



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

9th January 2024

To: All Members of the Finance and Resources Committee

YOU ARE HEREBY SUMMONED TO ATTEND an Extraordinary meeting of the **FINANCE AND RESOURCES COMMITTEE** to be held on **15th January 2024** in the Council Chamber, Old Courthouse, Jaycroft Road, TA8 1LE at **7.00 pm** 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 white 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.

Extraordinary Finance and Resources Meeting Agenda 15th January 2024

112.0.F24 Apologies for absence

113.0.F24 To receive any declarations of interest on items included on this agenda

114.0.F24 To receive the list of payments up to 8th January 2023

115.0.F24 To review the responses to the precept public consultation

116.0.F24 To review the draft budget for 2024/2025

117.0.F24 Date of next meeting

The next meeting of the Committee is scheduled for 23rd January 2024 at 7 pm.

| DATE OF INVOICE | SUPPLIER | INVOICE NUMBER | DESCRIPTION | NET | VAT | GROSS |
|-------------------|----------------------------|------------------|--|---------|--------|------------|
| 18/12/2023 | Bravo | | 737 Abba Tribute Duty technician | £157.70 | £31.54 | £189.24 |
| 14/12/2023 | Business Waste | C1285201 | Paper waste - TC | -£11.00 | -£2.20 | -£13.20 |
| 20/12/2023 | Fuse | INVBHTC02 | Eco Festival Recycled Arts | | | £400.00 |
| 21/12/2023 | Hillside Business Services | 00139 | Complete interim internal audit | | | £396.00 |
| 08/12/2023 | Proper Job | Z0009T02-472696 | gloves & washing up liquid | £8.47 | £1.70 | £10.17 |
| 15/12/2023 | Proper Job | Z0009T02-474648 | nuts & screws | £4.37 | £0.88 | £5.25 |
| 14/12/2023 | Proper Job | Z0009T03-1474645 | hinges | £1.91 | £0.38 | £2.29 |
| 14/12/2023 | Purnells | | 126076 500 x booklets Princess Theatre | £411.00 | £22.40 | £433.40 |
| 15/12/2023 | Spot on Supplies | | 31652281 air freshners x 12 | £11.44 | £2.29 | £13.73 |
| 17/12/2023 | MJ Church | B13697-501014 | Waste services - cemeteries | £25.16 | £5.03 | £30.19 |
| 17/12/2023 | MJ Church | B13697-501015 | Waste services - cemeteries | £20.74 | £4.15 | £24.89 |
| 17/12/2023 | MJ Church | B13697-501016 | Waste services - cemeteries | £20.74 | £4.15 | £24.89 |
| 26/12/2023 | Amazon | GB3JFJMABEY | LED Panel lights - PT | £89.04 | £17.82 | £106.86 |
| 22/12/2023 | Bravo | | 740 Technician - Panto SYT | £95.00 | £19.00 | £114.00 |
| 10/11/2023 | Bright Blue Light | INV_23-1209 | electrical tape/light parts - PT | £161.69 | £32.34 | £194.02 |
| 29/12/2023 | Business Waste | P1290405 | Paper waste - TC | £11.00 | £2.20 | £13.20 |
| 29/12/2023 | ITEC | | 943129 photocopier services | £66.73 | £13.34 | £80.07 |
| 31/12/2023 | Lyreco | | 6723703787 laminator | £156.39 | £31.28 | £187.67 |
| 31/12/2023 | Morland Community Hub | INV-0403 | Hall hire | | | £65.00 |
| 26/12/2023 | Pozitive Energy | 4104820234731660 | late payment charge. | | | £85.00 |
| 31/12/2023 | Pozitive Energy | 410483001551 | credit note late payment charge | | | -£85.00 |
| 01/01/2024 | Sansum | INV-10823 | Cleaning - TC | £280.16 | £56.03 | £336.19 |
| 20/12/2024 | Paragon Internet | | 7794341 domain renewal -PT | £7.95 | £1.59 | £9.54 |
| 31/12/2024 | Biffa | 308C37195 | Waste collection - Princess Theatre | £193.81 | £38.76 | £232.57 |
| 01/01/2024 | Business Waste | P1293497 | Paper waste - TC | £22.00 | £4.40 | £26.40 |
| 03/01/2024 | Somerset Council | | 30045931 By election recharge costs | | | £9,205.55 |
| 20/12/2023 | Otis | 23076528/U1 | contractual maintenance | £125.13 | £25.03 | £150.16 |
| Cashbook payments | | | | | | |
| | Somerset Council | | Dec-23 pension payment | | | £9,045.38 |
| | Willow Funeral Services | refund | Cemeteries refund | | | £420.00 |
| | | | | | | £21,703.46 |

Burnham-on-Sea and Highbridge Town Council
24/25 Budget / Somerset Devolution
Summary of and Potential Conclusions* from Consultation Responses

** this is a personal interpretation from cllr. Ganesh Gudka*

The responses received from drop-in sessions and email consultation have been tabulated on attached.

This analysis should be qualified with the understanding that at most 70 responses were received representing only 0.35% of the population.

