

From the Town Clerk



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

Phone/Fax: 01202 881655
email: office@wimborne.gov.uk
web: www.wimborne.gov.uk

Dear Councillor

13 July 2017

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 18 JULY 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 'Laurence West'.

Town Clerk

A G E N D A

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**
To receive the monthly accounts for the period to the end of June 2017 (copy herewith).
- 4 **SPENDING & RESOURCES REVIEW (Min 35 – 20.06.17)**
The Chairman to report.



Resources Committee – 18 July 2017

MEMBERS OF COMMITTEE

Cllr Mrs K F Webb (Chairman)

Cllr R P Nunn (Vice-Chairman)

Cllr J Burden

Cllr Ms C L Butter

Cllr Mrs C A Chedgy

Cllr Mrs S A Cook

Cllr W J Richmond

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: 12/07/2017

Time: 12:23:28

WIMBORNE MINSTER TOWN COUNCIL

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Profit and Loss

Item 3

From: Month 3, June 2017

To: Month 3, June 2017

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	0.00	176,250.00	
EDDC Maintenance Contribution	0.00	115.68	
Admin	0.25	(118.61)	
Town Hall	729.15	4,601.63	
General Recreation	497.33	1,491.99	
Redcotts	8,829.31	9,215.14	
Leigh Park Playing Fields	187.38	187.38	
EDDC Loan Contributions	7,379.75	7,379.75	
Cemetery Salaries Reimbursement	5,042.70	16,154.36	
Cemetery Miscellaneous Expenses	2,400.66	2,449.41	
BID Payments Assistance	46.10	138.30	
	25,112.63		217,865.03
Expenditure			
Town Hall	1,068.29	6,831.17	
Grants, Donation, Subs & Conts	0.00	35,579.75	
Planning & Environment	231.50	917.00	
Buildings & Premises	545.00	6,318.97	
General Recreation	8,047.58	21,249.72	
Redcotts	379.26	5,450.04	
Assets Replacement	0.00	295.00	
	10,271.63		76,641.65
Overheads			
Admin	6,794.51	18,817.00	
Mayoral & Civic	806.05	3,104.52	
Cemetery Salaries	5,042.70	16,154.36	
Cemetery Miscellaneous Expenses	1,000.66	2,449.41	
	13,643.92		40,525.29
Net Profit/(Loss):	1,197.08		100,698.09

Date: 12/07/2017
 Time: 12:24:06

WIMBORNE MINSTER TOWN COUNCIL

Balance Sheet

From: Month 3, June 2017
 To: Month 3, June 2017

Chart of Account: WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	6,145.55	(2,119.72)	
Nationwide Business Bond	0.00	51,416.96	
Capital Reserve Account	(6,194.25)	305,983.01	
Petty Cash	0.00	350.00	
V. A. T	(1,170.15)	527.22	
Debtors Control Account	1,653.65	28,146.69	
	434.80		384,304.16
Current Liabilities			
Receipts in Advance	0.00	1,025.01	
	0.00		1,025.01
Current Assets less Current Liabilities:	434.80		383,279.15
Total Assets less Current Liabilities:	434.80		383,279.15
Financed By			
General Fund	(400.00)	112,998.29	
Fund - Twn Hall/Refurb 6446	0.00	29,657.57	
Fund - Buildings 6447	0.00	20,662.89	
Fund - Redcotts Lodge6452	0.00	1,524.17	
Fund - Marriage Venue Licence5628	0.00	970.00	
Fund - Election Exps 5412	0.00	9,227.99	
Fund - Resources Asset 6501&5413	0.00	8,278.95	
Fund - Traff Order/Signs	0.00	2,609.00	
Fund - Contract Work (Rec) 6668	0.00	2,785.64	
Fund - Planting 6663	0.00	894.90	
Fund - Street Lighting	0.00	640.00	
Fund - Mayor's Charities	(19.68)	180.01	
Fund - Recreation Asset 6502	0.00	16,118.72	
Fund - Legal Expenses	0.00	661.00	
Fund - Car Park/ Footpath 6665	0.00	919.14	
Fund - WBC Cap/ Renewal3072	0.00	3,143.00	
Fund - C.C.T.V. 6500	0.00	54,868.35	
Fund - Town Crier	0.00	334.15	
Fund - Town Centre - Future Enhancements	0.00	2,529.86	
Fund - Mega Van 6671	0.00	500.00	
Fund - Youth Cafe	(342.60)	4,551.65	
Fund - Gunstone Trust	0.00	8,525.78	
P&L Account	1,197.08	100,698.09	
	434.80		383,279.15

