

**AXBRIDGE TOWN COUNCIL
DRAFT MINUTES OF THE MEETING OF AXBRIDGE TOWN COUNCIL HELD ON
MONDAY 21ST MAY 2018 IN THE TOWN HALL, THE SQUARE, AXBRIDGE**

Meeting commenced: 7.30 p.m.

Meeting concluded: 9.55p.m.

Present: Councillors Wells (Mayor), Bridgeman, Browne, Corp, Gall, Ham, How, Kendall, Myerson and Taylor

Also in attendance: Mrs V Brice, Town Clerk together with District Councillor Mrs Scott and one member of the public (for part of meeting)

08/18 Apologies for Absence

County Councillor Taylor had been unable to attend the meeting.

RESOLVED: that apologies from Councillor Gould (work commitment) and Councillor Page (family commitment) be received and approved.

09/18 Minutes of the Council Meetings – 16th April 2018 and 14th May 2018

Members received the above minutes.

RESOLVED: that the minutes of the Council meetings held 16th April 2018 and 14th May 2018 be approved as a correct record and be signed by the Chairman

10/18 Declarations of Interest and Applications for Dispensations

Councillor Browne– declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) living close to the site and would leave the meeting should the application be considered (minute 15/18(d) refers).

Councillor Myerson– declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) living close to the site and would leave the meeting should the application be considered (minute 15/18(d) refers).

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) living adjacent to the site and would leave the meeting should the application be considered (minute 15/18(d) refers).

There were no applications for dispensations.

11/18 Public Participation

A resident updated on Chamber of Commerce matters and invited a representative of the Council to attend the Annual General Meeting on 14th June 2018. This would include a discussion regarding tourism and the town signs. The Health and Wellbeing Day would be held on Saturday 13th October 2018 (Oyez).

12/18 Reports

Police	The Clerk had circulated the local crime report for April 2018.
County Councillor Taylor	County Councillor Taylor had been unable to attend the meeting. He would pass a copy of the letter regarding the sign at Townsend to the Clerk.
District Councillor Mrs Scott	District Councillor Mrs Scott advised members that the “No Entry” sign on the Townsend Junction had been knocked down. The Clerk would contact Somerset Highways to chase up the replacement sign. Reference was made to the Hinkley Mitigation Fund. The District Councillor would advise that Axbridge Community was being impacted by the increase in lorries. It was also reiterated that there were issues with the junctions at Townsend and at the junction with Cross, and these should be part of discussions along with the “magic roundabout” at Cheddar. The support of the MP would be appreciated. Reference was made to possible long-term changes to the

	structure of the local authorities in the area. Plastics were now being collected at all recycling centres. Somerset Waste Partnership would be attending the Farmers' Market in August.
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13/18 Outside Representative Reports

Axbridge Community Partnership	Nothing to report
Axbridge and District Museum Trust	Members received a report on the Axbridge and District Museum Trust. This included an update on the Arts Council Accreditation, the website and visitor numbers. A further report had been received following the May meeting updating on a lottery bid for work on the preservation and display of the Town Banners and Maces. New volunteer custodians were always welcome.
Cluster Group	Nothing to report.
Community Health and Well-being Neighbourhood Plan Group	The Doctor's Surgery planned to issue an A5 flyer with the July Oyez.
Pageant	Members received an update on the Neighbourhood Plan. Meetings were being held to discuss the running of the Neighbourhood Plan and Committee. The results of the survey were awaited.
Parish Path Liaison Officer	There had been positive interest in the Pageant. A local resident would be holding a sponsored walk on 3 rd June 2018, with 50% of the funds being donated to the Pageant (Oyez).
School Governor's Report	The Parish Path Liaison Officer had been clearing paths etc
Som. Assoc. of Local Councils	The next meeting would be held on 3 rd July 2018. A report would be submitted to the subsequent council meeting.
Sports and Social Club	Nothing to report.
Town Trust	Axbridge Day would be held on 16 th June 2018. The Fun Day would return next year on 20 th July 2019 (Oyez)
Other Representative Reports	Nothing to report.
	Carnival – The Carnival Queen and Princesses would be chosen on Axbridge Day. The carnival would be held on Saturday 22 nd September 2018. There would be no set theme for the carnival this year.

