

From the Town Clerk



WIMBORNE MINSTER TOWN COUNCIL
Town Hall, 37 West Borough, Wimborne Minster,
Dorset, BH21 1LT

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Dear Councillor

17 November 2016

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 22 NOVEMBER 2016 at 6.30 pm** in the Committee Room at the Town Hall, West Borough, Wimborne Minster.

Members of the public are advised that they may speak at the meeting on items on the agenda, at the discretion of the Chairman, if notification is given to the Town Clerk prior to the meeting.

Yours sincerely

A handwritten signature in black ink that reads 'Laurence Hewitt'.

Town Clerk

AGENDA

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**
To receive the monthly accounts for the period to the end of October 2016 (copy herewith).
- 4 **RADIO WIMBORNE – ‘SON ET LUMIERE’ LIGHT SHOW**
To consider a letter dated 2 November 2016 from Malcolm Angel seeking funding for this event (copy herewith).
- 5 **SPENDING & RESOURCES REVIEW (Min 108 – 18.10.16)**
The Chairman to report.



Resources Committee – 22 November 2016

MEMBERS OF COMMITTEE

Cllr Mrs K F Webb (Chairman)

Cllr R P Nunn (Vice-Chairman)

Cllr P H Bartlett

Cllr J Burden

Cllr Ms C L Butter

Cllr R D Cook

Cllr L G Harvey

Ex-Officio - Chairman & Vice-Chairman of the Council

(Members are reminded of the importance of letting the office know of non-attendance by noon on the day of the meeting.)

LOCALISM ACT 2011 and CODE of CONDUCT

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

GENERAL CONDUCT

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

Profit and Loss

From: Month 7, October 2016

Item 3

To: Month 7, October 2016

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	0.00	312,000.00	
EDDC Maintenance Contribution	128.25	295.30	
Admin	0.00	317.12	
Town Hall	1,925.01	8,759.28	
General Recreation	497.33	3,481.31	
Redcotts	0.00	9,638.37	
Leigh Park Playing Fields	2,375.00	2,750.00	
EDDC Loan Contributions	0.00	14,856.32	
Cemetery Salaries Reimbursement	4,438.06	29,083.35	
Cemetery Miscellaneous Expenses	195.84	1,327.58	
BID Payments Assistance	43.89	329.17	
	9,603.38		382,837.80
Expenditure			
Town Hall	7,606.53	19,436.47	
Grants,Donation, Subs & Conts	3,562.50	29,668.75	
Planning & Environment	22.00	4,798.37	
Buildings & Premises	7,676.18	35,074.93	
General Recreation	5,251.78	43,494.42	
Redcotts	4,672.41	11,812.46	
Assets Replacement	0.00	165.00	
	28,791.40		144,450.40
Overheads			
Admin	6,627.23	54,577.94	
Mayoral & Civic	2,237.25	5,579.79	
Cemetery Salaries	4,438.06	29,083.35	
Cemetery Miscellaneous Expenses	195.84	573.24	
	13,498.38		89,814.32
Net Profit/(Loss):	(32,686.40)		148,573.08

Balance Sheet

From: Month 7, October 2016

To: Month 7, October 2016

Chart of Account:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	3,519.51	(831.84)	
Nationwide Business Bond	0.00	50,696.86	
Capital Reserve Account	(30,662.23)	331,323.69	
Petty Cash	0.00	350.00	
V. A. T	(2,001.15)	(219.90)	
Debtors Control Account	(2,887.69)	10,028.18	
	(32,031.56)		391,346.99
Current Liabilities			
Suspense Account - Super/Ann	604.84	(4,471.44)	
Creditors Control Account	0.00	(562.38)	
Receipts in Advance	0.00	333.34	
	604.84		(4,700.48)
Current Assets less Current Liabilities:	(32,636.40)		396,047.47
Total Assets less Current Liabilities:	(32,636.40)		396,047.47
Financed By			
General Fund	0.00	111,958.72	
Fund - Twn Hall/Refurb 6446	0.00	25,987.57	
Fund - Buildings 6447	0.00	18,798.89	
Fund - Redcotts Lodge6452	0.00	949.17	
Fund - Marriage Venue Licence5628	0.00	1,500.00	
Fund - Election Exps 5412	0.00	9,227.99	
Fund - Resources Asset Repl6501&5413	0.00	6,706.22	
Fund - Traff Order/Signs	0.00	2,609.00	
Fund - Contract Work (Rec) 6668	0.00	1,999.64	
Fund - Planting 6663	0.00	1,055.37	
Fund - Street Lighting	0.00	640.00	
Fund - Mayor's Charities	50.00	1,341.75	
Fund - Recreation Asset Replacement6502	0.00	11,283.72	
Fund - Legal Expenses	0.00	461.00	
Fund - Car Park/ Footpath 6665	0.00	419.14	
Fund - WBC Cap/ Renewal3072	0.00	2,638.00	
Fund - C.C.T.V. Asset Replacment 6500	0.00	47,368.35	
Fund - Town Centre - Future Enhancements	0.00	2,529.86	
P&L Account	(32,686.40)	148,573.08	
	(32,636.40)		396,047.47

