



WELLS CITY COUNCIL

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE FINANCE COMMITTEE,
WHICH MEMBERS ARE SUMMONED TO ATTEND, WILL BE HELD IN
WELLS TOWN HALL ON THURSDAY 9TH JULY 2026, 7PM**

Haylee Wilkins
Town Clerk

2nd July 2026

Town Hall, Market Place
Wells
BA5 2RB
01749 673091
e-mail: townclerk@wells.gov.uk

Committee Members
Cllrs: L Agabani, T Butt Philip, S Cursley,
S Eden, G Folkard (Chair), S Powell, H Siggs,
I Von Mensenkampff

AGENDA

The Council has declared a Climate Emergency. All reports should include climate implications alongside financial, legal, and community impacts to support informed decision-making and minimise adverse effects.

Members are asked to consider whether recommendations align with the Council's corporate priorities, climate emergency declaration, resource constraints, and financial implications.

Please note this meeting will be recorded for the purpose of minute-taking.

1 APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

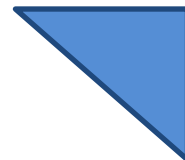
To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct as adopted 12th May 2022.

3 MINUTES FROM THE FINANCE MEETING HELD ON 11TH JUNE 2026

To be confirmed as a true record and signed by the Chair.



4 ACTIONS FROM THE FINANCE MEETING HELD ON 11TH JUNE 2026

Open actions not on the agenda are listed below:

Date Raised	Description of Action
May 2026	Explore graphical reports to aid understanding of information, for both cashbook, forecasting.
March 2026	Review community grant scheme in readiness for Septembers grants.

5 MEETING OPEN TO THE PUBLIC

Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.

If you wish to speak at the meeting, you are encouraged to contact reception@wells.gov.uk to advise in advance, to aid the management of time.

6 FINANCE REPORTING AND VARIANCES FOR WELLS CITY COUNCIL

To receive monthly report and variances and to receive staff costs from the RFO (attached).

7 FINANCE REPORTING AND VARIANCES FOR WELLS RECREATION GROUND TRUST

To receive monthly report and variances from RFO (attached).

8 Q1 FORECAST FOR WELLS CITY COUNCIL REVENUE BUDGET

To receive Q1 report from the RFO (attached).

9 REVISED COMMUNITY GRANTS POLICY

To receive a revised policy from the RFO for consideration and adoption (attached).

10 TREND DATA

To receive verbal draft trend analysis from the RFO for consideration and refinement

11 CONSIDERATION FOR FUTURE GROWTH AND SAVINGS

To receive verbal request from Chair of Committee for any known/expected in year growths or savings to inform forecasting

12 FINANCE PROCESSES AND PROCEDURES

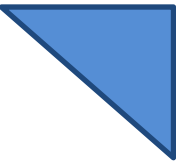
To receive verbal update from the Chair of Committee of associated processes for expenditure, monitoring and budgeting.

13 FORWARD PLAN

Topic	Month
RFO Budget Report and Variances	RFO Budget Report and Variances
Q2 Forecasting report	October 2026

14 ANY MATTERS OF URGENT REPORT

15 DATE OF NEXT MEETING: Thursday 10th September 2026 at 7pm, Wells Town Hall



EXCLUDE THE PRESS AND PUBLIC STATEMENT

Note: If it is necessary for matters to be considered in confidence it will be proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public, in order that confidential items can be discussed. In that instance the following statement is relevant:

Exclusion of Press and Public

The committee are required to consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and pursuant to Section 100A (4) of the Local Government Act 1972, that the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information. (Note the agenda item number and name). Where possible, reference the specific paragraph from Schedule 12A:

Personal information - This report contains information relating to an individual and is therefore exempt by virtue of Paragraph 1 of Schedule 12A of the Local Government Act 1972.

Financial/business affairs (individuals) - This report contains information relating to the financial or business affairs of an individual and is therefore exempt by virtue of Paragraph 2 of Schedule 12A of the Local Government Act 1972.

Commercially sensitive information - This report contains information relating to the financial or business affairs of a particular person (including the authority holding that information) and is therefore exempt by virtue of Paragraph 3 of Schedule 12A of the Local Government Act 1972.

WELLS CITY COUNCIL

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON
THURSDAY 11TH JUNE 2026 AT 7PM IN WELLS TOWN HALL**

COMMITTEE

Cllrs: T Butt Philip, S Cursley, G Folkard (Chair), H Siggs

MEMBERS PRESENT:

IN ATTENDANCE:

Town Clerk: H Wilkins
RFO: C Woodland
WCC Staff: C Hobbs
WCC Cllrs: D Denis, D Orrett
MP for Wells and Mendip Hills/Somerset Cllr for Wells: T Munt
2 members of the public

26/59/F APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Powell, I Von Mensenkampff

26/60/F DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
None declared.

26/61/F APPOINTMENT OF VICE CHAIR

Cllr. G Folkard invited nominations for Vice Chair of Finance
Cllr. H Siggs nominated Cllr. L Agabani.
No other nominations were received.
Cllr. T Butt Philip seconded the nomination.
Councillors voted unanimously for Cllr. L Agabani for Vice-Chair of Finance Committee.

**26/62/F MINUTES OF THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD
ON THURSDAY 7TH MAY 2026**

The minutes for the previous meeting were signed as a true record by the Chair.

**26/63/F ACTIONS FROM THE FINANCE COMMITTEE MEETING HELD ON THURSDAY 7TH
MAY 2026**

Date Raised	Description of Action
May 2026	Explore graphical reports to aid understanding of information, for both cashbook, forecasting.
March 2026	Review community grant scheme in readiness for Septembers grants.

Cllr H Siggs asked if the previous year's accounts had been closed.
The RFO confirmed that they had been finalised

26/64/F MEETING OPEN TO THE PUBLIC

C Simons referred to pages 5 & 6 of detailed income and expenditure. The Portway Annexes budgeted income for 2026/2027 is £60,000 and budgeted expenditure is £200,000. A £140,000 subsidy is required, this is in the order of 7% of the total budget of this council. The annexe currently has a 20% occupancy. To break even on the current figures would require Lets to rise to 80% occupancy. C Simons believes this level of occupancy is unlikely and whilst losses were predictable and predicted and that a full review must be undertaken.

Cllrs: H Siggs and G Folkard spoke of a need to examine the breakdown of figures of the Portway Annexe and that this was to be discussed at the Estates Committee.

26/65/F FINANCE REPORTING AND VARIANCES FOR WELLS CITY COUNCIL

The RFO presented the April 2026 and May 2026 reports

The breakdown of the report was explained. The Internal Auditor had requested that the floats for the TIC and Portway Annexe be shown.

Cllr. S Cursley asked if the Auditor's report had been published and distributed to Councillors and as per an earlier request, was the Auditor able to attend a committee. The Town Clerk assured the meeting that the Auditor had made recommendations and the Auditor had been requested to attend in due course.

The RFO continued with a breakdown of the report and gave details of the Cash book and account holdings.

Cllr. G Folkard asked for updated information regarding the Interest accrued. C Woodland will bring these figures to the Finance Meeting on 9th July 2026

Cllr. T Butt Philip questioned how the Balance sheet figure differed to the reconciliation for Cash Book 1, an explanation was given. A discussion took place regarding the way that the balance sheets are created on the Wells City Council accounting system Rialtas.

Cllr. H Siggs asked for clarification on pension contributions on Page 1434. The RFO responded that the National Insurance contributions and pension figures are combined as one deduction within the cash book and that as such, the amendments referenced the changes to employer pension contributions which will be explained as a later agenda item.

Cllr. L Agabani asked how the salaries were broken down into departments. The Town Clerk responded that this was done taking a view on cross skilling of individuals. There is a lot of cross skilling so taking percentages is difficult to measure.

A brief discussion took place about the Credit Union and the small amount invested and how it demonstrates support and solidarity. Moving forward the cashbook will reference this investment more transparently.

The RFO presented the income / expenditure report. A discussion took place as to whether publishing figures pertaining to salaries on the website can assist in identifying a member of staff, the Town Clerk assured that it would not be possible and that these figures could be included on the website if councillors wished. A discussion took place about how staffing costs are split when a member of staff is allocated at more than one location due to staff working at both the Portway Annexe and Town Hall.

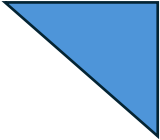
The RFO presented costs for general administration. Insurance and subscriptions have been altered since the budget. SALC, SLCC, the Tax Consultancy which advises on VAT, make up the subscription figure. The Town Clerk mentioned that the Tax consultancy was required this year, but would not be required to continue. Cllr. G Folkard asked that this be factored into the forecast.

The RFO explained that the I.T. packages Rialtas (Booking and accounting system) and Work-Nest (HR package) are paid annually and Microshade (Council hosting and cloud storage) paid monthly.

Cllr. H Siggs asked if costs for the I.T. packages would feasibly remain below £24,000

The Town Clerk informed the meeting that the Wells City Council website is in need of a review. The budget could be met if no action is taken on the I.T. review.

The RFO reported that all P.P.M. (Planned, preventative, maintenance) is listed on the report.



Youth provision and CCTV payments are now listed as Outside Support.
The Town Clerk will look into why the payment to Youth provision of £16,000 is made up front.

The RFO informed the meeting that the Welcome Hub costs for the first quarter of 2026 have come in and will appear on the June Financial report.

Cllr. L Agabani asked when the lease for the Welcome Hub expires and was informed that it was in 2027.

Cllr. T Butt Philip asked what expenditure for the Welcome Hub was used for.

The RFO informed the meeting that expenditure covers teachers, IT equipment, mobile phones, stationery and room rental, which will show in the financial report as a Portway room bookings.

A brief discussion took place about the breakdown of finances pertaining to the Welcome hub with the Town Clerk acknowledging that working papers would be helpful in understanding the figures.

A discussion took place about the Markets and potential for the future.

26/66/F FINANCE REPORTING AND VARIANCES FOR WELLS RECREATION GROUND TRUST

The RFO presented the monthly report from RFO

No questions received

26/67/F INTERNAL AUDITOR'S REPORT 2025-26

To receive the Internal Auditor's report and recommendations, and approve:

1. The Town Clerk to hold the position of Data Protection Officer.
2. To delegate authority to the Town Clerk or nominated Senior Officer in their absence, to review invoices for payment for accuracy and authorise the weekly pay run.

Cllr. H Siggs proposed that the Internal Auditor's Report be approved.

Seconded by Cllr. T Butt Philip.

Committee members voted unanimously for the proposal.

26/68/F TO RECEIVE THE AGAR 2025-26

To review the 2 sections of the AGAR and approve they be sent to Full Council for sign off:

Section 1: Annual Governance Statement

Section 2: Accounting Statement (inc. Annual Return & Explanation of Variances)

Committee members voted unanimously for the AGAR 2025-26 to be presented to Full Council.

26/69/F APPROVAL OF EARMARK RESERVE

The RFO stated that at End of Year closure of 2025-26 the Earmark reserve for the Skateboard Park had increased to £30,000 when only £15,000 had been agreed. The figure can be returned to General reserves if the Committee so wish.

The Town Clerk mentioned that there is an item coming to Full Council that Councillors may want to consider prior to making this decision.

Cllr. G Folkard suggested that the decision be deferred to the July meeting.

Councillors agree to defer this item for discussion at the next meeting.

26/70/F SPONSORSHIP POLICY

The Town Clerk presented the draft policy.

A discussion took place regarding the length of a sponsorship period and improving information to assist with clarifying expectations.

Committee members voted unanimously to adopt the Sponsorship Policy.

26/71/F CCTV USER AGREEMENT

The Town Clerk gave a brief update to changes made to the CCTV User agreement 2027 – 2030

Feedback had been received over concerns for the removal of the CCTV camera in Market Street. A decision has now been made to retain all cameras and enter the three year agreement. There will be a cost of £8000 but Wells City Council have three years to raise money for this invaluable service.

Committee members voted unanimously to sign the CCTV User Agreement 2027 - 2030

26/72/F EPC PROVIDER APPROVAL

Committee members voted unanimously for the approval of noted EPC Provider

26/73/F FORWARD PLAN

Topic	Month
RFO Budget Report and Variances	RFO Budget Report and Variances
Q1 Forecasting report	July 2026

A discussion took place with the consensus of opinion requesting that Financial reports use graphical representations on the Cash book and Forward plan. Suggestions that Staffing costs be included.

The Town Clerk reported that the budget setting process had been brought forward to September to give it more time for consideration.

Cllr. H Siggs suggested that from an Estates and Portway Annexe point of view, July would be preferable.

26/74/F ANY MATTERS OF URGENT REPORT

The Town Clerk informed the meeting that Wells City Council will incur a saving of approximately £45,000 due to the change in the employer's pension contributions. This has no negative implication for individual staff members.

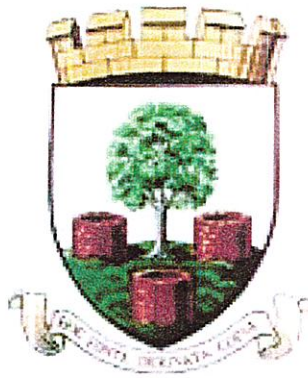
The Town Clerk reported that significant work was taking place with Lloyds bank and the process for adding and removing signatories. This follows recent as well as historical changes of Staff and Councillors

26/75/F DATE OF NEXT MEETING: Thursday 9th July 2026 at 7pm, Wells Town Hall

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private report.

