



**MINUTES OF THE ANNUAL MEETING OF AXBRIDGE TOWN COUNCIL
INCORPORATING THE MAYOR MAKING CEREMONY HELD IN
AXBRIDGE TOWN HALL ON MONDAY 13 MAY 2024**

Meeting commenced: 8.00pm

Meeting concluded: 8.22pm

Present: Councillor Mitton (Mayor), Page (Deputy Mayor), Browne, Ham, Jenkins, Jordan, Taylor, Wells and Willis

Also in attendance: Mrs V Brice (Town Clerk), Mrs K Weir (Assistant Town Clerk), Mr A Bolado (Town Bailiff) and Mr N Scott (Town Crier)

Apologies for absence: apologies from Councillors Browne and Faulkner were received and noted.

1.24 Election of Mayor 2024-25

RESOLVED: that Councillor Graham Page be elected Mayor of Axbridge for the year 2024/25 (Councillors Mitton and Ham)

2.24 Declarations of Acceptance of Office

Councillor Graham Page signed his Declaration of Office as Mayor of Axbridge and read the Mayor's Oath.

3.24 Election of Deputy Mayor 2024-25

RESOLVED: that Councillor Pauline Ham be elected Deputy Mayor of Axbridge for the year 2024/25 (Councillors Page and Wells)

4.24 Appointment of Honorary Officers

The post of Sergeant at Mace remained vacant at the present time.

RESOLVED:

- 1) that Andres Bolado be appointed as Town Bailiff for the year 2024-25
- 2) that Nigel Scott be appointed as Town Crier for the year 2024-25

5.24 Defer Business

RESOLVED: that all other business be deferred until the next meeting of Council.

6.24 Date and Time of Next Meeting

RESOLVED: that the next meeting be held on Monday 20 May 2024 at 7.30pm in Axbridge Town Hall.

Chairman

Date

Axbridge Town Council

3 April 2024 (2023 - 2024)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL	1,200.00	1,885.00	685.00	1,100.00	1,454.16	-354.16	330.84 (14%)
CHANGING ROOMS AND REC							
	Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1910 Pitch & C. Rms Booking Income	1,550.00	1,095.84	-454.16				-454.16 (-29%)
1920 VAT on bookings	300.00		-300.00	300.00		300.00	(0%)
1930 Changing Rooms Maintenance				400.00	1,437.29	-1,037.29	-1,037.29 (-259%)
1940 Changing Rooms Utilities				800.00	775.17	24.83	24.83 (3%)
1950 Changing Rooms Consumables				100.00		100.00	100.00 (100%)
1960 Play Area & Rec. Area Main.				2,000.00	2,538.69	-538.69	-538.69 (-26%)
1970 Field Grass & Hedge Main.				2,500.00	1,670.54	829.46	829.46 (33%)
1980 Recreation Field - Lease to ATC				165.00	165.00		(0%)
SUB TOTAL	1,850.00	1,095.84	-754.16	6,265.00	6,586.69	-321.69	-1,075.85 (-13%)
CIVIC EVENTS AND REGALIA							
	Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1510 Mayor Making				650.00	783.57	-133.57	-133.57 (-20%)
1520 Carnival Lunch etc				550.00	665.63	-115.63	-115.63 (-21%)
1530 Civic Services		200.00	200.00	200.00	1,055.55	-855.55	-855.55 (-327%)
1540 Regalia Maintenance					76.78	-76.78	-76.78 (N/A)
SUB TOTAL		200.00	200.00	1,400.00	2,581.53	-1,181.53	-981.53 (-70%)
GENERAL INCOME							
	Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1010 Precept	111,000.00	111,000.00					(0%)
1020 Bank Interest	35.00	1,215.65	1,180.65				1,180.65 (3373%)
1030 Comm Infrastructure L. Receipts		3,111.39	3,111.39				3,111.39 (N/A)
1040 Leases of Land	2,200.00	2,200.00					(0%)
1050 Other Income	80.00	10.00	-70.00				-70.00 (-87%)
1060 Men's Shed - Old Station Buildin		4,200.00	4,200.00				4,200.00 (N/A)
SUB TOTAL	113,315.00	121,737.04	8,422.04				8,422.04 (7%)
GRANTS							
	Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1410 Type A Grants - Various Annual				400.00	450.00	-50.00	-50.00 (-12%)
1420 Type B Grants -Specified-Below							(N/A)
1421 Town Trust Planters				300.00	300.00		(0%)
1422 Town Hall Grant				3,640.00	5,460.00	-1,820.00	-1,820.00 (-50%)
1423 Ax. & District Museum Grant				1,400.00	1,400.00		(0%)
1424 Christmas Trees and Lights				1,900.00	1,220.40	679.60	679.60 (35%)