14/18 Election of Councillors to Standing Committees and Advisory Groups of the Council, as representatives for particular matters, as representatives on outside bodies, on a joint committee and the appointment of some honorary officers

These appointments were considered in detail. Any new topics/areas for discussion (such as Engagement) would be discussed by the most appropriate group in the first instance. A new group could be set up if necessitated by the workload.

RESOLVED: that the appointments be made in accordance with the Membership Schedule 2018/19, which includes the appointment of the honorary officers where appropriate (Appendix A).

15/18 Planning and Licences Committee

a) Draft Minutes of the Planning and Licences Committee Meeting – 30th April 2018

Members received the above-mentioned minutes.

b) Bristol Water Southern Resilience Scheme and Second Cheddar Reservoir

Work was commencing to re-open the Strawberry Line.

c) Outline Planning Application 02/18/00022 Mendip View, Cheddar Road, Axbridge

This application had been granted permission for up to 20 dwellings subject to a S106 agreement to secure the provision of affordable housing. This agreement was being progressed and, once completed, would be uploaded to the website along with the decision notice.

d) Outline Planning Application 02/16/00030 - Land to the South of, Houlgate Way, Axbridge

At this juncture, Councillors Browne, Myerson and Taylor, having declared a Disclosable Pecuniary Interest left the meeting.

The application was still with the planning department for determination, some three months after the final consultation deadline. Several surveys and assessments had been uploaded to the website in March. Members expressed concern at the length of time being taken to determine this application.

RESOLVED: that the Clerk make further contact with the Planning Officer, expressing concern at the ongoing delay in determining this application (to be copied to the Chief Executive and Leader of Sedgemoor District Council) and report back to the Committee in due course.

At this juncture, Councillors Browne, Myerson and Taylor, returned to the meeting

e) Sedgemoor Local Plan Examination

The local plan examination was on-going. The Council had previously submitted detailed comments, which would be considered as part of the examination.

f) Planning Application

Application No: 02/18/00013/CW

Advertisement Consent

Applicant: Food Programme Delivery Orchid Group

Proposal: Display of 1 No. Set of non-illuminated acrylic text and 1 No. non-illuminated CO-OP Logo

Location: Co-op Food Store, The Square, Axbridge, BS26 2AR

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no observations to make on the above-mentioned application.

Application No: 02/18/00014/CW

Listed Building consent - alterations

Applicant: Food Programme Delivery Orchid Group

Proposal: Display of 1 No. Set of non-illuminated acrylic text and 1 No. non-illuminated CO-OP Logo

Location: Co-op Food Store, The Square, Axbridge, BS26 2AR

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no observations to make on the above-mentioned application.

16/18 Administration and Finance

a) Report of the Administration and Finance Advisory Group

Member received the report of the Group. The key items are set out below.

b) End of Year Accounts

Members considered the End of Year Accounts showing all payments and receipts during the financial year to 31st March 2018 and including the bank reconciliation statement. The end of year figure was £80,067.17

RESOLVED: that the End of Year Accounts to 31st March 2018 (as attached as Appendix B to these minutes) be approved and signed by the Mayor and Town Clerk.

c) Internal Audit

The Clerk updated members on the report of the internal auditor. All relevant financial controls and procedures were found to be in place and fully complied with. The receipts and payments selected for full examination had been complete, accurate and properly minuted and the minutes and supporting documentation were in immaculate order. Members congratulated the Clerk on her hard work. Members did not feel any changes were needed with regards to the extent of the audit at the present time.

RESOLVED: that the outcome of the internal audit be noted and that the Council considers the extent of the audit undertaken to be satisfactory.

d) External Audit – Section 1 “Annual Governance Statement 2017/18”

Members received and considered the statements within Section 1 of the Annual Return being the “Annual Governance Statement 2017/18”.

RESOLVED: that Section 1 of the Annual Governance and Accountability Return 2017/18 Part 3 be completed by confirming the Council’s agreement (Yes) to each statement in Boxes 1-8 (box 9 – not applicable) and be signed by the Mayor and the Clerk.

e) External Audit – Section 2 “Accounting Statements for 2017/18”

Members received and considered the Accounting Statements 2017/18, which had been certified by the Clerk as presenting fairly the financial position of the Council and its receipts and payments, together with an explanation of the figures which had varied by more than 15%. The Clerk had completed further papers requested by the auditor including contact details for the Council and the notice regarding the publishing and inspection of the accounts. The Clerk would use the variances format provided by the auditor when submitting the return which included a box regarding reserves.