WIMBORNE MINSTER TOWN COUNCIL
Budget Expenses Vs Actual with Variances

Oct-16

Acc Ref Name	Balance YTD	Annual Budget	Variance
5402 ADMIN - Bank Charge	219.00	350.00	131.00
5404 ADMIN - Salaries Office Staff	33,493.87	55,000.00	21,506.13
5405 ADMIN - Superannuation Contributions	3,268.13	5,200.00	1,931.87
5406 ADMIN - Gen Office Expenses	1,643.00	4,200.00	2,557.00
5407 ADMIN - Training	0.00	100.00	100.00
5408 ADMIN - Postage	138.83	500.00	361.17
5409 ADMIN - Photocopier	559.96	1,200.00	640.04
5410 ADMIN - Insurance	8,686.50	9,000.00	313.50
5411 ADMIN - Legal Expenses	0.00	200.00	200.00
5412 ADMIN - Election Exps	0.00	2,000.00	2,000.00
5413 ADMIN - Cap Office Equipment	227.27	200.00	-27.27
5414 ADMIN - Refreshments	2.38	20.00	17.62
5415 ADMIN - Travel	107.71	300.00	192.29
5417 ADMIN - Advertising	379.00	500.00	121.00
5418 ADMIN - Compostable Bin Liners	43.00	50.00	7.00
5420 ADMIN - Membership Of Outside Bodies	1,454.16	1,485.00	30.84
5421 ADMIN - Newsletter	460.00	500.00	40.00
5422 ADMIN - Public Relations	0.00	1,000.00	1,000.00
5462 ADMIN - Professional Fees	0.00	700.00	700.00
5463 ADMIN - Audit fees	1,457.20	2,000.00	542.80
5464 ADMIN - Square Bookings Assistance	1,667.25	3,000.00	1,332.75
5465 ADMIN - I.T & Website	708.75	2,000.00	1,291.25
5466 ADMIN - Christmas Lighting/Stage & P.A	61.93	11,965.00	11,903.07
5467 ADMIN - Cemetery Tax & NIC	6,596.75	0.00	-6,596.75
5468 ADMIN - Cemetery Salaries & Superann	22,486.60	0.00	-22,486.60
5469 ADMIN - Cemetery Miscellaneous Expenses	573.24	0.00	-573.24
5613 T/HALL - Fire Alarm System Contract	525.00	525.00	0.00
5614 T/HALL - TIC Support	0.00	8,500.00	8,500.00
5615 T/HALL - Town Hall Boiler Maintenance	0.00	100.00	100.00
5616 T/HALL - Carpet Cleaning	275.00	400.00	125.00
5617 T/HALL - Heating Gas	365.27	1,800.00	1,434.73
5618 T/HALL - Electricity	343.25	1,700.00	1,356.75
5619 T/HALL - Sewerage/Water	536.19	400.00	-136.19
5620 T/HALL - Business Rates	4,827.00	7,000.00	2,173.00
5621 T/HALL - Cleaning Products/Waste Disp	6.15	100.00	93.85
5622 T/HALL - Cleaning Contract	822.50	2,500.00	1,677.50
5623 T/HALL - Civil Ceremony Costs	463.50	1,500.00	1,036.50
5624 T/HALL - Minor Rep/Maintenance	253.80	2,100.00	1,846.20
5625 T/HALL - Honours Board	90.00	90.00	0.00
5626 T/HALL - Mortgage	10,928.81	13,750.00	2,821.19
5627 T/HALL - Equipment	0.00	200.00	200.00
5628 T/HALL - Marriage Licence Fund	0.00	500.00	500.00
5830 MAYORAL/CIV - Allowance	2,000.00	2,000.00	0.00
5833 MAYORAL/CIV - Regalia	157.67	100.00	-57.67
5835 MAYORAL/CIV - Civic Fund	2,481.94	5,000.00	2,518.06
5839 MAYORAL/CIV - Wimborne Militia	340.00	750.00	410.00
5840 MAYORAL/CIV - Town Crier subs/comp	75.00	450.00	375.00
5841 MAYORAL/CIV - Members Training	206.67	200.00	-6.67
5842 MAYORAL/CIV - Members Travel	318.51	800.00	481.49
5843 MAYORAL/CIV - Remembrance Day Wreath	0.00	100.00	100.00
6040 GSL - Cemetery Contribution	7,125.00	7,125.00	0.00
6045 GSL - Grants Contingency Fund	0.00	500.00	500.00
6046 GSL - BID Levy	213.75	250.00	36.25
6047 GSL - Annual Grants	19,330.00	22,330.00	3,000.00
6048 GSL - Wimborne Folk Festival	3,000.00	3,000.00	0.00
6050 GSL - Events Fund	0.00	5,000.00	5,000.00

