



Dear Councillor

12 September 2019

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 17 SEPTEMBER 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 'Laurence Hart'.

Town Clerk

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**A G E N D A**

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**  
To receive the monthly accounts for the end of August 2019 (copy herewith).
- 4 **GRANT AID 2019/20**  
To consider and determine three applications for grant aid together with the Chairman and Vice-Chairman's recommendations on each application (copy herewith).
- 5 **LEASES REVIEW UPDATE (Min 88 – 20.08.19)**  
Town Clerk to report.

**MEMBERS OF COMMITTEE**

**Cllr C A Chedgy (Chairman)**  
**Cllr C L Butter (Vice-Chairman)**  
**Cllr D Burt**  
**Cllr L C Hinks**  
**Cllr M J Hopkins**  
**Cllr M Roe**  
**Cllr F Shirley**  
**Cllr M R Tidd**  
**Ex-Officio - Chairman & Vice-Chairman of the Council**



Resources Committee – 17 September 2019

**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).

**Profit and Loss**

Item 3

From: Month 5, August 2019

To: Month 5, August 2019

**Chart of Accounts:**

## WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Income</b>			
Precept	0.00	193,650.00	
EDDC Maintenance Contribution	0.00	1,140.68	
Admin	2,529.40	3,608.93	
Town Hall	1,104.17	8,099.95	
General Recreation	455.00	2,171.00	
Redcotts	0.00	653.36	
Leigh Park Playing Fields	0.00	230.94	
EDDC Loan Contributions	7,476.57	11,003.29	
Cemetery Salaries Reimbursement	5,779.53	28,897.66	
Cemetery Miscellaneous Expenses	610.37	1,510.48	
BID Payments Assistance	73.47	392.46	
	18,028.51		251,358.75
<b>Expenditure</b>			
Town Hall	767.62	6,794.16	
General Fund Expenditure	0.00	7,310.75	
Grants, Donation, Subs & Conts	9,900.00	20,133.97	
Planning & Environment	0.00	(6,930.50)	
Buildings & Premises	6,140.13	24,192.84	
General Recreation	1,736.41	7,526.16	
Redcotts	1,112.02	8,683.14	
Assets Replacement	0.00	24,554.15	
	19,656.18		92,264.67
<b>Gross Profit/(Loss):</b>	<u>(1,627.67)</u>		<u>159,094.08</u>
<b>Overheads</b>			
Admin	20,266.66	106,377.92	
Mayoral & Civic	2,026.64	6,783.91	
Cemetery Salaries	5,779.53	28,897.66	
Cemetery Miscellaneous Expenses	185.11	833.96	
	28,257.94		142,893.45
<b>Net Profit/(Loss):</b>	<u>(29,885.61)</u>		<u>16,200.63</u>

**Balance Sheet****From:** Month 5, August 2019**To:** Month 5, August 2019**Chart of Accounts:**

## WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Current Assets</b>			
Bank Current Account	(6,404.01)	(19,123.33)	
Nationwide Business Bond	0.00	52,318.14	
Capital Reserve Account	(34,096.04)	280,433.60	
Petty Cash	0.00	350.00	
V. A. T	224.42	7,231.60	
Debtors Control Account	10,453.02	30,418.89	
		(29,822.61)	351,628.90
<b>Current Liabilities</b>			
Receipts in Advance	0.00	175.00	
		0.00	175.00
<b>Current Assets less Current Liabilities:</b>		(29,822.61)	351,453.90
<b>Total Assets less Current Liabilities:</b>		(29,822.61)	351,453.90
<b>Financed By</b>			
General Fund	0.00	120,989.87	
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	63.00	63.01	
Fund - Vehicle & Plant 6502, 6671,6672	0.00	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)	0.00	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	(29,885.61)	16,200.63	
		(29,822.61)	351,453.90

