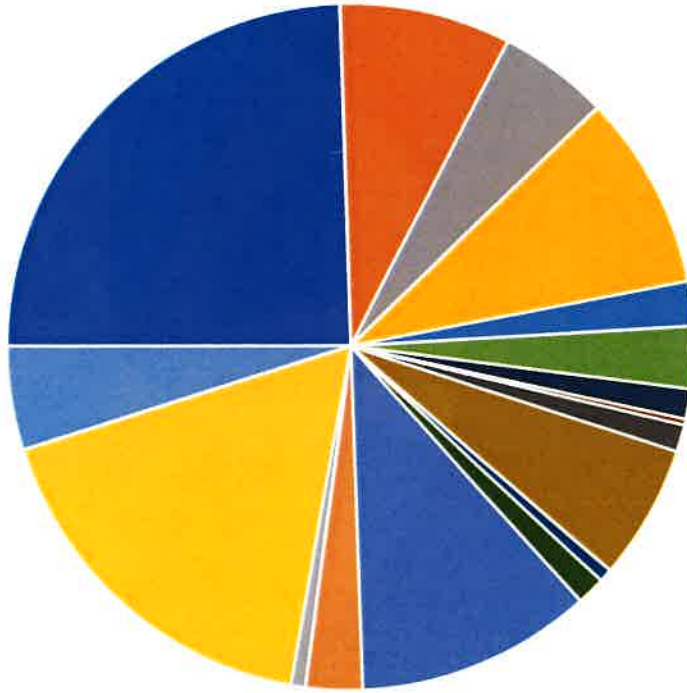


Admin Time Recording
November 2020 to January 2021

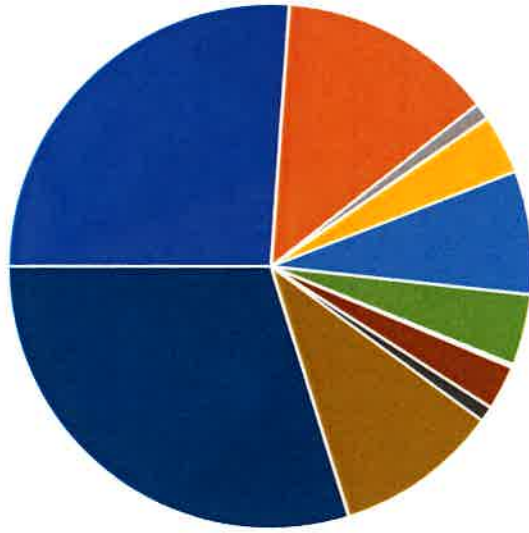


Key

General Administration/Enquiries		24%
Finance/Budget		8%
Town Council - Meeting Admin		5%
Green Spaces - Committee Admin		9%
Town Improvements - Committee Admin		2%
Planning - Committee Admin		3%
Policy & Finance - Committee Admin		2%
Staffing - Committee Admin		0%
Projects (Named)		2%
Festive Dursley		6%
Youth Centre		1%
Town Hall		1%
Cemetery/Burials		11%
Staff Management		3%
Tourism		1%
Absence/Annual Leave		17%
Other		5%

Other activities include: Team meetings, observing CCTV footage, vulnerable person enquiry, attendance at meetings & PCSO enquiry.

Green Spaces Staff Time
April 2020 to January 2021



1 2 3 4 5 6 7 8 9 10 11

	Percentage	Staff Costs	Associated Costs	Total Cost
WMRG	26	£ 20,994.74	£ 14,084.16	£ 35,078.90
CEMETERY	13	£ 10,497.37	£ 2,684.35	£ 13,181.72
ALLOTMENTS	1	£ 807.49	£ 121.87	£ 929.36
ST MARKS	4	£ 3,229.96	£ 487.49	£ 3,717.45
HIGHFIELDS PLAY AREA	8	£ 6,459.92	£ 1,604.98	£ 8,064.90
KINGSHILL PLAY AREA	4	£ 3,229.96	£ 1,117.49	£ 4,347.45
THE VIBE	0	£ -	£ -	£ -
TOWN CENTRE/BROADWELL	3	£ 2,422.47	£ 365.62	£ 2,788.09
TWINBERRROW	1	£ 807.49	£ 121.87	£ 929.36
OTHER	10	£ 8,074.90	£ 1,218.73	£ 9,293.63
AUTHORISED LEAVE	30	£ 24,224.70	£ 3,656.19	£ 27,880.89
		£ 80,749.00	£ 25,462.75	£ 106,211.75

WMRG
CEMETERY
ALLOTMENTS
ST MARKS
HIGHFIELDS PLAY AREA
KINGSHILL PLAY AREA
THE VIBE
TOWN CENTRE/BROADWELL
TWINBERRROW
OTHER
AUTHORISED LEAVE

Other Duties Include:

Strimming, office (meetings), phonebox, Festive, uplifting bags from Tidy Dursley/Dursley in Bloom, watering, mower repairs, town hall, car park.