



23 March 2022

Dear Councillor

You are invited to attend a meeting of the **RESOURCES COMMITTEE** to be held on **TUESDAY 29 MARCH 2022 at 6.45 pm** in the Council Chamber 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 'H. Bull', followed by a horizontal line.

Acting Town Clerk

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**A G E N D A**

- 1 Apologies for Absence.
- 2 **SCHEDULE OF PAYMENTS** (copy herewith).
- 3 **MONTHLY ACCOUNTS**  
To receive the monthly accounts for the month of February 2022 (copy herewith).
- 4 **WIMBORNE BUSINESS AWARDS – SPONSORSHIP (Min 134 – 15.02.22)**  
To consider the report of the Chairman (copy herewith).

**MEMBERS OF COMMITTEE**

**Cllr C A Chedgy (Chairman)**  
**Cllr S Wheeler (Vice-Chairman)**  
**Cllr P Bache**  
**Cllr D Burt**  
**Cllr J Hart**  
**Cllr L C Hinks**  
**Cllr M J Hopkins**  
**Cllr F Shirley**  
**Ex-Officio - Chairman & Vice-Chairman of the Council**

Resources Committee – 29 March 2022

**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).

**WIMBORNE MINSTER TOWN COUNCIL**  
**SCHEDULE OF PAYMENTS - MARCH 2022**

Reference	Date	Name	Details	Gross
DD3	22.03.22	Rejuvenate IT	Monthly Support, Managed Services, Microsoft 365 & Website Hosting	755.52
DD3	24.03.22	Rejuvenate IT	Broadband, VOIP & Call charges - February 2022	154.98
DD3	17.03.22	Rejuvenate IT	Startech DP to VGA Adapter	31.19
DD4	14.03.22	SAGE UK	SAGE 50 Cloud Subscription - 01.03.22 - 31.03.22	48.00
DD5	12.03.22	ZOOM	Standard Pro-Monthly & Webinar 500 - 12.03.22 - 11.04.22	43.99
DD6	12.03.22	O2 Business Mobile	Groundsmens' Mobile 26.02.22 - 25.03.22	8.87
# DD7	15.02.22	Peninsula	Health & Safety Contract	172.80
# DD11	26.02.22	Southern Electric	Gas - Redcotts Pavilion - 08.12.21-27.01.22 *****	323.47
DD 11	26.03.22	Southern Electric	Gas - Redcotts Pavilion - 28.01.22 - 28.02.22 *****	230.89
DD12p	18.03.22	British Gas	Electricity - Redcotts Pavilion - 29.01.22 - 27.02.22 - Final Invoice ****	581.79
DD13	19.03.22	Southern Electric	Electricity - Rec Lighting - 02.02.22 - 01.03.22	24.83
DD14	16.03.22	Southern Electric	Electricity - CCTV Pole - 02.02.22 - 01.03.22	40.30
DD15	25.03.22	Southern Electric	Electricity - Gazebo - 25.11.21 - 07.03.22	27.51
DD24	29.03.22	Debt Management Office (PWLb)	Town Hall Refurbishment Loan	5,926.54
DD25	30.03.22	Debt Management Office (PWLb)	Redcotts Loage Loan	1,031.48
DD27	04.04.22	Debt Management Office (PWLb)	Redcotts Play Area Redevelopment Loan	3,954.86
# DC 1	14.02.22	Amazon.co.uk	Face Masks x100	6.79
# DC 2	17.02.22	Amazon.co.uk	Prime Business Plan - Annual Membership Fee - Cancelled - Refund Due	96.00
# DC 3	23.02.22	Ornamental Trees Ltd	Betula Utilis Jacquemonti 'Snow Queen' Multi-Stem Silver Birch 1.5-2M	104.33
DC 4	03.03.22	Flags And Flagpoles.co.uk	The Queen's Platinum Jubilee Flag	39.54