RESOLVED:

- a) that Section 2 of the Annual Return be approved (box 11 to read “No”) and signed by the Mayor; and
- b) that the variances statement be approved by the Council for inclusion within the Annual Governance and Accountability Return 2017/18.

f) Insurance

The insurance was due for renewal, as part of the long-term agreement. The Clerk had updated the insurance company on the purchase of land at Chestnut Avenue and a few minor revisions. She had also sought advice regarding trees. The Council was required to have a qualified inspection of any trees that fall under the Council’s ownership or responsibility.

RESOLVED: that the insurance for 2018/19 be renewed, in line with the long-term agreement with Zurich Insurance, and the invoice in the sum of £1,129.27 be paid accordingly.

g) Annual Report 2017/18

Member had received the Annual Report 2017/18

RESOLVED: that the report be approved, subject to any minor changes raised by members by 31st May 2018 and that the report be printed, sent to interested parties and circulated in booklet form with June’s Oyez.

h) General Data Protection Regulations

Members received a sample Privacy Notice and felt that it was important to publish a privacy notice in the immediate future, in accordance with the regulations. The Clerk and Chairman of the Administration and Finance Group would be attending training the following day which would clarify the situation.

RESOLVED: that, subject to the training, the Clerk be authorised to publish a Privacy Notice, based on the sample notice, and it be placed on the website accordingly.

i) Somerset Association of Local Councils

Membership of this organisation was due for renewal. Members considered it useful for the Council remain a member of this organisation which was able to provide support and advice to the Council.

RESOLVED: that the Council renews its membership of Somerset Association of Local Councils for 2018/19 and that the invoice of £518.03 be paid accordingly.

j) Grant Requests – Axbridge Town Trust

The Town Council had received requests from the Town Trust for a grant towards the upkeep of the Town Hall and the planters. The Town Hall grant had previously been paid in two instalments - after receipt of the precept in April and in October.

RESOLVED: that a grant of £3,640 be paid to the Town Trust towards the upkeep of the Town Hall - the first half of this payment (£1,820) being paid now and the second half of the payment being made in October 2018 and that the grant for the planters in the sum of £300 be made.

k) Bristol Airport Local Community Fund

Members noted the new fund set up by Bristol Airport and the offer of community maintenance work. Members were asked to submit any ideas/project which may be suitable for funding or benefit from assistance to the Mayor (copied to the Clerk) for consideration at the next Administration and Finance Advisory Group.

l) PAT Testing

Members noted that the PAT testing of equipment in the office and changing rooms had been completed successfully.

RESOLVED: that the report be noted and the invoice to Chris Norman Electrical in the sum of £65.00 be paid accordingly.

m) Community Stall

Councillor Gall would put up the stall on Saturday 2nd June 2018 and Councillor Bridgeman would take it down.

n) Financial Monthly Report and Payment of Invoices

Members considered the report below, which included payments agreed during the meeting. The Clerk would not pay the projector invoice until receiving confirmation that all was in order.

Payments made since last meeting for ratification by Council			
Ref.	To	For	Value
DC	Post Office	Postage	11.11
DC	Post Office	Postage	16.08
DC	Amazon	Stationery	27.67
BACS	Sedgemoor District Council	Outstanding salaries payments 17/18 (prev. noted) *	12800.00
	Sedgemoor District Council	Salaries payments for 6mth 18/19 (previously noted) *	1082.45
	Sedgemoor District Council	Dog bin emptying (6mths) *	836.16
	Sedgemoor District Council	Litter bin emptying (6mths) *	1562.50
	Sedgemoor District Council	Cleaning of public con (6mths) *	1425.00
DC	Post Office	Postage	8.04
DC	Amazon	Stationery	31.67
DC	Post Office	Postage	14.00
DC	Gumtree	Cost of advertising job	46.80
*	deducted from precept		
Payments for authorisation by Council – May			
Chq	Mrs V Brice	Reim of Expenses	15.85
Chq	P Ham	Reim of Civic Expenses	24.30
Chq	Sports and Social Club	Donation from Mayor's Reception	70.00
Chq	Mrs B Wells	Reim of Civic Expenses	61.58
Chq`	Somerset County Council Pension Fund	Pension Deficit (May)	72.00