Aug-19

Acc Ref	Name	Balance YTD	Annual Budget	Variance
		7310.75	0	-7,310.75
5401	ADMIN - General Fund Expenditure			
5402	ADMIN - Bank Charge	137.00	380.00	243.00
5403	ADMIN - Telephone, Mobile & Internet	460.70	1,250.00	789.30
5404	ADMIN - Salaries	87,449.03	193,000.00	105,550.97
5406	ADMIN - Gen Office Expenses	2,074.40	3,000.00	925.60
5407	ADMIN - Training	200.00	1,000.00	800.00
5408	ADMIN - Postage	147.32	350.00	202.68
5409	ADMIN - Photocopying	279.98	1,370.00	1,090.02
5410	ADMIN - Insurance	12,671.88	12,000.00	-671.88
5412	ADMIN - Election Exps Fund	0.00	4,000.00	4,000.00
5413	ADMIN - Office Equipment	1,256.96	500.00	-756.96
5417	ADMIN - Advertising	229.00	500.00	271.00
5420	ADMIN - Membership of Outside Bodies	1,843.82	2,010.00	166.18
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	756.00	0.00	-756.00
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	750.00	4,400.00	3,650.00
5466	ADMIN - Christmas & New Year's Eve	0.00	16,000.00	16,000.00
5467	ADMIN - Cemetery Tax & NIC	5,821.42	0.00	-5,821.42
5468	ADMIN - Cemetery Salaries & Superannuation	23,076.24	0.00	-23,076.24
5469	ADMIN - Cemetery Misc Exp	833.96	0.00	-833.96
5617	T/HALL - Heating Gas	283.45	1,300.00	1,016.55
5618	T/HALL - Electricity	339.24	1,100.00	760.76
5619	T/HALL - Sewerage/Water	102.71	400.00	297.29
5620	T/HALL - Business Rates	3,226.65	7,420.00	4,193.35
5622	T/HALL - Cleaning contract	1,128.75	3,120.00	1,991.25
5623	T/HALL - Civil Ceremony costs	668.80	1,500.00	831.20
5624	T/HALL - Maintenance	1,044.56	1,400.00	355.44
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	1,743.34	200.00	-1,543.34
5835	MAYORAL/CIV - Civic Fund	2,485.78	5,000.00	2,514.22
5839	MAYORAL/CIV - Wirm Militia	381.00	380.00	-1.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	1,137.22	450.00	-687.22
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	249.44	250.00	0.56
6047	GSL - Annual Grants	13,900.00	40,000.00	26,100.00
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	132.00	530.00	398.00
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	6,712.01	0.00	-6,712.01
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	2,640.09	3,500.00	859.91
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	24,554.15	5,000.00	-19,554.15

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6655	GEN.REC - Lighting	138.39	500.00	361.61
6656	GEN.REC - Training	920.00	1,300.00	380.00
6657	GEN.REC - Lodge C.Tax	734.45	1,300.00	565.55
6658	GEN.REC - Miscellaneous	170.88	3,300.00	3,129.12
6660	GEN.REC - Repair/Renewal	1,585.62	3,500.00	1,914.38
6661	GEN.REC - Consumables	2,263.76	4,000.00	1,736.24
6663	GEN.REC - Planting Fund	189.15	0.00	-189.15
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	119.61	200.00	80.39
6668	GEN.REC - Contract Work	0.00	0.00	0.00
6669	GEN REC - G'Mens Tools	10.82	500.00	489.18
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	142.10	200.00	57.90
6674	GEN REC - Dog Waste Disposal	210.00	400.00	190.00
6676	GEN REC - General Waste Disposal	680.16	2,000.00	1,319.84
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	37.53	800.00	762.47
6870	R/COTTS - Football Pitches Consumables	232.30	150.00	-82.30
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	89.29	800.00	710.71
6892	R/COTTS - Pavilion Services	626.44	2,800.00	2,173.56
6893	R/COTTS - Cleaner/ Maintenance	1,430.00	3,500.00	2,070.00
6894	R/COTTS - Pavilion Legionella Testing	430.72	1,300.00	869.28
6896	R/COTTS - Play Area Inspections	435.00	850.00	415.00
6897	R/COTTS - Play Area Redevelopment Loan	3,954.86	7,910.00	3,955.14
6898	R/COTTS - Play Area Fund	961.50	1,000.00	38.50
		237,906.34	430,887.00	192,980.66

Aug-19				
Acc Ref	Name	Balance YTD	Annual Budget	Variance
3001	PRECEPT	193,650.00	387,300.00	193,650.00
3002	ADMIN - General Fund Income	2,461.88	0.00	-2,461.88
3003	ADMIN - Interest Received	281.33	400.00	118.67
3005	ADMIN - Compostable bin liners	0.00	60.00	60.00
3006	ADMIN - Receipts Gen	865.72	0.00	-865.72
3010	ADMIN - EDDC Maintenance Contribution CCTV	1,140.68	1,575.00	434.32
3011	ADMIN - EDDC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3015	ADMIN - EDDC Leigh Park Com Centre Loan	7,476.57	14,953.00	7,476.43
3017	ADMIN - Cemetery Salaries & Superannuation	23,076.24	0.00	-23,076.24
3018	ADMIN - Cemetery Tax & NIC	5,821.42	0.00	-5,821.42
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	392.46	0.00	-392.46
3021	ADMIN - Cemetery Misc Inc	1,510.48	0.00	-1,510.48
3024	T/HALL - Hire Council Chamber	575.01	550.00	-25.01
3025	T/HALL - Marriage Receipts	5,241.66	5,000.00	-241.66
3027	T/HALL - Hire Committee Room	2,283.28	5,600.00	3,316.72
3057	GEN REC - Lodge Rent	1,820.00	4,400.00	2,580.00
3058	GEN REC - Misc Income	0.00	50.00	50.00
3059	GEN REC - Grounds Maintenance Contract	351.00	900.00	549.00
3068	GEN REC - Bowling - Insurance	0.00	450.00	450.00
3069	GEN REC - Bowling - Glass Bottle Collections	72.95	120.00	47.05
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)	30.45	2,200.00	2,169.55
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
		<b>251,358.75</b>	<b>443,175.00</b>	<b>191,816.25</b>