Wimborne Minster Town Council
Budget Expenses Vs Actuals with Variances

Jun-17				
Acc Ref	Name	Balance YTD	Annual Budget	Variance
5402	ADMIN - Bank Charge	83.00	350.00	267.00
5403	ADMIN - Telephone & Internet	173.92	930.00	756.08
5404	ADMIN - Salaries Office Staff	14,774.93	60,000.00	45,225.07
5405	ADMIN - Superannuation Contributions	1,832.39	6,000.00	4,167.61
5406	ADMIN - Gen Office Expenses	207.58	3,000.00	2,792.42
5407	ADMIN - Training	10.89	300.00	289.11
5408	ADMIN - Postage	41.59	400.00	358.41
5409	ADMIN - Photocopier	279.98	1,270.00	990.02
5410	ADMIN - Insurance	0.00	9,300.00	9,300.00
5411	ADMIN - Legal Expenses	0.00	200.00	200.00
5412	ADMIN - Election Exps	0.00	0.00	0.00
5413	ADMIN - Cap Office Equipment	60.82	200.00	139.18
5414	ADMIN - Refreshments	0.00	20.00	20.00
5415	ADMIN - Travel	28.21	280.00	251.79
5417	ADMIN - Advertising	30.00	500.00	470.00
5418	ADMIN - Compostable Bin Liners	44.00	50.00	6.00
5420	ADMIN - Membership of Outside Bodies	369.00	1,550.00	1,181.00
5421	ADMIN - Newsletter	0.00	1,000.00	1,000.00
5422	ADMIN - Public Relations	67.75	1,000.00	932.25
5462	ADMIN - Professional Fees	0.00	700.00	700.00
5463	ADMIN - Audit fees	460.80	2,000.00	1,539.20
5464	ADMIN - Square Bookings Assistance	589.68	3,000.00	2,410.32
5465	ADMIN - I.T. & Website	120.50	800.00	679.50
5466	ADMIN - Christmas Lighting/Stage & PA	0.00	11,700.00	11,700.00
5467	ADMIN - Cemetery Tax & NIC	2,785.23	0.00	-2,785.23
5468	ADMIN - Cemetery Salaries & Superannuation	13,369.13	0.00	-13,369.13
5469	ADMIN - Cemetery Misc Exp	2,449.41	0.00	-2,449.41
5613	T/HALL - Fire Alarm System Contract	0.00	525.00	525.00
5614	T/HALL - TIC Support	0.00	8,500.00	8,500.00
5615	T/HALL - Town Hall Boiler Maintenance	0.00	120.00	120.00
5616	T/HALL - Carpet Cleaning	0.00	400.00	400.00
5617	T/HALL - Heating Gas	221.39	1,000.00	778.61
5618	T/HALL - Electricity	123.14	920.00	796.86
5619	T/HALL - Sewerage/Water	0.00	1,000.00	1,000.00
5620	T/HALL - Business Rates	1,992.50	7,000.00	5,007.50
5621	T/HALL - Cleaning products/Waste Disp.	5.76	100.00	94.24
5622	T/HALL - Cleaning contract	80.00	2,000.00	1,920.00
5623	T/HALL - Civil Ceremony costs	142.25	1,500.00	1,357.75
5624	T/HALL - Minor Rep/Maintenance	110.23	2,100.00	1,989.77
5625	T/HALL - Honours Board	95.00	100.00	5.00
5626	T/HALL - Mortgage	4,060.90	4,061.00	0.10
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	1,000.00	2,000.00	1,000.00
5833	MAYORAL/CIV - Regalia	0.00	100.00	100.00
5835	MAYORAL/CIV - Civic Fund	996.07	5,000.00	4,003.93
5839	MAYORAL/CIV - Wim Militia	365.00	800.00	435.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	668.30	450.00	-218.30
5841	MAYORAL/CIV - Members Training	0.00	250.00	250.00
5842	MAYORAL/CIV - Members Travel	75.15	800.00	724.85
5843	MAYORAL/CIV - Remembrance Day Wreath	0.00	130.00	130.00
6040	GSL - Cemetery Precept	5,641.00	11,282.00	5,641.00
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	25,725.00	25,725.00	0.00
6048	GSL - Wimborne Folk Festival	4,000.00	4,000.00	0.00
6050	GSL - Events Fund	0.00	5,000.00	5,000.00

