	Α	В	C
	Environment	INCOME	EXPENSES
		budget	budget
1	Work Programme and Budget 2021-22	2021-22	2021-22
	Allotments - Work with Frome's Allotments Association to provide well-managed allotments in		
2	Frome		
3	Allotments Staff cost only:		
4	Provide practical support to the FAA; including completing agreed works in a timely fashion		
	Regular meetings with FAA to discuss and agree works and to consider future projects		
	Cleanliness - Help to keep Frome clean, tidy and welcoming		
	Cleanliness Staff cost only:		
8	Work in partnership with MDC across the town to ensure the town is clean and tidy		
	Engagement - Support community involvement in Frome's parks and green spaces		£1,000
	500-4047 LTA loan repayment		
	Loan repayment for tennis courts on Mary Baily Playing Field (Yr 4 of 10 - ends Aug 2027)		£1,000
	Engagement Staff cost only:		
13	Continue to oversee the Critchill Rangers' volunteering; working in more parks and green spaces		
14	Continue to oversee the Discovery volunteering sessions; working across FTC's parks and green spaces		
	Market Place - Safe operational management of the Market Place in partnership with MDC		
	Market Place Staff cost only:		
17	Work with MDC to transfer the freehold of the Boyle Cross and the Market Rights		
	Open spaces - Maintain and improve Frome's parks and green spaces	£13,714	£437,955
19	500-1019 INCOME Boyles Cross MDC		
20	MDC contribution to Boyle Cross maintenance	£7,500	1
21	500-4033 Community Open Spaces		
	Continue to maintain high standards in the town's parks and green spaces, working safely and		£46,000
22	efficiently to deliver everyday upkeep and reactive work		140,000
23	Establish EMR for new and replacement play equipment		£15,000
24	500-4035 Contrd mowing/hedge cutting		
	Grass cutting and hedge works across the estate - reduced to reflect greater balance of in-house work		£12,000
	from 2021		212,000
26	500-4036 Contracted bins/litter collect		
	Emptying bins and litter picking across the FTC estate – including skips as necessary; and dealing with		£25,000
	fly-tipping		223,000
28	500-4037 Contracted VP Toilet servicing		
29	Upkeep and repairs of the public toilets in Victoria Park (relating to the current, existing buildings)		£15,000
	500-4039 Floral supplies		
55	Rangers to lead on floral planting in the town centre, including the Market Place - increased to cover		
31	planting at C/G Walk; Catherine Hill and Market Place		£8,000
	500-4118 Boyle Cross Maintenance		
	Scheduled and reactive upkeep of the fountain		£15,000
	500-4908 Tree maintenance		213,000
	Tree surgery, new trees, related supplies across the estate		£6,500
	500-4909 Tree planting		
37	Establish and implement the Wild about Trees project, including community planting days in 2020-21		£3,000
	501-1001 INCOME VP Cafe rent income		
	VP Café rent	£2,575	
	501-1010 INCOME Grant Funding	,,,,	
	Kickstart Ranger grant	£3,639	
	501-4001 Salaries & Wages	9	

	Α	В	C
	Environment	INCOME	EXPENSES
		budget	budget
1	Work Programme and Budget 2021-22	2021-22	2021-22
43	One SCP and 1.25% salary increase - incls 4 mths Kickstart Ranger and weekend VP Toilets cleaner		£249,805
44	501-4006 Protective clothing incl H&S		
45	Ranger uniforms - all weathers		£3,000
46	501-4007 PPE Town Rangers & volunteers		
47	Personal protective equipment & clothing (safety)		£1,200
48	501-4008 Training/Travel & Subsistance		
49	Rangers training/travel & Subsistance		£6,000
50	501-4028 Equipment & Vehicle maint		
51	10% increase to reflect additional use of vehicles and equipment with all grass cutting moving in-house		£6,800
52	501-4029 Equipment & Vehicle fuel		
53	Fuel for Transit, chainsaws, strimmers, leaf blowers etc.		£3,000
54	501-4435 Victoria Park Office		
55	All consumables for the VP building, greenhouse & yard		£2,250
56	501-4901 Equipment replacement		
57	New or replacement tools and equipment		£6,500
58	501-4925 Vehicle lease repayments		
59	2020 electric maintenance vehicle (lease purchase)		£8,900
60	Contribution towards new vehicle plus using EMR cfwd from 20-21 also.		£5,000
61	Environment & Resilience		
62	Develop an environmental resilience framework		
63	Open Spaces Staff cost only:		
64	Cyclical reviews of FTC's management plans at Council Matters meetings		
65	Implement agreed site management plans		
66	Take on responsibility for Egford play area; supporting residents and the local community		
	Support the local communities in developing and delivering plans and improvements for Chapmans		
67	Close, Packsaddle & Tower View		
	Victoria Park EMR - Development projects		
69	Restoration of Victoria Park Toilets to be funded by EMR 326		
70	Grand Total	£13,714	£438,955

	А	В	С
	Communities Development	Income	Expense
	-	budget	budget
'	Work Programme & Budget 2021-22	2021-2	2021-22
	CYPF - Children, Young People and Families Project work to identify and address gaps in		£17,000
	services and provision.		