Axbridge Town Council

3 April 2024 (2023 - 2024)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

1425 Royal British Legion	100.00	100.00		(0%)
1426 Local Community Groups	850.00		850.00	850.00 (100%)
1427 Community Well Being	150.00		150.00	150.00 (100%)
1430 Type C - Various one-off			100.00	-100.00 (N/A)
SUB TOTAL	8,740.00	5,030.40	-290.40	-290.40 (-3%)

OFFICE

Code Title	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1310 Office Rent				2,400.00	2,400.00		(0%)
1320 Office Rates and Utilities				600.00	513.47	86.53	86.53 (14%)
1330 Phones, Internet & Video Conf.				980.00	1,044.44	-64.44	-64.44 (-6%)
1340 IT Services and Support				1,520.00	2,484.31	-964.31	-964.31 (-63%)
1350 Stationery and Consumables				500.00	212.91	287.09	287.09 (57%)
SUB TOTAL				6,000.00	6,655.13	-655.13	-655.13 (-10%)

OPEN SPACES

Code Title	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1810 Shortlands Rent	100.00	100.00					(0%)
1820 Chestnut Avenue Grass Cutting				300.00	166.70	133.30	133.30 (44%)
1830 Street Furniture Maintenance				150.00		150.00	150.00 (100%)
SUB TOTAL	100.00	100.00		450.00	166.70	283.30	283.30 (51%)

PROJECTS

Code Title	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
2210 Maces Display Box		1,900.00	1,900.00		1,900.00	-1,900.00	(N/A)
2211 Station Leases					4,301.00	-4,301.00	-4,301.00 (N/A)
2212 Play Area Equipment		3,250.00	3,250.00		6,401.70	-6,401.70	-3,151.70 (N/A)
SUB TOTAL		5,150.00	5,150.00		12,602.70	-12,602.70	-7,452.70 (N/A)

PUBLIC CONVENIENCES

Code Title	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
2110 Public Conv. Cleaning Contract				8,016.00	7,568.00	448.00	448.00 (5%)
2120 Public Conven. Rates & Utilities				800.00	789.93	10.07	10.07 (1%)
2130 Public Conveniences Main.				3,000.00	1,472.66	1,527.34	1,527.34 (50%)
SUB TOTAL				11,816.00	9,830.59	1,985.41	1,985.41 (16%)

Axbridge Town Council

3 April 2024 (2023 - 2024)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

STAFF AND TRAINING

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1110	Salaries and Employment costs				55,200.00	59,569.11	-4,369.11	-4,369.11 (-7%)
1120	Pension deficit payments				650.00		650.00	650.00 (100%)
1130	Training and Travelling		376.80	376.80	930.00	516.70	413.30	790.10 (84%)
1140	Membership- Profess. Bodies				220.00	383.00	-163.00	-163.00 (-74%)
SUB TOTAL			376.80	376.80	57,000.00	60,468.81	-3,468.81	-3,092.01 (-5%)

Summary

NET TOTAL	117,685.00	131,839.68	14,154.68	128,400.50	141,709.71	-13,309.21	845.47 (0%)
V.A.T.		9,232.68			6,260.52		
GROSS TOTAL		141,072.36			147,970.23		

Axbridge Town Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	65,776.93	
Cash in Hand		
Precept	111,000.00	
Bank Interest	1,215.65	
Comm Infrastructure L. Receipts	3,111.39	
Leases of Land	2,200.00	
Other Income	10.00	
Men's Shed - Old Station Building	4,200.00	
Salaries and Employment costs		59,569.11
Pension deficit payments		
Training and Travelling	376.80	516.70
Membership- Profess. Bodies		383.00
General Administration		2,202.03
Insurance		1,745.44
Auditors' Fees		475.35
Town Hall Charges		1,450.00
Subscriptions		612.42
Elections		
Town Car Park Loan Repayments		10,402.06
Moorland St. Land Loan Repay't		5,657.44
Tree Inspection Report		
Town Maintenance Contractor		1,524.95
Bin Emptying Contract		3,672.24
VAT paid		
Office Rent		2,400.00
Office Rates and Utilities		513.47
Phones, Internet & Video Conf.		1,044.44
IT Services and Support		2,484.31
Stationery and Consumables		212.91
Type A Grants - Various Annual		450.00
Type B Grants -Specified-Below		
Town Trust Planters		300.00
Town Hall Grant		5,460.00
Ax. & District Museum Grant		1,400.00
Christmas Trees and lights		1,220.40
Royal British Legion		100.00
Local Community Groups		
Community Well Being		
Type C - Various one-off		100.00
Mayor Making		783.57
Carnival Lunch etc		665.63