With this understanding and some information from officers and Somerset Council conclusions and thoughts on further action I would draw are as follows:

Popular and important services we should work to taking on are:

Minor Highways maintenance - part funding of a Highway Steward, together with neighbouring parishes may be a pragmatic way of doing this.

We already fund a significant proportion of the cleaning costs of public conveniences. It may make sense to take full control of this contract.

Taking further responsibility and control of the local "Street Scene" (flower beds, baskets, litter bins etc.), Open Spaces and Play Parks should be investigated with a view to ensuring local priorities are reflected in service provisions. In some cases this may mean reviewing priorities. eg:-

- There is an argument that in some spaces less rather than more grass cutting would be beneficial.
- Whilst provision of dog poo bins is seen as important, it is expensive and there is a need to understand that ordinary rubbish bins can be used. So if we take this on, we should consider whether we need as many bins as we have.
- There are some suggestions that engaging volunteers in some of this work could be beneficial in terms of cost and securing outcomes in tune with the local community.

Officers and commentators have noted that in several of the above areas, contractual arrangements are poor. With any services we pay for we need to ensure proper Service Level Agreements (SLA's) and / or defined outcomes based performance measures are in place.

We should review some areas of existing expenditure:

Not all of the civic events and community services we run are regarded as vital.

- There seems to be little support expressed for continuing with the Fireworks.
- Christmas Lights, events such as Remembrance Day and maintenance of flower beds / baskets etc. received middling support along with some constructive suggestions around handing more control to volunteer groups and looking for sponsorship / external funding. I suggest alternative funding and resourcing for some of these items is worth investigating.
- Climate and Ecology work received at best middling support and there were one or two explicit negative comments about funding for the Eco-Festival. I would argue a constructive approach this is to help the C&E group work towards being financially self-sustaining.

- The Princess Theatre remains controversial but the balance of responses was supportive of the Theatre. As things stand we are trying to work with the Theatre Manager to reduce the net cost of the Theatre by increasing the income and usage.

Councillors, The internal auditor and commentators have all noted a need for actively manage cash reserves to take advantage of positive interest rates. We need to work on an agreed policy for acceptable investments.

Consultation Responses

| SERVICE AREA | EXAMPLES | POSITIVE RESPONSES | | | ANALYSIS OF FEASIBILITY | | | | |
|---|---|--------------------|---------|-------|--|--|--|--|--|
| | | Drop-in Sessions | On-Line | Total | Frequency | Additional cost / Employees / resource | Feasibility | Current cost to us | Other |
| New services we could take from Somerset | | | | | | | | | |
| 1 TRANSPORT | Community Transport and Bus Services funding | 17 | 4 | 21 | | | Shared resource with other areas | zero | 1)Most at Risk is Slinky bus provision 2)Colleges pay for student 3)subsidies Bus pass for over 65's is Statutory and will be protected. |
| 2 HIGHWAYS | Removing litter from verges, grit bin replacement, verge maintenance, vegetation clearance and cutting on the Rights of Way network, minor Highways functions such as footway and footpath repairs, ditches and grips clearance, hedge trimming, signage for new or changed speed limits, non-illuminated sign cleaning and maintenance, planned path safety inspections, low tech preventative maintenance functions | 26 | 13 | 39 | half a day per week? | £50k pa for 1 FTE - could be shared with other parishes. | Highways Steward model trialled in Exmoor. Ideally a whole LCN would buy-in Highway Steward would have all equipment | zero | Open question as to whether we can buy into 0.5 FTE. Officers' current understanding is that an LCN area would need to work in units of whole FTEs. |
| 3 PUBLIC TOILETS | Public toilets, provision and opening hours – Apex Park, Esplanade and Oxford Street | 34 | 9 | 43 | Daily or twice daily cleaning and restocking | £24,350 | Easiest as we pay approx 50%, but does that cover repairs and vandalism? | £43,311 | High support to maintain a valuable amenity which could be lost to us. |
| 4 STREET SCENE | 1) Fly tipping, street cleaning 2) provision and collection of litter bins 3) carnival clean-up 4) bedding planting 5) memorial maintenance | 31 | 12 | 43 | | | 1) Possibly small scale could be done by Rangers? 4) Who plants beds not done by the growing group? Some money in TIMPs budget, 5) British legion, with support from Council grants? | 1) £6,00 paid for weekend additional street cleaning 2)TC doesn't pay towards litter bins, but pays £24,280 for the dog bins to be emptied twice weekly. 4) £4,355 for town centre plants | 2) Somerset will continue basic street cleaning, but if we want more we need to pay 3) Somerset will continue with Carnival clean up ? 5) some money in TIMPS budget |