Chq	Fairlands School	Photocopying (Town Council/NP)	40.50
Chq	LTSB Commercial Finance Ltd	Printing of Oyez - March	55.80
Chq	A1 Gardening and Tree Surgery	Grass cutting - Play area, Axbridge Town Car Park and Bypass	330.00
Chq	A1 Gardening and Tree Surgery	Grass cutting - Play area, Car Parks and Allotments and Bypass	408.00
Chq	Greenslades Grounds Maintenance	Grass Cutting - Furlong (April) (double cuts)	489.60
Chq	Projectorshop24	Projector *	299.98
Chq	Mr R Young	Internal Audit	59.55
Chq	The Party Shop	Catering - Mayor Making reception	400.00
Chq	Somerset Assoc. of Local Councils	New councillor training	25.00
Chq	Chris Norman Electrical	PAT testing	65.00
Chq	Axbridge PCC	Church Rooms Hire - NP meeting	10.00
Chq	Somerset Assoc. of Local Councils	Membership - Affiliation fees 2018/19	518.03
Chq	Axbridge Town Trust	Grant - Town Hall (1st half)	1820.00
Chq	Axbridge Town Trust	Grant - Planters	300.00
Chq	Zurich Municipal	Insurance renewal 2018/19	1129.27
Direct Debits and Standing Orders to be paid next calendar month (May/June)			
DD	Vodafone	Council telephone	12.19
DD	Plusnet	Broadband etc for office	24.60
DD	Southern Electric	Public Conveniences Quarter 1	36.21
DD	Southern Electric	Changing Rooms	31.00
DD	Southern Electric	Electricity - street lights at Town Car Park (April)	5.00
DD	Eon	Electricity - street lights at Moorland Street (May)**	5.00
DD	Sedgemoor District Council	Business rates (Public Con)	82.00
DD	Sedgemoor District Council	Business rates (Moorland St Car Park)	155.00
DD	Sedgemoor District Council	Business rates (Town Car Park)	151.00
DD	Sedgemoor District Council	Business rates (Office)	52.00
	TOTAL to be authorised		6,748.46
	* on confirmation all is in order		
	** approximate payment		

RESOLVED: that the expenditure detailed above be approved

17/18 Leisure and Recreation Advisory Group

a) Report of the Leisure and Recreation Advisory Group

There had been no meeting of the Group. Hanging baskets for the public conveniences were being arranged at a cost of £20.00

b) Play Area and Furlong Safety Check Log and Public Convenience Log

The Play Area and Furlong Safety Check logs and Public Convenience logs for April 2018 had been sent to members and were available at the meeting. The logs were being redesigned.

RESOLVED: that the Play Area and Furlong Safety Check Log and the Public Convenience Log for the period commencing 2nd April 2018 until the week commencing 30th April 2018 be approved and be signed by the Mayor.

c) Town Maintenance Contractor

The Town Maintenance Contractor would submit a report and invoice to the next meeting.

18/18 Highways Advisory Group

a) Report of the Highways Advisory Group – April 2018

Members received the report of the Group. The site meeting to discuss the bollards had been postponed due to ill-health.

b) Drinking Fountain

It was suggested that members seek the provision of a drinking fountain from Bristol Water which could be sited in the Square (part of the Strawberry Line cycle route). This would be better for the environment. Members welcomed the idea. The Group would investigate this proposal further.

c) Highways Matters

At this juncture, Councillor Kendall left the meeting.

Chestnut Avenue, St Mary's Street (by the Post Office) and High Street – members noted that the road surfaces may need attention. It was hoped that the main potholes etc at the bottom of the High Street would be repaired whilst the road closure was in place. These matters would be discussed by the Highways Advisory Group.

Townsend Junction – there had been instances of drivers driving on the wrong side of this "roundabout". The Group would see whether the area would benefit from arrow markings on the road.

Inconsiderate parking – Concerns had been raised in relation to inconsiderate parking. Members agreed that a note be included in Oyez to say that parking is at a premium and to encourage residents to park considerately, to not obstruct the passage of traffic (including emergency vehicles), drives and pavements etc.