**Axbridge Town Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Civic Services	200.00	1,055.55
Regalia Maintenance		76.78
Allotment Land Rent (SC)		280.00
Allotment Maintenance		906.61
Allotment rents	1,085.00	
Allotment deposit	60.00	
Cemetery Income	1,885.00	
Cemetery Maintenance		1,454.16
Cemetery Rates and Utilities		
Shortlands Rent	100.00	
Chestnut Avenue Grass Cutting		166.70
Street Furniture Maintenance		
Pitch & C. Rms Booking Income	1,095.84	
VAT on bookings		
Changing Rooms Maintenance		1,437.29
Changing Rooms Utilities		775.17
Changing Rooms Consumables		
Play Area & Rec. Area Main.		2,538.69
Field Grass & Hedge Main.		1,670.54
Recreation Field - Lease to ATC		165.00
Town Car Park - Garage-Lease	150.00	
Car Parks Rates and Utilities		2,971.16
Car Parks Main. inc gullies		433.30
Car Parks Patrol & Enforcement		
Grit Bin Maintenance		
Bins and Benches		
Public Conv. Cleaning Contract		7,568.00
Public Conven. Rates & Utilities		789.93
Public Conveniences Main.		1,472.66
Maces Display Box	1,900.00	1,900.00
Station Leases		4,301.00
Play Area Equipment	3,250.00	6,401.70
VAT	9,232.68	6,260.52
	141,072.36	147,970.23
Closing Balances:		
Balances in Bank Account		58,879.06
Cash in Hand		
TOTAL	206,849.29	206,849.29

The above statement represents fairly the financial position of the council as at 31 Mar 2024

**Axbridge Town Council
STATEMENT OF ACCOUNTS**

RECEIPTS

PAYMENTS

Signed _____
Responsible Financial Officer

Date _____

Agenda Item 8.6 Monthly Financial Report

Agenda Item 8.6 Payments for Ratification (R) and Authorisation March 2024				
Voucher No.	Date	Supplier	Description	Total (£)
		Payroll - March 2024 (R)	Staff Salaries and assoc. payroll organisations	4341.63
	08.03.2024	Post Office Counters (R)	Stamps	10.00
	11.03.2024	Amazon (R)	Changing rooms supplies	149.31
	11.03.2024	Amazon (R)	Office supplies	18.58
11	03.04.2024	Arien Designs Limited	Sign -Carpark	388.80
10	03.04.2024	Arien Designs Limited	Signs - defibrulator	69.60
9	03.04.2024	Arien Designs Limited	Sign - No ball games	64.80
8	03.04.2024	Adams Memorials	Foundation bases	240.00
7	03.04.2024	Somerset Association of Local Councils	Training	25.00
6	03.04.2024	Somerset Association of Local Councils	Training	25.00
5	03.04.2024	W C Maunders Ltd	Padlock Furlong	19.99
4	03.04.2024	Chris Norman Electrical	Fixed wiring and floodlight work	580.00
3	03.04.2024	A1 Gardening and Tree Surgery Limited	Open Spaces Contract - various	220.00
	03.04.2024	PATA UK	Payroll - set up and service	37.90
	03.04.2024	Payroll - April 2024	Staff Salaries and assoc. payroll organisations	4341.63
	03.04.2024	Wallgate	Service Plan	1521.47
	08.04.2024	Mr Laken	Town Maintenance Contract - March 2024	105.00
	08.04.2024	W C Maunders Ltd	Materials - public conveniences	44.73
	08.04.2024	W C Maunders Ltd	Materials - Bench and Car Park Wall	60.50
Total				12263.94

NB Powers of Spending: The Town Council has the General Power of Competence
The latest bank reconciliation – to 31st March 2024 - £58,879.06
SSE contracts now uploaded, and billing should be correct from now on

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Current credit balance £114.01

Agenda Item 9.6b Receipts March 2024				
Voucher No.	Date	Customer	Description	Total (£)
95	28.03.2024	Lloyds Bank - savings	Bank Interest	£31.60
93	20.03.2024	Axbridge Sports and Social Club Association	Donation - Chapter 8 training	£376.80
94	11.03.2024	Lloyds Bank	Bank Interest	£44.98
Total				£453.38

**Agenda Item 9.6C Direct Debit & Standing Order Payments -
March 2024**

Voucher No.	Supplier	Description	Net	VAT	Total
413	Zoom	Video Conferencing	£12.99	£0.00	£12.99
412	Vodafone	Telephone - Clerk contract	£13.34	£2.67	£16.01
409	BT	Broadband	£18.95	£3.79	£22.74
408	Somerset Council	Business Rates - Town Car Park	£104.00	£0.00	£104.00
407	Npower	Electricity - Moorland St Car Park	£13.80	£0.69	£14.49
404	O2	Telephone - Assistant Clerk	£15.63	£3.13	£18.76
403	Water2Business	Water and Sewerage - Public Conveniences	£54.50	£0.00	£54.50
402	Information Commissioners Office	Data Protection Renewal fee	£35.00	£0.00	£35.00
401	Water2Business	Water and Sewerage - Changing Rooms	£30.50	£0.00	£30.50
356	Information Commissioners Office	GDPR Data Protection Renewal	£0.00	£0.00	£0.00
Total					£308.99