| | | | | | | | | |
|--|--------------------|---|----|----|----|--|--|--|
| Existing Town Services we should keep | | | | | | | | |
| 1 | COMMUNITY & EVENTS | Town Christmas lights | 12 | 5 | 17 | | | |
| 2 | COMMUNITY & EVENTS | Annual fireworks event | 1 | 4 | 5 | | | |
| 3 | COMMUNITY & EVENTS | Princess Theatre | 27 | 1 | 28 | | | Somerset own the Brewhouse and currently give a grant of £150, 000 per year, but reducing this by £13,000 in 24/25 |
| 4 | STREET SCENE | Dog bin provision | 24 | 15 | 39 | | | |
| 5 | COMMUNITY & EVENTS | Civic Events | | 0 | 0 | | | |
| 6 | COMMUNITY & EVENTS | Grants to community groups | 14 | 6 | 20 | | | |
| 7 | COMMUNITY & EVENTS | Events inc Remembrance Parade | 11 | 6 | 17 | | | |
| 8 | COMMUNITY & EVENTS | Climate & Ecology | 11 | 5 | 16 | | | |
| 9 | STREET SCENE | Floral Displays (hanging baskets etc) | 12 | 6 | 18 | | | |
| 10 | PUBLIC TOILETS | Public toilets | 34 | 12 | 46 | | | |
| Free Text Comments - Increase Service Provision | | | | | | | | |
| | CEMETRIES | Keep Grass Cutting | 1 | | 1 | | | |
| | CEMETRIES | Plant Herbaceous perennials in flower beds – year round | 3 | | 3 | | | |
| | TRANSPORT | Accessibility (eg Slinky Bus) | 5 | | 5 | | | |
| | TOURISM | Taken on Car Parks | 3 | | 3 | | | |
| | TOURISM | Tourist office is self-funding and should be supported | 1 | 2 | 3 | | | |
| Free Text Comments - Reduce Service Provision / Cut Costs | | | | | | | | |
| | CEMETRIES | Reduce Grass Cutting | 3 | | 3 | | | |
| | OTHER | Don't take services unless Somerset gives funding | | 1 | 1 | | | |
| | COMMUNITY & EVENTS | No more money into Princess / Review governance / management | 5 | 4 | 9 | | | |
| | COMMUNITY & EVENTS | Cut pet projects - Eco Fest, Homelessness, Fireworks, Xmas lights | 1 | 1 | 2 | | | |
| Free Text Comments - Raise Revenue / Find alternative Resources | | | | | | | | |
| | STREET SCENE | Fund dog bins with dog licenses | 1 | | 1 | | | |
| | OTHER | Increase council tax | | 1 | 1 | | | |
| | COMMUNITY & EVENTS | Civic events should be funded by relevant groups | | 1 | 1 | | | |

| | | | | |
|-----------------------------------|---|---|---|---|
| STREET SCENE | Let voluntary groups take on flowers / baskets etc | 3 | 1 | 4 |
| OTHER | Sell Ice Rink | | 1 | 1 |
| OTHER | Maximise interest income from cash reserves | | 1 | 1 |
| OTHER | Raise income / sponsorship / external funding | 1 | 1 | 2 |
| Free Text Comments - Other | | | | |
| OTHER | Sell Jaycroft Road (but review what replaces it) | | 2 | 2 |
| TOURISM | Whole beach dog-free all year | 1 | | 1 |
| OTHER | Short term contribute to services, but long term decide what to take in-house | | 1 | 1 |
| OTHER | Improve contract / governance - proper SLA's | | 1 | 1 |
| OTHER | Closer line by line review of all budget costs | | 1 | 1 |
| OTHER | Statutory services should stay with Somerset | | 1 | 1 |
| COMMUNITY & EVENTS | Improve Princess to increase use (eg Seating) | 1 | | 1 |

| Cost Code | N/C | 2022/23 | | 2023/24 | | | 2024/25 | NOTES |
|------------|----------------------------------|---------|--------|---------|-------------|-----------|---------|------------------------------------|
| | | Budget | Actual | Budget | To end Sept | Est Y End | Budget | |
| | INCOME | | | | | | | |
| 100 | MANAGEMENT AND COMPLIANCE | | | | | | | |
| 1080 | BANK INTEREST | 2,000 | 2,218 | 500 | 15,591 | 18,000 | 5,000 | High interest rates this year |
| 1085 | GRANTS RECEIVED | - | 50,086 | - | - | - | - | |
| | SPONSORSHIP | - | | | | - | - | |
| 1077 | CIL INCOME - HIGHBRIDGE | | | | 62,385 | 62,385 | - | |
| 1078 | CIL INCOME - BURNHAM | | | | 1,386 | 1,386 | - | |
| | NEW CIL | - | 31,103 | | | | | Delete |
| 200 | THE OLD COURTHOUSE | | | | | | | |
| 1005 | OLD COURTHOUSE LETTING | 250 | 375 | 250 | - | - | - | |
| 300 | ALLOTMENT HIGHBRIDGE | | | | | | | |
| 1300 | ALLOTMENT RENTS RECEIVED | 1,155 | 1,142 | 1,115 | 1,218 | 1,218 | 1,215 | |
| 400 | TIMPS | | | | | | | |
| 1400 | SIGNAL BOX | 0 | 40 | 40 | 60 | 60 | 60 | |
| | EVENT DONATIONS | 1500 | 1477 | - | - | 1,700 | 0 | |
| | GRASS CUTTING | | | | | 500 | 500 | |
| 500 | CEMETERIES | | | | | | | |
| | WAYLEAVES | 4,850 | 4,846 | 4,850 | - | 4,850 | 4,850 | |
| | GRANT | - | - | - | - | - | - | |
| | COMMONWEALTH WAR MEMORIALS | 50 | 31 | 50 | - | 32 | - | No longer receiving a contribution |
| | MEMORIAL BENCHES | - | 600 | - | - | - | - | |
| | EROB | 10,000 | 15,410 | 7,000 | 4,565 | 9,130 | 7,000 | |
| | INTERMENTS | 19,000 | 26,740 | 15,000 | 13,695 | 27,390 | 15,000 | |
| | MEMORIALS | 8,200 | 8,700 | 8,000 | 2,160 | 4,320 | 5,000 | |
| 600 | PRINCESS | | | | | | | |