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6242	P&E - Devolution Community Fund	195.95	20,000.00	19,804.05
6245	P & E - Town Square	0.00	3,000.00	3,000.00
6265	P & E - Bus Shelter Exp	88.00	500.00	412.00
6269	P&E - Town Centre Maintenance	633.05	2,500.00	1,866.95
6446	BUILDING - T.Hall Refurb Fund	0.00	4,000.00	4,000.00
6447	BUILDING - Building Fund	470.00	4,000.00	3,530.00
6449	BUILDING - Leigh Park Com Centre Loan	0.00	15,000.00	15,000.00
6450	BUILDING - Gazebo	0.00	500.00	500.00
6452	BUILDING - Groundsman's Lodge	75.00	1,000.00	925.00
6453	BUILDING - Redcotts Lodge Loan	0.00	2,100.00	2,100.00
6455	BUILDING - T/Hall Development Loan	0.00	11,900.00	11,900.00
6456	BUILDING - Redcotts Storage/Toilet Loan	3,445.59	6,900.00	3,454.41
6470	C.C.T.V. - Maintenance	0.00	7,000.00	7,000.00
6471	C.C.T.V. - Loan Repayments	2,328.38	16,400.00	14,071.62
6473	C.C.T.V. - Wayleave Electric	0.00	0.00	0.00
6500	ASSETS - C.C.T.V. Asset	0.00	4,000.00	4,000.00
6501	ASSETS - Resources Asset	0.00	1,600.00	1,600.00
6502	ASSETS - Recreation Asset	295.00	5,000.00	4,705.00
6655	GEN.REC - Lighting	0.00	1,200.00	1,200.00
6656	GEN.REC - Training	0.00	450.00	450.00
6657	GEN.REC - Lodge C.Tax	413.85	1,200.00	786.15
6658	GEN.REC - Misc incl X.Tree	147.74	3,500.00	3,352.26
6659	GEN.REC - Salaries	15,967.32	59,000.00	43,032.68
6660	GEN.REC - Repair/Renewal	1,190.26	3,500.00	2,309.74
6661	GEN.REC - Consumables	1,219.44	4,000.00	2,780.56
6663	GEN.REC - Planting Fund	182.16	200.00	17.84
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	15.30	200.00	184.70
6668	GEN.REC - Contract Work	0.00	3,000.00	3,000.00
6669	GEN REC - G'Mens Tools	0.00	250.00	250.00
6670	GEN REC - G'Mens PPE	85.15	300.00	214.85
6671	Gen Rec - Mega Van - Batteries	0.00	500.00	500.00
6672	Gen Rec - Mega Van Servicing	265.00	250.00	-15.00
6673	GEN.REC - Jubilee Garden	0.00	200.00	200.00
6674	GEN REC - Dog Waste Disposal	0.00	400.00	400.00
6676	GEN REC - General Waste Disposal	263.50	1,600.00	1,336.50
6677	GEN REC - Dog Control Contr	1,500.00	1,500.00	0.00
6678	GEN REC - STRI Membership	0.00	550.00	550.00
6700	Leigh/PK - Play Area Fund	0.00	1,000.00	1,000.00
6816	R/COTTIS - Toilets Air Freshener Contract	0.00	208.00	208.00
6817	R/COTTIS - Pavilion Boiler Service Contract	0.00	300.00	300.00
6818	R/COTTIS - Water/Sewerage	0.00	800.00	800.00
6870	R/COTTIS - Football	120.00	100.00	-20.00
6871	R/COTTIS - Bowling	475.94	1,500.00	1,024.06
6874	R/COTTIS - Grass Tennis	0.00	100.00	100.00
6891	R/COTTIS - Pavilion Gas	48.91	0.00	-48.91
6892	R/COTTIS - Pavilion Services	280.95	2,800.00	2,519.05
6893	R/COTTIS - Cleaner/ Maintenance	455.00	2,535.00	2,080.00
6894	R/COTTIS - Pavilion Legionella Testing	310.02	1,215.00	904.98
6897	R/COTTIS - Play Area Redevelopment Loan	3,954.86	7,910.00	3,955.14
6898	R/COTTIS - Play Area Fund	0.00	1,000.00	1,000.00
		<u>117,720.62</u>	<u>398,231.00</u>	<u>280,510.38</u>

