in charges had been accounted for during the budget process.

Resolved that a 12 month contract be awarded to Pozitive Energy at a cost of approximately £20,698 per annum.

58.0.F23 To consider quotations and award electricity contract for The Old Courthouse

(1 member of the public joined the meeting at this juncture)

Resolved that a 12 month contract be awarded to Pozitive Energy at a cost of approximately £1,623 per annum.

59.0.F23 To consider quotations and award the gas contract for the Princess Theatre and The Old Courthouse

Councillor Vickers proposed the contract be award to SSE Green for 12 months and this was seconded by Councillor Gudka, but failed at the vote.

Resolved that a 12 month contract be awarded to Pozitive Energy at a cost of approximately £13,254.60.

60.0.F23 To consider quotations and award electricity contract for Brent Road Cemetery

Resolved that a 12 month contract be awarded to EON Next at a cost of approximately £888.00 per annum.



61.0.F23 To ratify decision to appoint a grass cutting contractor

Resolved that the recommendation by the HR Sub Committee to appoint a contractor to cut and strim the grass at the cemeteries for 2 days per week over a 3 month period at a cost of £6,875.34 is approved. A recommendation is made to Council to approve a virement from the salaries and wages budget to the professional and consultant fees budget to cover the cost.

62.0.F23 To appoint 2 Members to undertake the quarterly internal checks

Resolved that Councillors Gudka and Matthews are appointed to undertake the internal checks for the ensuing year.

63.0.F23 To consider funding allocation for the Eco-festival

Resolved that the request for £1,500 to be used from the Climate and Ecology budget to support the Eco Festival on 30th September is approved.

64.0.F23 Date of next meeting

The next meeting of the Finance and Resources Committee will be held on 4th September 2023 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
28/07/2023	G Williams of Edington Ltd	INV-15427	2 x mower	£1,000.00	£200.00	£1,200.00
25/01/2022	National Theatre	SINRNT1012456	NTL Follies 29.10.21			£70.40
26/06/2023	Otis	23036385	Contractual maintenance	£116.28	£23.26	£139.54
12/04/2022	Otis	22026978	Contractual maintenance	£296.69	£59.34	£356.03
17/07/2023	Proper Job	Z0009T02-428740	snap hooks	£0.83	£0.17	£1.00
27/07/2023	Proper Job	Z0009T02-431083	5 x storage boxes	£24.96	£4.99	£29.95
13/07/2023	Proper Job	Z0009T03-1444004	repairs materials	£11.67	£2.33	£14.00
31/07/2023	Spansec Security	227905	alarm system renewal service contract	£443.02	£88.60	£531.62
31/07/2023	The Stage	10394	recruitment Theatre Manager	£500.00	£100.00	£600.00
18/08/2023	Amazon	1LJC-H1WV-QHX4	3 pin plug x 3	£4.13	£0.83	£4.96
16/08/2023	Amazon	DOC-1231233595-2023-76	soldering iron kit			£21.45
16/08/2023	Amazon	DOC-1821582165-2023-23522	super glue			£4.45
02/08/2023	Amazon	GB37U61ABEY	blu-ray films - Princess	£15.56	£3.11	£18.67
15/08/2023	Amazon	GB38C91ABEY	recycling bins stickers	£16.66	£3.33	£19.99
17/08/2023	Amazon	GB38FB5ABEY	repairs materials & stationery	£35.06	£7.01	£42.07
02/08/2023	Amazon	INV-GB-122023921-2023-134227	Ronseal woodstain	£65.33	£13.07	£78.40
22/08/2023	Amazon	INV-GB-135362781-2023-20361	10 x spray can gold	£99.92	£19.98	£119.90
17/08/2023	Amazon	INV-GB-144038251-2023-309984	Crafting mat	£9.98	£2.00	£11.97
17/08/2023	Amazon	INV-GB-145497301-2023-84766	sandpaper	£3.21	£0.64	£3.85
17/08/2023	Amazon	INV-GB-391853985-2023-309	sanding blocks	£4.99	£1.00	£5.99
17/08/2023	Amazon	INV-GB-890608965-2023-90985	PAT test stickers H&S	£4.16	£0.83	£4.99
17/08/2023	Amazon	INV-GB-1552236595-2023-197	puncture repair kit	£4.99	£1.00	£5.99
17/08/2023	Amazon	INV-GB-1633431175-2023-24493	glue	£3.79	£0.76	£4.55
16/08/2023	Amazon	INV-GB-1985745465-2023-28	Plug adaptor	£21.78	£4.36	£26.13
17/08/2023	Amazon	INV-GB-2184178055-2023-58017	disinfectant	£5.38	£1.08	£6.45
28/06/2023	Avalon	1676	Performance fee deposit	£650.00	£130.00	£780.00
20/08/2023	Bravo	647	Technician	£1,125.00	£225.00	£1,350.00
03/08/2023	Dance with Georgia	DWG0176	Dance with Georgia settlement			£32.85
15/08/2023	DWAB	DWAB-068	deposit for Hansel & Gretel			£1,500.00
07/08/2023	Hellends Kitchen	BHTC07 booking	catering for Holly & Steer room			£32.00

14/08/2023	Hellends Kitchen	BHTC08	Buffet lunch x 9, 17th Aug			£45.00
07/08/2023	Hellends Kitchen	BHTC06	catering Princess interviews			£34.00
22/08/2023	High Speed Training	INV-20008563	staff training courses online	£415.80	£83.16	£498.96
13/08/2023	Jessie Maddox	13.08.23	Princess - cleaning			£412.50
08/08/2023	June James		1 art settlement			£72.20
08/08/2023	Microshade VSM	18114	IT provision	£902.41	£180.48	£1,082.89
15/08/2023	Mynett Electrical Ltd	127445	electrical repairs	£140.28	£28.06	£168.34
14/08/2023	Robson Electrics	91478	electrical works - bandstand	£91.34	£18.27	£109.61
16/08/2023	Rutland Renewables	280	solar panels Princess	£9,700.00	£1,940.00	£11,640.00
04/08/2023	SafetySigns4Less	3810601	safety signs - Princess	£130.12	£26.02	£156.14
14/08/2023	Somerset Council	30025618	contribution to public services			£43,555.18
24/08/2023	Greenways Grounds Maint	800	Cemetery maintenance			£2,391.78
12/06/2023	LGRC	1585	Locum RFO	£3,080.22	£616.04	£3,696.26
09/08/2023	Proper Job	Z0009T02-43591	toilet cleaner - PT	£7.50	£1.50	£9.00
07/08/2023	Proper Job	Z0009T02-434335	Black gloss paint	£21.65	£4.33	£25.98
31/07/2023	Gaynor Brown	1	Town crier outfit repairs			£60.10
24/08/2023	Amazon	INV-GB-1500677655-2023-1411	fuses	£6.23	£1.25	£7.48
24/08/2023	Amazon	INV-GB-131022581-2023-193030	batteries	£4.28	£0.86	£5.14
25/08/2023	Amazon	INV-GB-138597251-2023-2134	batteries	£2.50	£0.50	£3.00
25/08/2023	SALC	INV-2364	Chairman training			£30.00
Cashbook payments						
paid: 16.08.23	Cashplus Bank					
paid: 16.08.23			pre-paid top up card			£500.00
	HMRC		22/23 overdue PAYE			£710.00
	Somerset Council		Jul-23 pension payment			£7,377.55
	K Noble	expenses August	sundries & postage			£42.97
						<u>£79,651.28</u>

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Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Management & Compliance								
1076 Precept	0	768,500	768,500	0			100.0%	
1078 CIL income - Burnham	0	8,488	0	(8,488)			0.0%	
1080 Bank Interest	1,477	4,370	500	(3,870)			874.0%	
1100 Miscellaneous income	63,771	63,771	0	(63,771)			0.0%	
Management & Compliance :- Income	65,248	845,129	769,000	(76,129)			109.9%	0
4000 Salaries & Wages	20,599	82,580	270,000	187,420		187,420	30.6%	
4005 Employers Nat Insurance	1,657	3,995	26,810	22,815		22,815	14.9%	
4010 Employers S\Annuation	7,985	17,833	60,627	42,794		42,794	29.4%	
4050 Pension Deficit	0	0	8,280	8,280		8,280	0.0%	
4055 Recruitment Costs	550	889	600	(289)		(289)	148.2%	
4060 Training	1,745	2,263	2,000	(263)		(263)	113.2%	
4065 Travel & Subsistence	(68)	0	500	500		500	0.0%	
4070 Office/IT Equip & Furniture	0	29	8,000	7,971		7,971	0.4%	
4075 Miscellaneous Expenditure	0	200	500	300		300	40.0%	200
4080 Telephone & Broadband	353	1,525	3,150	1,625		1,625	48.4%	
4085 Postage	27	28	500	472		472	5.5%	
4090 Stationery & Supplies	(89)	980	1,500	520		520	65.3%	
4095 Subscriptions & Support	2,214	12,156	20,000	7,844		7,844	60.8%	
4100 Insurance	0	869	6,500	5,631		5,631	13.4%	
4105 Audit & Accountancy Fees	0	395	3,000	2,605		2,605	13.2%	
4110 Legal Fees	0	0	1,000	1,000		1,000	0.0%	
4115 Professional & Consulting Fees	(2,750)	8,841	3,000	(5,841)		(5,841)	294.7%	
4120 Bank Charges	(31)	507	1,500	993		993	33.8%	
4125 Payroll Services	106	422	1,400	978		978	30.2%	
4130 PPE & Uniforms	142	369	1,500	1,131		1,131	24.6%	
4135 Room Hire (Exp)	0	52	250	198		198	20.8%	
4140 Climate Change	42	42	5,000	4,958		4,958	0.8%	
4145 LGR	0	0	10,000	10,000		10,000	0.0%	
4375 Cleaning	(606)	(606)	0	606		606	0.0%	
4380 Security & Alarms	(101)	(101)	0	101		101	0.0%	
Management & Compliance :- Indirect Expenditure	31,776	133,268	435,617	302,349	0	302,349	30.6%	200
Net Income over Expenditure	33,473	711,861	333,383	(378,478)				
6000 plus Transfer from EMR	0	200						
Movement to/(from) Gen Reserve	33,473	712,061						
110 Democratic & Civic								
4200 Mayors Allowance	1,667	1,667	5,000	3,333		3,333	33.3%	