| | | | | | | | | |
|------------|----------------------------------|------------------|----------------|------------------|--------------------|------------------|----------------|--|
| 1600 | STORAGE HIRE | 1,590 | 2,907 | 3,200 | 1,630 | 3,000 | 3,300 | Invoiced in November for half year. |
| 1605 | LETTINGS | 14,000 | 21,813 | 25,000 | 9,161 | 30,000 | 33,000 | |
| | PERFORMING RIGHTS | 1,600 | 1,755 | - | - | - | - | We are an undisclosed agent therefore this is not income, we take no profit from this. Not included as a nominal 23/24 |
| 1615 | CAFE RENT | 5,400 | 5,950 | 6,600 | 3,420 | 6,600 | 6,800 | Change Code name to RENT/COMMISSION |
| 1620 | TECHNICIAN | 3,500 | 300 | 8,000 | 221 | - | - | Delete, this is included in the show income |
| 1625 | PT MERCHANDISE | 1,600 | 4,445 | 3,000 | 671 | 900 | 3,600 | |
| 1630 | DONATIONS | 1,500 | 754 | - | 446 | 460 | - | |
| | INSURANCE CLAIMS | - | 13,600 | - | - | - | - | Delete |
| | GRANTS OTHER | 10,000 | 1,000 | - | - | - | - | |
| | REFRESHMENTS | - | 900 | - | - | - | - | Delete |
| 1640 | BOX OFFICE - CARD SALES | 5,600 | 5,009 | 1,800 | 1,675 | 3,350 | | Delete, this is included in the Show Income |
| 1645 | BOX OFFICE REVENUE | 7,500 | 33,604 | 7,500 | 8,144 | 11,300 | 13,500 | rename to SHOW INCOME |
| 1646 | FILM INCOME | - | - | - | 100 | 100 | - | |
| 1650 | MEMBERSHIPS | 1,200 | 465 | 2,000 | 540 | 540 | 300 | |
| 1655 | PARTICIPATION PT | 3,500 | 10,094 | 7,500 | 5,867 | 7,500 | 7,500 | |
| 1660 | ART SALES | 300 | 206 | 400 | 208 | 400 | 200 | Only a small commission of this money is TC income - most is paid back to artist. |
| 1665 | STAGE SOUND/LIGHTING | 50 | 20 | 50 | - | 50 | - | Delete |
| 1670 | PV CELLS | 3,500 | 3,031 | 3,500 | 116 | 1,500 | 3,500 | Replacement PVC cells only installed in Sept 2023 |
| | ADVERTISING | | | | | | 200 | New nominal to be added |
| | TOTAL | 107,845 | 248,621 | 105,355 | 133,259 | 196,671 | 110,525 | |
| | | | | | | | | |
| | | 2022/2023 | | 2023/2024 | | | 2024/25 | NOTES |
| | | Budget | Actual | Budget | To end Sept | Est Y End | Budget | |
| | EXPENDITURE | | | | | | | |
| | | | | | | | | |
| 100 | MANAGEMENT AND COMPLIANCE | | | | | | | |
| 4000 | SALARIES & WAGES | 282,651 | 207,564 | 270,000 | 132,503 | 284,000 | 308,180 | |
| 4005 | EMPLOYERS NAT INSURANCE | 27,051 | 19,315 | 26,810 | 7,974 | 17,232 | 18,741 | % of wage increase + 3% |

