

Appendix A
WIMBORNE MINSTER TOWN COUNCIL

RESOURCES COMMITTEE MEETING 21 NOVEMBER 2017

SCHEDULE OF PAYMENTS FOR APPROVAL

Pay Ref	Payment Date	Payee	Description	Amount	Net	Recoverable VAT	Dept Code	Merchant Category	
DD 1	01.12.17	East Dorset District Council	Business Rates - Town Hall - December 2017	664.00	664.00	0.00	5620	T/Hall - Business Rates	
DD 2	25.11.17	East Dorset District Council	Council Tax - Lodge - November 2017	235.00	235.00	0.00	6657	Gen Rec - Lodge Exp/Council Tax	
# DD 6	05.10.17	British Gas	Gas - Town Hall 27.07.17 - 15.09.17	15.56	14.82	0.74	5617	T/Hall - Heating Gas	
DD 6	27.11.17	British Gas	Gas - Town Hall 16.09.17 - 08.11.17	203.94	194.23	9.71	5617	T/Hall - Heating Gas	
DD 7	27.11.17	British Gas	Electricity - Town Hall 01.10.17-08.11.17	121.45	115.67	5.78	5618	T/Hall - Electricity	
DD 8	29.11.17	British Gas	Electricity - Pavilion 24.09.17 - 08.11.17	103.81	98.87	4.94	6892	R/Cotts - Pavilion Services	
# SO 1	01.11.17	Wimborne Business Systems Ltd	Line Rental & Internet Services - November 2017	62.21	51.84	10.37	5403	Admin - Telephone & Internet	
# DC 1	11.10.17	Asda Mobile	Groundsman's Mobile Top-up	20.00	20.00	0.00	6661	Gen Rec - Consumables	
# DC 2	20.10.17	Post Office Ltd	100x2nd Class Stamps & 48x1st Class Stamps	71.60	71.60	0.00	5408	Admin - Postage	
# DC 3	30.10.17	Asda Mobile	Groundsman's Mobile Top-up	20.00	20.00	0.00	6661	Gen Rec - Consumables	
DC 4	20.11.17	British Gas	Gas - Redcotts Pavilion - 15.09.17 - 02.11.17	30.48	29.03	1.45	6891	R/Cotts - Pavilion Gas	
DC 5	20.11.17	Furniture@Work	Full Lumbar 3 Lever Office Chair	74.40	62.00	12.40	5413	Admin - Cap Office Equipment	
008857	21.11.17	Petty Cash	Imprest	100.18	100.18	0.00	1209	Petty Cash Account	
008858	21.11.17	Dorset Drainage Services Lts	Drainage Repairs - Cemetery Road	1992.52	1660.43	332.09	6242/5469	P&E - Devolution Comm Fund/Cemetery Misc	*
008860	21.11.17	Dorset Highways	Road Closure Notice - Christmas Lights Switch On Event	175.00	175.00	0.00	5466	Admin - Christmas	
008859	21.11.17	Ecoclean Services Ltd	Cleaning Toilets & Changing Rooms - Redcotts October 2017	258.00	215.00	43.00	6893	R/Cotts - Cleaner/Maintenance	
			Cleaning Toilets & Changing Rooms - Redcotts November 2017	240.00	200.00	40.00	6893	R/Cotts - Cleaner/Maintenance	498.00
008853	14.11.17	Fenceworks (Dorset) Ltd	Jubilee Garden - New Lock & Keys	139.00	115.84	23.16	5406	Admin - General Office Expenses	
008869	21.11.17	Land Registry	Land Registry Fee - Cemetery	21.00	21.00	0.00	5469	Admin - Cemetery Misc Expenses	*
008861	21.11.17	LITE Ltd	Festive Lighting - Rodways, Leigh Rd & Tree o/s Summers & Co.	1402.80	1169.00	233.80	5466	Admin - Christmas **	6604.80
			Festive Lighting - Crown Mead, Eastbrook Row & Timers	5202.00	4335.00	867.00	5466	Admin - Christmas	
008862	21.11.17	Local World Limited	Newsletter Distribution	126.00	105.00	21.00	5421	Admin - Newsletter	
# 008848	26.10.17	Mendit Windows & Doors	Replacement Windows - R'Cotts Shed	356.00	356.00	0.00	6447	Building - Buildings Fund	
008863	21.11.17	The Minster Press	400 8pp Order Of Service Sheets - Remembrance Day Service	119.00	119.00	0.00	5843	Mayoral/Civic - Remembrance Day	