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4210 Election Expenses	0	0	3,000	3,000		3,000	0.0%	
4215 Civic Events	384	939	2,500	1,561		1,561	37.6%	
4220 Remembrance Wreath	0	0	100	100		100	0.0%	
Democratic & Civic :- Indirect Expenditure	2,051	2,606	10,600	7,994	0	7,994	24.6%	0
Net Expenditure	(2,051)	(2,606)	(10,600)	(7,994)				
<u>120 Joint Funding With Others</u>								
4250 Cont SDC RE Toilets	0	0	38,500	38,500		38,500	0.0%	
4255 Cont SDC Dog Bins	70	70	24,500	24,430		24,430	0.3%	
4260 CCTV Cameras	0	0	15,300	15,300		15,300	0.0%	
Joint Funding With Others :- Indirect Expenditure	70	70	78,300	78,230	0	78,230	0.1%	0
Net Expenditure	(70)	(70)	(78,300)	(78,230)				
<u>130 Grants & Donations</u>								
4300 Grant - CAB (S.142)	2,700	2,700	2,700	0		0	100.0%	
4305 Grants Made	0	12,500	32,300	19,800		19,800	38.7%	
Grants & Donations :- Indirect Expenditure	2,700	15,200	35,000	19,800	0	19,800	43.4%	0
Net Expenditure	(2,700)	(15,200)	(35,000)	(19,800)				
<u>200 The Old Court House</u>								
1005 Old Court House Letting	0	0	250	250			0.0%	
The Old Court House :- Income	0	0	250	250			0.0%	0
4350 Business Rates	878	3,508	10,050	6,542		6,542	34.9%	
4355 Utilities	118	499	9,000	8,501		8,501	5.5%	
4375 Cleaning	260	1,491	800	(691)		(691)	186.3%	
4380 Security & Alarms	0	0	1,000	1,000		1,000	0.0%	
4385 Maintenance	19	773	3,000	2,227		2,227	25.8%	
4390 H&S/Fire/Inspections	26	914	300	(614)		(614)	304.6%	
4395 Equipment/Furniture	25	70	1,000	930		930	7.0%	
The Old Court House :- Indirect Expenditure	1,326	7,255	25,150	17,895	0	17,895	28.8%	0
Net Income over Expenditure	(1,326)	(7,255)	(24,900)	(17,645)				
<u>210 Other Assets</u>								
4360 Electricity Town Centre	7	27	300	273		273	8.9%	
4365 Highbridge Clock Elec	0	196	700	504		504	28.0%	
4415 Water Fountain	0	413	500	87		87	82.5%	
Other Assets :- Indirect Expenditure	7	636	1,500	864	0	864	42.4%	0
Net Expenditure	(7)	(636)	(1,500)	(864)				

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Allotment Highbridge								
1300 Allotment Rents Received	33	1,218	1,115	(103)			109.2%	
Allotment Highbridge :- Income	33	1,218	1,115	(103)			109.2%	0
4370 Water Rates	0	34	500	466		466	6.9%	
4385 Maintenance	0	103	500	397		397	20.6%	
Allotment Highbridge :- Indirect Expenditure	0	137	1,000	863	0	863	13.7%	0
Net Income over Expenditure	33	1,081	115	(966)				
400 TIMPS								
1400 Signal Box	0	0	40	40			0.0%	
TIMPS :- Income	0	0	40	40			0.0%	0
4385 Maintenance	12	337	2,000	1,663		1,663	16.8%	
4430 Benches	0	0	1,500	1,500		1,500	0.0%	
4435 Bus Shelter Cleaning	0	0	1,000	1,000		1,000	0.0%	
4440 Dog/Litter Bins	0	59	1,500	1,441		1,441	3.9%	
4445 Speed Indicator Devices	0	0	500	500		500	0.0%	
4450 Floral Decorations	0	0	3,000	3,000		3,000	0.0%	
4455 Christmas Lights	0	0	26,000	26,000		26,000	0.0%	
4460 Tourism	0	1,896	2,000	104		104	94.8%	
4465 Events Expenditure	238	3,020	10,000	6,980		6,980	30.2%	1,055
4470 Town Centre Cleaning	180	180	7,000	6,820		6,820	2.6%	
4475 Carnival Events Week	0	2,125	14,000	11,875		11,875	15.2%	
TIMPS :- Indirect Expenditure	430	7,616	68,500	60,884	0	60,884	11.1%	1,055
Net Income over Expenditure	(430)	(7,616)	(68,460)	(60,844)				
6000 plus Transfer from EMR	0	1,055						
Movement to/(from) Gen Reserve	(430)	(6,561)						
410 Town Rangers								
4500 Tools & Equipment	(34)	57	3,000	2,943		2,943	1.9%	
4505 Vehicle Running Costs	248	542	1,600	1,058		1,058	33.9%	
4510 Vehicle Replacement	0	0	3,000	3,000		3,000	0.0%	
4515 Vehicle Insurance	0	320	600	280		280	53.3%	
Town Rangers :- Indirect Expenditure	214	920	8,200	7,280	0	7,280	11.2%	0
Net Expenditure	(214)	(920)	(8,200)	(7,280)				

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500 Cemeteries								
1500 Wayleaves	0	0	4,850	4,850			0.0%	
1505 Commonwealth War Memorials	0	0	50	50			0.0%	
1515 EROB	0	3,240	7,000	3,760			46.3%	
1520 Interments	4,330	9,110	15,000	5,890			60.7%	
1525 Memorials	0	875	8,000	7,125			10.9%	
Cemeteries :- Income	4,330	13,225	34,900	21,675			37.9%	0
4350 Business Rates	499	1,996	12,750	10,754		10,754	15.7%	
4355 Utilities	720	911	7,000	6,089		6,089	13.0%	
4600 Equipment Purchase/Maintenance	1,351	1,784	7,000	5,216		5,216	25.5%	
4605 Provision For Paths	0	0	5,000	5,000		5,000	0.0%	
4610 Pump Maintenance	0	0	1,400	1,400		1,400	0.0%	
4615 General Maintenance	150	1,276	2,000	724		724	63.8%	
4620 Mech Grave Digger	0	1,443	6,500	5,057		5,057	22.2%	
4625 Tree & Hedge Maintenance	20	20	3,000	2,980		2,980	0.7%	
4630 Fuel For Mowers	50	247	2,000	1,753		1,753	12.3%	
4635 Waste Collection	261	544	3,000	2,456		2,456	18.1%	
4640 Provision for Walls	0	0	2,000	2,000		2,000	0.0%	
4645 Water Testing	1,005	1,005	1,250	245		245	80.4%	
Cemeteries :- Indirect Expenditure	4,056	9,226	52,900	43,674	0	43,674	17.4%	0
Net Income over Expenditure	274	3,999	(18,000)	(21,999)				
600 Princess								
1600 Storage Hire	0	0	3,200	3,200			0.0%	
1605 Lettings	0	1,283	25,000	23,717			5.1%	
1615 Café Rent	570	2,280	6,600	4,320			34.5%	
1620 Technician	0	0	8,000	8,000			0.0%	
1625 PT Merchandise	10	307	3,000	2,693			10.2%	
1640 Box Office - Card Sales	275	1,148	1,800	652			63.8%	
1645 Box Office Revenue	2,614	10,397	7,500	(2,897)			138.6%	
1646 Film income	402	1,414	0	(1,414)			0.0%	
1650 Memberships	92	589	2,000	1,411			29.4%	
1655 Participation PT	503	4,138	7,500	3,362			55.2%	
1660 Art Sales	128	732	400	(332)			182.9%	
1665 Stage Sound/Lighting	0	0	50	50			0.0%	
1670 PV Cells	0	0	3,500	3,500			0.0%	
Princess :- Income	4,594	22,289	68,550	46,262			32.5%	0
4000 Salaries & Wages	6,021	18,274	81,998	63,724		63,724	22.3%	
4005 Employers Nat Insurance	489	782	8,349	7,567		7,567	9.4%	

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4010 Employers S\Annuation	(2,287)	2,933	18,286	15,353		15,353	16.0%	
4040 FOH/Duty Management	0	0	14,650	14,650		14,650	0.0%	
4060 Training	165	165	1,500	1,335		1,335	11.0%	
4065 Travel & Subsistence	24	24	500	476		476	4.9%	
4070 Office/IT Equip & Furniture	11	54	5,000	4,946		4,946	1.1%	
4075 Miscellaneous Expenditure	(42)	300	500	200		200	60.0%	
4080 Telephone & Broadband	0	0	2,000	2,000		2,000	0.0%	
4100 Insurance	0	0	6,500	6,500		6,500	0.0%	
4350 Business Rates	798	3,092	9,000	5,908		5,908	34.4%	
4355 Utilities	814	2,769	26,000	23,231		23,231	10.6%	
4365 Highbridge Clock Elec	(194)	0	0	0		0	0.0%	
4375 Cleaning	1,133	2,765	8,500	5,735		5,735	32.5%	
4380 Security & Alarms	443	488	1,500	1,012		1,012	32.5%	
4385 Maintenance	767	1,402	10,000	8,598		8,598	14.0%	
4390 H&S/Fire/Inspections	0	971	1,000	29		29	97.1%	
4635 Waste Collection	369	837	3,000	2,163		2,163	27.9%	
4700 Technician Cost	1,600	5,391	17,000	11,609		11,609	31.7%	
4701 Show costs	1,184	10,072	0	(10,072)		(10,072)	0.0%	
4702 Film costs	84	99	0	(99)		(99)	0.0%	
4705 Advertising & Marketing	598	1,328	6,000	4,672		4,672	22.1%	
4710 Licences (exp)	0	2,843	800	(2,043)		(2,043)	355.4%	
4715 Card Payment Fees	86	468	3,000	2,532		2,532	15.6%	
4725 Technical Theatre	62	1,078	4,000	2,922		2,922	26.9%	
4730 Backstage Expenses	0	0	500	500		500	0.0%	
4735 Art Sales Expenditure	0	346	100	(246)		(246)	345.8%	
4740 PTAC Merchandise	0	0	1,320	1,320		1,320	0.0%	
4745 Participation Freelance	0	1,285	3,000	1,715		1,715	42.8%	1,285
4750 Football Monitors	0	10	100	90		90	10.2%	
4765 Match Funding	0	0	5,000	5,000		5,000	0.0%	