	601-4711 Community & YP PO Projects		
_	Comission detached youth work, play work and holiday activity projects		£5,000
	Delivery of a topic based training programme for community members, parents carers and		£4,000
	practitioners to address current issues (drugs, mental health, play, anti social behaviour)		
_	Support partner orgs / neighbourhoods to establish new projects eg) Playing Out, Homestart		£3,000
	Develop & launch Family Connect		
	Continue to map existing and emerging provision.		
	Identify models of best practice that meet needs from elsewhere		
	Work with partner organisations and services to identify and fill gaps in a coordinated way		
	Develop and launch the information and signposting to services for CYP.		£5,000
	Grants - Provide financial support for Community Organisations		£143,000
	602-4052 Fair Frome		
	Fair Frome		£15,000
15	602-4800 Partnership & Community Grants		
16	Administration of and support for a new Large grant / Multi year agreement fund		£55,000
17	Administration of and support for Mayors Grant (grants up to $\pounds_{300}$ )		£5,000
18	Administration of and support for the Community Grant Scheme (£300 - £3000).		£60,000
19	602-4850 Harry's Hydro MYA		
20	Harrys Hydro MYA (20-21 Yr 10 of 10)		£8,000
	Neighbourhoods - To work with neighbourhoods to develop local initiatives which support		£11,500
	cohesion and sustainable solutions to social and environmental issues		
	601-4706 Community Development Work		
	Support meetings and discussions with partner services and agencies to address issues.		
	Support the delivery and sustainability of neighbourhood projects; to include planting and growing		£2,000
	initiatives		
	Support the organisation and delivery of neighbourhood activity days; litter picks, street parties,		£2,500
25	community action days		22,500
26	Provide practical resources, support, advice and training for street and neighbourhood groups.		£5,500
27	Enable the growth and development of new street and neighbourhood networks		
28	Support the development and long term independence of the neighbourhood network		£1,500
29	Support - Supporting organisations to become resilient and sustainable		£40,759
30	600-4750 CCTV funding		
31	Contribution to MDC for CCTV funding - in negotiation		£9,289
32	600-4790 School crossing patrol		
_	School Crossing Patrol		£5,970
	601-4725 Fundraising support		
	Specialist support to address priority issues (to include bespoke fundraising support)		£15,000
	601-4729 Community Group development		
	Coordination and delivery of training programme for business and community groups		£5,500
	Provide one to one, responsive support for community organisations; to include facilitation for trustees		
	and management groups, business planning, partnership working and other support to address priority		£5,000
	areas of need.		5,-50
38	Support and advice on fundraising and grant application processes		

	Α	В	С
	Resilience	Income	Expenses
		budget	budget
1	Work Programme & Budget 2021-22	2021-22	2021-22
2	Climate - Lead action on climate change		£150
	608-4455 Bike Jumble Donations to FML		
	Promote bike jumble activities to encourage re-use and repair		£150
	Climate Action Staff time only:		
6	Climate change empowerment programme for local schools		
7	Develop web pages on climate action/resilience work using Your Priorities - subject to securing funding for new Resilience Engagement Officer		
