



NAILSEA TOWN COUNCIL

A meeting of Nailsea Town Council will be held on
**Wednesday 13th November 2024 at 7:30pm in Nailsea Tithe Barn,
Church Lane, Nailsea**

Dear Councillor,

You are invited to a meeting of Nailsea Town Council. The agenda is set out below.

Please turn off mobile phones before the meeting.

AGENDA

Item	Subject	Page
1.	Apologies	
2.	Declaration of Interests <i>Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Nailsea Town Council's Code of Conduct for Members and by the Localism Act 2011.</i>	
3.	Public Participation <i>A period of 15 minutes in total has been allowed for the public to speak, with a limit of 3 minutes per speaker.</i>	
4.	Minutes of the meeting of the Council held on 2 nd October 2024 – encl	3
5.	To consider Co-option to fill vacancies following the sad passing of Cllr Anita Smith	
6.	Financial Matters	
	a) Statement of Income and Expenditure to 4 th November 2024 – encl	11
	b) Payments made report from 25 th September to 4 th November – encl	3
	c) Summary of Reserves as of 4 th November 2024– encl	
	d) Report on the costs of paying off the Council's 3 Public Works Board Loans (PWBL) early – encl	7
	e) Budget Summary 2025/26 - encl	9
7.	Reports of Committees and Working Parties	
	a) Planning Committee meetings held on 9 th October and 30 th October 2024 – encl	3
	b) Environment and Leisure Committee, 30 th October 2024 - encl	3
	c) Community Engagement Committee, 23 rd October 2024 – encl	69
	d) Finance and Policy Committee, 16 th October 2024 – encl	77
8.	To consider the funding of additional safety signage to the lanes at West End – Dist. Cllr Ellis - encl	81
9.	Responding to a Government Consultation on remote meeting attendance and Proxy voting - questionnaire encl	3

10. Holy Trinity Church have requested that they would like to adopt the red telephone box outside of the Tithe Barn. BT have advised them that the adoption must go via the Town Council - **encl** **99**
11. Landlords permission being sought from Nailsea United Football Club for the installation of floodlighting - **encl** **101**
12. Chair's Remarks
13. Reports from District Councillors
14. Questions asked under Standing Order 37
15. Clerk's report (Action Tracker) - **encl** **135**
16. Opportunities for communications and press releases
17. Matters for Information
18. **Resolution to Exclude the Public and Press**
Pursuant to the provisions of The Public Bodies (Admission to Meetings) Act 1960 the Council will be requested to resolve that the public and press leave the meeting during consideration of the following items, on the grounds that these items relate to identifiable individual or individuals; and contain information relating to the financial or business affairs of any such individual.

CLOSED SESSION

19. Staffing matters



Jo Duffy – Town Clerk
Tithe Barn, Church Lane, Nailsea, BS48 4NG

6th November 2024



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Town Council
held on Wednesday 2nd October 2024 at 7.30pm
at the Tithe Barn, Church Lane, Nailsea

These minutes are in draft form and remain subject to approval

Present: Cllrs J Barber, M Bird, J Blatchford, M Blatchford, R Collins, O Ellis
(until 8.07pm), A Hobbs, J Hobbs, B Kushner, R Lees, T Mazur,
G Parsons, C Taylor, J Tonkin and J Turner.

Also present: The Clerk, the Assistant Clerk and Services Manager, the
Communications and Media Officer and 12 members of the public

Announcements from the Chair:

- (i) The Chair of the Council, Cllr J Tonkin, thanked all those who had attended the funeral of his predecessor, Cllr Anita Smith, and the subsequent wake at Bristol City Football Club.
- (ii) The Chair advised that he had agreed to alter the order of business to bring forward Agenda Item 9 and Item 12 in order to accommodate attendance by the speakers concerned (*Minute 108/24 - Offer from the Rotary Club and Minute 111/24 - District Councillors' Reports refer*)

105/24 **APOLOGIES:**
Received from Cllrs K Bird, C Crispin and I Presland.

Cllr S Rogers was absent.

106/24 **DECLARATIONS OF INTEREST**
None

107/24 **PUBLIC PARTICIPATION**

a) Climate Emergency

A representative of the Nailsea Climate Emergency Group thanked the Council for its work through the Tidy Nailsea group, for its recent actions to deal with weeds and for his membership of the Council's Climate Emergency Working Party. He pointed out that we would soon be in 2025, half-way through the decade, and it was exciting to see the work going on, but he hoped to see the Council doing more and asked that the Council's Climate Emergency Working Party be elevated to the same status as the Tidy Nailsea group. In response, it was explained that the Climate Emergency Working Party had always had the status of being a formal Working Party, whereas the Tidy Nailsea group had previously been an informal arrangement. The Council had only recently made the Tidy Nailsea a formal Working Party and, consequently, the two groups now enjoyed equal status within the Council. The representative was satisfied with this explanation.

b) Banking Hub

A resident expressed her concern as to the absence of High Street banks in Nailsea and explained her interest in seeing a Banking Hub come to the town (*Minute 109/24 refers*).

108/24 OFFER FROM THE ROTARY CLUB OF NAILSEA AND BACKWELL

A representative of the Rotary Club of Nailsea and Backwell explained that his branch would like to get involved in a local project and had written to ask the Town Council whether there were any projects that might be suitable for the Rotary Club to take on. Since asking the question, the Rotary Club had become aware that the organisers of the Nailsea Skate Fest were retiring and the Rotary Club was interested in taking on the future management of the festival. The Council was aware that the Rotary Club had applied for a grant to support the festival in 2025 and it was felt best that the matter be left to the Community Engagement Committee when it considered the application.

109/24 PRESENTATION FROM CASH ACCESS UK ON THE COMMUNITY BANKING HUB DUE TO BE DELIVERED IN NAILSEA

A representative of Cash Access UK explained that her organisation was working to create a community banking hub in Nailsea by the end of May 2025. 87 such hubs had been opened in the 18 months since Cash Access UK had been created. Link (*the UKs main ATM network provider*) had already assessed that Nailsea residents needed better access to cash services. The five main High Street banks were likely to participate, most probably the banks which previously had branches in Nailsea, as they still had customers. The system was operated by the Post Office and each banking hub had a counter where customers could access cash services whenever the hub was open and whoever they banked with. The usual arrangement was for each of the five banks to have someone present on one day per week, allowing the hub to be staffed Monday to Friday, from 9am to 5pm. Customers could also talk to a community banker from their particular bank on the day that bank was in the hub.

The Chair allowed questions from the Public as well as from Councillors. In response, the representative explained that:

- she herself had been surprised by the length of time from the start of each project to opening a new hub, but this was the norm
- former bank premises were not usually taken on because: they were frequently too large for the scale of operation; or they were too old with too much work required; or not compliant with current rules for disabled access. Instead, it was usual to locate banking hubs in vacant shop premises
- negotiations were in hand for premises identified in Nailsea

110/24 MINUTES OF THE PREVIOUS MEETING

Following a proposal by Cllr J Tonkin, seconded by Cllr R Lees, the Council

RESOLVED

that the Minutes of the meeting held on 21st August 2024 be approved as an accurate record, subject to the following correction:

Minute 94/24 – Reports from Committees and Working Parties – (f) Christmas Lights Working Party – (ii) LED festoon braid lighting and projector – Delete the word ‘reject’ and replace with the word ‘defer’

Record of Voting: For - 11; Against - 0; Abstentions - 4, Absent / Apologies - 5, Vacant Seat -1

111/24 REPORT FROM DISTRICT COUNCILLORS

a) North Somerset Cllr O Ellis

(i) Cllr O Ellis stated that Local Planning Authorities (LPAs) had been told by the new Government that it would call in major applications if the LPAs were not meeting their new housing targets.

(ii) Cllr O Ellis referred to the housing development in the West End Lanes; North Somerset Council was looking to make transport safer, with a number of schemes.

(iii) Cllr O Ellis had asked about the lack of buses in Nailsea and had been disappointed by the response that North Somerset Council 'was not required to provide them.' The Council had also decided to stop funding Nailsea and District Community Transport, despite its provision of essential services to many local people in need.

(iv) Cllr O Ellis had been further disappointed by North Somerset Council's decision that Councillors could no longer speak directly to their own Officers; they were now supposed to direct enquiries through a central hub.

(Cllr O Ellis left at this point)

b) North Somerset Cllr M Bird

(i) Cllr M Bird referred back to Cllr O Ellis' point about housing development. Whereas North Somerset Council had been working on a Draft Local Plan which would allow for 14,000 new houses, the new Government had raised this target to 23,000; an increase of 9,000. To Cllr M Bird it seemed that North Somerset had always been an exceptional case in terms of housing numbers and the pressure to place development on the Green Belt, given that around 85% of land in North Somerset was flood plain, part of the Mendip Hills Area of Outstanding Natural Beauty and Green Belt (42%).

(ii) Cllr M Bird advised that a new application was expected for the development of the former Weston College building, this time to remove the partnership with Alliance Homes from the S106. He had asked for this application to be 'called in', i.e. for the decision to be made in Public by the Planning and Regulatory Committee at North Somerset Council.

112/24 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND WORKING PARTIES REPORTING TO TOWN COUNCIL, ALSO APPOINTMENTS TO EXTERNAL ORGANISATIONS AND THE RE-ORGANISATION OF CHRISTMAS LIGHTS WITHIN THE COMMITTEE TERMS OF REFERENCE.

a) Appointments

The Council made the following changes:

(i) Finance and Policy Committee – Remove Cllr C Taylor. The Chair of the Finance and Policy Committee encouraged other members to consider joining this important Committee.

(ii) Planning Committee – Add Cllr J Turner.

- (iii) Staffing Committee – Add Cllr B Kushner.
- (iv) Car Parks Working Party – Add Cllr R Lees.
- (v) Open Spaces Working Party – Remove Cllr C Taylor.
- (vi) Strategic Plan Working Party – Add Cllr A Hobbs.
- (vii) Tidy Nailsea Working Party – Remove Cllr M Bird and replace with Cllr K Bird.
- (viii) The Link Working Party – Delete the Working Party from the list of External Appointments, as the Council had been told it would not have a place.
- (ix) Community Awards Panel – Delete Cllr J Turner

b) Re-organisation of the Christmas Lights Working Party

The Working Party would in future report to the Community Engagement Committee, rather than to the Environment and Leisure Committee.

113/24 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 24th September 2024

Noted.

b) Payments made report from 29th August to 24th September

Noted.

c) Summary of Reserves as of 24th September 2024

Noted.

114/24 REPORTS FROM COMMITTEES AND WORKING PARTIES

a) Planning Committee, 28th August and 18th September 2024

Noted. An error in the Minutes of the meeting held on 18th September would be corrected prior to the Minutes being presented to the Committee for approval as a correct record.

b) Environment and Leisure Committee, 18th September 2024

Noted. In the absence of the Chair of the Committee, the Vice-Chair of presented a recommendation for consideration by the Council, which unanimously

RESOLVED

- (i) that a contract be placed with Glendale Countryside Ltd. for a supplementary Orderly service (to be known as ‘the Glendale Operative’) every Tuesday from 8th October 2024 to 31st March 2025;
- (ii) that the funding for this unbudgeted expenditure be agreed as an overspend on the Green Maintenance budget; and

(iii) that provision be made in the Budget for 2025/26 for this service to continue.

c) **Community Engagement Committee, 11th September 2024**

Noted.

d) **Finance and Policy Committee, 4th September 2024**

Noted. The Chair of the Committee advised that the work on the following year's Budget was moving on apace. There had been a number of recommendations for extra expenditure which, if all were agreed, would potentially increase the Precept by 30%. The next step would be for the Council to prioritise which of these recommendations would be allowed.

e) **ASK Nailsea Committee, 25th September 2024**

Noted. In the absence of the Chair of the Committee, the Vice-Chair of presented a recommendation for consideration by the Council, which duly

RESOLVED

that the ASK Nailsea Committee be disbanded, with the remaining projects allocated as recommended.

Record of Voting: For - 13; Against - 0; Abstentions - 1, Absent / Apologies - 5, Vacant Seat -1

115/24

MARKET RESEARCH PREPARATORY TO NAILSEA HUB FEASIBILITY STUDY

The Council was requested to consider a proposal to undertake a diagnostic assessment ('market research') as a validation exercise to confirm the appropriateness of the results of the ASK consultation, including creation of a Business, Education and Community Hub; with a view to the results of that assessment being used to inform any decision whether to undertake the next stage of the Feasibility Study.

In response to a member's question, it was explained that the Feasibility Study was itself staged (i.e. the Council could decide to stop between stages) and following a proposal by Cllr M Bird, seconded by Cllr R Lees, the Council

RESOLVED

(a) that the proposal for a diagnostic assessment received from ONH of Chipping Norton at the cost of £4,500 plus £300 expenses be approved;

(b) that the proposal to undertake the staged Feasibility Study be noted for the time being; and

(c) that the results of the diagnostic assessment be considered at the next available meeting of the Council following receipt, at which meeting (if the results of

the diagnostic assessment are positive), the proposal to undertake a Feasibility Study will be considered for approval.

Record of Voting: For - 13; Against - 0; Abstentions - 1, Absent / Apologies - 5, Vacant Seat -1

116/24 CHAIR'S REMARKS

The Chair of the Council provided a note of his recent engagements:

- the funeral of the previous Chair of the Council, Cllr Anita Smith
- the opening of the new play area at the Netherton Grange development, organised by the Vicar of Holy Trinity Church
- the 50th Birthday celebrations for Nailsea Juniors Football Club
- the Volunteers Fair held in Scotch Horn Leisure Centre
- a Falls Prevention Workshop at the Methodist Church Hall

117/24 QUESTIONS ASKED UNDER STANDING ORDER 37

None.

118/24 CLERK'S REPORT (ACTION TRACKER)

Noted.

119/24 OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES

A Press Release would be issued to promote the new 'Glendale Operative,' after the scope of work had been agreed.

120/24 MATTERS FOR INFORMATION

Cllr J Turner advised that, in his private capacity as an employee of Lloyds Bank, he had arranged for a group of 12 colleagues to undertake a day of voluntary service, including weeding and tidying in the town centre and Millennium Park. He and his colleagues were thanked for this voluntary work.

Cllr B Kushner advised that Nailsea Folk Club had booked Suntou Susso (a kora player, percussionist, singer and composer from the Gambia) for a musical evening on Sunday 6th October 2024.

121/24 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Following a proposal by Cllr J Tonkin, seconded by Cllr J Turner, and pursuant to the provisions of The Public Bodies (Admission to Meetings) Act 1960, the Council unanimously

RESOLVED

that the public and press leave the meeting during consideration of the following item, on the grounds that the item relates to identifiable individual or individuals; and/or contains information relating to the financial or business affairs of any such individual;

CLOSED SESSION

122/24 STAFFING MATTER

Note: to respect the rules for confidentiality, these Public Minutes contain only the Agenda Item heading. The full record is available only in the Confidential Minutes.

The meeting closed at 9.04pm

Chair's signature: _____ Date: _____

DRAFT

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
PEOPLE & ADMINISTRATION							
100 ADMINISTRATION							
4000 COURSES - STAFF	1,283	1,500	217		217	85.5%	
4005 COURSES - CLLRS	120	500	380		380	24.0%	
4010 EXPENSES - STAFF	199	200	1		1	99.6%	
4015 EXPENSES - CLLRS	69	150	81		81	46.3%	
4020 RECRUITMENT	172	600	428		428	28.6%	
4030 CHAIRMANS EXPENSES	6	200	194		194	3.0%	
4300 PROFESSIONAL FEES	145	0	(145)		(145)	0.0%	
ADMINISTRATION :- Indirect Expenditure	1,994	3,150	1,156	0	1,156	63.3%	0
Net Expenditure	(1,994)	(3,150)	(1,156)				
110 STAFF COSTS							
4080 STAFF SALARIES	139,072	228,748	89,676		89,676	60.8%	8,091
4085 CARETAKERS SALARIES	9,469	14,229	4,760		4,760	66.5%	
4090 TOWN ORDERLY SALARY	9,588	14,310	4,722		4,722	67.0%	
4095 STAFF TAX & NATIONAL INSURANCE	13,125	22,780	9,655		9,655	57.6%	384
4100 STAFF SUPERANNUATION	23,225	38,201	14,976		14,976	60.8%	1,351
4105 CARETAKER TAX & NATIONAL INS	175	0	(175)		(175)	0.0%	
4110 CARETAKER SUPERANNUATION	708	0	(708)		(708)	0.0%	
4115 TOWN ORDERLY TAX & NI	473	720	247		247	65.7%	
4120 TOWN ORDERLY SUPERANNUATION	1,459	2,390	931		931	61.0%	
STAFF COSTS :- Indirect Expenditure	197,294	321,378	124,084	0	124,084	61.4%	9,827
Net Expenditure	(197,294)	(321,378)	(124,084)				
6000 plus Transfer from EMR	9,827						
Movement to/(from) Gen Reserve	(187,467)						
PEOPLE & ADMINISTRATION :- Income	0	0	0			0.0%	
Expenditure	199,288	324,528	125,240	0	125,240	61.4%	
Net Income over Expenditure	(199,288)	(324,528)	(125,240)				
plus Transfer from EMR	9,827						
Movement to/(from) Gen Reserve	(189,461)						
COMMUNITY ENGAGEMENT							

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 AWARDS</u>							
4185 COMMUNITY AWARD	210	300	90		90	70.0%	
AWARDS :- Indirect Expenditure	<u>210</u>	<u>300</u>	<u>90</u>	<u>0</u>	<u>90</u>	<u>70.0%</u>	<u>0</u>
Net Expenditure	<u>(210)</u>	<u>(300)</u>	<u>(90)</u>				
<u>210 CCTV</u>							
4220 MAINTENANCE	7,105	28,420	21,315		21,315	25.0%	
CCTV :- Indirect Expenditure	<u>7,105</u>	<u>28,420</u>	<u>21,315</u>	<u>0</u>	<u>21,315</u>	<u>25.0%</u>	<u>0</u>
Net Expenditure	<u>(7,105)</u>	<u>(28,420)</u>	<u>(21,315)</u>				
<u>220 COMMUNICATION</u>							
4260 NAILSEA TOWN.COM	2,123	4,000	1,878		1,878	53.1%	
4261 PUBLIC INFORMATION	0	1,000	1,000		1,000	0.0%	
4262 SOCIAL MEDIA SPONSORSHIP	982	1,200	218		218	81.9%	
4263 QUARTERLY NEWSLETTER	1,050	1,400	350		350	75.0%	
4264 PRINTED MATERIAL	0	1,000	1,000		1,000	0.0%	
4270 ADVERTISING	1,108	1,000	(108)		(108)	110.8%	
4275 NETWORKING EVENT	0	1,000	1,000		1,000	0.0%	
COMMUNICATION :- Indirect Expenditure	<u>5,263</u>	<u>10,600</u>	<u>5,337</u>	<u>0</u>	<u>5,337</u>	<u>49.7%</u>	<u>0</u>
Net Expenditure	<u>(5,263)</u>	<u>(10,600)</u>	<u>(5,337)</u>				
<u>230 NAILSEA PLACE</u>							
4027 NAILSEA GLASS STORAGE	320	480	160		160	66.7%	
NAILSEA PLACE :- Indirect Expenditure	<u>320</u>	<u>480</u>	<u>160</u>	<u>0</u>	<u>160</u>	<u>66.7%</u>	<u>0</u>
Net Expenditure	<u>(320)</u>	<u>(480)</u>	<u>(160)</u>				
<u>240 YOUTH SERVICES</u>							
4360 CONTRACT	15,244	26,300	11,056		11,056	58.0%	
YOUTH SERVICES :- Indirect Expenditure	<u>15,244</u>	<u>26,300</u>	<u>11,056</u>	<u>0</u>	<u>11,056</u>	<u>58.0%</u>	<u>0</u>
Net Expenditure	<u>(15,244)</u>	<u>(26,300)</u>	<u>(11,056)</u>				
<u>250 GRANTS</u>							
4420 2ND NAILSEA SCOUTS	500	500	0		0	100.0%	
4421 CHRISTMAS DAY LUNCH	100	100	0		0	100.0%	
4436 COMMUNITY GROUP	10,000	10,000	0		0	100.0%	
4440 COMMUNITY TRANSPORT	15,100	15,100	0		0	100.0%	

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4455 FRIENDS OF STOCKWAY RESERVE	150	150	0		0	100.0%	
4460 FRIENDS OF TRENDLEWOOD PARK	748	748	0		0	100.0%	
4501 NAILSEA MEMORY CAFE	3,756	3,756	0		0	100.0%	
4545 EAT FESTIVALS	750	750	0		0	100.0%	
4555 CITIZENS ADVICE NS	20,042	20,042	0		0	100.0%	
4626 ARTFUL MINDS	500	500	0		0	100.0%	
4627 NAILSEA PLAYING FIELDS ASSOC	500	500	0		0	100.0%	
4628 THE LEG CLUB	2,800	2,800	0		0	100.0%	
4629 VISION NORTH SOMERSET	500	500	0		0	100.0%	
4630 NAILSEA WALKING FOOTBALL CLUB	0	1,200	1,200		1,200	0.0%	
4631 TYNTESFIELD PATIENTS MED GROUP	1,300	1,300	0		0	100.0%	
4632 BRIDGING THE GAP	1,000	1,000	0		0	100.0%	
5225 FARMERS MARKET	4,850	4,850	0		0	100.0%	
GRANTS :- Indirect Expenditure	62,596	63,796	1,200	0	1,200	98.1%	0
Net Expenditure	(62,596)	(63,796)	(1,200)				
<u>260 OTHER COMMUNITY ENG.</u>							
4700 NAILSEA COMMUNITY TRUST	4,000	4,000	0		0	100.0%	
4705 PATRONAGE/ LOCAL SOCIETIES	500	500	0		0	100.0%	
4710 POPPY WREATH/DONATIONS	0	50	50		50	0.0%	
OTHER COMMUNITY ENG. :- Indirect Expenditure	4,500	4,550	50	0	50	98.9%	0
Net Expenditure	(4,500)	(4,550)	(50)				
<u>760 65 HIGH STREET</u>							
1600 HIRERS	3,935	6,500	2,565			60.5%	
65 HIGH STREET :- Income	3,935	6,500	2,565			60.5%	0
5450 BANK CHARGES	1	0	(1)		(1)	0.0%	
5550 SOCIAL VALUE ENGINE M'SHIP	0	600	600		600	0.0%	
5732 TV LICENCE	170	167	(3)		(3)	101.5%	
5750 SUNDRIES	692	500	(192)		(192)	138.4%	
5760 ELECTRICITY	2,299	2,400	101		101	95.8%	
5765 MAINTENANCE - AD HOC	1,647	1,500	(147)		(147)	109.8%	
5770 MAINTENANCE COSTS	189	600	411		411	31.5%	
5775 WATER	347	300	(47)		(47)	115.6%	
5785 CLEANING CONTRACT	2,124	4,400	2,276		2,276	48.3%	
5790 CLEANING SUPPLIES	21	300	279		279	7.0%	
5795 FIRE AND SECURITY	0	840	840		840	0.0%	
5800 GAS	2,870	4,100	1,230		1,230	70.0%	

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5805 REFUSE DISPOSAL	916	2,000	1,084		1,084	45.8%	
5810 IT AND TELECOMS	2,559	5,100	2,541		2,541	50.2%	
5815 COUNCIL TAX	3,074	4,611	1,537		1,537	66.7%	
5820 PHOTOCOPIER	472	810	338		338	58.2%	
5825 STATIONERY	5	450	445		445	1.1%	
5840 NAILSEA PLACE MANAGER	0	150	150		150	0.0%	
65 HIGH STREET :- Indirect Expenditure	17,384	28,828	11,444	0	11,444	60.3%	0
Net Income over Expenditure	(13,449)	(22,328)	(8,879)				
COMMUNITY ENGAGEMENT :- Income	3,935	6,500	2,565			60.5%	
Expenditure	112,622	163,274	50,652	0	50,652	69.0%	
Movement to/(from) Gen Reserve	(108,687)						
ENVIRONMENT & LEISURE							
<u>300 ALLOTMENT - ENGINE LANE</u>							
1310 RENT RECEIVED	1,062	1,242	180			85.5%	
ALLOTMENT - ENGINE LANE :- Income	1,062	1,242	180			85.5%	0
4025 SUNDRIES	48	200	152		152	24.2%	
4790 MAINTENANCE AND REPAIRS	650	500	(150)		(150)	130.0%	
4795 TREE AND HEDGE WORK	0	1,500	1,500		1,500	0.0%	
4800 WATER	(40)	100	140		140	(40.3%)	
ALLOTMENT - ENGINE LANE :- Indirect Expenditure	658	2,300	1,642	0	1,642	28.6%	0
Net Income over Expenditure	404	(1,058)	(1,462)				
<u>310 ALLOTMENT - WHITESFIELD ROAD</u>							
1310 RENT RECEIVED	3,578	4,493	915			79.6%	
ALLOTMENT - WHITESFIELD ROAD :- Income	3,578	4,493	915			79.6%	0
4025 SUNDRIES	0	200	200		200	0.0%	
4790 MAINTENANCE AND REPAIRS	936	750	(186)		(186)	124.8%	
4795 TREE AND HEDGE WORK	0	250	250		250	0.0%	
4800 WATER	(378)	600	978		978	(63.1%)	
5450 BANK CHARGES	2	0	(2)		(2)	0.0%	
ALLOTMENT - WHITESFIELD ROAD :- Indirect Expenditure	560	1,800	1,240	0	1,240	31.1%	0
Net Income over Expenditure	3,018	2,693	(325)				

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>340</u> <u>BIODIVERSITY</u>							
4850 TREE & FLORAL PLANTING	0	600	600		600	0.0%	
BIODIVERSITY :- Indirect Expenditure	<u>0</u>	<u>600</u>	<u>600</u>	<u>0</u>	<u>600</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(600)</u>	<u>(600)</u>				
<u>350</u> <u>CHRISTMAS</u>							
4210 ELECTRICITY	0	1,000	1,000		1,000	0.0%	
4870 CHRISTMAS LIGHTS -PURCHASE	787	0	(787)		(787)	0.0%	
4875 CHRISTMAS LIGHTS - INSTALL	0	9,000	9,000		9,000	0.0%	
4880 CHRISTMAS LIGHTS - MAINTENANCE	1,674	1,700	26		26	98.5%	
CHRISTMAS :- Indirect Expenditure	<u>2,461</u>	<u>11,700</u>	<u>9,239</u>	<u>0</u>	<u>9,239</u>	<u>21.0%</u>	<u>0</u>
Net Expenditure	<u>(2,461)</u>	<u>(11,700)</u>	<u>(9,239)</u>				
<u>360</u> <u>COMMUNITY PAYBACK</u>							
4025 SUNDRIES	0	200	200		200	0.0%	
COMMUNITY PAYBACK :- Indirect Expenditure	<u>0</u>	<u>200</u>	<u>200</u>	<u>0</u>	<u>200</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(200)</u>	<u>(200)</u>				
<u>370</u> <u>DOG BINS</u>							
4900 BIN EMPTYING	5,022	10,300	5,278		5,278	48.8%	
4905 NEW/REPLACEMENT BINS	90	500	410		410	18.0%	
DOG BINS :- Indirect Expenditure	<u>5,112</u>	<u>10,800</u>	<u>5,688</u>	<u>0</u>	<u>5,688</u>	<u>47.3%</u>	<u>0</u>
Net Expenditure	<u>(5,112)</u>	<u>(10,800)</u>	<u>(5,688)</u>				
<u>380</u> <u>GLASSWORKS</u>							
4220 MAINTENANCE	0	500	500		500	0.0%	
GLASSWORKS :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
<u>390</u> <u>GREEN MAINTENANCE</u>							
1335 GARDEN OF REST INCOME	1,500	1,500	0			100.0%	
GREEN MAINTENANCE :- Income	<u>1,500</u>	<u>1,500</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
4925 GARDEN OF REST	1,050	1,386	336		336	75.8%	
4930 GOLDEN VALLEY BRIDLEWAY	126	1,078	952		952	11.7%	
4940 OTHER	250	1,000	750		750	25.0%	

