

FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS
Web: www.filtontowncouncil.gov.uk E-mail: lesley.reuben@filtontowncouncil.gov.uk
Town Clerk : Lesley Reuben
Tel: 01454 866698

Finance Committee – All Town Council Members
4th January 2018

Dear Member

A meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** will be held on **Tuesday 9th January 2018 at 7.p.m.** in the **Doug Daniels Pavilion, Elm Park, Filton BS34 7PS**

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L.A. Reuben', followed by a small dot.

L.A.Reuben
Town Clerk.

A G E N D A

1. Apologies for Absence
2. Declarations of Interest
3. Presentation from Mark Davies- CCLA Public Sector Deposit Fund
4. To approve the Minutes of the meeting held 14th November 2017 (*pages 1-2*)
5. Matters of report arising from the minutes not otherwise covered by the Agenda
6. Public Questions – none received
7. Precept Requirement – revised budget figures 2018/19 (*Appendix 1*)
8. Managers reports:-
 - i) Leisure Centre Manager (*pages 3-4*)
 - ii) Grounds and Maintenance Manager (*page 5*)
 - iii) Bar Report (*page 6*)
 - iv) Town Clerk – The Hatch (*verbal update*)
9. Income and Expenditure Reports – *November 2017 (pages 7-15)*
10. Balance Sheet – for information (*pages 16-17*)
11. Planning Applications:-
 - i) Feedback to date (*page 18*)
 - ii) Current Planning Applications 2018 (*page 19*)
- 12. Confidential Session – public to be excluded**
 1. Letter from solicitor (*Appendix 2*)

Minutes of the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE (and Planning)** held on Tuesday 14th November 2017 in the **Doug Daniels Pavilion, Elm Park, Filton**

Present: Cllrs: - D. Collins (Chair), K. Briffett, A. Kenyon, A. Monk, E. Seymour, R. Taylor & J. Tucker,

ALSO PRESENT: B. Morgan (Town Council Support Officer), L. Reuben (Town Clerk)

APOLOGIES: Cllrs: - A. Doyle, B. Mead, I. Scott & J. Ward

1315. APOLOGIES FOR ABSENCE: Apologies were noted.

1316. DECLARATION OF INTEREST: Cllr K Briffett declared a personal interest in Conygre House.

1317. MINUTES: The minutes of the meeting held Tuesday 10th October 2017 were approved as an accurate record.

1318. MATTERS OF REPORT ARISING FROM THE MINUTES NOT COVERED ON AGENDA: Southern Brooks Breakdown brought up, explained at last full council meeting. Accountant report on **1310**. Brought up questions of overspend on wages and expenditure of Filton Festival. Clerk will pass on to accountant for clarification and circulate response.

1319. PUBLIC QUESTIONS: There were none received.

1320. MANAGERS' REPORTS: Managers reports noted,
i) Typo from last report persisted, will be passed onto Leisure Centre Manager. Requested that abbreviations be expanded. (DBS etc.)

1321. ANNUAL RETURN 2017 – EXTERNAL AUDIT REPORT (APPENDIX 1): Clerk explained that date change highlighted in last meeting has affected many Town and Parish Councils. Noted for next year's audit.

1322. INCOME AND EXPENDITURE REPORTS: see **1318**.

1323. BALANCE SHEET: Noted.

1324. DISABLED ROUNDABOUT: Disabled access roundabout - play area in need of repair/replacement, quoted £5000 to replace, £2000 to fit. Council office to look for grant funding, while S. Glos Councillors will discuss their funding, motion passed to use above and finances set aside by accountants to fund replacement, with aim to begin process by Spring 2018.

1325. PRESENTATION OF BUDGET AND PRECEPT REQUIREMENT 2018/19:
First draft for information only, to be prepared for next full council meeting.

1326. PLANNING APPLICATIONS: Proposal to establish planning in a different format. Time restricted before current finance meetings and doing planning on a different day with smaller group suggested. Talk of separating/creating space for staffing issues. Motion to be put to next meeting, seconded and decided (nemcom)

i) Feedback to date - 10th November 2017

F.3556 - 114 Lower House Crescent Filton Bristol South Gloucestershire BS34 7DL - Demolition of existing rear lean-to extension and erection of single storey rear extension to form additional living accommodation. *Approve with Conditions*

F.3564 - Airbus Gloucester Road North Filton Bristol South Gloucestershire BS34 7PY - Erection of security kiosk and vehicle barriers, stationing of modular building to form office and alteration to car parking area. *Approve with Conditions*

F.3570 - 53 Shellard Road Filton Bristol South Gloucestershire BS34 7LX: Application for a certificate of lawfulness for the proposed installation of a dormer. *Refusal*

5 Nutfield Grove Filton Bristol South Gloucestershire BS34 7LJ - Erection of rear conservatory - *Approve with Conditions*

