

From the Town Mayor



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

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Dear Councillor

11 July 2019

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 16 JULY 2019 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 black ink, appearing to read 'Lawrence Hart'.

Town Clerk

AGENDA

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**
To receive the monthly accounts for the end of June 2019 (copy herewith).
- 4 **QUARTERLY REVIEW OF THE 2019/20 BUDGET**
Town Clerk to report.
- 5 **REVIEW OF GENERAL FUND**
To receive a schedule on the level of the General Fund including predicted payments from it in the current financial year (copy herewith).

MEMBERS OF COMMITTEE

Cllr C A Chedgy (Chairman)
Cllr C L Butter (Vice-Chairman)
Cllr D Burt
Cllr L C Hinks
Cllr M Roe
Cllr F Shirley
Cllr M R Tidd

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: 08/07/2019
Time: 10:49:23

WIMBORNE MINSTER TOWN COUNCIL
Profit and Loss

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Item 3

From: Month 3, June 2019
To: Month 3, June 2019

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	0.00	193,650.00	
EDDC Maintenance Contribution	1,099.35	1,099.35	
Admin	(74,838.69)	465.38	
Town Hall	1,420.82	6,329.12	
General Recreation	416.00	1,300.00	
Redcotts	549.96	549.96	
Leigh Park Playing Fields	230.94	230.94	
EDDC Loan Contributions	3,526.72	3,526.72	
Cemetery Salaries Reimbursement	5,946.68	17,338.60	
Cemetery Miscellaneous Expenses	469.46	815.21	
BID Payments Assistance	73.47	220.41	
	(61,105.29)		225,525.69
Expenditure			
Town Hall	2,586.79	4,664.14	
Grants,Donation, Subs & Conts	0.00	10,198.28	
Planning & Environment	44.00	(6,974.50)	
Buildings & Premises	9,676.57	17,180.74	
General Recreation	725.92	3,752.91	
Redcotts	751.37	6,098.47	
Assets Replacement	235.00	262.49	
	14,019.65		35,182.53
Gross Profit/(Loss):	<u>(75,124.94)</u>		<u>190,343.16</u>
Overheads			
Admin	20,078.44	54,740.64	
Mayoral & Civic	0.00	3,679.62	
Cemetery Salaries	5,946.68	17,338.60	
Cemetery Miscellaneous Expenses	329.51	526.24	
	26,354.63		76,285.10
Net Profit/(Loss):	<u>(101,479.57)</u>		<u>114,058.06</u>

Date: 08/07/2019
Time: 11:03:53

WIMBORNE MINSTER TOWN COUNCIL

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Balance Sheet

From: Month 3, June 2019
To: Month 3, June 2019

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	(6,911.85)	(9,648.71)	
Nationwide Business Bond	0.00	52,318.14	
Capital Reserve Account	(26,841.77)	380,954.23	
Petty Cash	0.00	350.00	
V. A. T	319.91	4,803.55	
Debtors Control Account	6,954.14	21,146.12	
		(26,479.57)	449,923.33
Current Liabilities			
Receipts in Advance	0.00	175.00	
		0.00	175.00
Current Assets less Current Liabilities:		(26,479.57)	449,748.33
Total Assets less Current Liabilities:		(26,479.57)	449,748.33
Financed By			
General Fund	0.00	121,489.87	
Fund - Buildings 6447	0.00	40,670.40	
Fund - Marriage Venue Licence 5628	0.00	1,970.00	
Fund - Election Exps 5412	0.00	2,990.99	
Fund - Office Equipment 6501 & 5413	0.00	8,321.63	
Fund - Contract Work (Rec) 6668	0.00	3,570.36	
Fund - Planting 6663	0.00	1,205.53	
Fund - Mayor's Charities	0.00	0.01	
Fund - Vehicle & Plant 6502, 6671,6672	25,000.00	45,509.84	
Fund - Redcotts Future Development Fund 689	0.00	10,000.00	
Fund - Professional Fee & Legal Expenses	0.00	1,061.00	
Fund - Car Park/ Footpath 6665	0.00	1,919.14	
Fund - WBC Cap/ Renewal 3072	0.00	4,180.00	
Fund - Improvements Fund (from EDDC)	50,000.00	50,000.00	
Fund - Section 106 - Redcotts Tennis Courts	0.00	29.00	
Fund - C.C.T.V. 6500	0.00	26,487.51	
Fund - Fund - TCLG Fund	0.00	3,833.69	
Fund - Leigh Park Play Area	0.00	2,100.52	
Fund - Redcotts Play Area	0.00	2,000.00	
Fund - Gunstone Trust	0.00	8,350.78	
P & L Account	(101,479.57)	114,058.06	
		(26,479.57)	449,748.33