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4942 LIONS GREEN	1,313	1,733	421		421	75.7%	
4945 VILLAGE GREEN	0	624	624		624	0.0%	
4950 HANNAH MORE PARK	1,397	2,095	698		698	66.7%	
4955 GLASSWORKS	1,562	2,148	586		586	72.7%	
5025 NSC CONTRACT	29,900	29,500	(400)		(400)	101.4%	
GREEN MAINTENANCE :- Indirect Expenditure	35,598	39,564	3,966	0	3,966	90.0%	0
Net Income over Expenditure	(34,098)	(38,064)	(3,966)				
410 NAILSEA IN BLOOM							
1220 SPONSORSHIP	1,914	2,000	86			95.7%	
NAILSEA IN BLOOM :- Income	1,914	2,000	86			95.7%	0
4365 ANNUAL INSURANCE	0	80	80		80	0.0%	
4370 PURCHASES	4,304	6,200	1,896		1,896	69.4%	
4970 WATERING	5,145	6,000	855		855	85.8%	
NAILSEA IN BLOOM :- Indirect Expenditure	9,449	12,280	2,831	0	2,831	76.9%	0
Net Income over Expenditure	(7,535)	(10,280)	(2,745)				
420 NAILSEA PLAYING FIELDS ASSOC							
4225 WASTE MANAGEMENT AT GROVE	0	250	250		250	0.0%	
4990 GROUNDS MAINTENANCE CONTRACT	5,701	11,190	5,489		5,489	50.9%	
5000 REPAIRS	0	1,000	1,000		1,000	0.0%	
NAILSEA PLAYING FIELDS ASSOC :- Indirect Expenditure	5,701	12,440	6,739	0	6,739	45.8%	0
Net Expenditure	(5,701)	(12,440)	(6,739)				
440 PLAY AREAS							
4220 MAINTENANCE	1,201	1,980	779		779	60.6%	
PLAY AREAS :- Indirect Expenditure	1,201	1,980	779	0	779	60.6%	0
Net Expenditure	(1,201)	(1,980)	(779)				
450 PUBLIC RIGHTS OF WAY							
4220 MAINTENANCE	0	1,000	1,000		1,000	0.0%	
PUBLIC RIGHTS OF WAY :- Indirect Expenditure	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	0	(1,000)	(1,000)				

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>460 SKATEPARK</u>							
4210 ELECTRICITY	0	1,000	1,000		1,000	0.0%	
4790 MAINTENANCE AND REPAIRS	225	1,000	776		776	22.4%	
SKATEPARK :- Indirect Expenditure	<u>225</u>	<u>2,000</u>	<u>1,776</u>	<u>0</u>	<u>1,776</u>	<u>11.2%</u>	<u>0</u>
Net Expenditure	<u>(225)</u>	<u>(2,000)</u>	<u>(1,776)</u>				
<u>490 TOWN ORDERLY</u>							
4025 SUNDRIES	29	500	471		471	5.7%	
4900 BIN EMPTYING	1,202	0	(1,202)		(1,202)	0.0%	
5110 EQUIPMENT & SUNDRIES	590	500	(90)		(90)	117.9%	
5120 WORKWEAR	0	250	250		250	0.0%	
TOWN ORDERLY :- Indirect Expenditure	<u>1,820</u>	<u>1,250</u>	<u>(570)</u>	<u>0</u>	<u>(570)</u>	<u>145.6%</u>	<u>0</u>
Net Expenditure	<u>(1,820)</u>	<u>(1,250)</u>	<u>570</u>				
<u>500 TREES AND WOODLANDS</u>							
5140 TREE MAINTENANCE	950	4,000	3,050		3,050	23.8%	
5150 SPILSBURY WOOD	0	1,500	1,500		1,500	0.0%	
TREES AND WOODLANDS :- Indirect Expenditure	<u>950</u>	<u>5,500</u>	<u>4,550</u>	<u>0</u>	<u>4,550</u>	<u>17.3%</u>	<u>0</u>
Net Expenditure	<u>(950)</u>	<u>(5,500)</u>	<u>(4,550)</u>				
<u>510 OTHER ENVIRONMENT</u>							
5160 PEST CONTROL	90	300	210		210	30.0%	
OTHER ENVIRONMENT :- Indirect Expenditure	<u>90</u>	<u>300</u>	<u>210</u>	<u>0</u>	<u>210</u>	<u>30.0%</u>	<u>0</u>
Net Expenditure	<u>(90)</u>	<u>(300)</u>	<u>(210)</u>				
ENVIRONMENT & LEISURE :- Income	8,054	9,235	1,181			87.2%	
Expenditure	63,823	104,214	40,391	0	40,391	61.2%	
Movement to/(from) Gen Reserve	<u>(55,770)</u>						
PLANNING							
<u>600 BUS SHELTERS</u>							
5000 REPAIRS	0	400	400		400	0.0%	
5180 CLEANING	1,320	2,290	970		970	57.6%	
BUS SHELTERS :- Indirect Expenditure	<u>1,320</u>	<u>2,690</u>	<u>1,370</u>	<u>0</u>	<u>1,370</u>	<u>49.1%</u>	<u>0</u>
Net Expenditure	<u>(1,320)</u>	<u>(2,690)</u>	<u>(1,370)</u>				

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
640 STREET LIGHTING							
4210 ELECTRICITY	1,699	4,000	2,301		2,301	42.5%	
4220 MAINTENANCE	0	250	250		250	0.0%	
STREET LIGHTING :- Indirect Expenditure	1,699	4,250	2,551	0	2,551	40.0%	0
Net Expenditure	(1,699)	(4,250)	(2,551)				
650 TOWN CENTRE IMPROVEMENTS							
4220 MAINTENANCE	3,690	1,670	(2,020)		(2,020)	220.9%	
5280 NOTICE BOARD ELEC	(4,157)	0	4,157		4,157	0.0%	
5285 SIGNAGE	35	0	(35)		(35)	0.0%	
TOWN CENTRE IMPROVEMENTS :- Indirect Expenditure	(433)	1,670	2,103	0	2,103	(25.9%)	0
Net Expenditure	433	(1,670)	(2,103)				
PLANNING :- Income	0	0	0			0.0%	
Expenditure	2,586	8,610	6,024	0	6,024	30.0%	
Movement to/(from) Gen Reserve	(2,586)						
FINANCE & POLICY							
700 ADMINISTRATION							
1076 PRECEPT	595,379	595,379	0			100.0%	
1085 SUNDRY INCOME	1,392	50	(1,342)			2783.3%	
1090 INTEREST RECEIVED	49,636	40,000	(9,636)			124.1%	
1103 CIL INCOME 2023/24	56,328	0	(56,328)			0.0%	56,328
1104 CIL INCOME 2024/25	306,932	0	(306,932)			0.0%	306,932
ADMINISTRATION :- Income	1,009,666	635,429	(374,237)			158.9%	363,260
5300 PHOTOCOPYING	1,127	1,800	673		673	62.6%	
5305 POSTAGE	568	750	183		183	75.7%	
5310 STATIONERY	963	1,300	337		337	74.0%	
5315 TELEPHONE	1,233	1,700	467		467	72.5%	
5450 BANK CHARGES	246	600	354		354	41.0%	
ADMINISTRATION :- Indirect Expenditure	4,136	6,150	2,014	0	2,014	67.2%	0
Net Income over Expenditure	1,005,531	629,279	(376,252)				
6001 less Transfer to EMR	363,260						
Movement to/(from) Gen Reserve	642,271						

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
710 INFRASTRUCTURE							
5380 HEALTH & SAFETY	0	1,000	1,000		1,000	0.0%	
5382 HEALTH AND SAFETY CONTRACT	2,625	1,980	(645)		(645)	132.6%	
5400 RBS/OMEGA SOFTWARE LICENCE	1,109	2,200	1,091		1,091	50.4%	
5405 WEBSITE - HOSTING	471	1,200	729		729	39.3%	
5415 WEBSITE - UPGRADES	0	250	250		250	0.0%	
5420 IT PURCHASES	1,140	1,000	(140)		(140)	114.0%	
5425 IT SUPPORT	4,512	6,700	2,188		2,188	67.3%	
INFRASTRUCTURE :- Indirect Expenditure	9,858	14,330	4,472	0	4,472	68.8%	0
Net Expenditure	(9,858)	(14,330)	(4,472)				
720 LEGAL AND FINANCIAL							
5440 AUDIT FEE: INTERNAL	0	1,100	1,100		1,100	0.0%	
5445 AUDIT FEE: EXTERNAL	(1,680)	3,087	4,767		4,767	(54.4%)	
5455 INSURANCE	4,963	4,500	(463)		(463)	110.3%	
LEGAL AND FINANCIAL :- Indirect Expenditure	3,283	8,687	5,404	0	5,404	37.8%	0
Net Expenditure	(3,283)	(8,687)	(5,404)				
730 MEMBERSHIPS AND LICENCES							
4025 SUNDRIES	26	0	(26)		(26)	0.0%	
5500 ALCA	2,126	2,130	4		4	99.8%	
5505 AVON WILDLIFE TRUST	58	52	(6)		(6)	111.5%	
5510 DATA PROTECTION	0	45	45		45	0.0%	
5515 FOREST OF AVON	60	120	60		60	50.0%	
5525 OPEN SPACES SOCIETY	0	55	55		55	0.0%	
5530 SLCC	716	735	19		19	97.4%	
5535 SW COUNCILS	499	510	11		11	97.8%	
MEMBERSHIPS AND LICENCES :- Indirect Expenditure	3,485	3,647	162	0	162	95.6%	0
Net Expenditure	(3,485)	(3,647)	(162)				
740 PUBLIC WORKS LOANS BOARD							
5610 PWLB - GLASSWORKS CAPITAL	1,457	2,944	1,487		1,487	49.5%	
5615 PWLB - GLASSWORKS INTEREST	3,478	6,927	3,449		3,449	50.2%	
5620 PWLB - TITHE BARN CAPITAL	804	1,626	822		822	49.5%	
5625 PWLB - TITHE BARN INTEREST	2,875	5,733	2,858		2,858	50.2%	
5630 PWLB - 65 HIGH STREET CAPITAL	2,596	5,231	2,635		2,635	49.6%	
5635 PWLB - 65 HIGH STREET INTEREST	4,283	8,528	4,245		4,245	50.2%	
PUBLIC WORKS LOANS BOARD :- Indirect Expenditure	15,494	30,989	15,495	0	15,495	50.0%	0
Net Expenditure	(15,494)	(30,989)	(15,495)				

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
750 TITHE BARN							
1510 OTHER HIRERS	3,727	6,000	2,273			62.1%	
1520 REGULAR HIRERS	11,622	15,000	3,379			77.5%	
1530 TITHE BARN TRUST	7,056	7,056	0			100.0%	
1535 LEG CLUB	4,725	6,300	1,575			75.0%	
1540 WEDDING RECEPTION & CEREMONY	38,780	33,775	(5,005)			114.8%	
1541 WEDDING CEREMONY	2,310	475	(1,835)			486.3%	
1542 WEDDING RECEPTION	525	0	(525)			0.0%	
1547 KITCHEN HIRE	44	0	(44)			0.0%	
TITHE BARN :- Income	68,789	68,606	(183)			100.3%	0
4025 SUNDRIES	(87)	2,000	2,087		2,087	(4.4%)	
4210 ELECTRICITY	5,496	15,000	9,504		9,504	36.6%	
4270 ADVERTISING	0	520	520		520	0.0%	
4800 WATER	632	800	168		168	78.9%	
5120 WORKWEAR	22	150	128		128	14.6%	
5690 CLEANING - CONTRACT	3,280	6,000	2,720		2,720	54.7%	
5695 CLEANING - SUPPLIES	500	750	250		250	66.6%	
5700 DOOR SAFE STAFF	555	1,900	1,345		1,345	29.2%	
5701 CARETAKING - WEDDINGS	2,760	0	(2,760)		(2,760)	0.0%	
5705 FIRE AND SECURITY	1,300	1,500	200		200	86.7%	
5710 GAS	4,732	14,000	9,268		9,268	33.8%	
5712 COUNCIL TAX	2,179	3,000	821		821	72.6%	
5715 LAUNDRY	38	300	262		262	12.7%	
5720 MAINTENANCE - AD HOC	3,048	2,500	(548)		(548)	121.9%	
5725 MAINTENANCE COSTS - PLANNED	153	3,000	2,847		2,847	5.1%	
5730 PREMISES LICENCE	0	200	200		200	0.0%	
5731 WEDDING LICENCE	0	584	584		584	0.0%	
5740 PRS LICENCE	652	600	(52)		(52)	108.6%	
5745 REFUSE DISPOSAL	1,101	2,260	1,159		1,159	48.7%	
TITHE BARN :- Indirect Expenditure	26,360	55,064	28,704	0	28,704	47.9%	0
Net Income over Expenditure	42,429	13,542	(28,887)				
FINANCE & POLICY :- Income	1,078,455	704,035	(374,420)			153.2%	
Expenditure	62,615	118,867	56,252	0	56,252	52.7%	
Net Income over Expenditure	1,015,840	585,168	(430,672)				
less Transfer to EMR	363,260						
Movement to/(from) Gen Reserve	652,580						

SPECIFIED RESERVES

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
910 MAJOR CONTINGENCY ITEMS							
9030 SKATEPARK PROJECT	0	3,000	3,000		3,000	0.0%	
9146 CLIMATE CHANGE PROJECTS	487	7,000	6,513		6,513	7.0%	487
9153 COMMUNITY FUND	1,710	30,000	28,290		28,290	5.7%	1,710
9156 MILLENNIUM PARK	0	10,000	10,000		10,000	0.0%	
9162 CIL - 2021/22	0	0	0		0	0.0%	401
9163 ENGINE LANE RECEIPTS	0	0	0		0	0.0%	177,060
9166 Ash Die Back Trestment	925	30,000	29,075		29,075	3.1%	925
9167 Electon Expenses	0	15,000	15,000		15,000	0.0%	
9168 Constlancy & Legal Contingency	6	65,950	65,944		65,944	0.0%	6
9169 WELLBEING PROJECTS	879	20,000	19,121		19,121	4.4%	879
9171 NO 65 CONTINGENCY FUND	0	5,000	5,000		5,000	0.0%	
9172 WEBSITE UPGRADE	1,921	3,000	1,079		1,079	64.0%	1,921
9173 MARTYN'S LAW	0	6,000	6,000		6,000	0.0%	
9174 PRECEPT EQUALISATION FUND	0	55,830	55,830		55,830	0.0%	
9178 SINKING FUND	0	20,000	20,000		20,000	0.0%	
MAJOR CONTINGENCY ITEMS :- Indirect Expenditure	5,927	270,780	264,853	0	264,853	2.2%	183,388
Net Expenditure	(5,927)	(270,780)	(264,853)				
6000 plus Transfer from EMR	183,388						
Movement to/(from) Gen Reserve	177,461						
930 RESTRICTED FUNDS							
9035 TITHE BARN CAPITAL FUND	0	54,726	54,726		54,726	0.0%	
9200 BACKWELL LAKE - PATH	0	1,842	1,842		1,842	0.0%	
9205 FRIENDS OF TRENDLEWOOD PARK	630	952	322		322	66.2%	630
9215 TREE WARDENS	0	185	185		185	0.0%	
9225 YOUTH HOUSE	0	3,469	3,469		3,469	0.0%	
9310 YOUNG PERSONS GRANT	0	8,355	8,355		8,355	0.0%	
9315 WELLBEING	0	14,994	14,994		14,994	0.0%	
9320 LIVING ROOM PROJECT	10	10	0		0	96.9%	10
RESTRICTED FUNDS :- Indirect Expenditure	640	84,533	83,893	0	83,893	0.8%	640
Net Expenditure	(640)	(84,533)	(83,893)				
6000 plus Transfer from EMR	640						
Movement to/(from) Gen Reserve	0						

Detailed Income & Expenditure by Budget Heading 04/11/2024

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>940 ENGINE LANE</u>							
9159 CAPITAL PROJECTS	960	28,214	27,254		27,254	3.4%	960
9163 ENGINE LANE RECEIPTS	0	3,565,494	3,565,494		3,565,494	0.0%	(354,084)
9180 ELECTRIC BUSES	177,096	177,096	0		0	100.0%	354,120
ENGINE LANE :- Indirect Expenditure	<u>178,056</u>	<u>3,770,804</u>	<u>3,592,748</u>	<u>0</u>	<u>3,592,748</u>	<u>4.7%</u>	<u>996</u>
Net Expenditure	<u>(178,056)</u>	<u>(3,770,804)</u>	<u>(3,592,748)</u>				
6000 plus Transfer from EMR	996						
Movement to/(from) Gen Reserve	<u>(177,060)</u>						
<u>950 CIL MONIES</u>							
9162 CIL - 2021/22	40,592	213,294	172,702		172,702	19.0%	40,191
9165 CIL - 2022/23	0	19,476	19,476		19,476	0.0%	
9170 CIL - 2023/24	0	66,464	66,464		66,464	0.0%	
9177 CIL - 2024/25	0	363,260	363,260		363,260	0.0%	
CIL MONIES :- Indirect Expenditure	<u>40,592</u>	<u>662,494</u>	<u>621,902</u>	<u>0</u>	<u>621,902</u>	<u>6.1%</u>	<u>40,191</u>
Net Expenditure	<u>(40,592)</u>	<u>(662,494)</u>	<u>(621,902)</u>				
6000 plus Transfer from EMR	40,191						
Movement to/(from) Gen Reserve	<u>(401)</u>						
SPECIFIED RESERVES :- Income	0	0	0			0.0%	
Expenditure	<u>225,215</u>	<u>4,788,611</u>	<u>4,563,396</u>	<u>0</u>	<u>4,563,396</u>	<u>4.7%</u>	
Net Income over Expenditure	<u>(225,215)</u>	<u>(4,788,611)</u>	<u>(4,563,396)</u>				
plus Transfer from EMR	225,215						
Movement to/(from) Gen Reserve	<u>0</u>						
Grand Totals:- Income	1,090,443	719,770	(370,673)			151.5%	
Expenditure	<u>666,150</u>	<u>5,508,104</u>	<u>4,841,954</u>	<u>0</u>	<u>4,841,954</u>	<u>12.1%</u>	
Net Income over Expenditure	<u>424,293</u>	<u>(4,788,334)</u>	<u>(5,212,627)</u>				
plus Transfer from EMR	235,042						
less Transfer to EMR	363,260						
Movement to/(from) Gen Reserve	<u>296,076</u>						

UNITY CURRENT ACCOUNT

List of Payments made between 02/10/2024 and 04/11/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/10/2024	SQUAREBIRD	B277	44.39		Vimeo Hosting Annual
04/10/2024	COMPEX COMPUTER SERVICES	B278	158.40		Microsoft 365 Annual
04/10/2024	WEST COUNTRY GROUND CARE	B279	518.40		Maintenance, Sept 24
04/10/2024	AMBIENCE LANDSCAPES LTD	B280	1,004.39		Bins, Sept 24
04/10/2024	KN OFFICE SUPPLIES	B281	293.75		Stationery, Postage
04/10/2024	GB SPORT & LEISURE UK LTD	B282	96.00		Inspection, Sept 24
04/10/2024	SQUAREBIRD	B283	23.99		Web Hosting Monthly
04/10/2024	AVON LOCAL COUNCILS' ASSN	B284	240.00		Course x 2 JD IP
04/10/2024	Stephen Holley	B285	8.62		Milk & Sundries TB
04/10/2024	AMBIENCE LANDSCAPES LTD	B286	234.00		Bins, Sept 24
04/10/2024	AMAZON.CO.UK	B287	7.99		Photo Frame
04/10/2024	One Stop Cleaning Shop	B288	59.57		Black Sacks
04/10/2024	ALEXMOKE	B289	800.00		Alex Moke, Wedding Caretaking
04/10/2024	AMAZON.CO.UK	B290	27.47		Toilet Seat
04/10/2024	ABSOLUTE (UK) LIMITED	B291	561.60		Cleaning, Sept 24
04/10/2024	ABSOLUTE (UK) LIMITED	B292	345.60		Cleaning Sept 24
04/10/2024	MAT FIRE SYSTEMS LTD	B293	159.00		Alarm Investigation x 2
04/10/2024	THREE CHERRIES	DD	378.77		SoGEA/Virgin, Oct 24
04/10/2024	HMRC	B276A	5,420.95		PAYE & NI, Sept 24
10/10/2024	EE.CO.UK	DD	129.36		Mobiles, October 24
10/10/2024	THREE CHERRIES	DD	147.42		Call Charges, Sept 24
10/10/2024	FOREST OF AVON TRUST	SO	10.00		Membership, Oct 24
14/10/2024	YORK SURVEY SUPPLY	B294	231.00		Timber Pegs, Allotments
14/10/2024	ENCORE ELECTRICAL	B295	1,500.00		Anchor Bold Testing
14/10/2024	Wendy Mobbs	B296	15.00		Plants for Box on High St
14/10/2024	BEN KUSHNER	B297	22.50		Drinks re Quiz
14/10/2024	KN OFFICE SUPPLIES	B298	293.87		Postage/stationery/cleaning
14/10/2024	KN OFFICE SUPPLIES	B299	59.15		Stationery
14/10/2024	AMAZON.CO.UK	B300	31.38		Gel Keyboard Support/Mouse Mat
14/10/2024	AMAZON.CO.UK	B301	24.97		Cable Reel
14/10/2024	RICOH	B302	839.12		Photocopying
14/10/2024	SIGNET SIGNS	B303	1,044.00		Honours Board
14/10/2024	LEGACY LEISURE LIMITED	B304	333.20		Hall Hire, Volunteers Fair
14/10/2024	SWIFT TREE SURGERY	B305	1,140.00		Ash Removal
14/10/2024	AMBIENCE LANDSCAPES LTD	B306	117.00		Bins, July
14/10/2024	KEITHS GARDENING SERVICES	B307	882.00		Watering, Sept 24
14/10/2024	FOREAL YOUTH WORK PROVIDER	B308	2,177.75		Youth Sessions, Oct 24
14/10/2024	SELECT ELECTRICS LTD	B309	298.92		Replace lamps incl parts
14/10/2024	Eat Festivals/People's Plot	B310	705.00		Entertainment Xmas
14/10/2024	Eat Festivals/People's Plot	B311	375.00		25% for Xmas Fayre
14/10/2024	MICROSHADE BUSINESS CONS	B312	697.38		Hosting, Oct 24
14/10/2024	THE FESTIVE LIGHTING COMPANY	B313	468.00		Pole for Carabine Hook
14/10/2024	THE FESTIVE LIGHTING COMPANY	B314	468.00		Pole for Carbine
14/10/2024	Lydney Bosley Dep Wed	XDEP-BOSLE	-1,482.50		Lydney Bosley Dep Wed
15/10/2024	AVON WILDLIFE TRUST	DD	48.00		Annual Membership
16/10/2024	AERAL DIRECT LTD	EE-REFUND	-3.00		EE Refund re CE Mobile
16/10/2024	VALDA ENERGY	DD	3,343.92		Gas/Elec, Oct 24
18/10/2024	Katherine Clarke	B315	48.00		Wedding Support 12 Oct

UNITY CURRENT ACCOUNT

List of Payments made between 02/10/2024 and 04/11/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
18/10/2024	TRUDY HOLLOW	B316	35.64		Milk No 65 /Competition Prize
18/10/2024	SIGNET SIGNS	B317	108.00		Honours Board
18/10/2024	LANDSCAPE SERVICES	B318	1,137.48		Maintenance, Sept 2024
18/10/2024	SQUAREBIRD	B319	348.00		Privacy Policy / SEO
18/10/2024	YORK SURVEY SUPPLY	B320	81.00		Timber Pegs
18/10/2024	ALCA	B321	30.00		Comms Course, CE
18/10/2024	GOULD AUTOPLATES & SIGNS	B322	65.40		Hi Viz Vest
18/10/2024	HOBDEN'S & SON	B323	48.00		Storage 18/10-14/11
18/10/2024	CLEARVIEW CLEANER	B324	35.00		Quarterly Clean Windows
18/10/2024	SOUTH WEST HYGIENE	B325	47.45		Bins 22/11 to 19/02
18/10/2024	COMPEX COMPUTER SERVICES	B326	618.00		VivoBook / Support Services
21/10/2024	NTC STAFF	B327	302.40		Payroll October 2024
22/10/2024	NTC STAFF	B328	17,612.06		Payroll Oct 24
22/10/2024	HMRC	B329	5,528.69		NI/TAX, October 24
23/10/2024	EVERFLOW WATER	DD	124.98		Water, Nov 24
30/10/2024	HOUSE MARTIN GARDEN	B330	65.00		Lodge Lane Maintenance
30/10/2024	PUBLISHING TODAY LTD	B331	350.00		Qtly Newsletter
30/10/2024	INLINE SIGNS	B332	6.00		Container Signs NIB
30/10/2024	CHRIS THYNNE CLEANING	B334	440.00		Cleaning Oct 24
30/10/2024	PUBLISHING TODAY LTD	B335	158.33		No 65 Article
30/10/2024	Friends of Trendlewood Park	XB0097	-322.00		Return of unspent Grant monies
Total Payments			51,166.76		

Specified and Restricted Reserves

As at 4 November 2024

	B/F 1 April 24	Reset	Receipts	Expenditure	Balance	Comments
Skateboard Project	3,000				3,000	
Climate Change Projects	7,000			487	6,513	£487 Gazebo for Nailsea Climate Emergency Group
Community Fund	29,491	509		1,710	28,290	£500 Nailsea Pride, £129 Beacon Gas, Christmas Fair £1080
Wellbeing Projects	19,157	843		879	19,122	£641 Volunteers Fair, £226.35 Vouchers, £11.70 Treasure Hunt
Millennium Park	10,000				10,000	
Ash Die Back Treatment	30,000			925	29,075	£925 Tree work
Election Expenses	15,000				15,000	
Consultancy and Legal Contingency	65,950			6	65,944	
Precept Equalisation Fund	45,182	10,648			55,830	
No 65 Contingency Fund	5,000				5,000	
Website Upgrade	3,000			1,921	1,079	Website
Implementing Martyn's Law	4,000	2,000			6,000	
Sinking Fund (CCTV, Play Equipment etc)	0	20,000			20,000	
Total Specified Reserves	236,780	34,000	0	5,927	264,853	
Restricted Funds						
Tithe Barn Capital Fund	54,727				54,727	
Backwell Lake - Path	1,842				1,842	
Friends of Trendlewood Park	952			630	322	Bench
Tree Wardens	185				185	
Youth House (No 65)	3,469				3,469	
Young Persons Grant	8,355				8,355	NSC Grant. Can be used to fund service/equipment @ No 65
Wellbeing	24,821			9,827	14,994	Wellbeing @ No 65
Living Room Project	10			10	0	Living Room Costs @ No 65
Total Restricted Funds	94,360	0	0	10,467	83,893	
Capital Receipts						
Engine Lane Receipts	3,742,590	-177,096			3,565,494	
Electric Buses	0	177,096		177,096	0	
Capital Projects	28,214			960	27,254	
Total Capital Receipts	3,770,804	0	0	178,056	3,592,748	
CIL Income						
CIL Income 2021/22	213,293			40,592	172,702	
CIL Income 2022/23	19,476				19,476	
CIL Income 2023/24	66,465				66,465	
CIL Income 2024/25	0		363,260		363,260	£56,327 and £306932
Total CIL Income	299,234	0	363,260	40,592	621,902	
					Total Earmarked CIL Income (see attached sheet)	-287,005
					Total Remaining CIL Income	334,897
TOTAL RESERVES	4,401,177	34,000	363,260	235,042	4,563,396	

Specified and Restricted Reserves

Supplementary to Specified & Restricted Reserves

On 7 December 2022, the Council agreed that the following projects be removed from specified reserves with any future expenditure to be taken from CIL Income.

Items to be taken out of reserves	B/F 1 December 2022	Agreed changes to reserve	Expenditure*	Current Balance	Comments
Gateway planters	0	1,000	672	328	NIB - 2 x gateway planters for Lodge Lane. 2 x troughs £363
Car Parks	15,191		15,191	0	
NSC Playground Upgrade		100,000		100,000	
Hannah More Play Equipment	28,000	70,000	8,690	89,310	
No 65 Improvements	19,936	12,153	12,373	19,716	Emergency Lighting £1,323. Staircase upgrade £11,051
Road Crossings	25,000		25,000	0	
Middle Engine Pit	20,000			20,000	
New Christmas Lights	30,000	47,671	25,020	52,651	Overall festive light agreed budget £77,670.60 which includes costs to supply and install festive lighting columns £37,900. Expenditure 21 pole motifs £11,570 (Aug 23), snowflakes £2,087 (Oct 23) and other lights £11,362.50 (Jan 24)
Community Park	0	5,000		5,000	
TOTAL FROM CIL INCOME	138,127	235,824	86,946	287,005	

* Please note any expenditure outlined above has already been deduced from the CIL balance on page 1 and is here for information only.