19/18 Cemeteries, Allotments and Open Spaces Group

a) Cemeteries, Allotments and Open Spaces Group

Members received the report of the group. The key items are set out below. The group wished to see the provision of bins, to be emptied by Sedgemoor District Council's waste and recycling contractor. The details would be forwarded to the Chairman of the Leisure and Recreation Group to see whether the Facilities Manager would be able to move the bins to outside of the gate ready for collection.

The next meeting would be held on 23rd May 2018.

b) Allotment allocation update

Two allotments were available to rent. The Clerk had received two recent enquiries and would update the Chairman. An allotment inspection had taken place and the Clerk would be sending out a letter to several tenants.

c) Allotment Tenancy Agreement and Rule Book

An allotment rule book had been prepared which had set out all the items tenants needed permission to do, or were prevented from doing - it covered vehicles, trees, sheds, greenhouses, lean-to structures and fences and livestock. The removal of these items from the tenancy agreement would simplify the agreement and enable the rules to be revised without affecting the agreement of tenants. The draft rule book would be circulated to members for consideration at the next meeting of Council.

d) Children's Funeral Fund

Members were advised of the Children's Funeral Fund for England which was being established and under that scheme, parents who have lost their child will no longer have to meet the costs of burials or cremations. Further details were awaited as to how this would work in practice.

e) Open Spaces matters

Bins at Axbridge Cemetery – The Town Maintenance Contractor would be asked to empty the flower and rubbish bins at the cemetery, which were overflowing.

Clean up of Axbridge The Chairman advised that she would like to organise this event for Bank Holiday Monday 27th August 2018 and was happy to lead it. Further consideration would be given to the arrangements, including risk assessments, Hi-Viz jackets, first aid and refreshments.

20/18 Personnel and Protocol Committee

a) Draft Minutes of the Personnel and Protocol Committee – 30th April 2018

Members received the minutes of the above-mentioned meeting

b) Co-option – To consider re-advertising the vacancy

Members considered a recommendation from the Committee to re-advertise the vacancy.

RESOLVED: that the remaining vacancy be re-advertised accordingly.

c) Axbridge Maces and Banners

The Mayor had received a letter from the Chairman of Axbridge Town Trust detailing the project to secure housing and display of the Maces and to restore the Banners. An application was being made to the Heritage Lottery Fund and the Town Trust would welcome a letter of support from the Council. Members welcome this project.

RESOLVED: that a letter of support be sent to the Town Trust accordingly.

21/18 Emergency Plan

Councillor Ham had undertaken to review the plan.

22/18 Somerset County Council – Library Consultation

Councillor Corp gave a brief update on this matter and was in contact with Cheddar Parish Council and the Friends of Cheddar Library. The consultation would end on 13th June 2018 (Oyez) and options would be further considered when the results of this consultation were known.

23/18 Correspondence and Diary Dates

Members noted the correspondence page and diary dates. She drew members' attention to several items of correspondence included a Somerset Convergence meeting, two planning related surveys (the one relating to planning and building control to be referred to the Committee/delegated to the Clerk), community award information (to be referred to the Personnel and Protocol Committee) and re-consultation on the stopping up of part of the footpath by St John the Baptist Church. Members received an update on Sustainable Axbridge Network. A link to the surveys on Rural Crime and on Dementia may be appropriate for Oyez. A great deal of information was being received now on health and wellbeing matters and events.

The Mayor drew attention to thank you letters from the High Sheriff and a Mayor attending Mayor Making and advised that she was unable to accept an invitation to Country Dancing in Wells. Any other member wishing to attend on her behalf should contact the Mayor.

Chairman

Date

Axbridge Town Council - Membership Schedule 2018/19

		2018/19
Part 1 Standing Committees	Appeals Panel	Appoint if required – to ensure no conflict of interest. (3 councillors not on Personnel)
	Complaints Committee	Appoint if required – to ensure no conflict of interest. (3 councillors minimum)
	Personnel and Protocol Committee	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Pauline Ham John Kendall Barbara Myerson Mike Taylor
	Planning and Licences Committee	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Helen Bridgeman Malcolm Gould (TBC) Pauline Ham John Kendall Barbara Myerson Graham Page (TBC) Mike Taylor
Part 2 Advisory Groups	Administration and Finance Advisory Group	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Andy Corp Pauline Ham Mike Taylor Vicky Brice (Clerk and RFO)
	Axbridge Youth Partnership	Will only appoint if required.
	Cemeteries, Allotments and Open Spaces Advisory Group	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Helen Bridgeman Jeremy Gall Laura How Barbara Myerson
	Emergency Planning Group	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Pauline Ham Jeremy Gall Malcolm Gould (TBC) Barbara Myerson
	Highways Advisory Group	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Helen Bridgeman Jeremy Gall Malcolm Gould (TBC) Barbara Myerson Mike Taylor
	Leisure and Recreation Advisory Group (inc Changing Rooms)	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Andy Corp Pauline Ham Laura How Graham Page (TBC) Mike Taylor
	Facilities Advisory Group	Barbara Wells (Mayor) Kate Browne (Deputy Mayor) Jeremy Gall Graham Page (TBC)

