

WIMBORNE MINSTER TOWN COUNCIL

RESOURCES COMMITTEE MEETING 22 NOVEMBER 2016

SCHEDULE OF CHEQUES FOR APPROVAL

Pay Ref	Payment Date	Payee	Description	Amount	Net	Recoverable VAT	Dept Code	Merchant Category
DD 1	01.12.16	East Dorset District Council	Business Rates - Town Hall - December 2016	690.00	690.00	0.00	5620	T/Hall - Business Rates
DD 2	20.11.16	East Dorset District Council	Council Tax - Redcotts Lodge - November 2016	225.00	225.00	0.00	6657	Gen Rec - Lodge CT
DD 3	14.12.16	Siemens Financial Services	Photocopier Lease	335.97	279.98	55.99	5409	Admin - Photocopier
DD 6	21.11.16	Extra Energy	Gas - Town Hall 12.10.16-10.11.16	124.05	103.38	20.67	5617	T/Hall - Gas
DD 7	14.11.16	Extra Energy	Electricity - Town Hall 08.09.16-03.11.16	145.08	138.17	6.91	5618	T/Hall - Electricity
DD 8	19.11.16	Extra Energy	Electricity - Redcotts Pavilion 10.09.16-08.11.16	312.14	260.12	52.02	6892	R/Cotts - Pavilion Services
# DC1	13.10.16	Asda Mobile	Groundstaff - Mobile Top Up	20.00	20.00	0.00	6661	Gen Rec - Consumables
# DC2	01.11.16	Asda Mobile	Groundstaff - Mobile Top Up	10.00	10.00	0.00	6661	Gen Rec - Consumables
DC3	14.11.16	Dorset County Council (DWP)	2 x Rolls Commercial Waste Sacks - Dog Bin Emptying	92.50	92.50	0.00	6674	Gen Rec - Dog Bins
DC4	18.11.16	Dorset County Council	Road Closure Notice - Christmas Lights Switch On - 26.11.16	175.00	175.00	0.00	5406	Admin - General Office Expenses
# SO 1	01.11.16	Wimborne Business Systems Ltd	Line Rental & Internet Services - November 2016	62.21	51.84	10.37	5406	Admin - General Office Expenses
008620	22.11.16	Petty Cash	Imprest	121.66	121.66	0.00	1209	Petty Cash Account
008603	31.10.16	Brantal Surfacing LTD	Repairs - Wimborne Cemetery	555.62	463.02	92.60	5469	Admin - Cemetery Misc Exp
008608	22.11.16	Closec UK LTD	Postcards x25 - Mayor's Civic Day	75.00	75.00	0.00	5835	Mayoral/Civic - Civic Fund
008613	22.11.16	DAC Beachcroft LLP	Insurer's Legal fees - VAT Element	818.30	0.00	818.30	5419	Admin - Legal Fees - Cemetery
008607	10.11.16	Dorset County Council	Civil Ceremonies Licence Renewal - 3Yr Term	1030.00	1030.00	0.00	5628	T/Hall - Marriage Licence Fund
008609	22.11.16	East Dorset TIC	Administrative Support Grant	8500.00	8500.00	0.00	5614	Admin - TIC Support
008619	17.11.16	Ecoclean Services	Cleaning Redcotts Toilets & Changing Rooms - September	312.00	260.00	52.00	6893	R'Cotts - Cleaner/Maintenance
			Cleaning Redcotts Toilets & Changing Rooms - October	282.00	235.00	47.00	6893	R'Cotts - Cleaner/Maintenance
			Cleaning Redcotts Toilets & Changing Rooms - November	264.00	220.00	44.00	6893	R'Cotts - Cleaner/Maintenance
008622	22.11.16	Jewson Limited	Postcrete & Consumables	113.30	94.42	18.88	5469/6661	Admin - Cemetery Misc Exp
008610	22.11.16	M B Wilkes	Woodland Mulch - Leigh Park Play Ground	405.36	337.80	67.56	6660	Gen Rec - Repair/Renewal
008621	22.11.16	Mr M P Piper (Martin Piper Tree Care)	Tree Works - Cemetery	985.00	985.00	0.00	5469	Admin - Cemetery Misc Exp
008623	22.11.16	The Print Agency Design & Print Limited	8 x 440gsm PVC Banners - Christmas	396.00	330.00	66.00	5466	Admin - Christmas Lighting
008611	22.11.16	Queensbury Shelters	Arun Cantilever Bus Shelter	4463.71	3719.76	743.95	2800	Fund - General Fund
008612	22.11.16	Richard Broadway - Broadway Design	Design 8 x Christmas Banners	100.00	100.00	0.00	5466	Admin - Christmas Lighting
			Printing Christmas Cards & Posters - Various Sizes	185.20	185.20	0.00	5835	Mayoral/Civic - Civic Fund
008614	22.11.16	SAGE (UK) Limited	SAGE Cover Extra	201.60	168.00	33.60	5406	Admin - General Office Expenses

