

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

12 October 2017

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 17 OCTOBER 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 cursive script 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 September 2017 (copy herewith).
- 4 **CHARGES FOR ROOM HIRE 2018/2019**
To consider the report of the Town Clerk (copy herewith).
- 5 **DRAFT BUDGET 2018/2019**
To consider the Committee's draft budget for next year (copy herewith).
- 6 **SPENDING & RESOURCES REVIEW (Min 61 – 18.07.17)**
To receive an update from the Chairman (copy herewith).



Resources Committee – 17 October 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.

Profit and Loss

Item 3

From: Month 6, September 2017**To:** Month 6, September 2017**Chart of Accounts:**

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	176,250.00	352,500.00	
EDDC Maintenance Contribution	0.00	182.03	
Admin	142.79	35.26	
Town Hall	577.49	7,724.93	
General Recreation	497.33	3,049.98	
Redcotts	322.25	9,537.39	
Leigh Park Playing Fields	201.50	388.88	
EDDC Loan Contributions	0.00	14,856.32	
Cemetery Salaries Reimbursement	5,260.58	33,376.34	
Cemetery Miscellaneous Expenses	1,911.41	4,738.22	
BID Payments Assistance	46.10	276.60	
	185,209.45		426,665.95
Expenditure			
Town Hall	2,022.48	19,347.15	
Grants,Donation, Subs & Conts	1,150.00	36,729.75	
Planning & Environment	924.00	2,584.00	
Buildings & Premises	10,579.85	29,933.07	
General Recreation	6,499.41	40,988.62	
Redcotts	796.05	7,309.83	
Assets Replacement	0.00	1,809.33	
	21,971.79		138,701.75
Gross Profit/(Loss):	<u>163,237.66</u>		<u>287,964.20</u>
Overheads			
Admin	7,343.17	49,092.18	
Mayoral & Civic	105.00	4,374.99	
Cemetery Salaries	5,260.58	33,376.34	
Cemetery Miscellaneous Expenses	261.01	4,774.42	
	12,969.76		91,617.93
Net Profit/(Loss):	<u>150,267.90</u>		<u>196,346.27</u>

Date: 12/10/2017

Time: 09:48:59

WIMBORNE MINSTER TOWN COUNCIL

Page: 2

Balance Sheet

From: Month 6, September 2017

To: Month 6, September 2017

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	4,560.50	2,267.47	
Nationwide Business Bond	0.00	51,416.96	
Capital Reserve Account	146,396.45	413,457.82	
Petty Cash	0.00	350.00	
V. A. T	507.48	1,497.07	
Debtors Control Account	(4,739.84)	10,473.09	
		146,724.59	479,462.41
Current Liabilities			
Receipts in Advance	0.00	1,025.01	
		0.00	1,025.01
Current Assets less Current Liabilities:		146,724.59	478,437.40
Total Assets less Current Liabilities:		146,724.59	478,437.40
Financed By			
General Fund	(4,750.00)	108,248.29	
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	0.00	204.71	
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	5,441.19	
Fund - Mega Van 6671	0.00	500.00	
Fund - Youth Cafe	1,206.69	5,875.69	
Fund - Gunstone Trust	0.00	8,525.78	
P & L Account	150,267.90	196,346.27	
		146,724.59	478,437.40

Sep-17

Acc Ref	Name	Balance YTD	Annual Budget	Variance
5402	ADMIN - Bank Charge	162.00	350.00	188.00
5403	ADMIN - Telephone & Internet	388.18	930.00	541.82
5404	ADMIN - Salaries Office Staff	29,046.12	60,000.00	30,953.88
5405	ADMIN - Superannuation Contributions	3,603.08	6,000.00	2,396.92
5406	ADMIN - Gen Office Expenses	647.14	3,000.00	2,352.86
5407	ADMIN - Training	14.89	300.00	285.11
5408	ADMIN - Postage	124.61	400.00	275.39
5409	ADMIN - Photocopier	559.95	1,270.00	710.05
5410	ADMIN - Insurance	9,684.41	9,300.00	-384.41
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	14.43	20.00	5.57
5415	ADMIN - Travel	72.75	280.00	207.25
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	1,445.94	1,550.00	104.06
5421	ADMIN - Newsletter	0.00	1,000.00	1,000.00
5422	ADMIN - Public Relations	242.75	1,000.00	757.25
5462	ADMIN - Professional Fees	0.00	700.00	700.00
5463	ADMIN - Audit fees	1,460.80	2,000.00	539.20
5464	ADMIN - Square Bookings Assistance	1,375.92	3,000.00	1,624.08
5465	ADMIN - I.T. & Website	410.50	800.00	389.50
5466	ADMIN - Christmas Lighting/Stage & PA	0.00	11,700.00	11,700.00
5467	ADMIN - Cemetery Tax & NIC	5,819.33	0.00	-5,819.33
5468	ADMIN - Cemetery Salaries & Superannuation	27,557.01	0.00	-27,557.01
5469	ADMIN - Cemetery Misc Exp	4,774.42	0.00	-4,774.42
5613	T/HALL - Fire Alarm System Contract	525.00	525.00	0.00
5614	T/HALL - TIC Support	7,000.00	8,500.00	1,500.00
5615	T/HALL - Town Hall Boiler Maintenance	75.00	120.00	45.00
5616	T/HALL - Carpet Cleaning	132.50	400.00	267.50
5617	T/HALL - Heating Gas	336.51	1,000.00	663.49
5618	T/HALL - Electricity	220.79	920.00	699.21
5619	T/HALL - Sewerage/Water	428.22	1,000.00	571.78
5620	T/HALL - Business Rates	3,984.50	7,000.00	3,015.50
5621	T/HALL - Cleaning products/Waste Disp.	11.55	100.00	88.45
5622	T/HALL - Cleaning contract	440.00	2,000.00	1,560.00
5623	T/HALL - Civil Ceremony costs	472.27	1,500.00	1,027.73
5624	T/HALL - Minor Rep/Maintenance	1,564.91	2,100.00	535.09
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	1,973.17	5,000.00	3,026.83
5839	MAYORAL/CIV - Wim Militia	365.00	800.00	435.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	773.30	450.00	-323.30
5841	MAYORAL/CIV - Members Training	0.00	250.00	250.00
5842	MAYORAL/CIV - Members Travel	263.52	800.00	536.48
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	1,150.00	5,000.00	3,850.00

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6242	P&E - Devolution Community Fund	1,063.45	20,000.00	18,936.55
6245	P & E - Town Square	0.00	3,000.00	3,000.00
6265	P & E - Bus Shelter Exp	220.00	500.00	280.00
6269	P&E - Town Centre Maintenance	1,300.55	2,500.00	1,199.45
6446	BUILDING - T.Hall Refurb Fund	2,068.00	4,000.00	1,932.00
6447	BUILDING - Building Fund	3,866.49	4,000.00	133.51
6449	BUILDING - Leigh Park Com Centre Loan	7,476.57	15,000.00	7,523.43
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	5,926.54	11,900.00	5,973.46
6456	BUILDING - Redcotts Storage/Toilet Loan	3,445.59	6,900.00	3,454.41
6470	C.C.T.V. - Maintenance	465.36	7,000.00	6,534.64
6471	C.C.T.V. - Loan Repayments	6,609.52	16,400.00	9,790.48
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	1,809.33	5,000.00	3,190.67
6655	GEN.REC - Lighting	148.13	1,200.00	1,051.87
6656	GEN.REC - Training	0.00	450.00	450.00
6657	GEN.REC - Lodge C.Tax	824.73	1,200.00	375.27
6658	GEN.REC - Miscellaneous	909.23	3,500.00	2,590.77
6659	GEN.REC - Salaries	32,131.86	59,000.00	26,868.14
6660	GEN.REC - Repair/Renewal	1,673.78	3,500.00	1,826.22
6661	GEN.REC - Consumables	2,199.45	4,000.00	1,800.55
6663	GEN.REC - Planting Fund	0.00	200.00	200.00
6665	GEN.REC - Car Park/F.Path Fund	0.00	500.00	500.00
6666	GEN.REC - C.Mead/W.Bloom	90.00	200.00	110.00
6667	GEN.REC - Travel	57.60	200.00	142.40
6668	GEN.REC - Contract Work	120.00	3,000.00	2,880.00
6669	GEN REC - G'Mens Tools	0.00	250.00	250.00
6670	GEN REC - G'Mens PPE	292.94	300.00	7.06
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	97.50	400.00	302.50
6676	GEN REC - General Waste Disposal	678.40	1,600.00	921.60
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	72.30	208.00	135.70
6817	R/COTTIS - Pavilion Boiler Service Contract	0.00	300.00	300.00
6818	R/COTTIS - Water/Sewerage	225.77	800.00	574.23
6870	R/COTTIS - Football	142.50	100.00	-42.50
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	100.79	0.00	-100.79
6892	R/COTTIS - Pavilion Services	869.51	2,800.00	1,930.49
6893	R/COTTIS - Cleaner/ Maintenance	845.00	2,535.00	1,690.00
6894	R/COTTIS - Pavilion Legionella Testing	623.16	1,215.00	591.84
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
		230,615.79	398,231.00	167,615.21

Sep-17				
Acc Ref	Name	Balance YTD	Annual Budget	Variance
3001	PRECEPT	352,500.00	352,500.00	0.00
3003	ADMIN - Interest Received	0.00	380.00	380.00
3005	ADMIN - Compostable bin liners	14.00	60.00	46.00
3006	ADMIN - Receipts Gen	140.96	0.00	-140.96
3010	ADMIN - EDDC Maintenance CCTV	182.03	3,150.00	2,967.97
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	7,476.57	14,953.00	7,476.43
3017	ADMIN - Cemetery Salaries & Superannuation	27,557.01	0.00	-27,557.01
3018	ADMIN - Cemetery Tax & NIC	5,819.33	0.00	-5,819.33
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	276.60	0.00	-276.60
3021	ADMIN - Cemetery Misc Inc	4,738.22	0.00	-4,738.22
3024	T/HALL - Hire Council Chamber	237.49	750.00	512.51
3025	T/HALL - Marriage Receipts	3,916.65	3,500.00	-416.65
3026	T/HALL - Private Office Rental	1,750.00	3,628.00	1,878.00
3027	T/HALL - Hire Committee Room	1,820.79	3,300.00	1,479.21
3057	GEN REC - Lodge Rent	2,184.00	4,400.00	2,216.00
3058	GEN REC - Misc Income	66.00	50.00	-16.00
3059	GEN REC - Grounds Maintenance Contract	799.98	1,600.00	800.02
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	516.56	1,500.00	983.44
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	388.88	780.00	391.12
		<u>426,785.65</u>	<u>413,416.00</u>	<u>-13,369.65</u>

WIMBORNE MINSTER TOWN COUNCIL

To: Resources Committee

On: 17 October 2017

TOWN CLERK'S REPORT

CHARGES FOR ROOM HIRE 2018/19

(Item 4)

- 1 Room charges were increased last year for the current financial year as follows:
 - Council Chamber/ Committee Room (per session) from £34 to £38
 - Lower Rate for local organisations from £17 to £19
 - Civil Ceremonies from £200 to £210 for non-parishioners
 - from £150 to £160 for Wimborne Minster parishioners

- 2 The Committee is asked whether it wishes to make any changes for 2018/19 bearing in mind that the number of civil ceremony bookings is down from last year whilst general bookings remain similar to last year.

	<u>2017/18</u>	<u>2018/19</u>
COUNCIL CHAMBER (per session)	£ 38 (Full Rate) £19 (Lower Rate for local organisations)	
COMMITTEE ROOM (per session)	£ 38 (Full Rate) £ 19 (Lower Rate for local organisations)	
CIVIL CEREMONIES	£210 non Parishioners £160 Wimborne Minster Parishioners	

(All charges include VAT)

		WIMBORNE MINSTER TOWN COUNCIL RESOURCES COMMITTEE				Page 1	
		Expenditure					
Account	Ref Name	2016/17		2017/18		2018/19	
		Budget £	Actual £	Budget £	Revised Budget	Proposed Budget	
5402	ADMIN - Bank Charge	350.00	360.00	350.00	350.00	380.00	
5403	ADMIN - Telephone & internet			930.00	930.00	930.00	New code
5404	ADMIN - Salaries Office Staff	55,000.00	56,694.31	60,000.00	70,000.00	84,000.00	New staff member, changes to pay points & overtime provision
5405	ADMIN - Superannuation Contributions	5,200.00	5,423.83	6,000.00	8,500.00	10,500.00	Additional staff member eligible to join
5406	ADMIN - Gen Office Expenses	4,200.00	3,511.65	3,000.00	2,500.00	2,500.00	Less line rental, internet & call charges
5407	ADMIN - Training	100.00	14.89	300.00	300.00	500.00	includes 1st Aid Course
5408	ADMIN - Postage	500.00	332.08	400.00	400.00	350.00	
5409	ADMIN - Photocopying	1,200.00	1,169.92	1,270.00	1,270.00	1,270.00	
5410	ADMIN - Insurance	9,000.00	9,120.75	9,300.00	11,040.00	12,000.00	Property Revaluation, additional property, amendment to motor fleet policy
5411	ADMIN - Legal Expenses	200.00	200.00	200.00	200.00	200.00	
5412	ADMIN - Election Expenses Fund	2,000.00	2,000.00	0.00	0.00	0.00	Sufficient in the fund
5413	ADMIN - Cap Office Equipment	200.00	200.00	200.00	200.00	500.00	
5414	ADMIN - Refreshments	20.00	2.87	20.00	20.00	20.00	
5415	ADMIN - Travel	300.00	154.90	280.00	280.00	280.00	
5417	ADMIN - Advertising	500.00	599.25	500.00	500.00	600.00	
5418	ADMIN - Compostable Bin Liners	50.00	43.00	50.00	50.00	50.00	
5420	ADMIN - Membership Of Outside Bodies	1,485.00	1,484.16	1,550.00	1,525.00	1,580.00	DAPTC, SMC, WOTA, WFTA, CoT
5421	ADMIN - Newsletter	500.00	460.00	1,000.00	1,000.00	1,000.00	
5422	ADMIN - Public Relations	1,000.00	140.00	1,000.00	1,000.00	1,000.00	
5462	ADMIN - Professional Fees	700.00	400.00	700.00	700.00	700.00	
5463	ADMIN - Audit fees	2,000.00	1,742.60	2,000.00	2,000.00	2,000.00	
5464	ADMIN - Square Bookings Assistance	3,000.00	3,149.25	3,000.00	3,000.00	3,000.00	
5465	ADMIN - IT & Website	2,000.00	880.63	800.00	800.00	1,000.00	£290.00 per website & hosting £130.00 Sophos £380.00 assistance
5466	ADMIN - Christmas Lighting/Stage & P.A	11,965.00	12,946.91	11,700.00	11,700.00	14,800.00	Additional lights & all associated Xmas costs
	SUB TOTAL of GROUP	101,470.00	101,031.00	104,550.00	118,265.00	139,160.00	

WIMBORNE MINSTER TOWN COUNCIL RESOURCES COMMITTEE										Page 2
Account	Ref Name	2016/17		2017/18		2018/19		Proposed Budget	£	
		Budget	Actual	Budget	Revised Budget	Budget	£			
Expenditure										
5613	T/HALL - Fire Alarm System Contract	525.00	525.00	525.00	525.00	525.00	525.00	525.00		
5614	T/HALL - TIC Support	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00	7,000.00	0.00	Incorporated into Grants	
5615	T/HALL - Town Hall Boiler Maintenance	100.00	60.00	120.00	120.00	120.00	120.00	130.00		
5616	T/HALL - Carpet Cleaning	400.00	365.00	400.00	400.00	400.00	400.00	400.00		
5617	T/HALL - Heating Gas	1,800.00	1,727.08	1,000.00	1,000.00	1,000.00	1,000.00	1,300.00	New Supplier	
5618	T/HALL - Electricity	1,700.00	966.63	920.00	920.00	920.00	920.00	1,000.00	New Supplier	
5619	T/HALL - Sewerage/Water	400.00	1,157.75	1,000.00	1,000.00	1,000.00	1,000.00	800.00		
5620	T/HALL - Business Rates	7,000.00	6,897.00	7,000.00	7,000.00	7,000.00	7,000.00	7,200.00		
5621	T/HALL - Cleaning Products/Waste Disp	100.00	30.63	100.00	100.00	100.00	100.00	100.00		
5622	T/HALL - Cleaning Contract	2,500.00	1,502.50	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00		
5623	T/HALL - Civil Ceremony Costs	1,500.00	753.96	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00		
5624	T/HALL - Minor Rep/Maintenance	2,100.00	1,665.49	2,100.00	2,100.00	2,100.00	2,100.00	2,000.00		
5625	T/HALL - Honours Board	90.00	90.00	100.00	100.00	100.00	100.00	120.00		
5626	T/HALL - Mortgage	13,750.00	13,736.06	4,061.00	4,061.00	4,061.00	4,061.00	0.00	Final Payment 22.04.17	
5627	T/HALL - Equipment	200.00	0.00	200.00	200.00	200.00	200.00	200.00		
5628	T/HALL - Marriage Licence Fund	500.00	500.00	500.00	500.00	500.00	500.00	500.00		
	SUB TOTAL of GROUP	41,165.00	38,477.10	30,026.00	28,526.00	17,775.00				
5830	MAYORAL/CIV - Allowance	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	To be reviewed annually	
5833	MAYORAL/CIV - Regalia	100.00	167.59	100.00	100.00	100.00	100.00	200.00		
5835	MAYORAL/CIV - Civic Fund	5,000.00	2,786.27	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00		
5839	MAYORAL/CIV - Wfm Militia	750.00	340.00	800.00	800.00	800.00	800.00	800.00		
5840	MAYORAL/CIV - Town Crier Subs/Comp	450.00	75.00	450.00	450.00	450.00	450.00	450.00		
5841	MAYORAL/CIV - Members Training	200.00	356.67	250.00	250.00	250.00	250.00	250.00		
5842	MAYORAL/CIV - Members Travel	800.00	552.29	800.00	800.00	800.00	800.00	800.00		
5843	MAYORAL/CIV - Remembrance Day Wreath	100.00	119.00	130.00	130.00	130.00	130.00	150.00		
	SUB TOTAL of GROUP	9,400.00	6,396.82	9,530.00	9,530.00	9,530.00				

		WIMBORNE MINSTER TOWN COUNCIL RESOURCES COMMITTEE				Page 3	
Account	Ref Name	Expenditure					
		2016/17		2017/18		2018/19	
		Budget	Actual	Budget	Revised Budget	Proposed Budget	
		£	£	£			
6040	GSL - Cemetery Precept	7,125.00	7,125.00	11,282.00	11,282.00	15,000.00	Actual figure not yet known
6045	GSL - Grants Contingency Fund	500.00	0.00	500.00	500.00	0.00	Incorporated into Annual Grants
6046	GSL - BID Levy	250.00	213.75	250.00	250.00	250.00	
6047	GSL - Annual Grants	22,330.00	19,330.00	25,725.00	25,725.00	37,000.00	Incorporates TIC & Wborne Folk Festival
6048	GSL - Wimborne Folk Festival	3,000.00	3,000.00	4,000.00	4,000.00	0.00	
6050	GSL - Events Fund	5,000.00	700.00	5,000.00	5,000.00	3,000.00	
	SUB TOTAL of GROUP	38,205.00	30,368.75	46,757.00	46,757.00	55,250.00	
6446	BUILDING - T Hall Refurb	4,000.00	4,000.00	4,000.00	4,000.00	0.00	Sufficient in Fund
6447	BUILDING - Buildings Fund	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
6449	BUILDING - Leigh Park Com Centre Loan	15,000.00	14,953.14	15,000.00	15,000.00	15,000.00	Invoiced to EDDC
6450	BUILDING - Gazebo	500.00	500.00	500.00	500.00	500.00	
6452	BUILDING - Groundsman's Lodge	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
6453	BUILDING - Lodge Loan	2,100.00	2,062.96	2,100.00	2,100.00	2,100.00	
6455	BUILDING - T Hall Development Loan	11,900.00	11,853.08	11,900.00	11,900.00	11,900.00	
6456	BUILDING - Redcoats Storage/Toilets Loan	6,900.00	6,891.18	6,900.00	6,900.00	6,900.00	
	SUB TOTAL of GROUP	45,400.00	45,260.36	45,400.00	45,400.00	41,400.00	
6470	C.C.T.V. - Maintenance	7,000.00	8,406.43	7,000.00	7,000.00	7,000.00	45% Invoiced to EDDC
6471	C.C.T.V. - Loan Repayments	16,400.00	16,399.44	16,400.00	16,400.00	16,400.00	45% Invoiced to EDDC
6473	C.C.T.V. - Wayleave Electricity Supply	500.00	-50.00	0.00	0.00	0.00	
	SUB TOTAL of GROUP	23,900.00	24,755.87	23,400.00	23,400.00	23,400.00	
6500	ASSETS - C.C.T.V Asset Rep	4,000.00	4,000.00	4,000.00	4,000.00	0.00	Sufficient in Fund
6501	ASSETS - Resources Asset Rep	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	
	SUB TOTAL of GROUP	5,600.00	5,600.00	5,600.00	5,600.00	1,600.00	
	TOTAL EXPENDITURE	265,140.00	251,889.90	265,263.00	277,478.00	288,235.00	

		WIMBORNE MINSTER TOWN COUNCIL RESOURCES COMMITTEE				Page 4	
		Income					
Account Ref Name	2016/17 Budget £	2016/17 Actual £	2017/18 Budget £	2017/18 Revised Budget £	2018/19 Proposed Budget £		
3003	ADMIN - Interest Received	1,400.00	1,358.54	380.00	380.00	380.00	Interest rates severely cut
3005	ADMIN - Compostable Bin Liners	60.00	91.00	60.00	60.00	60.00	
3006	ADMIN - Receipts Gen	0.00	25.25	0.00	0.00	0.00	
	SUB TOTAL of GROUP	1,460.00	1,474.79	440.00	440.00	440.00	
3010	ADMIN - EDDC Maintenance Contribution CCTV	3,150.00	3,839.49	3,150.00	3,150.00	3,150.00	
3011	ADMIN - EDDC Loans Contrib CCTV	3,527.00	3,526.72	3,527.00	3,527.00	3,527.00	
3013	ADMIN - EDDC CCTV Upgrade Loan Repayments	3,853.00	3,853.03	3,853.00	3,853.00	3,853.00	
	SUB TOTAL of GROUP	10,530.00	11,219.24	10,530.00	10,530.00	10,530.00	
3015	ADMIN - EDDC Leigh Park Com Centre Loan	14,953.00	14,953.14	14,953.00	14,953.00	14,953.00	
	SUB TOTAL of GROUP	14,953.00	14,953.14	14,953.00	14,953.00	14,953.00	
3024	T/HALL - Hire Council Chamber	600.00	694.17	750.00	500.00	500.00	
3025	T/HALL - Marriage Receipts	5,000.00	3,375.06	3,500.00	2,642.00	3,000.00	Bookings currently down on previous years
3026	T/HALL - Private Office Rental	3,335.00	3,500.00	3,628.00	3,546.53	3,750.00	
3027	T/HALL - Hire Committee Room	3,400.00	3,470.89	3,300.00	3,300.00	2,000.00	Potential reduction if changes made to office space
	SUB TOTAL of GROUP	12,335.00	11,040.12	11,178.00	9,988.53	9,250.00	
	TOTAL INCOME	39,278.00	38,687.29	37,101.00	35,911.53	35,173.00	

WIMBORNE MINSTER TOWN COUNCIL
RESOURCES COMMITTEE

Funds under the Committee's control
Balances correct as at 30 September 2017

Account	Ref Name	£	Loan Code	Annual Payment	Int rate	Reason	Loan Drawn Down	Final Payment
2801	Fund - Town Hall Refurbishment 6446	29,657.57	484612	11,859.08	5.50	Refurbishment	2,000.00	28.09.2025
2802	Fund - Buildings 6447	20,662.89	486033	7,837.16	5.00	CCTV Installation	2,001.00	28.10.2026 45% invoiced to EDDC
2803	Fund - Redcofts Lodge 6452	1,524.17	494543	8,562.28	4.30	CCTV updating	2,008.00	28.03.2018
2804	Fund - Marriage Licence 5628	970.00	489340	2,062.96	4.75	Refurbishment	2,004.00	30.09.2029
2805	Fund - Election Expenses 5412	9,227.99	496458	14,953.14	4.63	Building the Centre	2,010.00	13.07.2042 100% invoiced to EDDC
2806	Fund - Resources Asset Repl 6501 & 5413	8,278.95	497936	6,891.18	3.85	New toilets & store	2,010.00	11.10.2035
2826	Fund - Legal Expenses 5411	661.00	502904	7909.72	2.97	Play Area Refurb	2,014.00	2024
2897	Fund - CCTV Asset Replacement 6500	54,968.35						
2900	Fund - The Square - Sitting Out Fees	5,441.19						
2902	Fund - Events	New for 2018/19						
2903	Fund - Civic Expenses	New for 2018/19						
	Total	131,292.11						

PWLB

SAGE Code	Loan	Loan Code	Annual Payment	Int rate	Reason	Loan Drawn Down	Final Payment
6455	Town Hall Refurbishment	484612	11,859.08	5.50	Refurbishment	2,000.00	28.09.2025
6471	CCTV Loan 1	486033	7,837.16	5.00	CCTV Installation	2,001.00	28.10.2026 45% invoiced to EDDC
6471	CCTV Loan 2	494543	8,562.28	4.30	CCTV updating	2,008.00	28.03.2018
6453	Redcofts Lodge	489340	2,062.96	4.75	Refurbishment	2,004.00	30.09.2029
6449	Leigh Park Corn Centre	496458	14,953.14	4.63	Building the Centre	2,010.00	13.07.2042 100% invoiced to EDDC
6456	Redcofts Rec New Storage & Toilets	497936	6,891.18	3.85	New toilets & store	2,010.00	11.10.2035
6897	Redcofts Play Area Redevelopment	502904	7909.72	2.97	Play Area Refurb	2,014.00	2024

Other

6245	The Square Contribution		3000.00		Refurbishment		£1500 in 2021/22 financial year
------	-------------------------	--	---------	--	---------------	--	---------------------------------

Resources Committee: 17th October 2017

Report by: Cllr Kelly Webb

Progress Report on the Spending and Resources Review Project

The project had the following main areas of review and the table shows their progress to date:

Title/Area	Progress	Status
Objectives		
Principles of review to be agreed	Agreed	Complete
Adopted by Council	Achieved	Complete
Priorities		
Agree Council Priorities	Agreed/Adopted/Published	Complete
Roles		
Cllr Roles considered	Completed, no changes agreed	Complete
Record and review processes	All processes recorded, review of those to take place (by new ATC)	Complete
Produce Operations Manual	70% complete	On target
Resources		
Review Grant Process	Complete/Adopted	Complete
Succession Planning	Report produced September 17, early actions agreed and implementation of those early actions begins end of October with 2 new staff recruited including new role of Assistant Town Clerk	In progress
Consider space requirements	Currently working on potential to move staff into Committee room and convert current office into a meeting room.	In progress
Review budget lines	Not yet started	
Compile list of leases	Allocated to Cllr C Chedgy	In progress
Rec & Leisure		
Document Groundsmen's processes	Not yet started	
Session to discuss overall principles/ideas/scope of committee	Not yet started	
P&E		
Session to discuss overall principles/ideas/scope of committee	Not yet started	
Identify larger projects		
Review Cemetery principles/objectives	Not yet started	
ATC to progress other project ideas	Not yet started	