As at 4 November 2024

Total CIL Income Remaining	621,902
Earmarked expenditure	287,005
Total remaining CIL Income	334,897

ENGINE LANE FUNDS / ASK NAILSEA

	B/F 1 April 24	Relevant Committee	Reset Budget	Receipts	Expenditure	Balance	Comments
Engine Lane Funds	3,742,590		-177,096			3,565,494	£177,096 transfer to Electric Buses project.
Electric Buses	0	Environment & Leisure	177,096		177,096	0	2 x Electric Buses
Capital Projects	28,214				960	27,254	£960 Honours Board
TOTAL	3,770,804		0	0	178,056	3,592,748	

PWLB Loans - Repayment Details as at 7 November 2024

Please find below the costs to repay the following loans: Glassworks, tithe Barn and 65 High Street.

The loan repayment rates detailed below are reset daily so settlement figures will also change daily. If the Council wishes to proceed, an updated settlement figure will be requested.

Repayment Quote as of 7 November 2024

Deal Number	PW503326 (58069) - Glassworks	PW495943 (66089) - Tithe Barn	PW506058 (67561) - 65 High Street
Current Interest Rate	4.0%	4.3%	2.9%
Face Value	£170,737.44	£132,010.28	£289,755.93
Amount to Repay	£170,737.44	£132,010.28	£289,755.93
% to Repay	100%	100%	100%
Accrued Interest	£2,230.54	£1,848.39	£2,745.36
Premium/ Discount due to early repayment	-£12,661.34	-£7,128.21	-£60,588.70
Settlement Date	07/11/2024	07/11/2024	07/11/2024
Principal Repayment	£170,737.44	£132,010.28	£289,755.93
Total Settlement	£160,306.64	£126,730.46	£231,912.59
Remaining Face Value	0	0	0

Amount Repayable as of 7 November 2024

Amount to Repay	£170,737.44	£132,010.28	£289,755.93
Interest	£2,230.54	£1,848.39	£2,745.36
Total Amount to Repay before discount	£172,967.98	£133,858.67	£292,501.29
Apply Discount	-£12,661.34	-£7,128.21	-£60,588.70
Amount to Repay minus discount	£160,306.64	£126,730.46	£231,912.59

TOTAL AMOUNT TO REPAY	£599,327.94
TOTAL DISCOUNT	-£80,378.25
TOTAL PAYABLE	£518,949.69

Consideration of Preliminary Budget Figures 2025/2026

Commentary

This is the second draft of the 2025/26 budget for discussion by the Finance and Policy Committee on 16 October 2024.

The proposed total precept increase for this draft budget is £125,852 (21.14%). This is a large increase and the Council could consider a number of options to help mitigate the rise as follows:

1. Use capital fund interest to offset some of the increase. Obviously this would reduce the amount of capital available for projects however, if the Council were to invest £2m of the Engine Lane Funds longer term, it would be able to inject regular interest to reduce the precept.
2. The Council could also consider paying off the PWLB loans which would reduce our capital reserves by £590k but save £30k a year in revenue costs.

As an example, if the Council were to agree to pay off the PWLB loans and use £80,000 of interest to mitigate the increase, the precept rise would reduce to £14,863 (2.5%).

Please note that we are unable to advise the exact percentage increase for an individual Band D property until we receive the 2025/26 precept calculator from North Somerset Council in mid-December. If there were no further changes to the budget presented here, then we would expect the final percentage increase to be lower as the average number of Band D properties has increased this year.

The Council's reserves and CIL monies are attached to this report for consideration and discussion prior to agreeing any revisions/reset.

Overview

Listed below are areas where expenditure is anticipated to increase and further explanations provided where necessary.

1. Staff costs are projected to increase by £46,471 and a detailed analysis is included below.
2. The 2025/26 grant awards are yet to be finalised and the £70,000 budget could rise as 25 grant applications have been received requesting £160,167 in support.
3. An increase of £4,100 in the communications budget from £10,600 to £14,700 has been proposed.
4. The hire of a grounds person has been proposed at a cost of £11,440.

1a. Staffing Costs

Changes during 2024-25

We anticipate a number of cost changes since the original 2024-25 forecast was prepared and these are as follows:

The 2024/25 office staff wage award is in negotiation but will be lower than the 5% forecast. An increase of £1,290 on all NJC pay points 1 and above has been offered. This equates to a 3-9% wage rise depending on an individual's NJC pay point.

There were 6 spinal point changes instead of the 5 forecast.

Office hours reduced from 37.5 to 37 hours per week. This led to an adjustment in pay for staff on part time hours.

There will be statutory maternity pay and event support costs relating to the Wedding and Events Officer.

The 2025/26 Facilities staff wage award will be announced this autumn and any increase applied from December 2024. A 5.5% increase has been used for forecast purposes.

Pension and NI contribution costs have been updated to reflect any changes.

Changes during 2024-25	Staff Costs *	2024/25 Budget	£321,378
2024-25 Proposed Pay Award	-£2,554		
Spinal Point Changes	£1,608		
Part Time Hours Adjustment	£538		
Wedding SMP and Cover	£5,827		
Pension & NI Changes	£871		
Total	£6,290	2024/25 Forecast Outturn	£327,668

* These costs do not include courses, expenses or recruitment.

Changes during 2025-26

When setting the 2025-26 staff costs budget, we have assumed/considered the following:

A 3% wage award in 2025-26 and 5 spinal point moves.

A facilities staff pay award of 5.9% increase from December 2025.

The difference in costs between a full time Wedding Co-ordinator and statutory maternity pay / costs of maternity cover.

Salary costs have been added for a part time Administrator at No 65 and a part-time Wellbeing Officer covering 7 months from September 2025.

Pension and NI contribution costs have been updated to reflect any changes.

Staff Costs - Changes during 2025-26	Staff Costs	2025/26 Forecast Outturn	£327,668
2025/26 Pay Award (3% Forecast)	£7,707		
Annual Spinal Point Moves (5)	£3,457		
2025/26 Facilities Pay Award	£939		
Wedding SMP and Cover	£972		
Wellbeing Officer (6 Months) P/T Administrator (12 Months)	£19,300		
Employer NI and pension contribution increases	£7,806		
2025-26 Increase	£40,180	2025/26 Budget	£367,849

1b. Headcount

	Hours per Week	Comments
Town Clerk	37.0	
Assistant Clerk	37.0	
Finance Officer	37.0	
No 65 Manager	37.0	
No 65 Administrator	16.0	
Office Administration Officer	34.0	
Wellbeing Officer	16.0	
Communications Officer	22.5	
Wedding & Events Co-ordinator	16.0	
Town Orderly	24.0	
Caretaker 1	9.0 **	** Excludes overtime, approx. 7 hours per week.
Caretaker 2	6.0 **	

2a. 2025/26 Grant Request Overview

The Council has received 25 grant applications requesting £160,167 in support. It has also received a request to increase an on-going grant award from £4,000 to £5,000. Details of these grant requests are outlined below.

	Requested	£ Agreed to Date	2025/26 Proposed Budget	£70,000
Requested:				
Friends of Stockway North Nature Reserve	£150			
Nailsea Juniors Football Club	£500			
Artful Minds Project: Memories at the Barn	£600			
Nailsea District Leg Club	£600			
Read Easy	£676			
Vision North Somerset	£949			
Nailsea Choral Society	£1,000			
St Peter's Hospice	£1,000			
Trendlewood Community Festival	£1,000			
Nailsea Carnival Committee & 1st Nailsea Scouts	£1,000			
Nailsea Community Skatepark Festival and Showcase	£1,000			
Nailsea Shedders	£1,500			
2nd Nailsea Scouts	£1,948			
Nailsea Festival of Music	£2,000			
Friends of Trendlewood Park	£2,600			
Nailsea District Leg Club *	£2,800	£2,800		
Memories at the Barn *	£4,050	£4,050		
Nailsea Theatre Club	£2,000			
Somerset Farmers Markets	£4,850			
Nailsea Cricket Club	£5,000			
Wellspring Counselling	£5,000			
Nailsea United Football Club	£5,500			
Nailsea and District Community Transport	£17,076			
Nailsea Community Group	£20,000			
The Grove Sports Centre and Social Club	£54,000			
EAT Festival *	£2,225	£2,225		
NORTH SOMERSET LGBT+ *	£500	£500		
North Somerset Citizens Advice *	£20,643	£20,643		
	Sundry	£39,782		
	Total Grant Budget 2024-25	£160,167	£70,000	

2025/26 Proposed Budget £70,000

2b. On-going Grant awards

	Requested	£ Agreed	2025/26 Proposed Budget	£4,000
Nailsea Community Trust *	£5,000	£4,000		
Total Grant Budget 2024-25	£5,000	£4,000		

* Grants pre-agreed by NTC

2025/26 Revised Budget £5,000

3. Communications Budget

A proposed increase of £4,100 in new or revised expenditure has been added to the original £10,600 communications budget.

2024/25 Budget £10,600

Proposed changes included within the budget:

Website	£500
Social Media Sponsorship (Facebook Boosting)	£800
Quarterly Newsletter	£200
Promoting No 65	£2,600
	<hr/>
	£4,100
	<hr/> <hr/>

2025/26 Proposed Budget £14,700

For Consideration

Outlined below are areas that require further discussion and agreement by councillors in order to progress the budget:

- 1 The distribution of community grants.
- 2 Whether to mitigate a large precept increase by making long term investments and/or by repaying loans.
- 3 Whether to purchase festoon Christmas lighting for the High Street and install a Christmas tree on Lion's Green. Below is a breakdown of the costs associated with the installation, removal and maintenance of both these items.

2025/26 Proposed Budget £12,400

Proposed changes to budget if festoon lighting is purchased:

Christmas tree at Lions Green - purchase, installation and Testing	£1,250
Electricity	£1,000
Installation/removal/maintenance	£5,000
PAT Testing	£160
	<hr/>
	£7,410
	<hr/> <hr/>

2025/26 Revised Budget £19,810

Forecast 2024/2025 and Budget 2025/2026	Budget 2024/2025	(A)	Expected Outturn 2024/2025	Draft Budget 2025/2026	% Increase in Precept Income	Draft Mitigated Budget 2025/26	% Increase in Mitigated Precept Income	Comments
Precept Income	595,379		595,379	721,231	21.14%	610,242	2.50%	
BAU Expenditure								
People and Admin								
Staff Costs	321,378		321,378	328,853		328,853		Staff costs include 3% wage award for 2025/26.
Additional Staff Costs			12,428	38,996		38,996		Costs include maternity cover for 11 months, wellbeing officer for 7 months and part time No 65 admin cover for 12 months. Includes 3% wage award for 2025/26
Other	3,150		3,150	4,950		4,950		
Total	324,528		336,956	372,799		372,799		
Community Engagement								
CCTV	28,420		28,420	29,841		29,841		
Youth Services	26,300		26,300	26,950		26,950		
No 65	28,828		28,914	30,386		30,386		
Less No 65 Income-Hirers etc	-6,500		-6,500	-6,500		-6,500		
Grants	63,796		63,096	70,000		70,000		
Communication Costs	10,600		13,070	14,700		14,700		
Christmas Lights etc	11,700		12,950	12,400		12,400		The purchase of festoon lighting is being discussed and maintenance costs are not reflected here.
Other Costs	5,330		5,240	6,430		6,430		
Total	168,474		171,490	184,207		184,207		
Environment and Leisure								
Allotments	2,350		2,350	2,260		2,260		
Income from Allotments	-5,735		-5,735	-5,654		-5,654		
Income from Garden of Rest	-1,500		-1,500	-1,500		-1,500		
Nailsea Playing Fields Assoc	12,440		12,440	14,369		14,369		Maintenance contract due for renewal - 15% increase forecast.
Green Maintenance	39,564		39,564	52,513		52,513		3 year contract up for renewal. 15% increase forecast. Includes the costs of a grounds person.
Town Orderly	1,250		3,485	1,000		1,000		
Biodiversity	600		600	600		600		
Community Payback	200		0	0		0		
Dog Bins	10,800		10,800	10,800		10,800		
Glassworks	500		500	550		550		
Nailsea in Bloom	12,280		12,967	13,885		13,885		Increase reflects higher plant costs.
NIB Sponsorship & Poppy Donations	-2,000		-2,000	-2,000		-2,000		
Play Areas	1,980		1,980	1,980		1,980		
Public Rights of Way	1,000		1,000	1,000		1,000		
Trees and Woodlands	7,250		7,250	7,250		7,250		
Skatepark	2,000		1,000	2,000		2,000		
Other environment	300		300	300		300		
Total	83,279		85,001	99,353		99,353		

Forecast 2024/2025 and Budget 2025/2026		Budget 2024/2025		Expected Outturn 2024/2025	Draft Budget 2025/2026	% Increase in Precept Income	Draft Mitigated Budget 2025/26	% Increase in Mitigated Precept Income	Comments
Precept Income		595,379	(A)	595,379	721,231	21.14%	610,242	2.50%	
Planning									
Bus shelters		2,690		2,690	2,710		2,710		
Prof Fees		0		0	0		0		
Street Lighting		4,250		3,600	3,750		3,750		
Town Centre improvements		1,670		1,378	3,500		3,500		Includes additional bench repairs as part of maintenance programme.
Total		8,610		7,668	9,960		9,960		
Finance and Policy									
Other Sundry income including interest		-50		-50	-50		-50		
Interest		-40,000		-174,345	0		-80,000		£2m invested in Treasury Stock
Office Costs (photocopying, postage etc)		6,150		6,150	7,200		7,200		
Infrastructure, including IT		14,330		14,385	14,923		14,923		
Legal and Financial		8,687		9,150	8,680		8,680		
Memberships and Licenses		3,647		3,611	3,774		3,774		
PWLB repayments (Cap and Int)		30,989		30,989	30,989		0		Consider repaying the PWLB loans
Tithe Barn Trust		-7,056		-7,056	-7,350		-7,350		
The Leg Club		-6,300		0	-6,300		-6,300		
Hirers excluding weddings		-21,000		-21,000	-21,000		-21,000		
Bar		0		0	0		0		
Weddings		-34,250		-44,580	-29,650		-29,650		Income represents 10 potential weddings in 25/26.
Other Tithe Barn costs incl cleaning/repairs		55,064		49,219	53,696		53,696		
Total		10,211		-133,527	54,912		-56,077		
Total Business as Usual Costs, net of sundry income		595,101	[B]	467,588	721,231		610,242		
Net Position after Precept		278	(C)= (A)- (B)	127,791	0		0		
Free General Reserves B/F 1/04/2024		212,374	(D)	212,374	340,165		340,165		
Transfer from General Reserves to Specified Reserves			[E]						
Transfer of excess interest re Capital Funds to reserves									
Free General Reserves C/D 31/03/2024		212,652	(F)= (D)- [C] -[E]	340,165	340,165		340,165		
No of Months expenditure in free reserves		4.0		6.4	5.7		5.9		

Current Band D Equivalent	93.67	Draft Band D Equivalent	113.47	Mitigated Band D Equivalent	94.67
		% increase	21.14%	% increase	1.07%

PEOPLE AND ADMIN

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments	
100 ADMINISTRATION						
4000 COURSES - STAFF	1,500	0	1,500	3,000	Increased following staffing review	
4005 COURSES - CLLRS	500	0	500	500		
4010 EXPENSES - STAFF	200	0	200	500		
4015 EXPENSES - CLLRS	150	0	150	150		
4020 RECRUITMENT	600	0	600	600		
4030 CHAIRMANS EXPENSES	200	0	200	200		
Overhead Expenditure	3,150	0	3,150	4,950		
110 STAFF COSTS						
4080 STAFF SALARIES	228,748	5,628	234,376	265,602	Maternity Cover and Wellbeing for 7 months	
4085 CARETAKERS SALARIES	14,229	6,800	21,029	14,669		
4090 TOWN ORDERLY SALARIES	14,310	0	14,310	14,810		
4095 STAFF NATIONAL INSURANCE	22,781	0	22,781	25,151		
4100 STAFF SUPERANNUATION (PENSION)	38,201	0	38,201	44,356		
4105 CARETAKER EMP NI	0	0	0	0		
4110 CARETAKER SUPERANNUATION	0	0	0	0		
4115 TOWN ORDERLY EMP NI	720	0	720	788		
4120 TOWN ORDERLY SUPERANNUATION	2,390	0	2,390	2,473		
4300 PROFESSIONAL FEES	0	0	0	0		
Overhead Expenditure	321,378	12,428	333,806	367,849		
120 OTHER PEOPLE & ADMIN						
4130 CONTINGENCY	0	0	0	0		
Overhead Expenditure	0	0	0	0		
PEOPLE & ADMINISTRATION - Income	0		0	0		
Expenditure	324,528	12,428	336,956	372,799		

FINANCE & POLICY

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
700 ADMINISTRATION					
1085 SUNDRY INCOME	50	0	50	50	Allotment shed rent
1090 INTEREST RECEIVED	40,000	-134,345	174,345	50,000	Estimate £174k in interest if no changes in sum invested and interest rates
1097 CIL INCOME	0	0	0	0	CIL income expected but amount unknown
Total Income	40,050	-134,345	174,395	50,050	
5300 PHOTOCOPYING	1,800	0	1,800	2,000	New contract. Ricoh Rental £492. Click Charges B&W/ Colour est £1500 pa. £1992 est total.
5305 POSTAGE	750	0	750	700	More emails being sent so have reduced to £700.
5310 STATIONERY	1,300	0	1,300	1,300	
5315 TELEPHONE	1,700	0	1,700	2,520	Zoom £130 pa. EE Mobile £63.89 pm - £767 pa. Three Cherries Call Charges approx. £125 pm / £1500 pa) TOTAL £2397. Budget includes 5% price rises.
5450 BANK CHARGES	600	0	600	680	All bank charges now here (£660 last year)
Overhead Expenditure	6,150	0	6,150	7,200	
710 INFRASTRUCTURE					
5380 HEALTH & SAFETY	1,000	0	1,000	1,000	Legionella, first Aid, furniture
5382 HEALTH AND SAFETY CONTRACT	1,980	0	1,980	1,980	New 3 year contract @£1,700 pa £105 Admin and premium fee. Worknest £93.50. 5% inc.
5385 EMAIL ADDRESS LICENCE	0	0	0	0	
5400 RBS/OMEGA SOFTWARE LICENCE	2,200	0	2,200	2,200	£555 software licence; £444 Bookings; Sales Ledger £222; £110 Tax; £868 Year end = £2199 Total.
5405 WEBSITE - HOSTING	1,200	0	1,200	1,200	Email hosting £108 pa, Domain Name NTOWN £55 / Vimeo £30 pa / Policy/Cookies 180 pa; Sqbird: web Hosting/SLL£260 pa. .gov.uk SLL £25, SSD webhosting £240 pa, : Zen domain nailseatown.com nailseatowncouncil.com £60.
5410 WEBSITE - MAINTENANCE		0	0	0	
5415 WEBSITE - UPGRADES	250	0	250	250	
5420 IT PURCHASES	1,000	0	1,000	1,000	
5425 IT SUPPORT	6,700	55	6,755	7,293	Microshade/Citrix £478 pm = 5727 pa. Three Cherries SoGEEA £35.74 pm = £429pa. Adhoc Support £450. Canva £270 (£90 x 3) . Zoom £129.90 pa. ADOBE £199 pa. Total 6755. With 5% £7093. Adhoc support est of £200 included on top.
Overhead Expenditure	14,330	55	14,385	14,923	
720 LEGAL AND FINANCIAL					
5440 AUDIT FEE: INTERNAL	1,100	0	1,100	1,100	2 x £530 (increase of £20 per visit)
5445 AUDIT FEE: EXTERNAL	3,087	0	3,087	1,680	Audit Fee band £750,000 to £1,000,000 - £1,680
5450 BANK CHARGES	0	0	0	0	Moved to Finance Admin
5455 INSURANCE	4,500	463	4,963	5,900	£4963 in 2024/5 (18% inc). If same increase, £5856
5460 LEGAL COSTS	0	0	0	0	e.g. Lease for Grove. Moved to Reserves.
Overhead Expenditure	8,687	463	9,150	8,680	
730 MEMBERSHIPS AND LICENCES					
5500 ALCA/NALC	2,130	-4	2,126	2,233	5% increase
5505 AVON WILDLIFE TRUST	52	-2	50	52	£48 in 2023. TBA 2024. £2 Increase pa?
5510 DATA PROTECTION	45	0	45	45	
5515 FOREST OF AVON	120	0	120	120	£10 per month
5525 OPEN SPACES SOCIETY	55	0	55	55	£5 increase included
5530 SLCC	735	-19	716	755	2.5% increase (2 memberships)
5535 SW COUNCILS	510	-11	499	514	£499 in 2024/25 (3% inc)
Overhead Expenditure	3,647	-36	3,611	3,774	

FINANCE & POLICY

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
740 PUBLIC WORKS LOANS BOARD					
5610 PWLB - GLASSWORKS CAPITAL	2,828	0	2,828	3,064	2 Payments - July and January
5615 PWLB - GLASSWORKS INTEREST	7,042	0	7,042	6,807	2 Payments - July and January
5620 PWLB - TITHE BARN CAPITAL	1,558	0	1,558	1,697	2 Payments - July and January
5625 PWLB - TITHE BARN INTEREST	5,802	0	5,802	5,662	2 Payments - July and January
5630 PWLB - 65 HIGH STREET CAPITAL	5,081	0	5,081	5,385	2 Payments - July and January
5635 PWLB - 65 HIGH STREET INTEREST	8,678	0	8,678	8,374	2 Payments - July and January
Overhead Expenditure	30,989	0	30,989	30,989	
750 TITHE BARN					
1505 SMALL BUSINESS SUPPORT GRANT	0	0	0	0	None expected
1510 OTHER HIRERS	6,000	0	6,000	6,000	Reduced due to fewer one off events
1520 REGULAR HIRERS	15,000	0	15,000	15,000	Income reduced to reflect move of Leg Club to separate income line.
1530 TITHE BARN TRUST	7,056	0	7,056	7,350	Memory Café Room Hire
1535 NEW - LEG CLUB	6,300	0	0	6,300	Leg Club Room Hire
1540 WEDDING RECEPTION & CEREMONY	33,775	10,280	44,055	29,650	Based on 10 weddings (£2965)
1541 WEDDING CEREMONY	475	50	525	0	See above
1545 BAR PAYMENTS	0	0	0	0	
1546 DOOR SECURITY	0	0	0	0	
1547 KITCHEN HIRE	0	0	0	0	£10 for each adhoc event
1548 TABLECLOTH HIRE	0	0	0	0	£5 per tablecloth to cover laundry costs
Total Income	68,606	10,330	72,636	64,300	
4025 SUNDRIES	2,000	0	2,000	2,000	Miscellaneous supplies for Tithe Barn
4210 ELECTRICITY	15,000	-5,240	9,760	10,300	Approx £9,760 last year. Plus 5% interest
4270 WEDDING ADVERTISING	520	0	520	520	2 year advert paid 21/22. Next 2024-5 £495 x 5%
WEDDING LICENCE	584	0	584	584	£1750 for 3 years
WEDDING CARETAKING	0	0	0	4,000	£400 per wedding based on 10 bookings.
4800 WATER	800	0	800	860	£815 over the past 12 months plus 5% = £856
5022 REFUND OF BAR INCOME	0	0	0	0	
5120 WORKWEAR	150	0	150	150	Shoes etc for Caretakers
5690 CLEANING - CONTRACT	6,000	0	6,000	6,100	£19 ph, 2 hrs x3 times pw = £114 pw (£5,700 pa based on 300 hours) plus adhoc event/deep cleans. SW Hygiene £87.95 per quarter = £351.80 pa.
5695 CLEANING - SUPPLIES	750	0	750	750	
5700 DOOR SAFE STAFF	1,900	-285	1,615	1,150	New supplier £95 per session . 10 x weddings plus 2 events
5705 FIRE AND SECURITY	1,500	0	1,500	1,500	(Call out £132.50/ Fobs £15 each) Astron Intruder & Fire Alarm Maintenance £650 / MAT Fire System - Annual Monitoring £358 / fire and intruder alarm maintenance £79. ABC Fire Protection Maintenance £185. Total £1405 Budget includes contingency for 1 x alarm reset
5710 GAS	14,000	0	14,000	13,900	DD Gas/Elec for TB (approx £13,200 last year) plus 5% increase
5712 BUSINESS RATES	3,000	0	3,000	3,200	24/25 £3112.26 (RV 7900 x 49.9) rate relief c. 21.05%
5715 LAUNDRY	300	0	300	300	Monies recouped from income raised from tablecloth hire.
5720 MAINTENANCE - AD HOC	2,500	0	2,500	2,500	
5725 MAINTENANCE COSTS - PLANNED	3,000	0	3,000	3,000	
5730 PREMISES LICENCE	200	0	200	200	Premises alcohol licence £180 plus contingency
5740 PRS LICENCE	600	52	652	700	Music Licence plus small contingency to cover ad-hoc event bookings with music/film.
5745 REFUSE DISPOSAL	2,260	-372	1,888	1,982	New contract with NSC from Nov 23 to Oct 24 is £1887.60. 5% increase added
Overhead Expenditure	55,064	-5,845	49,219	53,696	
FINANCE & POLICY - Income	108,656	-124,015	247,031	114,350	
Expenditure	118,867	-5,363	113,504	119,262	
Net Cost	10,211	118,652	-133,527	4,912	

COMMUNITY ENGAGEMENT

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
200 AWARDS					
4180 ALLOTMENT COMPETITION	0	0	0	100	Competition confirmed for 25/26
4185 COMMUNITY AWARD	300	-90	210	300	25/26 Award
4190 YOUNG PERSONS AWARD	0	0	0	0	
Overhead Expenditure	300	-90	210	400	
210 CCTV					
4220 MAINTENANCE	28,420	0	28,420	29,841	SLA in place. Annual maintenance of £28,420 agreed in 2023/24. Subsequent years the annual contribution will increase in line with the local authority employee percentage salary increase. Forecast 5% used.
Overhead Expenditure	28,420	0	28,420	29,841	
220 COMMUNICATION					
4260 NAILSEA TOWN.COM (Websites)	4,000	0	4,000	4,500	Support and help to update the new website. 13% increase forecast.
4262 SOCIAL MEDIA SPONSORSHIP	1,200	0	1,200	2,000	To sponsor specific social media posts to reach a larger audience £100 per month. 67% increase forecast.
4263 QUARTERLY NEWSLETTER	1,400	0	1,400	1,600	Publish 4 quarterly newsletter in the Nailsea Newspaper delivered to all homes in Nailsea. 14% increase forecast.
4270 ADVERTISING	1,000	0	1,000	1,000	General advertising budget for press and other publications. 0% increase forecast.
4264 PRINTED MATERIAL	1,000	0	1,000	1,000	Develop printed material for publication around the town. Posters/Banners/Leaflets. 0% increase forecast.
4275 NETWORKING EVENTS	1,000	0	1,000	1,000	To promote networking events as required. 0% increase forecast.
PROMOTING NO 65	0	2470	2,470	2,600	£2470 expenditure approved for 24/25 to promote No 65. Monthly article in Nailsea newspaper and digital activity promoting the services. 5% increase forecast.
4261 PUBLIC INFORMATION	1,000	0	1,000	1,000	Public Information activity. 5% increase forecast. 0% increase forecast.
4265 ELECTION EXPENSES	0	0	0	0	£15,000 set aside in reserves
Overhead Expenditure	10,600	2,470	13,070	14,700	
230 NAILSEA PLACE					
4027 NAILSEA GLASS STORAGE	480	0	480	480	Hobdens £40 pm/£480 pa. No increase forecast
Overhead Expenditure	480	0	480	480	
240 YOUTH SERVICES					
1200 GRANTS	0	0	0	0	
1210 OTHER	0	0	0	0	
1220 SPONSORSHIP	0	0	0	0	
Total Income	0	0	0	0	
4360 CONTRACT	26,300	0	26,300	26,950	£2178 pm. £26,136 pa. Annual increases around 2.35%. Forecast increase of £650 per annum for 2024-25 - £26,950
Overhead Expenditure	26,300	0	26,300	26,950	