858.00

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285.20

008615	22.11.16	SSE Contracting Limited	Call Out & Repair Lights - Leigh Park Community Centre Car Park	96.97	80.81	16.16	6655	Gen Rec - Lighting	
008606	10.11.16	War On Waste Ltd	Wheelee Bin Emptying - October	141.60	118.00	23.60	6676	Gen Rec - Waste Disposal	
			Wheelee Bin Emptying - October - Additional Collection	26.91	22.43	4.48	6676	Gen Rec - Waste Disposal	
			26 x Prepay Bags - Recycling Collections - Town Hall	54.60	45.50	9.10	5406	Admin - General Office Expenses	223.11
008616	22.11.16	Wimborne Roofing Specialists Ltd	Repairs - Cemetery Chapel Roof	144.00	120.00	24.00	5469	Admin - Cemetery Misc Exp	*
008617	22.11.16	Wimborne Rugby Football Club	Insurance Claim - Vandalism	1063.33	1063.33	0.00	5410	Admin - Insurance	
008618	22.11.16	Xadon Limited	Wedding Booking NCR Forms x100	156.00	130.00	26.00	5406	Admin - General Office Expenses	
			Order Book NCR Forms x150	162.00	135.00	27.00	5406	Admin - General Office Expenses	318.00
BACS	25.11.16	ACE Office Environments	5x Reams White Paper & Reporters Pad x3	11.24	9.37	1.87	5406	Admin - General Office Expenses	
BACS	25.11.16	C & O Tractors	Parts - Hedgecutter	4.10	3.42	0.68	6661	Gen Rec - Consumables	
BACS	25.11.16	Cllr Mrs Sue Cook	Travel Expenses 16.09.16-07.10.16	110.70	110.70	0.00	5842	Mayoral/Civic - Members travel	
BACS	25.11.16	Dantek Environmental Services (UK) Ltd	Legionella Testing - Redcotts Pavilion	121.50	101.25	20.25	6892	R/Cotts - Pavilion Services	
BACS	25.11.16	Lisa Dukes	Cleaning Council Offices September & October	202.50	202.50	0.00	5622	T/Hall - Cleaning Contract	
BACS	25.11.16	P D Farr Engineering Ltd	Repairs - Toro Mower	215.40	179.50	35.90	6658	Gen Rec - Miscellaneous	
			Service & Repairs - Protea Cylinder Mower	494.28	411.90	82.38	6658	Gen Rec - Miscellaneous	
			Service & Repairs - Lloyds 24" Fine Turf Mower	1039.20	866.00	173.20	6658	Gen Rec - Miscellaneous	1748.88
BACS	25.11.16	RJS Window Cleaning Services Ltd	Cleaning - Leigh Road Bus Shelter	26.40	22.00	4.40	6265	P&E - Bus Shelter Expenses	
BACS	25.11.16	Top Marks (Dorset) Limited	Window Cleaning - Town Hall	35.00	35.00	0.00	5624	T/Hall - Minor Repair/Maintenance	
BACS	25.11.16	Trade UK (Screwfix)	Ladder & Gloves- Groundstaff	210.86	175.73	35.13	6669/6661	Gen Rec - Grounds Tools/Consumables	
			Work Trousers - Groundstaff	29.99	24.99	5.00	6670	Gen Rec - G'Men's PPE	240.85
BACS	25.11.16	Wimborne BID Ltd	Square Bookings Assistance 10.10.16-20.11.16	444.60	370.50	74.10	5464	Admin - Square Bookings Assistance	
			Town Centre maintenance 11.09.16-10.10.16	225.00	187.50	37.50	6269	P&E - Town Centre Maintenance	
			Town Centre maintenance 11.10.16-10.11.16	225.00	187.50	37.50	6269	P&E - Town Centre Maintenance	894.60
BACS	25.11.16	Salaries	Salaries (Town Council & Cemetery Staff)	9855.58	9855.58	0.00	2250	Salaries	
BACS	25.11.16	Inland Revenue	Tax & NIC	2241.80	2241.80	0.00	2251	Tax & NIC	
BACS	25.11.16	Dorset County Pension Fund	Employees' Superannuation	417.34	417.34	0.00	2252	Superannuation	
		Total		38756.60	35988.50	2768.10			

- denotes already on SAGE

Sum of BACS Payments

15910.49

* This amount will be recharged to the Cemetery ** This bill will be split between the CoT and Wimborne BID