



12 March 2020

Dear Councillor

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 17 MARCH 2020 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 Hart'.

Town Clerk

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**AGENDA**

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS**
- 3 **MONTHLY ACCOUNTS**  
To receive the monthly accounts for the end of February 2020 (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 J Hopkins  
Cllr F Shirley  
Cllr M R Tidd  
Ex-Officio - Chairman & Vice-Chairman of the Council



**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).

**PUBLIC RIGHTS TO SPEAK AT MEETINGS**

Members of the public have a right to speak for no more than three minutes at meeting of the Council and its Committees, to ask questions, give evidence and to make representations. At Committee Meetings such rights shall be exercised either immediately after the Chairman opens the meeting or at the beginning of the item in which the member of the public has an interest. As soon as councillors begin their deliberations on the item on which the member of the public has spoken, no member of the public shall be permitted to speak except in exceptional circumstances at the discretion of the Chairman in consultation with the Clerk of the meeting. No written communications or representations connected with items on the agenda shall be circulated to councillors unless they have been received by the Town Clerk and circulated at least two days in advance of the meeting.

Date: 12/03/2020  
Time: 09:53:22

**WIMBORNE MINSTER TOWN COUNCIL**

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**Profit and Loss**

From: Month 11, February 2020  
To: Month 11, February 2020

Item 3

**Chart of Accounts:**

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Income</b>			
Precept	0.00	387,300.00	
EDDC Maintenance Contribution	0.00	1,982.22	
Admin	43.36	5,260.21	
Town Hall	754.15	13,391.54	
General Recreation	364.00	4,483.00	
Redcotts	0.00	12,616.25	
Leigh Park Playing Fields	0.00	1,291.82	
EDDC Loan Contributions	7,476.57	18,479.86	
Cemetery Salaries Reimbursement	5,779.53	63,574.84	
Cemetery Salaries Administration	157.10	157.10	
Cemetery Miscellaneous Expenses	446.61	5,902.20	
BID Payments Assistance	73.47	955.11	
		15,094.79	515,394.15
<b>Expenditure</b>			
Town Hall	1,710.04	15,950.03	
General Fund Expenditure	0.00	9,053.11	
Grants, Donation, Subs & Conts	0.00	30,218.49	
Planning & Environment	419.00	(3,710.00)	
Buildings & Premises	533.73	53,579.86	
General Recreation	336.62	19,635.47	
Redcotts	1,106.62	18,662.92	
Assets Replacement	0.00	25,374.15	
		4,106.01	168,764.03
<b>Gross Profit/(Loss):</b>		<u>10,988.78</u>	<u>346,630.12</u>
<b>Overheads</b>			
Admin	29,140.24	246,755.43	
Mayoral & Civic	120.00	11,374.00	
Cemetery Salaries	5,779.53	63,574.84	
Cemetery Miscellaneous Expenses	446.61	4,306.10	
		35,486.38	326,010.37
<b>Net Profit/(Loss):</b>		<u>(24,497.60)</u>	<u>20,619.75</u>

Date: 12/03/2020  
Time: 09:53:35

**WIMBORNE MINSTER TOWN COUNCIL**

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**Balance Sheet**

From: Month 11, February 2020  
To: Month 11, February 2020

**Chart of Accounts:**

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
<b>Current Assets</b>			
Bank Current Account	(549.62)	(693.65)	
Nationwide Business Bond	0.00	52,318.14	
Capital Reserve Account	(31,995.92)	262,789.92	
Petty Cash	0.00	350.00	
V. A. T	1,078.74	7,416.07	
Debtors Control Account	6,969.20	31,802.34	
		(24,497.60)	353,982.82
<b>Current Liabilities</b>			
Receipts in Advance	0.00	175.00	
		0.00	175.00
<b>Current Assets less Current Liabilities:</b>		(24,497.60)	353,807.82
<b>Total Assets less Current Liabilities:</b>		(24,497.60)	353,807.82
<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	0.00	1,831.50	
Fund - Vehicle & Plant 6502, 6671,6672	0.00	45,509.84	
Fund - Redcotts Future Development 6895	0.00	10,000.00	
Fund - Professional Fees & 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 (from EDDC)5418 5419	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 - 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	(24,497.60)	20,619.75	
		(24,497.60)	353,807.82