F.3569 - 6 Stanley Crescent Filton Bristol South Gloucestershire BS34 7NH: Erection of single storey and two storey rear extension to provide additional living accommodation. *Approve with Conditions*

F.3572 - 79 Wallscourt Road Filton Bristol South Gloucestershire BS34 7NP: Erection of single and two storey side extension to form 1 no. dwelling and associated works. - *Approve with Conditions*

Flat King George Vi Filton Avenue Filton South Gloucestershire - Alterations to existing first and second floors to form 4no flats - *Approve with Conditions*

18 Conygre Grove Filton Bristol South Gloucestershire BS34 7DN - Demolition of existing garage and erection of two storey side extension and single storey rear extension to form annex ancillary to the main dwelling (Amendment to previously approved scheme PT16/5540/F). - *Approve with Conditions*

F.3573 - Conygre House Conygre Road Filton Bristol South Gloucestershire BS34 7DD - Conversion of part of existing building to form 1no. dwelling with new bin and cycle storage area. - *Approve with Conditions*

ii) Current Planning Applications: See Attached.

The Chair closed the meeting at 8:29pm

FSLC report January 2018:

Team summary:

- Supervisors – No concerns, the new Leisure supervisor has settled really well into the job role.
- Lifeguards – We still have two full time lifeguard roles vacant. We are awaiting 3 new lifeguards to start in October (awaiting DBS checks) We have 3 new zero hour lifeguards started.
- Reception – No concerns.
- Swimming team – The new supervisors and Administrator have now settled in and are looking at changes and improvements to the Swim School. One of the main areas tasked is communication with parents of our learners, as well as areas we can generate extra income.

Training & Development:

- We are planning lots of CPDS for our teachers as well as various courses to help out staff members.

New Developments:

- We have been contacted by the National Autistic Society in regards them hosting their Super Swimmers Academy here at Filton. We are pleased that they have chosen us to now be one of their training centres. This starts 9th January 2018.
- We are currently reviewing opening times to see if there are areas we can decrease staff usage and save money on the budget.
- We are looking into a new system to manage our swimming school bookings. CoursePro will give the swimming teachers the ability to manage their classes from the pool side, this includes recording stages, levels and awarding badges. This system also enables us as operators to communicate with parents via email, and gives the parents their own online hub to pay for lessons, re-book their children and to email us directly. This would also reduce the queues and large numbers of parents in our reception area. This would cost approximately £2,000 per year. I am happy to discuss in more detail with the council.
- We are looking at ideas to possibly change/renovate the 5 a side courts due to the lack of use. Ideas will be included in next month's report.

Events & Operations:

- There will be an offer on our softplay throughout the winter to encourage parents and children in there when the weather is inclement.
- We hosted a new Gala on 10th December in memory of Judith Bush who sadly passed away last year. This was a really successful event and was well attended and raised money for Southmead Hospital. This will now be an annual event. A write up of this event will be included in January's Filton Voice.

Scott Fessey
Leisure Centre Manager

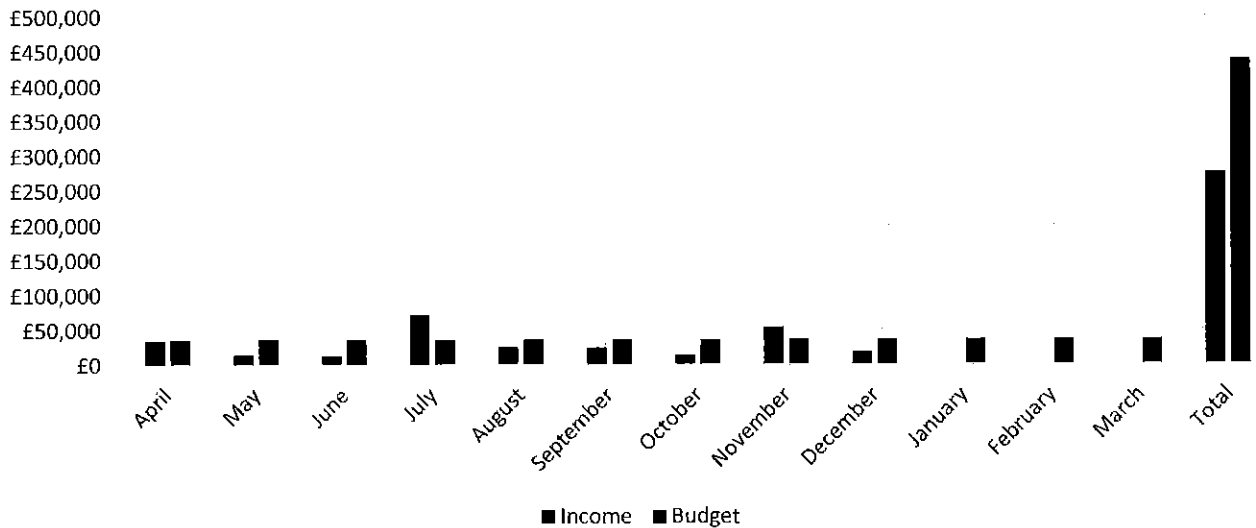
FSLC report January 2018:

***Till income vs budget:**

2017/2018	P1	P2	P3	P4	P5	P6
Till Income	£35,936	£15,032	£14,409	£71,896	£25,876	£25,304
Budget	£36,591	£36,591	£36,591	£36,591	£36,591	£36,591
Cumulative Income	£35,936	£50,968	£65,377	£137,273	£163,149	£188,453
Cumulative Budget	£36,591	£73,182	£109,773	£146,364	£182,955	£219,546
Difference	£655	£22,214	£-44,396	£-9,091	£-19,806	£-31,093

	P7	P8	P9	P10	P11	P12
Till Income	£14,395	£54,673	£18,880			
Budget	£36,591	£36,591	£36,591	£36,591	£36,591	£36,591
Cumulative Income	£202,488	£257,161	£276,041			
Cumulative Budget	£256,137	£292,728	£329,319	£365,910	£402,501	£439,092
Difference	£-53,649	£-35,567	£-53,278			

Income V Budget



* Does not include any BACS payments

*Does not include money transferred for lessons from 2015/16

GROUNDS AND MAINTENANCE REPORT DECEMBER 2017

Pleased with this month's job figures but there is always room for improvement. The jobs that were done by the sub- contractors were specialised jobs that we could not take on .Also the jobs that were over were due to parts

JOBS 38

MAINTENANCE 10 = 26%

GROUNDS 8 = 21%

LEISURE CENTER 15 = 40%

RATEPAYERS 3 = 8%

OFFICE 2 = 5%

ON TIME 36 = 94%

OVER 2 = 6%

IN HOUSE 34 = 89%

SUB- CONTRACTORS 4 = 11%

TRAINING

We will be sending two members of staff on a tree inspection course in February at Ashton Court .The course will enable the staff to be more aware of the condition of trees around the site and the best way forward to treat them. This will save us using some of the sub- contractors for this work.

We also had a great response to our plant room training for staff .The feedback for the event was well received and has proved valuable to the staff.

CHRISTMAS SHUT DOWN

We were able to use the Christmas shut down to work on areas of the Leisure Centre along with the Leisure Centre staff. The work was finished on time and kept in house.

FUTURE JOBS

We have a repair to the barrier commencing this month and we are also having quotes for the car park to be re painted .I will keep the council informed on the progress of this work

Many thanks for the continued support of the council and Town Clerk

Neil Palmer

Grounds and Maintenance Manager

Filton Town Council

Bar report – 1st December-31ST

1 STAFFING

Staff have worked very well over the Christmas period as a team, New Years Eve went very well all staff worked hard.

2 INCOME& EXPENDITURE

Bar income for December is looking good with £15,493.58 being taken behind the bar to date not as much as last year but not so many functions this year? Overall though for the whole year the Ratespayers has taken £23,889.56 more over the Bar than 2016 Income and Expenditure still remains under control and under budget.

3 PROMOTIONS & EVENTS

New Years Eve was a great success with £740.00 worth of tickets being sold which covers Disco Raffle Buffet etc which is great "Nye Raffle raised £87.05 this year for Great western air ambulance which is fantastic.

Kind Regards

Bar Manager

Debra Holman

3:55 PM

Summary Income & Expenditure by Budget Heading 30/11/2017

Month No : 8

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
101 Leisure Centre - General	Expenditure	50,950	433,987	626,468	192,481		192,481	69.3 %
	Income	2,353	18,802	31,700	-12,898			59.3 %
102 Leisure Centre - Swimming Pool	Expenditure	4,987	57,357	107,850	50,493		50,493	53.2 %
	Income	53,620	287,304	392,800	-105,496			73.1 %
103 Leisure Centre - Pool Vending	Income	176	1,267	1,800	-533			70.4 %
104 Leisure Centre - Bar	Expenditure	11,372	90,285	151,405	61,120		61,120	59.6 %
	Income	13,486	107,432	175,800	-68,368			61.1 %
105 Leisure Centre - Indoor Sports	Expenditure	1,009	9,664	23,500	13,836		13,836	41.1 %
	Income	1,056	7,700	12,800	-5,100			60.2 %
106 Leisure Centre - Outdoor Sport	Expenditure	0	799	3,000	2,201		2,201	26.6 %
	Income	977	3,946	9,100	-5,154			43.4 %
201 Playing Fields	Expenditure	-152	1,304	4,250	2,946		2,946	30.7 %
	Income	0	0	65	-65			0.0 %
202 Play Areas	Expenditure	0	365	2,500	2,135		2,135	14.6 %
203 Millennium Green	Expenditure	0	504	500	-4		-4	100.8 %
	Income	0	0	1,500	-1,500			0.0 %
204 Allotments	Expenditure	173	320	775	455		455	41.3 %
	Income	21	820	1,600	-780			51.2 %
301 Roads & Highways	Expenditure	0	1,542	3,200	1,658		1,658	48.2 %
302 Community Development	Expenditure	0	19,888	34,300	14,413		14,413	58.0 %
	Income	0	1,714	2,500	-786			68.6 %
801 Corporate Management	Expenditure	-517	-4,133	11,900	16,033		16,033	-34.7 %
802 Democratic Rep'n & Mgmt	Expenditure	0	6,930	9,100	2,170		2,170	76.2 %
803 Civic Expenses	Expenditure	50	50	950	900		900	5.3 %
901 Central Services	Expenditure	9,975	99,248	145,686	46,438		46,438	68.1 %
	Income	0	517	2	515			25842.8 %
902 Outside Services	Expenditure	8,247	67,315	101,150	33,835		33,835	66.6 %
	Income	0	0	4,800	-4,800			0.0 %
998 Precept & Interest	Income	1	667,678	668,170	-492			99.9 %
909 Capital & Projects	Expenditure	0	32,001	41,103	9,102		9,102	77.9 %
	Income	0	1,500	0	1,500			0.0 %