Wimborne Minster Town Council
Budget Expenses Vs Actuals with Variances

Jun-19

Acc Ref	Name	Balance YTD	Annual Budget	Variance
5402	ADMIN - Bank Charge	87.00	380.00	293.00
5403	ADMIN - Telephone, Mobile & Internet	262.77	1,250.00	987.23
5404	ADMIN - Salaries	51,349.24	193,000.00	141,650.76
5406	ADMIN - Gen Office Expenses	1,496.61	3,000.00	1,503.39
5407	ADMIN - Training	140.00	1,000.00	860.00
5408	ADMIN - Postage	35.42	350.00	314.58
5409	ADMIN - Photocopying	279.98	1,370.00	1,090.02
5410	ADMIN - Insurance	0.00	12,000.00	12,000.00
5412	ADMIN - Election Exps Fund	0.00	4,000.00	4,000.00
5413	ADMIN - Office Equipment	534.97	500.00	-34.97
5417	ADMIN - Advertising	229.00	500.00	271.00
5420	ADMIN - Membership of Outside Bodies	1,588.82	2,010.00	421.18
5421	ADMIN - Newsletter	0.00	1,000.00	1,000.00
5422	ADMIN - Public Relations	132.50	500.00	367.50
5462	ADMIN - Professional Fees	0.00	0.00	0.00
5463	ADMIN - Audit fees	785.80	2,050.00	1,264.20
5464	ADMIN - Square Bookings Assistance	0.00	0.00	0.00
5465	ADMIN - I.T. & Website	615.00	4,400.00	3,785.00
5466	ADMIN - Christmas & New Year's Eve	0.00	16,000.00	16,000.00
5467	ADMIN - Cemetery Tax & NIC	3,492.78	0.00	-3,492.78
5468	ADMIN - Cemetery Salaries & Superannuation	13,845.82	0.00	-13,845.82
5469	ADMIN - Cemetery Misc Exp	526.24	0.00	-526.24
5617	T/HALL - Heating Gas	232.85	1,300.00	1,067.15
5618	T/HALL - Electricity	0.00	1,100.00	1,100.00
5619	T/HALL - Sewerage/Water	0.00	400.00	400.00
5620	T/HALL - Business Rates	2,526.65	7,420.00	4,893.35
5622	T/HALL - Cleaning contract	690.00	3,120.00	2,430.00
5623	T/HALL - Civil Ceremony costs	425.60	1,500.00	1,074.40
5624	T/HALL - Maintenance	789.04	1,400.00	610.96
5628	T/HALL - Marriage Licence Fund	0.00	0.00	0.00
5830	MAYORAL/CIV - Allowance	1,021.00	2,042.00	1,021.00
5833	MAYORAL/CIV - Regalia	479.34	200.00	-279.34
5835	MAYORAL/CIV - Civic Fund	1,418.99	5,000.00	3,581.01
5839	MAYORAL/CIV - Wim Militia	381.00	380.00	-1.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	363.72	450.00	86.28
5841	MAYORAL/CIV - Members Training	0.00	500.00	500.00
5842	MAYORAL/CIV - Members Travel	15.57	800.00	784.43
5843	MAYORAL/CIV - Remembrance Day	0.00	900.00	900.00
6040	GSL - Cemetery Precept	5,984.53	11,970.00	5,985.47
6046	GSL - BID Levy	213.75	250.00	36.25
6047	GSL - Annual Grants	4,000.00	40,000.00	36,000.00
6242	P&E - Working Together Programme	0.00	2,500.00	2,500.00
6245	P & E - The Square Contribution	0.00	3,000.00	3,000.00
6265	P & E - Bus Shelter Cleaning	88.00	530.00	442.00
6269	P&E - Town Centre Maintenance	0.00	3,000.00	3,000.00
6270	P&E - Contribution To Service 88	0.00	2,500.00	2,500.00
6447	BUILDING - Building Fund	140.00	0.00	-140.00
6449	BUILDING - Leigh Park Com Centre Loan	7,476.57	15,000.00	7,523.43
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
6457	BUILDINGS - St Johns Ambulance Buildings	0.00	1,500.00	1,500.00
6470	C.C.T.V. - Maintenance	2,200.00	3,500.00	1,300.00
6471	C.C.T.V. - Loan Repayments	3,918.58	7,838.00	3,919.42
6500	ASSETS - C.C.T.V.	0.00	0.00	0.00
6501	ASSETS - Office Equipment	0.00	1,500.00	1,500.00
6502	ASSETS - Vehicle & Plant	262.49	5,000.00	4,737.51