**Wimborne Minster Town Council**  
**Budget Expenses Vs Actuals with Variances**

Feb-20

Acc Ref	Name	Balance YTD	Annual Budget	Variance
5401	ADMIN - General Fund Expenditure	9053.11	0	-9,053.11
5402	ADMIN - Bank Charge	419.05	380.00	-39.05
5403	ADMIN - Telephone, Mobile & Internet	658.59	1,250.00	591.41
5404	ADMIN - Salaries	188,469.73	208,500.00	20,030.27
5406	ADMIN - Gen Office Expenses	2,751.42	3,000.00	248.58
5407	ADMIN - Training	1,024.00	1,000.00	-24.00
5408	ADMIN - Postage	229.16	350.00	120.84
5409	ADMIN - Photocopying	889.94	1,370.00	480.06
5410	ADMIN - Insurance	12,671.88	12,000.00	-671.88
5411	ADMIN - Health & Safety	288.00	0.00	-288.00
5412	ADMIN - Election Exps Fund	0.00	4,000.00	4,000.00
5413	ADMIN - Office Equipment	554.96	500.00	-54.96
5417	ADMIN - Advertising	229.00	500.00	271.00
5418	ADMIN - ICT Upgrade	5,379.75	0.00	-5,379.75
5419	ADMIN - Council Chamber Upgrade	14319.23	0.00	-14,319.23
5420	ADMIN - Membership of Outside Bodies	1,858.82	2,010.00	151.18
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	768.00	0.00	-768.00
5463	ADMIN - Audit Fees	2,085.80	2,050.00	-35.80
5465	ADMIN - I.T. & Website	3,208.80	4,400.00	1,191.20
5466	ADMIN - Christmas & New Year's Eve	12,316.80	16,000.00	3,683.20
5467	ADMIN - Cemetery Tax & NIC	12,807.34	0.00	-12,807.34
5468	ADMIN - Cemetery Salaries & Superannuation	50,767.50	0.00	-50,767.50
5469	ADMIN - Cemetery Misc Exp	4,306.10	0.00	-4,306.10
5617	T/HALL - Heating Gas	815.60	1,300.00	484.40
5618	T/HALL - Electricity	1,015.34	1,100.00	84.66
5619	T/HALL - Sewerage/Water	339.57	400.00	60.43
5620	T/HALL - Business Rates	8,101.50	7,420.00	-681.50
5622	T/HALL - Cleaning contract	2,347.50	3,120.00	772.50
5623	T/HALL - Civil Ceremony costs	972.80	1,500.00	527.20
5624	T/HALL - Maintenance	1,281.72	1,400.00	118.28
5628	T/HALL - Marriage Licence Fund	1,076.00	0.00	-1,076.00
5830	MAYORAL/CIV - Allowance	2,042.00	2,042.00	0.00
5833	MAYORAL/CIV - Regalia	1,743.34	200.00	-1,543.34
5835	MAYORAL/CIV - Civic Fund	4,424.45	5,000.00	575.55
5839	MAYORAL/CIV - Wim Militia	381.00	380.00	-1.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	1,172.22	450.00	-722.22
5841	MAYORAL/CIV - Members Training	470.00	500.00	30.00
5842	MAYORAL/CIV - Members Travel	399.99	800.00	400.01
5843	MAYORAL/CIV - Remembrance Day	741.00	900.00	159.00
6040	GSL - Cemetery Precept	11,969.05	11,970.00	0.95
6046	GSL - BID Levy	249.44	250.00	0.56
6047	GSL- Annual Grants	18,000.00	40,000.00	22,000.00
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	440.00	530.00	90.00
6269	P&E - Town Centre Maintenance	1,850.00	3,000.00	1,150.00
6270	P&E - Contribution To Service 88	0.00	2,500.00	2,500.00
6447	BUILDING - Buildings Fund	12,838.61	0.00	-12,838.61
6449	BUILDING - Leigh Park Com Centre Loan	14,953.14	15,000.00	46.86
6453	BUILDING - Redcotts Lodge Loan	1,031.48	2,100.00	1,068.52
6455	BUILDING - T/Hall Development Loan	5,926.54	11,900.00	5,973.46
6456	BUILDING - Redcotts Storage/Toilet Loan	6,891.18	6,900.00	8.82
6457	BUILDINGS - St Johns Ambulance Buildings	0.00	1,500.00	1,500.00
6470	C.C.T.V. - Maintenance	4,101.75	3,500.00	-601.75
6471	C.C.T.V. - Loan Repayments	7,837.16	7,838.00	0.84
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	25,374.15	5,000.00	-20,374.15

