



11 June 2021

Dear Councillor

You are invited to join a virtual informal meeting of the **RESOURCES COMMITTEE** via video link on **FRIDAY 18 JUNE 2021 at 10.00 am.**

Yours sincerely

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

Town Clerk

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Members of the public are advised that because of the Covid restrictions the Town Council is unable to meet face to face nor are formal meetings permitted to be held virtually from 7 May 2021. As a consequence, the Council's committees will meet informally in the same way as they did formally but the Town Clerk will make the decisions under delegated powers after each meeting based on the discussions held by Councillors.

**Members of the public and press will still be allowed to listen *and watch* the informal meeting in audio mode only using Zoom. To avoid disruption the public and press will not be displayed on video or be able to be heard by the meeting. Members of the public are still invited to submit questions to the Committee in writing by 9.30 am on the day before this meeting (i.e. Thursday, 17 June 2021) using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk) or by delivering a hard copy of the question to the Town Hall, West Borough.**

### AGENDA

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS FOR JUNE 2021** (copy to follow).
- 3 **MONTHLY ACCOUNTS**  
To receive the monthly accounts for the month of May 2021 (copy herewith).
- 4 **GRANT AID**  
To consider an application for grant aid from the Folk Festival committee (copy to follow).

## **MEMBERS OF COMMITTEE**

**Cllr C A Chedgy (Chairman)**

**Cllr S Wheeler (Vice-Chairman)**

**Cllr D Burt**

**Cllr L C Hinks**

**Cllr M J Hopkins**

**Cllr F Shirley**

**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 ATTENDANCE AT VIRTUAL MEETINGS**

**Members of the public and press will be allowed to listen *and watch* the meeting in audio mode only using Zoom. To avoid disruption the public and press will not be displayed on video or be able to be heard by the meeting.**

**Please choose one of the following options to observe and / or listen to the meeting from 10am:**

**To access online via Zoom website:**

1. Access the Zoom Video and Teleconferencing website by the following link:  
<https://zoom.us/>
2. Click to 'Join a Meeting'
3. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 915 1576 7586**  
**Passcode: 805819**

*\*Please note, you may be asked to register and sign into your Zoom user account. This will require a personal email address and password\**

**To access audio only by telephone:**

1. Dial United Kingdom: +44 330 088 5830; or +44 131 460 1196; or +44 203 481 5237; or +44 203 481 5240; or +44 208 080 6591; or +44 208 080 6592.
2. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 915 1576 7586**  
**Passcode: 805819**

Any questions which members of the public wish to put to the Council or Committees must be in writing and received by 9.30 am on the preceding working day before the meeting using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk). Alternatively, a written question can be delivered to the Town Hall by 9.30 am on the preceding working day before the meeting. Every effort will be made to answer the question at the meeting but there may be a need to obtain information from other sources and in those circumstances a written response will be provided at a subsequent time.

Date: 11/06/2021  
Time: 09:57:16

WIMBORNE MINSTER TOWN COUNCIL  
Profit and Loss

**Item 3**  
Page: 1

From: Month 2, May 2021  
To: Month 2, May 2021

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

|                                 | <u>Period</u>      | <u>Year to Date</u> |                   |
|---------------------------------|--------------------|---------------------|-------------------|
| Income                          |                    |                     |                   |
| Precept                         | 0.00               | 219,400.00          |                   |
| Admin                           | 17.82              | 22.77               |                   |
| Town Hall                       | 950.00             | 6,620.83            |                   |
| General Recreation              | 364.00             | 728.00              |                   |
| Cemetery Salaries Reimbursement | 6,028.23           | 12,056.46           |                   |
| BID Payments Assistance         | 73.47              | 146.94              |                   |
|                                 | 7,433.52           |                     | 238,975.00        |
| Expenditure                     |                    |                     |                   |
| Town Hall                       | 1,111.02           | 1,972.52            |                   |
| Grants, Donation, Subs & Conts  | 247.50             | 8,411.58            |                   |
| Planning & Environment          | 44.00              | 44.00               |                   |
| Buildings & Premises            | 422.23             | 16,048.65           |                   |
| General Recreation              | 2,243.51           | 2,568.49            |                   |
| Redcotts                        | 676.20             | 5,266.24            |                   |
| Assets Replacement              | 32.34              | 3,870.38            |                   |
|                                 | 4,776.80           |                     | 38,181.86         |
| Gross Profit/(Loss):            | <u>2,656.72</u>    |                     | <u>200,793.14</u> |
| Overheads                       |                    |                     |                   |
| Admin                           | 21,666.52          | 41,633.31           |                   |
| Mayoral & Civic                 | 20.00              | 295.00              |                   |
| Cemetery Salaries               | 6,028.23           | 12,056.46           |                   |
|                                 | 27,714.75          |                     | 53,984.77         |
| Net Profit/(Loss):              | <u>(25,058.03)</u> |                     | <u>146,808.37</u> |