Minutes signed by The Chair: **Date:**



WELLS CITY COUNCIL

FINANCIAL REPORT

JUNE 2026

(i)	Balance Sheet
(ii)	Bank Reconciliation
(iii)	Monthly Income & Expenditure

**Claire Woodland
RFO**

30th June 2026

Detailed Balance Sheet - Excluding Stock Movement

Month 3 Date 30/06/2026

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
101	Debtors	12,656	
105	Vat Refunds	(1,05)	
106	VAT Recreation Ground	(1,012)	
160	Recreation Ground Debtor	0	
201	Bank Accounts	748,576	
202	Petty Cash	40	
212	Mendip Credit Union	263	
214	Charter Fair Donation	23,091	
215	Tourist Information C Float	100	
216	Community Centre Float	20	
	Total Current Assets	782,629	
<u>Current Liabilities</u>			
560	Recreation Ground Creditor	(93,419)	
	Total Current Liabilities	(93,419)	
	Net Current Assets		873,048
	Total Assets less Current Liabilities		873,048
<u>Represented by :-</u>			
301	Current Year Fund	411,527	
310	General Reserve	419,521	
320	EMR - Skatepark	30,000	
330	EMR - Elections	12,000	
331	EMR - Website Maintenance	3,000	
	Total Equity		873,048

Date: 01/07/2026

Wells City Council

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**Bank Reconciliation Statement as at 30/06/2026
for Cashbook 1 - Bank Accounts**

User: CEW

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Wells City Council Deposit A/C	30/06/2026		605,736.15
Wells City Nationwide Savings	30/06/2026		21,587.96
Wells City Council Current	30/06/2026		10,001.00
Equals Account	30/06/2026		5,500.00
Markets	30/06/2026		105,824.43
			<u>748,649.54</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
10/06/2026 BACS KESTREL MOTORS		73.95	
			<u>73.95</u>
			748,575.59
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			748,575.59
		Balance per Cash Book is :-	748,575.59
		Difference is :-	0.00

Finance Committee:

Name Signed Date

Chair of Finance

Name Signed Date

RFO:

Name Signed Date

Date 01/07/2026

Wells City Council

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Tim 17:02

Cashbook 1

User: CEW

Bank Accounts

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		863,219.76					863,219.76	
BACS Banked 01/06/2026		132.00						
	Sales Recpts Page 3286	132.00	132.00		101			Sales Recpts Page 3286
BACS Banked 01/06/2026		132.00						
	Sales Recpts Page 3287	132.00	132.00		101			Sales Recpts Page 3287
BACS Banked 01/06/2026		1,419.25						
	BACS MARKETS	1,419.25			1500	207	1,419.25	SAT 30/05
BACS Banked 01/06/2026		196.80						
	BACS LEWORTH Y	196.80		32.80	1901	203	164.00	PORTWAY PARKING
BACS Banked 01/06/2026		98.40						
	BACS DOWLEY	98.40		16.40	1901	203	82.00	PORTWAY PARKING
BACS Banked 01/06/2026		98.40						
	BACS HOLLAND & ODAM	98.40		16.40	1901	203	82.00	PORTWAY PARKING
BACS Banked 01/06/2026		100.80						
	Sales Recpts Page 3295	100.80	100.80		101			Sales Recpts Page 3295
BACS Banked 01/06/2026		430.44						
	Sales Recpts Page 3296	430.44	430.44		101			Sales Recpts Page 3296
BACS Banked 01/06/2026		24.00						
	Sales Recpts Page 3297	24.00	24.00		101			Sales Recpts Page 3297
BACS Banked 01/06/2026		5,162.16						
	Sales Recpts Page 3334	5,162.16	5,162.16		101			Sales Recpts Page 3334
BACS Banked 01/06/2026		319.60						
	Sales Recpts Page 3335	319.60	319.60		101			Sales Recpts Page 3335
BACS Banked 01/06/2026		264.00						
	Sales Recpts Page 3288	264.00	264.00		101			Sales Recpts Page 3288
BACS Banked 01/06/2026		200.00						
	BACS DAVIES	200.00		33.33	1001	105	166.67	WEDDING INCOME
BACS Banked 01/06/2026		4,017.60						
	Sales Recpts Page 3298	4,017.60	4,017.60		101			Sales Recpts Page 3298
BACS Banked 01/06/2026		372.00						
	BACS GRAY	372.00		62.00	1001	105	310.00	WEDDING INCOME
BACS Banked 01/06/2026		295.20						
	BACS MCBRIDE	295.20		49.20	1901	203	246.00	PORTWAY PARKING
BACS Banked 01/06/2026		299.60						
	BACS PAYPAL	299.60			1177	209	299.60	TIC INCOME
BACS Banked 01/06/2026		1,586.19						
	BACS MARKETS	1,586.19			1501	207	1,586.19	WEDS 03/06
BACS Banked 01/06/2026		23,915.40						
	Sales Recpts Page 3299	23,915.40	23,915.40		101			Sales Recpts Page 3299

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Date 01/07/2026

Wells City Council

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Cashbook 1

User: CEW

Bank Accounts

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked 04/06/2026		421.41						
	Sales Recpts Page 3300	421.41	421.41		101			Sales Recpts Page 3300
BACS Banked 05/06/2026		213.00						
	Sales Recpts Page 3289	213.00	213.00		101			Sales Recpts Page 3289
BACS Banked 05/06/2026		-224.00						
BACS INDOOR MARKETS		-224.00		-37.33	1504	207	-186.67	TRADER REFUND
BACS Banked 05/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1504	207	-23.33	TRADER REFUND
BACS Banked 05/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1504	207	-23.33	TRADER REFUND
BACS Banked 05/06/2026		1,186.35						
BACS MARKETS		1,186.35			1500	207	1,186.35	SAT 06/06
BACS Banked 05/06/2026		98.40						
BACS HOOD		98.40		16.40	1901	203	82.00	PORTWAY PARKING
BACS Banked 05/06/2026		1,300.00						
	Sales Recpts Page 3301	1,300.00	1,300.00		101			Sales Recpts Page 3301
BACS Banked 05/06/2026		48.00						
BACS FOCUS ON PHOTOGRAPHY		48.00		8.00	1900	203	40.00	PORTWAY INCOME
BACS Banked 05/06/2026		45.68						
BACS LLOYDS BANK		45.68			1190	101	45.68	MARKET INTEREST
BACS Banked 05/06/2026		190.00						
BACS LEITCH		190.00		31.67	1001	105	158.33	WEDDING INCOME
BACS Banked 05/06/2026		302.40						
	Sales Recpts Page 3302	302.40	302.40		101			Sales Recpts Page 3302
BACS Banked 05/06/2026		428.35						
BACS LLOYDS BANK		428.35			1190	101	428.35	INTEREST
BACS Banked 10/06/2026		-112.00						
BACS INDOOR MARKETS		-112.00		-18.67	1504	207	-93.33	TRADER REFUND
BACS Banked 10/06/2026		200.00						
BACS ANDERSON		200.00		33.33	1001	105	166.67	WEDDING INCOME
BACS Banked 10/06/2026		250.00						
BACS CHINNOCK		250.00		41.67	1001	105	208.33	WEDDING INCOME
BACS Banked 10/06/2026		235.65						
	Sales Recpts Page 3303	235.65	235.65		101			Sales Recpts Page 3303
BACS Banked 10/06/2026		126.00						
	Sales Recpts Page 3304	126.00	126.00		101			Sales Recpts Page 3304
BACS Banked 10/06/2026		144.00						
	Sales Recpts Page 3305	144.00	144.00		101			Sales Recpts Page 3305

Continued on Page 1438

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked 11/06/2026		-200.00						
BACS HARTLEY		-200.00		-33.33	1001	105	-166.67	WEDDING REFUND
BACS Banked 11/06/2026		1,842.27						
BACS MARKETS		1,842.27			1501	207	1,842.27	WEDS 10/06
BACS Banked 11/06/2026		120.60						
Sales Recpts Page 3306		120.60	120.60		101			Sales Recpts Page 3306
BACS Banked 11/06/2026		80.00						
Sales Recpts Page 3307		80.00	80.00		101			Sales Recpts Page 3307
BACS Banked 11/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1000	105	-23.33	TRADER REFUND
BACS Banked 11/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1504	207	-23.33	TRADER REFUND
BACS Banked 11/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1504	207	-23.33	TRADER REFUND
BACS Banked 11/06/2026		-28.00						
BACS INDOOR MARKETS		-28.00		-4.67	1504	207	-23.33	TRADER REFUND
BACS Banked 11/06/2026		-84.00						
BACS INDOOR MARKETS		-84.00		-14.00	1504	207	-70.00	TRADER REFUND
BACS Banked 11/06/2026		449.30						
Sales Recpts Page 3308		449.30	449.30		101			Sales Recpts Page 3308
BACS Banked 11/06/2026		201.20						
Sales Recpts Page 3309		201.20	201.20		101			Sales Recpts Page 3309
BACS Banked 11/06/2026		63.00						
Sales Recpts Page 3310		63.00	63.00		101			Sales Recpts Page 3310
BACS Banked 11/06/2026		346.50						
Sales Recpts Page 3290		346.50	346.50		101			Sales Recpts Page 3290
BACS Banked 11/06/2026		1,535.04						
BACS MARKETS		1,535.04			1500	207	1,535.04	SAT 13/06
BACS Banked 11/06/2026		245.00						
BACS AVERY		245.00		40.83	1901	203	204.17	PORTWAY PARKING
BACS Banked 11/06/2026		73.08						
Sales Recpts Page 3311		73.08	73.08		101			Sales Recpts Page 3311
BACS Banked 11/06/2026		178.50						
Sales Recpts Page 3312		178.50	178.50		101			Sales Recpts Page 3312
BACS Banked 11/06/2026		491.40						
Sales Recpts Page 3313		491.40	491.40		101			Sales Recpts Page 3313
BACS Banked 11/06/2026		154.35						
Sales Recpts Page 3314		154.35	154.35		101			Sales Recpts Page 3314

Date 01/07/2026

Wells City Council

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Cashbook 1

User: CEW

Bank Accounts

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked 11/06/2026		80.72						
	Sales Recpts Page 3315	80.72	80.72		101			Sales Recpts Page 3315
BACS Banked 11/06/2026		216.00						
	Sales Recpts Page 3338	216.00	216.00		101			Sales Recpts Page 3338
BACS Banked 11/06/2026		150.68						
	Sales Recpts Page 3316	150.68	150.68		101			Sales Recpts Page 3316
BACS Banked 11/06/2026		123.00						
	Sales Recpts Page 3317	123.00	123.00		101			Sales Recpts Page 3317
BACS Banked 11/06/2026		72.00						
	Sales Recpts Page 3318	72.00	72.00		101			Sales Recpts Page 3318
BACS Banked 11/06/2026		151.20						
	Sales Recpts Page 3319	151.20	151.20		101			Sales Recpts Page 3319
BACS Banked 11/06/2026		264.00						
	Sales Recpts Page 3291	264.00	264.00		101			Sales Recpts Page 3291
BACS Banked 11/06/2026		66.00						
	Sales Recpts Page 3292	66.00	66.00		101			Sales Recpts Page 3292
BACS Banked 11/06/2026		231.00						
	Sales Recpts Page 3293	231.00	231.00		101			Sales Recpts Page 3293
BACS Banked 11/06/2026		129.34						
	Sales Recpts Page 3320	129.34	129.34		101			Sales Recpts Page 3320
BACS Banked 11/06/2026		75.60						
	Sales Recpts Page 3321	75.60	75.60		101			Sales Recpts Page 3321
BACS Banked 11/06/2026		-250.00						
BACS CHIVERS		-250.00		-41.67	1001	105	-208.33	WEDDING REFUND
BACS Banked 11/06/2026		-56.00						
BACS MARKET TRADER		-56.00		-9.33	1504	207	-46.67	INDOOR MARKET REFUND
BACS Banked 11/06/2026		-28.00						
BACS MARKET TRADER		-28.00		-4.67	1504	207	-23.33	INDOOR MARKET REFUND
BACS Banked 11/06/2026		1,470.82						
BACS MARKETS		1,470.82			1501	207	1,470.82	WEDS 17/06
BACS Banked 11/06/2026		847.25						
	Sales Recpts Page 3322	847.25	847.25		101			Sales Recpts Page 3322
BACS Banked 11/06/2026		750.57						
	Sales Recpts Page 3323	750.57	750.57		101			Sales Recpts Page 3323
BACS Banked 11/06/2026		-84.00						
BACS MARKET TRADER		-84.00		-14.00	1504	207	-70.00	INDOOR MARKET REFUND
BACS Banked 11/06/2026		-28.00						
BACS MARKET TRADER		-28.00		-4.67	1504	207	-23.33	INDOOR MARKET REFUND

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Wells City Council

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Bank Accounts

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked 15/06/2026		-196.00						
BACS MARKET TRADER		-196.00		-32.67	1504	207	-163.33	INDOOR MARKET REFUND
BACS Banked 15/06/2026		-84.00						
BACS MARKET TRADER		-84.00		-14.00	1504	207	-70.00	INDOOR MARKET REFUND
BACS Banked 15/06/2026		250.00						
BACS SIMS		250.00		41.67	1001	105	208.33	WEDDING INCOME
BACS Banked 21/06/2026		132.00						
Sales Recpts Page 3294		132.00	132.00		101			Sales Recpts Page 3294
BACS Banked 21/06/2026		1,395.25						
BACS MARKETS		1,395.25			1500	207	1,395.25	SAT 20/06
BACS Banked 21/06/2026		250.20						
Sales Recpts Page 3324		250.20	250.20		101			Sales Recpts Page 3324
BACS Banked 21/06/2026		132.30						
Sales Recpts Page 3325		132.30	132.30		101			Sales Recpts Page 3325
BACS Banked 21/06/2026		114.04						
Sales Recpts Page 3326		114.04	114.04		101			Sales Recpts Page 3326
BACS Banked 21/06/2026		133.44						
Sales Recpts Page 3327		133.44	133.44		101			Sales Recpts Page 3327
BACS Banked 21/06/2026		18.90						
Sales Recpts Page 3328		18.90	18.90		101			Sales Recpts Page 3328
BACS Banked 21/06/2026		1,236.06						
BACS MARKETS		1,236.06			1501	207	1,236.06	WEDS 24/06
BACS Banked 21/06/2026		415.86						
Sales Recpts Page 3329		415.86	415.86		101			Sales Recpts Page 3329
CASH 856 Banked 21/06/2026		3,132.00						
CASH 856 BINGO		201.60		33.60	1900	203	168.00	PORTWAY INCOME
CASH 856 U3A ENVIRONMENT		30.00		5.00	1900	203	25.00	PORTWAY INCOME
CASH 856 SHAMANI'S DRUMMING		56.70		9.45	1900	203	47.25	PORTWAY INCOME
CASH 856 STITCH CLUB		69.30		11.55	1900	203	57.75	PORTWAY INCOME
CASH 856 MUSIC ROOMS		134.30		22.38	1900	203	111.92	PORTWAY INCOME
CASH 856 MARKETS		1,143.00			1500	207	1,143.00	SATURDAYS
CASH 856 MARKETS		642.00			1501	207	642.00	WEDNESDAYS
CASH 856 TIC		318.62		53.10	1177	209	265.52	TIC INCOME
CASH 856 COFFEE MORNINGS		43.02			1900	203	43.02	PORTWAY INCOME
CASH 856 MARKETS		462.00			1505	207	462.00	SUNDAY
CASH 856 MUSIC ROOMS		31.46		5.24	1900	203	26.22	PORTWAY INCOME
CHQ 856 Banked 21/06/2026		1,340.00						
CHQ 856 WOMEN IN FELLOWSHIP		48.00		8.00	1000	105	40.00	TOWN HALL INCOME
CHQ 856 CHRISTIAN ELPHIANS		1,092.00		182.00	1000	105	910.00	TOWN HALL INCOME
CHQ 856 LEWIS		200.00		33.33	1001	105	166.67	WEDDING INCOME
BACS Banked 21/06/2026		1,742.65						