	Further develop Carbon Neutral Plan for 2030		
0			
9	Promote resilience & reduction of carbon across all FTC activities. Pursue de-carbonisation grants.		
	E-bike hire	£1,536	
	608-1042 Income E-bike hire		
	Est income from $f_{12}$ per day regular e-bike hire (separate to Cycling by Prescription)	£1,536	
	Energy - Enable energy and carbon savings		
	Energy Staff time only:		
	Help schools to reduce energy demands through Energy Sparks and Salix loans		
	Lend thermal imaging camera		
	Lobby for divestment (SCC Pension Fund)		
	Ethical - Enable good business		
	Ethical Staff time only:		
	Conduct and promote Good Business visits and accreditation Food & health Sustainability		
	Staff time only:		
	Explore enabling communities to bulk buy food		
	Green & Healthy Future - Lotto Climate Action Fund Grant	£63.266	£63,266
	608-1010 Lotto CAF grant income		
	Original grant approved - Year 1 payment schedule	£63,266	
	608-4453 Lotto CAF grant - Evaluation		
	External fee to universities for verification		£3,000
29	Marketing and comms		£700
30	Volunteer expenses		£400
31	Climate action researcher/evaluation		£12,622
32	608-4453 Lotto CAF grant - Healthy Homes		
	CSE Training local community groups		£1,160
	Promotion & marketing		£750
	CSE other staff costs - follow up calls, home visits, support (CSE match funding to £12k)		£o
	FRECO match funding to £4,500		£o
	Staff costs & training community groups		£11,648
	Printing, postage, volunteer costs		£3,150
	Other project activities:		
40	Assist fuel poor households through Green & Healthy Future (Lotto CAF)		
41	Develop pedal powered resources for schools and community groups via Cycling by Prescription (Lotto CAF funded Green & Healthy Future)		
	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF)		
	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF)		
42 43	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling		
42 43	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling by Prescription (Lotto CAF funded Green & Healthy Future)		
42 43	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling by Prescription (Lotto CAF funded Green & Healthy Future) Promote public transport, volunteer driver scheme, liftshare, car clubs, EV charge point network,		
42 43 44	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling by Prescription (Lotto CAF funded Green & Healthy Future) Promote public transport, volunteer driver scheme, liftshare, car clubs, EV charge point network, sustainable transport, cycle courier & e-cargo bikes, walking, cycling and rickshaws (Cycling projects		
42 43 44	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling by Prescription (Lotto CAF funded Green & Healthy Future) Promote public transport, volunteer driver scheme, liftshare, car clubs, EV charge point network, sustainable transport, cycle courier & e-cargo bikes, walking, cycling and rickshaws (Cycling projects are Lotto CAF funded)		
42 43 44	Explore and promote opportunities for retrofit through Green & Healthy Future (Lotto CAF) Organise events and activities that change behaviour through Green & Healthy Future (Lotto CAF) Promote food security initiatives e.g. Field 2 Fork & deliver Healthy Homes by Prescription & Cycling by Prescription (Lotto CAF funded Green & Healthy Future) Promote public transport, volunteer driver scheme, liftshare, car clubs, EV charge point network, sustainable transport, cycle courier & e-cargo bikes, walking, cycling and rickshaws (Cycling projects		

	Α	В	C
	Resilience	Income	Expenses
	Work Programme & Budget 2021-22	budget	budget
1		2021-22	2021-22
	Train community connectors to become climate ambassadors through Green & Healthy Future (Lotto		
47	CAF)		
48	E bike 'Cycling by prescription' facility development through Green & Healthy Future (Lotto funded CAF)		
	Support local groups and encourage sharing of ideas through Transition Shed project		
	608-4453 Lotto CAF grant - Cycling by prescription		
	E-bikes - capital purchase		£5,000
	E-bikes development		£300
	E-bikes expenses		£225
54	Leaflets and posters		£200
55	Salaries - cycle confidence classes		£1,250
56	Bike insurance, maintenance & storage - cost TBC		£4,500
57	608-4001 Lotto CAF project co-ordination		
58	Project co-ordination - staff time		£18,361
59	Transport - Enable sustainable transport		£24,000
	608-4448 Sustainable transport		
61	Purchase new e-bikes for FTC hire scheme		£4,000