Jun-17				
Acc Ref	Name	Balance YTD	Annual Budget	Variance
3001	PRECEPT	176,250.00	352,500.00	176,250.00
3003	ADMIN - Interest Received	0.00	380.00	380.00
3005	ADMIN - Compostable bin liners	10.50	60.00	49.50
3006	ADMIN - Receipts Gen	0.25	0.00	-0.25
3010	ADMIN - EDDC Maintenance CCTV	115.68	3,150.00	3,034.32
3011	ADMIN - EDDC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3013	ADMIN - EDDC CCTV New Loan 2 Repayments	3,853.03	3,853.00	-0.03
3015	ADMIN - EDDC Leigh Park Com Centre Loan	0.00	14,953.00	14,953.00
3017	ADMIN - Cemetery Salaries & Superannuation	12,768.12	0.00	-12,768.12
3018	ADMIN - Cemetery Tax & NIC	3,386.24	0.00	-3,386.24
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	138.30	0.00	-138.30
3021	ADMIN - Cemetery Misc Inc	2,449.41	0.00	-2,449.41
3024	T/HALL - Hire Council Chamber	174.16	750.00	575.84
3025	T/HALL - Marriage Receipts	2,333.33	3,500.00	1,166.67
3026	T/HALL - Private Office Rental	875.00	3,628.00	2,753.00
3027	T/HALL - Hire Committee Room	1,219.14	3,300.00	2,080.86
3057	GEN REC - Lodge Rent	1,092.00	4,400.00	3,308.00
3058	GEN REC - Misc Income	0.00	50.00	50.00
3059	GEN REC - Grounds Maintenance Contract	399.99	1,600.00	1,200.01
3070	R/COTTIS - Football	327.50	1,500.00	1,172.50
3071	R/COTTIS - Bowling	7,927.00	7,927.00	0.00
3072	R/COTTIS - WBC Cap/Renewal	508.00	508.00	0.00
3073	R/COTTIS - WBC Store Rent	200.00	200.00	0.00
3076	R/COTTIS - Changing Rooms	58.33	250.00	191.67
3077	R/COTTIS - Services Tennis	194.31	1,500.00	1,305.69
3081	L/PARK - Rugby Club Rent	0.00	4,750.00	4,750.00
3083	L/PARK - Rugby Club Insurance	0.00	350.00	350.00
3084	L/PARK - Rugby Waste Disposal	187.38	780.00	592.62
		<u>217,994.39</u>	<u>413,416.00</u>	<u>195,421.61</u>