COMMUNITY ENGAGEMENT

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
760 65 HIGH STREET					
1600 HIRERS	6,500	0	6,500	6,500	
1605 GRANTS	0	0	0	0	
1615 PHOTOCOPIING	0	0	0	0	
Total Income	6,500	0	6,500	6,500	
5,550 SOCIAL VALUE ENGINE M'SHIP	600	600	1,200	1,250	Annual membership increase to £1,250 pa.
5750 SUNDRIES	500	330	830	300	Generally averages around £45 every 4 months
5760 ELECTRICITY	2,400	0	2,400	4,000	Year to date is £3800. Plus 5% increase
5800 GAS	4,100	0	4,100	7,920	Year to date is £7540. Plus 5% increase
5732 TV LICENCE	167	0	167	176	Fee increased 5% in 24/25. Forecast 5% fo5 25/26.
5765 MAINTENANCE - AD HOC	1,500	147	1,647	1,500	
5770 MAINTENANCE COSTS	600	0	600	1,250	Lift Maintenance £189. Main door H&S service £66. EICR Service £720 annually. Garden maintenance £99.75. Adhoc £100 Total £1175 x 5% = £1234
5775 WATER	300	96	396	300	Supplier forward forecasts usage. £277 23/24 with 5% inc = £292
5785 CLEANING CONTRACT	4,400	-250	4,150	4,400	£1 increase forecast - £19 ph pa, 2 hours twice a week (£76 pw). 200 hours = £3800 pa. £10 x 8 Windows (£110), £50 x 4 Qtly Windows = £200 - total £280 pa. SW Hygiene £93.25 per 4 months - total £279 pa. TOTAL = £4,359
5790 CLEANING SUPPLIES	300	0	300	200	
5795 FIRE AND SECURITY	840	-200	640	840	£600 Fire/Intruder Alarm Maintenance. £90 fire extinguisher service. £100 contingency for repairs reserve. Includes 5% inflation. - total £840
5805 REFUSE DISPOSAL	2,000	-395	1,605	1,700	New contract with NSC from Nov 23 to Oct 24 is £1,605 pa. Add 5% increase
5810 IT AND TELECOMS	5,100	-92	5,008	2,200	True Speed at £52 pm (£624 pa plus 5% = £655) OR Virgin Media £280 pm (£3360 pa). 2 x Mobiles £15.24 pm (£183 pa). Microshade Hosting £108.60 pm (£1303 pa). TOTAL £2141
5815 BUSINESS RATES	4,611	0	4,611	3,200	24/25 to £3112. Small business multiplier 49.9p x 79 rateable value. Multiplier has remained the same since 20/21. Forecast an increase.
5820 PHOTOCOPIER	810	0	810	800	Ricoh Rental £111 pq = £444. Click Charges B&W/ Colour est £300 pa. Total 744 plus 5% = £782
5825 STATIONERY	450	0	450	350	Reduced as increase in demand for photocopier paper hasn't materialised (£36.25 per box)
5840 TRAINING	150	-150	0	0	Removed as training covered under staffing.
Overhead Expenditure	28,828	-514	28,914	30,386	
350 CHRISTMAS					
4870 CHRISTMAS LIGHTS/TREES -PURCHASE	0	0	0	200	1x tree - Village Green £200.
NEW CHRISTMAS SUNDIRES	0	0	0	500	Community tree bauble competition, licensing including £86 x 2 for cherry picker NSC licence, posters
4210 CHRISTMAS LIGHTS - ELECTRICITY	1,000	0	1,000	1,000	Doubled to cover festoon lighting.
4875 CHRISTMAS LIGHTS - INSTALL	9,000	0	9,000	9,000	Includes festoon lighting yet TBA. Installation and removal including road closures. £5k High Street, £5k festoon, £3k Waitrose

COMMUNITY ENGAGEMENT

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
4880 CHRISTMAS LIGHTS - MAINTENANCE	1,700	1,250	2,950	1,700	PAT testing £1700 high street, £52.78 lights in Select Store and £107 for festoon lights. Note £5500 to be put aside in 2029 budget (every 5 years) to cover structural testing costs re lighting columns/hanging basket poles relating to Xmas lighting.
Overhead Expenditure	11,700	1,250	12,950	12,400	
250 GRANTS					
4421 CHRISTMAS TEA PARTY 2024	100	0	100	0	
4455 FRIENDS OF STOCKWAY NTH NATURE RES	150	0	150	0	
4626 ARTFUL MINDS	500	0	500	0	
4627 NAILSEA PLAYING FIELDS ASSOC - 1	500	0	500	0	
4545 EAT FESTIVAL	750	0	750	3,725	April 2025 EAT Festival £1500 plus £2225 for Christmas Event
4628 THE LEG CLUB	2,800	0	2,800	2,800	Nailsea & District Leg Club
4501 MEMORIES AT THE BARN	3,756	0	3,756	4,050	Memory Café
NEW NAILSEA PRIDE	0	500	500	500	£500 agreed for next 3 years beg 25-26
4440 NAILSEA COMMUNITY TRANSPORT	15,100	0	15,100	0	
4555 NORTH SOMERSET CITIZENS ADVICE	20,042	0	20,042	20,643	3 Year SLA in negotiation. Proposed Yr 1 £20,643, Yr2 £21,262 and Yr3 £21,900
5225 NAILSEA FARMERS MARKET	4,850	0	4,850	0	
4629 VISION NORTH SOMERSET	500	0	500	0	
4420 2ND NAILSEA SCOUTS	500	0	500	0	
4630 NAILSEA UTD WALKING FOOTBALL CLUB	1,200	-1200	0	0	
4460 FRIENDS OF TRENDLEWOOD PARK	748	0	748	0	
4631 TYNTESFIELD PATIENTS MEDICAL GROUP	1,300	0	1,300	0	
4632 BRIDGING THE GAP TOGETHER	1,000	0	1,000	0	
4436 NAILSEA COMMUNITY GROUP	10,000	0	10,000	0	
CONTINGENCY				38,282	
Overhead Expenditure	63,796	-700	63,096	70,000	
260 OTHER COMMUNITY ENG.					
4700 NAILSEA COMMUNITY TRUST	4,000	0	4,000	5,000	Increase of £5,000 has been requested.
4705 PATRONAGE/ LOCAL SOCIETIES	500	0	500	500	
4710 POPPY WREATH/DONATION	50	0	50	50	
Overhead Expenditure	4,550	0	4,550	5,550	
COMMUNITY ENGAGEMENT	Income	0	6,500	6,500	
	Expenditure	174,974	177,990	190,707	
	Net Cost	168,474	171,490	184,207	

ENVIRONMENT & LEISURE

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
300 ALLOTMENT - ENGINE LANE					
1310 RENT RECEIVED	1,242	0	1,242	1,246	1p increase per square metres each year. Plots resized in 2024 and a number were found to be incorrectly measured. 61 plots in total.
Total Income	1,242	0	1,242	1,246	
4025 SUNDRIES	200	0	200	200	
4790 MAINTENANCE AND REPAIRS	500	0	500	500	
4800 WATER	100	0	100	300	12 months = 287 plus 5%
Overhead Expenditure	800	0	800	1,000	
310 ALLOTMENT - WHITESFIELD ROAD					
1310 RENT RECEIVED	4,493	0	4,493	4,408	1p increase per sqm each year. Plots were resized in 2024 which has reduced overall income. A number of plots seem to have been incorrectly measured previously. 170 plots
Total Income	4,493	0	4,493	4,408	
4025 SUNDRIES	200	0	200	200	
4790 MAINTENANCE AND REPAIRS	750	0	750	500	Reduced by £250
4800 WATER	600	0	600	560	12 months = 557 plus 5%
Overhead Expenditure	1,550	0	1,550	1,260	
340 BIODIVERSITY					
4850 TREE & FLORAL PLANTING	600	0	600	600	Includes car park project
Overhead Expenditure	600	0	600	600	
360 COMMUNITY PAYBACK					
4025 SUNDRIES	200	-200	0	0	This budget line will be removed in 2025/26
4890 CLEARANCE WORK	0	0	0	0	
Overhead Expenditure	200	-200	0	0	
370 DOG BINS					
4900 DOG BIN EMPTYING	10,300	0	10,300	10,300	Currently £9,548 pa. Increases in Feb each year. Est. 5% = £10,110 pa. Small contingency for ad-hoc bin clearance incl.
4905 NEW/REPLACEMENT BINS	500	0	500	500	
Overhead Expenditure	10,800	0	10,800	10,800	
380 GLASSWORKS					
4221 GLASSBLOWER MAINTENANCE	500	0	500	550	Maintenance of Glassblower statue £550
Overhead Expenditure	500	0	500	550	
390 GREEN MAINTENANCE (Grass cutting)					
1335 GARDEN OF REST INCOME	1,500	0	1,500	1,500	
Total Income	1,500	0	1,500	1,500	
4220 MAINTENANCE	0	0	0	11,440	Costs of a Town Groundsman. £220 a day or £130 for half day. Budget based on 52 weeks.
4925 GARDEN OF REST	1,386	0	1,386	1,594	
4930 GOLDEN VALLEY BRIDLEWAY	1,078	0	1,078	1,240	
4940 OTHER	1,000	0	1,000	1,150	Out to tender in autumn 2024. 3 year green maintenance contract. 15% increase added with an update to be provided in the autumn once tenders have been received.
4945 VILLAGE GREEN	624	0	624	718	
4950 HANNAH MORE PARK	2,095	0	2,095	2,409	
4955 GLASSWORKS	2,148	0	2,148	2,471	
4942 LIONS GREEN	1,733	0	1,733	1,992	
5025 NSC CONTRACT - MILLENNIUM PARK	29,500	0	29,500	29,500	Ongoing contract
Overhead Expenditure	39,564	0	39,564	52,513	

ENVIRONMENT & LEISURE

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
410 NAILSEA IN BLOOM					
1220 SPONSORSHIP	2,000		2,000	2,000	
Total Income	2,000	0	2,000	2,000	
4365 ANNUAL INSURANCE	80	0	80	85	RHS Ins Scheme £80 plus small Inc.
4370 PURCHASES	6,200	687	6,887	7,800	Total 23/24 plant purchases £5664.55 plus £460 on other items. Plants costs (incl hanging baskets) of £6641 expected in 24/25 which is a 17% increase. Propose plant budget of £7,500 of plus contingency of £300 to cover fertilisers, equipment, signs for planters etc.
4970 WATERING	6,000	0	6,000	6,000	More areas now watered but can vary depending on weather.
Overhead Expenditure	12,280	687	12,967	13,885	
420 NAILSEA PLAYING FIELDS ASSOC					
4225 WASTE MANAGEMENT AT GROVE	250	0	250	0	
4990 GROUNDS MAINTENANCE CONTRACT	11,190	0	11,190	12,869	Will be out to tender shortly. 15% increase added with an update to be provided in the autumn once tenders have been received.
GROUNDS MAN	1,000	0	1,000	1,500	Annual Award for Grove's Groundsman
Overhead Expenditure	12,440	0	12,440	14,369	
440 PLAY AREAS					
4220 MAINTENANCE	1,980	0	1,980	1,980	Monthly inspections £40 pm for HM Park / The Grove (£960). Annual insp £95 x 2. Repairs contingency £830. Costs may differ if HM play area is renewed.
Overhead Expenditure	1,980	0	1,980	1,980	
450 PUBLIC RIGHTS OF WAY					
4220 MAINTENANCE	1,000	0	1,000	1,000	Golden Valley Bridle Path. Includes road and lighting repairs.
Overhead Expenditure	1,000	0	1,000	1,000	
460 SKATEPARK					
4790 MAINTENANCE AND REPAIRS	1,000	0	1,000	1,000	General maintenance and annual inspections paid for by NTC. Monthly inspections by NSC. Skatepark reserve is £3,000.
4210 ELECTRICITY	1,000	-1,000	0	1,000	
Overhead Expenditure	2,000	0	1,000	2,000	

ENVIRONMENT & LEISURE

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
490 TOWN ORDERLY EQUIPMENT					
4025 SUNDRIES	500	0	500	0	Budget line moved to Equipment & Sundries
4900 BIN EMPTYING	0	2,235	2,235	250	Holiday bin emptying
5110 EQUIPMENT & SUNDRIES	500	0	500	500	Sack truck repairs, strimmer, sun cream, tape, cleaning fluid etc
5120 WORKWEAR	250	0	250	250	Hi Viz jackets, work boots
Overhead Expenditure	1,250	2,235	3,485	1,000	
500 TREES AND WOODLANDS					
5140 TREE MAINTENANCE	5,750	0	5,750	5,750	Covers tree survey. Now includes £1,750 allotment tree work.
5150 SPILSBURY WOOD	1,500	0	1,500	1,500	
Overhead Expenditure	7,250	0	7,250	7,250	
510 OTHER ENVIRONMENT					
5160 PEST CONTROL	300	0	300	300	Increased to cover basic pest control
Overhead Expenditure	300	0	300	300	
ENVIRONMENT & L Income	9,235	0	9,235	9,154	
Expenditure	92,514	2,722	94,236	108,507	
Net Cost	83,279	2,722	85,001	99,353	

PLANNING

	Budget 2024/2025	Forecast Adjustments	Revised F/Cast 2024/2025	Budget 2025/2026	Comments
600 BUS SHELTERS					
5000 REPAIRS	400	0	400	400	
5180 CLEANING	2290	0	2,290	2,310	20 x bus shelters. 1x £880 and 3x £440 cleans. Total £2,200 x 5% = £2,310
Overhead Expenditure	2,690	0	2,690	2,710	
630 PLANNING SERVICES					
4300 PROFESSIONAL FEES	0	0	0	0	Legal Contingency fund created within reserves to cover professional fees (agreed by Council, Oct 22).
Overhead Expenditure	0	0	0	0	
640 STREET LIGHTING					
4210 ELECTRICITY	4,000	-650	3,350	3,500	Unmetered. Suppliers reluctant to fix a tariff. £3350 year to date. Street light upgrade pending.
4220 MAINTENANCE	250	0	250	250	
Overhead Expenditure	4,250	-650	3,600	3,750	
650 TOWN CENTRE IMPROVEMENTS					
4220 MAINTENANCE	1670	3247	4,917	3,000	Town clock service c £270 incl cherry picker £300 and licence £86. Bench repairs have totalled £3575 so far this year, suggest contingency of £1500 plus other adhoc maintenance £700 = £2870
5280 NOTICE BOARD ELEC	0	-3,639	-3,639	0	Keep at 'zero'. Transfer of tenancy complete.
5285 STREET SIGNAGE	0	100	100	500	Noticeboards / road closures etc
5290 STREET FURNITURE	0	0	0	0	Purchase of street furniture from Reserves.
Overhead Expenditure	1,670	-292	1,378	3,500	
PLANNING - Income	0	0	0	0	
Expenditure	8,610	-942	7,668	9,960	
Net Cost	8,610	-942	7,668	9,960	

Reset of Reserves

	B/F 1 April 2024	Current Balance	* Earmarked Expenditure	Balance with Earmarked Expenditure	To Reset Funds	To be discussed and agreed	New Specified Reserves	Comments
Specified Reserves								
Skateboard Project	3,000	3,000		3,000			3,000	
Climate Change Projects	7,000	6,513		6,513			6,513	
Community Fund	29,491	29,370		29,370			29,370	
Wellbeing Projects	19,157	19,455		19,455			19,455	
Millennium Park	10,000	10,000		10,000			10,000	
Ash Die Back Treatment	30,000	29,075		29,075			29,075	
Election Expenses	15,000	15,000		15,000			15,000	
Consultancy and Legal Contingency	65,950	65,944		65,944			65,944	
Precept Equalisation Fund	45,182	55,830		55,830			55,830	
No 65 Contingency Fund	5,000	5,000		5,000			5,000	
Website Upgrade	3,000	1,079		1,079			1,079	
Implementing Martyn's Law	4,000	6,000		6,000			6,000	
Sinking Fund (CCTV, Play Equipment etc)	0	20,000		20,000			20,000	
Total Reserves	236,780	266,266	0	266,266	266,266	0	266,266	
			From General Reserves					
			Estimated Interest from 1 year Capital Investments					
			Total Reset Reserves					

Reset of Reserves

B/F 1 April 2024	Current Balance	* Earmarked Expenditure	Balance with Earmarked Expenditure	To Reset Funds	To be discussed and agreed	New Specified Reserves	Comments
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Capital Receipts

Engine Lane Receipts	3,742,590	3,565,494		3,565,494			3,565,494	
Capital Projects	28,214	28,214		28,214			28,214	
Total Capital Receipts	3,770,804	3,593,708	0	3,593,708	0	0	3,593,708	

CIL Income

CIL -2021/22	213,293	172,702		172,702			172,702	
CIL -2022/23	19,476	19,476		19,476			19,476	
CIL -2023/24	66,465	66,465		66,465			66,465	
CIL -2024/25	0	56,327		56,327			56,327	
Total CIL Income	299,234	314,969	0	314,969	0	0	314,969	
	Total Earmarked CIL Income (see attached sheet)			287,005				
	Total Remaining CIL Income			27,964				

Restricted Funds

Tithe Barn Capital Fund	54,727	54,727		54,727			54,727	Top up capital fund by £5k (taken from General Reserves). Earmarked: Woodwork Refurbishment £5k; Lighting Upgrade £15k
Backwell Lake - Path	1,842	1,842		1,842			1,842	
Friends of Trendlewood Park	952	0		0			0	
Tree Wardens	185	185		185			185	
Youth House (No 65)	3,469	3,469		3,469			3,469	
Young Persons Grant	8,355	8,355		8,355			8,355	
Wellbeing	24,821	16,398		16,398			16,398	
Living Room Project	10	0		0			0	
TOTAL RESTRICTED RESERVES	94,360	84,975	0	84,975	0	0	84,975	

Earmarked CIL - Supplementary to Specified & Restricted Reserves

On 7 December 2022, the Council agreed that the following projects be removed from specified reserves with any future expenditure to be taken from CIL Income.

	B/F 1 December 2022	Agreed additional changes to reserve	Current Expenditure	Current Balance	Comments
Gateway planters	0	1,000	672	328	
Car Parks	15,191		15,191	0	
NSC Playground Upgrade		100,000		100,000	
Hannah More Play Equipment	28,000	70,000	8,690	89,310	New play equipment at HM playground
No 65 Improvements	19,936	12,153	12,373	19,716	
Road Crossings	25,000		25,000	0	
Middle Engine Pit	20,000			20,000	
New Christmas Lights	30,000	47,671	25,020	52,651	Overall festive light agreed budget £77,670.60 . Includes costs to supply and install festive lighting columns £37,900, 21 pole motifs £11,570 (Aug 23).
Community Park	0	5,000		5,000	
Replacement litter bins				TBA	
TOTAL FROM CIL INCOME	138,127	235,824	86,946	287,005	

* Please note any expenditure outlined above has already been deduced from the CIL balance on page 1 and is here for information only.

As at 7 October 2023

Total CIL Income Remaining	314,969
Earmarked expenditure	287,005
Total remaining CIL Income	27,964



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Planning Committee held on
Wednesday 9th October 2024 at 7.30pm at the Tithe Barn, Church Lane, Nailsea

These minutes are in draft form and remain subject to approval

Present: Cllrs J Barber, M Bird, M Blatchford, A Hobbs, R Lees, T Mazur, G Parsons, I Presland, S Rogers, J Tonkin and J Turner

Also present: The Clerk, the Assistant Clerk and Services Manager, the Communications and Media Officer and 25 members of the public

Announcements from the Chair – the Chair welcomed the Chair of Wraxall and Failand Parish Council, accompanied by a fellow Councillor. The Chair also welcomed members of the public present for the discussion on planning application reference 24/P/1586/OU2. In order to accommodate early discussion this item would be brought forward in the order of business. The Chair also gave the usual ‘housekeeping’ information and explained the rules for public speaking.

P105/24 **APOLOGIES:**
Received from Cllr C Crispin. The Chair and the Committee congratulated Cllr Crispin on the birth of a baby boy the previous day.

P106/24 **DECLARATIONS OF INTEREST**

- (i) Cllr I Presland declared that he had a Disclosable Pecuniary Interest in Agenda Item 8 – Trees and Tree Preservation Orders, in that he was the owner of one of the trees concerned. Cllr I Presland would leave the meeting for the duration of this item.
- (ii) For openness, Cllr S Rogers advised the Council that she was formerly employed by the ecology firm that had provided the ecological report for planning application reference [24/P/1586/OU2](#). As Cllr S Rogers had no current declarable interest in the application she was able to remain for the discussion and the voting thereon.

P107/24 **PLANNING**

- a) **Consideration of plans received from North Somerset Council**
[24/P/1586/OU2](#) - Land North of Southfield Road Trading Estate Clevedon Road, Nailsea - Outline permission with Environmental Statement for the erection of up to 381 dwellings, 0.68ha of land to accommodate a care home, 1.1ha of land for employment uses, 0.35ha of land to accommodate a community building and car park, improvements to existing playing pitches, public open space, woodland planting, sustainable drainage systems and ancillary works, with means of access of two primary access points onto the B3130 for approval, all other matters (other access, appearance, landscaping, layout and scale) reserved for subsequent approval

At this point the Chair provided a brief introduction to the application and invited comments from the Public. Speakers made the following points: -

- The site was in the Green Belt, and development should be rejected unless developers could show ‘exceptional circumstances’

- The application should not be allowed until North Somerset Council addressed the need for improved infrastructure, especially highways and transport, because of the particularly severe problems in Tickenham due to the B3130 being the only viable link from Nailsea to Clevedon
- If built, any permission should require the provision (or improved access to) of other infrastructure such as doctors, dentists, schools and shopping facilities, with good drainage and sewers
- Assuming two cars per new household, this application would potentially put another 750 more cars on the road, which was already over capacity
- The employment land would bring even more traffic onto the B3130, which would impact on connections to the M5 and the A370 and may impact on response times for emergency services, for which no assessment had been provided
- Residents along Tickenham Road would suffer increased road noise, because North Somerset Council could not afford noise-reducing tarmac for the road surface
- It was understood that Nailsea Playing Fields Association was in favour of the development because of the additional sports pitches and pavilion. In itself, this would be laudable, but four football pitches would bring in up to 88 more cars driven by parents and several more driven by officials
- There was no solid evidence that a spine road would significantly relieve pressure at the junction of Stockway North and Clevedon Road, most traffic (and especially goods vehicles) would be destined for Nailsea
- The residents of the new development would look to Nailsea for services, but any Community Infrastructure Levy funding would go to Wraxall and Failand Parish Council, as would the Parish Precept (the part of Council Tax which goes to Parish and Town Councils)
- The masterplan was not fixed by the application, but a rosy view of what might be and not what would be
- While the application tried to deal with the constraint of the oil pipe line it did not deal with the constraints around the public and private sewers that crossed the southern part of the site
- The sustainable drainage ponds did not have enough maintenance space
- The land to the north of the site flooded regularly and the site was a wonderful attenuation area. While it was proposed that flood water would be accommodated in attenuation ponds they were near the proposed play areas and it was assumed that the maintenance of these ponds should fall to the public purse
- There was no detail as to how sustainable drainage would deal with aquatic pollutants in the run off before they were discharged into the Land Yeo. This was important as the river supported a population of otters and kingfishers. It also fed into the rhynes that make up the Tickenham, Nailsea and Kenn Moors Site of Special Scientific Interest (SSSI) and onwards to the sea
- The air quality in the valley would suffer disproportionately because fog was often thickest in the valley and, on a number of days it was an inversion mist, something known to trap air pollution
- The application posed a risk to the ecological value of the site, which was significant, as made clear by the majority of objections (over 200) which referred to the landscape and wildlife value of the valley, which was zoned as a nature recovery area in the West of England Nature Recovery Plan. That opportunity for recovery would be lost
- Aside from the ecology on site, the valley provided landscape value as a blue/green corridor between the Belmont Estate project and the SSSI downstream

- The nationally significant bat roost at Brockley Hall Stables had been declining in bat number since 2000, down to changes in the wider landscape. The valley provided a corridor between the roosts at Brockley Hall Stables and Tyntesfield and development in the valley would exacerbate this decline
- Development in the valley would not be reversible, it would be forever

Following a proposal by Cllr J Turner, seconded by Cllr G Parsons, the Committee

RESOLVED that Nailsea Town Council recommends refusal of this application, based on the grounds listed above.

A Recorded Vote had been requested and the voting was as follows:

Councillor	For	Against	Abstention	Absent/ Apologies
Cllr J Barber	X			
Cllr M Bird			X	
Cllr M Blatchford	X			
Cllr C Crispin				X
Cllr A Hobbs	X			
Cllr R Lees			X	
Cllr T Mazur			X	
Cllr G Parsons	X			
Cllr I Presland	X			
Cllr S Rogers			X	
Cllr J Tonkin	X			
Cllr J Turner	X			
TOTALS	7	Nil	4	1

(It should be noted that the above proposal and subsequent vote was 'for' a recommendation of refusal, rather than a vote 'for' the application.)

P108/24

MINUTES

a) Minutes of the meeting of the Planning Committee held on 28th August 2024

Following a proposal by Cllr J Barber, seconded by Cllr J Tonkin, the Committee

RESOLVED that the Minutes of the meeting held on 28th August 2024 be approved as a correct record.

Record of Voting: For - 9, Against - 0, Abstentions - 2, Absent/Apologies - 1

b) Minutes of the meeting of the Planning Committee held on 18th September 2024

Following a proposal by Cllr S Rogers, seconded by Cllr G Parsons, the Committee

RESOLVED

that the Minutes of the meeting held on 18th September 2024 be approved as a correct record, subject to the following amendment.

Minute P103/24 – Licensing Applications – Posh Spice High Street – Delete all the following text and replace with the following,

“There was no formal vote on this item. However, there were no objections to the Chair’s suggestion that North Somerset Council be recommended to refuse the application, because the Committee could not be confident that the circumstances had changed since 2023.”

Record of Voting: For – 8, Against – 0, Abstentions – 3, Absent/Apologies - 1

The Committee noted the following applications, for which Nailsea Town Council was not considered to be a statutory consultee and North Somerset Council therefore did not require a response:

24/P/1776/NMA - 10 Fosse Lane

Non-material amendment to application 23/P/0594/FUH (Proposed erection of a new first floor level following removal of the existing roof, works to include; erection of an extension to the North East corner of the plot and erection of a glazed two storey porch to the South West internal corner. Erection of a detached garage to the East of the site with permeable driveway, together with a 1800mm height screen fence behind a 2m high rear boundary wall. Changes to internal driveway in permeable material.) and 24/00186/NAP (Works to the extension are not in accordance with the approved plans on planning permission 23/P/0594/FUH) to allow for a change to the eave height to enable space for the required MVHR fans

24/P/1836/TEN - Vodafone 1565 Mast on Roof 1 Clevedon Walk

Notification under the electronic communications code regulations 2003 (as amended) to utilise permitted development rights for the proposed upgrade works consisting of :- The replacement of 6no. existing antennas with 6no. new antennas, the installation of 18no. RRU's the replacement / installation of equipment within the existing cabin, along with minor ancillary works.
THIS IS NOT A PLANNING APPLICATION

24/P/1840/NMA - Land South of the Uplands

Non-material amendment to application 20/P/2000/R3 (Erection of 52no. new dwellings and one substation building, with the provision of car parking, landscaping and other associated works) for the variation of condition 12 (play area) to allow implementation of play area prior to final occupation instead of first occupation

b) Decisions made by Planning Officers

Noted.

c) Nailsea licensing applications

None.

d) Report from a seminar held by NALC on Neighbourhood Planning

Cllr T Mazur was thanked for preparing the circulated report. The following comments were made in the ensuing discussion:

- Some members felt the Council should wait until (a) it was clear what the new Government wanted when it revised the National Planning Policy Framework and (b) for an adopted Local Plan
- Other members felt that Nailsea would benefit more if a Neighbourhood Plan was started immediately and should not wait for the above documents to be updated
- The Council had not yet tested residents' appetite to get involved and should ask now if a group of residents was willing to take on the project
- The Town Clerk advised that the Council had been advised by North Somerset Council not to embark on any Neighbourhood Planning until the Local Plan could be finalised / adopted because the Local Plan would always take precedence over Neighbourhood Plan policies that conflicted
- Nevertheless, some members felt that Nailsea should produce a masterplan for what it wanted, rather than be told what would be allowed.
- Was a Neighbourhood Plan worthwhile? How would the community actually benefit, other than Community Infrastructure Levy (CIL) money from approved housing developments?
- Another member felt it was probably too late to bother starting a Neighbourhood Plan because almost all of Nailsea's likely development sites had either been built on, or were under construction, or were zoned for development. Consequently, a Neighbourhood Plan would generate very little CIL money, and possibly none. Perhaps it would be more productive for the Council to look at a Boundary Review, in order to bring development sites within the town boundary.

