



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

17th March 2025

To: All Members of the Finance and Governance Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **FINANCE AND GOVERNANCE COMMITTEE** to be held on **24th March 2025** 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 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 Governance Committee

Councillor P. Clayton
Councillor G. Gudka (Chair)
Councillor A. Matthews
Councillor K. Pearce
Councillor B. Vickers

Councillor M. Facey
Councillor R. Keen
Councillor M. Murphy
Councillor C. Searing

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 Governance Meeting Agenda

24th March 2025

- 312.0.F24 Apologies for absence**
- 313.0.F24 To receive any declarations of interest on items included on this agenda**
- 314.0.F24 To receive and approve the minutes of the Finance and Governance meeting held on 10th February 2025**
- 315.0.F24 Matters arising from previous minutes**
- 316.0.F24 To receive for information minutes of sub-committees**
- 317.0.F24 To receive the Chairs report**
- 318.0.F24 To receive the list of payments up to 28th February 2025**
- 319.0.F24 To note the income and expenditure and earmarked reserves reports up to 19th March 2025**
- 320.0.F24 To approve the bank reconciliation for February 2025**
- 321.0.F24 To receive verbal update from the Responsible Finance Officer**
- 322.0.F24 To receive verbal update of the contracts list**
- 323.0.F24 To receive an update on aged debtors**
- 324.0.F24 To note grants 2024/25 update report**
- 325.0.F24 To receive feedback from Q3 internal check undertaken by Councillors Facey and Matthews**
- 326.0.F24 To review the updated Financial Risk Management Policy**
- 327.0.F24 To consider gas and electricity quotations and award contract for Council buildings**
- 328.0.F24 To review and approve the Asset Register**
- 329.0.F24 To consider a date for the next round of grants**



**Burnham-on-Sea
& Highbridge**
TOWN COUNCIL

330.0.F24 To consider an early grant application from Burnham Heritage Group

331.0.F24 To consider the Devolution Working Group's recommendation to accept the proposed heads of terms for the public conveniences

332.0.F24 To consider quotations and agree to purchase a water bowser

333.0.F24 Date of next meeting

The next meeting of the Committee is scheduled for 28th April 2025 at 7 pm.



**Minutes of a meeting of the Finance and Governance Committee
held on 10th February 2025 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), P. Clayton, M. Facey, R. Keen, A. Matthews, M. Murphy, K. Pearce, C. Searing

In attendance: K. Noble (Town Clerk), N. Brookes (RFO), Councillors Perry and Flurry and three members of the public.

Public Participation: There were no representations made.

298.0.F24 To receive apologies for absence

Apologies were received from Councillor Vickers.

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

There were no declarations of interests.

300.0.F24 To receive and approve the minutes of the Finance and Governance Committee meeting held on 6th January 2025

The minutes of the previous meeting of the Finance and Governance Committee, held on 6th January 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on 6th January 2025 were approved as an accurate record and signed by the Chairman.

301.0.F24 Matters arising from previous minutes

There were no matters arising.

302.0.F24 To receive for information minutes of sub-committees

(Councillor Flurry joined the meeting at this juncture)

Minutes from meeting had been circulated.

303.0.F24 Chairman's report

There was no report.

304.0.F24 To receive the list of payments up to 1st February 2025

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

305.0.F24 To note the income and expenditure and earmarked reserves reports up to 31st December 2024 (updated)

There were no queries raised and the reports were noted.

Signed by Chair.....

date.....

306.0.F24 To consider response to correspondence received

306.1 Request from Forge Rhyne Allotments to repurpose the £700 grant awarded in September for upgrading of site security and use the funding towards site flood management

Resolved the request is approved and the £700 grant can be used towards site flood management.

307.0.F24 To note rejected allocation of CIL funds by Somerset Council

Resolved that the £1,613 be allocated to the Christmas lights budget and the Committee approves any overspend to this budget due to this unexpected expense.

308.0.F24 To review the Grant Awards Policy and Procedure

A discussion took place regarding suggested amendments including considering allocating grants to individuals.

Resolved that the Grants Award Policy and Procedure is readopted without any changes.

309.0.F24 To receive an update on aged debtors

Councillors Gudka and Clayton had met with the Cabaret Café regarding their account. The Richard Lennoxs account is now cleared and The Theatre Manager has been made aware of the risk relating to the BEEs debt.

310.0.F24 To consider quotations for the purchase of a council vehicle

A lengthy discussion took place and several questions were answered relating to the requirements of the vehicle and electric alternatives.

Resolved that quotation A is accepted and a Ford Transit dropside van, as detailed in the report, is purchased at a cost of £32,760 + VAT plus £1,880 for additional requirements. The tow bar fitting is to be considered further to see if it can be fitted cheaper locally.

£3,000 to be taken from the vehicle replacement budget. £31,640 to be taken from the replacement van earmarked reserve, subject to approval by the Full Council.

311.0.F24 To receive Responsible Finance Officer's verbal update

The precept request had been submitted within the deadline.

The pre-paid card account has now been closed.

The audit consultation review response was submitted by the task and finish group.

The year end closedown of the accounts is scheduled for 16th April 2025.



**Burnham-on-Sea
& Highbridge**
TOWN COUNCIL

311.0.F24 Date of next meeting

The next meeting of the Finance and Governance Committee will be held on 24th March 2025 at 7 pm.

DRAFT

Signed by Chair.....

date.....

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
15/01/2025	Amazon	GB531Z0ABEY	Weed membrane/pegs - Growing Group	£118.26	£23.65	£141.91 pd 22/01/25
	Somerset Council	Nov 24 & Dec 24	pension payment- employee contributions			£4,229.69 pd 22/01/25
23/12/2024	Bravo	1010	headset hire - PT	£159.97	£32.00	£191.97
09/01/2025	Proper Job	Z0009T03-1560992	storage boxes	£27.46	£5.50	£32.96
10/01/2025	Teleshore UK Ltd	45727	hydraulic fluid	£40.00	£8.00	£48.00
14/01/2025	ITEC	1065546	photocopier services	£12.32	£2.46	£14.78
15/01/2025	GH Tyres	20448-70	new battery - Rangers van	£96.67	£19.33	£116.00
16/01/2025	Amazon	GB53YELABEY	DI Box/Splitter - PT	£33.49	£6.70	£40.19
16/01/2025	Stephanie Anne Hamer	PT03	Seated Exercise - PT Nov 24			£240.00
16/01/2025	Stephanie Anne Hamer	PT04	Seated Exercise - PT Dec 24			£120.00
16/01/2025	Weston Support Services	39067	security alarm callout - PT	£35.00	£7.00	£42.00
16/01/2025	JR Food Service Ltd	249335	ice-creams & water - Princess Theatre	£363.87	£72.77	£436.64
17/01/2025	Amazon	GB54MTSABEY	4 x ronseal woodstain	£114.08	£22.80	£136.88
17/01/2025	Spot On Supplies	31671304	cleaning materials - PT	£73.83	£14.77	£88.60
17/01/2025	Toolstation	XIJ882424692	credit note screw cover	-£2.35	-£0.48	-£2.83
19/01/2025	Bravo	1030	Technician - Jan 2025 - PT	£1,376.00	£275.20	£1,651.20
20/01/2025	Ball Fire Protection Ltd	27572	fire extinguisher service & renewal- PT	£249.85	£49.97	£299.82
21/01/2025	Green Machine SW Ltd	38373	cleaning - PT Jan 2025	£796.53	£159.31	£955.84
22/01/2025	Bridgwater Mowers	097081	Stihl AP500S- battery for hedge cutter	£283.33	£56.67	£340.00
22/01/2025	Somerset Council	30097478	dog bin empty Oct - Dec Cemeteries	£74.36	£14.87	£89.23
23/01/2025	South West Councils	70711	job structure re-evaluation consultation	£5,803.35	£1,160.67	£6,964.02
24/01/2025	Julie Meikle	Jan-25	Choir sessions - PT Sept - Dec 2024			£500.00
24/01/2025	Spansec	270069	annual alarm contract renewal - PT	£516.85	£103.37	£620.22
24/01/2025	Spot On Supplies	31671618	cleaning supplies - TC	£50.31	£10.06	£60.37
24/01/2025	Spot On Supplies	31671727	cleaning supplies - TC	£20.19	£4.04	£24.23
24/01/2025	Spot On Supplies	31671728	floor cleaner - TC	£12.61	£2.52	£15.13
30/01/2025	On Your Bike	INV-2799	1 day session - St Josephs Primary	£333.33	£66.67	£400.00
30/01/2025	South Gloucestershire & Strode College	1185199	Business Administration Course -HH			£100.00
31/01/2025	Microshade	20369	IT services	£1,095.00	£219.00	£1,314.00
31/01/2025	Lyreco	6724014877	stamps, sundries & stationery - TC	£96.89	£10.41	£107.30
01/02/2025	Sansum Solutions	INV-12888	cleaning TC - Feb 25	£289.94	£57.99	£347.93

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DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
28/02/2025	S C M		Duty Officer payroll - Feb 25			£255.58 pd 28/02/25
18/02/2025	Green Machine	38838	Cleaning Princess - Feb 2025	£796.53	£159.31	£955.84 pd 06/03/25
24/02/2025	PPL PRS Ltd	01733196SIN2965189	PRS - shows Princess	£546.02	£109.20	£655.22 pd 06/03/25
25/02/2025	BDPS	3	settlement Aladdin - PT			£8,583.70 pd 06/03/25
05/03/2024	Global Vans	24217	Holding deposit for new van			£630.00 pd 07/03/25
14/03/2025	Mrs V A Hardy		refund for ticket error overpayment			£135.00 pd 14/03/25
11/02/2025	Screwfix	2002035385	watering can	£15.82	£3.17	£18.99
27/02/2025	BOS Baptist Church	25-011	Annual Towns Meeting - 15th May			£71.50
27/02/2025	James Birkett - Film Tank	2196	promotion filming Princess	£2,350.00	£470.00	£2,820.00
28/02/2025	Amazon	GB5GER7ABEY	compost & feed - Growing Group	£99.50	£19.91	£119.41
28/02/2025	Biffa	308C10855	waste collection-PT	£285.15	£57.03	£342.18
28/02/2025	Iris	INV-ISL-0819160	payroll services	£124.08	£24.82	£148.90
28/02/2025	Brian Humphreys	28.02.25	art sales Feb 2025			£406.60
28/02/2025	Business Waste	P1635788	waste collection - Cemeteries	£24.86	£4.97	£29.83
28/02/2025	Business Waste	P1635820	waste collection - TC & Cem	£86.46	£17.30	£103.76
01/03/2025	Sansum Solutions	INV-13068	cleaning TC - Mar 25	£289.94	£57.99	£347.93
01/03/2025	Amazon	GB51TFKYABEI	whiteboard	£30.34	£6.07	£36.41
01/03/2025	Business Waste	P1630274	waste collection - Cem	£57.75	£11.55	£69.30
01/03/2025	Business Waste	P1631702	waste collection - TC & Cem	£116.21	£23.23	£139.44
03/03/2025	Amazon	GB5GR19ABEY	ethernet cable	£14.41	£2.88	£17.29
03/03/2025	Amazon	GB50007HSXC651	Iphone charger	£4.99	£1.00	£5.99
03/03/2025	Amazon	GB500F1BW91GZI	floral foam blocks- crafts	£16.64	£3.34	£19.98
03/03/2025	Lyreco	73281870	stamps, sundries, stationery	£80.74	£7.65	£88.39
04/03/2025	Microshade	20491	computer & monitor - Estates Manager	£938.50	£187.70	£1,126.20
04/03/2025	Spansec	270406	annual maintenance fire & emergency lighting	£497.09	£99.42	£596.51
04/03/2025	Amazon	1PYL-JKJQ-4T6M	pearl bead stickers - crafts	£4.37	£0.87	£5.24
04/03/2025	Amazon	GB5HF8BABEY	headset, mouse mat, pen holder	£41.47	£8.31	£49.78
04/03/2025	The Fleetwood Mac Songbook	INV0094	Fleetwood Mac settlement			£2,962.37