Continued on Page 2

Summary Income & Expenditure by Budget Heading 30/11/2017

Month No : 8

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
INCOME - EXPENDITURE TOTALS	Expenditure	86,094	817,427	1,267,637	450,210	0	450,210	64.5 %
	Income	71,689	1,098,680	1,302,637	-203,957			84.3 %
	Net Expenditure over Income	14,405	-281,253	-35,000	246,253			

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101	Leisure Centre - General						
4001	40,291	338,300	485,643	147,343		147,343	69.7 %
4003	0	1,238	1,700	462		462	72.8 %
4006	356	1,161	1,500	339		339	77.4 %
4008	133	268	1,000	732		732	26.8 %
4011	5,565	40,185	61,850	21,665		21,665	65.0 %
4012	112	1,230	2,500	1,270		1,270	49.2 %
4014	0	850	4,000	3,150		3,150	21.2 %
4015	258	2,400	8,000	5,600		5,600	30.0 %
4016	216	3,021	4,000	979		979	75.5 %
4017	83	741	1,200	459		459	61.7 %
4018	431	4,435	5,800	1,365		1,365	76.5 %
4021	73	329	1,200	871		871	27.4 %
4023	0	493	1,000	507		507	49.3 %
4025	1,601	12,309	12,000	-309		-309	102.6 %
4030	0	944	500	-444		-444	188.8 %
4032	0	2,525	3,500	975		975	72.1 %
4035	379	4,341	7,000	2,659		2,659	62.0 %
4036	277	8,340	9,500	1,160		1,160	87.8 %
4038	202	5,737	7,500	1,763		1,763	76.5 %
4040	356	1,888	2,500	612		612	75.5 %
4042	369	369	0	-369		-369	0.0 %
4051	190	2,739	4,500	1,761		1,761	60.9 %
4115	0	75	75	0		0	100.0 %
4992	0	-782	0	782		782	0.0 %
	50,892	433,137	626,468	193,331	0	193,331	69.1 %
Leisure Centre - General :- Expenditure							
4103	58	850	0	-850		-850	0.0 %
	58	850	0	-850	0	-850	
Leisure Centre - General :- Direct Expenditure							
1001	0	-1,315	0	-1,315			0.0 %
1010	484	2,434	4,000	-1,566			60.9 %
1011	656	4,533	4,500	33			100.7 %
1013	5	53	100	-47			53.0 %
1054	1,104	10,979	22,500	-11,521			48.8 %
1080	103	2,118	600	1,518			352.9 %
	2,353	18,802	31,700	-12,898			59.3 %
Leisure Centre - General :- Income							
Net Expenditure over Income	48,598	415,185	594,768	179,583			