This discussion was inconclusive and did not result in any proposals to put to a vote.

P109/24 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 2nd October 2024

Noted.

b) Report on Specified Reserves

Noted.

c) Items for the 2025/26 Budget, including report suggesting the purchase of a Mobile Vehicle Activated Sign

The Committee did not recommend any changes to the circulated draft Budget. Officers explained that a Mobile Vehicle Activated Sign (MVAS) could be purchased for under £500. Although the initial request had come from residents of Bucklands Grove, an MVAS could be installed anywhere in

the town, subject to prior arrangement with the Highway Authority.
Following a proposal by Cllr J Tonkin, seconded by Cllr S Rogers, the
Committee

RECOMMENDED TO THE COUNCIL that a **Mobile Vehicle Activated
Speed Sign be purchased, using
funds from the Community
Infrastructure Levy.**

Record of Voting: For - 5, Against - 2, Abstentions - 4, Absent/Apologies – 1

P110/24 **SUB-COMMITTEES AND WORKING PARTIES**

a) Town Centre Working Party

The Minutes of the meeting held on 2nd October 2024 had not yet been
circulated. This item was DEFERRED in order to allow for their
consideration at a later meeting.

b) Planning Sub-Committee

The Minutes of the meeting held on 4th October 2024 were noted. The Chair
drew attention to the fact that the Sub-Committee had given some prior
consideration to planning application [24/P/1586/OU2](#) - Land North of
Southfield Road Trading Estate.

*Cllr I Presland left the meeting at this point, having declared a Disclosable
Pecuniary Interest as the owner of one of the trees concerned.*

P111/24 **TREES AND TREE PRESERVATION ORDERS**

Noted, with no comment.

P112/24 **CLERK'S REPORT**

Noted.

Cllr I Presland returned to the meeting at this point.

P113/24 **OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES**

The Council's objection to planning application [24/P/1586/OU2](#) - Land North
of Southfield Road Trading Estate would be publicised in due course.

P114/24 **MATTERS FOR INFORMATION**

None.

The meeting closed at 8.43pm

Chair's signature: _____ Date: _____



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Planning Committee held on
Wednesday 30th October 2024 at 7.30pm at the Tithe Barn, Church Lane, Nailsea.

These minutes are in draft form and remain subject to approval

Present: Cllrs J Barber, M Blatchford, A Hobbs, R Lees, S Rogers, J Tonkin and J Turner.

Observers: Cllrs K Bird, O Ellis and C Taylor

Also present: The Clerk, the Assistant Clerk and Services Manager and the Communications and Media Officer. One member of the public was present

P115/24 **APOLOGIES:**
Received from Cllrs M Bird, C Crispin, T Mazur, G Parsons and I Presland.

P116/24 **DECLARATIONS OF INTEREST**
For openness, Councillors advised that they were acquainted with the applicants associated with the following planning and licensing applications. None of the connections amounted to Disclosable Pecuniary Interests so the members were able to remain in the meeting for the discussion and to participate in the voting thereon: -

Licensing Applications (Granted) - Downing's Bar, 57 High Street - Cllr J Tonkin

24/P/2128/FUL - 2 Jubilee Cottages, West End Lane - Cllr J Tonkin

24/P/1926/FUL - 76 Whitesfield Road - Cllrs J Barber, R Lees and J Tonkin

P117/24 **PUBLIC PARTICIPATION**
None.

P118/24 **LICENSING APPLICATIONS**
The Committee noted that North Somerset Council had granted an application for recorded music and the provision of late-night refreshment supply of alcohol at Downing's Bar, 57 High Street, Nailsea.

P119/24 **PLANNING APPLICATIONS**
The Committee resolved on the following applications: -

24/P/1810/HHPA - 50 Whitesfield Road - Prior approval request for the erection of a single storey rear extension with a pitched roof that would:
(1) extend beyond the rear wall of the original house by 6.00 metres;
(2) have a maximum height of 4.00 metres; and (3) have eaves 2.30 metres high. **No objection**

24/P/1926/FUL - 76 Whitesfield Road - Proposed erection of 1no. new dwelling and detached garage. Works to include renovation of existing

outbuilding and re-location of outdoor structure. Landscaping and hardstanding alterations including the creation of vehicular access.
Objection on the grounds that the new garage and dwelling would be so close to adjoining dwellings as to be overbearing.

[24/P/2060/FUH](#) - 42 Ash Hayes Drive - Proposed erection of a single storey 'glass room' to the rear elevation. **No objection**

[24/P/2016/FUH](#) - 11A Clevedon Road - Proposed erection of a single storey rear extension with 3no. rooflights and a first-floor side extension including a Juliet balcony to the front elevation. Loft conversion and fenestration alterations including the removal, replacement and installation of windows and doors to all elevations. **No objection**

[24/P/2059FUH](#) - 39 Whitesfield Road - Proposed erection of a single storey rear extension. **No objection**

[24/P/2128/FUL](#) - 2 Jubilee Cottages, West End Lane - Retrospective change of use of paddock to residential curtilage associated with 2 Jubilee Cottages. Retention of (i) re-aligned boundary wall adjacent to West End Lane with vehicular access; (ii) parking platform; (iii) detached store; and (iv) detached domestic garage with garden room. **Objection on the grounds that the proposal would result in a radical change to the street scene and because of the detrimental effect to Biodiversity arising from the removal of so many trees and shrubs. The Committee was disappointed that such a major building project should be the subject of a retrospective application and has requested the North Somerset Ward Councillor to 'call in' this application if the Case Officer is minded to approve.**

[24/P/2134/FUH](#) - 3 Bucklands Lane - Proposed erection of a first-floor extension to include the removal of the existing dormer windows and the construction of two new gables and a central dormer window with a pitched roof to the front elevation. **No objection**

The Committee noted the following applications, for which Nailsea Town Council was not considered to be a statutory consultee. North Somerset Council therefore did not require a response.

[24/P/1980/LDP](#) - 12 Kingsmead - Certificate of lawfulness for a proposed single storey rear extension.

[24/P/2131/AOC](#) - Land North of/East of Youngwood Lane/Netherton Wood Lane - Request to discharge condition 10 (LEMP) and 13 (CEMP) on application 16/P/1677/OT2.

[24/P/2144/NMA](#) -10 Fosse Lane - Non-material amendment to application 23/P/0594/FUH (Proposed erection of a new first floor level following removal of the existing roof, works to include; erection of an extension to the North East corner of the plot and erection of a glazed two storey porch to the South West internal corner. Erection of a detached garage to the East of

the site with permeable driveway, together with a 1800mm height screen fence behind a 2m high rear boundary wall. Changes to internal driveway in permeable material.) and 24/00186/NAP (Works to the extension are not in accordance with the plans for the previous approved planning permission 23/P/0594/FUH) to allow for a change to the eave height to enable space for the required MVHR fans.

P120/24 **MATTERS FOR INFORMATION**
None.

The meeting closed at 8.03pm

Chair's signature: _____ Date: _____

DRAFT



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Environment and Leisure Committee held on Wednesday 30th October 2024 at 8.07pm at the Tithe Barn, Church Lane, Nailsea.

These minutes are in draft form and remain subject to approval

Present: Cllrs J Barber, K Bird, O Ellis, A Hobbs, J Hobbs, S Rogers, C Taylor, J Tonkin and.

Also present: The Clerk, the Assistant Clerk and Services Manager and the Communications and Media Officer. No members of the public

EL99/24 **APOLOGIES**

Received from Cllrs M Bird, C Crispin, J Hobbs, R Lees, T Mazur and G Parsons and J Turner.

EL100/24 **DECLARATIONS OF INTEREST**

For openness Cllrs O Ellis, S Rogers and J Tonkin advised that they were ordinary members of The Grove Sports and Social Club (*Minute EL103/24 (a) - Reports from Nailsea Playing Fields Association and Grove Sports and Social Club refers*). None of these members were in a position of management or control so there were no Disclosable Pecuniary Interests. The members were therefore able to remain for the discussion and to participate in the voting thereon.

EL101/24 **PUBLIC PARTICIPATION**

None.

EL102/24 **MINUTES OF THE PREVIOUS MEETING**

Following a proposal by Cllr J Barber, seconded by Cllr K Bird, the Committee

RESOLVED that the Minutes of the meeting of the Committee held on 18th September 2024 be approved, subject to the following correction:

Minute EL96/24 – Clerk’s Report – Lines 9 and 10, delete the words “The Chair of the Council, Cllr J Tonkin...” and replace with the words “Another member...”

Record of Voting: For - 6; Against - 0; Abstentions - 2; Absent / Apologies - 7

EL103/24 **PLAYING FIELDS AND PLAY/RECREATION AREAS**

a) Reports from Nailsea Playing Fields Association and Grove Sports and Social Club

“The NPFA Committee held their committee meeting on Monday 9 October. The next meeting will be held on Monday 11 November 19:30 at Grove Sports & Social Club.

1.Committee Members – The Committee co-opted a further public member, Mr Graham Little.

2. Finance – We have received a further licence payment from Wales and West Utilities as their local work will extend to January 2025. We budgeted for £6,600 expenditure this year and have spent £3,400 up to the end of September.

3. Grove lease renewal – The Councillors of the working party have asked NPFA to provide official comments from funding bodies as to the detrimental effect of a break clause, on the amount of money which can be secured towards development. Simon is collating these responses. As this is the main point holding up the renewal of the lease Maureen has sent a copy of version 7 to NPFA Solicitors together with a full description of the terms agreed to date. We have requested some information on any legal precedents on the subject of break clauses when renewing leases.

4. Grove Development – Simon reported for the NPFA development working party. Funding bodies require applicants to complete a PitchPower Assessment Report which can unlock funding towards pitch improvement before considering facilities development. He also provided a preliminary floorplan of the facilities required. The working party will meet after monthly Committee meetings.

5. Grove Groundcare – West Country Groundcare trimmed the hedge around the Grove sign, but the rest of the hedges were not trimmed in September as we wished. NPFA have provided the Assistant Clerk with slight amendments to the Grove ground care specification for the tendering process.

6. Greenfield Crescent- The Contractors EJM McGrath will be working on this site, as part of a North Somerset Council scheme to improve surface water drainage for the properties in the area. NJFC have cleared their playing schedules on the land, for the first three weeks of November.

7. Club news – NUFC have replaced their security fencing and aim to replace their pitch side barriers in December. They will be replacing the natural hedges in due course. They are investigating responsibility for the tree branches overhanging the pitch from NSC land. **NJFC** are negotiating the possible use of the use of the Wessex Reserves toilet facilities for times when they are playing matches at Greenfield Crescent. A single Portaloo is not adequate. **NCC** will be providing some pitch availability at Grove for Flax Bourton 3rd team next season.”

“Grove Sports and Social Club –A meeting was held on 16 September 2024. The October meeting will be reported when the minutes are ratified.

1. The new fire alarm system is now functioning.
2. Membership is currently 1067.
3. Truespeeds terms and conditions have been agreed by the Committee and a vastly improved broadband system is being installed.
4. An amended application for the club licence has been submitted
5. Simon is investigating the possibility of replacing the unused grass nets area with a pétanque court.
6. There will be a Beaujolais Nouveau quiz night in November.

Maureen Brady & Simon Brierley 30.10.24”

- b) **Report from the Mizzymead Recreation Centre and Club**
Noted. Cllr A Hobbs, the Council's appointed representative, made some supportive comments about the good work being done to improve the facilities at the Club and to ensure its financial stability.

EL104/24 **FINANCIAL MATTERS**

- a) **Statement of Income and Expenditure as at 23rd October 2024**

Noted.

- b) **Reserves as at 23rd October 2024**

Noted.

- c) **Budget proposals 2025/2026**

Noted. The Town Clerk drew attention to the Cost Centre for Green Maintenance (390) and explained that the three-year contract was due to end on 31st March 2025. Officers had advertised the contract as open for tender on the Government Contracts Website and anticipated the Council being able to award the contract in time for updated figures to be built into the Budget for 2025/26 and the following two years.

EL105/24 **SUB-COMMITTEES AND WORKING PARTIES**

- a) **Minutes of the Allotment Working Party - 15th October 2024**

Noted. It was likely that some proposals originally raised through the 'Ask Nailsea' consultation would come to the Environment and Leisure Committee for development.

The Committee also noted that Nailsea Allotments Association was no longer pushing to operate independently of the Council, because the administration undertaken by the Office had improved considerably.

- b) **Minutes of Climate Emergency Working Party - 26th September 2024**

Noted.

EL106/24 **RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

There was no proposal for such a resolution because the Committee felt its discussion of the next item of business should be conducted in Open Session

EL107/24 **HANNAH MORE PLAY PARK AREA PROJECT REVIEW OF DESIGNS**

The Committee noted the suggested design options provided by a number of interested providers. Further investigation and consultation would help develop a formal specification for the contract, which would be put out to tender on the Government Contracts Website in due course.

EL108/24 **FLOWER BED AT POUND LANE**

The Committee was requested to consider for approval a quote for work to the flower bed on Pound Lane (sometimes called 'the Scouts' flowerbed'). It was explained that Nailsea in Bloom maintained the flowerbed in Pound Lane. It had become infested with Oxalis, an invasive species of weed. Nailsea in Bloom's volunteer team could not reasonably keep it under control, so they had asked that the bed be dug out and a weed suppressant membrane

installed with new soil. Following a proposal by Cllr J Tonkin, seconded by Cllr J Hobbs, the Committee unanimously

RESOLVED that a contract be placed with Nailsea Construction for the recommended work, at the cost of £650.

EL109/24 **VERBAL UPDATE REPORT ON THE GLENDALE OPERATIVE**

The Town Clerk provided an update on the discussions with Glendale. The draft scope of work (compiled following consultation with members) had been discussed and largely agreed. The main exception was work in roadways, due to safety considerations and the requirement for operatives to be trained and certified. Officers were only waiting for the point of contact in Glendale to return from Annual Leave for the contract to be concluded and for work to start.

Officers would soon email all members of the Council asking for specific sites requiring the first attention. The Committee was reminded that the contract was only for one day per week, so total transformation should not be the expected result. The initial work would be to ensure that footpaths were kept free of overgrowth restricting access. More general tidiness would be a later task.

EL110/24 **VOLUNTEER LITTER PICKS**

Cllr K Bird outlined a proposal for volunteer groups to undertake litter picking across Nailsea, listing the likely groups. Cllr A Hobbs felt that residents should be encouraged to 'Adopt a Street' as a means of ensuring pride in the town. Members had differing views on whether another litter pick should be done in the town centre, or to give attention to another location. All members agreed that there was a regular problem with the waste collection crews strewing litter and waste on collection days.

EL111/24 **CLERKS REPORT**

Noted. The Town Clerk explained that the format was being updated / improved in the light of experience with the current system.

EL112/24 **OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES**

The Committee agreed that Press Releases should be issued for the following activities:

- The start of work for the Glendale Operative
- The consultation on new play equipment for Hannah More Park
- Litter Picking / Adopt a Street / Spring Clean

It was also agreed that the Committee should add a poster encouraging volunteering to its display board at the second Residents' Meeting on 7th November 2024.

EL113/24 **MATTERS FOR INFORMATION**

Speaking in his capacity as a member of North Somerset Council, Cllr O Ellis advised that more dog waste bins would be installed on the bridlepath to/from the Taylor Wimpey 'Netherton Grange' site. Cllr O Ellis

also advised that his Council was buying parcels of land which could be sold on to developers as a way to offset the Biodiversity losses arising from their own developments. These parcels would then be kept from development.

The meeting closed at 9.10pm

Chair's signature: _____ Date: _____

DRAFT



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Community Engagement Committee held on Wednesday 23rd October 2024 at 7.30pm at the Tithe Barn, Church Lane, Nailsea.

These minutes are in draft form and remain subject to approval

Present: K Bird, J Blatchford, M Blatchford, J Hobbs, R Lees, G Parsons (Chair), and J Tonkin.

Observers: None

Also present: The Clerk, the Assistant Clerk and Services Manager and the Communications and Media Officer. Ms Jules Richardson of the Nailsea Community Group. No other members of the public were present.

CE108/24 **APOLOGIES**
Received from Cllrs M Bird, T Mazur, I Presland and J Turner (Vice-Chair).

CE109/24 **DECLARATIONS OF INTEREST**
None at this point.

Later in the meeting, Cllrs J Hobbs declared a personal interest in the Review of the 2025/26 Grant applications (Minute CE113/24 (d) refers) in that his wife was a Trustee for one of the applicants. This was not a Disclosable Pecuniary Interest and Cllr J Hobbs was able to remain in the meeting and to participate in the voting.

CE110/24 **PUBLIC PARTICIPATION**
No members of the public were present.

CE111/24 **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 11TH SEPTEMBER 2024**
Following a proposal by Cllr J Tonkin, seconded by Cllr K Bird, the Committee unanimously

RESOLVED that the Minutes of the meeting held on 11th September 2024 be approved as a correct record.

CE112/24 **NAILSEA PLACE**
a) **Verbal Report from Nailsea Community Group**
Ms Jules Richardson of the Nailsea Community Group explained that it was still going strong, with about 80 members and more people coming to use the services. The Food Club was for people on benefits, they could get fresh and frozen food and pet food. Not everyone came every week, but some did. The Emergency Food Bank was still running, along with the Holiday Hunger campaign whereby Nailsea families could get a bag of food for every child eligible for free school meals. The Community Larder was also going strong – every day it distributed over 150kg of food that would otherwise be incinerated. The shop in Somerset Square accepted

donations of all sorts of items for recycling. Open packs of nappies, incontinence pads, many foods and pet food packets were gratefully accepted (*Note: open multi-packs, not individual packs*). Part used toiletries were also welcome, such as shampoos and liquid soaps.

In response to members' questions, Ms Richardson explained that

- Nailsea Community Group now had to pay £4,000 annual rent for its premises (fixed for five years) plus services and rates which brought the total premises costs to around £5,000 per year
- While Praxis could in theory give fairly short notice to quit the premises, the Group was fairly confident that it could remain in Somerset Square because there were several vacant premises in better condition, whereas the unit it occupied was not in the best condition, had only one electric powerpoint and no heating system.

b) No. 65 Update Report October

The Committee noted with satisfaction 'the usual good report'.

A member drew attention to the bullet point saying that No.65 was a place to get information on where to volunteer locally and asked whether many volunteers had actually been recruited through No.65. The Town Clerk would ask the Manager of No.65 if it was possible to report on this.

The same member also referred to recent work on Key Performance Indicators for use of No.65 and asked whether the results would come to the Committee or to the No.65 Working Party. The Town Clerk thought it likely that the Working Party would discuss the results first. This would be discussed with the Manager of No.65.

Another member asked if No.65 had a record of the Youth Services delivered there. In response, the Town Clerk explained that the Youth Club was an independent organisation and any such record or report would best come from them direct. She would relay the request to the Club.

c) Community Wellbeing Officer update report, October

The Committee agreed with the Chair that thanks were owed to Hayley Orchard for 'a brilliant report'. The Chair drew particular attention to three very successful events: the Volunteers Fair, the Falls Prevention workshop and the 'Good Grief' bereavement event. The Committee regretted the decision by Tyntesfield Medical Group not to support the bereavement event.

A member suggested that it would have been good to have had physical posters around the town and in windows promoting the event, with perhaps an A-board outside No.65. In response, the Communications and Media Officer explained that posters had been created and displayed in various places, along with much promotion on social media.

CE113/24 FINANCIAL MATTERS**a) Summary of Committee income and expenditure to 16th October 2024**

Noted.

b) Report on Specified Reserves

Noted.

c) Discussion Draft Committee Budget for 2025/26

Noted.

A member asked why no funding had been recommended for Youth Awards, for a second year running. Officers would look into this and report back.

d) Review of the 2025/26 Grant applications

The Committee made the following recommendations, to be considered in turn by the Finance and Policy Committee before determination by the full Council.

Ser.	Organisation and summary of reason for application	Grant Requested	Committee recommendation	Supplementary comments (if any)
1	<u>Friends of Stockway North Nature Reserve</u> Renew insurance policy	£150	£150 maximum	Value of insurance premium to a maximum of £150
2	<u>Nailsea Juniors Football Club</u> 2 sets of mini goals	£500	Decline	The Council's policy is not to award retrospective grants
3	<u>Artful Minds Project: Memories at the Barn</u> Art Materials	£600	£600	-
4	<u>Nailsea & District Leg Club</u> 1 x patient support person	£600	£600	-
5	<u>Read Easy</u> To continue the service	£676	£676	Award covers two years
6	<u>Vision North Somerset</u> To help increase volunteers	£949	Decline	Large unrestricted reserves and the grant would not go direct to the people in need.
7	<u>Nailsea Choral Society</u> Centenary concerts	£1,000	Decline	An entry charge would offset costs and the Council should not support an event in Bristol
8	<u>St Peter's Hospice</u> To support hospice care	£1,000	Decline	The charity is not Nailsea-specific and the application was very generalized

Ser.	Organisation and summary of reason for application	Grant Requested	Committee recommendation	Supplementary comments (if any)
9	<u>Trendlewood Community Festival</u> Up-front festival costs	£1,000	£1,000	Award as a loan to be repaid unless the event makes a loss
10	<u>Nailsea Carnival Committee and 1st Nailsea Scout Group</u> To deliver the Carnival	£1,000 for each of three years	£1,000 for each of three years	An award for three years will give certainty of Council support. <i>(Also, the Council should ask to have a float)</i>
11	<u>Nailsea Community Skatepark Festival and Showcase</u> To assist running the Festival	£1,000	£1,000	Aware that the present Committee is retiring. Award to whoever takes on the festival in 2025 and review
12	<u>Nailsea Shedders</u> Drop-in Centre and Arts and Crafts course	£1,500	Decline	Wait until the Shedders have a permanent home. Also, there are several local Art groups
13	<u>2nd Nailsea Scout Group</u> Smart monitor and stand	£1,948	£500	Group should raise remainder from their own fund-raising
14	<u>Nailsea Festival of Music</u> To put on the Festival	£2,000	Decline	Mostly for Adjudicators' expenses. Suggest organisers charge more to entrants and audience to provide a break-even situation. Should re-apply in 2025
15	<u>Friends of Trendlewood Park</u> Routine maintenance and projects including new wetland project	£2,600	£2,600	Split source of Grant - £1,160 for routine maintenance from Grant Funds and the £1,440 for the wetlands project from CIL money
16	<u>Nailsea & District Leg Club</u> Hire of Tithe Barn to deliver patient care	£2,800	£2,800	This grant request has previously been approved by the Council as ongoing support
17	<u>Memories at the Barn</u> Hire of Tithe Barn to deliver dementia care	£4,050	£4,050	This grant request has previously been approved by the Council as ongoing support

Ser.	Organisation and summary of reason for application	Grant Requested	Committee recommendation	Supplementary comments (if any)
18	<u>Nailsea Theatre Club</u> To repaint all external doors, windows and drain guttering	£4,500	£500	Significant funds in their bank account do not appear to be restricted. Also, they should be applying for other grants and doing their own fundraising
19	<u>Somerset Farmers Market</u> To deliver 10 Farmers' Markets	£4,850	£4,850	Should be ongoing, possibly a three-year contract
20	<u>Nailsea Cricket Club</u> Cricket nets and groundwork	£5,000	Decline	No evidence of other grant requests or own fund-raising
21	<u>Wellspring Counselling</u> To provide fees for 100 counselling sessions	£5,000	£3,000	A worthy cause, but reduced by £2,000 because the Council does not fund salaries
22	<u>Nailsea United Football Club</u> New pitch-side dugouts	£5,500	Decline	Should apply to the FA and the Football Foundation
23	<u>Nailsea and District Community Transport</u> For the continued operation of community transfer for the elderly, disabled and isolated	£17,076	Decline to comment	N&DCT should first arrange an urgent meeting for all the parish councils covered, provide the customer/usage numbers by parish and ask the PCs to contribute proportionately.
24	<u>Nailsea Community Group</u> To enable continuation of the work and support increasing number of people requesting help	£20,000	£5,000	A good cause but the award should be reduced because they have not provided full financial details (as required) and too much will go to salaries
25	<u>The Grove Sports Centre and Social Club</u> Solar panels on the roof	£54,000	Decline to comment	This should be for the full Council to consider, perhaps as a loan rather than a grant and should wait until the new lease has been signed
26	<u>Nailsea and District Community Transport</u> To cover shortfall in funding	£70,000	Decline to comment	Same as response to Item 23
I	<u>Eat Festival</u> To provide an Eat Festival in April 2025	£3,000	£3,000	Agreed during 2024/25

Ser.	Organisation and summary of reason for application	Grant Requested	Committee recommendation	Supplementary comments (if any)
II	<u>North Somerset LGBT+</u> Pre-agreed contribution to Nailsea Pride event	£500	£500	Year One of three-year agreement of £500 per annum from 2025/26
III	<u>North Somerset Citizens Advice</u> First year of three-year agreement	£20,463	£20,643	Currently being discussed

Total Requested

£230,942

Total Recommended

£69,545

(includes previously agreed awards)

CE114/24 REPORT ON SCHOOL HOLIDAY ACTIVITIES

After some initial discussion during which the staffing implications were raised as an important consideration, the Committee agreed to defer consideration until after the Staffing Review.

CE115/24 WHAT ACTIVITIES COULD BE SUGGESTED FOR GROUPS WISHING TO VOLUNTEER IN NAILSEA?

Partly due to time considerations, the Committee agreed not to discuss this item, noting that it was also an Agenda item for the Environment and Leisure Committee.

CE116/24 REPORT ON CHRISTMAS LIGHTS FOR 2025

The Committee was requested to consider approving the cost of additional festoon lighting on the High Street: £60,016 for the initial purchase of equipment and, thereafter, the annual cost of £6,160 for its installation, removal and electricity. Another proposal was to install power on Lions Green for the display of a large Christmas tree. The cost for this would be £4,757 for the initial purchase and £1,250 annually.

There was a common feeling that the cost of the festoon lighting was inappropriate during a cost of living crisis for many residents, while the proposal for Lions Green was more acceptable. Following a proposal by Cllr G Parsons, seconded by Cllr J Tonkin the Committee

RESOLVED

(a) that the proposal to install power for a large Christmas tree on Lions Green via an electronic meter box be approved; and

(a) that the proposed festoon lighting on the High Street not be taken up.

Record of Voting: For – 6, Against -1, Abstentions – 0, Absent/Apologies - 4

CE117/24 REPORT ON ENTERTAINMENT FOR THE CHRISTMAS EAT FESTIVAL

The Committee was requested to consider recommending to the Council a programme of entertainment for the eat:Nailsea Christmas Festival, along with the associated costs.

Following a proposal by Cllr G Parsons, seconded by Cllr J Tonkin, the Committee unanimously

RESOLVED

(a) That the Entertainment Programme and associated cost for the eat:Nailsea Christmas Festival 2024 be recommended to the Council for approval, to be met, for 2024 only, from the Community Fund;

(a) that, recognising the three-year contract with eat:festivals carries additional costs for entertainment, a sum be added to the Budget for Entertainment at the eat:Nailsea Christmas Festivals for the following two years (*Officers recommend an allowance of £1,600 for the Festival in 2025 and a figure yet to be determined for the Festival in 2026*)

Officers explained their intention to repeat the debrief session held after the Christmas Fayre in 2023, in order to identify what worked well this year and what did not.

CE118/24 SUB-COMMITTEES AND WORKING PARTIES

a) Minutes of the Events Working Party 5th September 2024

Noted.

CE119/24 CCTV UPDATES

a) CCTV Log, August 2024

Noted.