Princess :- Indirect Expenditure **12,124** **57,775** **239,103** **181,328** **0** **181,328** **24.2%** **1,285**

Net Income over Expenditure **(7,531)** **(35,487)** **(170,553)** **(135,066)**

6000 plus Transfer from EMR 0 1,285

Movement to/(from) Gen Reserve **(7,531)** **(34,202)**

Grand Totals:- Income **74,205** **881,860** **873,855** **(8,005)** **100.9%**

Expenditure **54,752** **234,708** **955,870** **721,162** **0** **721,162** **24.6%**

Net Income over Expenditure **19,453** **647,152** **(82,015)** **(729,167)**

plus Transfer from EMR **0** **2,540**

Movement to/(from) Gen Reserve **19,453** **649,692**

Earmarked Reserves

	<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320	Property Maintenance - EMR	150,129.92		150,129.92
321	Youth Projects - EMR	7,448.56	-200.00	7,248.56
322	TIMPS - EMR	11,903.02		11,903.02
323	Princess Cultural Recovery Gra	3,181.00		3,181.00
324	Legacy Clock - EMR	10,221.85		10,221.85
325	Asset Transfer - EMR	39,750.70		39,750.70
326	IT/Office Equipment - EMR	11,881.34		11,881.34
327	HR Contingency - EMR	48,579.56		48,579.56
328	Ground Equipment - EMR	1,225.52		1,225.52
329	Coronation - EMR	1,263.19	-1,055.00	208.19
330	General Maintenance - EMR	15,422.48		15,422.48
331	Princess Artistic Material Gra	4,707.42		4,707.42
332	Town Crier - EMR	515.00		515.00
334	Grounds Maintenance - EMR	19,031.56		19,031.56
335	Highbridge Regeneration	9,802.00		9,802.00
336	Legal Fees - EMR	5,932.00		5,932.00
338	Replacement Van - EMR	25,825.00	3,000.00	28,825.00
339	Tesco S106 - EMR	4,805.69		4,805.69
340	Past Mayor badges - EMR	1,930.00		1,930.00
341	Neighbourhood Plan - EMR	5,803.00		5,803.00
342	You Are Here Boards - EMR	750.00		750.00
343	Princess Maint/Renewals - EMR	12,339.02		12,339.02
344	SIDS - EMR	708.78		708.78
345	Burnham EVO HTAP - EMR	900.00		900.00
346	Tree Trimming - EMR	10,442.00		10,442.00
347	Brent Rd Construction - EMR	74,714.50		74,714.50
348	Burnham Shop Fronts Grant - EM	9,900.00		9,900.00
370	PMC SALC 2 Grant - EMR	921.83		921.83
371	PMC FOTP Grant - EMR	1,340.72	-1,285.00	55.72
372	PMC Artistic Budget - EMR	3,000.00	754.00	3,754.00
373	PMC SALC 3C Grant - - EMR	790.79		790.79
380	CEM Professional Fees - EMR	4,700.50		4,700.50
381	CEM Provision of Paths - EMR	68,836.73		68,836.73
382	CEM Equipment Purchase - EMR	7,846.00		7,846.00
383	CEM Provision for Walls - EMR	0.00	2,000.00	2,000.00
384	Solar Panels - EMR	0.00	10,200.00	10,200.00
385	High St Fund - EMR	0.00	50,000.00	50,000.00
400	CIL - Highbridge	33,583.33	31,102.00	64,685.33
		<u>610,133.01</u>	<u>94,516.00</u>	<u>704,649.01</u>

Date:24/08/2023

Burnham & Highbridge Town Council 2023/24

Page 1

Time: 15:28

Bank Reconciliation Statement as at 31/07/2023
for Cashbook 3 - Cashplus Pre-paid card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cashplus Pre-Paid Card	31/07/2023		515.77
			<u>515.77</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			515.77
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			515.77
		Balance per Cash Book is :-	515.77
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Saver	31/07/2023		505,910.81
			<u>505,910.81</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			505,910.81
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			505,910.81
		Balance per Cash Book is :-	505,910.81
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:29/08/2023

Burnham & Highbridge Town Council 2023/24

Page 1

Time: 14:38

Bank Reconciliation Statement as at 31/07/2023
for Cashbook 1 - Natwest Current Account

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest Current Account	31/07/2023		1,110,631.72
			<u>1,110,631.72</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,110,631.72
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,110,631.72
		Balance per Cash Book is :-	1,110,631.72
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest 2 Account - Princess	31/07/2023		99,928.16
			<u>99,928.16</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			99,928.16
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			99,928.16
		Balance per Cash Book is :-	99,928.16
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Princess Float	31/07/2023		0.50
			<hr/> 0.50
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.50
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.50
		Balance per Cash Book is :-	0.50
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/07/2023 for Cashbook No 3 - Cashplus Pre-paid card

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
07/07/2023			121.32	121.32		R <input type="checkbox"/>	Receipt(s) Banked
08/07/2023	BACS	41.97		41.97		R <input type="checkbox"/>	Stichting repair
08/07/2023	BACS	19.99		19.99		R <input type="checkbox"/>	Sanders Garden Centre
08/07/2023	BACS	26.76		26.76		R <input type="checkbox"/>	Facebook
17/07/2023	BACS	12.99		12.99		R <input type="checkbox"/>	Zoom
19/07/2023	BACS	198.00		198.00		R <input type="checkbox"/>	St Johns Ambulance
20/07/2023	BACS	48.73		48.73		R <input type="checkbox"/>	Mailchimp
22/07/2023	BACS	5.78		5.78		R <input type="checkbox"/>	Londis
25/07/2023	top up Jul		500.00	500.00		R <input type="checkbox"/>	Receipt(s) Banked
29/07/2023	BACS	21.54		21.54		R <input type="checkbox"/>	Post Office
		<u>375.76</u>	<u>621.32</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

26 JUL 2023

Summary for 31 Mar 2023 - 21 Jul 2023

Start Balance	505,910.8
Total In	0.00
Total Out	0.00
End Balance	505,910.8



Private & Confidential
Attn of Elaine Dutton
Burnham-on-Sea & Highbridge Town Council
The Old Courthouse
Jaycroft Road
Burnham-on-Sea
United Kingdom
TA8 1LE

Client Name Burnham-on-Sea & Highbridge Town Council
Account Type Business 95 Day Saver Issue 11 - Annual

Account Number [REDACTED]
Statement Number [REDACTED]
Currency Sterling
Interest Rate as at 21 Jul 2023 2.85%

Date	Description	Details	Payments	Receipts	Balance
31 Mar 2023	Start Balance				505,910.8
21 Jul 2023	Account type Change	From Business 95 Day Saver Issue 7 - Annual to Business 95 Day Saver Issue 11 - Annual			505,910.8
21 Jul 2023	End Balance				505,910.8

The deposits in this account are eligible for protection under the Financial Services Compensation Scheme (FSCS)

If you have a Notice or Instant Access account, you can pay in as often as you like. Just check your terms and conditions to find out the minimum payment and maximum balance for your account type. You can find out how to make a payment on the back of this statement.

Account Name
BURNHAM ON SEA AND HIGHBRIDGE
TOWN COUNCIL
"V"

Account No Sort Code Page No
4 of 5



NatWest

0000081421000134551383

0076309-C001-0

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
	BROUGHT FORWARD			1,000.00
31 JUL	Credit FROM 54374901	610.60		1,610.60
	Charges 30JUN A/C 56092431		27.56	1,583.04
	Direct Debit M J CHURCH B13697		153.83	1,429.21
	Direct Debit BIFFA WASTE SERVIC B49686		210.41	1,218.80
	Direct Debit EE LIMITED Q04582128440455048		218.80	1,000.00



- 7 AUG 2023

THE TOWN CLERK, BURNHAM &
HIGHBRIDGE TOWN COUNCIL
THE OLD COURTHOUSE
JAYCROFT ROAD, BURNHAM-ON-SEA
TA8 1LE



Business Reserve Account

Summary	
Statement Date	31 JUL 2023
Period Covered	01 JUL 2023 to 31 JUL 2023
Previous Balance	£1,099,367.85
Paid In	£65,047.73
Withdrawn	£54,783.86
New Balance	£1,109,631.72
BIC	
IBAN	

Welcome to your new look NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at www.natwest.com

If you have changed your address or telephone number please let us know.