Acc Ref Name	Balance YTD	Annual Budget	Variance
6245 P & E - Town Centre Redev(£30k)	3,000.00	3,000.00	0.00
6265 P & E - Bus Shelter Exp	154.00	250.00	96.00
6269 P & E - Town Centre Maintenance	1,644.37	2,500.00	855.63
6446 BUILDING - T.Hall Refurb Fund	330.00	4,000.00	3,670.00
6447 BUILDING - Buildings Fund	2,056.00	4,000.00	1,944.00
6449 BUILDING - L/Park Com Cntr Loan	7,476.57	15,000.00	7,523.43
6450 BUILDING - Gazebo	0.00	500.00	500.00
6452 BUILDING - Groundsman's Lodge	425.00	1,000.00	575.00
6453 BUILDING - Lodge Loan	1,031.48	2,100.00	1,068.52
6455 BUILDING - T/Hall Development Loan	5,926.54	11,900.00	5,973.46
6456 BUILDING - Redcotts Storage/Toilets Loan	6,891.18	6,900.00	8.82
6470 C.C.T.V. - Maintenance	460.06	7,000.00	6,539.94
6471 C.C.T.V. - Loan Repayments	10,528.10	16,400.00	5,871.90
6472 C.C.T.V. - Capital Renewal	0.00	3,500.00	3,500.00
6473 C.C.T.V. - Wayleave Electricity Supply	0.00	500.00	500.00
6500 ASSETS - C.C.T.V. Asset Rep	0.00	4,000.00	4,000.00
6501 ASSETS - Resources Asset Rep	0.00	1,600.00	1,600.00
6502 ASSETS - Recreation Asset Rep	165.00	5,000.00	4,835.00
6655 GEN.REC - Lighting	114.21	1,200.00	1,085.79
6656 GEN.REC - Training	97.00	150.00	53.00
6657 GEN.REC - Lodge Exp/C.Tax	917.59	1,150.00	232.41
6658 GEN.REC - Misc Inc X.Tree	590.20	3,500.00	2,909.80
6659 GEN.REC - Salaries	33,420.96	50,000.00	16,579.04
6660 GEN.REC - Repair/Renewal	3,349.11	3,500.00	150.89
6661 GEN.REC - Consumables	1,554.44	4,000.00	2,445.56
6663 GEN.REC - Planting Fund	162.00	200.00	38.00
6665 GEN.REC - Car Park/F.Path Fund	0.00	500.00	500.00
6666 GEN.REC - C.Mead/W.Bloom	0.00	200.00	200.00
6667 GEN.REC - Travel	36.00	200.00	164.00
6668 GEN.REC - Contract Work	120.00	3,000.00	2,880.00
6669 GEN REC - G'Mens Tools	105.03	250.00	144.97
6670 GEN REC - G'Mens PPE	143.68	250.00	106.32
6671 GEN REC - Mega Van - Batteries Fund	0.00	500.00	500.00
6672 GEN REC - Mega Van - Servicing	250.00	250.00	0.00
6673 GEN.REC - Jubilee Garden	152.50	200.00	47.50
6674 GEN REC - Dog Bins	185.00	350.00	165.00
6676 GEN REC - Waste Disposal	796.70	1,500.00	703.30
6677 GEN REC - Dog Control Contribution	1,500.00	1,500.00	0.00
6678 GEN REC - STRI Membership	0.00	500.00	500.00
6816 R/COTTS - Toilets Air Freshener Contract	0.00	189.00	189.00
6817 R/COTTS - Pavilion Boiler Service Contract	0.00	580.00	580.00
6818 R/COTTS - Ground Services	231.50	1,000.00	768.50
6870 R/COTTS - Football	94.48	100.00	5.52
6871 R/COTTS - Bowling	792.98	1,300.00	507.02
6874 R/COTTS - Grass Tennis	0.00	100.00	100.00
6891 R/COTTS - Pavilion Gas	99.30	0.00	-99.30
6892 R/COTTS - Pavilion Services	2,076.98	2,500.00	423.02
6893 R/COTTS - Cleaner/ Maintenance	607.50	2,300.00	1,692.50
6897 R/COTTS - Play Area Redevelop Loan	7,909.72	7,910.00	0.28
	234,314.72	368,269.00	133,954.28