CE120/24 COMMUNICATIONS

a) Digital Overview, September 2024

The Communications and Media Officer was congratulated for providing a fulsome report.

CE121/24 CLERK'S REPORT- ACTION TRACKER

The Clerk was thanked for her report. She explained that the new Action Tracker was due to be reviewed after several months since coming into use. Improvements would be considered, including the removal of items marked as '100% complete'.

CE122/24 OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES

The following opportunities were identified:

- The work of the Nailsea Community Group
- The Remembrance Parade on Sunday 10th November
- Christmas events

In response to a member's question, it was explained that work continued on the new Council website; all Officers had been involved with their respective areas of input. As agreed (by the Communications Working Party), the plan was for the website to be launched in the new year.

CE123/24 MATTERS FOR INFORMATION

None.

The meeting closed at 9.25pm.

Chair's signature: _____ Date: _____

DRAFT



NAILSEA TOWN COUNCIL

Minutes of a Meeting of the Finance and Policy Committee held on Wednesday 16th October 2024 at 7.30pm at the Tithe Barn, Church Lane, Nailsea.

These minutes are in draft form and remain subject to approval

Present: Cllrs J Barber, J Blatchford, M Blatchford, B Kushner and J Turner.

Observers: Cllrs K Bird, G Parsons and I Presland

Also present: The Clerk and the Assistant Clerk and Services Manager. No members of the public were present

FP72/24 **APOLOGIES**

Apologies for absence had been received from Cllrs R Lees and J Tonkin.

FP73/24 **DECLARATIONS OF INTEREST**

Item 5(e) - Grant Applications - Overview for 2025/26 (Minute FP76/24(e))

(i) Cllr B Kushner declared a Disclosable Pecuniary Interest in that he was a Trustee of Nailsea and District Community Transport, one of the applicants listed. Cllr B Kushner did not leave the room for this item of business, which was being presented for information only at this stage.

(ii) For openness, Cllr J Blatchford advised the Committee of his support for Nailsea and District Community Transport. He was not in a position of management or control and no declarable interest existed.

FP74/24 **PUBLIC PARTICIPATION**

No members of the public were present.

FP75/24 **MINUTES OF THE PREVIOUS MEETING**

Following a proposal by Cllr B Kushner, seconded by Cllr J Turner, the Committee unanimously

RESOLVED

that the Minutes of the meeting held on 4th September 2024 be approved as a correct record.

FP76/24 **FINANCIAL MATTERS**

(a) Statement of Income and Expenditure to 9th October 2024

Noted.

(b) Payments made report from 4th September to 9th October 2024

Noted.

(c) Details of Reserves 2024/25

Noted. The Town Clerk advised that, subsequent to the report being drafted, North Somerset Council had advised the Council that it could expect receipt of £306,931.82 as a stage payment of Community Infrastructure Levy funds arising from the housing development on the land north of Youngwood Lane and east of Netherton Wood Lane (the Netherton Grange

development). In response to a member's question the Town Clerk explained that there no site-specific restrictions on where this money could be spent, it could be used for any infrastructure project in the town.

(d) Draft Budget 2025/26

The Chair drew attention to the circulated draft Budget and explained how it had advanced since the Committee saw the first draft at its last meeting. Compliments were owed to the Finance Officer and Deputy RFO for her work. Work on the draft Budget would continue, with the third draft being the final version, to be put before the Council for approval. The Chair explained:

- Income from the Leg Club had been omitted from the Tithe Barn income, this would be corrected in the next draft
- As before, the draft Budget allowed a figure for Bank Interest, it was still a conservative prediction but hopefully more accurate than it had been for 2024/25
- The draft Budget assumed the continuation of the Sinking Fund for the replacement of assets (such as the CCTV system, work to the Tithe Barn) with the addition of a further £20,000
- The draft Budget had two columns: one simply showed everything requested, which would result in the Precept increasing by 21%; and one labelled 'Draft Mitigated Budget' which allowed for a number of proposals to keep the increase in the Precept to a more reasonable 2.5% (*equal to an increase of 1.07% for the Band D Council taxpayer*). This could be achieved if the Council (a) chose to invest £2million of the Engine Lane capital funds money in a long-term investment (UK Treasury stock) to create a source of revenue income and (b) by paying off the three PWLB loans, saving up to 20 years of annual repayments of nearly £31K each year.
- North Somerset Council's financial woes might result in it devolving some of its assets and activities to the Town Council. The financial aspects of this, and the timing, remained unknown

In response, a member suggested that the Council's search for a 'legacy project' for the Engine Lane money could be answered by the suggestion to use a significant part of it to generate revenue income for several years to come.

(e) Grant Applications - Overview for 2025/26

The Chair and the Town Clerk provided a brief overview of list of applications, with an explanation that they had been broken down into categories. Members who had not already done so were encouraged to log into the online spreadsheet to make comments. The Council would be sticking rigidly to the grant application deadline this year and this had been made clear in the Council's publicity for its grants. There was no discussion of, or reference to, specific grant applications.

FP77/24 SUB-COMMITTEES AND WORKING PARTIES

(a) Tithe Barn Management Sub-Committee

The minutes of the meeting held on 22nd August 2024 were noted.

FP78/24 **OPPORTUNITIES FOR COMMUNICATIONS AND PRESS RELEASES**
The Budget would be given publicity in due course.

FP79/24 **MATTERS FOR INFORMATION**
None.

The meeting closed at 8.25pm

Chair's signature: _____ Date: _____

DRAFT

Project Proposal Form

Project Title	To make Nailsea's West End Lanes safer.
Brief Description	Four shared space signs on the approaches to the West End lanes system. Also a more advanced engineered solution which will be presented at a later date.
Project Lead	NSC
Proposed Start Date	
Legal Powers and Implications	Covered by NSC
Staffing requirements	NSC, possibly a small amount of time from NTC re money transfer and discussion at council meetings.
Decision to go to Full Council/Relevant Committee	Full Council
Estimated Cost/Relevant Budget (if known)	Around £3000-£5000 for the signs. Around £20,000 for the advanced engineered solutions.
Estimate on-going costs	NSC
Climate Change and Environmental Implications	Safer roads for active travel and health and well being.
Risk Management	NSC
Equality Implications	Safer for non-vehicle users.



Ministry of Housing,
Communities &
Local Government

Open consultation

Enabling remote attendance and proxy voting at local authority meetings

Published 24 October 2024

Applies to England

Contents

Scope of this consultation

Basic information

Ministerial foreword

Who we would like to hear from

The proposal for remote attendance

Proxy voting

About this consultation

Annex A: Personal data



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Scope of this consultation

Topic of this consultation

This short consultation seeks views on the detail and practical implications of allowing remote and hybrid attendance and proxy voting at local authority meetings in England.

Scope of this consultation

Government is consulting on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances.

If any changes to legislation are made as a result of this consultation would apply to England only local authorities meaning:

- a county council
- a unitary authority
- a London borough council
- a district council
- the Common Council of the City of London
- the Greater London Authority
- the Council of the Isles of Scilly
- a parish council
- a joint board continued in being by virtue of section 263(1) of the 1972 Act
- a parish meeting constituted under section 13 of the Local Government Act 1972
- Transport for London, Para.5 of Schedule 10 of the GLA 1999 allows the GLA to regulate its own procedures and committees
- an authority established under section 10 of the Local Government Act 1985
- a joint authority established under Part 4 of the Local Government Act 1985
- a joint committee constituted to be a local planning authority under section 29 of the Planning and Compulsory Purchase Act 2004
- a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009

- a combined county authority established under section 9 of the Levelling Up and Regeneration Act 2023
- a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies, or created by an order under section 4A of that Act
- a National Park authority as referenced at section 184 of the LGA 1972 and/or established under section 63 of the Environment Act 1995
- the Broads Authority established by section 1 of the Norfolk and Suffolk Broads Act 1988
- a conservation board established under section 86 of the Countryside and Rights of Way Act 2000
- a police and crime panel established under section 28 of the Police Reform and Social Responsibility Act 2011

Geographical scope

The questions in this consultation apply to all relevant local authorities in England as defined above.

They do **not** apply to authorities in Wales, Scotland or Northern Ireland.

Impact assessment

If any policy changes are made following this consultation they will be subject to appropriate assessment. No impact assessment has been conducted at this time.

Basic information

This is an open consultation. We particularly seek the views of individual members of the public; prospective and current local authority members/representatives; all relevant local authorities defined above; and those bodies that represent the interests of local members/representatives at all levels.

Body/bodies responsible for the consultation

The Local Government Capability and Improvement Division in the Ministry of Housing, Communities and Local Government is responsible for conducting this consultation.

Duration

This consultation will last for 8 weeks from 24 October 2024.

Enquiries

For any enquiries about the consultation please contact:
remoteattendanceconsultation@communities.gov.uk

How to respond

You can only respond to this consultation through our online consultation platform, Citizen Space. [Respond via Citizen Space](https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting) (<https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting>).

Ministerial foreword

The government has set out its intention to reset the relationship between central and local government as partners in delivering better outcomes for the communities we collectively represent. Key to this is supporting the sector to modernise democratic engagement, raise standards and widen the range of candidates standing for council by removing unnecessary barriers.

The attendance of elected members at local authority meetings is a core part of the democratic process at the local level and is integral to members carrying out their functions effectively. In addition to the value of members coming together to debate and discuss the issues which impact the lives of the people they represent; it is also important that local residents have the

opportunity to engage directly with the people they have elected to take key decisions on their behalf.

At the same time, the government recognises that there are circumstances in which it may not always be possible for members to attend council meetings in person. It is with this in mind that the government intends to amend the law to introduce provisions for remote attendance at local authority meetings.

The intent is that this increased flexibility will strike the balance between the principle that significant in-person engagement remains vitally important, and a recognition that there will sometimes be a need to accommodate members' requirements to attend council meetings remotely. We hope it will encourage a wider diversity of people willing and able to stand and actively participate in local democracy by creating improved conditions where meetings are accessible and inclusive.

In addition, we are seeking views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely, for example during maternity, paternity or adoption leave.

In line with the government's commitment to working with local government to establish partnerships built on mutual respect, genuine collaboration, and meaningful engagement, this short consultation seeks your views on the detail and practical implications of this proposition to inform our ongoing policy development.

Who we would like to hear from

Responses are invited from local authority elected members, all types and tiers of authorities, and local authority sector representative organisations. We are also particularly keen to hear from those members of the public who have point of view based on their interest in accessing local democracy in their area or standing as a candidate for local government at any tier to represent their local community at some future point.

Question 1

Please tick all that apply - are you responding to this consultation as:

a) an elected member – if so please indicate which local authority type(s) you serve on

- Town or Parish Council

- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

b) a council body – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

c) a member of the public

d) a local government sector body – please state

The proposal for remote attendance

The government intends to legislate to give local authorities the flexibility to allow elected members to attend formal council meetings remotely. We believe that this modernising measure of providing broad flexibility to enable remote attendance will have the dual positive impacts of diversifying the representation of those willing and able to stand for elected office and enhance the resilience of local authorities in the face of local or national emergencies.

The intent is that this legislative change would give local authorities the flexibility to allow members to attend remotely.

Question 2

Do you agree with the broad principle of granting local authorities powers to allow remote attendance at formal meetings?

Yes/No

If you answered No to the above question please go directly to question 4.

Question 3

If you answered Yes to the above question, do you think that there should be specific limitations on remote attendance?

Please tick all the options below that correspond with your view and use the free text box for any other comments.

a) Any formal meeting allowing remote attendance should have at least two thirds of members in physical attendance.

b) Members should only be able to attend council meetings remotely in exceptional circumstances, such as those who are medically or physically unable to attend, or for reasons of local or national emergencies.

c) There should be no limitations placed upon councils with regard to setting arrangements for remote attendance of council meetings, up to and including full remote attendance.

d) [Free text box]

Question 4

If you are an elected member can you anticipate that you personally may seek to attend some of your council meetings remotely?

- yes
- no
- I am not an elected member

Question 4a

If you answered No please use the free text below

[Free text box]

Question 4b

If you answered Yes, could you indicate below which of the following options best describes your likely pattern of attending meetings remotely

- very occasionally
- from time to time

- regularly but not always
- all the time

Question 5

If you are responding to this consultation on behalf of a council as a whole, what proportion of the council's current elected members are likely to seek to attend council meetings remotely over the course of a year?

- less than 10%
- more than 10% but less than 50%
- more than 50% but less than 90%
- most of them 90% to 100%

Question 6

The government recognises that there may be cases in which it is necessary for councils to hold meetings fully remotely. Do you think there should be limitations placed on the number of fully remote meetings councils should be able to hold?

- a) Councils should be able to allow full remote attendance at up to half of council meetings within a twelve-month calendar period.
- b) Councils should only have the flexibility to change a meeting from in-person to online, or vice versa, due to unforeseen and exceptional circumstances.
- c) Councils should not have the flexibility to conduct fully remote meetings to ensure there is always an in-person presence.
- d) [Free text box]

Question 7

Do you think there are there any necessary procedural measures that would help to ensure a remote or hybrid attendance policy is workable and efficient?

Please tick all the options that correspond with your view and use the free text box for any other comments.

- a) Councils should be required to publish a list of attendees joining the meeting remotely and give notice if a meeting is being held with full remote attendance.

b) Councils should be required to ensure that standard constitutional arrangements are followed for hybrid and fully remote meetings.

c) Councils should be required to make arrangements to ensure restricted items (where a council decision is taken in private to protect confidentiality) are managed appropriately and to require remotely attending members to join from a private location.

d) Other [Free text box]

Question 8

Do you think legislative change to allow councillors to attend local authority meetings remotely should or should not be considered for the following reasons?

Tick all the statements below that apply to your point of view.

Should be considered because

Should not be considered because

It is a positive modernising measure.

Councillors should be physically present at all formal meetings.

It would likely increase the diversity of people willing and able to stand for election in their local area, making councils more representative of the communities they serve.

It could lead to a significant number of councillors habitually attending remotely and ultimately reduce the effectiveness of councils.

Councils would be more resilient in the event of local or national emergencies which prevent in-person attendance.

It would be more difficult for councillors to build personal working relationships with colleagues, and engage with members of the public in attendance at meetings.

Free text box – please state any other reasons

Free text box – please state any other reasons

Question 9

In your view, would allowing councillors to attend formal local authority meetings remotely according to their needs particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

- it would benefit members
- it would disadvantage members
- neither

Please use the text box below to make any further comment on this question.

[Free text box]

Proxy voting

Proxy voting is a form of voting whereby a member of a decision-making body may delegate their voting power to another representative to enable a vote in their absence.

It is possible some members may find that, due to their personal circumstances, they are temporarily unable to participate in meetings even if remote attendance provisions are in place. Provisions for proxy voting could provide additional flexibility to those who really need it on a time-limited basis, allowing affected members to indirectly exercise their democratic duty, participate in their local authority's governance, and ensure that their views are taken into consideration. In the context of local authorities, the representative would have to be another elected member of the local authority.

Question 10

In addition to provisions allowing for remote attendance, do you consider that it would be helpful to introduce proxy voting?

- yes
- no
- unsure

Question 11

If yes, for which of the following reasons which may prohibit a member's participation in council meetings do you consider it would be appropriate?

Please select all that apply:

- physical or medical conditions
- caring responsibilities
- parental leave or other responsibilities
- other [Free text box]

Question 12

Are there circumstances in which you feel proxy voting would not be appropriate?

[Free text box]

Question 13

If you think proxy voting is appropriate, are there any limitations you think should be placed upon it?

[Free text box]

About this consultation

This consultation has been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal data, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), the UK General Data Protection Regulation, and the Environmental Information Regulations 2004).

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the Department is bound by the Freedom of Information Act and may therefore be obliged to disclose all or some of the information you provide. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic

confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Ministry of Housing, Communities and Local Government will process your personal data in accordance with the law and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included at Annex A.

Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure) (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure>).

Annex A: Personal data

The following is to explain your rights and give you the information you are entitled to under the Data Protection Act 2018. Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for

statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, MHCLG may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation.

4. With whom we will be sharing your personal data

We use a third-party platform, Citizen Space, to collect consultation responses. In the first instance, your personal data will be stored on their secure UK-based servers.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years from the closure of the consultation.

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a) to see what data we have about you
- b) to ask us to stop using your data, but keep it on record
- c) to ask to have all or some of your data deleted or corrected
- d) to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

7. Your personal data will not be sent overseas

8. Your personal data will not be used for any automated decision making

9. Your personal data will be stored on a secure government IT system

Your data will be transferred to our secure government IT system as soon as possible after the consultation has closed, and it will be stored there for the standard 2 years of retention before it is deleted.

OGI

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Nailsea Town Council

Report to the meeting of the Town Council to be held on 13th November 2024

REQUEST FROM HOLY TRINITY CHURCH TO ADOPT THE RED TELEPHONE BOX OUTSIDE THE TITHE BARN

1. Purpose of Report

Holy Trinity Church has requested that the Town Council adopts the red telephone box on Church Lane, outside the Tithe Barn, on their behalf.

2. Recommendation

That the Town Council adopts the telephone box for £1, on behalf of Holy Trinity Church, subject to the proviso that the costs of its renovation, operation and future upkeep remain for the Church to provide.

3. Background

3.1 The growth of the mobile phone industry has led to a significant drop in the use of BT red phone boxes.

3.2 BT offers an 'Adopt a Kiosk' scheme which enables communities to retain their iconic red phone box. The scheme is only open to Local Authorities, Parish and Town Councils, registered charities, Community Interest Companies and private landowners, if the box is on their land.

3.3 The current condition of the phone box is poor, with panes of glass missing and graffiti. The surface of the metal frame is also in a poor state with peeling paintwork.

3.4 The Church would like to convert the phone box to a book library.



4. Financial Considerations

4.1 The cost of adopting the phone box is £1. BT will expect the box to be refurbished to a reasonable condition using their stock supplies. The implication is that the Church will pay for its renovation. It cost the Town Council approximately £2,000 to renovate the High Street phone box. The Town Council would also be required to add the phone box to its Asset Register. Officers anticipate no cost for adding this phone box to our insurance policy.

4.2 The Council will need to provide administrative assistance to enable the adoption to go through.

5. Other Considerations

- Strategic Plan – No issues identified
- Crime and Disorder – The current phone box has been repeatedly vandalised
- Environmental – No issues identified
- Equality, Inclusivity and Diversity – No issues identified
- Health and Safety – No issues identified
- Legal – This proposal would be covered by a Memorandum of Understanding between the Council and Holy Trinity Church
- Other Risk – in the event of the Church not maintaining the adopted phone box all future liability would return to the Town Council

Jo Duffy
Clerk

6th November 2024

From: Nailsea United
Sent: 24 September 2024 17:05
Subject: Nailsea United Planning Query

Good afternoon Jo & Stephen.

Nailsea United Football club are considering promotion from our current league into the Western Football League next season. In order for the application to be considered we would need planning permission in place for floodlights at our main pitch.

Before we submit any proposal via the planning portal, would we have your permission, as our landlords, to proceed with this application?

I'm not sure how this process works as it's the first time I've done something like this. Do we need to get the landlords permission first, then submit a planning application via the portal? Will this then come back to you for discussion or is it solely a North Somerset council decision?

Any help you could provide would be much appreciated.

Many thanks

Barry Maxted
Chairman of Nailsea United Football Club

From: Nailsea United
Sent: 05 November 2024 18:08

Good evening Stephen & Jo,

Please find attached a "light impact assessment" report compiled by Abacus Lighting along with their original floodlight proposal.

As you will see in the report, they have taken additional measures to significantly reduce the light spillage with the aid of light shields, along with the increase number of masts, the current fencing in place and the maturing foliage on site they feel all this together should help to direct the most amount of light away from the closest residential property.

For any application we would also consider adding caveats on floodlight usage to reduce any potential disruption - these could be the number of times used and/or timings for switching off.

As Nailsea's local community football club with 4 mens, and now affiliated with the ladies and Junior football club, we are currently offering a pathway for all players from 6 years old all the way through to seniors. Having the ability to play in a higher standard league would help to keep these players within the local community and not have to look for this standard elsewhere. Without Floodlights we are unable to be promoted from our current standard (Step 7).

I am available to discuss any further questions as needed.

Many thanks

Barry Maxted
Chairman of Nailsea United Football Club



Proposal:

Nailsea United FC
PSL Compliant Floodlight Proposal

Prepared by:

Aled Ward
+447933519182
award@abacuslighting.com

Contents

- Abacus Lighting – at a Glance
- Quotation Summary
- Lighting Design
- Floodlight Datasheet
- Warranty & Maintenance
- References & Case Studies

Abacus at a Glance

WHO WE ARE

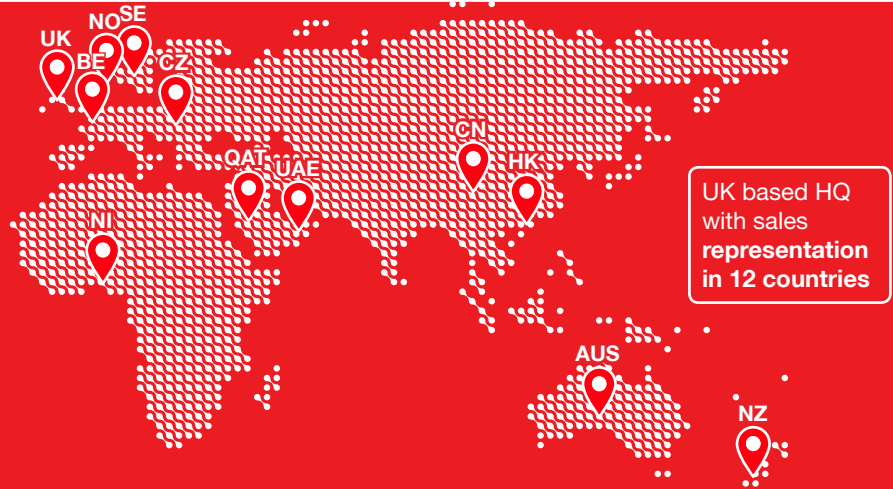
A lighting industry leader providing innovative and quality solutions for our customers worldwide. With products recognised for their market-leading safety and environmental performance, we continually invest in product development to retain our prime position. For **60 years**, we have been **manufacturing British products** at our HQ in Sutton-in-Ashfield.

WHAT WE DO

Our standard and bespoke products are installed in some of the most prestigious and renowned sporting, infrastructure and industrial locations. The number of installed columns worldwide and the performance of products in service is testament to the **durability of design** and **quality of manufacture**. Our Engineering teams provide an **unrivalled level of support and service** for our customers.



OUR LOCATIONS



Abacus 1958 - 2018

In the last 60 years we have supplied in excess of:

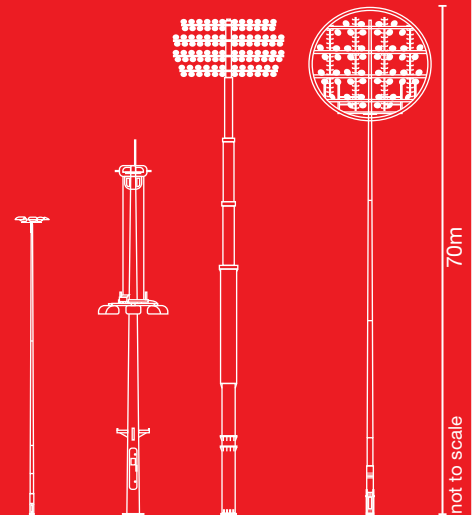
- 1,000,000 light fittings
- 850,000 columns
- 38,000 high masts



To 25,000 customers in 98 countries

We have lit over 4,000 sports grounds in the UK

Our base hinged columns can be seen on every UK rail platform



RECOGNITION



- East Midlands Chamber - **Business of the Year 2017**
- East Midlands Chamber - **Excellence in International Trade**
- The Sunday Times Lloyds **SME Export Track 100**
- Chad business award - **Export and International Trade**

WHAT MAKES US UNIQUE

We stand out amongst our peers in the exterior lighting industry with our complete lighting package providing a **full turnkey exterior lighting solution**.



OUR CORE VALUES

- **Customer** satisfaction
- Our **people** are Abacus
- **Quality** of product and service
- Growth through **innovation**



Quotation Summary

Barry Maxsted
St Marys Grv,
Nailsea,
Bristol
BS48 4NQ

Thursday, 17 October 2024

Quotation Summary

Ref: PLSF – Nailsea United FC

I trust the enclosed proposal meets your requirements, a summary of the proposal is as follows:

Design:

- Each pitch is designed to achieve a maintained average illuminance of **200 lux** with a uniformity of **0.6** and a min/max reading of **0.25**, this is in line with the requirements of the PLSF specification.
- We have designed the scheme using a **LED** light source which is compliant with the ILP guidance notes on obtrusive light.

Quotation Summary:

LED Upgrade – Q6135519 Refers:

- The value of the proposed works is **£76,235.03 + VAT**, this includes the following:
 - All works associated with the mechanical and electrical installation, which includes:
 - 12no 1.5kw floodlights.
 - 4no 1kw floodlights.
 - 8no 15m base hinged masts including foundation package.
 - 8no double floodlight brackets.
 - Supply and install of a new floodlight distribution board adjacent to the existing mains distribution board, with cables run out to each mast location.
 - All cabling and terminations within new masts.
 - Electrical testing and commissioning including an independent light check.
 - All construction associated with the civil works, which includes the following:
 - 8no concrete mast foundations.
 - All trenching around the pitch back to the clubhouse.
 - Our quotation includes the following PLSF specification requirements:
 - Wireless dimming system
 - 10 year parts and labour warranty

Our quotation assumes the following:

- Welfare and storage facilities will be provided by Abacus.
- Price assumes there is an up-to-date electrical inspection conditioning report is in place prior to the works taking place, we can provide this service for an additional cost.

We hope that our proposals meet your requirements, and we await your further instructions. If you require any further information then please get in contact.

For and on behalf of Abacus Lighting Ltd

Aled Ward | Abacus Lighting
Sales Executive – Sports Lighting

Oddicroft Lane, Sutton-in-Ashfield,
Nottinghamshire, NG17 5FT, United Kingdom.

Abacus[®]

Leaders in lighting

ABACUS LIGHTING LIMITED
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Web: www.abacuslighting.com
Email: sales@abacuslighting.com

Mr. Barry
Nailsea United
St Marys Grv
Nailsea
Bristol
BS48 4NQ
Tel: N/A

Quotation Number: 6135519
Date: 16.10.2024
Valid Until: 15.11.2024
Quote Value: GBP 76,235.03

Re: Nailsea United - LED enquiry

Dear Mr. Barry,

Following your recent enquiry we now have pleasure in enclosing our quotation for Abacus Lighting Limited products and services.

Our quotation should reflect your requirements and to ensure this contact will be made by a member of our team.

In the meantime we look forward to your further instructions.

Yours faithfully,

For and on behalf of
ABACUS LIGHTING LIMITED

Mr. Aled Ward

Direct Tel No.: 07933519182
Direct Fax No.:
award@abacuslighting.com

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Email: sales@abacuslighting.com

F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519

Please refer to this quotation number on any further correspondence.

Qty	Item No.	Description
8	XX/HL250D15	HL250 MAST 15M (2 PIECE SHAFT) GALV Base hinged raising and lowering mast 15 metres mounting height, complete with flange plate at ground level, base compartment fitted with treated baseboard, earthing screw and flexible conduit between the fixed and lowering sections. Finished hot dipped galvanised to ISO 1461.
8	FA003G	F/BOLT ASS G/BLT+ C/BRACE TYPE 3 Foundation bolts and cross brace for type 3 foundation assembly.
8	FC023/PUR	FOUNDATION TEMPLATE TYPE 3
8	CB2	CHALLENGER BRACKET 2 FLOOD M20 (PLT'A')
4	AL6101/15752S-P	ABACUS LED CHALLENGER 1 NAR 1500W FLOOD
8	AL6102/15752S-P	ABACUS LED CHALLENGER 1 MED 1500W FLOOD
4	AL6202/10752SI-P	ABACUS LED CHALLENGER 1 MED 1000W FLOOD
8	DRIVER/CH1/LED/I/M	LED INVENTRONICS DRIVER - SET TO MASTER
8	DRIVER/CH1/LED/I/S	LED INVENTRONICS DRIVER - SET TO SLAVE
8	TRIDONIC/DIM/KIT	JB KIT FOR TRIDONIC BASICDIM NODE
3	AL6100/FS2	CHALLENGER LED FRONT SHIELD TYPE 2
2	AL6100/RS2	CHALLENGER LED REAR SHIELD TYPE 2
4	AL6200/FS3	CHALLENGER LED FRONT SHIELD TYPE 3

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F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519 Please refer to this quotation number on any further correspondence.