Balance Sheet

From: Month 2, May 2021  
 To: Month 2, May 2021

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

|   | <u>Period</u> | <u>Year to Date</u> |            |
|---|---------------|---------------------|------------|
| Current Assets                              |               |                     |            |
| Bank Current Account                        | (154.98)      | (154.98)            |            |
| Nationwide Business Bond                    | 0.00          | 53,117.95           |            |
| Capital Reserve Account                     | (35,219.57)   | 427,585.14          |            |
| Petty Cash                                  | 0.00          | 306.98              |            |
| V. A. T                                     | 4,288.29      | 5,203.69            |            |
| Debtors Control Account                     | 6,028.23      | 13,299.20           |            |
|   |               | (25,058.03)         | 499,357.98 |
| Current Liabilities                         |               |                     |            |
| Receipts in Advance                         | 0.00          | 700.00              |            |
|   |               | 0.00                | 700.00     |
| Current Assets less Current Liabilities:    |               | (25,058.03)         | 498,657.98 |
| Total Assets less Current Liabilities:      |               | (25,058.03)         | 498,657.98 |
| Financed By                                 |               |                     |            |
| General Fund                                | 0.00          | 169,960.25          |            |
| Fund - Buildings 6447                       | 0.00          | 34,630.72           |            |
| Fund - Marriage Venue Licence 5628          | 0.00          | 1,394.00            |            |
| Fund - Election Exps 5412                   | 0.00          | 6,990.99            |            |
| Fund - Office Equipment 6501 & 5413         | 0.00          | 9,766.67            |            |
| Fund - Traff Order/Signs                    | 0.00          | 15,000.00           |            |
| Fund - Contract Work (Rec) 6668             | 0.00          | 610.36              |            |
| Fund - Planting 6663                        | 0.00          | 1,034.93            |            |
| Fund - Mayor's Charities                    | 0.00          | 1,831.50            |            |
| Fund - Vehicle & Plant 6502, 6671,6672      | 0.00          | 19,344.64           |            |
| Fund - Service 88                           | 0.00          | 5,000.00            |            |
| Fund - Professional Fees & Legal Expenses   | 0.00          | 723.50              |            |
| Fund - Car Park/ Footpath 6665              | 0.00          | 2,419.14            |            |
| Fund - Improvements (from EDDC)5418 5419    | 0.00          | 1,032.99            |            |
| Fund - C.C.T.V. 6500                        | 0.00          | 15,337.51           |            |
| Fund - Grants Underspend 2019-20            | 0.00          | 16,066.45           |            |
| Fund - Town Centre Maintenance (formerly TC | 0.00          | 3,000.00            |            |
| Fund - Working Together Program 6242        | 0.00          | 2,500.00            |            |
| Fund - Leigh Park Play Area                 | 0.00          | 38.93               |            |
| Fund - Redcotts Play Area                   | 0.00          | 1,658.13            |            |
| Fund - Gunstone Trust                       | 0.00          | 8,350.78            |            |
| Fund - CIL - Community infrastructure Levy  | 0.00          | 32,812.82           |            |
| Fund - Hardship Fund                        | 0.00          | 2,345.30            |            |
| P & L Account                               | (25,058.03)   | 146,808.37          |            |
|   |               | (25,058.03)         | 498,657.98 |