05/03/2025 Amazon	GB5GUN6ABEY	paper, pearls, sticks, glue - crafts	£28.46	£5.70	£34.16
05/03/2025 JH Groundwater Ltd	442	water quality survey Brent Rd Cemetery	£785.00	£157.00	£942.00
06/03/2025 James Hallam	542337732	cyber insurance renewal			£1,884.28
07/03/2025 Somerset Council	30103454	dog bin empty Jan 25-Mar 25	£74.36	£14.87	£89.23
07/03/2025 James Hallam	19580776	Jaycroft rd increased valuation insurance			£6.49
10/03/2025 JH Groundwater Ltd	443	water quality lab test Brent Rd Cemetery	£260.00	£52.00	£312.00
10/03/2025 Solutions on Stage	INV-2702	REME works	£1,874.00	£374.80	£2,248.80
10/03/2025 Solutions on Stage	INV-2703	EICR & MechR inspection & report	£1,361.00	£272.20	£1,633.20
11/03/2025 Amazon	GB50059O2YS371	lockable key cabinet- Estates Office	£28.99	£5.80	£34.79
12/03/2025 Microshade	20547	IT services	£820.50	£164.10	£984.60
12/03/2025 Made to Measure Productions	1280	settlement Sleeping Beauty			£3,412.40
12/03/2025 Bravo	1093	technician call out stage hire	£96.00	£19.20	£115.20
13/03/2025 Parfitt	13.03.25	grave digging Jan - Mar 2025			£1,430.00
13/03/2025 Bravo	1097	CD player hire	£92.00	£18.40	£110.40
13/03/2025 Bravo	1096	new CD player	£158.76	£31.75	£190.51
19/03/2025 Delta River Blues Band	19.03.25	Delta River Blues Band for Civic Awards			£250.00

£34,419.40

14/03/2025

Burnham & Highbridge Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 28/02/2025

Month No: 11

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	952,901	952,901	0			100.0%	
1077 CIL income - Highbridge	0	165,857	0	(165,857)			0.0%	
1078 CIL income - Burnham	0	8,265	0	(8,265)			0.0%	
1080 Bank Interest	2,806	31,768	7,500	(24,268)			423.6%	
1085 Grants Received	0	2,400	0	(2,400)			0.0%	
Management & Compliance :- Income	2,806	1,161,192	960,401	(200,791)			120.9%	0
4000 Salaries & Wages	23,341	266,884	308,180	41,296		41,296	86.6%	
4005 Employers Nat Insurance	2,097	20,883	18,741	(2,142)		(2,142)	111.4%	
4010 Employers S\Annuation	5,161	58,455	66,593	8,138		8,138	87.8%	
4055 Recruitment Costs	65	150	800	650		650	18.8%	
4060 Training	30	2,946	2,600	(346)		(346)	113.3%	
4065 Travel, Expenses & Subsistence	0	148	800	652		652	18.5%	
4070 Office/IT Equip & Furniture	692	783	4,000	3,217		3,217	19.6%	
4080 Telephone & Broadband	135	3,270	3,700	430		430	88.4%	
4085 Postage	0	255	500	245		245	51.0%	
4090 Stationery & Supplies	27	1,312	1,700	388		388	77.2%	
4095 Subscriptions & Support	886	24,970	23,000	(1,970)		(1,970)	108.6%	
4100 Insurance	0	29	13,500	13,471		13,471	0.2%	
4105 Audit & Accountancy Fees	0	3,285	4,000	715		715	82.1%	
4110 Legal Fees	0	5,280	1,000	(4,280)		(4,280)	528.0%	5,280
4115 Professional & Consulting Fees	90	5,893	5,000	(893)		(893)	117.9%	5,803
4120 Bank Charges	103	1,342	1,500	158		158	89.5%	
4125 Payroll Services	124	1,579	1,700	121		121	92.9%	
4130 PPE & Uniforms	0	1,292	1,700	408		408	76.0%	
4135 Room Hire (Exp)	72	234	225	(9)		(9)	103.8%	
4140 Climate Change	0	123	1,500	1,378		1,378	8.2%	
4145 Service Devolution	138	20,533	76,830	56,297		56,297	26.7%	
4760 Grant Expenditure	0	1,667	0	(1,667)		(1,667)	0.0%	
4800 CIL expenditure	(3,613)	17,961	0	(17,961)		(17,961)	0.0%	21,574
Management & Compliance :- Indirect Expenditure	29,347	439,273	537,569	98,296	0	98,296	81.7%	32,657
Net Income over Expenditure	(26,542)	721,919	422,832	(299,087)				
6000 plus Transfer from EMR	0	32,657	0	(32,657)				
Movement to/(from) Gen Reserve	(26,542)	754,576	422,832	(331,744)				
110 Democratic & Civic								
4200 Mayors Allowance	417	4,639	5,000	361		361	92.8%	
4210 Election Expenses	0	0	5,000	5,000		5,000	0.0%	

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Detailed Income & Expenditure by Budget Heading 28/02/2025

Month No: 11

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
4215 Civic Events	0	2,229	2,500	271		271	89.2%	
4220 Remembrance Wreath	0	0	100	100		100	0.0%	
Democratic & Civic :- Indirect Expenditure	417	6,868	12,600	5,732	0	5,732	54.5%	0
Net Expenditure	(417)	(6,868)	(12,600)	(5,732)				
<u>120 Joint Funding With Others</u>								
4250 Cont SDC RE Toilets	0	44,000	44,000	0		0	100.0%	
4255 Cont SDC Dog Bins	0	24,000	25,000	1,000		1,000	96.0%	
4260 CCTV Cameras	0	0	15,000	15,000		15,000	0.0%	
Joint Funding With Others :- Indirect Expenditure	0	68,000	84,000	16,000	0	16,000	81.0%	0
Net Expenditure	0	(68,000)	(84,000)	(16,000)				
<u>130 Grants & Donations</u>								
4300 Grant - CAB (S.142)	0	2,700	2,700	0		0	100.0%	
4305 Grants Made	2,950	30,878	32,300	1,422		1,422	95.6%	(2,000)
Grants & Donations :- Indirect Expenditure	2,950	33,578	35,000	1,422	0	1,422	95.9%	(2,000)
Net Expenditure	(2,950)	(33,578)	(35,000)	(1,422)				
6000 plus Transfer from EMR	0	(2,000)	0	2,000				
Movement to/(from) Gen Reserve	(2,950)	(35,578)	(35,000)	578				
<u>200 The Old Court House</u>								
1005 Old Court House Letting	88	1,332	0	(1,332)			0.0%	
The Old Court House :- Income	88	1,332	0	(1,332)				0
4350 Business Rates	0	8,577	10,650	2,073		2,073	80.5%	
4355 Utilities	957	6,911	6,000	(911)		(911)	115.2%	
4375 Cleaning	315	3,773	5,000	1,227		1,227	75.5%	
4380 Security & Alarms	0	617	800	183		183	77.2%	
4385 Maintenance	5	1,117	3,000	1,884		1,884	37.2%	
4390 H&S/Fire/Inspections	0	868	600	(268)		(268)	144.6%	
The Old Court House :- Indirect Expenditure	1,277	21,863	26,050	4,187	0	4,187	83.9%	0
Net Income over Expenditure	(1,190)	(20,530)	(26,050)	(5,520)				
<u>210 Other Assets</u>								
4360 Electricity Town Centre	33	254	220	(34)		(34)	115.4%	
4365 Highbridge Clock Elec	138	1,402	450	(952)		(952)	311.5%	
4415 Water Fountain	53	68	1,000	932		932	6.8%	
Other Assets :- Indirect Expenditure	223	1,723	1,670	(53)	0	(53)	103.2%	0
Net Expenditure	(223)	(1,723)	(1,670)	53				

Detailed Income & Expenditure by Budget Heading 28/02/2025

Month No: 11

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	0	1,400	1,215	(185)			115.2%	
Allotment Highbridge :- Income	0	1,400	1,215	(185)			115.2%	0
4370 Water Rates	0	319	200	(119)		(119)	159.7%	
4385 Maintenance	0	405	600	195		195	67.5%	
Allotment Highbridge :- Indirect Expenditure	0	725	800	75	0	75	90.6%	0
Net Income over Expenditure	0	675	415	(260)				
400 TIMPS								
1400 Signal Box	0	401	60	(341)			668.3%	
1405 Event Donations Received	0	500	0	(500)			0.0%	
1410 Grass Cutting	0	417	500	83			83.3%	
TIMPS :- Income	0	1,318	560	(758)			235.3%	0
4385 Maintenance	0	535	5,000	4,465		4,465	10.7%	
4430 Benches	0	2,113	2,500	387		387	84.5%	
4440 Dog/Litter Bins	0	707	600	(107)		(107)	117.8%	
4445 Speed Indicator Devices	0	959	500	(459)		(459)	191.8%	336
4450 Floral Decorations	0	5,020	4,400	(620)		(620)	114.1%	
4455 Christmas Lights	1,613	24,033	26,000	1,967		1,967	92.4%	(1,613)
4460 Tourism	0	1,896	2,500	604		604	75.8%	
4465 Events Expenditure	0	7,887	10,000	2,113		2,113	78.9%	
4470 Town Centre Cleaning	0	6,000	6,000	0		0	100.0%	
4475 Carnival Events Week	0	8,382	11,500	3,118		3,118	72.9%	
4485 Defibrillator	0	80	250	170		170	32.0%	
TIMPS :- Indirect Expenditure	1,613	57,612	69,250	11,638	0	11,638	83.2%	(1,277)
Net Income over Expenditure	(1,613)	(56,294)	(68,690)	(12,396)				
6000 plus Transfer from EMR	(1,613)	(1,277)	0	1,277				
Movement to/(from) Gen Reserve	(3,226)	(57,572)	(68,690)	(11,118)				
410 Town Rangers								
4500 Tools & Equipment	537	1,427	2,000	573		573	71.4%	
4505 Vehicle Running Costs	54	1,660	1,800	140		140	92.2%	
4510 Vehicle Replacement	0	0	3,000	3,000		3,000	0.0%	
4515 Vehicle Insurance	0	0	640	640		640	0.0%	
Town Rangers :- Indirect Expenditure	591	3,088	7,440	4,353	0	4,353	41.5%	0
Net Expenditure	(591)	(3,088)	(7,440)	(4,353)				

Detailed Income & Expenditure by Budget Heading 28/02/2025

Month No: 11

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	4,848	4,850	2			100.0%	
1515 EROB	1,140	18,835	7,000	(11,835)			269.1%	
1520 Interments	3,620	16,955	20,000	3,045			84.8%	
1525 Memorials	1,225	6,120	5,000	(1,120)			122.4%	
Cemeteries :- Income	5,985	46,758	36,850	(9,908)			126.9%	0
4350 Business Rates	0	8,904	12,200	3,296		3,296	73.0%	
4355 Utilities	(158)	7,887	3,500	(4,387)		(4,387)	225.3%	
4385 Maintenance	(8,830)	0	0	0		0	0.0%	
4600 Equipment Purchase/Maintenance	12,808	16,100	7,000	(9,100)		(9,100)	230.0%	9,830
4605 Provision For Paths	0	0	5,000	5,000		5,000	0.0%	
4610 Pump Maintenance	0	560	1,400	840		840	40.0%	
4615 General Maintenance	246	1,951	2,000	49		49	97.6%	
4620 Mech Grave Digger	0	2,246	6,500	4,254		4,254	34.6%	
4625 Tree & Hedge Maintenance	0	285	3,000	2,716		2,716	9.5%	
4630 Fuel For Mowers	0	829	1,000	171		171	82.9%	
4635 Waste Collection	204	1,698	2,500	802		802	67.9%	
4640 Provision for Walls	0	0	2,000	2,000		2,000	0.0%	
4645 Water Testing	0	0	1,250	1,250		1,250	0.0%	
4650 Rose Garden Memorial Expense	0	228	0	(228)		(228)	0.0%	
Cemeteries :- Indirect Expenditure	4,270	40,688	47,350	6,662	0	6,662	85.9%	9,830
Net Income over Expenditure	1,715	6,070	(10,500)	(16,570)				
6000 plus Transfer from EMR	1,000	9,830	0	(9,830)				
Movement to/(from) Gen Reserve	2,715	15,900	(10,500)	(26,400)				
600 Princess								
1600 Storage Hire	0	2,397	3,300	903			72.6%	
1605 Lettings	4,202	31,695	33,000	1,305			96.0%	
1615 Café Rent/Commission	367	5,415	6,800	1,385			79.6%	
1625 PT Merchandise	1,036	4,438	3,600	(838)			123.3%	
1630 Donations Received	78	962	0	(962)			0.0%	
1645 Show income	1,576	26,364	13,500	(12,864)			195.3%	1,522
1650 Memberships	0	150	300	150			50.0%	
1655 Participation PT	776	6,284	7,500	1,216			83.8%	
1660 Art Sales	370	1,631	200	(1,431)			815.5%	
1670 PV Cells	0	5,363	3,500	(1,863)			153.2%	
1680 Advertising income	13	221	200	(21)			110.4%	
Princess :- Income	8,417	84,918	71,900	(13,018)			118.1%	1,522