Part 3 Council Representatives appointed to outside bodies	Axbridge Community Partnership	Barbara Myerson Mike Taylor
	Axbridge and District Museum Trust (one app't)	Alan Wells
	Cheddar Valley Cluster Group	Mike Taylor Vicky Brice (Town Clerk)
	Neighbourhood Plan Group	Pauline Ham Barbara Wells
	Somerset Association of Local Councils (SALC)	Mike Taylor Vicky Brice (Town Clerk)
	Sports and Social Committee	Andy Corp Pauline Ham
	Town Trust/Town Council Liaison Committee	Barbara Wells(Mayor) Kate Browne (Deputy Mayor) Pauline Ham Mike Taylor
Part 4 Council Representatives appointed specific duties	Coffin Lane Group	Available member of Highways Advisory Group
	Community Table	Ad-hoc
	Emergency Planning	Pauline Ham
	Farmers Market Liaison	Vicky Brice (Town Clerk)
	OYEZ Editor and Deputy Editor	John Kendall
	Pageant Liaison	John Kendall
	Parish Path Liaison Officer	Graham Page (TBC)
	Quarry Liaison Committee	Councillor Liz Scott
	School Governor/ Council Representative	Kate Browne
	Social Media Editor	To be considered in the future
	Website Editor	Andy Corp Jeremy Gall
Part 5 Honorary Officers	Sergeant at Mace	John Hawkins (appointed on 14/5/18)
	Town Bailiff	Peter Yusen (appointed on 14/5/18)
	Town Crier	Nigel Scott (appointed on 14/5/18)
	Keeper of the Bells	Town Clerk - storing the bells
	Modern Town Archivist	Vacancy

Notes on meetings –

- Meetings will only be convened if there was enough business.
- The above is only a framework which can be altered after agreement with the chairman of the meeting and the clerk.
- The Facilities Advisory Group's remit would be to seek and acquire facilities. After acquisition, facilities would be transferred to an appropriate group or committee to manage.
- Standing orders state that advisory group meetings should be held in the Town Hall, if a member of that group wishes that to be the case.

Meetings Schedule -

1st Monday	Planning and Licences Personnel and Protocol Highways
2nd Monday	Administration and Finance
3rd Monday	Planning and Licences Council
4th Monday	Leisure and Recreation
Ad-hoc	Cemeteries, Allotments and Open Spaces (usually a Wednesday evening) Facilities Advisory Group