May-21

| Acc Ref | Name                                       | Balance YTD | Annual Budget | Variance   |
|---------|--|-------------|---------------|------------|
| 5401    | ADMIN - General Fund Expenditure           | 0.00        | 0.00          | 0.00       |
| 5402    | ADMIN - Bank Charge                        | 76.90       | 600.00        | 523.10     |
| 5403    | ADMIN - Telephone, Mobile & Internet       | 135.74      | 1,650.00      | 1,514.26   |
| 5404    | ADMIN - Salaries                           | 36,429.47   | 219,000.00    | 182,570.53 |
| 5406    | ADMIN - Gen Office Expenses                | 480.42      | 2,000.00      | 1,519.58   |
| 5407    | ADMIN - Training                           | 314.00      | 1,500.00      | 1,186.00   |
| 5408    | ADMIN - Postage                            | 25.50       | 100.00        | 74.50      |
| 5409    | ADMIN - Photocopier Lease                  | 0.00        | 1,500.00      | 1,500.00   |
| 5410    | ADMIN - Insurance                          | 0.00        | 13,500.00     | 13,500.00  |
| 5411    | ADMIN - Health & Safety                    | 288.00      | 4,000.00      | 3,712.00   |
| 5412    | ADMIN - Election Expenses Fund             | 0.00        | 0.00          | 0.00       |
| 5413    | ADMIN - Office Equipment                   | 0.00        | 0.00          | 0.00       |
| 5415    | ADMIN - Travel                             | 0.00        | 100.00        | 100.00     |
| 5417    | ADMIN - Advertising                        | 59.00       | 100.00        | 41.00      |
| 5418    | ADMIN - IT Upgrade (2860)                  | 0.00        | 0.00          | 0.00       |
| 5419    | ADMIN - Council Chamber Refurb (2860)      | 0.00        | 0.00          | 0.00       |
| 5420    | ADMIN - Membership Of Outside Bodies       | 1,636.48    | 2,255.00      | 618.52     |
| 5421    | ADMIN - Newsletter                         | 0.00        | 0.00          | 0.00       |
| 5422    | ADMIN - Public Relations                   | 0.00        | 0.00          | 0.00       |
| 5423    | ADMIN - Hardship Fund Expenses (2816)      | 1,000.00    | 0.00          | -1,000.00  |
| 5460    | ADMIN - Bunting Installation               | 0.00        | 4,500.00      | 4,500.00   |
| 5461    | ADMIN - Climate Change & Biodiversity      | 0.00        | 0.00          | 0.00       |
| 5462    | ADMIN - Professional Fees                  | 0.00        | 0.00          | 0.00       |
| 5463    | ADMIN - Audit fees                         | 0.00        | 2,300.00      | 2,300.00   |
| 5464    | ADMIN - BID Contribution                   | 0.00        | 0.00          | 0.00       |
| 5465    | ADMIN - IT Support, Software               | 1,767.80    | 8,700.00      | 6,932.20   |
| 5466    | ADMIN - Christmas & New Year's Eve         | 0.00        | 35,000.00     | 35,000.00  |
| 5467    | ADMIN - Cemetery Tax & NIC                 | 2443.06     | 0.00          | -2,443.06  |
| 5468    | ADMIN - Cemetery Salaries & Superannuation | 9613.40     | 0.00          | -9,613.40  |
| 5469    | ADMIN - Cemetery Misc Exp                  | 0.00        | 0.00          | 0.00       |
| 5617    | T/HALL - Heating Gas                       | 0.00        | 800.00        | 800.00     |
| 5618    | T/HALL - Electricity                       | 40.62       | 600.00        | 559.38     |
| 5619    | T/HALL - Sewerage/Water                    | 0.00        | 350.00        | 350.00     |
| 5620    | T/HALL - Business Rates                    | 1649.50     | 9,000.00      | 7,350.50   |
| 5622    | T/HALL - Cleaning Contract                 | 0.00        | 1,500.00      | 1,500.00   |
| 5623    | T/HALL - Civil Ceremony Costs              | 182.40      | 1,000.00      | 817.60     |
| 5624    | T/HALL - Maintenance                       | 100.00      | 1,000.00      | 900.00     |
| 5628    | T/HALL - Marriage Licence Fund             | 0.00        | 0.00          | 0.00       |
| 5830    | MAYORAL/CIV - Mayoral Allowance            | 0.00        | 2,085.44      | 2,085.44   |
| 5833    | MAYORAL/CIV - Regalia                      | 0.00        | 200.00        | 200.00     |
| 5835    | MAYORAL/CIV - Civic Fund                   | 295.00      | 2,000.00      | 1,705.00   |
| 5839    | MAYORAL/CIV - Wim Militia                  | 0.00        | 400.00        | 400.00     |
| 5840    | MAYORAL/CIV - Town Crier Subs/Comp         | 0.00        | 600.00        | 600.00     |
| 5841    | MAYORAL/CIV - Members Training             | 0.00        | 500.00        | 500.00     |
| 5842    | MAYORAL/CIV - Members Travel               | 0.00        | 500.00        | 500.00     |
| 5843    | MAYORAL/CIV - Remembrance Day              | 0.00        | 1,500.00      | 1,500.00   |
| 6040    | GSL - Cemetery Precept                     | 6164.08     | 12,328.15     | 6,164.07   |
| 6046    | GSL - BID Levy                             | 247.50      | 270.00        | 22.50      |
| 6047    | GSL - Annual Grants                        | 2000.00     | 20,000.00     | 18,000.00  |
| 6242    | P & E - Working Together Programme         | 0           | 0.00          | 0.00       |
| 6245    | P & E - The Square Contribution            | 0           | 0.00          | 0.00       |
| 6265    | P & E - Bus Shelter Cleaning               | 44          | 550.00        | 506.00     |
| 6269    | P & E - Town Centre Maintenance            | 0           | 3,000.00      | 3,000.00   |
| 6270    | P & E - Contribution to Service 88         | 0           | 0.00          | 0.00       |
| 6447    | BUILDINGS - Buildings Fund                 | 6439.68     | 10,000.00     | 3,560.32   |
| 6449    | BUILDINGS - Leigh Park Com Centre Loan     | 0.00        | 15,000.00     | 15,000.00  |
| 6453    | BUILDINGS - Redcotts Lodge Loan            | 0.00        | 2,100.00      | 2,100.00   |
| 6455    | BUILDINGS - T/Hall Development Loan        | 0.00        | 11,900.00     | 11,900.00  |
| 6456    | BUILDINGS - Redcotts Storage/Toilets Loan  | 3445.59     | 6,900.00      | 3,454.41   |