Detailed Income & Expenditure by Budget Heading 28/02/2025

Month No: 11

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
4000 Salaries & Wages	9,206	95,326	97,317	1,991		1,991	98.0%	
4005 Employers Nat Insurance	869	7,625	4,755	(2,870)		(2,870)	160.4%	
4010 Employers S\Annuation	1,344	15,305	14,275	(1,030)		(1,030)	107.2%	
4060 Training	195	878	1,500	622		622	58.5%	
4065 Travel, Expenses & Subsistence	0	60	150	90		90	40.2%	
4070 Office/IT Equip & Furniture	690	4,733	3,200	(1,533)		(1,533)	147.9%	768
4080 Telephone & Broadband	135	1,883	1,900	17		17	99.1%	
4100 Insurance	0	0	5,000	5,000		5,000	0.0%	
4350 Business Rates	0	7,984	9,000	1,016		1,016	88.7%	
4355 Utilities	3,764	26,722	26,500	(222)		(222)	100.8%	
4375 Cleaning	878	7,846	9,000	1,154		1,154	87.2%	
4380 Security & Alarms	0	2,338	2,000	(338)		(338)	116.9%	
4385 Maintenance	191	9,454	13,000	3,546		3,546	72.7%	3,569
4390 H&S/Fire/Inspections	0	2,519	1,500	(1,019)		(1,019)	167.9%	
4635 Waste Collection	260	2,238	3,000	762		762	74.6%	
4700 Technician Cost	1,376	15,335	17,500	2,165		2,165	87.6%	
4701 Show costs	1,894	15,616	13,500	(2,116)		(2,116)	115.7%	3,066
4705 Advertising & Marketing	2,452	5,184	7,000	1,816		1,816	74.1%	
4710 Licences (exp)	0	816	1,500	684		684	54.4%	
4715 Card Payment Fees	217	2,106	7,500	5,394		5,394	28.1%	
4725 Technical Theatre	0	4,277	3,500	(777)		(777)	122.2%	2,760
4730 Backstage Expenses	0	361	500	139		139	72.2%	
4735 Art Sales Expenditure	407	1,398	100	(1,298)		(1,298)	1398.4%	
4740 PTAC Merchandise	182	2,476	3,000	524		524	82.5%	
4745 Participation Freelance	0	4,312	3,000	(1,312)		(1,312)	143.7%	465
Princess :- Indirect Expenditure	24,061	236,793	249,197	12,404	0	12,404	95.0%	10,628
Net Income over Expenditure	(15,644)	(151,875)	(177,297)	(25,422)				
6000 plus Transfer from EMR	365	10,628	0	(10,628)				
6001 less Transfer to EMR	386	1,522	0	(1,522)				
Movement to/(from) Gen Reserve	(15,664)	(142,769)	(177,297)	(34,528)				
Grand Totals:- Income	17,295	1,296,918	1,070,926	(225,992)			121.1%	
Expenditure	64,750	910,210	1,070,926	160,716	0	160,716	85.0%	
Net Income over Expenditure	(47,454)	386,708	0	(386,708)				
plus Transfer from EMR	(248)	49,838	0	(49,838)				
less Transfer to EMR	386	1,522	0	(1,522)				
Movement to/(from) Gen Reserve	(48,088)	435,024	0	(435,024)				

Explanations for overspends – based on Apr- Feb forecast – expenditure only

Budget Code	Name of budget	Comments
100/4005	National Insurance	Underbudgeted slightly.
100/4060	Training	Backlog of invoices received from SALC for 2022-23.
100/4095	Subscriptions & Support	SALC affiliation fee 22-23.
100/4135	Room hire	Underbudgeted.
200/4355	Utilities	Underbudgeted slightly.
200/4390	H&S/Fire/Inspections	Re-allocation of fire related invoices originally allocated to Maintenance.
210/4360	Electricity Town Centre	Underbudgeted slightly.
210/4365	Highbridge Clock Elec	Unmetered supply invoices increased substantially after budget was set. Costing c.£150 per month
300/4370	Water Rates	Underbudgeted for increase in costs.
400/4440	Dog/Litter Bins	New dog waste bin needed, not included in budget.
400/4445	SIDS	Repair to damaged device in September £428.
400/4450	Floral Decorations	Invoice received in Aug for summer watering hanging baskets & flowerbeds, agreed overspend F&R Cttee 29/04/24.
500/4355	Utilities	Bills for Oct-Mar included – should have been accrual.
600/4005	Employers Nat Insurance	Underbudgeted.
600/4010	Employers S/Annuation	Underbudgeted.
600/4070	Office/IT Equip & Furniture	Café furniture & equipment purchased in Café changeover.
600/4380	Security & Alarms	Prepayment of £516.85 for 2025/26 for annual alarm contract.
600/4390	H&S/Fire/Inspections	Increase in costs to ensure compliance.
600/4735	Art Sales Expenditure	This is a contra – income received and payment to artist minus commission
600/4745	Participation Freelance	Underbudgeted.

Notes

120/4250 Toilets – all invoices for the year now received
120/4255 Dog Bins – all invoices for the year now received
400/4470 Town Centre Cleaning – all invoices for the year now received

05/03/2025

Burnham & Highbridge Town Council Current Year

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Earmarked Reserves

	<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320	Property Maintenance - EMR	147,700.00	-5,280.00	142,420.00
321	Youth Projects - EMR	5,000.00		5,000.00
323	Princess Cultural Recovery Gra	3,100.00	-3,100.00	0.00
324	Legacy Clock - EMR	10,220.00		10,220.00
325	Service Transfer - EMR	49,700.00		49,700.00
326	IT/Office Equipment - EMR	18,586.17		18,586.17
327	HR Contingency - EMR	30,000.00	-5,803.35	24,196.65
328	Grounds Equipment - EMR	9,310.60	-1,000.00	8,310.60
329	Coronation - EMR	800.00		800.00
330	General Maintenance - EMR	28,606.35	-8,830.00	19,776.35
331	Princess Artistic Material Gra	4,700.00		4,700.00
332	Town Crier - EMR	280.00		280.00
335	Highbridge Regeneration	9,800.00		9,800.00
336	Legal Fees - EMR	5,900.00		5,900.00
338	Replacement Van - EMR	31,800.00		31,800.00
339	Tesco S106 - EMR	4,805.69		4,805.69
340	Past Mayor badges - EMR	1,000.00		1,000.00
341	Neighbourhood Plan - EMR	5,800.00		5,800.00
342	You Are Here Boards - EMR	750.00		750.00
343	Princess Maint/Renewals - EMR	12,300.00	-948.70	11,351.30
344	SIDS - EMR	408.34	-335.70	72.64
345	Burnham EVO HTAP - EMR	900.00		900.00
346	Tree Maintenance - EMR	7,500.00		7,500.00
347	Cemeteries Extension - EMR	93,700.00		93,700.00
348	Burnham Shop Fronts Grant - EM	9,900.00		9,900.00
370	PMC SALC Grant - EMR	1,700.00		1,700.00
372	PMC Artistic Budget - EMR	4,607.70	-2,759.78	1,847.92
374	PMC Somerset Community Grant	3,000.00	-2,234.18	765.82
375	PMC Match Funding - EMR	5,000.00		5,000.00
380	Cemeteries Provision - EMR	82,500.00		82,500.00
385	High St Fund - EMR	50,000.00	-63.54	49,936.46
386	Events - EMR	6,123.27		6,123.27
400	CIL - EMR	119,800.85	-17,960.94	101,839.91
		<u>765,298.97</u>	<u>-48,316.19</u>	<u>716,982.78</u>



Statement of Account

Miss Nicole M Brookes
The Old Courthouse
Jaycroft Road
Burnham-on-Sea
Somerset
TA8 1LE

5 March 2025

Account name: **BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL**
Account number: **[REDACTED]**
Statement period: **31/01/2025 to 28/02/2025**

Account summary

Total valuation as at 28 February 2025	£500,000.00
Total valuation as at last statement at 31 January 2025	£500,000.00

Holdings as at 28 February 2025

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 [REDACTED]	500,000.0000	£1.00	£500,000.00
			Total value
			£500,000.00

The average Fund yield for this period was 4.57% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Feb 2025	04/03/2025	Paid to Nominated Bank Details	£1,751.49	

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.



Transactions from 28-FEB-2025 to 28-FEB-2025

Account name or alias BOS HB Main Current Ac	Account number [REDACTED]	Sort code [REDACTED]	Account currency GBP
Debit or credit Any	Current cleared balance 1125.70		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					1,000.00
28-Feb-2025	D/D	FLOTEK GROUP LTD, FLO-MTBDEW13A	-324.24		1,000.00
28-Feb-2025	D/D	MONTH 11, BACS	-25,780.35		1,324.24
28-Feb-2025	EBP	MRS S L CUMMINGS-M, S CUMMINGS-MAJOR, FP 28/02/25 10, 16171425475794000N	-255.58		27,104.59
28-Feb-2025	CHG	31JAN A/C 56092431	-33.56		27,360.17
28-Feb-2025		FROM 54374901		26,046.73	27,393.73
28-Feb-2025	BAC	SOMERSET COUNCIL P, SC-SPT-100286884-5		300.00	1,347.00
28-Feb-2025	BAC	PULSE FINANCE, BURNHAM & HIGHBRID, FP 28/02/25 1737, 000000039284616701		47.00	1,047.00
Opening balance					1,000.00
Totals			-26,393.73	26,393.73	

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 13:36

Bank Reconciliation Statement as at 28/02/2025
for Cashbook 2 - NatWest 2 account – Princess

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest 2 Account - Princess	28/02/2025		30,541.88
			<u>30,541.88</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			30,541.88
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			30,541.88
		Balance per Cash Book is :-	30,541.88
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 14:21

Bank Reconciliation Statement as at 28/02/2025
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	28/02/2025		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 14:26

Bank Reconciliation Statement as at 28/02/2025
for Cashbook 6 - CCLA Public Sector Deposit

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit	28/02/2025		500,000.00
			<u>500,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			500,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			500,000.00
		Balance per Cash Book is :-	500,000.00
		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	28/02/2025		1.17
			<hr/> 1.17
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			1.17
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			1.17
		Balance per Cash Book is :-	1.17
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 15:34

Bank Reconciliation Statement as at 28/02/2025
for Cashbook 7 - Government Procurement Card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Government Procurement Card	28/02/2025		-444.02
			<u>-444.02</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-444.02
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-444.02
		Balance per Cash Book is :-	-444.02
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

[REDACTED]

[REDACTED]

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 14:18

Bank Reconciliation Statement as at 28/02/2025
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	28/02/2025		522,141.94
			<u>522,141.94</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			522,141.94
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			522,141.94
		Balance per Cash Book is :-	522,141.94
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:03/03/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 14:22

Bank Reconciliation Statement as at 28/02/2025
for Cashbook 4 - Nationwide Saver

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Saver	28/02/2025		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



Transactions from 28-FEB-2025 to 28-FEB-2025

Account name or alias Linked Account	Account number [REDACTED]	Sort code [REDACTED]	Account currency GBP
Debit or credit Any	Current cleared balance 521141.94		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