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
102	Leisure Centre - Swimming Pool						
4008	380	2,595	3,000	405		405	86.5 %
4010	0	104	250	146		146	41.6 %
4012	1,104	6,822	13,000	6,178		6,178	52.5 %
4014	2,244	11,677	28,000	16,323		16,323	41.7 %
4015	604	13,761	35,000	21,239		21,239	39.3 %
4017	0	709	1,200	491		491	59.1 %
4024	0	359	400	41		41	89.8 %
4036	0	946	500	-446		-446	189.2 %
4040	0	1,605	2,000	395		395	80.3 %
4041	0	386	0	-386		-386	0.0 %
4042	258	10,593	10,000	-593		-593	105.9 %
4120	0	2,414	5,000	2,586		2,586	48.3 %
4125	212	1,873	1,000	-873		-873	187.3 %
Leisure Centre - Swimming Pool :- Expenditure	4,802	53,844	99,350	45,506	0	45,506	54.2 %
4103	185	3,513	8,500	4,987		4,987	41.3 %
Leisure Centre - Swimming Pool :- Direct Expenditure	185	3,513	8,500	4,987	0	4,987	41.3 %
1012	71	1,771	2,500	-729			70.8 %
1020	4,154	49,044	108,000	-58,956			45.4 %
1021	43,399	192,625	200,000	-7,375			96.3 %
1022	2,101	7,185	15,000	-7,815			47.9 %
1023	2,918	7,074	21,500	-14,426			32.9 %
1024	560	5,930	13,000	-7,070			45.6 %
1025	63	987	6,000	-5,013			16.5 %
1026	225	16,939	14,000	2,939			121.0 %
1027	274	3,604	6,000	-2,396			60.1 %
1028	5	2,778	6,200	-3,422			44.8 %
1080	0	0	600	-600			0.0 %
1099	-149	-635	0	-635			0.0 %
Leisure Centre - Swimming Pool :- Income	53,620	287,304	392,800	-105,496			73.1 %
Net Expenditure over Income	-48,633	-229,947	-284,950	-55,003			
103	Leisure Centre - Pool Vending						
1030	176	1,267	1,800	-533			70.4 %
Leisure Centre - Pool Vending :- Income	176	1,267	1,800	-533			70.4 %
Net Expenditure over Income	-176	-1,267	-1,800	-533			

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
104	<u>Leisure Centre - Bar</u>						
4001	5,764	46,401	70,355	23,954		23,954	66.0 %
4006	0	248	550	302		302	45.1 %
4032	0	0	100	100		100	0.0 %
4036	0	565	2,000	1,435		1,435	28.2 %
4038	0	305	350	45		45	87.1 %
4040	0	12	400	388		388	2.9 %
4041	949	4,093	5,000	907		907	81.9 %
4051	82	563	700	137		137	80.4 %
4060	200	800	1,200	400		400	66.7 %
4104	0	51	600	549		549	8.5 %
4110	300	300	2,500	2,200		2,200	12.0 %
4115	320	482	900	418		418	53.5 %
4116	106	552	1,000	448		448	55.2 %
	7,721	54,371	85,655	31,284	0	31,284	63.5 %
	Leisure Centre - Bar :- Expenditure						
4101	3,401	32,342	60,750	28,408		28,408	53.2 %
4102	250	3,573	5,000	1,427		1,427	71.5 %
	3,651	35,914	65,750	29,836	0	29,836	54.6 %
	Leisure Centre - Bar :- Direct Expenditure						
1001	0	7,704	16,800	-9,096			45.9 %
1031	140	926	2,400	-1,474			38.6 %
1032	0	177	500	-323			35.4 %
1040	12,327	88,027	140,000	-51,973			62.9 %
1041	692	5,994	12,500	-6,506			48.0 %
1049	298	2,554	3,600	-1,046			71.0 %
1056	22	1,709	0	1,709			0.0 %
1099	7	342	0	342			0.0 %
	13,486	107,432	175,800	-68,368			61.1 %
	Leisure Centre - Bar :- Income						
	-2,114	-17,147	-24,395	-7,248			
	Net Expenditure over Income						
105	<u>Leisure Centre - Indoor Sports</u>						
4014	1,009	8,446	17,000	8,554		8,554	49.7 %
4036	0	1,218	5,000	3,782		3,782	24.4 %
4038	0	0	1,000	1,000		1,000	0.0 %
4040	0	0	500	500		500	0.0 %
	1,009	9,664	23,500	13,836	0	13,836	41.1 %
	Leisure Centre - Indoor Sports :- Expenditure						
1050	203	1,189	3,500	-2,311			34.0 %
1051	590	4,491	7,200	-2,709			62.4 %
1052	263	1,892	2,000	-108			94.6 %