DC 5	02.03.22	Amazon.co.uk	10L Chemical Spill Kit - Oil & Fuel	17.95
DC 6	03.03.22	Blackwood Wire Products	Tree Guard 48" x 12" x 3" x 1" x 12g	26.99
# OP 1	16.02.22	Refund	Civil Ceremony Refund - Less Admin Fee	190.00
# OP 2	23.02.22	Paul Hanwell	Removal - 2x Dangerous Lime Trees - R'cotts Play Area	400.00
# OP 3	23.02.22	Refund	Allotment Licence Fee & Deposit - Allotment Licence Surrendered	110.00
# BACS	21.02.22	Dorset Council	Waste Services - New Year's Day 2022	554.91
# BACS	21.02.22	Play Inspection Company Ltd	Quarterly Play Area Inspections x4 Sites	240.00
# BACS	21.02.22	Screwfix Ltd (TradeUK)	Drill Bits & Screws	11.56
# BACS	21.02.22	Multi-Signs	Supply & Fit Allotment ACM Sign	81.00
# BACS	21.02.22	Paul Hanwell	Lime Tree Pollarding - Redcotts Rcreation Ground & Additional Tree Works	1,200.00
# BACS	21.02.22	Pete Herbert Window Cleaning	Window Cleaning - Town Hall - Outside Only - January 2022	35.00
# BACS	21.02.22	WP Group Ltd	500L Red Diesel	542.48
# BACS	03.03.22	Custom Security Services Ltd	CCTV Maintenance Contract 01.04.22 - 31.03.23	2,640.00
# BACS	03.03.22	Dantek Environmental Services (UK) Ltd	Legionella Water Monitoring Contract	137.06
# BACS	03.03.22	Dorset Council	Small Society Lottery Fee - Mayors Charities - Annual Fee	20.00
# BACS	03.03.22	Hillier Recycling Ltd	Wheellie Bin Emptying - February 2022	78.96
# BACS	03.03.22	Jewson Ltd	Consumables & Gate Catch	41.83
# BACS	03.03.22	L M Read	Annual Servicing - Iford Williams Trailer	84.00
# BACS	03.03.22	2 R's Trading Ltd	Cleaning Redcotts Toilets & Changing Rooms - February 2022	619.34
			Cleaning Town Hall - January 2022	297.60
# BACS	03.03.22	Screwfix	Sanding Sheets & Site Safety Boots	19.78
BACS	17.03.22	Accolade Building Care Ltd	Annual Bolier Service - Redcotts Pavilion Boiler & Water Heater	243.60
BACS	17.03.23	Avoncrop Amenity Products Ltd	Cleanrun Pro & Grass Seed Mix**	200.00
BACS	17.03.24	C&O Tractors Ltd	Linch Pin & WD-40 Kit x5L	40.21
BACS	17.03.25	Kompan Ltd	Replacement Rope - Redcotts Children's Climbing Frame x2	192.00
BACS	17.03.26	Paul Hanwell	Storm Damage - Tree Works	2,200.00
BACS	17.03.27	Pete Herbert Window Cleaning	Window Cleaning - Town Hall - Outside Only - March 2022	35.00
BACS	17.03.28	RJS Cleaning Management Ltd	Bus Shelter Cleaning - Leigh Road & St Johns	60.00
BACS	17.03.29	Wimborne In Bloom	Town Centre Maintenance	450.00
BACS	17.03.22	Salaries	Council Staff Salaries - February 2022	14762.72
BACS	17.03.23	HMRC	Council Staff - Tax & NIC	5887.15
BACS	17.03.24	Dorset County Pension Fund	Council Staff - Superannuation Contributions	4693.39
BACS	17.03.25	Salaries	Cemetery Staff - Salaries - February 2022***	3870.54
BACS	17.03.26	HMRC	Cemetery Staff - Tax & NIC***	1470.34
BACS	17.03.27	Dorset County Pension Fund	Cemetery Staff - Superannuation Contributions***	1435.41
<b>Total Payments</b>				<b>56492.50</b>