App B End of Year Report 2017/18	Actual	Funds B/F	Budget	Actual
	2016/17	B/F from 16/17	2017/18	2017/18
General Account				
RECEIPTS				
Precept Recd.	71390.00		76500.00	76500.00
Council Tax Support Grant	5053.00		3000.00	3382.00
Precept to Car Park Ac.	-1440.09		--	0.00
Precept to Changing Rooms Ac.	-592.38		--	0.00
Precept to Maintenance Funds	-1000.00		--	-1000.00
Lloyds Bank Interest	93.25		80.00	98.79
Cemeteries	2205.00		800.00	1315.00
Allotment rents and deposits	638.75		500.00	767.25
Donations to Newsletter (Oyez)	90.00		50.00	40.00
Play area grants	8249.00		0.00	0.00
Shortlands rent	60.00		60.00	60.00
Memorial Bench donation	448.00		0.00	0.00
Community Infrastructure Levy	0.00		0.00	0.00
Sundry	50.00		50.00	15.65
RNLI donation				400.94
VAT refunds	4256.35		--	2410.86
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Total Receipts:	89500.88		81040.00	83990.49
PAYMENTS				
Revenue Expenditure				
Salaries & Employm't costs (SDC)	24925.13		28000.00	25130.65
Deputy Clerk employment costs	--		8000.00	90.00
Council office fund - salary cost transfer.	0.00		--	561.69
Pension deficit payments	800.00		950.00	703.90
Mileage costs				124.65
Admin. Expenses	3036.26		2700.00	2773.51
Insurance	1562.23		1750.00	1118.99
Car Park loan repayments	10402.06		10402.06	10402.06
Moorland Street Land loan repay.	5657.44		5657.44	5657.44
Promoting Axbridge	567.90		750.00	502.20
Training	24.75		400.00	25.00
Town Hall Charges	1450.00		1550.00	1450.00
Allotments (rent & maintenance)	362.18		700.00	493.01
Auditors' Fees	448.30		550.00	359.55
Civic Expenses	1743.84		2000.00	1595.25
Cemetery maintenance	835.00		2000.00	1295.00
Churchyard grass cutting	--		500.00	500.00
Furlong grass & hedge cutting	2867.50		3500.00	2128.00
Changing Rooms Maintenance	0.00		400.00	0.00
Play area & Furlong maintenance	511.03		1000.00	878.58
Town Maintenance Contract	1417.65		2880.00	2407.25
Bin emptying contract	1682.72		1800.00	3669.06
Public conv. cleaning contract	2850.00		3000.00	2850.00
Public conveniences rates and utilities.	1515.89		1600.00	1177.45
Public conveniences maint.	296.95		600.00	55.10

App B End of Year Report 2017/18	Actual	Funds B/F	Budget	Actual
	2016/17	B/F from 16/17	2017/18	2017/18
Subscriptions	704.56		700.00	728.48
Elections	0.00		2000.00	0.00
Furlong lease	0.00		165.00	165.00
Office Rent	2500.00		2500.00	2425.00
Office Move				480.08
Office - Rates and Utiilities	0.00		300.00	342.82
Memorial Bench	448.00		0.00	0.00
Layby maintenance	175.00		300.00	200.00
Sundry	0.00		100.00	0.00
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	-		-	-
Total:	66784.39		86754.50	70289.72
Capital expenditure				
Play area equipment fund	11249.00	0.00	500.00	0.00
Street Lights	0.00	500.00	500.00	0.00
Recreation area car park extension	0.00	6000.00	500.00	0.00
Ax. Design Statement & N Plan	0.00	953.00	0.00	128.90
Allotments gate and fencing	622.22	1377.78	0.00	389.74
Regalia-refurbishment/replacement	100.00	150.00	500.00	499.79
Maces	--	0.00	0.00	0.00
Office Equipment Fund	530.99	420.10	200.00	0.00
Council Office Fund	0.00	1500.00	0.00	0.00
Footpath - Cross Lane	0.00	500.00	0.00	0.00
Website Improvements	0.00	2500.00	0.00	250.00
Bins and Benches	109.28	611.93	0.00	65.00
Additional Parking Provision Fund	0.00	1000.00	0.00	1243.00
Document Scanning and Imaging	0.00	0.00	0.00	0.00
Projector	0.00	750.00	0.00	0.00
Layby benches	324.99	0.00	0.00	0.00
Play Area - facilities for disabled	--	0.00	500.00	0.00
Purchase of furlong recreational field	--	0.00	500.00	0.00
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	-		-	-
Total:	12936.48		3200.00	2576.43
Grants				
Type A - Various annual	400.00		400.00	250.00
Type B - Specified				
Town Trust planters	300.00		300.00	300.00
Town Hall grant	3640.00		3640.00	3640.00
Ax. and District Museum Trust	1400.00		1400.00	1400.00
Xmas lights & trees/fireworks	1627.00		1750.00	2034.00
British Legion	100.00		100.00	100.00
Sea Cadets			250.00	60.00
Axbridge Carnival Committee	0.00		250.00	250.00
Church Access			250.00	0.00
Type C - Various one-off	0.00		250.00	70.00
RNLI (dotion collected at Civic Service)				400.94
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Total:	7467.00		8590.00	8504.94
VAT paid	4421.73		--	2488.21