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1053 SKITTLE ALLEY	0	128	100	28			128.0 %
Leisure Centre - Indoor Sports :- Income	1,056	7,700	12,800	-5,100			60.2 %
Net Expenditure over Income	-47	1,964	10,700	8,736			
<u>106 Leisure Centre - Outdoor Sport</u>							
4014 ELECTRICITY	0	799	3,000	2,201		2,201	26.6 %
Leisure Centre - Outdoor Sport :- Expenditure	0	799	3,000	2,201	0	2,201	26.6 %
1060 GRASS INCOME	913	3,802	8,000	-4,198			47.5 %
1061 OUTSIDE COURTS	63	112	1,000	-888			11.2 %
1063 Petanque Income	0	31	100	-69			31.3 %
Leisure Centre - Outdoor Sport :- Income	977	3,946	9,100	-5,154			43.4 %
Net Expenditure over Income	-977	-3,147	-6,100	-2,953			
<u>201 Playing Fields</u>							
4001 SALARIES & WAGES	-257	-257	0	257		257	0.0 %
4012 WATER RATES	105	1,561	2,000	439		439	78.0 %
4037 GROUNDS MAINTENANCE	0	0	2,250	2,250		2,250	0.0 %
Playing Fields :- Expenditure	-152	1,304	4,250	2,946	0	2,946	30.7 %
1001 RENT RECEIVED	0	0	65	-65			0.0 %
Playing Fields :- Income	0	0	65	-65			0.0 %
Net Expenditure over Income	-152	1,304	4,185	2,881			
<u>202 Play Areas</u>							
4037 GROUNDS MAINTENANCE	0	64	1,500	1,436		1,436	4.3 %
4042 EQUIPMENT MAINTCE	0	301	1,000	699		699	30.1 %
Play Areas :- Expenditure	0	365	2,500	2,135	0	2,135	14.6 %
Net Expenditure over Income	0	365	2,500	2,135			
<u>203 Millennium Green</u>							
4037 GROUNDS MAINTENANCE	0	504	500	-4		-4	100.8 %
Millennium Green :- Expenditure	0	504	500	-4	0	-4	100.8 %
1001 RENT RECEIVED	0	0	1,500	-1,500			0.0 %
Millennium Green :- Income	0	0	1,500	-1,500			0.0 %
Net Expenditure over Income	0	504	-1,000	-1,504			

Month No : 8

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
204	Allotments							
4012	WATER RATES	173	320	250	-70		-70	128.0 %
4013	RENT	0	0	275	275		275	0.0 %
4037	GROUNDS MAINTENANCE	0	0	250	250		250	0.0 %
	Allotments :- Expenditure	173	320	775	455	0	455	41.3 %
1001	RENT RECEIVED	21	820	1,600	-780			51.2 %
	Allotments :- Income	21	820	1,600	-780			51.2 %
	Net Expenditure over Income	152	-500	-825	-325			
301	Roads & Highways							
4080	STREET CARE (ex S Glos)	0	1,542	3,200	1,658		1,658	48.2 %
	Roads & Highways :- Expenditure	0	1,542	3,200	1,658	0	1,658	48.2 %
	Net Expenditure over Income	0	1,542	3,200	1,658			
302	Community Development							
4700	GRANTS - PERMITTED	0	598	0	-598		-598	0.0 %
4701	GRANTS - N BRISTOL ADVICE	0	1,000	500	-500		-500	200.0 %
4702	GRANTS - TWINNING ASS'N	0	0	300	300		300	0.0 %
4703	GRANTS - FOUR TOWNS TPT	0	0	1,000	1,000		1,000	0.0 %
4706	GRANTS - Four Towns Play Assoc	0	4,000	4,000	0		0	100.0 %
4707	GRANTS - YOUTH PROVISION	0	5,000	10,000	5,000		5,000	50.0 %
4708	GRANTS - COMM'Y PARTNERSHIP	0	3,500	3,500	0		0	100.0 %
4711	GRANTS - S137 GENERAL	0	0	6,500	6,500		6,500	0.0 %
4720	CHRISTMAS ACTIVITIES	0	0	3,500	3,500		3,500	0.0 %
4725	FILTON FESTIVAL	0	6,388	5,000	-1,388		-1,388	127.8 %
4999	TFR FR EARMARKED RSV	0	-598	0	598		598	0.0 %
	Community Development :- Expenditure	0	19,888	34,300	14,413	0	14,413	58.0 %
1082	Filton Festival	0	1,714	2,500	-786			68.6 %
	Community Development :- Income	0	1,714	2,500	-786			68.6 %
	Net Expenditure over Income	0	18,173	31,800	13,627			
801	Corporate Management							
4004	PENSION DEFICIT	-517	-4,133	1,900	6,033		6,033	-217.5
4069	Irrecoverable VAT	0	0	10,000	10,000		10,000	0.0 %
	Corporate Management :- Expenditure	-517	-4,133	11,900	16,033	0	16,033	-34.7 %
	Net Expenditure over Income	-517	-4,133	11,900	16,033			