N/C	Name	Balance	Budget	Variance
3001	Precept	312000.00	312000.00	0.00
3003	ADMIN - Interest Received	288.87	1400.00	1111.13
3005	ADMIN - Compostable Bin Liners	28.00	60.00	32.00
3006	ADMIN - Receipts Gen	0.25	0.00	-0.25
3010	ADMIN - EDDC Maintenance CCTV	295.30	3150.00	2854.70
3011	ADMIN - EDDC Contrib CCTV Loan 1	3526.72	3527.00	0.28
3013	ADMIN - EDDC Contrib CCTV Loan 2 (Upgrade)	3853.03	3853.00	-0.03
3015	ADMIN - EDDC Leigh Park Com Centre Loan	7476.57	14953.00	7476.43
3017	ADMIN - Cemetery Salaries & Superannuation	22486.60	0.00	-22486.60
3018	ADMIN - Cemetery Tax & NIC	6596.75	0.00	-6596.75
3020	ADMIN - BID Payments Assistance	329.17	0.00	-329.17
3021	ADMIN - Cemetery Misc Inc	1327.58	0.00	-1327.58
3024	T/HALL - Hire Council Chamber	354.18	600.00	245.82
3025	T/HALL - Marriage Receipts	4250.07	5000.00	749.93
3026	T/HALL - Private Office Rental	2625.00	3335.00	710.00
3027	T/HALL - Hire Committee Room	1530.03	3400.00	1869.97
3057	GEN REC - Lodge Rent	2548.00	4400.00	1852.00
3058	GEN REC - Misc Income	0.00	0.00	0.00
3059	GEN REC - Grounds Maintenance Contract	933.31	1600.00	666.69
3060	GEN REC - Apprentice Grant	0.00	1500.00	1500.00
3070	R/COTTS - Football	150.00	1500.00	1350.00
3071	R/COTTS - Bowling	7880.00	7880.00	0.00
3072	R/COTTS - WBC Cap/renewal	505.00	505.00	0.00
3073	R/COTTS - WBC Store Rent	200.00	200.00	0.00
3076	R/COTTS - Changing Rooms	25.00	300.00	275.00
3077	R/COTTS - Services Tennis	878.37	1300.00	421.63
3081	L/PARK - Rugby Club Rent	2375.00	4750.00	2375.00
3083	L/PARK - Rugby Club Insurance	0.00	350.00	350.00
3084	L/PARK - Rugby Waste Disposal	375.00	720.00	345.00
		<u>382837.80</u>	<u>376283.00</u>	<u>-6554.80</u>

RECEIVED

- 7 NOV 2016

Item 4



Radio Wimborne

Allendale Centre

Hanham Road

Wimborne

BH21 1AS

2nd November 2016

Laurence Hewitt

Wimborne Minster Town Council

Dear Laurence,

I would like to request on behalf of Radio Wimborne a contribution from the Town Council towards a community event that we would like to host this Christmas.

You will remember that with the support of the Council, last September Radio Wimborne organised a celebration to commemorate the 1000 years since the 'sacking' of the Minster which included a 'son et lumiere' light show. The feedback was super and we decided to do another last Christmas, a light show with a Christmas theme. Aain this was well attended and people would like to see another event.

Radio Wimborne volunteers are happy to host again and would like the support of the Town Council to do this. We are also applying to the BID for the same amount and initial response has been positive but we are awaiting confirmation.

Costs

The hire of the machine, advertising, purchase of some images to display and a small thank you to the flat owner that lets us use his flat for the projector, will be approximately £2,000. (The light machine 'son et lumiere' is about £1500 including VAT alone).

We would request £700 from the Town Council and if we receive the same from the BID, we have a sponsor who is willing to make up the difference.

The suggested date would be 17th December between 4pm-7pm. We would appreciate your early response so that we may move forward with the arrangements.

My kindest regards

A handwritten signature in black ink, appearing to read "Malcolm Angel".

Malcolm Angel