| | | | | | | | | |
|------------|---------------------------------|--------|--------|--------|--------|--------|--------|--|
| 4010 | EMPLOYERS S'ANNUATION | 59,654 | 43,824 | 60,627 | 27,866 | 60,311 | 66,593 | % of wage increase + 3% |
| 4050 | PENSION DEFICIT | 7,000 | 6,977 | 8,280 | 4,170 | 8,350 | - | Notification that no payment required in 24/25 |
| 4055 | RECRUITMENT COSTS | 600 | 987 | 600 | 1,627 | 1,627 | 800 | |
| 4060 | TRAINING | - | 833 | 2,000 | 2,805 | 2,850 | 2,600 | |
| 4065 | TRAVEL & SUBSISTENCE | 250 | 329 | 500 | 140 | 500 | 800 | Change name - TRAVEL, EXPENSES & SUBSISTENCE. To include DSE eye tests |
| 4070 | OFFICE/IT EQUIPMENT & FURNITURE | 1,500 | 1,141 | 8,000 | 875 | 1,500 | 4,000 | Earmark balance |
| 4075 | MISCELLANEOUS EXPENDITURE | 500 | 1,618 | 500 | 245 | 245 | - | |
| 4080 | TELEPHONE & BROADBAND | 3,000 | 3,851 | 3,150 | 1,757 | 3,548 | 3,700 | |
| 4085 | POSTAGE | 200 | 205 | 500 | 175 | 400 | 500 | |
| 4090 | STATIONERY & SUPPLIES | 1,250 | 1,132 | 1,500 | 880 | 1,800 | 1,700 | |
| 4095 | SUBSCRIPTIONS AND SUPPORT | 3,250 | 27,237 | 20,000 | 15,102 | 20,000 | 23,000 | |
| 4100 | INSURANCES | 5,500 | 22,124 | 6,500 | 870 | 13,200 | 13,500 | |
| 4105 | AUDIT & ACCOUNTANCY FEES | 3,000 | 395 | 3,000 | 395 | 5,000 | 4,000 | |
| 4110 | LEGAL FEES | - | 700 | 1,000 | - | 1,000 | 1,000 | |
| 4115 | PROFESSIONAL & CONSULTANTS FEES | 5,000 | 7,323 | 3,000 | 19,052 | 23,000 | 5,000 | |
| 4120 | BANK CHARGE | 1,500 | 1,294 | 1,500 | 750 | 1,500 | 1,500 | |
| 4125 | PAYROLL SERVICES | 1,250 | 1,565 | 1,400 | 758 | 1,550 | 1,700 | |
| 4130 | PPE & UNIFORMS | | | 1,500 | 567 | 1,300 | 1,700 | |
| 4135 | ROOM HIRE | | | 250 | 82 | 150 | 225 | |
| 4140 | CLIMATE CHANGE | | | 5,000 | 1,005 | 5,000 | 5,000 | |
| 4145 | LGR | | | 10,000 | - | - | 10,000 | Change name - SERVICE DEVOLUTION, Earmark balance |
| | CLEANING etc | - | 837 | | | | | |
| | SECURITY & ALARMS | - | 418 | | | | | |
| | EVENTS | - | 2,761 | | | | | |
| 110 | DEMOCRATIC & CIVIC | | | | | | | |
| 4200 | MAYORS ALLOWANCE | 5,000 | 5,231 | 5,000 | 2,500 | 5,000 | 5,000 | |

| | | | | | | | | |
|------------|----------------------------------|--------|--------|--------|--------|--------|--------|---|
| | TOWN CRIER | - | - | - | - | - | - | |
| 4210 | ELECTION EXPENSES | 6,000 | 17,787 | 3,000 | - | 3,000 | 5,000 | |
| 4215 | CIVIC EVENTS | 2,500 | 795 | 2,500 | 982 | 1,964 | 2,500 | |
| | PAST MAYORS BADGES | - | 43 | - | - | - | - | |
| 4220 | REMEMBRANCE WREATH | 100 | - | 100 | - | 100 | 100 | |
| 120 | JOINT FUNDING WITH OTHERS | | | | | | | |
| 4250 | CONT SDC RE TOILETS | 38,200 | 43,311 | 38,500 | 21,055 | 42,110 | 44,000 | |
| 4255 | CONT SDC DOG BINS | 24,500 | 24,000 | 24,500 | 12,070 | 24,140 | 25,000 | |
| 4260 | CCTV CAMERAS | 15,150 | 15,000 | 15,300 | 7,500 | 15,000 | 16,000 | |
| 130 | GRANTS & DONATIONS | | | | | | | |
| 4300 | GRANT - CAB (S.142) | 2,700 | 2,700 | 2,700 | 2,700 | 2,700 | 2,700 | |
| 4305 | GRANTS MADE | 32,300 | 45,239 | 32,300 | 26,456 | 32,300 | 32,300 | |
| 200 | THE OLD COURTHOUSE | | | | | | | |
| 4350 | BUSINESS RATES | 8,400 | 8,358 | 10,050 | 5,264 | 10,528 | 10,650 | |
| 4355 | UTILITIES | 5,450 | 3,256 | 9,000 | 669 | 5,250 | 6,000 | |
| 4375 | CLEANING & WASTE | 500 | 2,404 | 800 | 2,200 | 4,750 | 5,000 | Change name. To include recycling and sanitary bins |
| 4380 | SECURITY & ALARMS | 1,000 | 527 | 1,000 | 30 | 532 | 800 | |
| 4385 | MAINTENANCE | 2,500 | 6,447 | 3,000 | 938 | 1,500 | 3,000 | |
| 4390 | H&S/FIRE/INSPECTIONS | 150 | - | 300 | 914 | 914 | 600 | |
| 4395 | NEW EQUIPMENT/FURNITURE | - | - | 1,000 | 70 | 140 | 1,000 | |
| 210 | OTHER ASSETS | | | | | | | |
| 4360 | ELECTRICITY TOWN CENTRE | 180 | 167 | 300 | 40 | 180 | 220 | |
| | VICTORIAN DRINKING FTN | - | - | - | - | - | - | Delete |
| | ELEC CLOCK | - | - | - | - | - | - | Delete |
| | CLOCK INSTALLATION | - | - | - | - | - | - | Delete |
| 4415 | WATER FOUNTAIN | 500 | 100 | 500 | 651 | 3,034 | 1,000 | Yearly deep clean/chlorine tablets overspend was agreed to be taken out of general reserves |