General Fund Report

31.07.19

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	
19.07.19	Baker - Lease renewals Redcotts (Tennis)	500.00	
27.06.19	LITE - Town Centre Bunting Installation	2461.87	
31.07.19	Redlynch (Lappset) - Leigh Park Safety Surfacing	2387.00	
<b>Balance £</b>			<b>116141.00</b>

Commitments outstanding

Detail	Amount £	
	DR	CR
Legal Fees - Asset Transfer	5982.00	
Preparing & completing the surface of Leigh Park play area	1567.21	
Baker - Lease Renewals Redcotts	500.00	
Town Bunting - Removal	820.63	
<b>Total</b>	<b>8869.84</b>	
<b>Balance of General Fund incl prior commitments</b>		<b>107271.16</b>



Applications for Grant Aid: 2019-2020		To be submitted to Resources on: 17.09.19							
No.	Name of Organisation & date application received	Purpose - * Running costs * Project * One-off item * Event	Proposed use of funds/Purpose of the Organisation	Council Priorities stated	Additional information requested	Additional information received Y/N	Grant requested	Does the organisation itself make grants? Y/N	Ch/VCh Recommended Grant
3	Cranborne Chase Area of Outstanding Natural Beauty	Specific Project	To provide an app. for i-phones and tablets to enable people to meet virtual characters from the past & visit historic sites and see them as they may have looked in their prime.	* Residents * Town Support * Infrastructure * Economy * Tourism * Partnership Working * Recreation, Leisure & Culture			£ 1,250.00	See FA's note	Defer. Chairman has asked if they are considering funding from Dorset Council and has not yet received a reply
8	Streelight Project	Specific Project	To fund the purchase (at cost) of 10 x Prodigy Scooters for free use by children using the skate facilities.	* Residents * Town Support * Infrastructure * Economy * Tourism * Partnership Working * Crime Prevention * Recreation, Leisure & Culture	*Accounts for the most recent financial year *Copy of Constitution/Rules *Budget for current Year *Copy of Quotation	Y	£ 751.20	N	Recommendation to follow
9	Dorset ME Support Group	Running Costs	To provide practical, emotional and occasionally financial support to our members (sufferers of ME/CFS) and their families and carers who live in Dorset	* Residents		Accounts to date (billed to December 2019) also received	£ 400.00	N	Recommendation to follow
10	Radio Wimborne	Specific Project	To fund the annual Son Et Lumiere light show against the Minster - a free community light show event for families, accompanied by music.	* Residents * Town Support * Economy * Tourism			£ 1,000.00	N	Withdrawn by applicant

Grants awarded to date:

31.07.19

Date received	Name of Organisation	Grant requested	Amount awarded	Cheque No.	Date of Payment	Evidence of Use	Notes/Recommendation
1 12.03.19	Wimborne Minster Folk Festival	£ 4,400.00	£ 4,000.00	009232	29.04.19	Yes	
2 28.03.19	Dorset Youth Marching Band	£ 2,000.00	£ -		Not paid	Grant awarded	Trip to France cancelled - Need for grant negated.
4 02.05.19	1069 (Flight Refuelling Wimborne) Squadron Air Training Corps	£ 700.00	£ 700.00				
5 07.05.19	East Dorset Citizens Advice	£ 8,000.00	£ 8,000.00				
6 21.06.19	Poole Harbour Canoe Club	£ 1,245.00	£ 1,000.00				
7 24.06.19	Hurting To Healing	£ 500.00	£ 200.00				
	<b>Total</b>	<b>£ 16,845.00</b>	<b>£ 13,900.00</b>				

<b>Grant Budget 2019-20</b>	<b>£ 40,000.00</b>
<b>Remaining Budget 2019-20</b>	<b>£ 26,100.00</b>

Date received	Grants Awaiting a Decision	Amount Requested	Recommendation
3 24.04.19	Cranborne Chase Are of Outstanding Natural Beauty	£ 1,250.00	£ 1,250.00
8 29.07.19	Streetlight Project	£ 751.20	£ 751.20
9 31.07.19	Dorset ME Support Group	£ 400.00	£ 400.00
10 13.08.19	Radio Wimborne	£ 1,000.00	£ -
	<b>Total</b>	<b>£ 3,401.20</b>	<b>£ 2,401.20</b>

Withdrawn by applicant

Summary	
Total amount requested in 2019-20	£ 30,646.20
Total budget for Grants & Events for 2019-20	£ 40,000.00
Total amount awarded (incl recommendations awaiting a decision) 2019-20	£ 16,301.20
Balance remaining between the Grants budget	£ 23,698.80

Date received	Grants Recently Received - Not Yet Processed	Amount Requested
11 30.08.19	The MARS Trust	£ 5,400.00
12 11.09.19	Wimborne History Festival	£ 5,000.00
	<b>Total</b>	<b>£ 10,400.00</b>