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
802 Democratic Rep'n & Mgmt							
4007 COURSES/CONFERENCES	0	0	250	250		250	0.0 %
4009 TRAVEL	0	0	50	50		50	0.0 %
4024 SUBSCRIPTIONS	0	0	200	200		200	0.0 %
4028 ELECTION COSTS	0	4,204	5,400	1,196		1,196	77.9 %
4033 NEWSLETTER	0	2,647	3,000	354		354	88.2 %
4065 MEETING COSTS	0	80	200	120		120	40.0 %
Democratic Rep'n & Mgmt :- Expenditure	0	6,930	9,100	2,170	0	2,170	76.2 %
Net Expenditure over Income	0	6,930	9,100	2,170			
803 Civic Expenses							
4066 CHAIRMANS ALLOWANCE	50	50	950	900		900	5.3 %
Civic Expenses :- Expenditure	50	50	950	900	0	900	5.3 %
Net Expenditure over Income	50	50	950	900			
901 Central Services							
4001 SALARIES & WAGES	8,329	75,039	103,136	28,097		28,097	72.8 %
4005 HR Costs-Service level agr'mnt	0	6,615	7,500	885		885	88.2 %
4007 COURSES/CONFERENCES	0	75	250	175		175	30.0 %
4008 TRAINING	211	571	500	-71		-71	114.2 %
4009 TRAVEL	0	16	200	184		184	8.1 %
4010 OTHER STAFF COSTS	0	236	2,000	1,764		1,764	11.8 %
4020 SUNDRY OFFICE & IT COSTS	171	1,910	4,000	2,090		2,090	47.8 %
4021 TELEPHONE & FAX	162	378	600	222		222	62.9 %
4022 POSTAGE	57	553	1,000	447		447	55.3 %
4023 STATIONERY/PRINTING	0	630	1,200	570		570	52.5 %
4024 SUBSCRIPTIONS	0	1,742	2,000	258		258	87.1 %
4026 PHOTOCOPY CHARGES	0	1,208	4,000	2,792		2,792	30.2 %
4027 OFFICE EQUIPMENT	0	99	500	401		401	19.8 %
4051 BANK CHARGES	10	173	500	327		327	34.6 %
4056 LEGAL FEES	0	0	1,000	1,000		1,000	0.0 %
4057 AUDIT FEES	0	-687	3,300	3,987		3,987	-20.8 %
4058 ACCOUNTANCY FEES	1,034	7,686	12,000	4,314		4,314	64.0 %
4060 OTHER PROF FEES	0	3,006	2,000	-1,006		-1,006	150.3 %
Central Services :- Expenditure	9,975	99,248	145,686	46,438	0	46,438	68.1 %
1001 RENT RECEIVED	0	0	2	-2			0.0 %
1080 MISCELLANEOUS INCOME	0	517	0	517			0.0 %
Central Services :- Income	0	517	2	515			25842.8
Net Expenditure over Income	9,975	98,731	145,684	46,953			

Month No : 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Commited Expenditure	Funds Available	% of Budget
902	Outside Services						
4001	7,123	58,108	84,450	26,342		26,342	68.8 %
4006	0	435	500	65		65	87.0 %
4008	0	0	1,000	1,000		1,000	0.0 %
4025	0	0	200	200		200	0.0 %
4036	116	1,017	1,500	483		483	67.8 %
4037	0	1,324	2,500	1,176		1,176	52.9 %
4040	0	687	2,000	1,313		1,313	34.3 %
4041	62	880	500	-380		-380	176.1 %
4042	0	2,732	4,500	1,768		1,768	60.7 %
4044	947	2,132	4,000	1,868		1,868	53.3 %
	8,247	67,315	101,150	33,835	0	33,835	66.6 %
1064	0	0	4,800	-4,800			0.0 %
	0	0	4,800	-4,800			0.0 %
	8,247	67,315	96,350	29,035			
909	Capital & Projects						
4054	0	906	3,756	2,850		2,850	24.1 %
4055	0	6,095	12,347	6,252		6,252	49.4 %
4903	345	345	0	-345		-345	0.0 %
4964	0	2,260	0	-2,260		-2,260	0.0 %
4972	0	34,056	0	-34,056		-34,056	0.0 %
4973	0	21,775	0	-21,775		-21,775	0.0 %
4992	-345	-58,437	0	58,437		58,437	0.0 %
4993	0	25,000	25,000	0		0	100.0 %
	0	32,001	41,103	9,102	0	9,102	77.9 %
1077	0	1,500	0	1,500			0.0 %
	0	1,500	0	1,500			
	0	30,501	41,103	10,602			
998	Precept & Interest						
1075	0	21,519	21,519	0			100.0 %
1076	0	646,151	646,151	0			100.0 %
1090	1	8	500	-492			1.6 %
	1	667,678	668,170	-492			99.9 %
	-1	-667,678	-668,170	-492			