62	Organise School Travel Challenge - Spring & Autumn 2021		£4,000
63	Transport Staff time only:		
64	Clean air monitoring network		
	Local Cycling & Walking Infrastructure Plan (LCWIP) subject to SCECF funding & use of $\pounds_{7k}$ EMR		
	20/21		
	608-4449 School Streets		
	School Streets development work (match funding)		£9,000
	608-4450 Local Cycling Walking Infrastructure Planning (LCWIP)		
	LCWIP development work (match funding)		£7,000
	Waste - Reduce waste		£2,000
	608-4446 Waste reduction		
	Support SHARE shop, community fridges and replication, Moon Cup/period poverty campaign		£2,000
73	Grand Total	£64,802	£89,416

	A	В	С
	Prosperity & Economic Regeneration	Income	Expenses
	Work Programme & Budget 2021-22	budget	budget
1		2021-22	2021-22
2	Business - Provide business support, advice and improve access to vocational education		£9,925
3	700-4122 Economic & Community Research		
	Research with town centre businesses and visitors and benchmark performance of town centre against		£618
	similar towns elsewhere		
5	700-4137 Micro enterprises support		
	Continued work to support economic recovery incl. business surveys, advice/information to		
	businesses, showcasing independent businesses, Festival of Commerce in partnership with Frome		£4,000
_	Chamber		-
	Summer event in lieu of Christmas market. Other networking events throughout the year		£2,000
	700-4420 Cheese & Grain Property Maint		
	Contribution to building insurance premium in line with lease		£3,307
	Business general EMR 372		
	Coaching and mentoring support - EMR of £2k		
_	Planning		£4,000
13	Advice		
	Provide planning advice and support for businesses and residents, general planning enquiries, face to		
	face, email & telephone - staff time only		
15	Influencing new development		
	Continue to lead and campaign to secure the right development for Frome, to secure beneficial S106		
16	funding and encourage initiatives for self -build - staff time only		
	Create and maintain a list of strategic demands (translating to S106 projects) to share with MDC - staff		
17	time only		
	Monitor S106 agreements to ensure the money is paid to MDC/SCC and that schemes are developed		
18	and the money gets spent - staff time only		
	Continue to influence Local Plan Part 1 revision, identify the issues on which we will campaign and		
19	lobby - to include green open spaces		
	Develop a wish list aimed at developers that sets out sustainability and other ambitions drawing on		
20	Neighbourhood Plan, Town Design Statement etc. to influence new development		
21	Provide support for Fair Housing for Frome and the Community Land Trust		
	Continue to work with new CLT, MDC and others to bring forward new housing development in Frome		
22	that is truly affordable with reference to the local earnings profile		
	Strategic		
24	Transport Strategy working with MDC & SCC		£4,000
25	Regeneration Projects		
26	General		
	Where strategic encertupities arise and subject to visbility bring ferward new regeneration prejects		
27	Where strategic opportunities arise and subject to viability bring forward new regeneration projects		
28	Town Centre Regeneration		
29	Market Place		
30	Boyle Cross - continue to explore how the site can be better used for events		
	Market Place Phase 3 development		
	Saxonvale		
	Saxonvale - through the Project Board and in other ways continue to influence the scheme to ensure		
33	that the application aligns with the Council's objectives		
_	Grand Total		£13,925

	Α	В	С
	Marketing & Communications Work	Income	Expenses
	Programme & Budget 2021-22	budget	budget
1	•	2021-22	2021-22
2	Discover Frome - Improve the image of and pride in the town making it attractive for residents, visitors and investors	£1,442	£15,545
	803-1013 INCOME Mendip Tourism		
	A new bid - Sound Walks - art project. If grant received then full sum will be given to external project		
4	co-ordinator to deliver.	£o	
	803-1020 INCOME Discover Frome		
	Discover Frome sales	£1,442	
7	803-4950 Discover Frome		
	a) Ensure that events are supported through the Discover Frome brand for the benefit residents and		
8	visitors, arts and culture sector		
	b) Manage Information point and volunteers with a focus on Arts, Culture, events and walking &		
9	cycling		
	c) Discover Frome Info Point - rent, phone, stationery & consumables		£4,000
	d) Discover Frome website & social media - develop maintenance and content development		£2,000