Interest rate: 1.55% Gross / 1.56% AER

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
01 JUL 2023	BROUGHT FORWARD			1,099,367.85
03 JUL	Debit TO 56092431		404.93	1,098,962.92
04 JUL	Credit FROM 56092431	61,445.68		1,160,408.60
05 JUL	Debit TO 56092431		24.00	1,160,384.60
07 JUL	Debit TO 56092431		4,336.86	1,156,047.74
10 JUL	Debit TO 56092431		974.60	1,155,073.14
12 JUL	Credit FROM 56092431	83.35		1,155,156.49
14 JUL	Credit FROM 56092431	961.28		1,156,117.77
17 JUL	Debit TO 56092431		547.49	1,155,570.28
19 JUL	Debit TO 56092431		5,848.44	1,149,721.84
20 JUL	Credit FROM 56092431	1,080.00		1,150,801.84
21 JUL	Debit TO 56092431		897.55	1,149,904.29
24 JUL	Debit TO 56092431		264.22	1,149,640.07
25 JUL	Debit TO 56092431		21,049.53	1,128,590.54
26 JUL	Debit TO 56092431		75.07	1,128,515.47
28 JUL	Debit TO 56092431		19,750.57	1,108,764.90
31 JUL	Interest 31JUL GRS 54374901	1,477.42		1,110,242.32
	Debit TO 56092431		610.60	1,109,631.72

Account Name
 BURNHAM ON SEA HIGHBRIDGE TOWN
 COUNCIL NUMBER 2 ACCOUNT
 BUSINESS CURRENT ACCOUNT

Account No **Sort Code** **Page No**
 [REDACTED] [REDACTED] 2 of 3



NatWest

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
	BROUGHT FORWARD			99,611.79
	Credit 000209	152.00		99,763.79
	Credit 000210	188.00		99,951.79
	Credit 000211	143.00		100,094.79
	Automated Credit CARD TXNS 180723 48510771	202.00		100,296.79
24 JUL	Automated Credit CARD TXNS 190723 48510771	62.00		100,358.79
	Automated Credit CARD TXNS 190723 48581061	36.00		100,394.79
25 JUL	Automated Credit CARD TXNS 180723 48510361	48.00		100,442.79
	Automated Credit CARD TXNS 200723 48510771	77.00		100,519.79
	Bill Payment BRAVO EVENTS LTD BRAVO EVENTS LTD FP 25/07/23 40 02023437301554000N		1,350.00	99,169.79
	Bill Payment BRAVO EVENTS LTD BRAVO EVENTS LTD FP 25/07/23 40 02023433530253000N		158.82	99,010.97
	Bill Payment BRAVO EVENTS LTD BRAVO EVENTS LTD FP 25/07/23 40 31023432553234000N		345.60	98,665.37
26 JUL	Credit 000212	117.00		98,782.37
	Credit 000213	115.00		98,897.37
	Automated Credit CARD TXNS 190723 48510361	112.30		99,009.67
	Automated Credit CARD TXNS 210723 48510361	10.00		99,019.67
	Automated Credit CARD TXNS 230723 48510771	105.90		99,125.57
27 JUL	Automated Credit CARD TXNS 240723 48510771	317.00		99,442.57
28 JUL	Automated Credit CARD TXNS 250723 48510361	20.00		99,462.57
	Automated Credit CARD TXNS 250723 48510771	130.00		99,592.57
31 JUL	Automated Credit CARD TXNS 260723 48510771	363.00		99,955.57
	Charges 30JUN A/C 87132346		27.41	99,928.16

000035/600005947/395

0015305-C0001-0

Banking book page	Change	Date
72	8.00	
73	1.50	
74	1.00	
75	7.50	
76	1.50	
78	0.50	
82	0.50	
83	1.00	
	21.50 banked	
88	0.50	
89	0.50	
91	0.50	
96	0.10	
100	0.50	30/04/2023
202	0.70	31/05/2023
203	3.00	
206	0.50	
207	0.50	30/06/2023
	6.80 banked	25/07/2023
212	0.50	31/07/2023



Grant application summary

Name of organisation: Air Cadets 290 Squadron Detached Flight Burnham and Highbridge

Category: Amount of funding previously awarded since 2019: £860.88

Total number of applications: 3

Type of funding requested: Capital Project IT Equipment

Total cost of project: £546

Amount requested: £486

Total number of residents estimated to benefit from the grant: All the community

Grant application detail

Type of organisation: Voluntary group

Please provide charity number, Company registration number or details if other:

What is the current membership

Adults: 4

Children: 13

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: Cllr Lesley Millard

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

To promote and encourage among young men and women a practical interest in aviation and the Royal Air Force.

To provide training which will be useful both in the Services and in civil life.

To foster the spirit of adventure and to develop the qualities of leadership and good citizenship.

Type of grant: Capital Project

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

A reliable IT system is vital to the successful delivery of the cadet experience, specifically in the areas of e Learning and Flight Simulation. Three of the surviving PCs donated by the RAF 8 years ago are becoming increasingly unreliable and very slow to operate at random times. As cadet numbers are increasing so the serviceable PCs available are insufficient to meet demands. We wish to scrap the 3 old PCs and replace them with refurbished Dell 9020 small form factor PCs, a model we already have and are able to maintain.

Who will benefit from the project? Young People.

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?: 17 currently.

How will they benefit?:

Fewer failed exam attempts due to computer lock up and thus fewer resits. Ability to run multi aircraft flight simulations.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

Fewer failed exams. Greater capacity for simultaneous flight simulation sorties such as formation flying. Our flight sim has proven to attract new recruits.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

01 Dec 23

Item description:

Dell 9020 small form factor PC - qty 3 - £426
Steam subscription Microsoft Flight Sim x - qty 3 -£60
Install and commission 3 hours volunteer labour -£60

Total project cost: £546

How much money are you requesting: £486

No other funding applied for: None

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

Volunteer labour CI Jackson

Most recent approved accounts summary

Opening balance: £10266.33

Total income: £11686.20

Total expenditure: £2113.04

Closing balance: £9573.16

Date of accounts: June 2023



Grant application summary

Name of organisation: Burnham Excellent Entertainment Society (BEES)

Category: Community enhancement

Amount of funding previously awarded since 2019: £3,178.00

Total number of applications: 2

Type of funding requested: Capital Project

Total cost of project: £5400

Amount requested: £1000

Total number of residents estimated to benefit from the grant:

Everyone who is a member of BEES will benefit together with members of the community who attend the shows.

Grant application detail

Type of organisation: Voluntary group

Please provide charity number, Company registration number or details if other:

What is the current membership

Adults: 14

Children: 17

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: None

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

We are an inclusive musical theatre group and welcome anyone who enjoys performing or taking part in musical productions. We aim to ensure that our members enjoy their time in the group and are encouraged to try new things whether it be on or off stage. We pride ourselves on performing shows of a high standard at the local theatre where members of our community can enjoy being entertained by their own residents.

Type of grant: Capital Project.

Please include: Why you need funding to support your community project?

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?

We would benefit from receiving a grant as rehearsal and materials costs are spiralling.

Who will benefit from the project? Please tick all boxes that apply:

Young people, Unemployed people, Older people, People with disabilities, People with low income, Ethnic or minority groups

If you have selected Others please specify:

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?

Everyone who is a member of BEES will benefit together with members of the community who attend the shows.

How will they benefit?

If we are success in the grant application, we will benefit from being able to hire more rehearsal space therefore ensuring a more professional and enjoyable show. Funds would also go to costume and prop materials.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

Our project will be rehearsed and the performance produced to a professional standard. Our audiences will enjoy the performance and want to return to subsequent shows. We will have a capacity audience and all performances.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.

Our performance dates are October 7th and 8th.

If building work/improvements are being carried out as part of your application,

will this provide access for people with disabilities – please give details and provide quotes:

Item description: Costumes

Cost: 1500

Hire of rehearsal space

3900

Total project cost: £5400

How much money are you requesting: £1000

No other funding applied for

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

We intend to raise the funds by holding events such as bingo, quizzes etc and membership subs.

Most recent approved accounts summary

Opening balance: £5246.46

Total income: £13687.65

Total expenditure: £12774.36

Closing balance: £6160.75

Date of accounts: 31/12/202



Grant application summary

Name of organisation: Burnham and District Pantomime Society

Category: Other

Amount of funding previously awarded since 2019:

Total number of applications:

Type of funding requested: Community Event

Total cost of project: £3126.39

Amount requested: £2500

Total number of residents estimated to benefit from the grant: 800

Grant application detail

Type of organisation: Other

Please provide charity number, Company registration number or details if other:

What is the current membership

Adults: 48

Children: 16

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: Cllr Peter Clayton

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

The Burnham and District Pantomime Society put on an annual Pantomime in January at the Princess Theatre, This is a regular event in the Princess's Calendar and we generally sell around 700 Tickets, The target audience are local families however we do attract people from all across the south west to watch the Pantomime. We aim to brighten up a January for the Audiences and also the society has an active membership who work together as a large family from Burnham and surrounding areas to put on a high quality show for the audiences.

Type of grant: Community Event

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the

benefit of your members, or the wider community? Is it aimed at a particular group within the community?

The Pantomime society is looking for a Grant to help towards the costs of hire and installation for sound and lighting production at the 2024 Production Mother Goose, The society Aims to keep its membership and show fees as low as possible and this grant would help towards this as at the current time the costs to the society are increasing year on year and without this grant we could well find that in years to come the society would be unable to put on a show. To put this into context the society pays circa £4000 a year on rent for two buildings to store scenery and costumes a recent costing exercise showed that if we were to hire costumes in this would cost in the region of £7500 for the show thus deeming the show unviable hence why we continue to rent space for costume storage which as i am sure you can appreciate is a major drain on any funds on an annual basis.

Who will benefit from the project?

Young people, Unemployed people, Older people, People with disabilities, People with low income, Ethnic or minority groups

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?: 800

How will they benefit?:

This will help the society in its recovery onto a more financially stable position and cement its future, we have struggled to recover financially since the covid 19 Pandemic whereby the rents all were still paid.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

We will measure success by producing further shows to benefit the community and the cast, we will also be looking to publicise the funding as part of the ongoing publicity of the society and this will enable us to deliver a high quality production.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

The Project will start rehearsals from Mid September with the final show ending on the 28th January 2024

Item description: Bravo Events Sound and Lighting - £ 3126.39



Total project cost: £3126.39

How much money are you requesting: £2500

No other funding applied for:

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

The remaining money will be drawn from the societies general reserves which come via memberships and ticket sales.

Most recent approved accounts summary

Opening balance: £2475.14

Total income: £12712.71

Total expenditure: £14747.77

Closing balance: £440.08

Date of accounts: 31/08/22



Grant application summary

Name of organisation: Burnham Heritage Group

Category: Community Event

Amount of funding previously awarded since 2014: 0

Total number of applications: 0

Type of funding requested: Revenue Grant

Total cost of project: £1220

Amount requested: £1220

Total number of residents estimated to benefit from the grant: All the community

Grant application detail

Type of organisation: Voluntary group

Please provide charity number, Company registration number or details if other:

What is the current membership

Adults: 6

Children: no

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: None

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

Burnham Heritage Group a voluntary community interest association, exists to explore & publicise the heritage of Burnham on Sea & Highbridge & provide educational & visitor friendly information & experiences.