008854	14.11.17	Paul Hanwell	Crown Lift & Dead Wood Removal - Culverhayes Road Trees	700.00	700.00	0.00	6668	Gen Rec - Contract Work	
008864	21.11.17	Pure Gas Heating Limited	Repairs - Town Hall Reception Toilet	72.00	60.00	12.00	5624	T/Hall - Minor Repair/Maintenance	
008865	21.11.17	Real World Services Ltd	2x Marshalls - Remembrance Day Parade	99.00	82.50	16.50	5406	Admin - General Office Expenses	**
008866	21.11.17	SAGE (UK) Limited	Sage Cover Extra 12.11.17-11.11.18	201.60	168.00	33.60	5406	Admin - General Office Expenses	
# 008847	19.10.17	Scott Miles Roofing Ltd	Roof Repairs Redcotts	360.00	300.00	60.00	6447	Building - Buildings Fund	
008867	21.11.17	Tivmanco Ltd	Parking - 1 Additional Car 01.11.7-31.03.18	105.00	87.50	17.50	5406	Admin - General Office Expenses	
008855	14.11.17	War On Waste Limited	Wheelie Bin Emptying - October 2017	167.40	139.50	27.90	6676	Gen Rec - Waste Disposal	
008868	21.11.17	War On Waste Limited	Annual Duty Of Care Charge	30.00	25.00	5.00	6676	Gen Rec - Waste Disposal	
008856	16.11.17	WPS Ltd	Insurance - Additional Premium Following Buildings Revaluation	1114.85	995.40	119.45	5410	Admin - Insurance	
BACS	24.11.17	ACE Office Environments	4 Reams Coloured Paper - Various Colours	23.71	19.76	3.95	5406	Admin - General Office Expenses	
			Bulk Pack - Scott Fold Hand Towels & 5x Notebooks	97.96	81.63	16.33	5406	Admin - General Office Expenses	121.67
BACS	24.11.17	C & O Tractors Ltd	Fuel Shut-Off Valve & Air Filter	80.16	66.80	13.36	6660	Gen Rec - Repair/Renewal	
			Consumables	1.44	1.20	0.24	6661	Gen Rec - Consumables	81.60
BACS	24.11.17	Clr T F Wheeler	Travel Expenses	133.65	133.65	0.00	5842	Mayoral/Civic - Members Travel	
BACS	24.11.17	The Consortium	Hygiene Supplies	170.75	142.29	28.46	6661	Gen Rec - Consumables	
			Sack Hoop	33.58	27.98	5.60	6661	Gen Rec - Consumables	
			40 x Toilet Rolls	19.97	16.64	3.33	5621	T/Hall - Cleaning Product/Waste Disp	224.30
BACS	24.11.17	Custom Security	CCTV Repairs - Call Out	114.00	95.00	19.00	6470	CCTV - CCTV Repair/Maintenance	
			CCTV Repairs To Cameras Following Bad Weather	114.00	95.00	19.00	6470	CCTV - CCTV Repair/Maintenance	
			CCTV Repairs - Call Out To Check DVR	114.00	95.00	19.00	6470	CCTV - CCTV Repair/Maintenance	342.00
BACS	24.11.17	Dantek Environmental Services (UK) Ltd	Legionella Testing - Redcotts Pavilion - July 2017	125.26	104.38	20.88	6894	R/Cotts - Pavilion Legionella Testing	
BACS	24.11.17	Jewson Limited	8 x 20kg Blue Circle Postcrete	81.70	68.08	13.62	6661	Gen Rec - Consumables	
			Replacement Padlocks & Strong-Bolts	77.14	64.28	12.86	6661	Gen Rec - Consumables	
			1 x 20kg Blue Circle Postcrete & 2 x Metpost System	39.21	32.68	6.53	6661	Gen Rec - Consumables	198.05
BACS	24.11.17	Lisa Dukes	Cleaning - Town Hall 19.09.17 - 16.11.17	185.00	185.00	0.00	5622	T/Hall - Cleaning Contract	
BACS	24.11.17	RJS Window Cleaning	Cleaning Bus Shelters - Leigh Road & St John's Hill - Sept 2017	52.80	44.00	8.80	6265	P&E - Bus Shelters Exp	
BACS	24.11.17	Spaldings	5Ltrs Oil	36.00	30.00	6.00	6661	Gen Rec - Consumables	
			Hedgecutter Guard	121.20	101.00	20.20	6658	Gen Rec - Miscellaneous	157.20
BACS	24.11.17	Top Marks Contractors Limited	Cleaning Windows Inside & Outside - Town Hall	66.00	55.00	11.00	5624	T/Hall - Minor Repair/Maintenance	

BACS	24.11.17	TradeUK (Screwfix)	Mitre Saw, Saw Blades & Cutting Discs	87.44	72.87	14.57	6660	Gen Rec - Repair/Renewal	
BACS	24.11.17	Wimborne BID Ltd	Square Bookings Assistance October 2017	314.50	262.08	52.42	5464	Admin - Square Bookings Assistance	
			Town Centre Maintenance 11.09.17-10.10.17	225.00	187.50	37.50	6269	P&E - Town Centre Maintenance	
			50% Yr One Retainer - Community Clean	4500.00	3750.00	750.00	2900	Fund - Town Centre Future Enhancement	5039.50
BACS	24.11.17	Wimborne Business Systems Ltd	Call Charges - September 2017	31.25	26.04	5.21	5403	Admin - Telephone & Internet	
			Youth Café - Line Rental & Internet Charges - October 2017	48.06	40.05	8.01	2904	Fund - Youth Café	
			Call Charges - October 2017	25.99	21.66	4.33	5403	Admin - Tel#	
			Youth Café - Line Rental & Internet Charges - November 2017	48.06	40.05	8.01	2904	Fund - Youth Café	153.36
BACS	24.11.17	Salaries	Salaries (Town Council & Cemetery Staff)	12763.38	12763.38	0.00	2250	Salaries	
BACS	24.11.17	Inland Revenue	Tax & NIC	3678.38	3678.38	0.00	2251	Tax & NIC	
BACS	24.11.17	Dorset County Pension Fund	Superannuation	3767.45	3767.45	0.00	2252	Superannuation	
Total				41780.84	38775.24	3005.60			

- denotes already on SAGE * To be recharged to the Cemetery ** 50% to be recharged to Wimborne BID

Sum of BACS payments 26614.28