

From the Town Clerk



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

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Dear Councillor

16 February 2017

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 21 FEBRUARY 2017 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, appearing to read 'Lawrence Oast'.

Town Clerk

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### AGENDA

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**  
To receive the monthly accounts for the period to the end of January 2017 (copy herewith).
- 4 **SPENDING & RESOURCES REVIEW (Min 161 – 17.01.17)**  
The Chairman to report.



**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.

Date: 08/02/2017  
Time: 12:39:34

**WIMBORNE MINSTER TOWN COUNCIL**

Item 3

**Profit and Loss**

From: Month 10, January 2017  
To: Month 10, January 2017

**Chart of Accounts:**

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Income</b>			
Precept	0.00	312,000.00	
EDDC Maintenance Contribution	63.81	359.11	
Admin	27.28	578.25	
Town Hall	1,664.18	11,202.63	
General Recreation	497.33	5,023.30	
Redcotts	1,325.00	11,335.77	
Leigh Park Playing Fields	0.00	3,125.27	
EDDC Loan Contributions	0.00	14,856.32	
Cemetery Salaries Reimbursement	4,523.65	42,913.06	
Cemetery Miscellaneous Expenses	94.92	3,060.04	
BID Payments Assistance	43.89	460.84	
		8,240.06	404,914.59
<b>Expenditure</b>			
Town Hall	928.87	32,311.50	
Grants,Donation, Subs & Conts	0.00	30,368.75	
Planning & Environment	209.50	5,156.87	
Buildings & Premises	7,676.65	42,846.58	
General Recreation	5,538.22	64,826.23	
Redcotts	737.45	14,244.08	
Assets Replacement	0.00	392.27	
		15,090.69	190,146.28
<b>Gross Profit/(Loss):</b>		<u>(6,850.63)</u>	<u>214,768.31</u>
<b>Overheads</b>			
Admin	1,351.02	84,687.75	
Mayoral & Civic	150.74	6,146.06	
Cemetery Salaries	4,523.65	42,913.06	
Cemetery Miscellaneous Expenses	94.92	2,305.70	
		6,120.33	136,052.57
<b>Net Profit/(Loss):</b>		<u>(12,970.96)</u>	<u>78,715.74</u>

**Balance Sheet**

From: Month 10, January 2017

To: Month 10, January 2017

**Chart of Accounts:**

## WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Current Assets</b>			
Bank Current Account	698.44	312.04	
Nationwide Business Bond	0.00	50,696.86	
Capital Reserve Account	(20,085.55)	247,115.36	
Petty Cash	0.00	350.00	
V. A. T	(7,395.26)	(967.67)	
Debtors Control Account	15,894.58	22,630.58	
			320,137.17
	(10,887.79)		
<b>Current Liabilities</b>			
Suspense Account - Super/Ann	781.60	(1,739.33)	
Creditors Control Account	0.00	(425.38)	
Receipts in Advance	0.00	333.34	
		781.60	(1,831.37)
<b>Current Assets less Current Liabilities:</b>		(11,669.39)	321,968.54
<b>Total Assets less Current Liabilities:</b>		(11,669.39)	321,968.54
<b>Financed By</b>			
General Fund	0.00	105,998.96	
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 6501&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	1,301.57	3,079.92	
Fund - Recreation Asset 6502	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. 6500	0.00	47,368.35	
Fund - Town Centre - Future Enhancements	0.00	2,529.86	
P & L Account	(12,970.96)	78,715.74	
		(11,669.39)	321,968.54

**WIMBORNE MINSTER TOWN COUNCIL**  
**Budget Expenses Vs Actual with Variances**

Jan-17

Acc Ref Name	Balance YTD	Annual Budget	Variance
5402 ADMIN - Bank Charge	302.00	350.00	48.00
5404 ADMIN - Salaries Office Staff	47,441.55	55,000.00	7,558.45
5405 ADMIN - Superannuation Contributions	4,561.14	5,200.00	638.86
5406 ADMIN - Gen Office Expenses	2,825.70	4,200.00	1,374.30
5407 ADMIN - Training	14.89	100.00	85.11
5408 ADMIN - Postage	273.58	500.00	226.42
5409 ADMIN - Photocopier	889.94	1,200.00	310.06
5410 ADMIN - Insurance	8,486.30	9,000.00	513.70
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	0.00	200.00	200.00
5414 ADMIN - Refreshments	2.87	20.00	17.13
5415 ADMIN - Travel	151.90	300.00	148.10
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	1,469.16	1,485.00	15.84
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	1,742.60	2,000.00	257.40
5464 ADMIN - Square Bookings Assistance	2,346.50	3,000.00	653.50
5465 ADMIN - I.T & Website	708.75	2,000.00	1,291.25
5466 ADMIN - Christmas Lighting/Stage & P.A	12,588.87	11,965.00	-623.87
5467 ADMIN - Cemetery Tax & NIC	9,043.56	0.00	-9,043.56
5468 ADMIN - Cemetery Salaries & Superann	33,869.50	0.00	-33,869.50
5469 ADMIN - Cemetery Miscellaneous Expenses	2,305.70	0.00	-2,305.70
5613 T/HALL - Fire Alarm System Contract	525.00	525.00	0.00
5614 T/HALL - TIC Support	8,500.00	8,500.00	0.00
5615 T/HALL - Town Hall Boiler Maintenance	60.00	100.00	40.00
5616 T/HALL - Carpet Cleaning	275.00	400.00	125.00
5617 T/HALL - Heating Gas	709.97	1,800.00	1,090.03
5618 T/HALL - Electricity	677.40	1,700.00	1,022.60
5619 T/HALL - Sewerage/Water	536.19	400.00	-136.19
5620 T/HALL - Business Rates	6,897.00	7,000.00	103.00
5621 T/HALL - Cleaning Products/Waste Disp	11.27	100.00	88.73
5622 T/HALL - Cleaning Contract	1,265.00	2,500.00	1,235.00
5623 T/HALL - Civil Ceremony Costs	496.23	1,500.00	1,003.77
5624 T/HALL - Minor Rep/Maintenance	309.63	2,100.00	1,790.37
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	1,030.00	500.00	-530.00
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	2,786.27	5,000.00	2,213.73
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	461.45	800.00	338.55
5843 MAYORAL/CIV - Remembrance Day Wreath	119.00	100.00	-19.00
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	700.00	5,000.00	4,300.00