Type of grant: Revenue Grant.

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

BHC has published very popular leaflets which from time to time need reprinting. Advice from distribution points, including the information centre, is that three earlier leaflets could usefully be amalgamated into one 40 page booklet that reflects all the seaside aspects of Burnham. This is now ready to print but lacks funding.

It is some time since the Town Council made any contribution to this successful Burnham promoting venture & funding for this booklet is requested.

Who will benefit from the project?

Young people, Unemployed people, Older people, People with disabilities, People with low income, Ethnic or minority groups

If you have selected Others please specify

The general public.

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

Hard to say, but if 2000 booklets are produced then at least that many people.

How will they benefit?:.

An understanding of place is enjoyed & valued by almost everyone & is economically as well as socially beneficial in a town that benefits greatly from visitors.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

Popularity of the publication.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

01/10/2023

Item description:

Item description: "Seaside" booklet
Cost: £1220



Total project cost: £1220

How much money are you requesting: £1220

No other funding applied for

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

Most recent approved accounts summary

Opening balance: £3448

Total income: £1540

Total expenditure: £1960

Closing balance: £3028

Date of accounts: 31/05/22



Grant application summary

Name of organisation: Burnham on Sea and Highbridge Sea Cadets

Category: Registered Charity

Amount of funding previously awarded since 2019: £3300

Total number of applications: 2

Type of funding requested: Capital Project

Total cost of project: £400

Amount requested: £400

Total number of residents estimated to benefit from the grant: 39

Grant application detail

Type of organisation: Registered Charity

Please provide charity number, Company registration number or details if other:
273886

What is the current membership

Adults: n/a

Children: 39

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: Cllr Alan Matthews

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

We are a youth cadet group who deliver activities to our cadets offering various opportunities that are not available elsewhere. We have a strong commitment to our cadets having fun whilst also learning new skills. Our cadets are expected to conduct themselves at all times with integrity, honesty and respectfulness to all. Our cadets often perform outside our expectations and are also proud to represent our towns in any community activities whenever possible.

Type of grant: Capital Project

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the

benefit of your members, or the wider community? Is it aimed at a particular group within the community?

We have Stand Up Paddleboards (SUPS) and would like to apply for funding to provide equipment for these boards.

Who will benefit from the project? Young people

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?

39

How will they benefit?

With these funds we will be able to instruct more cadets on the use of the boards safely, involving teamwork and support for each other.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

we will have more cadets enjoying these activities and gaining qualifications in this area, progressing to Instructor level if possible.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

15/09/2023 to purchase equipment

Item description:

Total project cost: £400

How much money are you requesting: £400

No other funding applied for:

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

Most recent approved accounts summary

Opening balance: £26416

Total income: £39093

Total expenditure: £36482

Closing balance: £303121



Date of accounts: 31/03/2022



Grant application summary

Name of organisation: Highbridge Community Hall Trust

Category: Community enhancement

Amount of funding previously awarded since 2019: 0

Total number of applications: 0

Type of funding requested: Capital Project

Total cost of project: £2703

Amount requested: £1350

Total number of residents estimated to benefit from the grant: All the community

Grant application detail

Type of organisation: Registered Charity.

Please provide charity number, Company registration number or details if other:

1050379

What is the current membership

n/a

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group:

Councillor Andrew Morgan, Councillor Roger Keen, Councillor Mike Murphy.

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

Highbridge Community Hall is run as a charitable trust and is a very well used asset to the town. As the new chair I have begun the process of modernising the systems and facilities of the hall with the support of the committee. We supply a hireable hall, kitchen and rooms to several local groups on a regular basis and also hire the hall to individuals for parties and other events. We aim to maintain and promote the hall to provide local people with the facilities.

Type of grant: Capital Project.

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

We are looking to clean and maintain the paintwork, gutters, soffits and windows of the Community Hall, Market St, Highbridge, TA9 3BP.

The outside of the hall is looking very dirty, gutters are blocked and it is our responsibility to keep the hall well maintained. This is essential work so that the hall can continue to provide much used services to our community.

As the hall is one of the first buildings in Market St to be seen by visitors to Bank St Car Park, and is prominent among the shops and businesses in the area, the work would benefit the local community by enhancing the street and it would present a more attractive face to the town. As the work includes unblocking gutters, it will also add to the longevity of the hall so that local groups and new hirers will be able to continue using it over time. It will prevent any emergency work having to be done during the heavier rains and winter months, thus allowing the hall to keep the running costs to a minimum, benefitting users by keeping the hire cost down.

We also need to repair the Fire Exit doors along the side of the building facing the green. One of the doors has been adapted to accommodate a ramp which enables direct wheelchair access to the hall. This has become unusable as the sill and frame of the door has rotted and the hinges are unstable so the door cannot be opened. In order to be health and safety compliant this door must be fixed and will benefit anyone who needs to use this access point, particularly the older members of groups such as U3A. There is another of these doors requiring repair so that there is safe exit from the building if there should be a fire or emergency. The doors are also drafty in their current state and mending them would lessen the leakage of heat from the hall, thus lowering heating bills.

In order to keep a financial cushion, which we are required to do, we are applying for grants to help with the costs of these works.

Who will benefit from the project? Anyone who uses the hall.

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

Currently about 21,000 people use the hall over the year.

How will they benefit?:.

They will benefit by having a better kept facility with less emergency disruption. The work will also save money in the long run and keep the hire of the hall at an affordable

rate by saving on heating costs. They will be safer with more accessible fire escape doors.

With a cleaner aspect outside, the hall will be more attractive to new users and add to the potential hirers in the future thus maintaining good financial security for the hall and its continuing use for community groups and individuals.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

We will monitor the use of the hall by new users and deliver the works on time and to budget. We would like to let everyone know through the press that this work is being done as part of the modernisation of the hall facilities and management.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

20/09/2023 - 30/10/2023

If building work/improvements are being carried out as part of your application, will this provide access for people with disabilities – please give details and provide quotes:

It will enhance the access for those with wheelchairs as the ramp door is a direct entrance into the hall rather than using the front entrance which has 3 doors to go through. The quote provided was also for adding cupboards to our storage space, but it is only the doors we are asking for funding for at the moment so please ignore the second half of this document.

Upload quotes: <https://burnham-highbridge-tc.gov.uk/wp-content/uploads/elementor/forms/64dca4a4461d6.pdf>

Item description: To clean gutters, fascias, soffits, exterior walls and windows -£1350
To supply and install Replacement sill - Frame No.1 -£428
To supply and install Replacement Frame - Frame No.2 -£497
To supply and install Replacement sill - Frame No.3 -£428

Total project cost: £2703

How much money are you requesting: £1350

No other funding applied for

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

We will pay for the remaining half of the work through our own finances.

Most recent approved accounts summary

Opening balance: £31,642.00
Total income: £20,674.00
Total expenditure: £16,567.00
Closing balance: £35,749.00
Date of accounts: 31/08/2022

Grant application summary

Name of organisation: King Alfred Amateur Boxing Club

Category: Community enhancement

Amount of funding previously awarded since 2019: 0

Total number of applications: 0

Type of funding requested: Revenue Grant

Total cost of project: £1000

Amount requested: £500

Total number of residents estimated to benefit from the grant: All the community

Grant application detail

Type of organisation:

Please provide charity number, Company registration number or details if other:

Community Amateur Sports Club (CASC) CH11732

What is the current membership

Adults: 11

Children: 25

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group:

Highbridge

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

The Club will provide training and fitness exercises suitable for amateur boxing for persons who wish to keep fit, mentally alert in a socially friendly and safe environment. All persons are welcome regardless of their race, gender, religion or financial ability to pay the subscription. In return, all members are expected to respect the needs of the other users.

Type of grant: Revenue Grant

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

With the rising cost of living crisis and the increase in Rent insurance and electric etc we have had to very reluctantly raise our fees. We as a club are very concerned on the effect this may have on some of our younger Family members who will find it difficult to meet the rise in fees.

We therefore would like to start a welfare fund to subsidise any of our club members who otherwise would not be able to meet the extra cost.

Of special concern are the families where more than one member wishes to join and use the Club facilities and fitness programme.

Who will benefit from the project?

Who will benefit from the project? Please tick all boxes that apply: Young people, Unemployed people, Older people, People with disabilities, People with low income, Ethnic or minority groups

If you have selected Others please specify:

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

36

How will they benefit?:.

By having a Club subsidy, those individuals who have very limited spending ability would have a means of enjoying the benefits of the Club's facilities which are core the its mission statement (see Constitution). Highbridge is a parish of exceptional deprivation and the amateur boxing is an emotional as well as an intellectual outlet. Membership is fluid so that an individual can attend when they wish and subscriptions are per session. The Club is open Monday to Friday evenings and Saturday morning by appointment for those who wish 1:1 tuition. Although we are an amateur boxing club it is more about inclusion, fitness, self discipline, self respect and respect for others regardless of all other considerations.

In addition to the attendance fee, the Club has a uniform with its badge so those who require financial assistance will be helped with the cost of the track suit and/or vest.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

Increasing attendance, return of past members, for those who wish to compete in amateur boxing competitions their successes and deportment even if losing. On the rare occasions when our members do not win in competition but use this as an opportunity to learn from the experience and retain friendship with their competitor.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

September 2023 - September 2024 This may be extended if funds allow.

If building work/improvements are being carried out as part of your application, will this provide access for people with disabilities – please give details and provide quotes: N/A

Upload quotes:

Item description:

Item description: Set up of a Welfare Fund -£500

Total project cost: £1000

How much money are you requesting: £500

No other funding applied for

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

The remaining cost will be met from existing club funds and a personal pledge from a committee member.