| | | | | | | | | |
|------------|-----------------------------|--------|--------|--------|-------|--------|--------|--|
| 4365 | HIGHBRIDGE CLOCK ELEC | 500 | 308 | 700 | 196 | 392 | 450 | |
| 300 | ALLOTMENT HIGHBRIDGE | | | | | | | |
| 4370 | WATER RATES | 400 | 89 | 500 | 34 | 68 | 200 | |
| 4385 | MAINTENANCE | 1,500 | - | 500 | 283 | 283 | 600 | |
| 400 | TIMPS | | | | | | | |
| 4385 | MAINTENANCE | 5,000 | 2,173 | 2,000 | 634 | 1,000 | 5,000 | Bus shelters maintenance, Rotunda, you are here boards £1000 + each £750 in EMR - future - posterboards |
| 4430 | BENCHES | 1,250 | 659 | 1,500 | - | 1,326 | 2,500 | Replace 3 benches repair 1 |
| 4435 | BUS SHELTER CLEANING | 1,000 | 690 | 1,000 | - | - | - | Now in house |
| 4440 | DOG/LITTER BINS | 1,500 | 95 | 1,500 | 59 | 614 | 600 | payment to Somerset to empty bin by cem alleyway £70 quarterly and we purchase poo bags |
| 4445 | SPEED INDICATOR DEVICES | 0 | 0 | 500 | 0 | 0 | 500 | earmark what's left in this year to next |
| 4450 | FLORAL DECORATIONS | 4,000 | 4,355 | 3,000 | 0 | 4,355 | 4,400 | |
| 4455 | CHRISTMAS LIGHTS | 20,000 | 22,994 | 26,000 | 0 | 28,000 | 26,000 | Xmas tree lights bought this year for re-use it was agreed the overspend comes out of the general reserves |
| 4460 | TOURISM | - | - | 2000 | 1896 | 1896 | 2,500 | To include Footfall Counters & Leaflets |
| 4465 | EVENTS EXPENDITURE | 5,000 | 2,902 | 10,000 | 1,340 | 8,500 | 10,000 | To include Christmas lights events, D day 80, Remembrance |
| 4470 | TOWN CENTRE CLEANING | 6,000 | 6,043 | 7,000 | 3,000 | 6,000 | 6,000 | Handyman |
| 4475 | CARNIVAL EVENTS WEEK | 9500 | 8250 | 14,000 | 8604 | 14,000 | 11,500 | |
| | DEFIBRILLATOR | | | | | | 250 | New Nominal to be added |
| 410 | TOWN RANGERS | | | | | | | |
| 4500 | TOOLS AND EQUIPMENT | - | - | 3,000 | 813 | 1,626 | 2,000 | |
| 4505 | VEHICLE RUNNING COSTS | 1,500 | 1,749 | 1,600 | 804 | 1,608 | 1,800 | |
| 4510 | VEHICLE REPLACEMENT | 3,000 | - | 3,000 | - | 3,000 | 3,000 | |
| 4515 | VEHICLE INSURANCE | 590 | 529 | 600 | 320 | 640 | 640 | |
| 500 | CEMETERIES | | | | | | | |
| 4350 | BUSINESS RATES | 11,900 | 12,161 | 12,750 | 7,107 | 12,200 | 12,200 | |
| 4355 | UTILITIES | 3,100 | 2,744 | 7,000 | 1,723 | 2,800 | 3,500 | |

| | | | | | | | | |
|------------|---------------------------------|--------|--------|--------|--------|--------|--------|--------------------------------|
| | BJBC PWLB LOAN REPAYMENT | 7,202 | 7,202 | | | | | |
| 4600 | EQUIPMENT PURCHASE/MAINTENANCE | 2,000 | - | 7,000 | 2009 | 4,018 | 7,000 | Ride on mower needed in future |
| | SUPPLIES & SERVICES | 500 | 181 | | | | | |
| 4605 | PROVISION FOR PATHS | | | 5,000 | 0 | 0 | 5,000 | Earmark |
| 4610 | PUMP MAINTENANCE | 1,300 | 0 | 1,400 | 0 | 1,400 | 1,400 | |
| | EQUIPMENT MAINTENANCE | 1,200 | 2,712 | | | | | |
| 4615 | GENERAL MAINTENANCE | 1,500 | 4,538 | 2,000 | 1,298 | 2,596 | 2,000 | |
| 4620 | MECH GRAVE DIGGER | 5,500 | 1,960 | 6,500 | 2,625 | 5,250 | 6,500 | |
| 4625 | TREE & HEDGE MAINTENANCE | 3,000 | 1,202 | 3,000 | 20 | 3,000 | 3,000 | |
| 4630 | FUEL FOR MOWERS | 1,050 | 679 | 2,000 | 306 | 612 | 1,000 | |
| 4635 | WASTE COLLECTION | 2,500 | 2,238 | 3,000 | 906 | 1,812 | 2,500 | |
| 4640 | PROVISION FOR WALLS | 2000 | 0 | 2,000 | 0 | 0 | 2,000 | Earmark |
| 4645 | WATER TESTING | 1,000 | - | 1,250 | 1,005 | 1,005 | 1,250 | |
| | NEW TREE | 500 | - | | | | | |
| 600 | PRINCESS | | | | | | | |
| 4000 | SALARIES & WAGES | 60,525 | 70,638 | 81,998 | 24,368 | 69,874 | 97,317 | |
| 4005 | EMPLOYERS NAT INSURANCE | 4,700 | 5,890 | 8,349 | 1,233 | 3,494 | 4,755 | % of wage increase + 3% |
| 4010 | EMPLOYERS S'ANNUATION | 10,650 | 12,172 | 18,286 | 4,292 | 13,104 | 14,275 | % of wage increase + 3% |
| 4040 | FOH/DUTY MANAGEMENT | - | - | 14,650 | - | - | - | |
| 4060 | TRAINING | - | - | 1,500 | 1,020 | 1,400 | 1,500 | |
| 4065 | TRAVEL & SUBSISTENCE | - | 129 | 500 | 24 | 48 | 150 | |
| 4070 | OFFICE/IT EQUIPMENT & FURNITURE | 1,500 | 2,536 | 5,000 | 222 | 444 | 3,200 | |
| | STATIONERY | - | 200 | | | | - | Delete, items come under 4070 |
| 4075 | MISCELLANEOUS EXPENDITURE | 500 | 4,882 | 500 | - | | - | Delete |
| 4080 | TELEPHONE & BROADBAND | 2,000 | 755 | 2,000 | 850 | 1,800 | 1,900 | |
| 4100 | INSURANCE | 4,400 | 3,485 | 6,500 | 4,527 | 4,527 | 5,000 | |