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	220.00	250.00	30.00
6269 P & E - Town Centre Maintenance	1,936.00	2,500.00	564.00
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 Centre Loan	14,953.14	15,000.00	46.86
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	755.14	7,000.00	6,244.86
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	227.27	1,600.00	1,372.73
6502 ASSETS - Recreation Asset Rep	165.00	5,000.00	4,835.00
6655 GEN.REC - Lighting	253.95	1,200.00	946.05
6656 GEN.REC - Training	97.00	150.00	53.00
6657 GEN.REC - Lodge Exp/C.Tax	1,311.55	1,150.00	-161.55
6658 GEN.REC - Misc Inc X.Tree	3,092.57	3,500.00	407.43
6659 GEN.REC - Salaries	48,841.06	50,000.00	1,158.94
6660 GEN.REC - Repair/Renewal	2,700.91	3,500.00	799.09
6661 GEN.REC - Consumables	3,097.53	4,000.00	902.47
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	914.00	3,000.00	2,086.00
6669 GEN REC - G'Mens Tools	238.36	250.00	11.64
6670 GEN REC - G'Mens PPE	168.67	250.00	81.33
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	277.50	350.00	72.50
6676 GEN REC - Waste Disposal	1,202.63	1,500.00	297.37
6677 GEN REC - Dog Control Contribution	1,500.00	1,500.00	0.00
6678 GEN REC - STRI Membership	530.00	500.00	-30.00
6816 R/COTTS - Toilets Air Freshener Contract	228.00	189.00	-39.00
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	229.78	0.00	-229.78
6892 R/COTTS - Pavilion Services	2,965.12	2,500.00	-465.12
6893 R/COTTS - Cleaner/ Maintenance	1,792.50	2,300.00	507.50
6897 R/COTTS - Play Area Redevelop Loan	7,909.72	7,910.00	0.28
	<b>326,247.98</b>	<b>368,269.00</b>	<b>42,021.02</b>

N/C	Name	Balance	Budget	Variance
3001	Precept	312000.00	312000.00	0.00
3003	ADMIN - Interest Received	500.50	1400.00	899.50
3005	ADMIN - Compostable Bin Liners	52.50	60.00	7.50
3006	ADMIN - Receipts Gen	25.25	0.00	-25.25
3010	ADMIN - EDDC Maintenance CCTV	359.11	3150.00	2790.89
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	33869.50	0.00	-33869.50
3018	ADMIN - Cemetery Tax & NIC	9043.56	0.00	-9043.56
3020	ADMIN - BID Payments Assistance	460.84	0.00	-460.84
3021	ADMIN - Cemetery Misc Inc	3060.04	0.00	-3060.04
3024	T/HALL - Hire Council Chamber	495.84	600.00	104.16
3025	T/HALL - Marriage Receipts	4600.07	5000.00	399.93
3026	T/HALL - Private Office Rental	3500.00	3335.00	-165.00
3027	T/HALL - Hire Committee Room	2606.72	3400.00	793.28
3057	GEN REC - Lodge Rent	3640.00	4400.00	760.00
3058	GEN REC - Misc Income	50.00	0.00	-50.00
3059	GEN REC - Grounds Maintenance Contract	1333.30	1600.00	266.70
3060	GEN REC - Apprentice Grant	0.00	1500.00	1500.00
3070	R/COTTIS - Football	1312.50	1500.00	187.50
3071	R/COTTIS - Bowling	7880.00	7880.00	0.00
3072	R/COTTIS - WBC Cap/renewal	505.00	505.00	0.00
3073	R/COTTIS - WBC Store Rent	200.00	200.00	0.00
3076	R/COTTIS - Changing Rooms	187.50	300.00	112.50
3077	R/COTTIS - Services Tennis	1250.77	1300.00	49.23
3081	L/PARK - Rugby Club Rent	2375.00	4750.00	2375.00
3083	L/PARK - Rugby Club Insurance	164.83	350.00	185.17
3084	L/PARK - Rugby Waste Disposal	585.44	720.00	134.56
		<u>404914.59</u>	<u>376283.00</u>	<u>-28631.59</u>