| Acc Ref | Name  | Balance YTD      | Annual Budget     | Variance          |
|---------|---|------------------|-------------------|-------------------|
| 6470    | C.C.T.V. - Maintenance                      | 2244.80          | 5,000.00          | 2,755.20          |
| 6471    | C.C.T.V. - Loan Repayments                  | 3919.58          | 7,838.00          | 3,918.42          |
| 6500    | ASSET REPLACEMENT - C.C.T.V                 | 0.00             | 5,000.00          | 5,000.00          |
| 6501    | ASSET REPLACEMENT - Office Equipment        | 0.00             | 1,500.00          | 1,500.00          |
| 6502    | ASSETS - Vehicle & Plant                    | 3870.38          | 10,000.00         | 6,129.62          |
| 6655    | GEN REC - Lighting                          | 26.91            | 700.00            | 673.09            |
| 6656    | GEN REC - Training                          | 0.00             | 0.00              | 0.00              |
| 6657    | GEN REC - Lodge C.Tax                       | 318.59           | 1,450.00          | 1,131.41          |
| 6658    | GEN REC - Miscellaneous                     | 1709.91          | 3,300.00          | 1,590.09          |
| 6660    | GEN REC - Repair/ Renewal                   | 88.98            | 3,500.00          | 3,411.02          |
| 6661    | GEN REC - Consumables                       | 145.40           | 4,000.00          | 3,854.60          |
| 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 - Wimborne In Bloom                 | 0.00             | 0.00              | 0.00              |
| 6667    | GEN REC - Travel                            | 0.00             | 0.00              | 0.00              |
| 6668    | GEN REC - Contract Work                     | 0.00             | 3,000.00          | 3,000.00          |
| 6669    | GEN REC - G'Mens Tools                      | 0.00             | 500.00            | 500.00            |
| 6670    | GEN REC - G'Mens Clothing & PPE             | 0.00             | 1,000.00          | 1,000.00          |
| 6671    | GEN REC - Mega Van - Batteries Fund         | 0.00             | 0.00              | 0.00              |
| 6672    | GEN REC - Mega Van Servicing, MOT & Rep     | 0.00             | 0.00              | 0.00              |
| 6673    | GEN REC - Jubilee Garden                    | 0.00             | 200.00            | 200.00            |
| 6674    | GEN REC - Dog Waste Disposal                | 0.00             | 500.00            | 500.00            |
| 6676    | GEN REC - General Waste Disposal            | 278.70           | 2,000.00          | 1,721.30          |
| 6677    | GEN REC - Dog Control Cont                  | 0.00             | 1,000.00          | 1,000.00          |
| 6700    | LEIGH/PK - Play Area Fund                   | 0.00             | 1,000.00          | 1,000.00          |
| 6816    | R/COTTS - Toilets Airfreshener Contract     | 0.00             | 270.00            | 270.00            |
| 6817    | R/COTTS - Pavilion Boilers Service Contract | 0.00             | 220.00            | 220.00            |
| 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         | 0.00             | 1,567.00          | 1,567.00          |
| 6874    | R/COTTS - Grass Tennis                      | 0.00             | 500.00            | 500.00            |
| 6891    | R/COTTS - Pavilion Gas                      | 8.70             | 800.00            | 791.30            |
| 6892    | R/COTTS - Pavilion Services                 | 117.24           | 2,800.00          | 2,682.76          |
| 6893    | R/COTTS - Cleaner / Maintenance             | 1,029.06         | 5,250.00          | 4,220.94          |
| 6894    | R/COTTS - Pavilion Legionella Testing       | 0.00             | 1,380.00          | 1,380.00          |
| 6896    | R/COTTS - Play Area Inspections             | 0.00             | 850.00            | 850.00            |
| 6897    | R/COTTS - Play Area Redevelopment Loan      | 3,954.86         | 7,910.00          | 3,955.14          |
| 6898    | R/COTTS - Play Area Fund                    | 156.38           | 1,000.00          | 843.62            |
|         |   | <u>92,747.63</u> | <u>476,573.59</u> | <u>383,825.96</u> |