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Bank Accounts

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS	MARKETS	1,742.65			1500	207	1,742.65	SAT 27/06
BACS	Banked 21/06/2026	246.00						
BACS	SMITH	246.00		41.00	1901	203	205.00	PORTWAY PARKING
BACS	Banked 21/06/2026	200.00						
BACS	RANKIN	200.00		33.33	1001	105	166.67	WEDDING INCOME
BACS	Banked 21/06/2026	385.30						
	Sales Recpts Page 3336	385.30	385.30		101			Sales Recpts Page 3336
BACS	Banked 31/06/2026	60.00						
	Sales Recpts Page 3330	60.00	60.00		101			Sales Recpts Page 3330
BACS	Banked 31/06/2026	151.20						
	Sales Recpts Page 3331	151.20	151.20		101			Sales Recpts Page 3331
BACS	Banked 31/06/2026	378.27						
	Sales Recpts Page 3332	378.27	378.27		101			Sales Recpts Page 3332
BACS	Banked 31/06/2026	94.50						
	Sales Recpts Page 3333	94.50	94.50		101			Sales Recpts Page 3333
BACS	Banked 31/06/2026	190.00						
BACS	NICHOLSON	190.00		31.67	1001	105	158.33	WEDDING INCOME
BACS	Banked 31/06/2026	200.00						
BACS	GOULD	200.00		33.33	1001	105	166.67	WEDDING INCOME
BACS	Banked 31/06/2026	355.00						
BACS	UNWINS	355.00			1809	202	355.00	CEMETERY INCOME
BACS	Banked 31/06/2026	1,898.10						
BACS	THRIVE WELCOMES HUB	1,898.10		316.35	1900	203	1,581.75	PORTWAY ROOM RENTAL (QTR)
BACS	Banked 31/06/2026	1,683.00						
BACS	MARKETS	1,683.00			1505	207	1,683.00	SUNDAY
BACS	Banked 31/06/2026	25.70						
BACS	NATIONWIDE	25.70			1190	101	25.70	INTEREST
BACS	Banked 31/06/2026	368.00						
	Sales Recpts Page 3337	368.00	368.00		101			Sales Recpts Page 3337
BACS	Banked 31/06/2026	40.00						
BACS	MUSIC ROOMS	40.00		6.67	1900	203	33.33	PORTWAY INCOME
BACS	Banked 31/06/2026	477.07						
	Sales Recpts Page 3339	477.07	477.07		101			Sales Recpts Page 3339
Total Receipts for Month		70,192.34	45,666.83	997.34			23,528.17	

Cashbook Totals	933,412.10	45,666.83	997.34	886,747.93
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Bank Accounts

For Month No: 3

Payments for Month 3

Nominal Ledger

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/06/2026	IRIS SOFTV/ARE LTD	DD	81.90		13.65	425	101	68.25	HR / PAYROLL SOFTWARE
01/06/2026	WEX EUROPE SERVICES	DD	176.73		29.46	485	202	147.27	FUEL - CEMETERY
01/06/2026	WATER2BUSINESS	DD	240.66			411	105	240.66	WATER - TOWN HALL
01/06/2026	WATER2BUSINESS	DD	214.56			470	116	214.56	WATER - PUBLIC TOILETS
01/06/2026	SOMERSET COUNCIL	DD	274.00			485	202	274.00	CEMETERY COUNCIL TAX
01/06/2026	SOMERSET COUNCIL	DD	480.00			440	201	480.00	UNIT - RATES
01/06/2026	SOMERSET COUNCIL	DD	1,116.00			485	202	1,116.00	CEMETERY RATES
01/06/2026	SOMERSET COUNCIL	DD	1,624.00			411	105	1,624.00	TOWN HALL RATES
01/06/2026	C SIMONS	SO	1,362.25			482	201	1,362.25	UNIT - RENT
01/06/2026	PEAK BUILDERS MERCH	SO	104.00			485	201	104.00	SKIP SPACE HIRE
02/06/2026	BT	DD	51.70		8.62	440	201	43.08	BROADBAND - UNIT
02/06/2026	HMRC	BACS	5,889.50				105	5,889.50	QRTLY VAT
03/06/2026	SOMERSET COUNCIL	BACS	350.00				405	350.00	PROFESSIONAL FEES - FILM CTRE
04/06/2026	EDF ENERGY	BACS	270.53		12.88	482	201	257.65	ELECTRICITY - UNIT
04/06/2026	EDF ENERGY	BACS	104.24		4.96	470	116	99.28	ELECTRICITY - TOILETS
04/06/2026	TINCKNELL COUNTRY STORES LTD	BACS	27.99		4.66	485	201	23.33	LAWNMOWER OIL
04/06/2026	DANTEK ENVIRONMENTAL SERVICES	BACS	206.40		34.40	430	114	172.00	LEGIONELLA TESTING
04/06/2026	IRIS SOFTV/ARE LTD	BACS	247.83		41.30	425	101	206.53	HR / PAYROLL SOFTWARE
04/06/2026	FIRST 4 REPAIRS	BACS	719.18		119.86	422	201	599.32	MAP BOARD REMOVAL
04/06/2026	FIRST 4 REPAIRS	BACS	66.70		11.12	470	116	55.58	PUBLIC TOILET LEAK
04/06/2026	FIRST 4 REPAIRS	BACS	816.08		136.01	416	203	680.07	PORTWAY DOOR RAMP
04/06/2026	D NEWINGTON	BACS	420.00			490	204	420.00	ESOL LESSONS
04/06/2026	D H JAMES	BACS	20.50			490	204	20.50	REFUGEE WEEK SUPPLIES
04/06/2026	D PAYNE	BACS	1,309.75			481	202	1,309.75	CEMETERY CONTRACTOR
04/06/2026	VIKING DIRECT	BACS	56.55		9.42	421	112	47.13	LAMINATION POUCHES
04/06/2026	PROTEC	BACS	227.94		37.99	490	203	189.95	ALARM CALLOUT PORTWAY
04/06/2026	ATMOSPHERE PUBLISHING LTD	BACS	195.84			405	209	195.84	TIC STOCK
04/06/2026	SOMERSET COUNCIL	BACS	5,795.00			413	101	5,795.00	BY-ELECTION COSTS
04/06/2026	FIRST 4 REPAIRS	BACS	1,120.80		186.80	471	116	934.00	UNION STREET DRAINAGE
05/06/2026	TRUESPEE	DD	136.80		22.80	490	203	114.00	BROADBAND PORTWAY
05/06/2026	TRUESPEE	DD	50.40		8.40	411	202	42.00	CEMETERY BROADBAND
05/06/2026	TRUESPEE	DD	35.90		5.98	411	105	29.92	BROADBAND - TOWN HALL
08/06/2026	WEX EUROPE SERVICES	DD	215.09		35.85	440	201	179.24	CEMETERY -OPEN SPACES
08/06/2026	SCOTTISH POWER	DD	1,750.52		83.36	411	105	1,667.16	ELECTRICITY - TOWN HALL
10/06/2026	DIRECT WATER TANKS	EQUALS	259.20		43.20	440	201	216.00	WIB EXPENDITURE
10/06/2026	SCREWFIX DIRECT	EQUALS	87.46		14.58	440	201	72.88	PPE / HI VIS
10/06/2026	SCREWFIX DIRECT	EQUALS	183.95		30.66	440	201	153.29	WATER PUMP

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Bank Accounts

For Month No: 3

Payments for Month 3

Nominal Ledger

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
10/06/2026	ALL PUMPS DIRECT	EQUALS	201.70		33.62	4400	201	168.08	WATER PUMP
10/06/2026	SCREWFIX DIRECT	EQUALS	73.44			4400	201	73.44	GOGGLE / RESPIRATORS
10/06/2026	GRANT AND STONE LTD	BACS	119.88		19.98	4850	201	99.90	WALL BRACKETS
10/06/2026	ASPEN MAINTENANCE SERVICES LTD	BACS	24.70		4.12	4700	116	20.58	MOP HEADS
10/06/2026	CAN DO 4 YOU	BACS	65.00		10.84	4110	105	54.16	KEY CUTTING
10/06/2026	NABMA	BACS	509.00			4500	207	509.00	MARKET ASSOC SUBSCRIPTION
10/06/2026	WATER2BUSINESS	BACS	95.19		4.53	4700	116	90.66	WATER - BUS STATION
10/06/2026	EQUALS	BACS	25.00			4040	101	25.00	MONTHLY FEE
10/06/2026	TOWNSWE 3 ARCHIVING	BACS	278.39		46.40	4850	202	231.99	CEMETERY SOFTWARE
10/06/2026	INITIAL WASHROOM HYGIENE	BACS	1,615.02		269.17	4700	116	1,345.85	MONTHLY HYGIENE SERVICE
10/06/2026	EDF ENERGY	BACS	598.68		99.78	4900	203	498.90	ELECTRICITY - PORTWAY
10/06/2026	HYGIENE DEPOT	BACS	93.98		15.66	4120	105	78.32	PAPER TOWEL
10/06/2026	VIKING DIRECT	BACS	44.27		1.38	4000	101	42.89	STAFF EXPENSES
10/06/2026	SWEET ACIRE NURSERY	BACS	6,652.32		1,108.72	4400	201	5,543.60	WIB SUMMER PLANTS
10/06/2026	EDF ENERGY	BACS	119.22		5.68	4700	116	113.54	ELECTRICITY - BUS STATION
10/06/2026	TINCKNELL COUNTRY STORES LTD	BACS	3,813.80		635.64	4850	201	3,178.16	VARIOUS EQUIPMENT
10/06/2026	ASPEN MAINTENANCE SERVICES LTD	BACS	165.50		27.58	4700	116	137.92	TOILET ROLLS / DISINFECTANT
10/06/2026	KESTREL MOTORS	BACS	73.95			4850	201	73.95	LAWN MOWER BATTERY
10/06/2026	FUEL GENIE	DD	86.77		14.46	4400	201	72.31	FUEL - WIB
10/06/2026	YU ENERGY RETAIL LTD	DD	323.43		15.40	4110	105	308.03	GAS - TOWN HALL
10/06/2026	YU ENERGY RETAIL LTD	DD	472.56		78.76	4900	203	393.80	GAS - PORTWAY
10/06/2026	CLOSE BROTHERS LTD	DD	784.88		130.81	4500	201	654.07	MOWER REPAYMENTS
11/06/2026	SCREWFIX DIRECT	EQUALS	45.24		7.54	4400	201	37.70	VAT AMOUNT
15/06/2026	WEX EUROPE SERVICES	DD	9.76		1.63	4850	201	8.13	FUEL CARD FEE
15/06/2026	SKYGUARD LTD T/A PEOPLESIDE	DD	74.88		12.48	4250	101	62.40	LONE WORKING DEVICES
15/06/2026	POZITIVE ENERGY LTD	DD	140.02		6.67	4820	201	133.35	GAS - UNIT
15/06/2026	DVLA	DD	360.00			4850	201	360.00	TAX - DA22 OBH
15/06/2026	SOMERSET COUNCIL	DD	182.00			4900	203	182.00	PORTWAY RATES
15/06/2026	GRIST ENVIRONMENTAL LTD	DD	139.00		23.17	4100	105	115.83	REFUSE COLLECTION
18/06/2026	SOMERSET FRAMES	BACS	12.46		2.08	4330	110	10.38	AWARD FRAMING
19/06/2026	TOTAL GAS	BACS	326.80		15.56	4110	105	311.24	GAS - TOWN HALL
19/06/2026	TINCKNELL COUNTRY STORES LTD	BACS	69.98		11.66	4850	201	58.32	RAKES
19/06/2026	WELLS VOICE	BACS	54.00		9.00	4110	105	45.00	TOWN HALL ADVERTISING
19/06/2026	STREET QUALAKERS	BACS	148.50			4900	204	148.50	WELCOME HUB RENTAL
19/06/2026	MICROSHADE	BACS	1,627.98		271.33	4250	101	1,356.65	MONTHLY IT SERVICES
19/06/2026	FIRST 4 REPAIRS	BACS	48.00		8.00	4900	203	40.00	BASIN REPAIRS
19/06/2026	GRANT AND STONE LTD	BACS	167.69		27.95	4850	201	139.74	SUPPLIES
19/06/2026	C SIMONS	BACS	962.65			4820	201	962.65	INSURANCE - UNIT
19/06/2026	ASPEN MAINTENANCE SERVICES LTD	BACS	77.81		12.97	4700	116	64.84	PAPER TOWEL
19/06/2026	AMAZON.CO.UK	BACS	50.97		8.49	4850	201	42.48	WATER FITTINGS

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Bank Accounts

For Month No: 3

Payments for Month 3

Nominal Ledger

Date	Payee Name:	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
19/06/2026	AMAZON.CO.UK	BACS	20.98		3.50	4250	101	17.48	INK CARTRIDGES
19/06/2026	AMAZON.CO.UK	BACS	10.99		1.83	4400	201	9.16	UV PROTECTION
19/06/2026	AMAZON.CO.UK	BACS	58.46		6.93	4400	201	51.53	WIB WATERING
19/06/2026	AMAZON.CO.UK	BACS	177.00		29.50	4850	201	147.50	STORAGE
19/06/2026	AMAZON.CO.UK	BACS	11.88		1.98	4850	201	9.90	PATIO CLEANER
19/06/2026	JAMES HALLAM	BACS	1,351.00			4150	111	1,351.00	BOAT RACE INSURANCE
22/06/2026	PITNEY BOWES	DD	126.71		21.12	4020	101	105.59	QUARTERLY RENTAL
22/06/2026	WEX EUROPE SERVICES	DD	222.47		37.08	4500	207	185.39	FUEL - MARKETS
23/06/2026	GROSS SALARIES	BACS	76,647.37			4000	101	8,722.38	ADMINISTRATION
						4000	105	11,516.63	TOWN HALL
						4000	110	2,269.36	CIVIC
						4000	111	725.58	OUTSIDE SUPPORT
						4000	112	2,246.21	COMMITTEES
						4000	114	1,744.48	PROPERTIES
						4000	116	2,315.68	PUBLIC TOILETS
						4000	201	19,102.80	OPEN SPACES
						4000	202	3,481.23	CEMETERY
						4000	203	7,788.39	PORTWAY ANNEXE
						4000	204	3,419.48	WELCOME HUB
						4000	207	10,212.14	MARKETS
						4000	209	3,103.01	TIC
23/06/2026	EMPLOYER S NI AND PENSIONS	BACS	20,340.88			4000	101	2,203.17	ADMINISTRATION
						4000	105	3,541.47	TOWN HALL
						4000	110	461.13	CIVIC
						4000	111	209.04	OUTSIDE SUPPORT
						4000	112	633.28	COMMITTEES
						4000	114	483.67	PROPERTIES
						4000	116	702.96	PUBLIC TOILETS
						4000	201	5,568.39	OPEN SPACES
						4000	202	1,057.52	CEMETERY
						4000	203	2,203.17	PORTWAY ANNEXE
						4000	204	973.49	WELCOME HUB
						4000	207	1,412.08	MARKETS
						4000	209	891.51	TIC
26/06/2026	GLASTONBURY SPRING WATER	DD	198.31		33.05	4120	105	165.26	DRINKING WATER
26/06/2026	LLOYDS BANK	DD	63.62			4030	101	63.62	BANK CHARGES
29/06/2026	EDF ENERGY	BACS	103.59		4.93	4700	116	98.66	ELECTRICITY - TOILETS
29/06/2026	EDF ENERGY	BACS	187.28		8.92	4850	202	178.36	ELECTRICITY - CHAPEL
29/06/2026	WEX EUROPE SERVICES	BACS	205.26		34.21	4400	201	171.05	FUEL OPEN SPACES
29/06/2026	HMRC	BACS	20,141.61			4000	101	20,141.61	PAYE / NI
29/06/2026	SOMERSET COUNCIL	BACS	15,758.35			4000	101	15,758.35	PENSIONS
30/06/2026	GIFFGAFF LTD	BACS	20.00		3.33	4900	204	16.67	MONTHLY HUB PHONES X 2
30/06/2026	GOODTILL T/A SUM UP	DD	34.80		5.80	4050	209	29.00	TIC POS EQUIPMENT
30/06/2026	ECHO CLOUD LTD	DD	323.96		53.99	4020	101	269.97	TELEPHONES
30/06/2026	WELLS CITY COUNCIL	BACS	1,898.10		316.35	4900	204	1,581.75	PORTWAY ROOM RENTAL (QTR)
30/06/2026	SCREWFIX DIRECT	BACS	-90.48			4850	201	-90.48	REFUND