The interest rate is 1.25% gross 1.26% AER.
This is based on the balance of 28th of February 2025.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					521,141.94
28-Feb-2025		TO 56092431	-26,046.73		521,141.94
28-Feb-2025	INT	28FEB GRS 54374901		544.20	547,188.67
Opening balance					546,644.47
Totals			-26,046.73	544.20	



Transactions from 28-FEB-2025 to 28-FEB-2025

Account name or alias BOS No 2 Ac	Account number [REDACTED]	Sort code [REDACTED]	Account currency GBP
Debit or credit Any	Current cleared balance 31465.38		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					30,541.88
28-Feb-2025	CHG	31JAN A/C 87132346	-26.43		30,541.88
28-Feb-2025	BAC	CARD TXNS 250225, 48581061		18.00	30,568.31
28-Feb-2025	BAC	CARD TXNS 250225, 48510771		336.00	30,550.31
Opening balance					30,214.31
Totals			-26.43	354.00	

04/03/2025

Burnham & Highbridge Town Council Current Year

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Receipts Due as at 28/02/2025

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount	
1	CAB001	31/10/2024	PR67	268.63		31/10/2024	268.63	**
1	CAB001	31/12/2024	PR74	499.70		06/02/2025	499.70	**
1	CAB001	29/11/2024	PR68	1,173.85		13/12/2024	1,173.85	**
1	CAB001	31/01/2025	PR78	283.43		18/02/2025	283.43	**
Receipt Due from : Cabaret Cafe Bar				2,225.61			2,225.61	
Telephone No :								
Contact Name :				Note : Invoices marked ' ** ' are Overdue				

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount	
1	REA001	31/08/2024	CNP2	-38.00		14/09/2024	-38.00	**
1	REA001	31/10/2023	PT-2053	285.60		30/11/2023	285.60	**
1	REA001	29/02/2024	PT-2078	288.00		14/03/2024	288.00	**
Receipt Due from : Re:ACT Performing & Production Arts				535.60			535.60	
Telephone No : 07505941461								
Contact Name :				Note : Invoices marked ' ** ' are Overdue				

Total Receipts Due up to 28/02/2025	2,761.21	2,761.21
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Report for councillors: Grants 2024-25

Issued to: Finance & Governance Committee - 10th February 2025

1. Purpose of Report

To provide an overview of Grants Made for 2024-25

2. Background

Grants Made Budget for 2024-25 = £32,300.

The Council agreed grants to 32 local organisations totalling £31,128.

£250 has been returned in unspent grant funds: BARB £200, Burnham-on-Sea & Highbridge Sea Cadets £50.

Total expenditure for 2024-25 = £30,878.

This financial support enabled the groups that applied to put on events in the towns, it has supported the sustainability of the local clubs and has enabled a variety of projects to be undertaken by local businesses and organisations.

Applicants are required to complete an application and provide a copy of their constitution and bank account as well as details of how they will spend the grant. There is a monitoring

form in place that enables the Town Council to ensure that the grant funding has been used appropriately. All paperwork is checked by RFO when received and grant monitoring forms followed up on a monthly basis.

3. Summary of Grants Made and Feedback

See Appendix for Grants summary and feedback 2024-25.

ORGANISATION	Requested for	Awarded
Burnham-on-Sea CADS	Community Event	£2,000
1 st Highbridge Rainbows	Revenue grant	£300
2 nd Highbridge Brownies	Revenue grant	£300
1 st Burnham-on-Sea Scout Troop	Community Event	£750
BEES	Community Event	£2,000
BOS Fest	Community Event	£2,000
Burnham & District In Bloom	Revenue grant	£1,000
Burnham Heritage Group	Revenue grant	£1,000
Childrens Air Ambulance	Revenue grant	£250
Go Socialise	Revenue grant	£300
Highbridge Youth Arts	Revenue grant	£1,000
In Charleys Memory	Revenue grant	£1,590
St Johns Church	Capital grant	£2,000
Burnham-on-Sea Swimming Club	Revenue grant	£2,000
1 st Huntspill & Highbridge Scout Group	Capital grant	£900
Hard Knox Boxing Club	Capital grant	£880
HBOS Carnival Club	Community Event	£1,500
Hillview Junior Carnival Club	Capital grant	£2,000
Burnham & Highbridge Brass Band	Revenue grant	£875
Burnham-on-Sea & Highbridge Sea Cadets	Capital grant	£1,500
BARB	Community Event	£500
Berrow Primary School	Capital grant	£500
Somerset Youth Theatre	Revenue grant	£750
Weston Hospice Care	Capital grant	£500
Air Cadets	Capital grant	£283
Monarchs Gymnastics	Revenue grant	£500
Somewhere House	Revenue grant	£500
Burnham & Highbridge Choral Society	Community Event	£250
ESS Education & Support Services	Revenue grant	£1,000
Forge Rhyne Allotments	Capital grant	£700
Pride-on-Sea	Community Event	£1,000
Burnham Allotments Association	Capital grant	£500
	Total Grants Made	£31,128
	Returned unspent funds	£250
	Total Expenditure	£30,878

1st BURNHAM-ON-SEA SCOUT TROOP: 20 Scouts (aged 10-14) 2 Young Leaders (14-18) and 7 adults took part in the camp. One scout said 'I really enjoyed scout camp because I got to try new things I've never done before and had lots of fun exploring the woods, especially whilst it was getting dark. The activities we did were very enjoyable and interesting, my favourite was probably Thorpe Park or the inflatable water park, though all of them were amazing. It was memorable to be with lots of friends and constantly laughing and always having a good time.' A parent said 'We cannot thank the 1st Burnham Scout Group enough for the experience our daughter had on this year's summer camp. She hasn't stopped talking about it since she came home! The opportunities given to her with all the different activities on offer include things that she just wouldn't get to do otherwise. The value for money that the summer camps give as well is amazing as they get to do so many different things, make memories that will last forever, grow friendships and have much needed time outside and away from electronic devices! Our daughter said it was the best week of the summer holidays and she can't wait until next year. We really appreciate the financial support given to the group to support the camp.'

Another Scout said

'Summer camp was great fun with lots of exciting activities to do, it was a great week away and I am sad it is my last camp as a scout. I have learnt lots of skill which could be useful as I grow up.' Another parent said 'Scout camp has given my scout experiences we would not be able to undertake as a family, the camp is always busy with many activities as well as valuable life skills'

1ST HIGHBRIDGE RAINBOWS: The main purpose of the grant was to help fund a weekend away for the girls. For many of them it was the first time that they had been away. They absolutely loved it and each of one that attended has gained confidence and belief in themselves and grown. All that attended have asked for us to organise a camp for next year.

In total 20 people from our community attended the camp and had time away from their homes and a holiday they wouldn't otherwise have had.

We were able to purchase badge books, resources and equipment that could be used at the camp and will continue to be used in the meeting place.

We were also able to take the whole Brownie and Rainbow unit for a fish and chip tea on the beach, which even though we live so close to it almost all the girls had never done.

We are creating memories for these girls that we otherwise wouldn't have been able to do if we had not had the grant.

The main thing learned from this experience is that every second of the hard work involved was worth it because we gave the girls experiences this year that they had never had before. We are now in a position where the unit will remain open because our membership has grown because the girls have spoken about their experiences. Your generosity and word of mouth has given these girls and the brownie unit a future. Thank you so much.

1ST HUNSPILL & HIGHBRIDGE SCOUT GROUP: We have been able to use your Grant towards replacing and updating our stock of tents. Huntspill and Highbridge Scout Group has seen a rise in numbers recently and we therefore had identified a need to increase our tent numbers. We do not often all go camping at the same time, but occasionally two of our sections are away together and this has noticeably stretched our resources of late. As treasurer, I

had asked the question, how long have the original tents lasted? It turned out, the traditional, ridge (canvas) tents were bought over twenty years ago, and they were second-hand then. It seemed reasonable to me then, that they may well be a little worn by now! We have about 20 young people in our Scout Section, 21 in Cubs, 54 in Beavers and Squirrels have 21. We need to plan for the future, we hope to move each young person up to the next section when they become of age, and they will all have opportunities to camp. Recently, our Somerset District has announced a 'big camp' in May, to which all young people can attend, at the same time. Having your help to purchase accommodation for camping will enable us to offer nights away to every member of 1st Huntspill and Highbridge Scout Group to attend this event. Please be assured, this won't be the only time your tents will be used, it is just one example.

2ND HIGHBRIDGE BROWNIES: The main purpose of the grant was to help fund a weekend away for the girls. For many of them it was the first time that they had been away. They absolutely loved it and each of one that attended has gained confidence and belief in themselves and grown. All that attended have asked for us to organise a camp for next year.

In total 20 people from our community attended the camp and had time away from their homes and a holiday they wouldn't otherwise have had.

We were able to purchase badge books, resources and equipment that could be used at the camp and will continue to be used in the meeting place.

We were also able to take the whole Brownie and Rainbow unit for a fish and chip tea on the beach, which even though we live so close to it almost all the girls had never done.

We are creating memories for these girls that we otherwise wouldn't have been able to do if we had not had the grant.

BARB: Many thousands of both local residents and visitors attended the 21st Annual Emergency Services (ESCAPE) on the Bank Holiday Sunday at the end of August. The aim of this event is to demonstrate to all who attend the local and national rescue and support services that are available. Some 40 plus services were present, including the RNLI, Police, BARB, Coastguards, Ambulance, Local Hospices, Road Safety, support groups etc. The Community Grant received was used solely to provide a PA system along the Esplanade that enabled commentary throughout the day with explanations of demonstrations that took place, particularly regarding beach and water safety along our coast. We are grateful to the Council once again for their generosity in providing the PA system for us to use.

BEES: BEES have been able to produce and perform a junior production of Matilda and are due to perform an all member production of The Little Mermaid on 16th and 17th November. We perform at the Princess Theatre and all performances are well received by members of our community and are sold out. Matilda enabled our junior members to take lead roles thereby gaining in their own confidence. All of our sets and props are made by our members also. We are regularly nominated for Somerset Drama awards and have adjudicators present at our performances. Reports are received and any advice contained within these are taken into account. Producing two musicals in one year is hard but we have discovered how talented some of our new junior members are and feedback from audiences and community for two performances has been very

favourable. We share our experiences with other drama groups who ask for advice on production and set making.

BOSFEST: Our annual 3 day event enables anyone in our community to access free entry to engage with the arts.

BURNHAM & DISTRICT IN BLOOM: Locals & Holiday Makers have stated the two beds are the best they have ever seen them. Southwest in Bloom congratulated us on them. Please note Burnham in Bloom Committee have decided that we are no longer running after this years presentation. Thank you for all your help over the past 40 years!

BURNHAM & HIGHBRIDGE SEA CADETS: The mountain bike trailer has allowed not only Burnham-on-sea and Highbridge sea cadets expand their training and fundraising opportunities but we have also been able to offer fellow cadets in neighbouring units the opportunity to join our Mountain bike courses and benefit from being transported to various mountain biking trails. With the trailer fully loaded we are able to transport 16+ cadets and bikes to various locations at one time.

BURNHAM HERITAGE GROUP: The booklet for which the £1000 grant was provided and on which it was spent, the latest in a series, was very well received by visitors and residents. Several hundred have been distributed and used. Each addition by BHG to the story of Burnham's past gets praise from business, visitors and Burnham residents as reinforcement of interest in the town. Nostalgia proved a specially popular theme.

BURNHAM-ON-SEA SWIMMING CLUB: We are already benefiting from the 2 team members who have attended and passed the courses. They are on pool side more and are coaching the swimmers and making great progress with their development and progression. Having more qualified and competent coaches on poolside is supporting all the staff and swimmers.

We have been able to attend more competitions with the additional staff who can support the swimmers at different meets.

As a club we network with many Somerset clubs and share our experience and benefits of applying for funding.