App B End of Year Report 2017/18	Actual	Funds B/F	Budget	Actual
	2016/17	B/F from	2017/18	2017/18
		16/17		
Total Payments:	91609.60		98544.50	83859.30
Summary of General Account				
Opening Balance	58917.18		35611.13	56808.46
Total Receipts	89500.88		81040.00	83990.49
Total Payments	91609.60		98544.50	83859.30
Closing Balance:	56808.46		18106.63	56939.65
=====				
<i>Changing Rooms & Pitches Operating Account</i>				
Opening Balance	1669.57		1296.95	2826.40
RECEIPTS				
Precept	592.38		0.00	0.00
Pitch & Rooms bookings	2500.00		2000.00	2500.00
Vat charged on bookings	500.00		400.00	603.33
Hire of Furlong	0.00		0.00	516.67
Vat refunds	224.51		--	0.00
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	-		-	-
Total Receipts	3816.89		2400.00	3620.00
PAYMENTS				
Changing Rooms Maintenance	0.00		200.00	192.77
Pitch maintenance	1515.00		2000.00	1056.00
Utilities	577.53		600.00	748.32
Consumables	0.00		100.00	126.70
VAT paid to HMR&C	358.06		400.00	546.37
Vat paid	209.47		--	292.86
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	-		-	-
Total Payments	2660.06		3300.00	2963.02
Closing Balance:	2826.40		396.95	3483.38
=====				
<i>Car Parks & Moorland Street Land Account</i>				
Opening Balance	6634.51		6424.60	5903.48
RECEIPTS				
PWLB Loan	0.00		0.00	0.00
Precept	1440.09		0.00	0.00
Ax Car park garage access lease	150.00		150.00	150.00
School Land Lease	2000.00		2000.00	2000.00
Sub Station lease	200.00		200.00	200.00
Vat refunds	350.73			206.58
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Total Receipts	4140.82		2350.00	2556.58

App B End of Year Report 2017/18	Actual	Funds B/F	Budget	Actual
	2016/17	B/F from	2017/18	2017/18
		16/17		
PAYMENTS				
Car Park Running costs and Rates	3236.94		2800.00	3681.46
Maintenance costs	1289.10		1000.00	675.00
Car Park controls	0.00		1500.00	0.00
Vat Paid	345.81		--	179.46
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Total Payments	4871.85		5300.00	4535.92
Closing Balance:	5903.48		3474.60	3924.14
=====				
Neighbourhood Plan Account				
Opening Balance	-1203.77	0.00	0.00	0.00
RECEIPTS				
Locality Grant	0.00		--	0.00
VAT Refunds	1221.79		--	0.00
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Total Receipts	1221.79		0.00	0.00
PAYMENTS				
Consultancy Work	0.00		--	0.00
Design Work	0.00		--	0.00
Housing Needs Survey	0.00		--	0.00
Printing and website costs	0.00		--	0.00
Grant return	18.02			0.00
VAT Paid	0.00		--	0.00
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	-		-	-
Total Payments	18.02		0.00	0.00
Closing Balance	0.00		0.00	0.00
=====				
Maintenance Fund				
Opening balance	13720.00		0.00	14720.00
RECEIPTS				
Precept	1000.00		--	1000.00
	-----		-----	-----
Total Receipts	1000.00		0.00	1000.00
PAYMENTS				
Major Assets maintenance	0.00	14720.00	1000.00	0.00
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Total Payments	0.00		1000.00	0.00
Closing Balance:	14720.00		-1000.00	15720.00

App B End of Year Report 2017/18	Actual	Funds B/F	Budget	Actual
	2016/17	B/F from	2017/18	2017/18
=====		16/17		
Summary of all accounts				
Opening Balance	79737.49		43332.68	80258.34
Receipts	99680.38		85790.00	91167.07
Payments	99159.53		108144.50	91358.24
Closing Balance:	80258.34		20978.18	80067.17
=====				
=====				
=====				
BANK RECONCILLIATION				
Balance of General Account	56808.46			56939.65
Balance of Car Park Account	5903.48		--	3924.14
Balance of Changing Rms. Op. Ac.	2826.40		--	3483.38
Balance of Maint. Fund	14720.00		--	15720.00
Balance of Neighbourhood Plan Account	0.00		--	0.00
Total:	80258.34		--	80,067.17
<i>Made up of:</i>				
Investment Account	15,061.76		--	15,124.91
Business Reserve Account	60,640.14		--	59,675.78
Current Account	4,556.44		--	5,266.48
Total:	80,258.34		--	80,067.17