Continued on Page 1445

Date 01/07/2026

Wells City Council

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Tim 17:02

Cashbook 1

User: CEW

Bank Accounts

For Month No: 3

Total Payments for Month	184,836.51	0.00	4,399.54	180,436.97
Balance Carried Fwd	748,575.59			
Cashbook Totals	933,412.10	0.00	4,399.54	929,012.56

Date: 01/07/2026

Wells City Council

Page 1

Time: 09:24

**Bank Reconciliation Statement as at 30/06/2026
for Cashbook 2 - Petty Cash**

User: CEW

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
PETTY CASH TINS	30/06/2026		40.00
			<u>40.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			40.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			40.00
		Balance per Cash Book is :-	40.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 01/07/2026

Wells City Council

Page 1

Time: 09:25

**Bank Reconciliation Statement as at 30/06/2026
for Cashbook 3 - Mendip Credit Union**

User: CEW

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Mendip Credit Union	30/06/2026		262.61
			<u>262.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			262.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			262.61
		Balance per Cash Book is :-	262.61
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 01/07/2026

Wells City Council

Page 1

Time: 09:26

**Bank Reconciliation Statement as at 30/06/2026
for Cashbook 4 - Charter Fair Donation**

User: CEW

<u>Bank Statement</u>	<u>Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
	Charter Fair Donation	30/06/2026		23,090.97
				<u>23,090.97</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>	
			0.00	
				<u>0.00</u>
				23,090.97
<u>Unpresented Receipts (Plus)</u>				
			0.00	
				<u>0.00</u>
				23,090.97
			Balance per Cash Book is :-	23,090.97
			Difference is :-	0.00

Finance Committee:

Name Signed Date

Chair of Finance

Name Signed Date

RFO:

Name Signed Date

Date 01/07/2026

Wells City Council

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Time 09:26

Cashbook 4

User: CEW

Charter Fair Donation

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		23,081.73					23,081.73	
BACS Banked 01/06/2026		9.24						
BACS LLOYDS BANK		9.24			1190	101	9.24	INTEREST
Total Receipts for Month		9.24	0.00	0.00			9.24	
Cashbook Totals		23,090.97	0.00	0.00			23,090.97	

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 General Administration							
1176 Precept Income	0	817,495	1,634,990	817,495			50.0%
1190 Bank Interest	509	1,305	2,500	1,195			52.2%
General Administration :- Income	509	818,800	1,637,490	818,690			50.0%
4001 Gross Salaries	24,481	41,633	111,399	69,766		69,766	37.4%
4002 Staff Expenses	43	49	440	391		391	11.1%
4004 Employer's NI and Pensions	22,345	26,735	28,963	2,228		2,228	92.3%
4005 HR Support	0	3,299	3,585	286		286	92.0%
4006 Staffing Restructure	0	0	30,000	30,000		30,000	0.0%
4008 General Reserves	0	0	100,000	100,000		100,000	0.0%
4020 Postage	106	164	1,000	836		836	16.4%
4021 Telephone	270	1,080	4,000	2,920		2,920	27.0%
4030 Bank Charges	64	167	523	356		356	32.0%
4035 Council Recruitment/Marketing	0	0	2,000	2,000		2,000	0.0%
4049 Subscriptions	25	5,845	4,000	(1,845)		(1,845)	146.1%
4050 EOY Accounts Charges	0	950	1,535	585		585	61.9%
4051 Professional Fees	350	350	7,500	7,150		7,150	4.7%
4114 Insurance	0	79,496	56,541	(22,955)		(22,955)	140.6%
4138 By-Election	5,795	5,795	0	(5,795)		(5,795)	0.0%
4251 IT Support / Software	1,631	10,109	23,333	13,224		13,224	43.3%
4252 Website Maintenance	0	0	3,000	3,000		3,000	0.0%
4253 Office inc Photocopier	17	697	1,500	803		803	46.5%
4254 Personnel Training / Compliance	62	1,607	6,500	4,893		4,893	24.7%
General Administration :- Indirect Expenditure	55,189	177,977	385,819	207,842	0	207,842	46.1%
Net Income over Expenditure	(54,680)	640,823	1,251,671	610,848			
105 Town Hall							
1000 Town Hall Lettings	5,472	14,351	65,000	50,649			22.1%
1001 Town Hall Weddings	1,502	6,906	15,500	8,594			44.6%
Town Hall :- Income	6,974	21,258	80,500	59,242			26.4%
4001 Gross Salaries	11,517	34,145	142,740	108,595		108,595	23.9%
4004 Employer's NI and Pensions	3,541	10,716	46,305	35,589		35,589	23.1%
4105 PPM - Soft	(159)	735	11,939	11,204		11,204	6.2%
4106 PPM - M&E	275	275	6,051	5,776		5,776	4.5%
4108 PPM - Internal	0	0	8,960	8,960		8,960	0.0%
4109 PPM - External	0	702	9,550	8,848		8,848	7.3%
4110 Town Hall Reactive Maintenance	(7)	138	25,000	24,862	109	24,753	1.0%
4111 Town Hall Water	241	439	2,221	1,782		1,782	19.8%

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4112 Town Hall Electricity	1,667	3,408	19,569	16,161		16,161	17.4%
4113 Town Hall Gas	619	1,409	12,766	11,357		11,357	11.0%
4115 Town Hall Rates	1,624	4,876	16,500	11,625		11,625	29.5%
4116 Town Hall Advertising	45	135	2,000	1,865		1,865	6.8%
4119 Broadband	30	90	374	284		284	24.0%
4120 Town Hall Supplies	304	656	1,000	344	165	179	82.1%

Town Hall :- Indirect Expenditure	19,698	57,724	304,975	247,251	274	246,978	19.0%
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Net Income over Expenditure	(12,724)	(36,466)	(224,475)	(188,009)			
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110 Civic

4001 Gross Salaries	2,269	6,728	25,434	18,706		18,706	26.5%
4004 Employer's NI and Pensions	461	1,314	4,539	3,225		3,225	28.9%
4130 Mayoral/Chairmans Allowance	0	4,250	8,500	4,250		4,250	50.0%
4132 Flowers and Gifts	0	0	500	500		500	0.0%
4133 Members' Expenses	0	0	200	200		200	0.0%
4134 Hospitality	0	0	1,000	1,000		1,000	0.0%
4135 Civic Allowances	0	1,320	2,640	1,320		1,320	50.0%
4136 Elections	0	0	6,000	6,000		6,000	0.0%
4137 Civic Staff Subscriptions	0	0	100	100		100	0.0%
4331 Civic Events	10	108	600	492		492	18.0%

Civic :- Indirect Expenditure	2,741	13,721	49,513	35,792	0	35,792	27.7%
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Net Expenditure	(2,741)	(13,721)	(49,513)	(35,792)			
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111 Outside Support

1031 Funfair Income	0	0	2,500	2,500			0.0%
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Outside Support :- Income	0	0	2,500	2,500			0.0%
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4001 Gross Salaries	726	2,166	9,336	7,170		7,170	23.2%
4004 Employer's NI and Pensions	209	517	2,134	1,617		1,617	24.2%
4066 Funfair Exp	0	656	1,200	544		544	54.7%
4150 Community Grants	0	0	3,000	3,000		3,000	0.0%
4151 Museum Grant	0	0	3,000	3,000		3,000	0.0%
4155 Wells Museum Archive Payment	0	0	3,000	3,000		3,000	0.0%
4158 WRGT Grant	0	0	55,086	55,086		55,086	0.0%
4159 Moat Boat Race	1,351	1,351	0	(1,351)		(1,351)	0.0%
4920 Youth Provision	0	15,776	16,000	224		224	98.6%
4950 CCTV Contribution	0	0	20,000	20,000		20,000	0.0%

Outside Support :- Indirect Expenditure	2,286	20,467	112,756	92,289	0	92,289	18.2%
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Net Income over Expenditure	(2,286)	(20,467)	(110,256)	(89,789)			
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Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
112 Committees							
4001 Gross Salaries	2,246	6,660	31,217	24,557		24,557	21.3%
4004 Employer's NI and Pensions	633	1,844	8,941	7,097		7,097	20.6%
4210 Archives and Civic Assets	47	971	2,500	1,529	660	869	65.2%
4250 Councillor Training	0	50	1,000	950		950	5.0%
Committees :- Indirect Expenditure	2,927	9,524	43,658	34,134	660	33,474	23.3%
Net Expenditure	(2,927)	(9,524)	(43,658)	(34,134)			
114 Properties							
1020 Priory Road Rent	0	4,500	20,000	15,500			22.5%
1021 8-10 Market Place Rent	2,967	2,967	36,600	33,633			8.1%
1022 Ask Market Hall Rent	4,167	12,500	60,000	47,500			20.8%
1023 Old Post Office Market Hall Re	0	6,625	26,500	19,875			25.0%
1024 Wells Film Centre Rent	0	0	15,000	15,000			0.0%
1178 Insurance Repayments	620	1,176	9,000	7,824			13.1%
Properties :- Income	7,753	27,767	167,100	139,333			16.6%
4001 Gross Salaries	1,744	5,172	22,386	17,214		17,214	23.1%
4004 Employer's NI and Pensions	484	1,386	5,810	4,424		4,424	23.9%
4300 Council Property Repairs	172	584	14,000	13,416		13,416	4.2%
4322 PWLB repayments - Film Centre	0	0	13,000	13,000		13,000	0.0%
Properties :- Indirect Expenditure	2,400	7,142	55,196	48,054	0	48,054	12.9%
Net Income over Expenditure	5,353	20,626	111,904	91,278			
116 Public Toilets							
4001 Gross Salaries	2,316	6,866	29,321	22,455		22,455	23.4%
4004 Employer's NI and Pensions	703	2,051	9,170	7,119		7,119	22.4%
4324 PWLB repayments - Toilets	0	0	5,700	5,700		5,700	0.0%
4701 Public Toilet Utilities	617	1,164	8,500	7,336		7,336	13.7%
4703 Public Toilet Hygiene	1,346	4,038	18,000	13,962		13,962	22.4%
4705 Public Toilet Supplies	223	708	10,000	9,292	260	9,032	9.7%
4708 Public Toilet Reactive Maint	990	1,622	10,000	8,378		8,378	16.2%
4710 PPM - Soft Market Place	0	0	4,713	4,713		4,713	0.0%
4711 PPM - M&E Market Place	0	0	1,057	1,057		1,057	0.0%
4712 PPM - Internal Market Place	0	0	1,262	1,262		1,262	0.0%
4713 PPM - External Market Place	0	0	3,162	3,162		3,162	0.0%
4714 PPM - Soft Union Street	0	0	4,751	4,751		4,751	0.0%
4715 PPM - M&E Union Street	0	0	3,012	3,012		3,012	0.0%
4716 PPM - Internal Union Street	0	0	412	412		412	0.0%

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4717 PPM - External Union Street	0	0	7,162	7,162		7,162	0.0%
4718 PPM - Soft Bus Station	0	0	1,519	1,519		1,519	0.0%
4719 PPM - M&E Bus Station	0	0	1,019	1,019		1,019	0.0%
4720 PPM - Internal Bus Station	0	0	2,312	2,312		2,312	0.0%
4721 PPM - External Bus Station	0	0	2,587	2,587		2,587	0.0%
Public Toilets :- Indirect Expenditure	6,194	16,448	123,659	107,211	260	106,951	13.5%
Net Expenditure	(6,194)	(16,448)	(123,659)	(107,211)			
201 Open Spaces							
1077 WIB Sponsorship	0	0	10,000	10,000			0.0%
1815 Open Spaces Income	0	301	0	(301)			0.0%
1816 Allotments Income	0	95	3,750	3,655			2.5%
1817 Cityscape Maps Income	0	30	0	(30)			0.0%
Open Spaces :- Income	0	426	13,750	13,324			3.1%
4001 Gross Salaries	19,103	56,610	257,366	200,756		200,756	22.0%
4004 Employer's NI and Pensions	5,568	16,851	73,729	56,878		56,878	22.9%
4105 PPM - Soft	0	0	2,861	2,861		2,861	0.0%
4106 PPM - M&E	0	0	8,925	8,925		8,925	0.0%
4108 PPM - Internal	0	0	900	900		900	0.0%
4109 PPM - External	0	0	1,250	1,250		1,250	0.0%
4221 Street Furniture etc	599	599	5,000	4,401		4,401	12.0%
4222 Christmas Lights	0	0	12,000	12,000		12,000	0.0%
4223 Highway Grit	0	0	1,000	1,000		1,000	0.0%
4400 WIB Expenditure	6,243	6,243	8,000	1,757		1,757	78.0%
4401 Open Spaces Unit - Rates	480	1,443	5,708	4,265		4,265	25.3%
4402 Open Spaces WiFi / Broadband	43	126	1,317	1,191		1,191	9.6%
4404 Open Spaces Fuel	350	936	9,000	8,064		8,064	10.4%
4405 Additional Space	0	2,145	12,631	10,486		10,486	17.0%
4406 Waste	0	0	3,000	3,000		3,000	0.0%
4407 Play Parks	0	4,221	33,182	28,961		28,961	12.7%
4408 O/S Training & Compliance	0	0	500	500		500	0.0%
4409 Open Spaces FPE	155	320	5,000	4,680		4,680	6.4%
4500 Tree Maintenance	0	542	34,621	34,079		34,079	1.6%
4501 Tree Surveys	0	0	5,641	5,641		5,641	0.0%
4502 O/S Loan Repayments	654	1,962	10,000	8,038		8,038	19.6%
4821 Open Spaces Utilities	391	876	6,000	5,124		5,124	14.6%
4822 Open Spaces Unit	2,325	3,687	16,600	12,913		12,913	22.2%
4851 Open Spaces Maintenance	4,155	6,796	30,000	23,204		23,204	22.7%
4881 Traffic Management	0	0	25,000	25,000		25,000	0.0%