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6655	GEN.REC - Lighting	0.00	500.00	500.00
6656	GEN.REC - Training	920.00	1,300.00	380.00
6657	GEN.REC - Lodge C.Tax	438.91	1,300.00	861.09
6658	GEN.REC - Miscellaneous	50.88	3,300.00	3,249.12
6660	GEN.REC - Repair/Renewal	329.55	3,500.00	3,170.45
6661	GEN.REC - Consumables	1,067.32	4,000.00	2,932.68
6663	GEN.REC - Planting Fund	80.52	0.00	-80.52
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	45.45	200.00	154.55
6668	GEN.REC - Contract Work	0.00	0.00	0.00
6669	GEN REC - G'Mens Tools	0.00	500.00	500.00
6670	GEN REC - G'Mens PPE	311.22	500.00	188.78
6671	GEN REC - Mega Van - Batteries	0.00	0.00	0.00
6672	GEN REC - Mega Van Servicing	250.00	0.00	-250.00
6673	GEN.REC - Jubilee Garden	2.10	200.00	197.90
6674	GEN REC - Dog Waste Disposal	105.00	400.00	295.00
6676	GEN REC - General Waste Disposal	351.96	2,000.00	1,648.04
6677	GEN REC - Dog Control Contr	0.00	1,600.00	1,600.00
6700	LEIGH/PK - Play Area Fund	0.00	1,000.00	1,000.00
6816	R/COTTS - Toilets Air Freshener Contract	0.00	240.00	240.00
6817	R/COTTS - Pavilion Boiler Service Contract	0.00	210.00	210.00
6818	R/COTTS - Water/Sewerage	0.00	800.00	800.00
6870	R/COTTS - Football Pitches Consumables	0.00	150.00	150.00
6871	R/COTTS - Bowling Green Consumables	485.50	1,567.00	1,081.50
6874	R/COTTS - Grass Tennis	0.00	0.00	0.00
6891	R/COTTS - Pavilion Gas	50.55	800.00	749.45
6892	R/COTTS - Pavilion Services	0.00	2,800.00	2,800.00
6893	R/COTTS - Cleaner/ Maintenance	585.00	3,500.00	2,915.00
6894	R/COTTS - Pavilion Legionella Testing	323.06	1,300.00	976.94
6896	R/COTTS - Play Area Inspections	200.00	850.00	650.00
6897	R/COTTS - Play Area Redevelopment Loan	3,954.86	7,910.00	3,955.14
6898	R/COTTS - Play Area Fund	499.50	1,000.00	500.50
		121,526.60	430,887.00	309,360.40

Jun-19				
Acc Ref	Name	Balance YTD	Annual Budget	Variance
3001	PRECEPT	193,650.00	387,300.00	193,650.00
3003	ADMIN - Interest Received	168.97	400.00	231.03
3005	ADMIN - Compostable bin liners	0.00	60.00	60.00
3006	ADMIN - Receipts Gen	296.41	0.00	-296.41
3010	ADMIN - EDDC Maintenance Contribution CCTV	1,099.35	1,575.00	475.65
3011	ADMIN - EDDC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3015	ADMIN - EDDC Leigh Park Com Centre Loan	0.00	14,953.00	14,953.00
3017	ADMIN - Cemetery Salaries & Superannuation	13,845.82	0.00	-13,845.82
3018	ADMIN - Cemetery Tax & NIC	3,492.78	0.00	-3,492.78
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	220.41	0.00	-220.41
3021	ADMIN - Cemetery Misc Inc	815.21	0.00	-815.21
3024	T/HALL - Hire Council Chamber	491.67	550.00	58.33
3025	T/HALL - Marriage Receipts	4,091.66	5,000.00	908.34
3027	T/HALL - Hire Committee Room	1,745.79	5,600.00	3,854.21
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	208.00	900.00	692.00
3068	GEN REC - Bowling - Insurance	0.00	450.00	450.00
3069	GEN REC - Bowling - Glass Bottle Collections	0.00	120.00	120.00
3070	R/COTTIS - Football	450.00	1,700.00	1,250.00
3071	R/COTTIS - Bowling Maintenance	0.00	10,050.00	10,050.00
3074	R/COTTIS - Tennis Insurance	0.00	230.00	230.00
3076	R/COTTIS - Changing Rooms	99.96	270.00	170.04
3077	R/COTTIS - Recharged Services (Tennis)	0.00	2,200.00	2,200.00
3078	R/COTTIS - Pavilion Maintenance Contribution	0.00	2,000.00	2,000.00
3080	L/PARK - Childrens & Community Centre Insurance	0.00	150.00	150.00
3083	L/PARK - Rugby Pavilion Insurance	0.00	900.00	900.00
3084	L/PARK - Rugby Waste Disposal	230.94	790.00	559.06
		<u>225,525.69</u>	<u>443,175.00</u>	<u>217,649.31</u>

General Fund Report

30.06.19

Date	Details	Debit £	Credit £
01.04.19	B/F Balance at start of year 2019-20		121762.92
03.05.19	Mr C J Whyatt - Safety Fencing 01.04.19 - 23.04.19	273.05	
Balance £			121489.87

Commitments outstanding

Detail	Amount £	
	DR	CR
Legal Fees - Asset Transfer	5982.00	
Leigh/pk Safety surfacing concrete edging - Lappset	2387.00	
Preparing & completing the surface of Leigh Park play area	1567.21	
Baker - Lease Renewals Redcotts	1000.00	
Town Bunting - Erection & Removal	3500.00	
Total	14436.21	
Balance of General Fund incl prior commitments		107053.66