Qty	Item No.	Description
9	AL6100/FS3	CHALLENGER LED FRONT SHIELD TYPE 3
16	CUSTOM-OTHER	SURGE PROTECTOR
1	999CAR	DELIVERY CHARGES Delivery to site charges in one consignment to one address. This price is based on a shared load delivery, you will be contacted when the goods are ready for being dispatched to arrange a delivery date when we are in the area (should you need a dedicated price please contact sales and we will advise the dedicated load price) This price does not include for off-loading, please contact our sales offices if this is required.
1	999OL	OFF-LOAD Offloading at one drop only, customer to provide one person to assist.
1	999CAR/FB	DELIVERY CHARGES FOR FOUNDATION BOLTS
1	CUSTOM-OTHER	INSTALLATION PRICE 1. Excavate 8 No. new mast foundation bases (50M150 1900 x 1900 x 1100) 2. Dig pitch trenching. 3. Lay pitch cabling. 4. Erect 8 No. new 15 metre HL250 masts onto new mast foundation bases. 5. Fit & aim 16 No. new Challenger 1 LED floodlight fittings. 6. Install Tridonic node system to each mast head. 7. Install mast cabling termination boxes (1 off to each mast) 8. Install mast cabling into mast termination boxes. 9. Install feeder pillar enclosure.

ABACUS LIGHTING LIMITED
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Email: sales@abacuslighting.com

F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519

Please refer to this quotation number on any further correspondence.

Qty	Item No.	Description
		10. Install mast cabling into feeder pillar. 11. Install a sub-mains cable from the existing distribution board to our new internal feeder pillar. 12. Test.
1	CUSTOM-OTHER	<p>INSTALLATION NOTES</p> <p>Our price is subject to the following; SITE SURVEY / STRUCTURAL SURVEY / ELECTRICAL SURVEY Price assumes there is adequate supply and spare capacity for the new lighting. Proposed lighting system is approximately 45.1A on a three phase system. Price assumes customer has a valid and up to date electrical installation condition report (EICR), and that the installation conforms to BS 7671:2018 (IET Wiring Regulations). Price assumes there is adequate access for plant onto site and adjacent to the mast locations. We require a minimum size of 655 x 410 x 140 for the fitting of our new interior floodlighting distribution board. Site storage, security and welfare facilities are to be provided by others. Price assumes normal working hours, Monday # Friday, 7:30 am # 5:00 pm.</p> <p>EXEMPTIONS</p> <p>We have NOT allowed for a welfare unit, price available upon request. We have NOT allowed for a site storage container unit, price available upon request. We have NOT allowed for ground protection, if this is required there will be an additional cost.</p>
1	CUSTOM-OTHER	PLANNING
1	CUSTOM-OTHER	LIGHT CHECK

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F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519 Please refer to this quotation number on any further correspondence.

Qty	Item No.	Description
16	CUSTOM-OTHER	10 YEAR LED WARRANTY
1	CUSTOM-OTHER	NOTES Extra over # RLH5 Abacus electrically operated hydraulic counterbalance unit to raise and lower the above masts £1825.28

Quotation Total GBP 76,235.03

Abacus[®]

Leaders in lighting

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F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519 Please refer to this quotation number on any further correspondence.

.OUR PRICE ASSUMES AN ADEQUATE ELECTRICAL MAINS SUPPLY IS AVAILABLE

Please see our terms and conditions of sale on last page.

Should you wish to place a purchase order against this quotation please state the quote number on correspondence.

VAT will be charged extra at the applicable rate.

Our normal delivery for this product is 8 - 10 weeks (or to meet your reasonable requirements) from receipt of an official order, approval of drawings, or receipt of all necessary information, whichever is the latter. This delivery period will be held for 30 days, thereafter it will depend on our workload at the time of the order, and we reserve the right to amend this figure.

The prices shown in this quotation will be firm for acceptance for 30 days after which we reserve the right to re-quote.

The above prices quoted are strictly net and our terms are 28 days from date of invoice.

Abacus Lighting Limited products comply fully with The Hazardous Waste Regulations 2005.

We as a Company are certified to the BS EN ISO 14001 (Current Issue) Environmental Management Standard.

WEEE Regulations 2013: Abacus Lighting Limited is a member of Lumicom the compliance scheme for the Lighting Industry. Our membership number is WEE/DF4108VZ.

We offer training for the raising and lowering columns outlined on the above quotation for all operatives and maintenance staff. Should you wish to take up this offer, please contact us for a visit to be arranged at our premises. Price on application.

We recommend that planned maintenance of the counterbalance unit is carried out. These can be returned to our works for checking and testing at a recommended minimum interval of 2 years. Price on application.

Please note that this price excludes the cost of any replacement parts.



Leaders in lighting

ABACUS LIGHTING LIMITED
Sutton-in-Ashfield, Nottinghamshire
NG17 5FT England
Tel: (+ 44) 01623 511111
Fax: (+ 44) 01623 552133

Web: www.abacuslighting.com
Email: sales@abacuslighting.com

F.A.O Mr. Barry
Nailsea United

Re: Nailsea United - LED enquiry

Quotation No.: 6135519 Please refer to this quotation number on any further correspondence.

Abacus can offer a comprehensive maintenance programme for your facility, protecting your long term investment, ensuring continued optimum performance and giving you peace of mind over both electrical and structural aspects. For more information please contact the Abacus Maintenance team on maintenance@abacuslighting.com or 01623 511111

Liquidated Damages - Please note our standard conditions are 0.5% per week up to a maximum of 5% of the Sub Contract Value.

Abacus deliveries can range from a 7.5 tonne HGV to a full size Artic standard lorry. Any special delivery requirements need to be discussed prior to dispatch of goods. Abacus reserve the right to quote for additional carriage if required. Any aborted deliveries due to special requirements, Abacus reserve the right to recharge.

Heavy-duty protective coating systems are industrial-grade finishes that are applied by spraying to a specified thickness. This process can cause light imperfections, minor drips, and some uneven textures.

It is important to note that galvanizing is primarily a protective finish, designed to prevent corrosion, rather than an aesthetic one. As a result, variations in appearance such as surface roughness, unevenness, or discoloration may occur, which do not impact its protective qualities.

The installer is responsible for ensuring that all masts and columns are structurally sound and in good condition before installing new luminaires onto an existing system. We advise a professional evaluation to confirm that the existing structures are appropriate for the planned installation.

GENERAL CONDITIONS OF SALE (UK)

DEFINITIONS

'the Company' 'us' and 'we' means Abacus Lighting Limited
'the Customer' and 'you' means the person or company who enters into contract with the Company

SUPPLY ONLY CONTRACTS

1 All Quotations, Orders received and Acceptances are subject to the BEAMA Conditions of Sale either (A) January 1991 edition in respect of United Kingdom Sales or (AE) February 1993 edition in respect of Export FOB and FCA or (AEC) February 1993 edition in respect of Export CIF, CFR, CPT and CIP, as amended below:

2 Add to Clause 3 (ACCEPTANCE) of Conditions of Sale (A) and to Clause 4 (ACCEPTANCE) of Conditions of Sale (AE and AEC), the following:

.1 All Quotations, Orders received and Acceptances are subject to the Company's right to charge prices ruling at the date of despatch of the goods.
.2 All prices are based on the cost of materials, labour and transport, and conforming with Statutory requirements applying at the date of the quotation; if between that date and the date on which the goods are dispatched, changes occur in those costs, then the prices charged shall be amended to provide for such change.

3 Amend Clause 9 of (LIABILITY FOR DELAY) of Conditions of Sale (A) and Clause 11 (LIABILITY FOR DELAY) of Conditions of Sale (AE) and (AEC)

.1 such that the first paragraph ends '...dispute, force majeure or by any cause beyond our reasonable control.'
.2 Complete the second paragraph of the same clauses '... liquidated damages at a rate of ½ per cent up to a maximum of 5 per cent of that portion of the price...'

4 Add to Clause 11 (DELIVERY) of Conditions of Sale (A):

.1 Delivery will be made to the address supplied by the Customer.
.2 Carriage is payable by the Customer on all orders unless otherwise agreed in writing for delivery in one consignment to one address by the Company's transport when in the relevant area.

5 Replace Clause 13 (TERMS OF PAYMENT) of Conditions of Sale (A):

.1 The Company may issue invoices for the goods at the date the goods in whole or in part are ready for despatch or at any other time at the discretion of the Company.
.2 Payment is to be made within 28 days after the invoice date. 3% interest per month or part thereof will be charged on overdue accounts from the expiry of the said 28 days (or other agreed period) to the date of payment by the Customer.
.3 No retentions are to be withheld by the Customer unless otherwise agreed.
.4 Returnable packing cases and timber supports will be charged for if not returned carriage paid within one month.
.5 Any quantity discount offered relates to one consignment to one address.
.6 Goods supplied on a 'Sale or Return' basis will be credited in full if received back in good condition within 30 days or other agreed period. The Customer shall pay carriage both ways and any erection and/or dismantling costs. Should the Customer fail to so return the goods they will be deemed sold and invoiced by the Company.

6 Replace Clause 13 (TERMS OF PAYMENT) of Conditions of Sale (AE) and (AEC):

.1 Payment is to be made within 28 days after the invoice date OR
- for FOB, on presentation of shipping documents in UK, or
- for FCA, upon receipt of notice in writing that the goods have been delivered to the named place, whichever is the earlier.
.2 3% interest per month or part thereof will be charged on overdue amounts up to the date of payment
.3 If we are unable for want of your instruction to deliver the goods when ready, the goods will be invoiced and notice issued to you that the goods are ready for dispatch.

7 Add to Clause 14 (STORAGE) of Conditions of Sale (A), (AE) and (AEC) in last line to read:
'and all charges for storage or demurrage shall be payable by you at 5% of the contract price per month or part thereof. If you do not take delivery and the goods remain in our store for a period exceeding 12 months, we may in our absolute discretion dispose of the goods and account to you for any net proceeds.'

8 Delete the words 'for which we have disclaimed responsibility in writing' from the first paragraph of Clause 15 (DEFECTS AFTER DELIVERY) of Conditions of Sale (A), (AE) and (AEC) and insert the following at end:

.1 The Customer agrees to examine and satisfy himself as to the quality of the goods. The Company accepts no liability in respect of defects found in the goods unless notified in writing by the Customer within three days of delivery of the goods.
.2 The Company's liability in respect of defects in specified products manufactured by others is limited to such benefits as the Company may be contractually entitled to from its supplier. The Company shall be under no liability for fitting or installing any replacements of such specified products.
.3 Whether or not specified products manufactured by others, the Company shall be under no liability for supplying and/or fitting replacement lamps and/or other components the normal operating life of which may be less than the defects liability period.

Insert new sentence at end of the second paragraph of clause 15: 'For the avoidance of doubt this exclusion from liability applies to all direct and consequential costs and losses including those relating to the cancellation, abandonment and/or rearrangement of events, sports fixtures and the like.'

9 Delete Clause 16 (PATENTS) of Conditions of Contract (A), (AE) and (AEC).

10 Amend Clause 17 (LIMIT OF CONTRACTOR'S LIABILITY WHILST ON SITE) of Conditions of Sale (A), (AE) and (AEC) so that the end of paragraph (a) reads:
'..., whichever is the lesser, and...' and in last sentence insert ', loss' after the word damage.

11 Delete Clause 19 (ARBITRATION) of Conditions of Sale (A), (AE) and (AEC) and any reference thereto in Clause 20.

12 RETURN OF GOODS. Save in the case of defective or damaged goods, goods supplied in accordance with the contract cannot be returned without the prior written consent of the Company. The value of any goods returned to the Company without such consent will not be credited to the Customer who shall be liable for any costs incurred in disposing of the goods.

SUPPLY AND ERECT CONTRACTS

13 All Quotations, Orders received and Acceptances are subject to the BEAMA Conditions of Supply, Erection & Commission (S+E) January 1991 edition as amended below:

14 Amend Clause 4 DRAWINGS in last sentence to read:
'Within a reasonable time (or such other time as we may notify) after receiving such drawings, you shall signify your approval or otherwise.'

15 Add to Clause 8 (SITE FACILITIES) new Clause 8(g) 'It is always the obligation of the Customer to ensure that an adequate and dedicated power supply available for use at the required time is provided in close proximity to the Plant.'

16 Delete the second sentence of Clause 14 (DELIVERY) and insert the following:

If by reason of your instructions or lack of instructions we are unable to deliver the Plant when ready we shall be entitled to store the Plant either at our own works or elsewhere, at a charge to you of 5% of the value of the Plant per month or part thereof which shall be added to the Contract Price and paid accordingly, and for the purposes of Clause 20 (Terms of Payment) the Plant shall be deemed to have been delivered. After any such inability to deliver all or part of the Plant for a period exceeding 12 months, we may in our absolute discretion dispose of the Plant and account to you for any net proceeds.

17 Complete Clause 15 (LIABILITY FOR DELAY) so that the second sentence reads:
'The time for such completion shall be extended by a reasonable period if delay in such completion is caused by industrial dispute, force majeure, or by any cause beyond our reasonable control.'

Complete the same clause as follows:

'... liquidated damages at a rate of ½ per cent up to a maximum of 5 per cent of that portion of the Contract Price...'

18 Delete Clause 16 (PASSING TITLE AND RISK).

17 Amend Clause 17 (LIMITATION OF CONTRACTOR'S LIABILITY WHILST ON SITE) so that the end of paragraph (a) reads:
'..., whichever is the lesser, and...'

20 Amend Clause 18 so as to name DEFECTS LIABILITY and delete the words '... for which we have disclaimed responsibility in writing within a reasonable time after receipt of your instructions' and amend so that that part of the first sentence of the second paragraph reads:

.1 '... any particular purpose of the Plant and, save for this clause and Clause 17 (Limitation of Contractor's Liability Whilst on Site)...'
.2 and add to the same clause:

The Company's liability in respect of defects in specified products manufactured by others is limited to such benefits as the Company may be contractually entitled to from its supplier. The Company shall be under no liability for fitting or installing any replacements of such specified products.
.3 Whether or not specified products manufactured by others, the Company shall be under no liability for supplying and/or fitting replacement lamps and/or other components the normal operating life of which may be less than the defects liability period.

21 Amend the first line of Clause 20 (TERMS OF PAYMENT) so it reads 'Payment shall be made by you as follows'; delete paragraphs (a) - (e) and insert:

(a) The Company may issue invoices for interim payments on account at its discretion. The final invoice shall be issued after taking over. Payment is due on the invoice date, whether interim or final.

(b) The final date for payment is 28 days after the due date. 3% interest per month or part thereof will be chargeable on overdue accounts from the expiry of the said 28 days (or other agreed period) to the date of payment by the Customer. Any withholding notice will be served at least 14 days before the final date for payment.

(c) No retentions are to be withheld by the Customer unless otherwise agreed in writing.

22 Delete Clause 21 (PATENTS).

23 Delete Clause 22 (ARBITRATION) and reference thereto in Clause 23.

BOTH SUPPLY ONLY AND SUPPLY AND ERECT CONTRACTS

24 RISK AND TITLE. The risk in the goods, materials and/or Plant shall pass to the Customer on delivery but the ownership of the same shall remain with the Company until all payments owed to us, including any balances existing at relevant times, are settled. Until that time, the Customer shall hold the goods, materials and/or Plant as bailee and shall insure them against loss or damage and store them in such a way that they can be identified as the Company's property and shall keep them separate from the Customer's own property and property of any other person. In the event of non payment the Customer grants the Company an irrevocable licence to enter any premises where its goods, materials and/or Plant are stored in order to repossess them unless they have been subject to prior resale in which case the Company shall be entitled to the proceeds of resale in the hands of the Customer or any Liquidator, Receiver, Administrator or Trustee in Bankruptcy of the Customer. GOODS SPECIFIED. All goods will be supplied as specified, subject to availability. Where specified materials are not available we reserve the right to substitute other materials without notice. SUSPENSION. In the event the Customer fails to pay an invoice in full within the period prescribed for payment under this or any other contract between the parties, the Company reserves the right, subject to 3 days notice, to suspend the delivery of goods or the performance of work (as the case may be) under this contract, until payment is made. The Company similarly reserves the right, subject to 3 days notice, to suspend delivery or performance should the commercially obtainable credit rating of the Customer reduce or any other event occur or information be obtained from which we might reasonably infer that the Customer's creditworthiness is lower than at the date of this agreement. Any costs incurred by the Company in relation to any suspension will be payable by the Customer. TOWN PLANNING. It is always the obligation of the Customer to ensure that any Town Planning permission is obtained in good time as the same may be to be used in the required installed position(s), together with any other statutorily required consents, permission and approvals. The Customer will be liable to the Company for any costs arising from the Customer's lack of compliance. DESIGN. The legal standard required for all our design work will be with due skill and care.

Vibration

In very rare situations a specific combination of structure type, ancillary equipment and local site conditions may lead to undesirable vibrations occurring. In exceptional circumstances, the vibrations may be severe enough to cause damage.

Every maintenance schedule should include the observation and recording of any vibrations and if excessive, preventative measures should be implemented. The Abacus warranty excludes any failure or damage resulting from structural vibrations of any origin.

Lighting Design



Symbol	Tag	Qty	Description	Mounting Height (m)	Luminaire Watts	Luminaire Lumens
A	1	1	AL6101_157525 + FS2 + RS2 Challenger 1 LED	15	1504.3	163561
B	1	1	AL6102_157525 + FS2 + RS2 Challenger 1 LED	15	1539.1	163660
C	1	1	AL6202_107525 + FS3 Challenger 1 LED	15	1527.9	167971
D	4	4	AL6202_107525 + FS3 Challenger 1 LED	15	1013.8	126357
E	6	6	AL6102 + FS3 Challenger 1 LED	15	1542.8	189469
F	3	3	AL6101 + FS3 Challenger 1 LED	15	1521.6	188610

Mast Arrangement M1						
Symbol	Tag	Qty	Description	Mounting Height	Luminaire Watts	Luminaire Lumens
A	1	1	AL6101_157525 + FS2 + RS2 Challenger 1 LED	15	1504.3	163561
B	1	1	AL6102_157525 + FS2 + RS2 Challenger 1 LED	15	1539.1	163660

Mast Arrangement M2						
Symbol	Tag	Qty	Description	Mounting Height	Luminaire Watts	Luminaire Lumens
C	1	1	AL6202 + FS2 Challenger 1 LED	15	1527.9	167971
D	1	1	AL6202_107525 + FS3 Challenger 1 LED	15	1013.8	126357

Mast Arrangement M3,M6,M7						
Symbol	Tag	Qty	Description	Mounting Height	Luminaire Watts	Luminaire Lumens
D	1	1	AL6202_107525 + FS3 Challenger 1 LED	15	1013.8	126357
E	1	1	AL6102 + FS3 Challenger 1 LED	15	1542.8	189469

Mast Arrangement M4,M5,M8						
Symbol	Tag	Qty	Description	Mounting Height	Luminaire Watts	Luminaire Lumens
E	1	1	AL6102 + FS3 Challenger 1 LED	15	1542.8	189469
F	1	1	AL6101 + FS3 Challenger 1 LED	15	1521.6	188610

Horizontal Illuminance Levels						
Premier League Stadium Fund Specification - 2.5m Instep						
Label	CalcType	Units	Avg	Min	Max	Min/Max
Football Pitch	Illuminance	Lux	200	0.60	0.30	

Calculation Summary						
Initial Calculations						
Label	CalcType	Units	Avg	Max	Min	Min/Avg
Football Pitch	Illuminance	Lux	235	461	149	0.63

Calculation Summary						
Maintained Calculations						
Label	CalcType	Units	Avg	Max	Min	Min/Avg
Football Pitch	Illuminance	Lux	211	406	134	0.63

Area Summary		Obtrusive Light - Compliance Report				
Label	Total Watts	CIE 150:2017 E3-Medium District Brightness, Pre-Curlew Fluorescence L2400218 Nailsea United 09/10/2024 07:37:55				
Football Pitch	22,448					

Calculation Grid Intervals			
Label	Grid	Calculations Tested (96)	Test Results
Football Pitch	11 x 6	The Uplands_0_III_Seg1	PASS 0
		The Uplands_1_III_Seg1	PASS 1
		The Uplands_2_III_Seg1	PASS 3
		The Uplands_3_III_Seg1	PASS 1
		The Uplands_4_III_Seg1	PASS 0
		The Uplands_5_III_Seg1	PASS 1
		The Uplands_6_III_Seg1	PASS 2
		The Uplands_7_III_Seg1	PASS 4
		The Uplands_8_III_Seg1	PASS 2
		The Uplands_9_III_Seg1	PASS 8
		The Uplands_10_III_Seg1	PASS 6
		The Uplands_11_III_Seg1	FAL 89
		The Uplands_12_III_Seg1	FAL 65
		The Uplands_13_III_Seg1	PASS 0
		The Uplands_14_III_Seg1	FAL 34
		The Uplands_15_III_Seg1	FAL 14
		The Uplands_16_III_Seg1	FAL 13
		The Uplands_17_III_Seg1	PASS 8
		The Uplands_18_III_Seg1	PASS 0
		The Uplands_19_III_Seg1	PASS 4
		The Uplands_20_III_Seg1	PASS 2
		The Uplands_21_III_Seg1	PASS 0
		The Uplands_22_III_Seg1	PASS 1
		The Uplands_23_III_Seg1	PASS 1
		The Uplands_24_III_Seg1	PASS 0
		Morgens Hill CI_III_Seg2	PASS 1
		Morgens Hill CI_III_Seg3	PASS 1
		Morgens Hill CI_III_Seg4	PASS 0
		Morgens Hill CI_III_Seg5	PASS 1
		Morgens Hill CI_III_Seg6	PASS 0
		Morgens Hill CI_III_Seg7	PASS 0
		Morgens Hill CI_III_Seg8	PASS 0
		Morgens Hill CI_III_Seg9	PASS 1
		Morgens Hill CI_III_Seg10	PASS 0
		Morgens Hill CI_III_Seg11	PASS 0
		Morgens Hill CI_III_Seg12	PASS 0
		Morgens Hill CI_III_Seg13	PASS 0
		Morgens Hill CI_III_Seg14	PASS 0
		Morgens Hill CI_III_Seg15	PASS 0
		Morgens Hill CI_III_Seg16	PASS 0
		Morgens Hill CI_III_Seg17	PASS 0
		Morgens Hill CI_III_Seg18	PASS 0
		Morgens Hill CI_III_Seg19	PASS 0
		Morgens Hill CI_III_Seg20	PASS 0
		Morgens Hill CI_III_Seg21	PASS 0
		Morgens Hill CI_III_Seg22	PASS 0
		Morgens Hill CI_III_Seg23	PASS 0
		Morgens Hill CI_III_Seg24	PASS 0
		Morgens Hill CI_III_Seg25	PASS 0
		Morgens Hill CI_III_Seg26	PASS 0
		Morgens Hill CI_III_Seg27	PASS 0
		Morgens Hill CI_III_Seg28	PASS 0
		Morgens Hill CI_III_Seg29	PASS 0
		Morgens Hill CI_III_Seg30	PASS 0
		Morgens Hill CI_III_Seg31	PASS 0

Glare Summary	
Label	GRmax
Football Pitch	48

Isoline Legend	
Illuminance (Lux)	Value
2	2
5	5
10	10
20	20
50	50

Challenger 1 LED AL6100		Challenger 1 LED AL6200	

Notes:
 This scheme has been designed based upon a flat and open area. Shadowing from obstructions have not been taken into account.
 Drawing and mast locations converted from satellite image, please check dimensions before ordering and installing.
 Customer to confirm suitability and structural integrity of existing masts prior to placing an order.
 Initial levels shown on drawing.



Floodlight Datasheet

CHALLENGER 1 LED

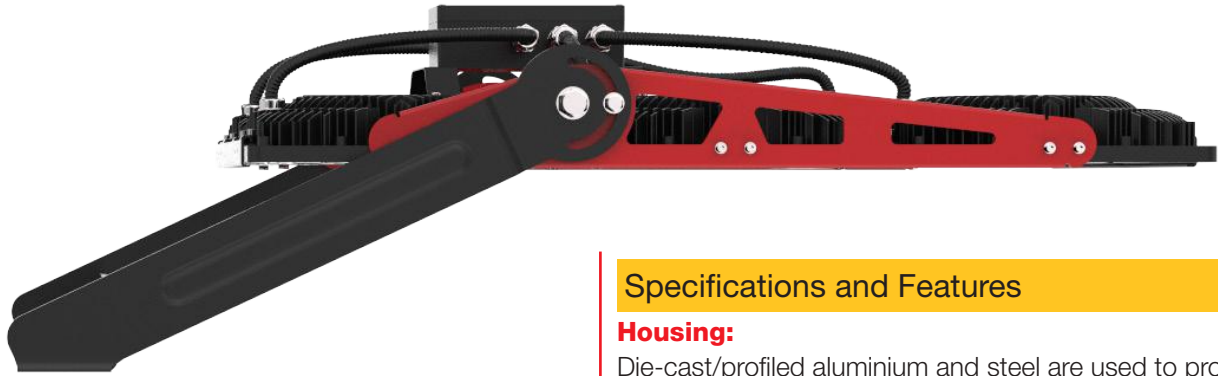
AL6100-AL6300

IP66

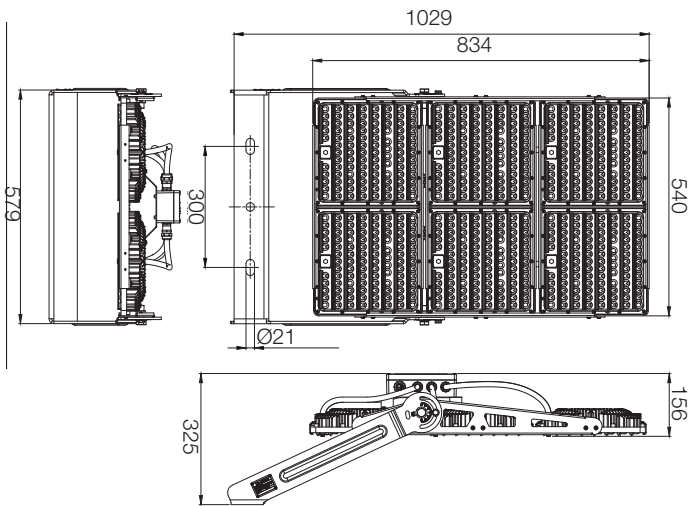


Abacus[®]

Leaders in Lighting



Dimensions



Specifications and Features

Housing:

Die-cast/profiled aluminium and steel are used to produce an elegant and unobtrusive low profile design. 29.6kg in weight (6 module) with an IP66 rating.