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 8

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>		
		Asset Value	Depreciation	Net Value
	<u>Fixed Assets</u>			
1	FREEHOLD LAND & BUILDINGS	2,201,790	1,227,267	974,523
11	LEASEHOLD LAND & BUILDINGS	25,000	5,000	20,000
21	VEHICLES & EQUIPMENT	509,512	417,801	91,711
41	INFRASTRUCTURE ASSET	183,421	171,378	12,043
61	COMMUNITY ASSETS	61,372	22,902	38,470
	Total Fixed Assets	2,981,095	1,844,348	1,136,747
	<u>Current Assets</u>			
105	VAT CONTROL	-201		
116	STAFF ADVANCES	1,112		
120	STOCK - BAR	4,282		
121	STOCK - LEISURE	561		
200	BANK ACCOUNT-GENERAL	381,104		
201	BANK IMPREST WAGES AC	29,148		
215	POOL TAKINGS CASHBOOK	0		
216	BAR TAKINGS CASHBOOK	0		
220	PETTY CASH - OFFICE	170		
221	PETTY CASH - BAR	740		
225	FLOAT - BAR	900		
226	FLOAT - GAMBLING MACHINE	100		
230	FLOAT - POOL	700		
250	CHANGE CONTROL AC	-495		
	Total Current Assets		418,121	
	<u>Current Liabilities</u>			
500	TRADE CREDITORS	3,685		
520	NET WAGES CONTROL	362		
525	PAYE AND NI DUE	16,739		
526	SUPERANNUATION DUE	5,648		
527	UNION FEES DUE	7		
	Total Current Liabilities		26,442	
	Net Current Assets			391,679
	Total Assets less Current Liabilities			1,528,426
	<u>Long Term Liabilities</u>			
389	Deferred Grants Unapplied	2,597		
390	Deferred Grants Applied	1,462,506		
391	Deferred Grants Released	-1,053,009		
401	PWLB Loan 486814	70,239		
	Total Long Term Liabilities		482,333	
	Total Assets less Total Liabilities			1,046,093
	<u>Represented By :-</u>			
300	CURRENT YEAR FUND	281,253		
310	GENERAL FUND	95,279		
315	ROLLING CAPITAL FUND	1,435		
324	EMR Allotments	4,961		
325	EMR 4 Towns Play Association	300		

Date :- 21/12/2017

Filton Town Council 2017/18

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Detailed Balance Sheet (Excluding Stock Movement)

Month No: 8

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>
328	EMR Elections	5,855
330	CAPITAL FINANCE ACCOUNT	657,011
	Total Equity	1,046,093

FEEDBACK: To Date – 12th December 2017

F.3577: 85 Mortimer Road Filton Bristol South Gloucestershire BS347LG - Demolition of existing garage. Erection of replacement garage with new access onto Nutfield Grove – *Approve with conditions*

30 Conygre Grove Filton Bristol South Gloucestershire BS34 7DP - Extensions and alterations to existing dwelling to form 3no flats with access and associated works - *Approve with Conditions*

F.3568: Filton Avenue Post Office Shop 550 Filton Avenue Horfield South Gloucestershire BS7 0QG - Change of use from Post Office and dwelling house (Sui Generis) to separate flexible use (Class A1) retail, (Class A2) financial and (Class B1a) Offices unit and (Class C4) HMO. As defined in the Town and Country Planning (Use Classes) Act 1987 (as amended). - *Approve with Conditions*

520A Filton Avenue Horfield South Gloucestershire BS7 0QE - Installation of rear dormer to provide enlargement to existing loft conversion. - *Approve with Conditions*

43 Wades Road Filton Bristol South Gloucestershire BS34 7EB - Application for a certificate of lawfulness for the proposed installation of a rear dormer to facilitate loft conversion - *Approve with Conditions*

SCHEDULE OF PLANNING APPLICATIONS JANUARY 2018

FILTON REF	SOUTH GLOS. REF	APPLICATION	EXPIRY DATE	COMMENTS
F.3590	PT17/5682/RVC	East Works Site, Gloucester Road North, Filton, South Gloucestershire, BS34 7BQ - Variation of condition 5 attached to planning permission PT16/5502/RVC to add revised landscaping plans	02/01/2018	
F.3591	PT17/5729/PNH	61 Mortimer Road Filton Bristol South Gloucestershire BS34 7LG - Erection of single storey rear extension, which would extend beyond the rear wall of the original house by 5.6 metres, for which the maximum height would be 3.7 metres and for which the height of the eaves would be 2.7 metres.	04/01/2018	
F.3592	PT17/5692/F	6 New Road Stoke Gifford Bristol South Gloucestershire BS34 8QW - Erection of two storey side extension to form 2 no. semi-detached dwellings and associated works.	05/01/2018	
F.3593	PT17/5651/ADV	Filton House Golf Course Lane Filton South Gloucestershire BS34 7QS - Consent to display 2no flag signs and erect 2no flagpoles.	09/01/2018	
F.3594	PT17/5478/F	77 Northville Road Filton Bristol South Gloucestershire BS7 0RJ - Installation of 1no rear dormer and removal of chimney to facilitate loft conversion.	09/01/2018	
F.3595	PT17/5780/F	806 Filton Avenue Filton Bristol South Gloucestershire BS34 7HA - Erection of two storey side extension and single storey rear extension to form additional living accommodation with installation of new front door to front of property (retrospective).	18/01/2018	
F.3596	PT17/5430/F	764 Filton Avenue Filton Bristol - Creation of new vehicular access.	18/01/2018	
F.3597	PT17/4691/F	10 Kenmore Crescent Filton Bristol South Gloucestershire BS7 0TN - Demolition of existing garage. Erection of single storey side and rear extension to form additional living accommodation and garage. Installation of rear and side dormer to create loft conversion. Amendment to previously approved scheme PT16/0311/F.	25/01/2018	