| | | | | | | | | |
|------|-------------------------|----------------|----------------|----------------|----------------|----------------|------------------|---|
| 4350 | BUSINESS RATES | 9,000 | 7,088 | 9,000 | 4,688 | 9,000 | 9,000 | |
| 4355 | UTILITIES | 16,550 | 16,545 | 26,000 | 13,780 | 27,000 | 26,500 | Contract up for renewal again next year |
| 4375 | CLEANING etc | 3,400 | 2,861 | 8,500 | 4,105 | 8,210 | 9,000 | A new contractor was appointed in September |
| 4380 | SECURITY & ALARMS | 1,500 | 2,369 | 1,500 | 553 | 1,800 | 2,000 | |
| 4385 | MAINTENANCE | 7,000 | 8,543 | 10,000 | 4,500 | 9,500 | 13,000 | Additional £3,000 to start putting aside for boiler replacement |
| 4390 | H&S/FIRE/INSPECTIONS | 500 | 942 | 1,000 | 1,218 | 1,500 | 1,500 | |
| 4635 | WASTE COLLECTION | 2,500 | 4,024 | 3,000 | 1,014 | 3,000 | 3,000 | |
| 4700 | TECHNICIAN COST | 3,500 | 8,943 | 17,000 | 7,785 | 17,000 | 17,500 | |
| 4701 | SHOW COSTS | - | 4,265 | - | 9,422 | 12,500 | 13,500 | Inc PRS & CC |
| 4702 | FILM COSTS | - | - | - | 114 | 114 | - | Due to poor attendance, the film showings are on hold |
| 4705 | ADVERTISING & MARKETING | 5,500 | 6,566 | 6,000 | 3,250 | 6,000 | 7,000 | |
| | OTHER PROF FEES | - | 7,846 | | | | - | Delete |
| 4710 | LICENCES | 1,600 | 3,197 | 800 | 2,843 | 3,500 | 1,500 | |
| 4715 | CARD PAYMENT FEES | 2,000 | 2,258 | 3,000 | 4,642 | 8,000 | 7,500 | |
| | BOX OFFICE CHARGES | 6,720 | 7,244 | | | | | Council is an undisclosed agent for booking fee |
| 4725 | TECHNICAL THEATRE | 2,000 | 3,063 | 4,000 | 1,078 | 4,000 | 3,500 | |
| 4730 | BACKSTAGE EXPENSES | - | 39 | 500 | - | 500 | 500 | |
| 4735 | ART SALES EXPENDITURE | 100 | 102 | 100 | 551 | 600 | 100 | Contra |
| 4740 | PTAC MERCHANDISE | 960 | 1,778 | 1,320 | 533 | 1,000 | 3,000 | |
| 4745 | PARTICIPATION FREELANCE | 1,350 | 4,546 | 3,000 | 1,285 | 2,800 | 3,000 | |
| 4750 | FOOTFALL MONITORS | 100 | 102 | 100 | 10 | - | - | Not useful |
| | GRANT EXPENDITURE | - | 41,781 | - | - | 3,273 | - | |
| 4765 | MATCH FUNDING | - | - | 5,000 | - | 5,000 | - | Monies to be earmarked |
| | TOTAL | 801,833 | 849,037 | 955,870 | 436,526 | 934,194 | 1,009,596 | |

| BUDGET | 2023/24 | 2024/25 |
|---------------|---------|-----------|
| | £ | £ |
| INCOME | 105,355 | 110,525 |
| EXPENDITURE | 955,870 | 1,009,596 |
| DIFFERENCE | 850,515 | 899,071 |