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4884 Allotments Expenditure	0	74	3,750	3,676		3,676	2.0%
4887 Cityscape Maps	0	44	350	306		306	12.6%
Open Spaces :- Indirect Expenditure	40,067	103,476	573,331	469,855	0	469,855	18.0%

Net Income over Expenditure **(40,067)** **(103,050)** **(559,581)** **(456,531)**

202 Cemetery

1809 Cemetery Income	355	5,340	46,000	40,660			11.6%
Cemetery :- Income	355	5,340	46,000	40,660			11.6%
4001 Gross Salaries	3,481	10,321	44,693	34,372		34,372	23.1%
4004 Employer's NI and Pensions	1,058	3,127	14,277	11,150		11,150	21.9%
4105 PPM - Soft	0	0	998	998		998	0.0%
4106 PPM - M&E	0	0	2,850	2,850		2,850	0.0%
4108 PPM - Internal	0	0	950	950		950	0.0%
4109 PPM - External	0	0	3,800	3,800		3,800	0.0%
4119 Broadband	42	126	550	424		424	22.9%
4810 Cemetery Contractor	1,310	5,222	20,000	14,779		14,779	26.1%
4850 Cemetery Maintenance	232	809	6,000	5,191		5,191	13.5%
4852 Cemetery Tree Maintenance	0	0	7,000	7,000		7,000	0.0%
4853 Cemetery Rates / Council tax	1,390	4,166	15,000	10,834		10,834	27.8%
4854 Cemetery Fuel	147	695	1,500	805		805	46.3%
4855 Cemetery Utilities	178	178	1,851	1,673		1,673	9.6%
4882 Cemetery Purch - Plaques etc	0	591	500	(91)		(91)	118.2%
4891 Cemetery New Equipment	0	0	3,000	3,000		3,000	0.0%
Cemetery :- Indirect Expenditure	7,838	25,235	122,969	97,734	0	97,734	20.5%

Net Income over Expenditure **(7,483)** **(19,895)** **(76,969)** **(57,074)**

203 Portway Annexes

1900 Portway Rental Income	5,086	17,385	47,508	30,123			36.6%
1901 Portway Car Park Income	1,065	3,648	12,500	8,852			29.2%
Portway Annexes :- Income	6,151	21,033	60,008	38,975			35.1%
4001 Gross Salaries	7,788	23,116	81,795	58,679		58,679	28.3%
4004 Employer's NI and Pensions	2,203	6,430	21,319	14,889		14,889	30.2%
4105 PPM - Soft	0	0	6,474	6,474		6,474	0.0%
4106 PPM - M&E	0	0	2,427	2,427		2,427	0.0%
4108 PPM - Internal	680	680	1,725	1,045		1,045	39.4%
4109 PPM - External	0	4,533	8,200	3,667		3,667	55.3%
4321 PWLB Repayments - Portway	0	16,411	33,000	16,589		16,589	49.7%
4898 Portway IT	0	0	1,034	1,034		1,034	0.0%

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4899 Portway Supplies	0	69	1,005	936	5	932	7.3%
4900 Portway Reactive Maintenance	230	230	15,078	14,848		14,848	1.5%
4901 Portway Annex: Utilities	893	1,995	24,360	22,365		22,365	8.2%
4903 Portway Rates	182	550	2,180	1,630		1,630	25.2%
4904 Portway Broadband	114	342	1,423	1,081		1,081	24.0%
Portway Annex: :- Indirect Expenditure	12,090	54,355	200,020	145,665	5	145,660	27.2%
Net Income over Expenditure	(5,939)	(33,322)	(140,012)	(106,690)			
204 Welcome Hub Costs							
1905 Welcome Hub Income	19,930	19,930	70,218	50,289			28.4%
Welcome Hub Costs :- Income	19,930	19,930	70,218	50,289			28.4%
4001 Gross Salaries	3,419	10,138	43,482	33,344		33,344	23.3%
4004 Employer's NI and Pensions	973	2,917	13,637	10,720		10,720	21.4%
4905 Welcome Hub Expenditure	2,187	5,926	12,507	6,581		6,581	47.4%
Welcome Hub Costs :- Indirect Expenditure	6,580	18,981	69,626	50,645	0	50,645	27.3%
Net Income over Expenditure	13,349	949	592	(357)			
207 Markets							
1500 Market Income - Saturday	9,626	26,532	82,000	55,468			32.4%
1501 Market Income - Wednesday	7,635	21,904	82,000	60,096			26.7%
1503 Christmas / Event Markets	0	0	15,000	15,000			0.0%
1504 Indoor Markets	(863)	(443)	6,104	6,547			(7.3%)
1505 Evenings / Sundays	2,145	2,145	10,000	7,855			21.4%
Markets :- Income	18,543	50,138	195,104	144,966			25.7%
4503 Market Expenditure	694	2,976	41,041	38,065		38,065	7.3%
Markets :- Direct Expenditure	694	2,976	41,041	38,065	0	38,065	7.3%
4001 Gross Salaries	10,212	30,278	124,248	93,970		93,970	24.4%
4004 Employer's NI and Pensions	1,412	4,255	16,949	12,694		12,694	25.1%
Markets :- Indirect Expenditure	11,624	34,532	141,197	106,665	0	106,665	24.5%
Net Income over Expenditure	6,224	12,629	12,866	237			
209 Tourist Information							
1177 TIC Income	565	1,546	5,000	3,454			30.9%
Tourist Information :- Income	565	1,546	5,000	3,454			30.9%
4001 Gross Salaries	3,103	9,200	39,881	30,681		30,681	23.1%
4004 Employer's NI and Pensions	892	2,432	9,721	7,289		7,289	25.0%

Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4052 Equipment Lease	29	87	308	221		221	28.2%
4053 TIC Expenditure	196	433	4,000	3,567		3,567	10.8%
Tourist Information :- Indirect Expenditure	4,219	12,153	53,910	41,757	0	41,757	22.5%
Net Income over Expenditure	(3,654)	(10,607)	(48,910)	(38,303)			
Grand Totals:- Income	60,779	966,237	2,277,670	1,311,433			42.4%
Expenditure	174,547	554,710	2,277,670	1,722,960	1,199	1,721,761	24.4%
Net Income over Expenditure	(113,768)	411,527	0	(411,527)			
Movement to/(from) Gen Reserve	(113,768)	411,527	0	(411,527)			

		2026-27 STAFF COSTS												2026-27		
		1	2	3	4	5	6	7	8	9	10	11	12			
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	YTD	Budget	%
Total Gross		69004.82	70605.61	71160.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210,771	898,263	23
Total Employers		21840.55	19672.88	19652.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,166	247,576	25
101 General Admin	Gross	7797.54	7978.43	8041.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,817	111,399	21
	Employers NI/Pens	2363.15	2165.20	2112.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,641	28,963	23
105 Town Hall	Gross	10295.52	10534.36	10617.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,447	142,740	22
	Employers NI/Pens	3837.38	3521.45	3396.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,755	46,305	23
110 Civic	Gross	2028.74	2075.80	2092.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,197	25,434	24
	Employers NI/Pens	463.02	417.07	442.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,322	4,539	29
111 Outside Support	Gross	662.45	663.69	668.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,995	9,336	21
	Employers NI/Pens	170.36	153.45	200.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	524	2,134	25
112 Committees	Gross	2008.04	2054.62	2070.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,133	31,217	20
	Employers NI/Pens	663.95	582.32	607.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,854	8,941	21
114 Properties	Gross	1559.51	1595.69	1608.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,763	22,386	21
	Employers NI/Pens	493.60	436.74	463.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,394	5,810	24
116 Toilets	Gross	2070.14	2118.17	2134.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,323	29,321	22
	Employers NI/Pens	742.58	645.27	674.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,062	9,170	22
201 Open Spaces	Gross	17064.89	17460.77	17610.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52,136	257,366	20
	Employers NI/Pens	6183.06	5390.37	5339.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,913	73,729	23
202 Cemetery	Gross	3112.12	3184.31	3209.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,506	44,693	21
	Employers NI/Pens	1137.89	989.55	1014.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,142	14,277	22
203 Portway Annexe	Gross	6962.59	7124.11	7180.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,267	81,795	26

	Employers NI/Pens	2245.21	2105.00	2112.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,463	21,319	30
204 Welcome Hub	Gross	3056.91	3127.83	3152.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,337	43,482	21
	Employers NI/Pens	1072.37	922.66	933.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,929	13,637	21
207 Markets	Gross	9129.34	9341.12	9414.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,885	124,248	22
	Employers NI/Pens	1539.76	1377.10	1354.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,271	16,949	25
209 TIC	Gross	2773.99	2838.35	2860.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,473	39,881	21
	Employers NI/Pens	773.16	824.29	854.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,452	9,721	25
WRGT	Gross	483.03	508.36	499.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,491	7,309	20
	Employers NI/Pens	155.07	142.43	147.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	445	2,183	20

WELLS RECREATION GROUND TRUST

Charity no 284947

MONTHLY FINANCIAL REPORT

JUNE 2026

i	Balance Sheet
ii	Bank Reconciliation
iii	Monthly income and expenditure

Claire Woodland

RFO

30th June 2026

Detailed Balance Sheet - Excluding Stock Movement

Month 3 Date 30/06/2026

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
105	VAT Control A/c	1,227	
200	Current Bank A/c	569,251	
	Total Current Assets		570,478
<u>Current Liabilities</u>			
505	Wells City Council	1,441	
	Total Current Liabilities	1,441	
	Net Current Assets		569,037
	Total Assets less Current Liabilities		569,037
<u>Represented by :-</u>			
300	Current Year Func	(3,509)	
310	General Reserves	72,546	
320	EMR - Investments	500,000	
	Total Equity		569,037

Date 01/07/2026

Wells Recreation Ground Trust Current Year

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Cashbook 1

User: CEW

Current Bank A/c

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt	Name of Payer	£ Amount Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		571,752.60					571,752.60	
BACS	Banked 14/06/2026	318.19						
BACS	Lloyds Bank	318.19			1909	100	318.19	Bank Interest
Total Receipts for Month		318.19	0.00	0.00			318.19	
Cashbook Totals		572,070.79	0.00	0.00			572,070.79	

BACS Banked 14/06/2026

318.19

BACS Lloyds Bank

318.19

1909 100

318.19 Bank Interest

Total Receipts for Month

318.19

0.00

0.00

318.19

Cashbook Totals

572,070.79

0.00

0.00

572,070.79

Date 01/07/2026

Wells Recreation Ground Trust Current Year

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Cashbook 1

User: CEW

Current Bank A/c

For Month No: 3

Payments for Month 3

Nominal Ledger

<u>Date</u>	<u>Payee Name:</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/06/2026	Somerset Council	DD	245.00			4911	200	245.00	Bishops Barn Rates
04/06/2026	EDF Energy	BACS	59.92		2.85	4912	200	57.07	Electricity - Bishops Barn
04/06/2026	First 4 Repairs	BACS	1,344.00		224.00	4910	200	1,120.00	Barn Roof - Moss Removal
04/06/2026	EDF Energy	BACS	83.02		3.95	4912	220	79.07	Electricity - Toilets
15/06/2026	EDF Energy	BACS	176.42		8.40	4912	210	168.02	Electricity - Bandstand
29/06/2026	EDF Energy	BACS	72.71		3.46	4912	200	69.25	Electricity - Barn
29/06/2026	Grant and Stone Ltd	BACS	142.76		23.79	4914	210	118.97	Cement / Sub base
29/06/2026	ADMIN	BACS	299.10			4905	100	299.10	ADMIN COSTS
29/06/2026	CONTRACTORS	BACS	396.48			4906	210	396.48	CONTRACTOR COSTS
Total Payments for Month			2,819.41	0.00	266.45			2,552.96	
Balance Carried Fwd			569,251.38						
Cashbook Totals			572,070.79	0.00	266.45			571,804.34	

Date: 01/07/2026

Wells Recreation Ground Trust Current Year

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Bank Reconciliation Statement as at 30/06/2026
for Cashbook 1 - Current Bank A/c

User: CEW

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Bank Account	29/06/2026		569,251.38
			<u>569,251.38</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			569,251.38
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			569,251.38
		Balance per Cash Book is :-	569,251.38
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Month No: 3

Cost Centre Report

	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 General						
1000 WCC Grant Received	0	55,086	55,086			0.0%
1909 Interest Received	1,001	18,000	16,999			5.6%
General :- Income	1,001	73,086	72,085			1.4%
4905 Admin	600	4,492	3,892		3,892	13.4%
General :- Indirect Expenditure	600	4,492	3,892	0	3,892	13.4%
Net Income over Expenditure	401	68,594	68,193			
200 Barn						
1907 Barn Lets	0	600	600			0.0%
Barn :- Income	0	600	600			0.0%
4909 Insurance	0	17,150	17,150		17,150	0.0%
4910 Maintenance	1,364	12,300	10,936		10,936	11.1%
4911 Rates	729	2,794	2,065		2,065	26.1%
4912 Utilities	436	2,650	2,214		2,214	16.4%
Barn :- Indirect Expenditure	2,529	34,894	32,365	0	32,365	7.2%
Net Income over Expenditure	(2,529)	(34,294)	(31,765)			
210 Recreation Ground						
1908 Rec Income	925	5,000	4,075			18.5%
Recreation Ground :- Income	925	5,000	4,075			18.5%
4906 Contractors	796	5,000	4,204		4,204	15.9%
4908 Tree Maintenance	0	10,000	10,000		10,000	0.0%
4912 Utilities	892	6,000	5,108		5,108	14.9%
4914 Other Maintenance / Projects	119	10,000	9,881		9,881	1.2%
Recreation Ground :- Indirect Expenditure	1,807	31,000	29,193	0	29,193	5.8%
Net Income over Expenditure	(882)	(26,000)	(25,118)			
220 Toilets						
4910 Maintenance	0	5,200	5,200		5,200	0.0%
4912 Utilities	499	1,700	1,201		1,201	29.3%
4920 Toilet Supplies	0	1,400	1,400		1,400	0.0%
Toilets :- Indirect Expenditure	499	8,300	7,801	0	7,801	6.0%
Net Expenditure	(499)	(8,300)	(7,801)			