	e) Discover Frome website accessibility work		£5,000
	f) Saleable stock		£1,545
	g) Support the Arts community through strategic links and partnerships		
	h) Promote walking and cycling as a visitor attraction		
16	h) The Annual - subject to additional funding		£o
	i) You're Welcome - venue grants to extend and promote toilet facilities for residents and visitors		£3,000
17	across the town		23,000
18	803-EMR-390 Discover Frome App & Screen development		
19	Develop interactive screen for the information point - EMR 390		£o
20	Discover Frome App - EMR 390		£o
-	Engagement - Enable participative engagement with the town		£51,000
22	502-4745 Participatory Budgeting		
	People's Budget Events		£25,000
	502-4747 Participatory Budgeting Town Vote		
	People's Budget Town Vote		£10,000
26	601-4731 Engaging Young People		
27	Make it Happen Youth Conferences - 2 events in 21/22		£16,000
_	Internal communications systems		
	Database/CRM+project		
	Continue to contribute to CRM development		
	General		
32	Ensure a high level of comms between staff and staff & Cllrs		
	Marketing & Comms - Provide information to residents about FTC projects, activities and		£9,500
	services for engagement, well being and civic pride		
34	803-4128 Marketing general		
-	a)Use all communication channels (digital, print, and face to face) to provide clear and timely		£7,000
-	information. Wherever possible, all comms to include 'why' FTC is doing something.		()
_	b) Support all FTC projects where resources allow across the work programme		
37	c) FTC website general maintenance - regulary updated with new relevent content		£2,500
	d) Work with noticeboard ambassadors to ensure up to date notices to support community,		
	educational and performance based events. Increase number of noticeboards as necessary.		
	Strategic Marketing & Communications		
	803-4128 Marketing general		
	Review the Comms and Marketing Strategy Jan 2022	C	6
	Town Events - Deliver Town Events to support the strategic aims of the council	£375	£57,000
	502-1050 INCOME Christmas Event	<u> </u>	
	Christmas Event stalls/income	£375	
	502-4320 Town events - manage, support and deliver events & steward teams		
	Accelerate (2 day cost neutral conference) financed from funds bfwd		£o
	Apple Day		£1,000
_	Business Festival		£1,000
	Christmas Promotions		£500
-	Fiverfest		£500
51	Frome Busks		£1,000

	Α	В	С
	Marketing & Communications Work	Income	Expenses
	Programme & Budget 2021-22	budget	budget
-		2021-22	2021-22
52	Graffiti expo		£o
	History Festival		£2,000
	Made differently days - FTC engagement		£o
	Opportunity events - Remembrance		£2,000
	Visitor Conference		£1,000
	Visual Town Event (prev Fireworks)		£15,000
	Walking Festival		£1,000
59	Women's Conference		£1,000
60	Workwear for central staff		£2,000
61	502-4325 Christmas Event		
62	Deliver a town Christmas event		£10,000
63	502-4333 Christmas Lights		
64	Christmas Lights - including $\pounds$ 8k for Palmer St (listed bldg. works initially)		£19,000
65	Town Hall - Market & manage presentation of the Town Hall	£1,545	£3,000
66	803-1011 INCOME Info Centre shop sales		
67	Info Centre shop sales	£1,030	
68	803-1018 INCOME Info Centre commission		
69	Info Centre commission	£515	
70	803-4532 Frome Town Hall Marketing		
	a) Ensure that the Town Hall is fit for purpose and can deliver events: Open, accessible, good quality		
71	experience.		
72	b) Ensure quality stewardship of all meetings and activities at the Town Hall		
73	c) Manage cleaning/caretaking team to ensure excellent standards in cleanliness.		
74	d) Implement Town Hall marketing strategy		£3,000
75	Grand Total	£3,362	£136,045

Frome Town Council Work Programme & Budget 2021-22 - agreed at Council 20 January 2021

	Α	В
1	Relationships Work Programme & Budget 2021-22	Expenses budget 2021-22
2	Evaluation - Evaluating FTC's impact	£10,000
3	802-4058	£10,000
5	Carry out an Equality Impact Assessment of the work programme	£10,000
6	Evaluation	
	Contribute to the outcome of the unitary debate - Ensure devolution of services in the upcoming	
8	unitary debate	
9	Relationships - Building relationships	
10	Relationships	
12	Bring together local parish councils to share priorities and issues as and when required.	
	Frome Councillors Forum - Continue to bring together Frome councillors from three tiers of local	
13	government to explore joint priorities.	