CADS: CADS events are designed to be accessible to all with free entry and are designed to promote social cohesion through music, food, stalls and we know that our residents look forward to meeting up with friends at our events. These events improve the quality of life for our residents and would not be possible without the funding support from the Town Council – we always promote this on our posters and by announcing it over the PA at the event.

CHILDRENS AIR AMBULANCE: This grant helped to fund equipment that is used by our team during the transfer of our patients. Our service provides transportation to babies and children who are critically ill, generally from local hospitals to specialist paediatric centres so that they can access the care that they desperately need.

This funding has made a real difference to us and we would like to thank the Town Council for their generous Grant.

GO SOCIALISE: The £300 grant has allowed us to buy games and crafts, have a reserve for paying room hire and a celebration to recognize our 10 years running, which the mayor attended and helped to make it a wonderful evening.

She spoke to everybody, tried out various amazing games and left to a standing ovation to which she gave a cute curtsy. About 40 people attended the event. We appreciate the contribution and how it has helped us.

HARD KNOX BOXING CLUB: The project has not only improved the quality of our training offerings but also strengthened the community by providing more accessible and engaging opportunities for physical activity, this has fostered social connections and continues to support overall well-being of our members. This has benefitted over 100 members of our small local boxing gym. Since receiving the funding for new equipment, Hardknox boxing has learned valuable lessons in both the practical application of the equipment and in understanding how to better serve our community. One of the key achievements is the increased engagement from both existing and new members. The new equipment has improved the quality of training, which has resulted in an increase in attendance and participation in our classes.

HILLVIEW JUVENILE CARNIVAL CLUB: The event of the annual illuminated carnival in Burnham on Sea was attended by thousands of people and raised over £11k for local good causes. Hillview JCC came 2nd in the category of Juvenile Cart. This has helped bring families together in a safe environment to expand their knowledge and skills through their fundraising, designing and building of the cart. It helps expand children's confidence, social and physical skills, providing them with invaluable life skills as they grow up.

AIR CADETS: Having STEM models to demonstrate our propulsion technology topic that reliably work makes these lessons a much more rewarding and productive session. Our old ones were worn out and unreliable. Currently we have 18 cadets on our books who benefit from these models. Our 3 staff also benefit from reliable teaching aids.

MONARCHS GYMNASTICS: The grant was a great help towards the cost of the coach for our competition to Germany. We also did a sponsored walk and raised a further £3576.12.

We took 20 gymnasts to Germany and apart from gaining competition experience we also had a trip to the local town where they talked to local shop keepers and bought food and presents.

Burnham-On-Sea and Highbridge Town Council Risk Management Policy

To be reviewed quarterly

Adopted on 13th March 2023. Reviewed January 2024. Reviewed April 2024. Reviewed July 2024. Reviewed Sept 2024. Reviewed Nov 2024.

Burnham-on-Sea and Highbridge Town Council recognises that it has a responsibility to manage risks effectively in order to protect its employees, assets, liabilities and community against potential losses.

The Town Council, based on a recorded assessment, will take all practical and necessary steps to reduce or eliminate the risks, insofar as is practically possible.

This document has been produced to enable the Town Council to assess the risks that it faces and to implement adequate steps to minimise them.

SUBJECT	RISK(S) IDENTIFIED	LEVEL H/M/L	MANAGEMENT/CONTROL OF RISK	REVIEW/ASSESS/REVISE
FINANCE				
Budget & Precept	Adequacy of precept in order for the Council to carry out its statutory duties	L	The Council receives monthly budget reports. Each Committee produces a DRAFT budget, which is considered by the Finance & Resources Committee before a recommendation final Draft budget is presented to Full Council for review and consideration. The report includes actual and projected position to the end of the year and indicative figures or costings obtained by the RFO. The Precept is derived directly from this information and is considered and approved by Full Council and the request submitted to the Somerset Council within the specified deadline.	Existing procedures adequate.

Financial controls and records	Inadequate records	L	<p>The Council has Financial Regulations which sets out the requirements and is reviewed on an annual basis.</p> <p>Rialtas financial software is used to prepare accounts and Council subscribes to the support services.</p> <p>An order spreadsheet is completed and authorised by a manager.</p> <p>Invoices are checked before being passed to the RFO for payment. Goods received and internal authorisation procedures reviewed in 2023 and increased control introduced from January 2024.</p> <p>Debtors & Creditors reviewed in 2023 and increased control introduced from January 2024.</p> <p>All payments are reviewed at a Finance & Resources Committee or Full Council and minuted for transparency.</p> <p>Ticketsolve is used for issuing tickets and taking payments at the Princess Theatre.</p>	<p>Pre-payment card closed February 2025. Government Procurement card now in use and published every quarter.</p>
Banking	Inadequate checks	L	<p>Online bank payments are authorised by two Councillors. Councillors receive sight of invoices/documentation to check before authorising.</p> <p>Accounts are internally checked by at least two Councillors on a quarterly basis. Annual internal and external audits.</p> <p>The Council has Financial Regulations which set out banking requirements.</p> <p>Any cash is held in a locked safe.</p> <p>Cash is banked regularly. However, the Post office no longer accepts denominations smaller of a £1 that is not</p>	<p>Existing procedures adequate. Signatories reviewed and updated for all banks Jul-Sept 24.</p> <p>Supplier list & bank details checked and updated Dec 2024.</p>

			<p>a full money bag. Anything less than a full bag is kept in a locked safe and banked as soon as practical.</p> <p>Cheque receipts are banked at least fortnightly.</p> <p>Accounts are reconciled on a monthly basis and recorded. Earmarked reserves are accounted for separately.</p>	
Investment of Council Funds	Investment Policy	M	<p>Council funds now held in 1 x bank, 1 x building society, 1 x investment fund (CCLA Public Sector Deposit Fund).</p> <p>Quarterly reports on investment to be presented to Councillors by RFO.</p>	Reviewed policies & procedures adequate
Receipt and payment of grants	<p>Monies ringfenced and accurately managed</p> <p>Power to pay and authorisation of Council to pay</p>	<p>L</p> <p>L</p>	<p>The Town Council does not presently receive any regular grants. Any transactions from a grant received are itemised separately.</p> <p>All grant requests are made following the Grants Awards Policy & Procedure and a specific application form. Grant monitoring forms completed and reviewed.</p> <p>All such expenditure goes to the Finance & Resources Committee process of approval, it is minuted and listed accordingly under the S137 expenditure heading.</p>	Existing procedures adequate

Salaries and associated costs	Salary paid incorrectly Unpaid Tax and Pension payments	L L	Financial controls in place to pay staff salaries agreed in line with NALC pay scales. Iris Payroll Services, an external company, is used for payroll services and the Council subscribes to support services. BACS payments for PAYE & Pensions made monthly. Internal check carried out by 2 Councillors on a quarterly basis. Annual internal and external audits.	Existing procedures adequate.
VAT	Reclaiming	L	VAT claims are completed electronically on HMRC website and acknowledgement printed and kept in office. Internally reviewed by at least 2 Councillors on quarterly basis. Rialtas financial software produces VAT reports. Financial Regulations set out the requirements. Annual internal and external audits.	Existing procedures adequate.
Employees	Fraud by staff	L	Insurance in place. Cash is kept in a locked safe. All payments require two Councillor signatures. All orders are authorised a manager. Division of monetary responsibilities.	Existing procedures adequate.
Best value accountability	Work awarded incorrectly	L	Town Council practice is to seek, if possible, three quotations for any substantial work undertaken.	Existing procedures adequate.

	Overspend on services	L	<p>For major work, competitive tenders would be sought in line with the rules for contracts in Standing Orders and Financial Regulations.</p> <p>If problems encountered with contract, the Clerk would investigate the situation and report to the Council.</p>	
Loans	High interest rates and non recognised lenders	L	<p>Full Council to approve any loans. Loans to be taken out via PWLB and two signatures required.</p>	Existing procedure adequate.
Annual Return	Not submitted within time limits	L	<p>Rialtas are contracted to complete the end of year close down and complete the AGAR.</p> <p>Internal Auditors complete reviews throughout the year and sign off AGAR</p> <p>Agenda item on Full Council agenda for completing and signing by the Council and then checked and sent to External Auditor within time frame.</p> <p>Council could ask for an extension to the deadline.</p>	Existing procedure adequate.
Election	Mid-term election costs	M	<p>Some monies are earmarked if a mid-term election is called. Measures cannot be adopted to minimise risk of a contested election.</p>	Ensure monies are earmarked for elections costs when setting budget.

ADMINISTRATION & LIABILITY				
Legal Powers	Illegal activity or payments	L	<p>The Town Council has adopted the General Power of Competence.</p> <p>Committees have power of expenditure, within their remit.</p> <p>Advice to be sought when required.</p>	Existing procedure adequate.
Minutes/ Agendas/ Statutory documents	Accuracy and legality	L	Minutes and agendas are produced in the prescribed method and adhere to legal requirements.	Existing procedures adequate.
	Non compliances with statutory requirements	L	<p>Minutes are approved and signed at the next meetings. Agendas displayed according to legal requirements.</p> <p>Business conducted at meetings should be managed by the Chair.</p>	Members adhere to Code of Conduct and Member/Officers Relations Policy and undertake adequate training.
Public Liability	Risk to third party, property or individuals	M	<p>Insurance in place.</p> <p>Open spaces checked regularly.</p> <p>Trees investigated when damage reported.</p> <p>Tree survey carried out in 2021 and reviewed in 2023. A maintenance programme is in place.</p> <p>Risk assessments carried out on individual events e.g. Fireworks display.</p> <p>All third party users of Council facilities have to complete a booking form.</p> <p>Health and safety services provided by Worknest.</p>	Existing procedures adequate.
Legal liability	Legal liability as consequence of asset ownership	H	<p>Checks undertaken on buildings on a weekly basis.</p> <p>Insurance in place and new equipment</p>	Existing procedures adequate.

			added ad hoc. Adequate Cemetery Rules in place. Yearly memorial inspections carried out. Health and safety services provided by Worknest.	
Employer Liability	Non-compliance with Employment Law	L	Membership of various national and regional bodies including South West Councils. Town Clerk and Deputy Clerk are members of SLCC and the Council is a member of SALC. Policies in place. Employer's Liability insurance in place. Health and safety services provided by Worknest.	Existing procedures adequate.
Employer Liability	Safety of staff and visitors	M/H	Employees are provided adequate direction and safety equipment needed to undertake their roles. Staff training undertaken as required and appraisals undertaken annually. Health and safety services provided by Worknest. Risk assessments carried out. Staff issued with mobile phones as required.	Existing procedures adequate.
Freedom of Information	Policy provision	L	The Council has a Model Publication Scheme and Freedom of Information Policy in place. The Town Council can request a fee for substantial requests.	Monitor and report any impacts made under FOI.

Data Protection	Mis-use of information	L	Town Council is registered with the Information Commissioner and renewed annually. Policies in place.	Ensure annual renewal of registration.
Council records - paper	Loss through theft, fire, damage	L/M	Historical minutes have been deposited at Somerset Archives. Burial records are stored in a fire proof safe. All records from Mid 2016 are electronic. All other records are stored in the Council office. Filing system is currently being updated. Land and buildings registered with Land Registry.	Damage or theft is unlikely and so provision is adequate. Review of data to be held annually and deposited at archive when appropriate.
Council records - electronic	Loss through theft, fire, damage, corruption	L/M	The Town Council's electronic records are stored on a cloud basis system. IT plan is in place for support services. Off-site daily back-up. Anti-virus protection annually renewed and installed by IT support services.	Existing procedures adequate. Increased Cyber insurance limit for 25/26 from £100,000 to £250,000.
Members Interests	Registers of Interests	M	Councillors have a legal duty to complete a form for the Register of Members Interests and keep it up to date within 28 days of any changes and to withdraw from a meeting in the event of a pecuniary interest. Declaration of Interests is an agenda item for all meetings.	Existing procedures adequate. Members have a personal responsibility to declare interests and update their register entries.