01/07/2026

Wells Recreation Ground Trust Current Year

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Detailed Income & Expenditure by Budget Heading 30/06/2026

Month No: 3

Cost Centre Report

	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	1,926	78,686	76,760			2.4%
Expenditure	5,435	78,686	73,251	0	73,251	6.9%
Net Income over Expenditure	(3,509)	0	3,509			
Movement to/(from) Gen Reserve	(3,509)	0	3,509			

		1	2	3	4		5	6		7		8		9		10		11		12	End of Year		Budget	Budget	
		Apr	May	Jun	YTD	Jul	YTD	Aug	YTD	Sep	YTD	Oct	YTD	Nov	YTD	Dec	YTD	Jan	YTD	Feb	YTD	Mar	Forecast	Expenditure	Income
101 GENERAL ADMINISTRATION																									
1176	Precept Income	817,495	0	0		0		0				817,495		0		0		0		0		0	1,634,990		1,634,990
1190	Bank Interest	197	450	509	1,156	450	1,606	400	2,006	300	2,306	450	2,756	350	3,106	250	3,356	200	3,556	100	3,656	3,756	2,997		2,500
		Total Inc																				1,637,987		1,637,490	
4001	Salaries	8,517	8,636	8,722	25,875	8,700	34,575	8,700	43,275	8,700	51,975	8,700	60,675	8,700	69,375	8,700	78,075	8,700	86,775	8,700	95,475	8,700	104,175		111,399
4002	Staff Expenses	6	0	43	49	36	85	36	121	36	157	36	193	36	229	36	265	36	301	36	337	36	373		440
4004	Employer Contributions	2,454	1,936	2,203	6,593	1,936	8,529	1,936	10,465	1,936	12,401	1,936	14,337	1,936	16,273	1,936	18,209	1,936	20,145	1,936	22,081	1,936	24,017		28,963
4005	HR Support	3,299	0	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299	0	3,299		3,585
4006	Staffing Restructure	0	0	0	0		0		0		0		0		0		0		0		0		0		30,000
4020	Postage	59	0	106	165	80	245	80	325	80	405	80	485	80	565	80	645	80	725	80	805	80	885		1,000
4021	Telephone	270	270	270	810	270	1,080	270	1,350	270	1,620	270	1,890	270	2,160	270	2,430	270	2,700	270	2,970	270	3,240		4,000
4030	Bank charges	35	68	64	167	50	217	50	267	50	317	50	367	50	417	50	467	50	517	50	567	50	617		523
4035	Recruitment / Marketing	0	0	0	0		0		0		0		0		0		0		0		0		0		2,000
4049	Subscriptions	5,795	25	25	5,845	25	5,870	25	5,895	25	5,920	25	5,945	25	5,970	25	5,995	25	6,020	25	6,045	25	6,070		4,900
4050	Accounts charges	600	350		950		950		950		950		950		950		950		950		950		950		1,535
4051	Professional Fees	0	0	350	350		350		350		350		350		350		350		350		350		350		7,500
4114	Insurance	79,479	16		79,495		79,495		79,495		79,495		79,495		79,495		79,495		79,495		79,495		79,495		56,541
4138	By Election			5,795																			5,795		0
4251	IT Support / Software	6,729	1,749	1,631	10,109	1,600	11,709	1,600	13,309	1,600	14,909	1,600	16,509	1,600	18,109	1,600	19,709	1,600	21,309	1,600	22,909	1,600	24,509		23,333
4252	Website Maintenance	0	0		0		0		0		0		0		0		0		0		0		0		3,000
4253	Office inc Photocopier	0	680	17	697		697		697		697		697		697		697		697		697		697		1,500
4254	Personnel Training / Compliance	1,292	252	62	1,606		1,606		1,606		1,606		1,606		1,606		1,606		1,606		1,606		1,606		6,500
		Total Exp																				256,078		286,719	
105 TOWN HALL																									
1000	Town Hall Lettings	7,382	3,110	5,472	15,964	5,415	21,379	5,415	26,794	5,415	32,209	5,415	37,624	5,415	43,039	5,415	48,454	5,415	53,869	5,415	59,284	5,415	64,699		65,000
1001	Town Hall Weddings	3,875	1,530	1,502	6,907	1,292	8,199	1,292	9,491	1,292	10,783	1,292	12,075	1,292	13,367	1,292	14,659	1,292	15,951	1,292	17,243	1,292	18,535		15,500
		Total Inc																				83,234		80,500	
4001	Salaries	11,195	11,434	11,517	34,146	11,895	46,041	11,895	57,936	11,895	69,831	11,895	81,726	11,895	93,621	11,895	105,516	11,895	117,411	11,895	129,306	11,895	141,201		142,740
4004	Employer Contributions	3,985	3,189	3,541	10,715	3,189	13,904	3,189	17,093	3,189	20,282	3,189	23,471	3,189	26,660	3,189	29,849	3,189	33,038	3,189	36,227	3,189	3,859		46,305
4105	External	702	0	0	702	1,000	1,702	1,000	2,702	1,000	3,702	1,000	4,702	1,000	5,702	1,000	6,702	1,000	7,702	1,000	8,702	848	9,550		9,550
4106	Internal	0	0	0	0	995	995	995	1,990	995	2,985	995	3,980	995	4,975	995	5,970	995	6,965	995	7,960	1,000	8,960		8,960
4108	M&E Total	0	0	275	275	640	915	640	1,555	640	2,195	640	2,835	640	3,475	640	4,115	640	4,755	640	5,395	642	6,037		6,037
4109	Soft FM	454	440	0	894	1,300	1,200	1,300	2,500	1,300	3,800	1,300	5,100	1,300	6,400	1,300	7,700	1,300	9,000	1,300	10,300	1,639	11,939		11,939
4110	Town Hall Reactive Maintenance	54	91	0	145	500	645	500	1,145	500	1,645	500	2,145	500	2,645	500	3,145	500	3,645	500	4,145	500	4,645		25,000
4111	Water	0	208	241	515	203	718	200	786	200	986	226	1,212	220	1,432	242	1,674	178	1,852	157	2,009	236	2,245		2,291
4112	Electricity	0	1,741	1,667	5,020	1,400	5,898	1,400	7,182	1,491	8,673	1,400	10,073	1,900	11,973	1,900	13,873	1,900	15,773	1,915	17,688	1,960	19,648		19,569
4113	Gas	0	790	619	1,409	300	1,709	300	2,009	300	2,309	1,500	3,809	1,500	5,309	1,900	7,209	1,900	9,109	1,900	11,009	1,500	12,509		12,766
4115	Rates	1,628	1,624	1,624	4,876	1,624	6,500	1,624	8,124	1,624	9,748	1,624	11,372	1,624	12,996	1,624	14,620	1,624	16,244	0	16,244	0	16,244		16,500
4116	Marketing	45	45	45	135	45	180	45	225	45	270	45	315	45	360	45	405	45	450	45	495	45	540		2,000
4119	Broadband	30	30	30	90	30	120	30	150	30	180	30	210	30	239	30	269	30	299	30	329	30	359		374
4120	Supplies	189	162	304	655	50	705	50	755	50	805	50	855	50	905	50	955	50	1,005	50	1,055	50	1,105		1,000
		Total Exp																				238,841		305,031	

		1	2	3			5			6			7			8			9			10			11			12	End of Year	Budget	Budget
		Apr	May	Jun	YTD	Jul	YTD	Aug	YTD	Sep	YTD	Oct	YTD	Nov	YTD	Dec	YTD	Jan	YTD	Feb	YTD	Mar	Forecast	Expenditure	Income						
110 CIVIC																															
4001	Salaries		2,206	2,253	2,269	6,728	2,120	8,848	2,120	10,968	2,120	13,088	2,120	15,208	2,120	17,328	2,120	19,448	2,120	21,568	2,120	23,688	2,120	25,808		25,434					
4004	Employer Contributions		481	372	461	1,314	378	1,692	378	2,070	378	2,448	378	2,826	378	3,204	378	3,582	378	3,960	378	4,338	378	4,716		4,539					
4130	Mayoral/Chairmans Allowance		0	4,250	0	4,250		4,250		4,250		4,250	4,250	8,500		8,500		8,500		8,500		8,500		8,500		8,500					
4132	Flowers and Gifts		0	0	0	0		0		0		0		0		0		0		0		0		0		500					
4133	Members' Expenses		0	0	0	0		0		0		0		0		0		0		0		0		0		200					
4134	Hospitality		0	0	0	0		0		0		0		0		0		0		0		0		0		1,000					
4135	Civic Allowances		0	1,320	0	1,320		1,320		1,320		1,320	1,320	2,640		2,640		2,640		2,640		2,640		2,640		2,640					
4136	Elections		0	0	0	0		0		0		0		0		0		0		0		0		0		6,000					
4137	Town Crier / Mace Subscriptions		0	0	0	0		0		0		0		0		0		0		0		0		0		100					
4331	Civic Events		36	62	10	108	2,500	2,608		2,608		2,608	2,608	2,608		2,608		2,608		2,608		2,608		2,608		600					
		Total Exp																				44,272	49,513								
111 Outside Support																															
1031	Funfair Income																						2,500								
1032	Grants Received																														
		Total Inc																				2,500	2,500								
4001	Salaries		720	720	726	2,166	720	2,886	720	3,606	720	4,326	720	5,046	720	5,766	720	6,486	720	7,206	720	7,926	720	8,646		9,336					
4004	Employer Contributions		177	160	209	546	132	678	132	810	132	942	132	1,074	132	1,206	132	1,338	132	1,470	132	1,602	132	1,734		2,134					
4150	Community Grants		0	0	0	0	0	0	0	0	1,500	1,500	0	1,500	0	1,500	0	1,500	0	1,500	0	1,500	1,500	3,000		3,000					
4151	Museum Grant		0	0	0	0	0	0	0	0	3,000	3,000	0	3,000	0	3,000	0	3,000	0	3,000	0	3,000	0	3,000		3,000					
4155	Wells Museum Archive Payment		0	0	750	750	0	750	0	750	750	1,500	0	1,500	0	1,500	750	2,250	0	2,250	0	2,250	750	3,000		3,000					
4157	Received Grant Expenditure		0	0	0	0		0		0		0		0		0		0		0		0		0		0					
4158	WRG Grant		0	0	55,086	55,086	0	55,086	0	55,086	0	55,086	0	55,086	0	55,086	0	55,086	0	55,086	0	55,086	0	55,086		55,086					
4159	Moat Boat Race		0	0	1,351	1,351																		1,351							
4066	Funfair Exp		0	656	0	656		656	0	656	0	65																			

		1	2	3	4		5		6		7		8		9		10		11		12		End of Year	Budget	Budget		
		Apr	May	Jun	YTD	Jul	YTD	Aug	YTD	Sep	YTD	Oct	YTD	Nov	YTD	Dec	YTD	Jan	YTD	Feb	YTD	Mar	Forecast	Expenditure	Income		
116 Public Toilets																											
4001	Salaries		2,251	2,299	2,316	6,866	2,444	9,310	2,444	11,754	2,444	14,198	2,444	16,642	2,444	19,086	2,444	21,530	2,444	23,974	2,444	26,418	2,444	28,862	29,321		
4004	Employer Contributions		771	577	703	2,051	764	2,815	764	3,579	764	4,343	764	5,107	764	5,871	764	6,635	764	7,399	764	8,163	764	8,927	9,170		
4701	Public Toilet Utilities		287	260	617	1,164	280	1,444	280	1,724	280	2,004	350	2,354	350	2,704	400	3,104	400	3,504	400	3,904	350	4,254	8,500		
4703	Public Toilet Hygiene		1,346	1,346	1,346	4,038	1,346	5,384	1,346	6,730	1,346	8,076	1,346	9,422	1,346	10,768	1,346	12,114	1,346	13,460	1,346	14,806	1,346	16,152	18,000		
4705	Public Toilet Supplies		240	244	223	707	400	1,107	400	1,507	400	1,907	300	2,207	250	2,457	250	2,707	250	2,957	250	3,207	250	3,457	10,000		
4708	Public Toilet Reactive Maintenance		0	632	990	1,622	1,000	2,622	1,000	3,622	1,000	4,622	1,000	5,622	1,000	6,622	1,000	7,622	500	8,122	500	8,622	1,000	9,622	10,000		
4160	External		0	0	0	0		0		0		0		0		0		0		0		0	12,575	12,575	12,575		
4161	Internal		0	0	0	0		0		0		0		0		0		0		0		0	3,650	3,650	3,650		
4162	M&E Total		0	0	0	0		0		0		0		0		0		0		0		0	4,745	4,745	4,745		
4163	Soft FM		0	0	0	0		0		0		0		0		0		0		0		0	10,844	10,844	10,844		
	PWLB Loan Repayments Toilets		0	0	0	0	0	0	0	0	2,968	2,968	0	2,968	0	2,968	0	2,968	0	2,968	0	2,968	2,968	5,936	5,900		
																							Total Exp	109,024		122,705	
201 Outside Spaces																											
1077	WIB Support			10,000																				10,000	10,000		
1815	Outside Spaces Income		301	0																				301			
1816	Allotments Income		95	0						3,750														3,845	3,750		
1817	Cityscape Maps Income		25	30																				300			
																							Total Inc	14,446		13,750	
4001	Salaries		18,556	18,952	19,103	56,611	21,447	78,058	21,447	99,505	21,447	120,952	21,447	142,399	21,447	163,846	21,447	185,293	21,447	206,740	21,447	228,187	21,447	249,634	257,366		
4004	Employer Contributions		6,421	4,862	5,568	16,851	6,144	22,995	6,144	29,139	6,144	35,283	6,144	41,427	6,144	47,571	6,144	53,715	6,144	59,859	6,144	66,003	6,144	72,147	73,729		
4160	External		0	0		0		0		0		0		0		0		0		0		0	1,250	1,250	1,250		
4161	Internal		0	0		0		0		0		0		0		0		0		0		0	900	900	900		
4162	M&E Total		0	0		0		0		0		0		0		0		0		0		0	8,925	8,925	8,925		
4163	Soft FM		0	0		0		0		0		0		0		0		0		0		0	2,861	2,861	2,861		
4221	Street Furniture etc		0	0	559	559	500	1,059	500	1,559	500	2,059	500	2,559	500	3,059	500	3,559	500	4,059	500	4,559	440	4,999	5,000		
4222	Christmas Lights		0	0		0		0		0		0		0		0	3,000	3,000	3,000	6,000		6,000		6,000	12,000		
4223	Highway Grit		0	0		0		0		0		0		0		0		0		0		0		0	1,000		
4400	WIB-Expenditure		0	0	6,243	6,243		6,243		6,243		6,243		6,243		6,243		6,243	10	6,253	500	6,753		6,753	8,000		
4401	Rates		483	480	480	1,443	480	1,923	480	2,403	480	2,883	480	3,363	480	3,843	480	4,323	480	4,803	480	5,283	480	5,763	5,708		
4119	IT / Broadband		40	43	43	126	43	169	43	212	43	255	43	298	43	341	43	384	43	427	43	470	43	513	1,317		
4404	Fuel		273	312	350	935	500	1,435	500	1,935	500	2,435	500	2,935	500	3,435	500	3,935	500	4,435	500	4,935	500	5,435	9,000		
4405	Additional Storage Space		0	2,145		2,145		2,145	2,145	4,290		4,290		4,290	2,145	6,435		6,435		6,435	2,145	8,580		8,580	12,631		
4406	Waste		0	0		0		0		0		0		0		0		0		0		0		0	3,000		
4407	Play Parks		95	4,126		4,221		4,221		4,221		4,221		4,221		4,221		4,221		4,221		4,221	33,182	37,403	33,182		
4408	O/S Training & Compliance		0	0		0		0		0		0		0		0		0		0		0	500	500	500		
4409	Open Spaces PPE		164	0	150	314	150	464	150	614	150	764	150	914	150	1,064	150	1,214	150	1,364	150	1,514	150	1,664	5,000		
4500	Tree Maintenance		542	0	300	842		842		842		842		842		842		842		842		842		842	34,621		
4501	Tree Surveys		0	0		0		0		0		0		0		0		0		0		0		0	5,641		
4502	Loan Repayments		654	654	654	1,962	654	2,616	654	3,270	654	3,924	654	4,578	0	4,578	0	4,578	0	4,578	0	4,578	0	4,578	10,000		
4821	Outside Spaces Utilities		240	244	391	875	400	1,275	400	1,675	400	2,075	250	2,325	300	2,625	400	3,025	400	3,425	400	3,825	250	4,075	6,000		
4822	Outside Spaces Unit		0	1,362	2,325	3,687	1,362	5,050	1,362	6,412	1,362	7,774	1,362	9,136	1,362	10,499	1,362	11,861	1,362	13,223	1,362	14,585	1,362	15,948	16,600		
4851	Outside Spaces Maintenance		1,045	1,596	4,155	6,796	2,000	8,796	2,000	10,796	2,000	12,796	2,000	14,796	2,000	16,796	2,000	18,796	2,000	20,796	2,000	22,796	2,000	24,796	30,000		
4884	Allotments Expenditure		40	34		74		74		74		74		74		74		74		74		74		74	3,750		
4887	Cityscape Maps		0	44		44		44		44		44		44		44		44		44		44		44	350		
4886	Additional skateboard park (NOT EMR)			0		0		0		0		0		0		0		0		0		0		35,000			
	Traffic Management (20mph)		0	0		0		0		0		0		0		0		0		0		0		0	25,000		
																							Total Exp	498,684		573,331	