	Meetings & engagement enhancement - Continue to experiment with meetings to improve public	
	participation and engagement using different room layouts, amplification, live streaming, improved	
14	promotion and reporting back.	
15	Grand Total	£10,000

Frome Town Council Work Programme & Budget 2021-22 - agreed at Council 20 January 2021

Α	B C
Central Services	Income Expense budget budget
1 Work Programme & Budget 2021-22	2012-22 2021-22
2 Civic activities	£7,3
3 800-4301 Mayor's allowance	
4 Mayor's allowance	£5
5 800-4303 Cllr's allowances	
6 Cllrs Allowances	£5
7 800-4312 Civic 8 Civic	
9 800-4321 Election costs	£7
9     800-4321 Election costs       10     Annual savings towards 2023 election expenses	£4,5
11 800-4715 Twinning	
12 Twinning	£1,0
13 Covid-19 pandemic contingency budget	£35,0
14 804-4003 Covid-19 budget contingency	
15 Covid-19 contingency for costs	£35,0
16 Finance - Maintain sound financial management	£o
17 802-1090 INCOME Bank account interest	
18 Interest rates anticipated to be close to zero	£o
19 General - New projects research	
20 Finance comparisons, research, modelling and analysis	
21 General - Year End External reporting	
22 Annual Governance & Accountability Return (AGAR) preparation a	& submission to external auditors
23 General - Keep under review & improve systems relating to:	
24 Asset Register maintenance	
25 Budget monitoring monthly with all budget holders	
26 Business Rates - revaluation project for the Town Hall	
27 Day to day bookkeeping	
Financial controls, finance modelling, analysis, monthly reporting,	, year end forecasting and five year
28 forecasting	
29 FTC's Financial Regulations	
30 Month-end accounts and reconciliations	
31 Monthly payroll build, processing & reporting	
32 Pension liaison with Peninsula group, maintain pressure to divest f	rom fossil fuels.
33 Preparation of annual budget & Precept submission	
34 Town Hall front desk, telephone lines & customer services	
35 HR management - resource, policies & processes	£760,4
36 802-4001 Salaries & Wages	Cleaners and Stowards, incl. 250/
All salaries (excl Environment) - Central teams, Discover Frome, increase allowance.	£730,4
38 802-4008 Training/Travel & Subsistance	
39 Staff training, travel & subsistence budget	£22,0
40 802-4024 Subscriptions & advertising	
Professional subscriptions, recruitment advertisements, legal subs	scription relating to Staff Contracts.
41 Handbook, Policies and other HR matters	£7,5
42 802-4058 Legal & professional fees	
43 Keep recruitment proceedures under regular review & maintain up	to date DBS checks £5
Internal Controls - Internal control & managing risk, incl Risk F	Register & GDPR policies & £18,0
44 procedures	10,0
45 802-4025 Insurance & bank chgs	
46 Insurance (Yr 2 of 3 yr agreement), bank, card and online paymen	t facilities charges £13,4
47 802-4055 Audit fees - external	
48 External auditors annual inspection	£2,7
49 802-4056 Audit fees - internal	
<ul> <li>Internal auditors visit x 4 a year to audit accounts and review proce</li> <li>Internal controls general - Policies, systems, connectivity &amp; ef</li> </ul>	
52 GDPR policies - review strategy & update policies e.g. cyber-attac	
Keep under review, improving internal systems regularly - in 2021	
53 database & CRM+ project	processes
<ul><li>53 database &amp; CRM+ project</li><li>54 Purchase Order system/Accounting software/Town Hall Bookings</li></ul>	lateff velocation of veroperation
<ul> <li>53 database &amp; CRM + project</li> <li>54 Purchase Order system/Accounting software/Town Hall Bookings</li> <li>55 Review &amp; update the business continuity plans, including business</li> </ul>	/staff relocation as necessary
<ul> <li>database &amp; CRM+ project</li> <li>Purchase Order system/Accounting software/Town Hall Bookings</li> <li>Review &amp; update the business continuity plans, including business</li> <li>Risk Strategy reviews &amp; Register update</li> </ul>	