Devolution	Unknown cost of taking on new services from Somerset Council	M	Regular consultation with Somerset Council continues to take place. Devolution Committee set up to specifically tackle issues as they arise. Town Clerk in consultation with other town and parish councils.	Budgets allocated for new services to be taken on in 2025/26 based on information received so far.
ASSETS				
Asset register	Asset register incomplete	L	An asset register is updated as required.	Existing procedures adequate.
Buildings	Loss or damage	M	Buildings currently maintained on an ad hoc basis.	Existing procedures adequate. Buildings valuations for new assets undertaken & insurance values adjusted accordingly.
Buildings	Maintenance of buildings etc	M	Buildings currently maintained on an ad hoc basis.	Existing procedures adequate.
Other assets e.g. dog bins, bus shelters	Loss or damage	L	Contract in place with Somerset Council for dog bins to be regularly emptied and checked. Street furniture maintained in-house. Insurance in place.	Existing procedures adequate.
Vehicles	Unable to use due to fire, theft, accident. Third party liability	L/M L/M	One vehicle owned by the Council. Comprehensive vehicle insurance in place. Driver training to be undertaken on all new vehicles. Vehicle inspected in morning before vehicle driven. Vehicle stored in secure car park.	Existing procedures adequate.

Report for councillors: Electricity & Gas Contract Renewal for the Council Facilities

Issued to: Finance & Governance Committee - 10th February 2025

1. Purpose of Report

To agree electricity and gas contracts for The Town Council Facilities.

2. Background

The electricity & gas contracts for the Town Council facilities are due for renewal. Utility Aid (broker) have contacted several companies, the submitted quotations are below. The contracts are currently with Utilita (electricity) and Crown Gas & Power (gas). Please be aware these prices change daily.

Current Supplier	Duration	Annual Cost
GAS		
Current Contract (Crown Gas & Power): Jaycroft Road & Princess Theatre. Expires 19/07/24	12 months	£10,666.28
ELECTRICITY		
Current Contract (Utilita): Cemeteries-expires 04/06/25	12 months	£25,814.13 (not including Clock as unmetered supply)
Current Contract (Utilita): Princess Theatre & Jaycroft Road- expires 31/07/25	12 months	
Current Contract (Utilita): Market Stall-expires 28/11/25	12 months	



Contract 1 - GAS Annual consumption 149,642	Annual current cost £10,666.28			Saving %
Crown Gas Power	12 months	£12,224.86	£1,558.58	- 14.61%
SEFE (green energy)	24 months	£11,831.50	£1,165.22	-10.92%
Crown Gas Power	24 months	£11,856.30	£1,190.03	-11.16%
SEFE (green energy)	36 months	£11,798.28	£1,132.00	-10.61%
Crown Gas Power	36 months	£11,654.51	£988.23	-9.27%
Crown Gas Power	48 months	£11,582.24	£915.97	-8.59%
Contract 2 – ELECTRICITY HH Princess Annual Consumption 45,636	Annual current cost £16,062.26			Saving %
Crown Gas Power	12 months	£20,270.20	£4,207.95	-26.20%
Ecotricity (green energy)	24 months	£16,057.21	£5.05	0.03%
Crown Gas Power	24 months	£20,067.31	£4,005.06	-24.93%
Ecotricity (green energy)	36 months	£16,106.23	£43.97	-0.27%
Contract 3 - ELECTRICITY – NHH Multi-Site Annual Consumption 35,469	Annual current cost £9,751.87			Saving %
Crown Gas Power	12 months	£10,058.86	£306.99	-3.15%
Ecotricity (green energy)	24 months	£10,798.72	£1,046.85	-10.73%
Crown Gas Power	24 months	£9,894.40	£142.53	-1.46%
Ecotricity (green energy)	36 months	£10,757.29	£1,005.42	-10.31%

3. Financial Considerations

Due to increasing prices we have been advised to lock into a deal as soon as possible and to try to secure a 2–3-year deal as energy prices are only looking to increase.

After tendering out our specific needs re: all cost centres, our meter profiles, consumptions bands and start dates etc., Ecotricity and Crown were the only two suppliers who would quote for our electricity and SEFE/Crown for the gas. The broker stated that they could just use a price book which would produce 6 or 7 suppliers but then down the line we would see objections and rejections. Please note if different suppliers are selected for the two electricity contracts prices may vary. A summary of the combined cost and savings are as follows:

ELECTRICITY - Summary				
Annual consumption		Annual current cost £25,814.13		
81,105				Saving %
Crown Gas Power	12 months	£30,329.06	£4,514.94	-29.35%
Ecotricity (green energy)	24 months	£26,855.93	£1,041.80	-10.70%
Crown Gas Power	24 months	£29,961.71	£4,147.59	-26.39%
Ecotricity (green energy)	36 months	£26,863.52	£1,049.39	-10.58%

4. Recommendation

Gas – To accept the quotation from our current supplier Crown, Gas & Power for a 48 month contract.

Electricity – To accept the quotation from Ecotricity for a 36 month contract which is not only the most economical supplier but also 100% renewably sourced in comparison to Crown Gas Power 33%.

Nicole Brookes, Responsible Finance Officer, March 2025

Description of Asset		Date Purchased	Purchase price	Location	Market Value	Asset Cost/Value 31/03/2024	Additions 24/25	Disposals 24/25	Date of disposal	Asset Cost/Value at 31/03/2025
Cost Centre	Land & Buildings									
200	The Old Courthouse	1994	£55,000	Jaycroft Road, Burnham-om-Sea, TA8 1LE	£1,323,000	£59,000				£59,000
600	The Princess Theatre	not known	£1	Princess Street, Burnham-on-Sea, TA8 1EH	valuation required	£53,116				£53,116
300	Sheds	not known	£1	Broad Wharf Allotments, Highbridge	£9,000	£9,000				£9,000
300	Sheds	not known	£1	Love Lane Allotments, Highbridge	£9,000	£9,000				£9,000
500	Office & Store	not known	£1	Brent rd Cemetery, Burnham-on-Sea	£134,008	£134,008				£134,008
500	Paths	not known	£1	Brent rd Cemetery, Burnham-on-Sea	£48,664	£48,664				£48,664
500	Office & Store	not known	£1	Highbridge Cemetery	£71,474	£71,474				£71,474
500	Office & Store	not known	£1	Burnham-on-Sea Cemetery	£89,343	£89,343				£89,343
	The Old Signal Building	Jul-19	£7,695	Old Station rd		£7,695				£7,695
-	Community Assets									£0
	The Bandstand, Manor Gardens.	not known	£1	Burnham-on-Sea	£1	£8,000				£8,000
210	Victorian Drinking Fountain.	not known	£1	Seaview rd, Burnham-on-Sea	£1	£1				£1
	Water fountain	not known	£6,600	junction of Marine Drive and High Street		£6,600				£6,600
	Highbridge Clock	not known	£14,750	Jubilee Gardens		£14,750				£14,750
	War Memorial	not known	£1	junction of Church Street/Burnham Rd, Highbridge.	£1	£1				£1
300	Allotment land	not known	£1	Love Lane, Burnham-on-Sea	£1	£1				£1
300	Allotment land	not known	£1	Broad Wharf, Walrow, Highbridge	£1	£1				£1
500	Brent Road Cemetery	1997	£1	Brent rd, Burnham-on-Sea	£1	£1				£1
500	Highbridge Cemetery	1886	£1	Highbridge	£1	£1				£1
500	Burnham Cemetery	1886	£1	Burnham-on-Sea	£1	£1				£1
-	Street Furniture									£0
	Stainless steel Notice boards	not known	£4,000	1 x junction of Marine Drive/High St, 1 x Alpha House, Market St, Highbridge		£4,000				£4,000
	Commemorative stones/road signs x 2	not known	£800	Queens Drive		£800				£800
	Flagpole by the Water Feature	Sep-18	£1,000	Piers Street, Burnham-on-Sea		£1,000				£1,000
	Flagpole Highbridge	Nov 2019	£1	Highbridge Town Green		£1				£1
	Cycle stands x 31	not known	£3,500	various locations - see appendix		£3,500				£3,500
	Stone planters x 3	not known	£1,750	Highbridge Town Green		£1,750				£1,750
	Commemorative Stone	2000	£600	Highbridge Town Green		£600				£600
	Seat/Planter	not known	£500	junction of Grange Ave/Church St		£500				£500
	HMS Burnham plaque	2004	£500	Seaview rd, next to jetty.		£500				£500
	Directional Finger Posts on lighting columns	not known	£3,000	Esplanade, Burnham-on-Sea		£3,000				£3,000
	Bus Shelters x 10	not known	£30,000	various locations - see appendix		£30,000				£30,000
	Public Seats	not known	£10,000	various locations - see appendix		£10,000	£3,207	-£1,000	2024	£12,207
	Welcome to Burnham & Highbridge signs x 4	not known	£3,600	Highbridge from West Huntspill, 1 x entering Highbridge		£3,600				£3,600
	Town Clock	not known	£3,000	fixed to bakery shop at the junction of High Street and Highbridge Station		£3,000				£3,000
	You are Here Board Highbridge Station	not known	£4,000	Highbridge Station		£4,000				£4,000
	You Are Here Boards Oxford St Carpark	not known	£4,000	Oxford St carpark & Pier St		£4,000				£4,000
	Highbridge History Board	not known	£1,350	Asda carpark		£1,350				£1,350
	Railway memorabilia - buffers, weather vane, signals, bogie wheels	not known	£3,700	Buffers - top of Pier St, BM carpark. Weather vane - Rd Car Park, 1 Bank Street Car Park entrance, 1 x Newton		£3,700				£3,700
	Railway Heritage signs 7 boards	Sep-20	£3,583			£3,583				£3,583
	2 lighting columns @ £949 each	12/04/15	£1,898			£1,898				£1,898
	8 lighting columns @£979 each	12/04/15	£7,832			£7,832				£7,832
	You are Here board Ritz	08/04/15	£425	Victoria Street, Burnham-on-Sea		£425				£425
	You are Here board Stonehouse Kitchen	08/04/15	£383	High Street, Burnham-on-Sea		£383				£383
	You are Here board Llyods	08/04/15	£331	College Street, Burnham-on-Sea		£331				£331
	You are Here board Biars	08/04/15	£354	Tourist Information Centre, Burnham-on-Sea		£354				£354
	You are Here board B&M	05/05/15	£478	Back wall of B&M Pier Street, Burnham-on-Sea		£478				£478
	You are Here board B&M	05/05/15	£354	Car wash side of B&M Pier street, Burnham-on-Sea		£354				£354
?	20 Flagpoles for 4 flags @ £72.95 each	14/05/15	£1,459			£1,459				£1,459
	Flower basket posts x 16	06/09/15	£3,521	High St & Victoria St		£3,521				£3,521
?	7 Flagpoles for 4 flags @ £72.95 each	02/03/16	£511			£511				£511
	flagpoles x 60	01/04/22	£1	The Old Courthouse, Jaycroft Road		£1				£1
	Union Jack flags x 20	21/03/23	£1,266	The Old Courthouse, Jaycroft Road		£1,266				£1,266
	Motorcycle Ground anchors x 4	15/09/20	£951	Pier St, Burnham-on-Sea		£951				£951
	Bins and benches	01/04/21	£8,395	14 new benches and 2 wheelchair accessible picnic tables,		£8,395				£8,395
	Finger posts	12/11/21	£7,726	various locations - see appendix		£7,726				£7,726
	Self watering planters x 4	15/07/21	£1,391	South Esplanade, near Pilot Hut		£1,391				£1,391
	Seawall Art	23/11/22	£10,000	Burnham seafront		£24,000				£24,000
	Defibrillator	12/03/24	£1,840	YMCA, Huntspill Road, Highbridge, TA9 3DD	£1,840		£1,840			£1,840
	Dog waste bin	14/06/24	£267	alleyway behind St Johns Road, adjacent to Cemetery	£267		£267			£267
	CCTV upgrades	12/09/24	£17,002	Around the towns	£17,002		£17,002			£17,002
-	Furniture & Equipment									£0
200	Furniture contained in the Council Chamber									£0
	D' Shaped mahogany table & 'D' shaped oak 20thC table		£10,000	The Old Courthouse, Jaycroft rd		£10,000				£10,000
	20 microphones for 'D' shaped council table		£3,785	The Old Courthouse, Jaycroft rd		£3,785				£3,785
	Loudspeaker and attenuator	28/01/16	£815	The Old Courthouse, Jaycroft rd		£815				£815
	Projector screen	2017	£600	The Old Courthouse, Jaycroft rd		£600				£600
	Projector	2017	£800	The Old Courthouse, Jaycroft rd		£800				£800