Note - 2021-2022 accounts are still with accountant so not available at the moment Although the accounts look fairly healthy the current balance of £21.5K, with the rise in running cost equates to approx 1.5 years operating overheads.

Most recent approved accounts summary

Opening balance: £16,121

Total income: £21,166

Total expenditure: £8,806

Closing balance: £28,481

Date of accounts: 30/09/21



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& Highbridge**
TOWN COUNCIL

Grant application summary

Name of organisation: Monarchs Gymnastics

Category: other

Amount of funding previously awarded since 2019: £6,786.00

Total number of applications: 3

Type of funding requested: Capital Project

Total cost of project: £7000

Amount requested: £2500

Total number of residents estimated to benefit from the grant: 20

Grant application detail

Type of organisation: Sports Club

Please provide charity number, Company registration number or details if other:
n/a

What is the current membership

Adults: 9

Children: 376

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: n/a

What are the main activities of your organisation? Include what type of group you are e.g. residents' group, youth group, etc. and explain what your organisation does and its aims:

We are a gymnastics club with parent and tot classes from walking up to Elite performers.

Type of grant: Capital Project

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?

We are taking 20 gymnasts ranging from 7 to 17 years old to Germany at the end of October for a competition. The coach is going to cost £7000 to take us there for the 5

days. We have already raised £500 towards this and are planning a sponsored walk at the end of September to also help pay for the trip.

Who will benefit from the project? Young people

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?: 20

How will they benefit?: The grant will help them to find the funds to pay for competition.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

The families won't have to find so much money to send their children to this competition.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

We leave on the 26/10/23 and come back on the 30/10/23

Item description:

Item description: Berrys Coaches

Cost: 7000

Total project cost: £7000

How much money are you requesting: £2500

No other funding applied for: none

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

We will be fundraising for as much as we can.

Most recent approved accounts summary

Opening balance: £8204

Total income: £62592

Total expenditure: £63695

Closing balance: £5692

Date of accounts: 14/07/23



Grant application summary

Name of organisation: Somerset Youth Theatre cic

Category: Community

Amount of funding previously awarded since 2019: £2500

Total number of applications: 1

Type of funding requested: Community Event

Total cost of project: £9972

Amount requested: £2500

Total number of residents estimated to benefit from the grant: All the community

Grant application detail

Type of organisation: Community Interest Charity

Please provide charity number, Company registration number or details if other:

13135600

What is the current membership

Adults: 4

Children: 40

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: None

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

Somerset Youth Theatre (SYT) is a Community Interest Company. Our vision is for a world where all young people's voices matter. We provide a safe space for young people to create, explore and find their voice through theatre & the arts.

Our aims:

To place all young people firmly at the heart of the creation of new work, in collaboration with professional artists. We will enable children & young people's voices to be heard, to see themselves as artists in their own right and the arts as part of their lives and communities

To identify and break down barriers to access and develop sustained inclusivity - specific to the needs of Somerset's young people and demographic challenges in rural, semi-rural and deprived areas in Somerset
To support the performance making sector in Somerset, offering clear routes for progression and opportunity.

We deliver our aims working closely with professional theatre makers, partners & stakeholders, to reach 6-25 year olds across four delivery strands:

Regular, accessible weekly youth theatres: in Bridgwater, Chard, Cheddar, Highbridge, Langport, Midsomer Norton, Shepton Mallet, Taunton, Wellington & Yeovil.

Holiday activities

Projects, commissions & ad hoc workshops with schools and other youth organisations

Professional training, development and skills sharing.

SYT has been delivering weekly youth theatre sessions in Highbridge since 2021, across two groups for 6-11 and 11-18 year olds based at Morland Community Hub. Since that time we have built relationships with the school, families, local communities such as Our Highbridge, Homes in Sedgemoor, Seed Sedgemoor and St John's Church. We have provided opportunities for young people to develop skills in Theatre, Aerial Circus, Animation, Physical Theatre, Ensemble, Improvisation, Verbatim Theatre and Puppetry. Young people have shown increased confidence and self-esteem and we have built relationships with parents and families whose feedback is moving and cements our belief that the Arts can make real change in young people's lives. SYT Highbridge have formed a Youth Theatre family and show joy and excitement through regular attendance. They have grown as young Artists, increasing their ability and learning to collaborate and create new work alongside professional Artists. They have worked with other young people who they did not know before and formed firm friendships that allow them to take Artistic risks in a safe environment. They have worked with Selina Keedwell, Actiontrack Theatre Company, Tall Tails Theatre Company, Wassail Theatre, Somerset Film, Jackie Clementines and Pirates of the Carabina, all professional artists living and working in Somerset. SYT Highbridge took part in the Front Garden Festival 2023, and also worked with The Nornen Project on the development of All Hands!, a new professional show about the famous local shipwreck.

Establishing, running and growing SYT Highbridge has been an essential part of the growth of Somerset Youth Theatre CIC. Through partners we've made in the town we're now also delivering summer holiday activities for young people from low income families (at The Princess Theatre) and targeted workshops during the autumn for young people not in education, employment and training. We believe our presence in Highbridge has made a hugely positive contribution to the town, and our plans going forward place Burnham & Highbridge at the centre of our aspirations.

Type of grant:

Community Event.

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

We work with volunteers, who we supply with Enhanced DBS through SYT. We also run a trainee facilitator programme for young people aged 16-25, which is running incredibly successful in other areas of the county. We will work with KAS and local youth groups to recruit a trainee to support SYT Highbridge - learning a range of skills in facilitation, project management and Theatre production. We are also experienced LGBTQ+ facilitators, running steering groups in Taunton.

Previously, SYT Highbridge has been funded by Seed Sedgemoor, Arts Council England and Burnham & Highbridge Town Council. This funding has enabled us to work towards our target of 50% harder to reach young people, as the grants subsidise our Pay What You Choose subscriptions model. Crucial to this have been identifying barriers to access, specific to Highbridge. We are now addressing these barriers, including poverty, hunger, location, disability, social expectation of the arts as elitist, rather than arts for all, communication challenges and SEND needs of young people. Funding will allow us to continue to reach young people, helping them overcome these barriers. We do not exist alone and value our connections with the community - working with partners such as Our Highbridge, CreateYou, ICM, St.John's Church, Churchfield School and other local primaries and Morland Hub. As a CIC, we will look at funding streams alongside traded income and work towards a more sustainable model that makes youth theatre affordable, yet ensures high artistic quality. Across Somerset Our Pay What You Can model for participation has averaged around £20/month although some of these areas are more affluent in comparison to our members in areas of deprivation in Highbridge. We are passionate that all young people have the same opportunity, regardless of parental income. Our funding also enables us to provide drinks and snacks for the young people, after identifying this as an access need with young people expressing hunger, and behaviours supporting the need due to this.

Participants will also have the opportunity to work with our facilitators to achieve the nationally recognised Arts Award qualification. They'll be able to gain Discover & Explore or Bronze level awards (usually linked to age). This is an exciting opportunity to help participants and their families recognise the tangible benefits of taking part in cultural activity.

Who will benefit from the project?

If you have selected Others please specify

Community partner organisations

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

40+ young people on a weekly basis, 120 families/friends/carers as audiences x 2

How will they benefit?:.

Overall, members of SYT Highbridge will develop confidence and learn to be independent thinkers and supportive collaborators - important, transferable life skills that will set them up as confident young people in their community and be strong employees of the future. We will root all of the work created in the heart of Highbridge and Burnham, made with, by and for the towns. Audiences will continue to support the work of the young people, performed in unusual spaces around the towns, celebrating their work, the town's wonderful landmarks and uniting communities.

Autumn Term 2023

Building on the work explored last year SYT Highbridge will work regularly with guest artists. Participants will choose a story related to Highbridge's heritage and explore through Devised Theatre and Theatre based skills such as Ensemble and Design. We will work with our local connections to perform in an unusual space in Highbridge & Burnham - widening our audience and celebrating the towns and bringing a new way of arts communication to the community.

Spring Term 2024

SYT Highbridge will commission an independent theatre professional to co-create a piece of theatre with them. This might be a writer, director, composer, designer, aerialist, puppeteer, performer or something else. SYT will share a region-wide call out using professional networks. The young people will shortlist and select the final collaborator based on their own set of criteria (with our support!). The commissioned artist will work with the SYT Highbridge associate artist to produce work with the young people.

Summer Term 2024

As with this past 12 months, we will take performances out to the communities of Highbridge and Burnham. We'll also arrange a Sharing & Connecting Event at The Princess Theatre in June 2024, at which SYT groups from Bridgwater and Cheddar will join the Highbridge participants for a celebratory event. We'll be holding similar sharings in Wellington, Yeovil and Frome, so everyone will feel part of a large countywide network. These young people led events, working in partnership with theatre professionals, will bring in new audiences of parents, carers and families who

might not otherwise access the arts whilst providing opportunities for economic and social growth through catering, marketing etc.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc: We will increase our weekly numbers to target minimum 40+ young people aged 6-16 years across both of our groups. They will attend weekly sessions which, as per the last year, will be monitored through our booking system, capturing data around postcodes, using a Pay What You Choose model that enables access to all families, regardless of income. Regular registers will be taken and robust safeguarding carried out, supporting our mission to provide safe, accessible spaces. We'll provide clear progression routes and work to build our trainee facilitator role with King Alfred's school. We will celebrate progress through regular sharing of work in the community, ticketed and numbers collated for reporting. Each SYT Highbridge member will feel part of a countywide network of groups that makes up SYT and enables them to build connections outside of their town and in the county, including holiday exchange programmes and work experience opportunities, raising aspiration and supporting positive mental health and well-being.

We will engage with local schools through targeted outreach workshops designed to support recruitment and work with SYT as arts advisors that can support the curriculum. Our success with schools connections will be measured through delivery and evaluation, evident in an uptake of numbers. Local schools will see the value in cultural provision, and recognise the significance of making Theatre and Arts accessible to all young people.