May-21

| <b>Acc Ref</b> | <b>Name</b>                                 | <b>Balance YTD</b> | <b>Annual Budget</b> | <b>Variance</b>   |
|----------------|---|--------------------|----------------------|-------------------|
| 3001           | PRECEPT                                     | 219,400.00         | 438,800.00           | 219,400.00        |
| 3002           | ADMIN - General Fund Income                 | 0.00               | 0.00                 | 0.00              |
| 3003           | ADMIN - Interest Received                   | 0.00               | 240.00               | 240.00            |
| 3005           | ADMIN - Compostable bin liners              | 0.00               | 20.00                | 20.00             |
| 3006           | ADMIN - Receipts Gen                        | 22.77              | 100.00               | 77.23             |
| 3007           | ADMIN - Hardship Fund Receipts              | 0.00               | 0.00                 | 0.00              |
| 3010           | ADMIN - EDDC Maintenance Contribution C     | 0.00               | 2,250.00             | 2,250.00          |
| 3011           | ADMIN - EDDC CCTV Loan 1 Contrib            | 0.00               | 3,527.00             | 3,527.00          |
| 3015           | ADMIN - EDDC Leigh Park Com Centre Loan     | 0.00               | 14,953.00            | 14,953.00         |
| 3017           | ADMIN - Cemetery Salaries & Superannuat     | 9,613.40           | 0.00                 | -9,613.40         |
| 3018           | ADMIN - Cemetery Tax & NIC                  | 2,443.06           | 0.00                 | -2,443.06         |
| 3019           | ADMIN - Cemetery Salaries Administration    | 0.00               | 0.00                 | 0.00              |
| 3020           | ADMIN - BID Payments Assistance             | 146.94             | 0.00                 | -146.94           |
| 3021           | ADMIN - Cemetery Misc Inc                   | 0.00               | 0.00                 | 0.00              |
| 3024           | T/HALL - Hire Council Chamber               | 0.00               | 300.00               | 300.00            |
| 3025           | T/HALL - Marriage Receipts                  | 6,620.83           | 3,500.00             | -3,120.83         |
| 3027           | T/HALL - Hire Committee Room                | 0.00               | 1,000.00             | 1,000.00          |
| 3057           | GEN REC - Lodge Rent                        | 728.00             | 4,400.00             | 3,672.00          |
| 3058           | GEN REC - Misc Income                       | 0.00               | 100.00               | 100.00            |
| 3059           | GEN REC - Grounds Maintenance Contract      | 0.00               | 0.00                 | 0.00              |
| 3068           | GEN REC - Bowling - Insurance               | 0.00               | 170.00               | 170.00            |
| 3069           | GEN REC - Bowling - Glass Bottle Collection | 0.00               | 140.00               | 140.00            |
| 3070           | R/COTTIS - Football                         | 0.00               | 2,100.00             | 2,100.00          |
| 3071           | R/COTTIS - Bowling Maintenance              | 0.00               | 2,000.00             | 2,000.00          |
| 3074           | R/COTTIS - Tennis Insurance                 | 0.00               | 85.00                | 85.00             |
| 3076           | R/COTTIS - Changing Rooms                   | 0.00               | 270.00               | 270.00            |
| 3077           | R/COTTIS - Recharged Services (Tennis)      | 0.00               | 2,000.00             | 2,000.00          |
| 3078           | R/COTTIS - Pavilion Maintenance Contribut   | 0.00               | 0.00                 | 0.00              |
| 3080           | L/PARK - Childrens & Community Centre Ins   | 0.00               | 260.00               | 260.00            |
| 3083           | L/PARK - Rugby Pavilion Insurance           | 0.00               | 980.00               | 980.00            |
| 3084           | L/PARK - Rugby Waste Disposal               | 0.00               | 0.00                 | 0.00              |
|                |   | <b>238,975.00</b>  | <b>477,195.00</b>    | <b>238,220.00</b> |