

## Appendix A

## WIMBORNE MINSTER TOWN COUNCIL

## RESOURCES COMMITTEE MEETING 18 AUGUST 2015

## SCHEDULE OF CHEQUES FOR APPROVAL

| Pay Ref  | Payment Date | Payee                                 | Description   | Amount  | Net     | Recoverable VAT | Dept Code | Merchant Category                  |
|----------|--------------|---------------------------------------|---|---------|---------|-----------------|-----------|------------------------------------|
| D/D 1    | 01.09.15     | East Dorset District Council          | Town Hall - Business Rates September 2015               | 684.00  | 684.00  | 0.00            | 5620      | T/Hall - Business Rates            |
| D/D 2    | 20.08.15     | East Dorset District Council          | Lodge Council Tax - August 2015                         | 218.00  | 218.00  | 0.00            | 6657      | Gen Rec Lodge Exp/CT               |
| D/D 4    | 17.08.15     | Talk Talk Business                    | Connect2Dorset 13.07.15-12.08.15                        | 18.73   | 15.61   | 3.12            | 5406      | Admin - Office Expenses            |
| D/D 17   | 17.08.15     | Bournemouth Water                     | Water - Redcotts Pavilion - 24.01.15-16.07.15           | 59.89   | 59.89   | 0.00            | 6892      | R/Cotts - Pavilion Services        |
| D/D 18   | 01.09.15     | Wessex Water                          | Sewerage - Redcotts Pavilion - 24.01.15-16.07.15        | 212.69  | 212.69  | 0.00            | 6892      | R/Cotts - Pavilion Services        |
| # DC 1   | 28.07.15     | Eco Sustainable Solutions Ltd         | Removal & Disposal Of Compostable Waste - Redcotts      | 394.44  | 328.70  | 65.74           | 6668      | Gen Rec - Contract Work            |
| DC 2     | 05.08.15     | Duronic (via amazon.co.uk)            | Duronic MPS 100/43 Projector Screen                     | 70.66   | 58.88   | 11.78           | 6447      | Building - Buildings Fund          |
| SO 1     | 01.08.15     | Wimborne Business Systems Ltd         | Line Rental & Internet Services - August 2015           | 43.56   | 36.30   | 7.26            | 5406      | Admin - Office Expenses            |
| 008335   | 18.08.15     | Petty Cash                            | Imprest   | 130.90  | 130.90  | 0.00            | 1209      | Petty Cash Account                 |
| 008334   | 18.08.15     | A T King                              | Refreshments - VJ Day Commemoration                     | 395.00  | 395.00  | 0.00            | 5834      | Mayoral/Civic - PR/Civic Exp       |
| 008336   | 18.08.15     | Cllr P H Bartlett                     | Travel Expenses   | 37.56   | 37.56   | 0.00            | 5842      | Mayoral/Civic - Members Travel     |
| 008337   | 18.08.15     | Dorset Furnishing Care                | Cleaning Town Hall Carpets & Chairs                     | 397.00  | 397.00  | 0.00            | 5616/5624 | T/Hall - Carpet Cleaning           |
| 008338   | 18.08.15     | Dutch Touch Designs                   | Supply & Plant 2 Planters - Redcotts Pavilion           | 72.00   | 60.00   | 12.00           | 6663      | Gen Rec - Planting Fund            |
| 008333   | 18.08.15     | Food Events4U                         | Grant - Wimborne Minster Food & Drink Festival 2015     | 500.00  | 500.00  | 0.00            | 2800      | Fund - General Fund                |
| # 008328 | 24.07.15     | Frys Electrical Ltd                   | Supply/Install External Water & Electrical Supply Point | 1800.00 | 1500.00 | 300.00          | 2800      | Fund - General Fund                |
| 008339   | 18.08.15     | Jenna Milton (Kore Cleaning Services) | Cleaning Redcotts Showers                               | 37.50   | 37.50   | 0.00            | 6893      | R/Cotts - Cleaner/Maintenance      |
| 008340   | 18.08.15     | Local World Limited                   | Grant Aid 2016/17 Advertisement                         | 64.80   | 54.00   | 10.80           | 5406      | Admin - General Office Expenses    |
| 008341   | 18.08.15     | Otto Kampf Limited                    | Town Trail Plaques x11 - Refurbishment                  | 990.00  | 825.00  | 165.00          | 2800      | Fund - General Fund                |
| 008342   | 18.08.15     | Pure Gas Heating Limited              | Supply & Install Worcester Boiler - Council Chamber     | 2374.00 | 1978.33 | 395.67          | 6446      | T/Hall - T/Hall Refurbishment Fund |
|          |              |                                       | Committee Room Boiler Service                           | 66.00   | 55.00   | 11.00           | 5615      | T/Hall - T/Hall Boiler Maintenance |