Ratings:

UKCA, CE, CB, SAA, IP66

Finish:

Powder coated Black/Red

Driver:

- 1500W driver is 3ch. DALI2/DMX driver, 5.6kg, IP66
- 400W - 1200W data available on request
- Integral or remote options available

Example applications:

- Sport
- Rail
- Ports
- Amenity
- Open Areas

Wind Area:

6 module: 0.149m²
 4 module: 0.130m²
 2 module: 0.107m²

Warranty & Lifetime:

5 years standard warranty
 60,000 hours L80B10 25°C

Imagery



[in /company/AbacusLighting](https://www.linkedin.com/company/AbacusLighting)

[@AbacusLighting](https://twitter.com/AbacusLighting)

120

[f /AbacusLighting](https://www.facebook.com/AbacusLighting)

www.AbacusLighting.com

DocID: datasheet-al6100-20211006A

CHALLENGER 1 LED

AL6100-AL6300

Abacus®

Leaders in Lighting

Technical Specifications

Light Efficiency	> 125lm/W
Luminous Flux	190,000lm
Colour Temperature	5200K (3000 ~ 5700K optional)
CRI	Ra70 (80/90 optional)
Beam Angle	Medium/Narrow
Total Power Consumption	1500W±40W
Output Current	4.8A (constant current)*6
Output Voltage	DC 40~48V
Net Weight	29.6Kg (6 module)
Light Dimensions	L1077mm × W653mm × H290mm
Light Package Dimensions	L1160mm × W710mm × H335mm
Power Factor	≥0.95
IP Rating	IP66
Input Voltage	AC 200-440V
Power Frequency	47-63Hz

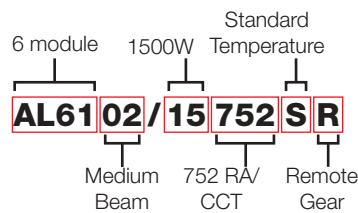
Luminaires come in 2,4 or 6 module variants: (See Product Selection for details)



Product Selection

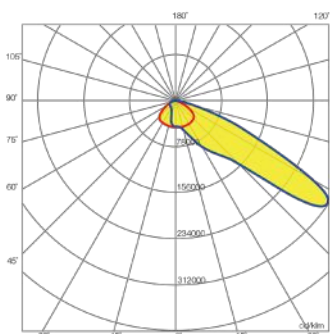
Body Size	Beam Type	Wattage (W)	RA/CCT	Ambient Temp	Gear
AL61 = 6 modules	01 = Narrow	15 = 1500W (6 module)	752 (Ra70/5200k)	S = Standard (25°C)	R = Remote
AL62 = 4 modules	02 = Medium	12 = 1200W (6 module)	852 (Ra80/5200k)	H = High (50°C)	I = Integral
AL63 = 2 modules		10 = 1000W (4 module)			
		05 = 500W (2 module)			
		04 = 400W (2 module)			

Example Product Selection:

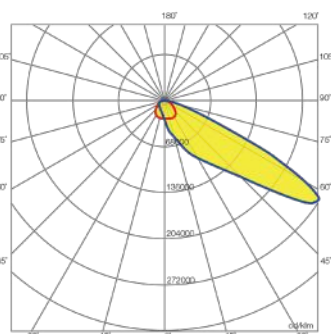


Photometric Output

AL6101 Distribution:



AL6102 Distribution:



Warranty & Maintenance

Warranty and Maintenance

Warranty

Our standard warranty period on LED floodlighting installations is 5 years. Please see the following warranty offering for each quotation for this contract:

- Extra over for 10-year warranty – **Included**

This warranty covers all parts and labour supplied as part of this contract only, and does not cover the following:

- Existing equipment/infrastructure, such as:
 - High masts structures.
 - Electrical infrastructure (cabling).
 - Pitchside feeder pillar, including switch gear.

For your warranty to remain valid, a two-yearly inspection must be completed by Abacus Lighting Ltd (price available upon request).

We recommend the floodlighting system is regularly maintained so that the condition of the equipment can be tracked, reducing the risk of any lamp outages or electrical tripping ensuring the system is performing all year round.

Maintenance Offering

Abacus Lighting have an inhouse maintenance department who are on hand to periodically inspect your existing lighting systems, whilst the floodlights will be covered by a warranty, we still recommend the masts and electrical infrastructure is periodically maintained.

Please see overleaf our maintenance inspection summary, showing several services that we offer to ensure your system is kept in working order. All our inspections are carried out in line with ILP guidance notes PLG07 – High Masts for Lighting and CCTV, this also states the recommended frequency of the inspection. Figure 7.3 of PLG 07 states that a system that is between 26-40 years of age requires a maintenance inspection every year, with more stringent structural inspections taking place every two years.



Figure 7.3: Sample Maintenance and Structural Inspection and Testing Schedule

Year:	26	27	28	29	30	31	32
Maintenance 1:	*	*	*	*	*	*	*
Maintenance 2:			*				*
Ground Level Structural Visual:		*		*		*	
Full Structural Visual:	*		*		*		*
NDT Rooted Structural:	*		*		*		*
NDT Flanged Structural:	*		*		*		*
Electrical:					*		

Year:	33	34	35	36	37	38	39	40
Maintenance 1:	*	*	*	*	*	*	*	*
Maintenance 2:				*				*
Ground Level Structural Visual:	*		*		*		*	
Full Structural Visual:		*		*		*		*
NDT Rooted Structural:		*		*		*		*
NDT Flanged Structural:		*		*		*		*
Electrical:					*			

Abacus Lighting are pleased to be able to offer maintenance packages ranging from 1-5 years, and I would be more than happy to put together a proposal for the club to consider.

We hope that our proposals meet your requirements, and we await your further instructions. If you require any further information, then please get in contact.

Abacus Maintenance Inspection

An Abacus Maintenance Inspection will give you piece of mind by ensuring that your system is mechanically and structurally sound. Our inspection contains the following elements:

General

- Create a safe working area in which to carry out maintenance inspections
- Ensure plenty of clearance to either lower mast or access with cherry picker
- Correct equipment and health and safety practices are undertaken completely during works

Masts

- Vertical alignment (adjust if possible)
- Check general condition of mast
- Check operation of raising and lowering mechanism
- Check operation of locking device
- Check presence of door covers and locks
- Visual inspection of electrical components
- Visual inspection of control gear
- Check/tighten of foundation bolts to correct torque setting
- Check lantern bracket fixings and general condition

Floodlights

- Inspect general condition of floodlights
- Inspect general condition of mounting fixings
- Visual inspection of electrical connections, control gear
- Check lamp tightness and retainers, adjust as necessary
- Clean front of the glass
- Aiming/alignment of fittings

Report

- A report is produced indicating the existing condition of the system
- Works to prolong the life of the floodlighting system are recommended and can be issued into a quote at the clients request
- Works to ensure a safe working system will be recommended and can be carried out on-site with the approval of the client and with the correct components

In order to address any in-depth issues or extra requests, we offer the following additional services;

- NICEIC electrical report
- Non Destructive Testing (NDT) of foundation bolts
- Lux light level checks
- Galvanising and paint thickness testing
- Painting of masts/columns
- Column repair/replacement
- Light fitting and lamp repair/replacement

We recommend a maintenance inspection to be carried out annually to ensure the best possible performance from your floodlighting system. 5 and 10 year agreements can be set up to aid forecasting and provide continued support. For more information, contact Abacus Lighting – 01623 511 111 or maintenance@abacusliming.com

ABOUT OUR CLIENT

Beverley Town Football Club became an official section of the Beverley Town Cricket and Recreation Club at Norwood Recreation Ground in 2000. Since this, they have won the league championship in 2013 with a further two titles before being promoted to the Northern Counties East League in 2022. With this success comes the need for pitch lighting to meet the grading criteria set out by the FA.

Football governing bodies guide clubs on the recommended pitch lighting to ensure it meets the necessary standards for safety and performance. Board an understanding of the club's desire to increase the floodlit areas to enable the club to rotate use, protect the grass surface and prevent cancellations of games.



THE CHALLENGE

The lighting requirements become more stringent as the club continues to go from strength to strength. To empower the club to continue to comply with FA regulations, Beverley Town FC approached the Abacus Lighting design team for a solution to upgrade their artificial lighting.

The FA recommend a minimum of 200 lux for a main training pitch.

THE SOLUTION

Abacus Lighting installed cutting-edge technology Challenger 1 LED with our HL250-based hinged masts

- HL250-based hinged masts.
- Designed to 200 lux with 0.6 lighting uniformity.

Our high mast systems offer the club a convenient and virtually maintenance-free solution. Any maintenance needed can be carried out at ground level with minimum disturbance. The new floodlights achieve an average illuminance of 200 Lux with 0.6 uniformity, providing even lighting distribution across the pitch.

The new LED lights reduce lighting pollution, improving fans' experience by reducing glare from their seats.

PRODUCT OVERVIEW

Challenger 1@ LED floodlights:

- Flat glass, double asymmetric floodlight.
- Elegant and unobtrusive low profile design.
- Integral or remote driver options.
- Available in 2, 4 and 6 module variants from 400W to 1500W.
- Abacus designed medium and narrow light distribution, specifically for sports lighting.

CHALLENGE

Raynes Park Vale FC were using an aged lattice tower system with 30 conventional 2kW metal halide floodlights when they approached Abacus to upgrade the system.

SOLUTION

The solution provided by Abacus was 12x 1.5kW Challenger 1 LED floodlights install on top of 6x 15m base hinged masts.

This scheme was design to achieve an average maintained illuminance of 200 lux with a uniformity of 0.6 and a min/max ration of 0.25.

The move to LED saw the club benefit from huge cost saving over their previous system with the new 12 floodlights consuming only 30% of the power of the original metal halide solution. The LED system also removed the cost of lamp replacements that would be required to keep a metal halide solution within the design tolerance.

The installation was completed with a 10 year warranty package, ensuring piece of mind for the club knowing that Abacus will be here to support them in the future.



PRODUCT OVERVIEW

Challenger 1® LED floodlights:

- Flat glass, double asymmetric floodlight
- Elegant and unobtrusive low profile design
- Available in 2, 4 and 6 module variants from 400W to 1500W
- Abacus designed medium and narrow light distribution, specifically for sports lighting
- Integral or remote driver options

ABOUT OUR CLIENT

Hamworthy United has had great success at all levels over the years in various competitions. They are known for having the best playing facilities within the county, thanks to a significant upgrade to the ground in 2016 which included a new 3G all-weather pitch with floodlights supplied by Abacus Lighting.

THE CHALLENGE

The football club is dedicated to developing innovation in the club and enhancing its newest surroundings. Part of the enhancement plan included upgrading their floodlights. Abacus was given the opportunity to survey the site and make recommendations based on the latest pioneering LED lighting.

THE SOLUTION

Abacus Lighting replaced existing HID floodlights with LED floodlights

- Retrofit of 12no 1.5kW LED floodlights to existing Abacus base hinged columns.
- Designed to 200 lux with 0.6 lighting uniformity.

The Abacus Lighting design team understood the Hamworthy United all-weather pitch lighting solution needed to meet the FA ground grading criteria; therefore, they proposed replacing their existing 16no 2kW Challenger 1 HID floodlights with 12no 1.5kW LED floodlights, on 8no the existing Abacus base hinged columns. This would allow for greater light output while using less energy and not compromising on operational efficiency.

The new floodlights achieve an average luminance of 200 lux with 0.6 lighting uniformity and 0.25 min/max. The new lighting system provides fantastic lighting all year round, particularly during broadcast games when viewers can watch the match from inside their own living room as if they were there live!

We were delighted to work with Hamworthy United and the Dorset FA on this lighting upgrade project. Abacus Lighting has provided complete peace of mind, with our 10 year warranty, so their investment is protected for years to come.



PRODUCT OVERVIEW

Challenger 1[®] LED floodlights:

- Flat glass, double asymmetric floodlight.
- Elegant and unobtrusive low profile design.
- Integral or remote driver options.
- Available in 2, 4 and 6 module variants from 400W to 1500W.
- Abacus designed medium and narrow light distribution, specifically for sports lighting.

Challenger 1 LED References - Football

Crowborough AFC, **Crowborough**
Briton Ferry Llansawel FC, **Neath**
Alvechurch FC, **Birmingham**
Retford United, **Retford**
Raynes Park Vale FC, **London**
Walsall FC 3G Pitch, **Walsall**
Chelsea FC Cobham Training Ground, **Cobham**
Penicuik Athletic, **Penicuik**
Stockport Georgians FC, **Stockport**
Ballingarry AFC, **Ireland**
Shoreham FC, **Shoreham**
Stafford Town FC, **Stafford**
Kilwinning Community Sports Club, **Kilwinning**
Lydney Town FC, **Lydney**
Tooting and Mitcham FC, **London**
Faringdon Town FC, **Oxford**
Belstone FC, **London**
Larkhall AFC, **Bath**
Framlingham Town FC, **Framlingham**
Brocton FC, **Stafford**
Broadford United AFC, **Ireland**

Pershore Town FC, **Pershore**
Blyth Spartans Community Pitch, **Blyth**
Frenford Clubs, **Ilford**
Hemsworth MWFC, **Pontefract**
Harwich & Parkston FC, **Harwich**
Girvan FC, **Girvan**
Kirkley & Pakefield FC, **Norwich**
Haverfordwest County AFC, **Haverfordwest**
Foley Meir FC, **Stoke-on-Trent**
Hamworthy United FC, **Poole**
Beverley Town FC, **Beverley**
Prudhoe Town FC, **Prudhoe**
Chester-le-Street United, **Chester-le-Street**
Mullion FC, **Mullion**
Emley AFC, **Huddersfield**
Benfleet FC, **Basildon**
Aylestone Park FC, **Leicester**
Eastwood CFC, **Nottingham**
Handsworth Juniors FC, **Sheffield**
Crowle Colts FC, **Scunthorpe**
Cwmamman United FC, **Wales**



Nailsea United FC – Light Impact Assessment

Site Location

Nailsea, Bristol BS48 4NQ



Introduction

Proposed installation of purpose-built floodlighting system on an existing pitch located at the club.

Existing Lighting at the Site

Not applicable – currently there is no existing floodlighting system install at the ground (as pictured below).



Abacus Design Outline

In designing a suitable floodlighting solution key specification issues had to be considered. These included the illuminance level required, the environmental zone category for the site, the minimum mast height & the number type of floodlights. Details of how these issues were resolved are as follows:-

1. The illuminance level was determined and provided by the end user. This requires a maintained average illuminance level of 200 Lux over the playing area, a uniformity ratio of 0.6. The proposed lighting is the minimum required to perform the relevant lighting task (to meet FA ground grating criteria) and has been specifically designed to minimise the risk of light spillage beyond the development site boundary.
2. For the relevant environmental zone reference was made The Institution of Lighting Professionals GN01: *Guidance Note for The Reduction of Obtrusive Light 2021*. This document categorises the environment into five zones ranging from UNESCO Starlight Reserves to City Centres. This site would fall into Zone E3 location.
3. The mast height was calculated using the method detailed in the CIBSE guide LG4 "Sports Lighting". This uses angles projected from the centre of the pitch & the touch line to produce a head frame location zone. A 15m mast has been used to take into consideration the ground levels to be mounted horizontally. This will result in low vertical overspill & good uniformity on the playing surface, without compromising cost. The masts will offer a slim line profile which will minimise daytime impact. If the mounting height was reduced to any lower than proposed on our design, the floodlights would need be elevated above the horizontal to maintain compliant lighting levels which consequently increases overspill and glare.
4. In order to meet the requirements of The Institution of Lighting Professionals GN01: *Guidance Note for The Reduction of Obtrusive Light 2021*, the Abacus Challenger 1 LED floodlight was chosen as being suitable with the addition of overspill limiting shields. Details of the main features of this product are highlighted below.

Abacus Challenger 1 LED Floodlight.

Specifications and Features

Housing:

Die-cast/profiled aluminium and steel are used to produce an elegant and unobtrusive low profile design.

Ratings:

UKCA, CE, CB, SAA, IP66

Finish:

Powder coated Black/Red

Driver:

- 1500W driver is 3ch. DALI2/DMX driver, 7.0kg (including mounting arrangements), IP66 rated
- 400W - 1200W data available on request
- Integral or remote options available

Example applications:

- Sport
- Rail
- Ports
- Amenity
- Open Areas

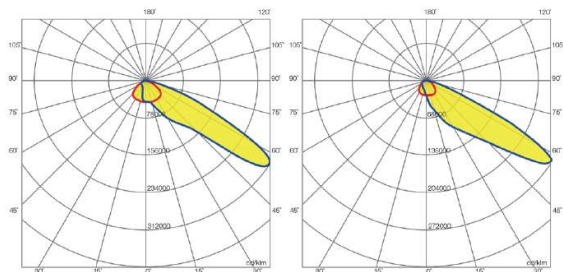
Warranty & Lifetime:

5 years standard warranty
60,000 hours L80B10 25°C

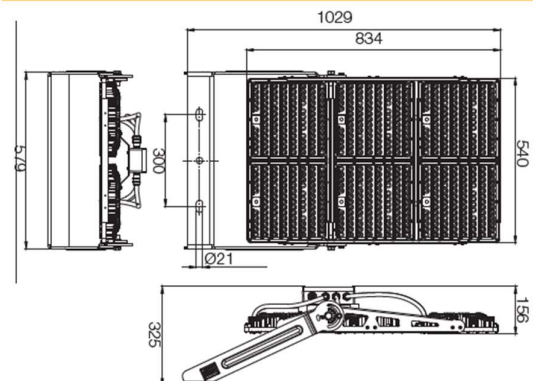
Photometric Output

AL6101 Distribution:

AL6102 Distribution:



Dimensions



Technical Specifications

Light Efficiency	> 135lm/W
Luminous Flux	190,000lm
Colour Temperature	5200K (2700 ~ 5700K optional)
CRI	Ra70 (80/90 optional)
Beam Angle	See product selection
Total Power Consumption	1500W±40W
Output Current	4.8A (constant current)*6
Net Weight	6 module = 29.6Kg, 4 module = 22.0Kg, 2 module = 15.6Kg
Light Dimensions	L1077mm × W653mm × H290mm
Light Package Dimensions	L1160mm × W710mm × H335mm
Power Factor	≥0.95
IP Rating	IP66
Input Voltage	AC 200-440V

Luminaries come in 2, 4 or 6 module variants: (See Product Selection for details)



Please see pictures below of recent installations using the above floodlight.



Abacus Lighting Design

Our proposals can be seen on lighting scheme which is attached.

The Abacus lighting proposals are detailed on the design, these show the mast locations, floodlight orientations, illuminance levels on the pitch & projected overspill values. Also included is the obtrusive light compliance report which shows the results of the vertical overspill calculations taken on the surrounding properties, you can see that results show compliance to the obtrusive light guidelines for the location.

Horizontal Illuminance Levels							
Premier League Stadium Fund Specification - 2.5m Instep							
Label	CalcType	Units	Avg	Min/Avg	Min/Max		
Football Pitch	Illuminance	Lux	200	0.60	0.30		
Calculation Summary							
Initial Calculations							
Label	CalcType	Units	Avg	Max	Min	Min/Avg	Min/Max
Football Pitch	Illuminance	Lux	235	451	149	0.63	0.33
Calculation Summary							
Maintained Calculations							
Label	CalcType	Units	Avg	Max	Min	Min/Avg	Min/Max
Football Pitch	Illuminance	Lux	211	405	134	0.63	0.33

The design achieves a maintained average of 200 lux with 0.6 uniformity on the playing area, the maintained illuminance values are calculated using a maintenance factor of 0.90. This takes into account light losses due to dirt accumulation on the floodlight front glass & lamp lumen depreciation, ensuring that the minimum requirements for safe play are achieved. The obtrusive light calculations are calculated using a maintenance factor of 1.0, to reflect the lamps condition when brand new. To allow the football club to operate in the league the floodlighting installation must meet this criteria.

The use of the floodlight ensures that horizontal & vertical overspill containment is excellent. As less than 10 Lux vertical illuminance will be projected towards any residential property windows the system will exceed the requirements for an environmental zone E3 location. Upward waste light will also be minimised & at the floodlight elevations used less than 2.5% will be projected into the atmosphere. This will meet the recommendations of The Campaign For Dark Skies, an organisation who lobby for low light pollution systems & recommend the use of Abacus systems.

As you can see from the 'Obtrusive Light – Compliance Report' we have completed vertical illuminance calculations on the surround properties, unfortunately due to the close proximity of one house the results are above the required 10 lux threshold.

To minimise the impact of the floodlighting on the houses, the LEDs closest or pointed in the direction of the houses will be fitted with front/side/rear shields. These are reference 'FS' and 'RS' in the luminaire schedule.

Obtrusive Light - Compliance Report		
CIE 150:2017, E3-Medium District Brightness, Pre-Curfew		
Filename: LS4066218 Nailsea United		
09/10/2024 07:37:55		
Illuminance		
Maximum Allowable Value: 10 Lux		
Calculations Tested (56):		
Calculation Label	Test Results	Max. Illum.
The Uplands_III_Seg1	PASS	0
The Uplands_1_III_Seg1	PASS	1
The Uplands_2_III_Seg1	PASS	1
The Uplands_2_III_Seg2	PASS	3
The Uplands_2_III_Seg3	PASS	1
The Uplands_2_III_Seg4	PASS	0
The Uplands_2_III_Seg5	PASS	1
The Uplands_3_III_Seg1	PASS	2
The Uplands_3_III_Seg2	PASS	4
The Uplands_3_III_Seg3	PASS	2
The Uplands_4_III_Seg1	PASS	8
The Uplands_5_III_Seg1	PASS	6
The Uplands_6_III_Seg1	FAIL	89
The Uplands_6_III_Seg2	FAIL	65
The Uplands_6_III_Seg3	PASS	0
The Uplands_6_III_Seg4	FAIL	34
The Uplands_7_III_Seg1	FAIL	14
The Uplands_7_III_Seg2	FAIL	13
The Uplands_7_III_Seg3	PASS	8
The Uplands_7_III_Seg4	PASS	0
The Uplands_7_III_Seg5	PASS	4
The Uplands_8_III_Seg1	PASS	2
The Uplands_8_III_Seg2	PASS	0
The Uplands_8_III_Seg3	PASS	1
The Uplands_9_III_Seg1	PASS	1

Figure 2 - Front & Side Cowl



Figure 1 - Rear Cowl



All design calculations have been undertaken using an open, unobstructed site, the values of overspill will be further reduced any existing buildings, mature trees or natural screening. As you can see from the below images, the house is protected by a fence and tree line but this is not factored into the obtrusive light calculation but this would provide some natural screening when the floodlighting system is in operation.



Conclusion

Unfortunately, overspill onto the house behind one of the goals is above the required threshold for an environmental zone E3, however all remaining properties pass/meet the most stringent of light control parameters whilst maintaining the specified illuminance levels for the sports pitch.

The impact on residents will be minimised as we have incorporated the use of overspill limiting cowls which can be further reduced by restricting the usage of the floodlighting system. We have proposed to use a higher quantity of masts (8no in total) in order to concentrate the most amount of light onto the playing surface and away from the surrounding environment. It should be noted that the positioning of some of the masts have been selected as to direct the most amount of light away from the closest residential property located on The Uplands.

It is therefore our opinion that we have taken the relevant necessary steps to ensure the proposed system provides the least amount of obtrusive light onto the surrounding environment.

For and on behalf of Abacus Lighting Ltd

Josh Egginton | Abacus Lighting
Sales Manager – Sports Lighting

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Nailsea Town Council Task Tracker

Unique Number	TASK	PRIORITY	COMMITTEE	STATUS	START DATE	DUE DATE	% COMPLETE	NOTES	OWNER
	No.65 Market Research questionnaire	Normal	Community Engagement	In Progress			75%	Questionnaires gathered and inputted on a spreadsheet analysis being compiled into a report - 148 responses in total by 4th July 2024 [Admin] report to follow made by Communications and Media Officer after responses are collated from Nailsea Library.	Abi & Cathy
	Write proposal for No 65 Signage and leaflet display proposals once we have the indicative costs from Adam Gould of Gould Signs	Normal	Community Engagement	In Progress	7/1/2014	9/1/2014	25%	feedback from Trudy and ask if we need to get other quotes.	Cathy
	On a monthly basis write a digital report for the comms working group and update	Normal	Community Engagement	In Progress			50%	in progress	Cathy
	PR ABOUT THE HINKLEY POINT PROJECT AND SOCIAL MEDIA EMAILED HINKLEY POIY THEY WILL SEND THE LEAFLET DIGITALLY AND A PR	Normal	Community Engagement	Not Started	TBC	TBC	0%	Cathy
	Youth Club Asset Register	Normal	Community Engagement	Not Started	7/15/2024	7/19/2024	0%	Trudy
	Grant Awards 2025-26	Normal	Community Engagement	In Progress	6/1/2024	5/30/2025	25%	Grant Award Process (separate tracker) - currently 15% completed	Fran / Abi
	65 High Street H&S	Normal	Community Engagement	In Progress	4/1/2024	3/31/2025	0%	H&S 65 High St Actions.xlsx	Trudy
	PR about the Hinkley Point project and social media emailed Hinkley Point they will send the leaflet digitally and PR	Normal	Community Engagement	In Progress	7/18/2024	8/25/2024	25%	waiting for the PR and socials to be sent by Hinkley following my telephone conversation	Cathy
	Research group First Aid training course	Normal	Community Engagement	In Progress	7/23/2024	8/31/2024	25%	Trudy
	Arrange True speed installation at 65 High Street	Normal	Community Engagement	In Progress	7/15/2024	8/15/2024	75%	Initial enquiry made. Contact True speed to complete order	Trudy
	Prepare proposal with Trudy for updated signage and leaflets at No 65 High street.	Normal	Community Engagement	In Progress	7/4/2024	8/20/2024	25%	Prices obtained and met with Adam Gould of Gould signs. Trudy to look and feedback	Cathy

To-Do List

	Prepare quote for updated sign on the Nailsea town council gazebos	Normal	Community Engagement	Not Started	7/4/2024	8/20/2024	0%	Need to get prices	Cathy
	Select up a panel for the Community Award	Normal	Community Engagement	In Progress	8/14/2024	8/15/2024	75%	Councillors selected. Non council members to be contacted nearer the time	Jo
	Wellbeing Workshops	Normal	Community Engagement	In Progress	8/9/2024	N/A	25%	file:///C:/microshade/NailseaTC\$/Shared/Unrestricted/Community%20Engagement/Community%20Wellbeing%20Officer/Wellbeing%20Workshops/Action%20Plan%20-%20Wellbeing%20Workshops.xlsx	Hayley
	CAP Budgeting Courses	Normal	Community Engagement	In Progress	8/9/2024	10/1/2024		09/08/2024- Confirmed with Adam that these can be hosted at No 65. Find a suitable date and promote on Social Media	Hayley
	Paediatric First Aid Sessions	Normal	Community Engagement	In Progress	8/9/2024	10/21/2024	25%	09/08/2024- confirmed with Neil that he will host these events for free in No 65 W/C 21/10/2024 Check	Hayley
	Shedders Social Value Report	Normal	Community Engagement	In Progress	8/1/2024	50%	Met with Donald from Shedders to go through Proxies. Await final agreement on proxies and then	Hayley and Trudy
	investigate adopt a street scheme and put a plan together to get residents in Nailsea to look after their streets. Communications plan to include, social media. leaflet poster and PR / NEWS	Normal	Community Engagement	In Progress	8/15/2024	9/23/2024	25%	Cathy to prepare a proposal and comms plan to potentially include a leaflet, social PR and article in No 65 advertising plus article in Nailsea paper Cathy to put a short timeline together and post here. Cathy to contact NSC AND RESARCH HOW THE WHOLE ADOPT A STREET SCHEME WORKS	Cathy

To-Do List

	Plan for the website to be made live time line	high	Community Engagement	In Progress	8/15/2024	9/30/2024	75%	CATHY TO PUT Spreadsheet timeline together when A send it over by 19 August. BY changes to be made to the draft website by Aubergine (A) and then they will send out the timeline. Abi to send the policies and procedure to Dan. Cathy and Jo to look at the images for the pages and let A. know. A TO LET CATHY HAVE TRAINING DATES. Cathy to ask Trudy and Abi to training. A to send the feedback form for changes to Cathy. Cathy to put on Google drive. Test email sent out to councillors with end date to test 13 Sept. Changes communicated and made by A following this by 20 Sept . Date for the Website working party to be made between 20 and 25 Sept to sign off. A make live 25 to 30 Sept. Live on 30 Sept.	Cathy
	PR and Social media plan REF GREAT FIGURES FOR NO 65 SEE REPORT at Community engagement meeting on the 14 August.	Normal	Community Engagement	Not Started	8/15/2024	9/30/2024	0%	Put Plan together	Cathy
	Social ref WE ARE AWARE fundraising event at The Theatre Shop, Clevedon, BS21 6HX om Sat 23rd November 2024 7:30 with Becky Walsh, local comedian and psychologist.	Normal	Community Engagement	In Progress	8/15/2024	11/23/2024	75%		Cathy
	Complete SLA with Citizens Advice	Normal	Community Engagement	In Progress	9/12/2024	3/31/2025	25%	Initial draft considered. CE Cttee comments to go back to Richard Pensker at CA	Jo
	To undertake a diagnostic assessment from ONH, as a validation exercise to confirm the appropriateness of the results of the ASK consultation.	High	Community Engagement	In Progress	10/2/2024	11/13/2024	75%	Relating to Ask Nailsea Consultation, Item #102, 103, 105, 107, 129, 130, 134, 135, 140, 143, 144, 146,147 and 148.	