Burnham-on-Sea & Highbridge Town Council 2024/25
Earmarked Reserves

| <u>Account</u> | <u>Current Balance</u> | <u>Transfer to/from other EMR's</u> | <u>Proposed Balance</u> | <u>Transfer to General Reserves</u> | <u>Expected to be used this year</u> | <u>Notes</u> |
|--|------------------------|-------------------------------------|-------------------------|-------------------------------------|--------------------------------------|---|
| 320 - Property Maintenance EMR | 150,129.92 | | 150,100.00 | 29.92 | | |
| 321 - Youth Projects EMR | 7,248.56 | | 5,000.00 | 2,248.56 | | Youth Town Council |
| 322 - TIMPS EMR | 11,903.02 | - 11,903.02 | - | - | | moved to 330 - General Maintenance EMR |
| 323 - Princess Cultural Recovery Grant | 3,181.00 | | 3,100.00 | 81.00 | | May be used in 2023/24 |
| 324 - Legacy Clock EMR | 10,221.85 | | - | - | 10,221.85 | Expect to be used in 2023/24 |
| 325 - Service Transfer EMR | 39,750.70 | | 39,700.00 | 50.70 | | rename from 325 - Asset Transfer EMR |
| 326 - IT/Office Equipment | 11,881.34 | | 11,800.00 | 81.34 | | |
| 327 - HR Contingency EMR | 48,579.56 | | 30,000.00 | 18,579.56 | | |
| 328 - Grounds Equipment EMR | 1,225.52 | 7,846.00 | 9,000.00 | 71.52 | | |
| 329 - Coronation | 843.19 | | 800.00 | 43.19 | | |
| 330 - General Maintenance EMR | 15,422.48 | 11,903.02 | 27,300.00 | 25.50 | | includes 322 TIMPS EMR |
| 331 - Princess Artistic Material Grant | 4,707.42 | | 4,700.00 | 7.42 | | |
| 332 - Town Crier EMR | 286.54 | | 280.00 | 6.54 | | |
| 333 - H/B Youth Project EMR | - | | - | - | | |
| 334 - Grounds Maintenance EMR | 19,031.56 | - 19,031.56 | - | - | | moved to 347 - CEM Extension EMR |
| 335 - Highbridge Regeneration | 9,802.00 | | 9,800.00 | 2.00 | | |
| 336 - Legal Fees EMR | 5,932.00 | | 5,900.00 | 32.00 | | |
| 338 - Replacement Van | 28,825.00 | | 28,800.00 | 25.00 | | |
| 339 - Tesco S106 EMR | 4,805.69 | | 4,805.69 | - | | |
| 340 - Past Mayor Badges EMR | 1,930.00 | | 1,000.00 | 930.00 | | |
| 341 - Neighbourhood Plan EMR | 5,803.00 | | 5,800.00 | 3.00 | | |
| 342 - You Are Here Boards EMR | 750.00 | | - | - | 750.00 | Expect to be used in 2023/24 |
| 343 - Princess Maint/Renewals EMR | 12,339.02 | | 12,300.00 | 39.02 | | |
| 344 - SIDS EMR | 708.78 | | - | 708.78 | | |
| 345 - Burnham EVO HTAP EMR | 900.00 | | 900.00 | - | | |
| 346 - Tree Maintenance EMR | 10,442.00 | | 7,500.00 | 2,942.00 | | rename from 346 - Tree Trimming EMR |
| 347 - CEM Extension EMR | 74,714.50 | 19,031.56 | 93,700.00 | 46.06 | | rename from 347 - Brent Rd Construction EMR |
| 348 - Burnham Shop Front Grants EMR | 9,900.00 | | 9,900.00 | - | | |
| 370 - PMC SALC Grant EMR | 921.83 | 790.79 | 1,700.00 | 12.62 | | rename from 370 - PMC SALC 2 Grant EMR |
| 371 - PMC FOTP Grant EMR | 55.72 | | - | 55.72 | | |
| 372 - PMC Artistic Budget EMR | 3,754.00 | | 3,700.00 | 54.00 | | |
| 373 - PMC SALC 3C Grant EMR | 790.79 | - 790.79 | - | - | | moved to 370 - PMC SALC Grant EMR |
| 380 - CEM Provision EMR | 4,700.50 | 70,836.73 | 75,500.00 | 37.23 | | rename from 380 - CEM Professional Fees EMR |
| 381 - CEM Provision of Paths EMR | 68,836.73 | - 68,836.73 | - | - | | moved to 380 - CEM Provision EMR |
| 382 - CEM Equipment Purchase EMR | 7,846.00 | - 7,846.00 | - | - | | moved to 328 - Grounds Equipment EMR |
| 383 - CEM Provision for Walls EMR | 2,000.00 | - 2,000.00 | - | - | | moved to 380 - CEM Provision EMR |
| 384 - Solar Panels EMR | 500.00 | | - | 500.00 | | |
| 385 - High St Fund EMR | 50,000.00 | | 50,000.00 | - | | |
| 400 - CIL Highbridge | 64,685.33 | | 64,685.33 | - | | |
| | 695,355.55 | - | 657,771.02 | 26,612.68 | 10,971.85 | |