		1	2	3	4		5		6		7		8		9		10		11		12	End of Year		Budget	Budget			
		Apr	May	Jun	YTD	Jul	YTD	Aug	YTD	Sep	YTD	Oct	YTD	Nov	YTD	Dec	YTD	Jan	YTD	Feb	YTD	Mar	Forecast	Expenditure	Income			
202 Cemetery																												
1809	Cemetery Income		970	4,015	355	5,340		2,970	8,310	1,900	10,210		900	11,110	2,720	13,830	2,060	15,890	9,695	25,585	2,700	28,285	5,465	33,750	6,710	40,460	46,000	
																							Total Inc	40,460	46,000			
4001	Salaries		3,384	3,456	3,481	10,321		3,724	14,045	3,724	17,769		3,724	21,493	3,724	25,217	3,724	28,941	3,724	32,665	3,724	36,389	3,724	40,113	3,724	43,837	44,693	
4004	Employer Contributions		1,182	888	1,058	3,128		1,190	4,318	1,190	5,508		1,190	6,698	1,190	7,888	1,190	9,078	1,190	10,268	1,190	11,458	1,190	12,648	1,190	13,838	14,277	
4160	External		0	0	0			0	0		0		0	0		0		0		0		0	3,800	3,800	3,800	3,800		
4161	Internal		0	0	0			0	0		0		0	0		0		0		0		0	950	950	950	950		
4162	M&E Total		0	0	0			0	0		0		0	0		0		0		0		0	2,850	2,850	2,850	2,850		
4163	Soft FM		0	0	0			0	0		0		0	0		0		0		0		0	997	997	997	997		
4810	Cemetery Contractor		2,264	1,648	1,310	5,222		1,700	6,922	1,700	8,622		1,700	10,322	1,700	12,022	1,700	13,722	1,700	15,422	1,400	16,822	1,400	18,222		18,222	20,000	
4850	Cemetery Maintenance		451	126	232	809		600	1,409	600	2,009		600	2,609	400	3,009	250	3,259	250	3,509	250	3,759	250	4,009	250	4,259	6,000	
4852	Cemetery Tree Maintenance		0	0	0	0		5,000	5,000		5,000		5,000	5,000		5,000		5,000		5,000		5,000		5,000		5,000	7,000	
4853	Cemetery Rates / Council Tax		1,386	1,390	1,390	4,166		1,390	5,556	1,390	6,946	1,390		8,336	1,390		9,726	1,390		11,116	1,390		13,896	0	13,896	0	13,896	15,000
4854	Fuel		184	363	147	694		200	894	200	1,094		150	1,244	150	1,394	150	1,544	150	1,694	150	1,844	150	1,994	150	2,144	1,500	
4855	Utilities		0	0	178	178		150	328	150	478		150	628	200	828	200	1,028	250	1,278	300	1,578	300	1,878	150	2,028	1,851	
4882	Cemetery Purch - Plaques etc		72	519	0	591			591		591			591		591		591		591		591		591		591	500	
4891	Cemetery New Equipment		0	0	0	0			0		0			0		0		0		0		0	3,000	3,000	3,000	3,000		
	Broadband		42	42	42	126		42	168	42	210		42	252	42	294	42	336	42	378	42	420	42	462	42	504	550	
																							Total Exp	115,915	122,968			
203 Portway Annexe																												
1900	Portway Rental Income		9,291	1,584	4,443	15,318		3,871	19,189	2,699	21,888		4,738	26,626	4,413	31,039	4,316	35,355	2,983	38,338	4,607	42,945	4,511	47,456	5,871	53,327	47,508	
	Welcome Hub use		596	660	643	643		400	1,043	0	1,043		650	1,693	650	2,343	650	2,993	500	3,493	650	4,143	650	4,793	650	5,443		
1901	Portway Car Park Income		2,255	328	1,065	3,648		1,065	4,713	1,065	5,778		1,065	6,843	1,065	7,908	1,065	8,973	1,065	10,038	1,065	11,103	1,065	12,168	1,065	13,233	12,500	
																							Total Inc	72,003	60,008			
4001	Salaries		7,571	7,756	7,788	23,115		7,700	30,815	7,700	38,515		7,700	46,215	7,700	53,915	7,700	61,615	7,700	69,315	7,700	77,015	7,700	84,715	7,700	92,415	81,795	
4004	Employer Contributions		2,332	1,777	2,203	6,312		2,200	8,512	2,200	10,712		2,200	12,912	2,200	15,112	2,200	17,312	2,200	19,512	2,200	21,712	2,200	23,912	2,200	26,112	21,319	
4160	External		4,533	0	0	4,533			4,533	0	4,533		0	4,533	0	4,533	0	4,533	0	4,533	0	4,533	0	4,533	3,670	8,203	8,200	
4161	Internal		0	0	680	680			680		680			680		680		680		680		680		680	595	1,275	1,725	
4162	M&E Total		0	0	0	0			0	0	0		0	0		0	0	0	0	0	0	0	0	2,426	2,426	2,426		
4163	Soft FM		0	0	0	0			0	0	0		0	0		0	0	0	0	0	0	0	0	6,474	6,474	6,474		
4898	IT		0	0	0	0		0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	1,034	1,034	1,034		
4899	Supplies		0	69	0	69			69		69			69		69		69		69		69		69		69	1,005	
4900	Portway Annexe Maintenance		0		230	230		500	730		730			730		730		730		730		730		730	14,270	15,000	15,078	
4901	Portway Annexe Utilities		0	1,102	893	1,995		800	2,795	800	3,595		800	4,395	1,500	5,895	1,500	7,395	2,000	9,395	3,000	12,395	3,000	15,395	2,000	17,395	24,360	
4903	Rates		186	182	182	550		182	732	182	914		182	1,096	182	1,278	182	1,460	182	1,642	182	1,824	182	2,006	182	2,188	2,180	
4904	Broadband		114	114	114	342		114	456	114	570		114	684	114	798	114	912	114	1,026	114	1,140	114	1,254	114	1,368	1,423	
4321	PWLB Loan Repayments Portway		16,411	0	0	16,411		0	16,411	16,411	32,823		0	32,823	0	32,823	0	32,823	0	32,823	0	32,823	0	32,823	0	32,823	33,000	
																							Total Exp	206,781	200,019			
204 Welcome Hub																												
	Welcome Hub Income		0	0	19,930	0		0	0	0	19,930		0	0	0	0	0	19,930	0	0	0	0	0	19,930	79,720	70,218	70,218	
																							Total Inc	79,720	70,218			
4001	Salaries		3,324	3,395	3,419	10,138		3,624	13,762	3,624	17,386		3,624	21,010	3,624	24,634	3,624	28,258	3,624	31,882	3,624	35,506	3,624	39,130	3,624	42,754	43,482	
4004	Employers Contributions		1,114	829	973	2,916		1,136	4,052	1,136	5,188		1,136	6,324	1,136	7,460	1,136	8,596	1,136	9,732	1,136	10,868	1,136	12,004	1,136	13,140	13,637	
	Welcome Hub Expenditure		1,650	2,088	1,998	5,736		850	6,586	200	6,786		1,650	8,436	500	8,936	500	9,436	1,000	10,436	1,000	11,436	1,000	12,436	1,861	14,297	12,507	
																							Total Exp	70,191	69,626			

		1	2	3		4		5		6		7		8		9		10		11		12	End of Year	Budget	Budget
		Apr	May	Jun	YTD	Jul	YTD	Aug	YTD	Sep	YTD	Oct	YTD	Nov	YTD	Dec	YTD	Jan	YTD	Feb	YTD	Mar	Forecast	Expenditure	Income
207 Markets																									
1500	Market Income - Saturdays	9,052	7,854	9,626	26,532	9,000	35,532	9,000	44,532	9,000	53,532	7,000	60,532	7,000	67,532	8,000	75,532	3,000	78,532	3,000	81,532	7,000	88,532		82,000
1501	Market Income - Wednesdays	7,888	6,381	7,635	21,904	8,500	30,404	8,500	38,904	8,500	47,404	7,000	54,404	7,000	61,404	8,000	69,404	3,000	72,404	3,000	75,404	7,000	82,404		82,000
1503	Christmas / Event Markets	0	0	0	0		0		0		0	7,000	7,000	5,000	12,000	3,000	15,000		15,000		15,000		15,000		15,000
1504	Indoor Markets	280	140	-863	-443		-443		-443		-443		-443		-443		-443		-443		-443		-443		6,104
1505	Evenings / Sundays	0	0	2,145	2,145	2,000	4,145	2,000	6,145	2,000	8,145	2,000	10,145	2,000	12,145	2000	14,145		14,145		14,145		14,145		10,000
		Total Inc																				199,638		195,104	
4001	Salaries	9,927	10,139	10,212	30,278	10,354	40,632	10,354	50,986	10,354	61,340	10,354	71,694	10,354	82,048	10,354	92,402	10,354	102,756	10,354	113,110	10,354	123,464		124,248
4004	Employer Contributions	1,599	1,243	1,412	4,254	1,412	5,666	1,412	7,078	1,412	8,490	1,412	9,902	1,412	11,314	1,412	12,726	1,412	14,138	1,412	15,550	1,412	16,962		16,949
4503	Market Expenditure	500	208	694	1,402	500	1,902	500	2,402	500	2,902	500	3,402	2500	5,902	500	6,402	500	6,902	500	7,402	500	7,902		41,041
		Total Exp																				148,328		182,238	
209 Tourist Information																									
1177	TIC Income	407	574	565	1,546	691	2,237	900	3,137	885	4,022	788	4,810	612	5,422	270	5,692	200	5,892	106	5,998	314	6,312		5,000
		Total Inc																				6,312		5,000	
4001	Salaries	3,016	3,081	3,103	9,200	3,323	12,523	3,323	15,846	3,323	19,169	3,323	22,492	3,323	25,815	3,323	29,138	3,323	32,461	3,323	35,784	3,323	39,107		39,881
4004	Employer Contributions	803	738	892	2,433	810	3,243	810	4,053	810	4,863	810	5,673	810	6,483	810	7,293	810	8,103	810	8,913	810	9,723		9,721
4	TIC Expenditure	178	59	196	433	333	766	333	1,099	333	1,432	333	1,765	333	2,098	333	2,431	333	2,764	333	3,097	333	3,430		4,000
4	TIC Equipment	29	29	29	87	29	116	29	145	29	174	29	203	29	232	29	261	29	290	29	319	29	348		308
		Total Exp																				52,608		53,910	
Addition of Reserves		100,000																					100,000		
		EXPENDITURE																				2,299,831		2,208,044	
		INCOME																				2,276,429		2,277,670	



WELLS CITY COUNCIL



Author	Claire Woodland
Subject	Grants Policy
Date of Committee:	9 th July 2026
Committee:	Finance

Background & Context

Following the Finance Committee meetings of September and March 2025-26 where Community Grant applications were considered for that year, it was agreed the Policy and criteria behind the Application process would be reviewed before the next Committee meeting for applications, September 2026.

Due to the number of applicants received last year, the application form and Policy have been amended to provide greater clarity regarding the Council's consideration criteria, the nature of the organisation applying, how money will be spent and their financial circumstances, as well as the emphasis on future reporting from those successful in receiving grants, to justify the expenditure and value.