2440.00

|          |          |                                  |   |         |         |        |      |                                     |
|----------|----------|----------------------------------|---|---------|---------|--------|------|-------------------------------------|
| 008343   | 18.08.15 | Sutcliffe Play (South West) Ltd  | Replacement Pod Seat - Leigh Park Play Area     | 139.92  | 116.60  | 23.32  | 6660 | Gen Rec - Repair & Renewal          |
| # 008327 | 24.07.15 | Tammy Sleet                      | Square Bookings Assistance - June               | 292.50  | 292.50  | 0.00   | 5464 | Admin - Square Bookings Assistance  |
| 008331   | 06.08.15 | War On Waste                     | Wheelie Bin Emptying - July 2015                | 148.50  | 123.75  | 24.75  | 6676 | Gen Rec - Waste Disposal            |
| 008329   | 04.08.15 | WPS Insurance Brokers Ltd        | Annual Town Council Insurance                   | 7624.48 | 7624.48 | 0.00   | 5410 | Admin - Insurance                   |
| 008330   | 04.08.15 | WPS Insurance Brokers Ltd        | Annual Motor Fleet Policy Renewal               | 671.99  | 671.99  | 0.00   | 5410 | Admin - Insurance                   |
| 008344   | 18.08.15 | WPS Insurance Brokers Ltd        | Amendments To Annual Insurance Renewal          | 167.84  | 167.84  | 0.00   | 5410 | Admin - Insurance                   |
| BACS     | 21.08.15 | Arco                             | No Parking Sign - Entrance To R/Cotts Rec       | 17.41   | 14.51   | 2.90   | 6658 | Gen Rec - Misc inc X.Tree           |
|          |          |                                  | Groundsman's Clothing & Protective Equipment    | 89.66   | 74.72   | 14.94  | 6670 | Gen Rec - G'Men's PPE               |
|          |          |                                  | Protective Gloves                               | 45.04   | 37.53   | 7.51   | 6670 | Gen Rec - G'Men's PPE               |
|          |          |                                  | Consumables                                     | 32.50   | 27.08   | 5.42   | 6661 | Gen Rec - Consumables               |
| BACS     |          | Chubb Fire & Security Ltd        | Replacement Water Fire Extinguisher - Town Hall | 51.82   | 43.18   | 8.64   | 5624 | T/Hall - Minor Repair/Maintenance   |
| BACS     |          | Custom Security Services Limited | Annual Fire Alarm Maintenance Contract          | 630.00  | 525.00  | 105.00 | 5613 | T/Hall - Fire Alarm System Contract |
| BACS     |          | Gabude                           | Website Maintenance                             | 75.00   | 75.00   | 0.00   | 5465 | Admin - IT Development              |
| BACS     |          | RJS Window Cleaning Services Ltd | Cleaning - Leigh Road Bus Shelter               | 24.00   | 20.00   | 4.00   | 6265 | P&E - Bus Shelter Expenses          |
| BACS     |          | Simon Cameroo                    | Cleaning Council Offices                        | 192.00  | 192.00  | 0.00   | 5622 | T/Hall - Cleaning Contract          |
| BACS     |          | Spaldings                        | Groundsmen's Tools                              | 125.84  | 104.87  | 20.97  | 6669 | Gen Rec - G'Men's Tools             |
| BACS     |          | Top Marks (Dorset) Limited       | Window Cleaning - Town Hall                     | 35.00   | 35.00   | 0.00   | 5624 | T/Hall - Minor Repair/Maintenance   |
| BACS     |          | Trade Uk (Screwfix Direct)       | Groundsman's Clothing & Boots                   | 49.98   | 46.65   | 3.33   | 6670 | Gen Rec - G'Men's PPE               |
| BACS     |          | Tammy Sleet                      | Square Bookings Assistance - July               | 296.40  | 247.00  | 49.40  | 5464 | Admin - Square Bookings Assistance  |
| BACS     |          | Wimborne BID Ltd                 | Town Centre Maintenance/Bench Refurbishment x8  | 1263.00 | 1052.50 | 210.50 | 6269 | P&E - Town Centre Maintenance       |

184.61

1559.40

|      |  |                               |                                     |                 |                 |                |      |                         |
|------|--|-------------------------------|-------------------------------------|-----------------|-----------------|----------------|------|-------------------------|
| BACS |  | Wimborne Business Systems Ltd | Call Charges May 2015               | 40.99           | 34.16           | 6.83           | 5406 | Admin - Office Expenses |
|      |  |                               | Call Charges June 2015              | 31.57           | 26.31           | 5.26           | 5406 | Admin - Office Expenses |
| BACS |  | Salaries                      | Salaries (Council & Cemetery)       | 9019.93         | 9019.93         | 0.00           | 2250 | Salaries                |
| BACS |  | Inland Revenue                | Tax and NI (Council & Cemetery)     | 2101.82         | 2101.82         | 0.00           | 2251 | Tax & NIC               |
| BACS |  | Dorset County Council         | Superannuation (Council & Cemetery) | 1124.28         | 1124.28         | 0.00           | 2252 | Superannuation          |
|      |  | <b>Total</b>                  |                                     | <b>32858.20</b> | <b>31383.06</b> | <b>1475.14</b> |      |                         |

72.56

# - denotes already on SAGE

Sum of BACS Payments

15246.24