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6655	GEN.REC - Lighting	623.03	500.00	-123.03
6656	GEN.REC - Training	1,076.00	1,300.00	224.00
6657	GEN.REC - Lodge C. Tax	1,368.07	1,300.00	-68.07
6658	GEN.REC - Miscellaneous	3,674.78	3,300.00	-374.78
6660	GEN.REC - Repair/Renewal	3,095.34	3,500.00	404.66
6661	GEN.REC - Consumables	3,173.12	4,000.00	826.88
6663	GEN.REC - Planting Fund	267.54	0.00	-267.54
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	159.66	200.00	40.34
6668	GEN.REC - Contract Work	1,720.00	0.00	-1,720.00
6669	GEN REC - G'Mens Tools	102.48	500.00	397.52
6670	GEN REC - G'Mens PPE	357.18	500.00	142.82
6671	GEN REC - Mega Van - Batteries	0.00	0.00	0.00
6672	GEN REC - Mega Van Servicing	500.00	0.00	-500.00
6673	GEN.REC - Jubilee Garden	142.10	200.00	57.90
6674	GEN REC - Dog Waste Disposal	315.00	400.00	85.00
6676	GEN REC - General Waste Disposal	1,502.02	2,000.00	497.98
6677	GEN REC - Dog Control Contract	1,530.00	1,600.00	70.00
6700	LEIGH/PK - Play Area Fund	29.15	1,000.00	970.85
6816	R/COTTIS - Toilets Air Freshener Contract	260.00	240.00	-20.00
6817	R/COTTIS - Pavilion Boiler Service Contract	203.00	210.00	7.00
6818	R/COTTIS - Water/Sewerage	268.04	800.00	531.96
6870	R/COTTIS - Football Pitches Consumables	91.84	150.00	58.16
6871	R/COTTIS - Bowling Green Consumables	1,094.17	1,567.00	472.83
6874	R/COTTIS - Grass Tennis	58.30	0.00	-58.30
6891	R/COTTIS - Pavilion Gas	569.20	800.00	230.80
6892	R/COTTIS - Pavilion Services	2,260.60	2,800.00	539.40
6893	R/COTTIS - Cleaner/ Maintenance	2,904.50	3,500.00	595.50
6894	R/COTTIS - Pavilion Legionella Testing	1,076.68	1,300.00	223.32
6896	R/COTTIS - Play Area Inspections	655.00	850.00	195.00
6897	R/COTTIS - Play Area Redevelopment Loan	7,909.72	7,910.00	0.28
6898	R/COTTIS - Play Area Fund	1,311.87	1,000.00	-311.87
		<u>502,274.40</u>	<u>446,387.00</u>	<u>-46,834.29</u>

Feb-20		Balance YTD	Annual Budget	Variance
Acc Ref	Name			
3001	PRECEPT	387,300.00	387,300.00	0.00
3002	ADMIN - General Fund Income	3,434.51	0.00	-3,434.51
3003	ADMIN - Interest Received	614.16	400.00	-214.16
3005	ADMIN - Compostable bin liners	26.25	60.00	33.75
3006	ADMIN - Receipts Gen	1,185.29	0.00	-1,185.29
3010	ADMIN - EDDC Maintenance Contribution CCTV	1,982.22	1,575.00	-407.22
3011	ADMIN - EDDC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3015	ADMIN - EDDC Leigh Park Com Centre Loan	14,953.14	14,953.00	-0.14
3017	ADMIN - Cemetery Salaries & Superannuation	50,767.70	0.00	-50,767.70
3018	ADMIN - Cemetery Tax & NIC	12,807.14	0.00	-12,807.14
3019	ADMIN - Cemetery Salaries Administration	157.10	0.00	-157.10
3020	ADMIN - BID Payments Assistance	955.11	0.00	-955.11
3021	ADMIN - Cemetery Misc Inc	5,902.20	0.00	-5,902.20
3024	T/HALL - Hire Council Chamber	850.01	550.00	-300.01
3025	T/HALL - Marriage Receipts	6,416.66	5,000.00	-1,416.66
3027	T/HALL - Hire Committee Room	6,124.87	5,600.00	-524.87
3057	GEN REC - Lodge Rent	4,004.00	4,400.00	396.00
3058	GEN REC - Misc Income	50.00	50.00	0.00
3059	GEN REC - Grounds Maintenance Contract	429.00	900.00	471.00
3068	GEN REC - Bowling - Insurance	0.00	450.00	450.00
3069	GEN REC - Bowling - Glass Bottle Collections	101.35	120.00	18.65
3070	R/COTTTS - Football	1,336.72	1,700.00	363.28
3071	R/COTTTS - Bowling Maintenance	10,050.00	10,050.00	0.00
3074	R/COTTTS - Tennis Insurance	0.00	230.00	230.00
3076	R/COTTTS - Changing Rooms	249.90	270.00	20.10
3077	R/COTTTS - Recharged Services (Tennis)	878.28	2,200.00	1,321.72
3078	R/COTTTS - Pavilion Maintenance Contribution	0.00	2,000.00	2,000.00
3080	L/PARK - Childrens & Community Centre Insurance	222.65	150.00	-72.65
3083	L/PARK - Rugby Pavilion Insurance	461.23	900.00	438.77
3084	L/PARK - Rugby Waste Disposal	607.94	790.00	182.06
		<b>515,394.15</b>	<b>443,175.00</b>	<b>-72,219.15</b>