The new policy:

- Includes the Committee's position in allocating funds should it be over subscribed and the process behind decision making in this instance.
- Which applications will not be considered
- That the Council's position is to support new initiatives rather than returning applicants.
- That climate change consideration is a Council priority alongside Community Support.
- That the Council must receive recognition from the successful applicant, including if applicable inclusion of the Mayor / Councillors of the Finance Committee in related events / promotion.
- May or may not include the request for applicant's attendance at the meeting

These points are re-iterated on the application form, which:

- Requests more background information of the applicant, including if they are a new venture,
- Specifics of financial information including if they have sought/are seeking funding elsewhere, the potential of risk, as well as providing their accounts and reserves.
- To acknowledge previous support from Wells City Council, noting that application can only be made once every xx years
- makes reference to the need for feedback and recognition.
- Includes a declaration to sign that they understand the processes of decision making.

Links to Council Corporate Priorities

Please specify which of the councils' corporate priorities are supported within this decision.

Priority	Tick as Appropriate
1 – Financial Sustainability and Good Governance	
2 – Climate Change, Accessibility & Asset Stewardship	yes
3 – Securing the Future of Council Services	
4 – Community Services, Inclusivity & Wellbeing	yes
5 – Economic Growth and Tourism in a heritage context	
6 – Heritage, History and Civic responsibility	

Financial Implications

To consider applications within the constraints of the budget allocation.

To consider whilst budget setting for 2027-28 an additional grant scheme for Strategic Grants – where the council could possibly provide funding for more than one year and supported with a Multi-Year Agreement (MYA). These will be awarded in circumstances where the council wishes to commission a service/organisation that it believes is critical to the well-being of the City.

Climate Implications

The policy makes reference to climate change being a Council Priority. The Council could also look to include a grant scheme specifically aimed at Environmental Initiatives within the budget setting for 2027-28

Legal Implications

n/a

Community Implications

To best support all aspects of the community in Wells through considered applicant selection

Recommendations

Committee is asked to:

1. Approve amended policy with or without the inclusion of compulsory applicant attendance.
2. Approve amended application form

Appendices:

- Appendix A: Grant Policy July 2026
- Appendix B: Grant application form July 2026

APPENDIX A:

COMMUNITY GRANT POLICY

Wells City Council has adopted the General Power of Competence (Localism Act 2011); under this power, the Council can choose to award grants in much the same way as an individual might give funds to a good cause. However, the Council must consider its responsibilities and duties to its electorate and has therefore laid down the procedures set out here, to guide equitable and transparent use of public funds. The Council's power to give grants is delegated to the Finance Committee.

Equality

In putting this policy into practice, no aspect of the procedure will discriminate on the grounds of race, sex, sexual orientation, gender reassignment, age, religion, politics, marital status, disability, politics, union membership or any other grounds.

Grants & Application Criteria

The maximum amount that can be applied for per application is **£500**.

Grants will be considered at September or March meetings of the Finance Committee.

Dates of the meetings, application deadlines, and application forms are available on the City Council's website or Town Hall reception.

Applications must be received no later than the deadline advised on the City Council website. Extensions to the application deadline will only be considered in exceptional circumstances and must be approved by the Town Clerk.

Only one application to each grant scheme from any organisation will be considered each financial year from the **1st of April to 31st March**.

Applicants should complete the application form and return it using the contact details at the end of the document along with a copy of the organisation's accounts for the previous financial year. If the organisation does not produce a full set of accounts, the applicant must provide the organisation's latest bank statement, and a comprehensive budget and business plan may also be required.

The City Council may also request a copy of the following from the organisation:

- **Committee structure.**
- **Constitution or set of rules.**
- **Equal opportunities statement.**
- **Insurance policy.**
- **Photographs, plans and project costs.**
- **Bank account details and latest bank statement.**

All applicants are asked to send a representative to the meeting of the Committee, to present background information relating to their application and answer questions from Councillors. If you are unable to attend this may result in your application being disqualified.

The Selection Process

In awarding funding, the Committee members will be mindful at all times that the grants are given from public money raised from the council tax payers of the City of Wells.

The applicant must satisfy the Committee that the grant will be used for the benefit of those living, working or studying in the City.

The applicant must satisfy the Committee that there is financial need for the grant to be given, and provide evidence of financial status including accounts and good management.

The financial contribution that can be awarded is taken from an annual budget based on the financial year April to March and the total amount of grants awarded are restricted to within this budget. The budget allocation for each meeting is 1/2 of the annual budget for the year.

Applications must have objectives that support one or more of the following aims for the relevant scheme:

- **Have community benefits in Wells.**
- **Support the City Council's Corporate Priorities.**
- **Support the voluntary and community sector.**
- **Work on improving the quality of life for residents of Wells**

Application Guidelines

Applications are accepted from the following:

- **Charitable Organisations.**
- **Community Interest Groups.**
- **Sports Clubs and Arts Groups.**
- **Advice Organisations.**
- **Supporter or 'friends of' groups.**
- **Groups seeking seed-funding who will become one of the above.**
- **Resident's Associations.**

Rejected Applications

The Council is unable to support:

- **General appeals.**
- **Individual appeals or sponsorship.**
- **Commercial enterprises which aim to generate a profit.**
- **Projects with party political links.**
- **Projects which discriminate on the grounds of age, colour, impairment, marital status, lifestyle, culture, nationality, race, gender, sexuality or on the grounds of economic or social status.**
- **Retrospective applications for events or projects which have already happened.**
- **Services which should be provided by statutory funding.**
- **Projects which are the responsibility of Somerset Council.**

- **Ordinary or regular staff salary costs (although hiring in an external specialist is acceptable if the benefit to residents can be demonstrated).**
- **Applications submitted by members of staff or Councillors of Wells City Council. (Wells City Council staff and Councillors may be involved in or members of applicant organisations. However, to ensure transparency and neutrality, applications must not be submitted directly by Council staff or Councillors).**

In these instances, the RFO will contact the applicant to explain the reason(s) why their application will not progress.

Organisations receiving statutory funding are not eligible to apply for a community grant unless they can prove that their application fits outside of their statutory funding requirements. Where possible, these organisations are encouraged to apply via any supporting group e.g. schools a 'friends of' or their respective PTA.

Should an application be received by an organisation which or whose representatives have made public comment(s) about the City Council within the last 12 months which may or potentially amount(s) to being defamatory in nature, generally or with reference to Community Grants schemes, the Finance Committee will be informed and can decide to defer the application on these grounds.

The Finance Committee will consider the following as part of their decision-making process:

- **Whether the budget is flawed or unsustainable.**
- **Does the project offer value for money.**
- **The quality of application.**
- **Whether the project could be considered high risk.**
- **The number of recipients and the impact of the project.**
- **If a grant has recently been awarded to the same group for similar project from Wells City Council.**
- **Whether feedback has been received if previously awarded a grant by Wells City Council.**
- **Whether a clear breakdown of costs has been provided.**
- **Whether or not they support each of the items contained within the breakdown of costs on the application form. They may remove any item(s) on a grant application if they don't agree with how the money will be used and it will not impact the overall project. This may result in a partial grant being awarded.**

Where a Councillor is involved in either a voluntary or paid capacity with the organisation applying, they must be clear in their declaration of interest and whether they are abstaining from the vote or leave the meeting room for that item if required.

The Finance Committee will seek to fund projects in full. Where this is not possible, it may remove specific elements of an application to ensure transparency in decision making and that projects are realistically funded and deliverable.

Minutes of the meeting will be circulated and all applicants, whether successful or not, will be informed of the decision within two weeks of the meeting. The decision of the Finance Committee is final.

Successful applicants will be invited to the Town Hall to take a photograph with the Mayor of Wells for promotional purposes. The photos will be shared on the City Council's website and may appear in social media and printed media.

Grant Payment

Funds will be transferred to the organisation via BACS within three weeks of the meeting. Funds will not be paid to an individual. If an organisation does not have a bank account, they can arrange for another community organisation to receive and hold the funds, but this must be advised as part of their application (Do you need to reference this above???).

Occasionally conditions may be applied, which the applicant will need to address as part of the approval before payment can be made. Where a grant is awarded for a project that is relying on match funding from other organisations, the funds will not be released until the organisation has reached the target set by the Finance Committee.

If the organisation is relying on a grant from the Town Council, it should not commence the activity until the award of a grant has been confirmed. The grant must only be used for the purpose for which the application was made.

Monitoring

Successful applicants will be subject to monitoring to ensure good use of funding. This may include requests for annual reports detailing expenditure or other results. Proof of purchase is required to confirm that the grant funding was spent on items applied for. Failure to do this may jeopardise future grant applications or the City Council may request the return of the awarded grant.

All recipients are required to complete the feedback form stating the purpose of the grant, what has been delivered, the effect the project, activity or event has had on those taking part or receiving it and provide evidence of positive recognition given to the City Council. Recipients will be contacted for this purpose.

Recipients are required to give positive recognition to the City Council through publicity and promotions and where possible are expected to invite the Mayor to attend events relating to the project, activity or event after the grant has been awarded.

Withholding, Suspending and Repayment of Grant

The Town Council's intention is that the grant will be paid to the recipient in full.

However, without prejudice to the Council's other rights and remedies, the Council may at its discretion withhold or suspend payment of the grant (and/or require repayment of all or part of the grant) if:

- The recipient uses the grant for purposes other than those for which they have been awarded.
- The Council considers that the recipient has not made satisfactory progress with the delivery of the project.

- The recipient is unable to use the grant for the purpose it was awarded and within the stated timescale.
- The recipient is, in the reasonable opinion of the Council, delivering the project in a negligent manner.
- The recipient obtains duplicate funding from a third party for the same (or part of the) project, activity or event.
- The recipient provides the Council with any materially misleading or inaccurate information.
- Returned funds will be added to the relevant grants budget for that municipal year and split evenly across all remaining meetings.

Scheme Governance

This policy is issued by the Finance Committee of Wells City Council, which is comprised of nine Councillors, who will meet two times per year to consider applications based on the criteria outlined in this policy. All applications received by the City Council will be considered on their own merits.

The scheme is managed by the Town Clerk, and the day-to-day administration of the process is delegated to the RFO / Customer Service and Governance Manager, within a GDPR framework which protects the confidentiality of individuals and any sensitive or personal data.

Contact Details

Completed application forms and supplementary information can be returned either by post to:

Council Grants, Wells City Council, Wells Town Hall, Market Place, Wells BA5 2RB

Or by email rfo@wells.gov.uk

If you would like help completing the application form, or for any further information on the scheme, please call 01749 673091.

APPENDIX B

COMMUNITY GRANT APPLICATION FORM

ABOUT YOUR ORGANISATION

Name of organisation	
-----------------------------	--

When was your organisation formed?	
---	--

Is your organisation a registered charity?	
---	--

Is your organisation part of, or affiliated to, any national organisation?	
---	--

Briefly describe the aims and objectives of your organisation including details of events, services, projects, and activities currently provided. If you are new, describe what you plan to provide.	
---	--

ABOUT YOUR PROJECT, EVENT, OR ACTIVITY

Project	Start Date	/ /
	Finish Date	/ /
	Total Cost	£
	Grant Applied For Please note the maximum is £500	£

If you are not applying for the full amount, please specify where the remaining funds will come from.	
--	--

Describe the project, event, or activity for which you require a grant:	
--	--

Please be specific about what you will achieve and how you will achieve it.	
--	--

If the money requested only forms a part of the overall cost, what would this grant be specifically spent on in the context of the project or activity?	
--	--

--	--

Please explain how you have identified a need in the community for this project, event or activity and what difference a grant will make.	
---	--

If applicable, what is the demographic of those people who would benefit? (e.g. youth, older adults, disabled people)	
---	--

Approximately how many people will benefit in Wells? Please be as specific as possible.	
---	--

How will you measure the success of your proposal?	
--	--

What are the main risks for the success of the project, event or activity	
---	--

and how will these risks be managed? i.e. financial challenge, health and safety, weather	
---	--

Please list any supplementary information in support of your application (for example additional literature, leaflets or a recent annual report).	
---	--

FINANCIAL INFORMATION

Please provide a breakdown of your costs, detailing how each aspect of the grant would be spent if your grant application is successful. Applicants are reminded you will have to provide proof of purchase for all Wells City Council funding on your feedback form (please see policy):

Description Not supported: Ordinary or regular staff salary costs (although hiring in an external specialist is acceptable if the benefit to residents can be demonstrated); general appeals	Total Cost	Amount requested from Chippenham Town Council
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£

Total	£	£
--------------	----------	----------

Have you received a Wells City Council grant within the previous two years?	Amount £
	Year:

Are you seeking funding support from any other organisation? Examples include other Authorities, local supermarkets, businesses and other national and local organisations.

Organisation approached	Purpose	Amount approved
		£
		£
		£
Total		£

Are you seeking Match Funding?	
---------------------------------------	--

If you have not made applications to other organisations for funding, please give your reasons.	
--	--

If applicable, please give details of your fundraising efforts and how much has been raised towards the cost of the project, event, or activity:

Type of activity	Amount raised	Amount still to raise
	£	£
	£	£
	£	£
	£	£
	£	£
Total	£	£

If your organisation has financial reserves, for what purpose are they held?

Amount	Purpose
£	

£	
£	
£	

APPLICATION CHECK LIST

All questions have been answered accurately.	☐
You have been clear on the amount of grant required and provided a detailed breakdown of costs.	☐
You have included the organisation's latest full set of accounts (income and expenditure) or the organisation's latest bank statement and are prepared to provide the organisation's comprehensive budget and/or business plan if required.	☐
You have included a copy of relevant insurance policies, where applicable.	☐
You are aware of the dates of the meetings and have submitted this application more than three weeks in advance of the meeting at which you would like your application to be considered.	☐
You have included the separate Grants Scheme Applicants Information Form.	☐
You have signed the declaration on the last page of your application.	☐

DECLARATION

I declare that:

I have read and accepted the policy and conditions of funding and have answered all questions fully and truthfully. I also declare that any grant made will be used solely for the purpose outlined in this application.

I understand that:

Wells City Council may ask for additional information at any stage in the application process.

A representative from the organisation is encouraged to attend the meeting to speak in support of the application. Apologies are to be sent ahead of the meeting if no one can attend.

If the grant application is successful, I will be required to provide details of proof of purchase / how the grant funding was used on the feedback form. Failure to do so may harm future applications to Wells City Council.

The Finance Committee may reduce the final amount awarded to me if they don't agree to fund an item on my application, this may be due to lack of support for the item or availability of funds.

If the grant is only partially used it is my responsibility to return these unallocated funds to Wells City Council and cannot be used for any unspecified items.

Page Number:

Wells City Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

I must provide positive recognition to the City Council through publicity and promotions, and I am encouraged to invite the Mayor where possible to visit my project, event or activity.

Details of this application will be made public in the agenda and reports for the Finance Committee. Private and sensitive data, such as contact information and bank details, will not be disclosed to the public, however Committee members may request and be shown items such bank statements, insurance details, etc.

Signature:

Name:

Date: