



Dear Councillor

16 August 2018

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 21 AUGUST 2018 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 Clerk prior to the meeting.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Laurence Hartley'.

Town Clerk

AGENDA

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**
To receive the monthly accounts for the end of June 2018 (copies herewith).
- 4 **APPLICATIONS FOR GRANT AID 2018/19**
To consider a schedule of applications for grant aid to be met from this year's budget (copy herewith).
- 5 **EXCLUSION OF PRESS AND PUBLIC**
- 6 **LEASES REVIEW (Min 48 - 17.07.18)**
 - a) **Wimborne Bowls Club**
To consider suggested Heads of Terms for a renewal of the lease to the Bowls Club together with maintenance arrangements (copy herewith);
 - b) **Wimborne Minster Tennis Club**
To consider suggested Heads of Terms for a new lease and maintenance arrangements with the proprietor of the Club (copy herewith);
 - c) **Wimborne Rugby Football Club**
To consider the report of the Chairman and Town Clerk (copy herewith).



Resources Committee – 21 August 2018

MEMBERS OF COMMITTEE

Cllr Mrs C A Chedgy (Chairman)

Cllr T F Wheeler (Vice-Chairman)

Cllr J Burden

Cllr Ms C L Butter

Cllr R D Cook

Cllr Mrs S A Cook

Cllr R P Nunn

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 CONSIDERATIONS

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, marital status, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime & Disorder, Health & Safety, Human Rights and Data Protection (General Data Protection Regulation).

Date: 15/08/2018
Time: 12:47:50

WIMBORNE MINSTER TOWN COUNCIL

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Profit and Loss

From: Month 4, July 2018
To: Month 4, July 2018

Item 3

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	0.00	188,250.00	
EDDC Maintenance Contribution	0.00	990.00	
Admin	14.00	369.30	
Town Hall	1,292.50	6,792.40	
General Recreation	497.33	1,909.32	
Redcotts	27.40	9,488.09	
Leigh Park Playing Fields	0.00	195.55	
EDDC Loan Contributions	0.00	3,526.72	
Cemetery Salaries Reimbursement	7,288.22	29,152.88	
Cemetery Miscellaneous Expenses	0.00	139.90	
BID Payments Assistance	0.00	166.68	
		9,119.45	240,980.84
Expenditure			
Town Hall	1,329.51	4,605.32	
Grants,Donation, Subs & Conts	24,586.00	34,209.95	
Planning & Environment	571.50	222.00	
Buildings & Premises	8,971.57	18,811.48	
General Recreation	7,328.46	31,054.85	
Redcotts	656.04	6,415.86	
Assets Replacement	1,218.55	1,218.55	
		44,661.63	96,538.01
Gross Profit/(Loss):		<u>(35,542.18)</u>	<u>144,442.83</u>
Overheads			
Admin	21,937.95	53,374.58	
Mayoral & Civic	771.10	3,945.68	
Cemetery Salaries	7,288.22	29,346.68	
Cemetery Miscellaneous Expenses	272.48	272.48	
		30,269.75	86,939.42
Net Profit/(Loss):		<u>(65,811.93)</u>	<u>57,503.41</u>

Balance Sheet

From: Month 4, July 2018

To: Month 4, July 2018

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	(9,711.76)	(15,515.09)	
Nationwide Business Bond	0.00	51,831.11	
Capital Reserve Account	(41,396.79)	283,741.25	
Petty Cash	0.00	350.00	
V. A. T	(5,104.34)	378.97	
Debtors Control Account	(7,224.04)	15,798.82	
		(63,436.93)	336,585.06
Current Liabilities			
Receipts in Advance	0.00	175.00	
		0.00	175.00
Current Assets less Current Liabilities:		(63,436.93)	336,410.06
Total Assets less Current Liabilities:		(63,436.93)	336,410.06
Financed By			
General Fund	0.00	119,200.71	
Fund - Twn Hall/Refurb 6446	0.00	31,589.57	
Fund - Buildings 6447	0.00	16,975.40	
Fund - Redcotts Lodge6452	0.00	2,214.17	
Fund - Marriage Venue Licence5628	0.00	1,470.00	
Fund - Election Exps 5412	0.00	2,990.99	
Fund - Resources Asset 6501&5413	0.00	7,565.80	
Fund - Traff Order/Signs	0.00	2,609.00	
Fund - Contract Work (Rec) 6668	0.00	3,660.64	
Fund - Planting 6663	0.00	1,134.03	
Fund - Street Lighting	0.00	640.00	
Fund - Mayor's Charities	0.00	12.53	
Fund - Recreation Asset 6502	0.00	19,309.39	
Fund - Redcotts Future Development Fund 689	0.00	10,000.00	
Fund - Legal Expenses	0.00	861.00	
Fund - Car Park/ Footpath 6665	0.00	1,419.14	
Fund - WBC Cap/ Renewal3072	0.00	3,651.00	
Fund - Section 106 - Redcotts Tennis Courts	0.00	560.00	
Fund - C.C.T.V. 6500	0.00	37,108.71	
Fund - Town Centre - Future Enhancements	2,375.00	4,066.19	
Fund - Mega Van 6671	0.00	1,000.00	
Fund - Youth Cafe	0.00	342.60	
Fund - Leigh Park Play Area	0.00	1,000.00	
Fund - Redcotts Play Area	0.00	1,000.00	
Fund - Gunstone Trust	0.00	8,525.78	
P & L Account	(65,811.93)	57,503.41	
		(63,436.93)	336,410.06

Wimborne Minster Town Council
Budget Expenses Vs Actuals with Variances

Jul-18

Acc Ref	Name	Balance YTD	Annual Budget	Variance
5402	ADMIN - Bank Charge	134.00	380.00	246.00
5403	ADMIN - Telephone & Internet	309.52	930.00	620.48
5404	ADMIN - Salaries Office Staff	30,301.84	85,000.00	54,698.16
5405	ADMIN - Superannuation Contributions	5,128.76	11,500.00	6,371.24
5406	ADMIN - Gen Office Expenses	1,858.92	2,500.00	641.08
5407	ADMIN - Training	0.00	500.00	500.00
5408	ADMIN - Postage	135.98	350.00	214.02
5409	ADMIN - Photocopier	279.98	1,270.00	990.02
5410	ADMIN - Insurance	11,616.69	12,000.00	383.31
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	0.00	500.00	500.00
5414	ADMIN - Refreshments	0.85	20.00	19.15
5415	ADMIN - Travel	65.97	280.00	214.03
5417	ADMIN - Advertising	30.00	600.00	570.00
5418	ADMIN - Compostable Bin Liners	50.00	50.00	0.00
5420	ADMIN - Membership of Outside Bodies	1,720.14	1,580.00	-140.14
5421	ADMIN - Newsletter	0.00	1,000.00	1,000.00
5422	ADMIN - Public Relations	45.00	1,000.00	955.00
5462	ADMIN - Professional Fees	0.00	700.00	700.00
5463	ADMIN - Audit fees	475.40	2,000.00	1,524.60
5464	ADMIN - Square Bookings Assistance	425.10	3,000.00	2,574.90
5465	ADMIN - I.T. & Website	143.04	1,000.00	856.96
5466	ADMIN - Christmas Lighting/Stage & PA	653.39	14,800.00	14,146.61
5467	ADMIN - Cemetery Tax & NIC	5,369.28	0.00	-5,369.28
5468	ADMIN - Cemetery Salaries & Superannuation	23,977.40	0.00	-23,977.40
5469	ADMIN - Cemetery Misc Exp	272.48	0.00	-272.48
5613	T/HALL - Fire Alarm System Contract	0.00	525.00	525.00
5614	T/HALL - TIC Support	0.00	0.00	0.00
5615	T/HALL - Town Hall Boiler Maintenance	60.00	130.00	70.00
5616	T/HALL - Carpet Cleaning	0.00	400.00	400.00
5617	T/HALL - Heating Gas	51.34	1,300.00	1,248.66
5618	T/HALL - Electricity	284.30	1,000.00	715.70
5619	T/HALL - Sewerage/Water	0.00	800.00	800.00
5620	T/HALL - Business Rates	2,736.00	7,200.00	4,464.00
5621	T/HALL - Cleaning products/Waste Disp.	8.88	100.00	91.12
5622	T/HALL - Cleaning contract	435.00	2,000.00	1,565.00
5623	T/HALL - Civil Ceremony costs	668.80	1,500.00	831.20
5624	T/HALL - Minor Rep/Maintenance	373.00	2,000.00	1,627.00
5625	T/HALL - Honours Board	98.00	120.00	22.00
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	79.50	200.00	120.50
5835	MAYORAL/CIV - Civic Fund	2,354.09	5,000.00	2,645.91
5839	MAYORAL/CIV - Wim Militia	370.70	800.00	429.30
5840	MAYORAL/CIV - Town Crier Subs/Comp	0.00	450.00	450.00
5841	MAYORAL/CIV - Members Training	0.00	250.00	250.00
5842	MAYORAL/CIV - Members Travel	141.39	800.00	658.61
5843	MAYORAL/CIV - Remembrance Day Wreath	0.00	150.00	150.00
6040	GSL - Cemetery Precept	5,810.20	11,630.00	5,819.80
6045	GSL - Grants Contingency Fund	0.00	0.00	0.00
6046	GSL - BID Levy	213.75	250.00	36.25
6047	GSL - Annual Grants	28,186.00	37,000.00	8,814.00
6048	GSL - Wimborne Folk Festival	0.00	0.00	0.00
6050	GSL - Events Fund	0.00	3,000.00	3,000.00

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6242	P&E - Devolution Community Fund	152.50	15,000.00	14,847.50
6245	P & E - Town Square	0.00	3,000.00	3,000.00
6265	P & E - Bus Shelter Exp	132.00	550.00	418.00
6269	P&E - Town Centre Maintenance	437.50	3,100.00	2,662.50
6270	P&E - Contribution To Service 88	2,500.00	2,500.00	0.00
6446	BUILDING - T.Hall Refurb Fund	0.00	0.00	0.00
6447	BUILDING - Building Fund	1,495.00	4,000.00	2,505.00
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	100.00	1,000.00	900.00
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	2,375.74	7,000.00	4,624.26
6471	C.C.T.V. - Loan Repayments	3,918.58	7,838.00	3,919.42
6473	C.C.T.V. - Wayleave Electric	0.00	0.00	0.00
6500	ASSETS - C.C.T.V. Asset	0.00	0.00	0.00
6501	ASSETS - Resources Asset	0.00	1,600.00	1,600.00
6502	ASSETS - Recreation Asset	1,218.55	5,000.00	3,781.45
6655	GEN.REC - Lighting	58.69	500.00	441.31
6656	GEN.REC - Training	0.00	150.00	150.00
6657	GEN.REC - Lodge C.Tax	581.02	1,200.00	618.98
6658	GEN.REC - Miscellaneous	549.17	3,000.00	2,450.83
6659	GEN.REC - Salaries	24,408.33	72,000.00	47,591.67
6660	GEN.REC - Repair/Renewal	432.18	3,500.00	3,067.82
6661	GEN.REC - Consumables	1,137.32	4,000.00	2,862.68
6663	GEN.REC - Planting Fund	76.70	200.00	123.30
6665	GEN.REC - Car Park/F.Path Fund	0.00	500.00	500.00
6666	GEN.REC - Wimborne In Bloom	0.00	150.00	150.00
6667	GEN.REC - Travel	12.60	200.00	187.40
6668	GEN.REC - Contract Work	1,020.28	3,000.00	1,979.72
6669	GEN REC - G'Mens Tools	0.00	400.00	400.00
6670	GEN REC - G'Mens PPE	79.61	350.00	270.39
6671	Gen Rec - Mega Van - Batteries	0.00	500.00	500.00
6672	Gen Rec - Mega Van Servicing	525.00	500.00	-25.00
6673	GEN.REC - Jubilee Garden	0.00	200.00	200.00
6674	GEN REC - Dog Waste Disposal	200.00	400.00	200.00
6676	GEN REC - General Waste Disposal	473.95	1,800.00	1,326.05
6677	GEN REC - Dog Control Contr	1,500.00	1,600.00	100.00
6678	GEN REC - STRI Membership	0.00	580.00	580.00
6700	Leigh/PK - Play Area Fund	0.00	1,000.00	1,000.00
6816	R/COTTIS - Toilets Air Freshener Contract	0.00	240.00	240.00
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	0.00	150.00	150.00
6871	R/COTTIS - Bowling	770.00	1,800.00	1,030.00
6874	R/COTTIS - Grass Tennis	0.00	0.00	0.00
6891	R/COTTIS - Pavilion Gas	70.35	800.00	729.65
6892	R/COTTIS - Pavilion Services	416.66	2,800.00	2,383.34
6893	R/COTTIS - Cleaner/ Maintenance	485.00	2,600.00	2,115.00
6894	R/COTTIS - Pavilion Legionella Testing	1,213.53	1,300.00	86.47
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>187,081.97</u>	<u>422,883.00</u>	<u>235,801.03</u>

Jul-18

Acc Ref	Name	Balance YTD	Annual Budget	Variance
3001	PRECEPT	188,250.00	376,500.00	188,250.00
3003	ADMIN - Interest Received	344.55	380.00	35.45
3005	ADMIN - Compostable bin liners	24.50	60.00	35.50
3006	ADMIN - Receipts Gen	0.25	0.00	-0.25
3010	ADMIN - EDDC Maintenance CCTV	990.00	3,150.00	2,160.00
3011	ADMIN - EDDC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3013	ADMIN - EDDC CCTV New Loan 2 Repayments	0.00	0.00	0.00
3015	ADMIN - EDDC Leigh Park Com Centre Loan	0.00	14,953.00	14,953.00
3017	ADMIN - Cemetery Salaries & Superannuation	23,977.40	0.00	-23,977.40
3018	ADMIN - Cemetery Tax & NIC	5,175.48	0.00	-5,175.48
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	166.68	0.00	-166.68
3021	ADMIN - Cemetery Misc Inc	139.90	0.00	-139.90
3024	T/HALL - Hire Council Chamber	174.16	500.00	325.84
3025	T/HALL - Marriage Receipts	3,349.98	3,000.00	-349.98
3026	T/HALL - Private Office Rental	1,875.00	3,750.00	1,875.00
3027	T/HALL - Hire Committee Room	1,393.26	2,000.00	606.74
3057	GEN REC - Lodge Rent	1,456.00	4,400.00	2,944.00
3058	GEN REC - Misc Income	0.00	50.00	50.00
3059	GEN REC - Grounds Maintenance Contract	533.32	1,600.00	1,066.68
3069	Gen Rec - Bowling - Glass Bottle Collections	72.95	0.00	-72.95
3070	R/COTTIS - Football	359.17	1,700.00	1,340.83
3071	R/COTTIS - Bowling	8,252.00	8,252.00	0.00
3072	R/COTTIS - WBC Cap/Renewal	529.00	529.00	0.00
3073	R/COTTIS - WBC Store Rent	200.00	200.00	0.00
3076	R/COTTIS - Changing Rooms	74.97	270.00	195.03
3077	R/COTTIS - Recharged Services	0.00	2,200.00	2,200.00
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	195.55	790.00	594.45
		<u>241,060.84</u>	<u>432,911.00</u>	<u>191,850.16</u>

Applications for Grant Aid 2018/19 - 3rd tranche - To be submitted to Resources on 21 August 2018

Name of Organisation	Grant requested	Ch/VCh Recommended Grant	Purpose - Running costs/project /one-off item	Proposed use of funds/Purpose of the Organisation	Previous Grant £	Council Priority Met	Unusual Expenditure / Notes	P/L in previous year?	accounts provided	W'borne beneficiaries
19 Wimborne ABC	£ 1,000.00	£ 1,000.00	Specific Project	To purchase a second boxing ring	-	* Residents * Town Support * Recreation, Culture & Heritage	Accounts requested	-	N	Y
20 Dorset ME Support Group	£ 400.00	£ 200.00	Annual Running Costs	To support sufferers of ME/CFS and their carers and families	£ 400.00	* Town Support	One-off legacy received. Without this they would have made a small loss	P	Y	Y
21 Wimborne & District Community Association	£ 1,500.00	Defer - More information requested	Specific Project	To provide a selection of eco-friendly community accessible items to provide a convenient way to encourage the community to recycle, reuse and reduce wastage within the Town	-	* Town Support * Tourism * Economy	Increase in light & heating costs	P	Y	Y
22 Life Education Wessex	£ 550.00	Refuse	Specific Project	Visit to Dumpton School / To deliver age appropriate health, well-being & drug prevention education programme to children aged 3-13yrs	-	N/A	No unusual expenditure	P	Y	Not Known
23 Wimborne War On Waste	£ 1,000.00	To be allocated to the Events Budget. Further discussion at the meeting	Specific Project	To purchase/hire the necessary infrastructure to hold a 'Plastic free street party' / To promote a plastic free community	-	* Residents * Town Support * Tourism * Recreation, Culture & Heritage	No unusual expenditure	P	Y	Y

Please note: Previous Grant refers to grants awarded for the 2017/18 Grant Aid.