<ul> <li>database &amp; CRM+ project</li> <li>Purchase Order system/Accounting software/Town Hall Bookings</li> <li>Review &amp; update the business continuity plans, including business</li> <li>Risk Strategy reviews &amp; Register update</li> <li>IT &amp; office systems - Ensure IT &amp; office equipment fit for purport</li> </ul>	
<ul> <li>53 database &amp; CRM+ project</li> <li>54 Purchase Order system/Accounting software/Town Hall Bookings</li> <li>55 Review &amp; update the business continuity plans, including business</li> <li>56 Risk Strategy reviews &amp; Register update</li> </ul>	

┝─┤	A	B Income	C Expenses
	Central Services	budget	budget
1	Work Programme & Budget 2021-22	2012-22	2021-22
	Software subscriptions (Office 365 licences for 30 staff, 17 Cllrs, plus Adobe for 4, Pear Mapping, Zoom, EARNIE, Rialtas (accounts), Leave Planner plus IT mthly support (21-22 yr 1 of 3)		£18,307
61 62	802-4074 IT hardware & office equipment		
	Ensure IT adequate for FTC's needs, review regularly for efficiency upgrades, budget for & update as necessary		£9,600
64	802-4129 Database CRM+ project		
65	Database/CRM+ development - central database engine for internal and external use - Frome search function via the website, GDPR efficiency tool, internal systems connectivity, data efficiency and reporting.		£10,000
	<b>802-4520 Telephone/bband/equip hire</b> Telephone (VOIP) service for 30 staff including some with mobiles, using SIM only tariffs and refurbished mobiles where possible		£17,600
	Legal & Professional		£8,000
	802-4058 Legal & professional fees		20,000
	Tenants lease reviews, land transfers and miscellaneous advice		£8,000
	Public Works Loan Board loans	£7,500	£167,854
	710-1025 INCOME PV (C&G) Income		
	Income should be unaffected	£7,500	
	<b>710-4050 PWLB Showfield (40)</b> 504397 (Oct 2040)		£7,260
	710-4053 PWLB C&G bldg (22-38)		27,200
	480735 (Dec 2022)		£16,712
	486578 (Dec 2026)		£11,112
	486730 (Dec 2027)		£14,279
	487642 (Dec 2027)		£3,839
	502473 (2038)		£32,971
	<b>710-4063 PWLB C&amp;G Tower (37)</b> 505650 (PV Panels income covers this) (Jan 2037)		£8,277
	710-4066 PWLB Garsdale/Saxonvale (23)		
	501876 - Researched, loan shld remain to end term. (Mar 2023)		£29,518
	710-4510 PWLB Town Hall (40-41)		6
	504181 (July 2040) 505639 (Oct 2041)		£32,870 £11,016
	Town Hall budget - Monitoring the income & expenditure of the Town Hall	£62,039	£66,500
	610-1055 INCOME Town Hall Tenants	202,033	200,900
	Income - Long term tenants - WHY / FromeFM /FLP / Fair Frome / A&IT	£32,938	
	610-1062 INCOME Meeting room hire		
	Income - Meeting room hire	£8,000	
	610-1063 INCOME Council Chamber hire	60	
	Income - Council Chamber hire Income - Support Stewards billed out	£12,384 £1,560	
	610-1064 INCOME TH Cafe rent	21,500	
	Income - Café desk rental	£4,200	
99	610-1065 INCOME Car parking		
	Income - Car park income	£657	
	610-1073 INCOME Equip Hire&Refreshments	6	
	Income - Equipment hire & refreshment sales 610-4505 Utilities incl rates	£2,300	
	Maintain similar budget to previous years - new boiler efficiences not yet known and current year bills not typical		£24,000
	610-4530 FTH - Cleaning and Recycling		
	Town Hall waste & recycling collections		£10,500
107	610-4531 FTH - Annual Maintenance		
108	Continue to implement a programme of building maintenance requirements for the next 5 years - in particular saving towards roof works		£30,000
	610-4535 Equip Hire & Refreshments cost		
	Town Hall hires equipment & refreshments		£2,000
	Unitary - Research & plan resources and finances for Unitary changes		
112	Finance general Unitary resources planning		
	Research & plan staff resources and finances for Unitary changes		
	Use of General Reserves	£68,090	
	802-1099 INCOME Grants or Reserves Use of general reserves for revenue expenditure in the year	£68,090	
116		LUO.UUU	