	16 Smoker's box chairs @ £50 each		£800	The Old Courthouse, Jaycroft rd		£800				£800
	2 larger comb back smoker's box chairs @ £800 each		£1,600	The Old Courthouse, Jaycroft rd		£1,600				£1,600
	2 Single lath back chairs @ £100 each		£200	The Old Courthouse, Jaycroft rd		£200				£200
	GWR poster of Burnham on Sea, hung in the Council Chamber. Purchased at auction in 2002.	2002	£1,260	Reception, The Old Courthouse		£1,260				£1,260
	Office furniture									£0
	5 desks with drawer units		£1,500	The Old Courthouse, Jaycroft rd		£1,500				£1,500
	Office desks & stationery cupboard	17/02/2025	£661	The Old Courthouse, Jaycroft rd	£661		£661			£661
	IT equipment									£0
	1 processor, 1 monitor keyboard and mouse (reception)	01/11/19	£900	The Old Courthouse, Jaycroft rd Reception		£900				£900
	Wi-fi wireless range extender and UTM unit	13/11/14	£646	The Old Courthouse, Jaycroft rd Reception		£646				£646
	2 HP laptops - Town Clerk and Training	02/02/21	£932	The Old Courthouse, Jaycroft rd		£932				£932
	Wifi Firewall Draytek	09/07/19	£310	The Old Courthouse, Jaycroft rd		£310				£310
	New TC Mobile	07/04/20	£116	The Old Courthouse, Jaycroft rd		£116				£116
	4 Jabra Headsets	02/02/21	£468	The Old Courthouse, Jaycroft rd		£468				£468
	18 Lenovo Tablets -Cllrs	06/08/21	£3,130	Councillors residences		£3,130				£3,130
	1 laptop RFO	01/05/21	£416	Portable		£416				£416
	1 laptop Deputy Clerk	15/05/21	£315	Portable		£315				£315
	1 laptop Mayor	20/12/22	£249	Mayors residence		£249				£249
	1 HP processor Deputy Clerk	11/04/22	£644	The Old Courthouse, Jaycroft rd Town Clerk office		£644				£644
	1 HP processor Town Clerk	20/06/22	£619	The Old Courthouse, Jaycroft rd Town Clerk office		£619				£619
	1 Lenovo Tower Office Admin	18/06/22	£590	The Old Courthouse, Jaycroft rd Office Admin office		£590				£590
	1 x monitor	27/04/22	£125	The Old Courthouse, Jaycroft rd Reception		£125				£125
	4 x monitors		£400	The Old Courthouse, Jaycroft rd	£400	£400				£400
	1 x Jabra headset RFO	2023	£125	The Old Courthouse, Jaycroft rd	£125	£125				£125
	KOORUI 27 inch FHD computer monitors for RFO x 2	11/09/23	£178	The Old Courthouse	£178	£178				£178
	HP Pro Tower PC i5 desktop computer for RFO	18/09/23	£616	The Old Courthouse	£616	£616				£616
	Fellowes Amaris Laminating Machine A3	31/12/23	£156	The Old Courthouse	£156	£156				£156
	PAT Tester	20/12/24	£357	The Old Courthouse	£357		£357			£357
	HP Pro 290 PC & monitor Estates Manager	04/03/25	£939	The Old Courthouse	£939		£939			£939
410	Rangers									£0
	SIDS x 2	15/10/20	£4,500	The Old Courthouse, Jaycroft rd		£4,500				£4,500
	Handyman's Van,Vauxhall Astra 1.3cdti Club, WV09 XVL	2009	£5,000	The Old Courthouse, Jaycroft rd		£5,000				£5,000
	Makita Drill	2013	£150	The Old Courthouse, Jaycroft rd		£150				£150
	Makita Grinder DGA463	2022		The Old Courthouse, Jaycroft rd	£100	£100				£100
	Makita Driver and battery	21/22/22	£234	The Old Courthouse, Jaycroft rd		£234				£234
	Stihl BG85 Blower	2003		The Old Courthouse, Jaycroft rd	£120	£120				£120
	FS 94 RC Strimmer	2019		The Old Courthouse, Jaycroft rd	£200	£200				£200
	FS 94 RC Strimmer	2019		The Old Courthouse, Jaycroft rd	£200	£200				£200
	FS 91 R Strimmer (hedge cutting Attachment)	2020		The Old Courthouse, Jaycroft rd	£50	£50				£50
	Parkside Petrol Pressure PHDS4A1	2013		The Old Courthouse, Jaycroft rd	£350	£350				£350
	Small Makita Electric jetwasher	2015		The Old Courthouse, Jaycroft rd	£250	£250				£250
	Trailer BR Cem	19/07/21	£1,504	Brent Road Cemeterie		£1,504				£1,504
	Tow Bar for trailer	21/07/21	£380	The Old Courthouse, Jaycroft rd		£380				£380
	Stihl vacuum / leaf blower	21/01/22	£298	The Old Courthouse, Jaycroft rd		£298				£298
	Stihl BR 700 Petrol Backpack Blower	21/12/22	£636	The Old Courthouse, Jaycroft rd		£636				£636
	Weibang Virtue 53 Smp mower - Rangers	26/08/23	£749	The Old Courthouse, Jaycroft rd	£749	£749				£749
	24 v led pure white static string Xmas lights including 24V transformers	10/10/23	£3,226	Robson Electrics	£3,226	£3,226				£3,226
	Makita 18V 165mm Cordless Circular Saw	26/03/24		The Old Courthouse, Jaycroft rd	£125	£125				£125
	Makita 18V LXT SDS Rotary Hammer Drill	26/03/24		The Old Courthouse, Jaycroft rd	£258	£258				£258
	Makita 18V Jigsaw	17/10/24	£158	The Old Courthouse, Jaycroft rd	£158		£158			£158
500	Cemeteries									£0
	CCTV BR and HB	27/05/21	£1,570	Brent Road and Highbridge cemeteries		£1,570				£1,570
	Shoring equipment set of 3 frames & rams & hoses	01/11/09	£2,490	Highbridge		£2,490				£2,490
	46" Rams for shoring	01/12/14	£820	Brent Road		£820				£820
	sets of shoring equipment with one pump and hoses & rams x 2		£4,475	Brent Road		£4,475				£4,475
	Shoring Equipment set of 3 frames and pump, hoses	01/10/19	£2,490	Burnham		£2,490				£2,490
	Stihl HL145 Hedge trimmer ATT for use with strimmer	01/05/17	£225	Highbridge		£225				£225
	Honda Water Pump		£360	Highbridge		£360				£360
	Redwing WS7 water heater	01/01/15	£100	Highbridge		£100				£100
	Metal Box for flammables	01/01/94	£341	Highbridge		£341				£341
	Stiga mowers x 2	28/07/23	£1,000	Highbridge	£1,000	£1,000				£1,000
	Stihl FS91R Strimmer	01/02/24	£408	Highbridge	£408	£408				£408
	Stihl BG86C-E Leafblower	19/09/23	£225	Highbridge	£225	£225				£225
	Stihl FS94RC Grass Strimmer	01/03/20	£353	Highbridge		£353				£353
	8'x4' ground protection boards	01/03/20	£300	Highbridge		£300				£300
	Hayter RZT 420H Ride on Mower	01/07/20	£2,500	Brent Road		£2,500		£-2,500	19/12/2024	£0
	Stiga Mower	13/05/21	£1,083	Brent Road		£1,083				£1,083
	Fire retardant box	01/01/96	£300	Brent Road		£300				£300
	6' Ladder	01/01/96	£120	Brent Road		£120				£120
	8'x4' ground protection boards	01/01/14	£330	Brent Road		£330				£330
	Pair beech coffin trestles	01/01/14	£163	Brent Road		£163				£163
	bird bath	01/09/15	£140	Brent Road		£140				£140
	Lifebuoys & Line	01/02/16	£400	Brent Road		£400				£400
	PPE for chainsaw	01/02/16	£250	Brent Road		£250				£250
	Aluminium Tread Steps	01/01/17	£180	Brent Road		£180				£180
	Stihl FS91 C E Strimmer	05/07/20	£353	Brent Road		£353				£353
	Stihl BG86 CE Blower	05/03/20	£285	Brent Road		£285				£285
	Stihl HL KM 145 Hedge Trimer attachment	08/07/20	£265	Brent Road		£265				£265

	Chainsaw M5 181 16"	02/09/20	£290	Brent Road		£290				£290
	seats x 3		£1,500	Brent Road		£1,500				£1,500
	black granite seat donated		£1	Brent Road		£1				£1
	wooden benches in children's x 2		£1,000	Brent Road		£1,000				£1,000
	wooden arbour in children's		£500	Brent Road		£500				£500
	wooden donated bench on h section		£500	Brent Road		£500				£500
	Stiga Mower multiclip	13/05/21	£542	Brent Road		£542				£542
	Stihl FS70RC-E Strimmer	11/03/24	£299	Brent Road	£299	£299				£299
	wooden donated bench I section		£500	Burnham		£500				£500
	Fire retardant box		£341	Burnham		£341				£341
	Pair Wooden Coffin stools £75		£124	Burnham		£124				£124
	Taskmaster 17' Extension Ladder	01/01/86	£59	Burnham		£59				£59
	Stihl Strimmer FS90CE	05/03/2020	£450	Burnham		£450				£450
	Sthil BG86 Blower	01/07/17	£230	Burnham		£230				£230
	Stihl FS94 C E Strimmer	05/03/20	£353	Burnham		£353				£353
	Stihl HLKM145 Hedge Trimmer	13/11/20	£265	Burnham		£265				£265
	Stiga Mowers	29/10/21	£1,083	Burnham		£1,083				£1,083
	Stihl Strimmer FS400	05/03/2020	£450	Burnham	£450	£450				£450
	Stihl strimmer FS91 Cowhorn	01/02/24	£408	Burnham	£408	£408				£408
	Stihl RM 4RTP Mower	01/02/24	£658	Burnham	£658	£658				£658
	Stihl RM 4RTP Mower	11/03/24	£658	Burnham	£658	£658				£658
	Stihl RM 4RTP Mower	22/05/24	£658	Burnham	£658	£658	£658			£658
	Stihl HLA66 Hedge Trimmer	21/11/24	£249	Brent Road	£249		£249			£249
	Toro ZS4200T Ride On Mower	14/02/25	£3,974		£3,974		£3,974			£3,974
600	Princess Theatre									£0
	Furniture (General)									£0
	40 economy folding tables and 2 large table trolleys	01/11/16	£3,500	The Princess Theatre		£3,500				£3,500
	Community chairs @ Princess	11/03/21	£1,300	The Princess Theatre		£1,300				£1,300
	5 x office chairs & desks		£1,500	The Princess Theatre	£1,500	£1,500				£1,500
	Chest freezer			The Princess Theatre, Quantock Store		£200				£200
	20 x 3m varnished tables	08/04/2024	£1,075	The Princess Theatre	£1,075		£1,075			£1,075
	new sink - Green Room	30/08/2024	£3,345	The Princess Theatre	£3,345		£3,345			£3,345
	Bar Furniture									£0
	2 x tub chairs		£526	The Princess Theatre		£526				£526
	5 x 3ft round tables		£745	The Princess Theatre		£745				£745
	2 x wooden coffee tables		£150	The Princess Theatre	£150	£150				£150
	Bar Equipment/Café Equipment									£0
	3 sliding door fridges		£1,224	The Princess Theatre		£1,224				£1,224
	Wine Cooler Fridge		£150	The Princess Theatre	£150	£150		-£150	29/08/2024	£0
	Till		£200	The Princess Theatre	£200	£200				£200
	Kitchen									£0
	1 commercial microwave oven		£599	The Princess Theatre		£599				£599
	3 stainless steel tables		£1,150	The Princess Theatre		£1,150				£1,150
	2 x stainless steel trolleys		£300	The Princess Theatre		£300				£300
	1x 6 burner range cooker		£1,231	The Princess Theatre		£1,231				£1,231
	1 electric bain marie oven		£952	The Princess Theatre		£952				£952
	1 stainless steel extractor canopy and extractor fan		£5,250	The Princess Theatre		£5,250				£5,250
	2 stainless steel wall mounted cabinets		£646	The Princess Theatre		£646				£646
	1 stainless steel freezer		£810	The Princess Theatre		£810		-£810	12/02/2025	£0
	1 stainless steel fridge		£769	The Princess Theatre		£769				£769
	1 commercial dishwasher	01/10/19	£2,000	The Princess Theatre		£2,000				£2,000
	Chest freezer		£200	The Princess Theatre	£200	£200				£200
	Beko Fridge		£200	The Princess Theatre	£200	£200				£200
	Water Boiler		£100	The Princess Theatre	£100	£100				£100
	Café furniture & equipment	05/04/24	£1,380	The Princess Theatre	£1,380		£1,380			£1,380
	drinks fridge	29/08/24	£480	The Princess Theatre	£480		£480			£480
	upright freezer	12/02/25	£581	The Princess Theatre	£581		£581			£581
	Cleaning Equipment									£0
	Fogger	31/01/21	£300	The Princess Theatre		£300				£300
	Dispensers	31/01/21	£210	The Princess Theatre		£210				£210
	Hand dryers x 4		£1,600	The Princess Theatre	£1,600	£1,600				£1,600
	Office Equipment									£0
	Dell Monitor 24 inch	28/09/22	£147	The Princess Theatre		£147				£147
	USB Speakers Logitech Z 120 USB	28/09/22	£17	The Princess Theatre		£17				£17
	Vostro 3710 Tower	28/09/22	£558	The Princess Theatre		£558				£558
	Web cam Microsoft life cam HD 3000	28/09/22	£47	The Princess Theatre		£47				£47
	Jaba Evolve Headset	18/10/22	£128	The Princess Theatre		£128				£128
	1 laptop/footfall monitor	03/02/17	£668	The Princess Theatre		£668				£668
	1 processor, 1 monitor keyboard and mouse		£1,000	The Princess Theatre		£1,000				£1,000
	1 wfh laptop	31/03/20	£400	The Princess Theatre		£400				£400
	Office Hardrive	01/03/19	£864	The Princess Theatre		£864				£864
	2 processor, screen and keyboard		£1,000	The Princess Theatre		£1,000				£1,000
	1 laptop tech	22/01/21	£358	The Princess Theatre		£358				£358
	2 laptops	30/04/21	£832	The Princess Theatre		£832				£832
	1 laptop	01/05/21	£416	The Princess Theatre		£416				£416
	2 Jabra headsets	02/02/21	£238	The Princess Theatre		£238				£238
	4 x 2 way radios	23/11/23	£492	The Princess Theatre	£492	£492				£492
	Conference/Gallery Equipment									£0
	Classic Hanging system		£533	The Princess Theatre		£533				£533

	Picture hanging system	22/02/21	£650	The Princess Theatre		£650				£650
	42" TV screen & legs	15/01/21	£500	The Princess Theatre		£500				£500
	Wall mounted Evac Chair	21/03/23	£722	The Princess Theatre	£722	£722				£722
	Defibrillator	23/10/23	£1	The Princess Theatre	£2,205	£2,205				£2,205
	Theatre									£0
	Stage Tab Curtains	22/02/21	£1,655	The Princess Theatre		£1,655				£1,655
	Stage White Cyc	22/02/21	£434	The Princess Theatre		£434				£434
	Stage Black Tabs	22/02/21	£690	The Princess Theatre		£690				£690
	AV Projector & Lens	22/02/21	£9,975	The Princess Theatre		£9,975				£9,975
	Bluray player	22/02/21	£355	The Princess Theatre		£355				£355
	AV Splitter	22/02/21	£692	The Princess Theatre		£692				£692
	Electric Screen	22/02/21	£1,153	The Princess Theatre		£1,153				£1,153
	Video Show Relay - donation	22/02/21	£1,000	The Princess Theatre		£1,000				£1,000
	Cables and adapters		£150	The Princess Theatre		£150				£150
	Small portable projector		£700	The Princess Theatre		£700				£700
	FOH comms		£50	The Princess Theatre		£50				£50
	Theatre retractable seating		£67,950	The Princess Theatre		£67,950				£67,950
	Stage Blacks		£2,940	The Princess Theatre		£2,940				£2,940
	Drapes - stage legs, stage borders	08/08/24	£1,262	The Princess Theatre	£1,262		£1,262			£1,262
	Theatre Sound and Lighting									£0
	2 pro-max speakers		£1,736	The Princess Theatre		£1,736				£1,736
	2 FBT active speakers			The Princess Theatre						£0
	Theatre lighting - including dimmers	01/04/15	£10,749	The Princess Theatre		£10,749				£10,749
	Mics, DI Boxes and accessories			The Princess Theatre						£0
	Digital Audio Mixing Desk	09/10/15	£1,333	The Princess Theatre		£1,333				£1,333
	CD Player (rack)	10/02/21	£135	The Princess Theatre		£135				£135
	Audio equipment			The Princess Theatre						£0
	AR2412 Stage Sound Box	15/02/21	£800	The Princess Theatre		£800				£800
	PA	15/02/21	£2,140	The Princess Theatre		£2,140				£2,140
	Stage cables			The Princess Theatre						£0
	Audio Show Relay			The Princess Theatre						£0
	PT Control Desk	28/07/21	£2,000	The Princess Theatre		£2,000				£2,000
	Mic Boom stand and wiring	17/06/21	£428	The Princess Theatre		£428				£428
	Peavey 1500w Stereo Amplifier	24/04/24	£140	The Princess Theatre	£140		£140			£140
	Audio belt pack	24/04/24	£174	The Princess Theatre	£174		£174			£174
	Sub-woofer speakers	13/08/24	£1,498	The Princess Theatre	£1,498		£1,498			£1,498
	Box Office Equipment									£0
	2 tablets	31/10/20	£360	The Princess Theatre		£360				£360
	PDQ/ticket Scanners	31/10/20	£510	The Princess Theatre		£510				£510
	Poster Frames	31/11/20	£751	The Princess Theatre		£751				£751
	Advertising Monitor	31/11/20	£150	The Princess Theatre		£150				£150
	Flat screen display	30/04/21	£510	The Princess Theatre		£510				£510
	Building Hardware									£0
	Auto doors	15/02/21	£9,387	The Princess Theatre		£9,387				£9,387
	Fire Alarm	01/02/21	£5,040	The Princess Theatre		£5,040				£5,040
	CCTV System PVR & 7 x cameras	2019	£470	The Princess Theatre		£470				£470
	Large multiple purpose waste bin			The Princess Theatre		£600				£600
	General Tools	01/10/21	£500	The Princess Theatre		£500				£500
	Rutland Renewables solar panels	16/08/23	£9,700	The Princess Theatre		£9,700				£9,700
										£0
-	Civic regalia									£0
	Mayor Chain of Office & Mayoress Badge of Office		£7,195		£15,100	£15,100				£15,100
	Deputy Mayor's badge of office	1/05/2000	£725		£3,000	£3,000				£3,000
	Deputy Mayors pendant	2/09/2024	£1,697		£1,697		£1,697			£1,697
										£0
-	Assets considered to be portable, attractive or of community significance.									£0
	Framed Ensign "HMS Burnham" presented by T.S Dulverton 21 October 2005		£1	The Old Courthouse, Jaycroft rd		£1				£1
										£0
-	Long term investments, shares and loans made by BOSHTC									£0
	None									£0
										£0
-	Assets held on trust									£0
	None									£0
										£0
										£0
	INTANGIBLE FIXED ASSETS		£0			£0				£0
	TOTAL ASSETS & INVESTMENTS					£923,911	£40,944	-£4,460		£960,395

GRANT APPLICATION FORM



Please ensure that you have read the Grants Policy and Procedure prior to completing your application.

Please complete all aspects of the form, incomplete forms will not be considered.

GRANT APPLICATION SUMMARY

Name of organisation	Burnham Heritage Group
Category of organisation	Unincorporated Association
Amount of funding previously awarded since 2019	£2,650
Total number of applications to date	3
Type of funding requested on this application	Revenue
Total cost of this project	£1,200
Amount requested on this application	£650
Total number of residents estimated to benefit from the grant	1,000

GRANT APPLICATION DETAILS

Type of organisation	Unincorporated Association
Please provide charity number, Company registration number or details if other:	

What is the current membership?

Adults: 6

Children:

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

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 is well known to the Town Council for its work celebrating, as the group name indicates, the heritage of Burnham & Highbridge, primarily by installations & publishing, chiefly in the form of booklets, leaflets & postcards, a source of visitor information & contributor to the attractiveness of Burnham as a holiday destination.

Type of grant applied for:

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?

GRANT APPLICATION FORM

It is likely that VE day 2025, the 80th anniversary, will be the last to be celebrated with combat veterans still alive. BHC intends to publish a booklet linked to this occasion, which therefore needs to be ready before May 8th. Material has been collected & design is complete. It needs only the remaining money for printing to go ahead.

Although WWII ended in Europe 80 years ago it remains of significant public interest & remembrance of the fallen.

Who will benefit from the project?

Young people, unemployed people, older people, people with disabilities, people with low income, ethnic or minority groups, others?

The general public. BHC publications are principal sources of information about Burnham for visitors and residents of all ages & a contributor to business in the town.

If you have selected "others" please specify

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

1,000 booklets should influence more than 1,000 people.

How will they benefit?

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...

BHC has consistently monitored uptake of its publications, chiefly through the tourist information office, & will do so in this case.

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

As soon as possible and particularly in time to publish well before VE Day on May 8th.

Total project cost:

£1,200

How much grant money are you requesting?

£650

What will this money be spent on? (include costings)

Booklet printing

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)

Own funds

Any other funding applied for?

GRANT APPLICATION FORM

Most recent approved accounts summary

Opening balance: £5,018

Total income: £4,045

Total expenditure: £4,026

Closing balance: £5,037

Date of accounts: Dec 2024

Report for councillors: Purchase of New Bowser

Issued to: Finance and Governance Committee –
24th March 2025

1. Purpose of Report

For the Finance and Governance Committee to consider quotations and agree to purchase a water bowser for use by the Estates team.

2. Background

As part of the fleet of vehicles required to maintain the Town Councils Estates and open spaces, a bowser is required in preparation of the new services being provided by the Town Council in April, due to the devolution.

The Town Council agreed to take on the provision of floral displays throughout Burnham and Highbridge. During the summer season, the floral displays will require regular watering, the number of times watering required is dependent on the weather and how warm summer is. Watering starts in April/May (weather dependent) and continues to September/October.

3. Financial Implications

Quotations have been obtained from various suppliers for a water bowser.



Quotes	Vehicle	Price Inc VAT	Other Costs Inc VAT	Total Cost Inc VAT
A Delivery 10-14 days	1125 litre highway flower watering bowser	£4,320.00	<ul style="list-style-type: none"> Rear chevron board with flashing beacons £964.00 Delivery £300.00 Watering lance £97.15 	£5,682
B Delivery 2 – 3 weeks	1125 litre highway flower watering bowser	£4,320.00	<ul style="list-style-type: none"> Rear chevron board with flashing beacons £964.00 Delivery £300.00 Watering lance £97.15 	£5,682
C Delivery 1-2 weeks	1125 litre highway flower watering bowser	£4,320.00	<ul style="list-style-type: none"> Rear chevron board with flashing beacons £804.00 Delivery £318.00 Watering lance £100.80 	£5,543

Additional Requirements

Additional consideration will need to be given to the following:

Sign Writing £300.00

Total £300.00

4. Recommendation

The recommendation is to purchase a bowser, accepting quote C at a cost of £5,543 and £300.00 for additional requirements to be allocated from the Estates Vehicle Replacement as prepayment.