We will collaborate with partners on marketing strategies focused around social media, press and word of mouth with copy that is accessible, challenging perceptions of race, gender, ability and identity, shared with local and countywide press. Our easy to use, accessible website will promote activity and share digitally captured work, putting Highbridge and Burnham on the map. We will monitor visits to the site and adapt accordingly if audiences not reached. We will ensure weekly classes can transfer to Zoom if Covid pushes us this way, using our experience through the pandemic as a model for continuity. We will measure numbers should this happen.

We'll continue to work with schools to target areas of high deprivation and for Pupil Premium, Free School Meals and looked after young people and monitor the balance through our Pay What You Choose model.

Supporting young people's mental health and well-being is core to our aims and intentions & we will use the Mental Health and Wellbeing Scale to assess young people's responses throughout projects, measuring the social impact that drives the CIC. We will carry out case studies during the Autumn and Summer term that measure life before, during and after a Youth Theatre year and evaluate the impact through quotes and documentation.

We anticipate that 25% of our participants will achieve an Arts Award qualification through their engagement with SYT Highbridge. We'll aim for more, but as it will be

first time we've delivered it, we're being mindful of managing everyone's expectations.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

Start 25/09/23 End 04/07/24

Item description:

Item description: Artist fees - delivery Artist, trainee SYT facilitator, commissioned
Artist -£5440
Room hire -£1460
Outreach, access & inclusion -£750
Food & drink -£222
Arts Award/ resources -£450
Project Management & Admin -£1650

Total project cost: £9972

How much money are you requesting: £2500

Other funding applied for:

Funding organisation: Seed Sedgemoor
Decision: Yes
Amount applied for: £2000
Funding organisation: Arts Council England
Decision: Pending
Amount applied for: £4152

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

£1320 - yearly total of subsidised monthly Pay What You Can subscriptions based on figures from 2022-2023

Most recent approved accounts summary

Opening balance: £0
Total income: £83854
Total expenditure: £83389



Closing balance: £465

Date of accounts: 03/08/2023



Grant application summary

Name of organisation: The Waffle Hub

Category: Community enhancement

Amount of funding previously awarded since 2019: 0

Total number of applications: 0

Type of funding requested: Capital Project

Total cost of project: £3600

Amount requested: £2500

Total number of residents estimated to benefit from the grant: 2780

Grant application detail

Type of organisation: Registered Charity

Please provide charity number, Company registration number or details if other:

1202214

What is the current membership

Adults: N/A

Children: N/A

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: N/A

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

The Waffle Hub: Enriching the Community through Nourishment, Support, and Connection

We are a thriving community initiative that has been making a significant difference in the lives of individuals since its establishment on September 1st, 2022 and achieving charity status on March 7th 2023. With a strong focus on providing affordable, nutritious food and fostering a welcoming, inclusive, warm and safe environment.

At the heart of The Waffle Hub is our cafe, which opens its doors three days a week. Here, individuals from all walks of life can enjoy delicious, wholesome meals at affordable prices. We firmly believe that access to nutritious food should never be a luxury, which is why we strive to provide meals that are both nourishing and wallet-friendly.

Our commitment to affordability extends even further through our pay-it-forward scheme, allowing those facing financial hardship or homelessness to enjoy a warm meal without the burden of payment.

Beyond our cafe, we offer a range of empowering initiatives to uplift and support our community members. Our six-week cooking from scratch classes empower participants with essential culinary skills and knowledge, enabling them to prepare nutritious meals at home. Additionally, we provide one-off tutorials focused on cake and muffin baking, spreading the joy of homemade treats. These initiatives not only enhance culinary expertise but also promote social engagement, fostering connections among participants.

The Waffle Hub is a designated warm space in winter which provides respite for individuals seeking solace or simply a place to connect with others. Moreover, we understand that technological barriers can hinder some individuals' access to vital resources. To address this, our digital champions provide patient guidance and support, helping those who are technologically challenged navigate the digital landscape.

Collaboration lies at the heart of The Waffle Hub's community-driven approach. We work closely with other organisations and agencies, such as The Food Bank. Our space also serves as a venue for hosting organisations like The Citizen's Advice Bureau, Shaw Trust, The Repair Cafe, Free Digital Cafe by SparkIt, Knit and Natter group, Local Minister's breakfasts, Homeless Outreach Groups and Somewhere House(rehabilitation), providing additional resources and guidance to those in need.

The Waffle Hub is run entirely by dedicated volunteers who selflessly commit their time and energy to serving the community. Their efforts have not only brought about positive change in the lives of others but have also led to personal growth and development. Many volunteers have gained newfound confidence and skills, which have allowed them to reintegrate into the workforce and pursue new opportunities.

The impact of The Waffle Hub can be measured by the diverse range of individuals we have been able to assist. From grand/parent and child duos to wedding couples and widowers participating in our cookery classes, we have created a supportive and inclusive environment for individuals of all backgrounds. Our services have reached isolated individuals, including retirees, those living alone, and those coping with loneliness or grief. By offering a sense of belonging and support, we strive to alleviate the vulnerabilities they may face.

Looking to the future, we have exciting plans to expand our initiatives even further. We aim to establish a homework club to provide a supportive environment for students to complete their studies. Additionally, we intend to broaden our cookery classes, catering to a wider range of individuals with diverse learning needs. Furthermore, we are about to embark on hosting a group of adults with learning difficulties, providing them with an opportunity to enhance their cooking and digital skills while fostering social connections.

Type of grant:

Capital Project.

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

The Waffle Hub is seeking a grant to enhance our "Free Digital Cafe" project, which aims to bridge the digital divide by providing individuals with the tools and skills necessary to navigate the digital world. With the grant, we intend to purchase laptops, a printer and memory sticks. These resources will empower our community members, including those facing financial hardship or technological challenges, to access online learning platforms, job search websites, and other vital digital services. By offering these tools, we are enabling individuals to expand their knowledge, enhance their employability, and improve their overall quality of life. The Free Digital Cafe aligns seamlessly with our commitment to empowering the community and fostering meaningful opportunities for personal and professional growth.

We all saw how many children during the pandemic did not have access to digital resources at home severing them from even the most basic parts of their education. Digital 'know how' and having the resources to provide access has always been one of the most important initiatives to establish as part of The Waffle Hub. Part of that initiative is to open a homework club where digital access for the students is key. We currently only have one computer which is used every day but it cannot cope with the numbers who do want to use it and it is also 'slow'. All the volunteers also need access to it so that they can complete Level 2 Food and Hygiene and other online training, like safeguarding.

This initiative will particularly benefit individuals who may lack the means to acquire such resources on their own, whether due to financial constraints or limited technological familiarity. Enabling them to learn, communicate, and explore opportunities in the digital realm will not only enhance their employability but also boost their confidence and independence. Ultimately, the grant-funded project will contribute to reducing the digital divide within our community, fostering inclusivity, and providing a pathway for residents to thrive in an increasingly digital world.

While we have made remarkable strides since our inception almost a year ago, our

status as a new charity comes with the challenge of limited resources. The support we have garnered so far has been instrumental in establishing a strong foundation, but our expansion and the growing needs of our community have revealed the necessity for additional resources. With increasing demand for our services and a clear vision to uplift our community, securing funding is pivotal to sustain and expand our initiatives. The grant we are seeking will play a crucial role in ensuring that we continue to provide essential resources, educational opportunities, and a supportive environment to our residents. As we strive to bridge gaps, empower individuals, and foster connections, your funding will serve as the catalyst to amplify the positive impact we can make, transforming the lives of the Burnham and Highbridge community we are dedicated to serving.

Who will benefit from the project? Others

If you have selected Others please specify

Homeless

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

2780

How will they benefit?:

The grant-directed allocation of digital resources, including laptops, a printer and memory sticks will catalyse a profound transformation within the Burnham and Highbridge community through The Waffle Hub's pioneering initiative. With a steadfast commitment to inclusivity and empowerment, these resources will act as a beacon of opportunity for individuals across all age groups and backgrounds. For example, Neville (in his 80s) who is using the computer each day to write his memoirs, but he has never used a computer at all and needed to start with having to learn to use a mouse so that he can have control over the cursor. There are many people in Neville's digital circumstance struggling in a world where the belief is that everyone can use a mouse or laptop finger pad.

For adults facing learning difficulties, financial constraints, or limited access to critical services, the digital tools will facilitate online learning platforms and essential medical consultations through Ask My GP, thus enhancing their quality of life. For example, those who have been helped to access their Journals for Universal Credit or those who have to rely on family members for online shopping, now have the help on tap at The Waffle Hub and have regained their independence or accessing burnham-on-sea.com so that they keep abreast of what is happening and feel part of the wider community.

The younger generation will benefit from a dedicated homework club, fostering educational growth and academic achievement. Additionally, these resources will

bridge the digital gap for the homeless and unemployed, enabling job searches and skill development. By investing in digital resources, the grant will create a ripple effect of positive change, equipping our community with the means to learn, communicate, and thrive in an increasingly digital world, thus aligning seamlessly with The Waffle Hub's core mission of empowerment and fostering a stronger, more connected community.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

The Waffle Hub already has a process for volunteers to record the number of conversations with vulnerable and isolated people, so we will add recording digital usage and digital support. We will also record the numbers of those who use the free digital cafe, hosted by us and delivered by Spark It. We will be seeking publicity in order to announce our new facility and there will be initiatives to reach the people who need these services and these will be measured as well.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

The Waffle Hub The Waffle Hub will start the project as soon as the funds are available to us and will finish once all the resources have been purchased and integrated into the hub.

Item description:

Item description: Laptops @ £600 each (approx.) X 5 -£3000

Printer - cost is approximate £500

Memory Sticks (25/30) - cost is approximate -£100

Total project cost: £3600

How much money are you requesting: £2500

No other funding applied for

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

The Waffle Hub sees this as a Joint Venture between us and The Burnham-on-Sea and Highbridge Town Council. The Waffle Hub has raised £1100 specifically for this project and the grant money would enable us to start and complete the initial phase of this project.



We would be delighted to be supported by our local council and recognised as a local charity and proud to have the Burnham-on-sea and Highbridge Town Council logo on our publicity material.

Most recent approved accounts summary

Opening balance:	£
Income:	£
Expenditure:	£
Closing balance:	£
Date of accounts:	



Grant application summary

Name of organisation: The Zone Youth Club

Category: Community

Amount of funding previously awarded since 2019: £2500

Total number of applications: 1

Type of funding requested: Revenue Grant

Total cost of project: £10175

Amount requested: £5000

Total number of residents estimated to benefit from the grant: 125

Grant application detail

Type of organisation:

Voluntary group

Please provide charity number, Company registration number or details if other:

What is the current membership

Adults: 3 staff, 5 volunteers

Children: 35

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: None

What are the main activities of your organisation? Include what type of group you are e.g. residents group, youth group, etc. and explain what your organisation does and its aims:

Activities: Football, dancing, rounders, table tennis, volleyball, singing, gymnastics, video games, cooking, karaoke, party sessions (welcome, Christmas, Easter, Summer), Clip n Climb trip to WSM.

Type: Youth club supporting age range 10-13, one session per week term time.

Aims: Engage with the children in a safe and secure environment, offering the children a wide range of activities supported by three employees and at least two volunteers

per session. Activities are designed to encourage the children to enjoy their session and develop their skills.

Type of grant:

Revenue Grant.

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?:

Why: We need the funding to continue and expand our activities for all of our children.

Purpose: We want to expand the age range to now include year 5, to do this we need to increase our staff/volunteer hours per session as well as purchase more equipment to cater for the younger children to ensure we remain a fully inclusive organisation.

Benefits: The beneficiaries are wide ranging and include the children, the parents, our employees, volunteers and the local businesses that support us. The youth club benefits the wider community through its children and its parents who tell us how much they value the time that the children are with us.

Aimed at: Our year 6 children and their parents, although we wish to expand this to year 5.

Who will benefit from the project?

At least 125 people in the local community

How will they benefit?: The people who will benefit are:

Children - they have time away from school in a safe environment where they can relax, enjoy their time and be safe & secure.

Parents - gain by having an evening where they know their children will have an enjoyable time away from school.

Employees - add to their experiences from previous employment working with children, improving their skills in a safe and secure manor.

Volunteers - enjoy using their existing skills to support parents, children and the employees and to know that they are making a contribution to the local community.

Businesses - are pleased to be associated with a youth group demonstrating their support of a local organisation and other local businesses

If you have selected Others please specify

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project?:

125

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

We will measure our success by our continued consistent number of attendees, increasing that number over the year. Continuing to gain local press coverage such as burnham-on-sea.com and the weekly news.

Evidence of the correct use of funds kindly provided are already offered where requested.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

School year from September 2023 to July 2024

Item description:

Item description: Staffing costs- £7000
Building costs- £600
Insurance and fees -£375
Equipment -£900
Trips and Events -£800
Training -£500

Total project cost: £10175

How much money are you requesting: £5000

Funding organisation: Police Community Trust + Tesco

Decision: Yes

Amount applied for: £1925

Funding organisation: Yeo Valley

Decision: Pending

Amount applied for: £250

Funding organisation: National Lottery + Somerset Community Foundation

Decision: Yes

Amount applied for: £2000

Funding organisation: Other (local fundraising, fees and charges)

Decision: Yes

Amount applied for: £1000

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

Police Community Trust have sent us written confirmation that we will receive the money, Tesco have already paid their contribution, Yeo Valley is still pending however we are awarded this every year and are very likely to be successful, The National Lottery and Somerset Community Foundation have already awarded the funds and we can provide proof of our cash deposits from our own fundraising.

Most recent approved accounts summary

Opening balance: £4500

Total income: £14700

Total expenditure: £8780

Closing balance: £10420

Date of accounts: 05/04/22 - 05/04/23

Grant application summary

Name of organisation: Pride on Sea

Category: Voluntary Group

Amount of funding previously awarded since 2019: £2000 September 2022

Total number of applications: 2

Type of funding requested: Community Event

Total cost of project: £7500

Amount requested: £2500

Total number of residents estimated to benefit from the grant: 2500

Grant application detail

Type of organisation: Voluntary Group

Please provide charity number, Company registration number or details if other:
n/a

What is the current membership

Adults: 6

Children: 0

Please list any Burnham-on-Sea and Highbridge Town Councillors associated with your group: n/a

What are the main activities of your organisation? Include what type of group you are e.g. residents' group, youth group, etc. and explain what your organisation does and its aims:

Our main aim is to bring the Local LGBTQIA+ community together, share experiences, and promote members of our community, primarily through organising a Pride March and Pride Event for Highbridge and Burnham-on-Sea and fundraising and social events throughout the year.

We are all very proud of our diverse community and were honoured to organise an event that brings people together, shares experiences and celebrates the town. Our aim is to promote LGBTQIA+ identities, celebrate diversity within the community and beyond, and provide social stories to the wider community by sharing experiences from those within the community. We aim to promote acceptance and inclusivity for all.

Type of grant: Community Event

Please include: Why you need funding to support your community project? Briefly describe the project or purpose for which you require a grant. How will it benefit the community or residents of Burnham and Highbridge? Is it for the benefit of your members, or the wider community? Is it aimed at a particular group within the community?

Our goal is to create an inclusive event - we want to create an event for the community by the community and the council is a key player in this. We aim to organise a free-to-attend Pride March leading to a free-to-attend Pride Event and build on the success of 2023. This pride event isn't about making anyone go to an event they don't want to, pushing an agenda or creating divisions. It's about creating an inclusive and friendly event that is the right scale for the towns and the anticipated attendance.

We would use the grant to pay for our upfront costs, for example, the cost of venue hire, licences associated with the event, and deposits to secure specialist suppliers including Sound, Stage and Technical expertise. To secure our trusted Security Supplier to ensure we put on a safe, family-friendly inclusive event, and to cover some costs involved in the promotion of the 2024 event. This would ensure we can secure the right partners for the event, and potentially lower our costs for staging, lighting and sound as we are booking earlier than we did last year.

Who will benefit from the project? Others

If you have selected Others please specify

Members of the LGBTQIA+ and wider local community

How many people from Burnham-on-Sea and Highbridge will directly benefit from your project? 2500

How will they benefit?

The groups who will benefit are the general local community, as the event will be inclusive, and all are welcome to celebrate.

The local LGBTQIA+ community and their allies will benefit as they will be able to celebrate Pride in a local area without the need for travelling, whilst also benefitting from a collective civic pride as pride builds its local identity. Our aim for year 2 is that the entertainment acts will predominantly be a local showcase, as well as providing an

opportunity for complementary local traders to be present. We will also engage with local businesses in the run-up to the event, to secure their support and promotion.

How will you measure the success of your project? For example: footfall (how will you measure), positive press coverage (we may expect to see copies), delivered on time, on budget, increase in membership numbers, etc:

We expect to build on the success of this year, and had we had good weather we expect we would have seen up to 2500 people attend the event in Manor Gardens. We had around 350-400 people at any one time, and estimate up to 1000 unique visitors for 2023. We had around 100 people attend the march this year, and again if we had had good weather we would expect that to increase to around 200. We had a Management plan in place that was successfully executed, and we would have successfully been able to scale our March to 350 attendees, which is well above our expected footfall for the March for year 2.

We have a number of metrics we monitor and track including footfall, and we used counters, invites and photos at our events to estimate the amount of people in attendance for both the main Pride March and Event and fundraising events throughout the year. We also actively track our social media engagement, both positive and negative in order to understand our audience, and adjust our posts and events to appeal to the community we serve. The Pride-on-Sea By Numbers Report is attached to this application for a deep dive into our metrics for the 2023 event.

When do you intend to start and finish your project? Please note: we will not be able to fund projects that have already started or completed before the application has been considered.:

01/10/2023 we intend to start booking spaces and specialist suppliers in Oct 2023 for a July 2024 event

Item description:

Stage/Sound/Technical- £3800

Logistics/Toilets/PPE/Licences/Hire -£500

Security -£1200

Insurance -£500

Acts/promotion - £1500

Total project cost: £7500

How much money are you requesting: £2500

No other funding applied for: none

How do you intend to raise the remaining project cost required to complete the project? (proof of this funding will be required before a grant is paid):

We were successful in raising the amount of money required to hold the event for 2023, and we expect to be able to raise a similar amount for Pride-on-Sea 2024. We expect to apply for a number of grants we didn't have the opportunity to apply for when organising last years event, we will be looking for sponsorship from local businesses and individuals, and holding fundraising events, as we successfully did for 2023. The feedback we received is that people were interested in which businesses had supported us so they could show support in return.

We were fortunate that people were willing and able to reduce fees and charges for the 2023 event, but we will not be able to assume that is the case for 2024, so expect the costs to put on the event to rise.

We were able to break even for 2023, and all our commitments were covered. We had a shortfall in funding to the sum of £702 which was covered in its entirety by the committee to enable us to move into year 2 without a deficit.

Most recent approved accounts summary

Opening balance: £0

Total income: £6378.38

Total expenditure: £6378.38

Closing balance: £0

Date of accounts: 24th July 2023

Report for councillors: Update on the Town Councils trees

Issued to: Finance & Resources 04/09/2023

Background

In 2021 a tree survey was carried out on all of Burnham-on-Sea and Highbridge Town Councils trees.

There were a number of trees that were highlighted that needed to be monitored every 18 months, which are now due.

Therefore, it has been arranged to undertake a general health assessment on trees that were previously marked to be monitored at 18 monthly periods, drawing attention to developing decline or hazards and suggesting management if required.

The trees are based at the following sites:

- Brent Road Cemetery
- Westfield Road Cemetery
- Highbridge Cemetery
- The Old Courthouse, Jaycroft Road
- Highbridge Allotments, Walrow Road

Finance

The cost of the assessment is £440.00 and will be taken from the monies available in allocated budgets.

Report author: Elaine Dutton Deputy Town Clerk

Report Date: 22.08.23