\* 45.00% Recharged to Dorset Council

\*\* Recharged in full to Wimborne Bowls Club

\*\*\* Recharged to Wimborne Cemetery Joint Management Committee

\*\*\*\*81.25% recharged to Wimborne Tennis Club

\*\*\*\*\*25.00% recharged to Wimborne Tennis Club

Date: 14/03/2022  
Time: 13:31:59

WIMBORNE MINSTER TOWN COUNCIL

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Profit and Loss

From: Month 11, February 2022  
To: Month 11, February 2022

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Income			
Precept	0.00	438,800.00	
DC Maintenance Contribution	0.00	6,406.18	
Admin	2.77	59.69	
Town Hall	1,541.67	16,791.59	
General Recreation	754.00	6,962.84	
Redcotts	0.00	12,702.30	
DC Loan Contributions	0.00	18,479.86	
Cemetery Salaries Reimbursement	6,028.23	66,364.36	
Cemetery Miscellaneous Expenses	207.57	555.46	
BID Payments Assistance	73.47	808.17	
	8,607.71		567,930.45
Expenditure			
Town Hall	732.38	13,874.68	
Grants,Donation, Subs & Conts	0.00	29,072.65	
Planning & Environment	419.00	5,097.50	
Buildings & Premises	518.33	59,075.09	
General Recreation	2,003.98	21,112.75	
Redcotts	2,533.97	21,964.17	
Assets Replacement	55.00	16,160.70	
	6,262.66		166,357.54
Gross Profit/(Loss):	<u>2,345.05</u>		<u>401,572.91</u>
Overheads			
Admin	34,736.29	266,106.69	
Mayoral & Civic	0.00	3,322.16	
Cemetery Salaries	6,028.23	66,369.36	
Cemetery Miscellaneous Expenses	0.00	527.89	
	40,764.52		336,326.10
Net Profit/(Loss):	<u>(38,419.47)</u>		<u>65,246.81</u>

Date: 14/03/2022  
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WIMBORNE MINSTER TOWN COUNCIL  
Balance Sheet

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From: Month 11, February 2022  
To: Month 11, February 2022

Chart of Accounts:

WIMBORNE COUNCIL ACCOUNTS

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Bank Current Account	29.70	(10.60)	
Nationwide Business Bond	0.00	53,117.95	
Capital Reserve Account	(31,916.18)	342,604.56	
Petty Cash	100.00	706.98	
V. A. T	2,993.73	10,146.43	
Debtors Control Account	(9,915.61)	8,168.34	
		(38,708.36)	414,733.66
Current Liabilities			
Hire Purchase	(388.89)	11,461.10	
Receipts in Advance	0.00	700.00	
Allotment Deposits	100.00	1,150.00	
		(288.89)	13,311.10
Current Assets less Current Liabilities:		(38,419.47)	401,422.56
Total Assets less Current Liabilities:		(38,419.47)	401,422.56
Financed By			
General Fund	0.00	169,960.25	
Fund - Buildings 6447	0.00	35,663.71	
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	8,997.57	
Fund - Climate Change & Biodiversity	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	1,443.32	
Fund - Vehicle & Plant 6502, 6671,6672	0.00	(405.36)	
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 - C.C.T.V. 6500	0.00	15,337.51	
Fund - Grants Underspend 2019-20	0.00	15,066.45	
Fund - Town Centre Maintenance	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	39,046.24	
Fund - Hardship Fund	0.00	2,345.30	
P & L Account	(38,419.47)	65,246.81	
		(38,419.47)	401,422.56

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

Feb-22

Acc Ref	Name	Balance YTD	Annual Budget	Variance
5401	ADMIN - General Fund Expenditure	0.00	0.00	0.00
5402	ADMIN - Bank Charge	552.05	600.00	47.95
5403	ADMIN - Telephone, Mobile & Internet	1369.58	1,650.00	280.42
5404	ADMIN - Salaries	202995.35	219,000.00	16,004.65
5405	ADMIN - Hire Purchase Interest	115.60	127.16	11.56
5406	ADMIN - Gen Office Expenses	1794.06	2,000.00	205.94
5407	ADMIN - Training	314.00	1,500.00	1,186.00
5408	ADMIN - Postage	40.68	100.00	59.32
5409	ADMIN - Photocopier Lease	1099.85	1,500.00	400.15
5410	ADMIN - Insurance	20931.40	13,500.00	-7,431.40
5411	ADMIN - Health & Safety	2446.93	4,000.00	1,553.07
5412	ADMIN - Election Expenses Fund	0.00	0.00	0.00
5415	ADMIN - Travel	5.40	100.00	94.60
5417	ADMIN - Advertising	834.00	100.00	-734.00
5420	ADMIN - Membership Of Outside Bodies	1,868.48	2,255.00	386.52
5423	ADMIN - Hardship Fund Expenses (2816)	1,000.00	0.00	-1,000.00
5460	ADMIN - Bunting Installation	2,158.60	4,500.00	2,341.40
5461	ADMIN - Climate Change & Biodiversity	0.00	0.00	0.00
5462	ADMIN - Professional Fees	1,730.00	0.00	-1,730.00
5463	ADMIN - Audit fees	2,050.00	2,300.00	250.00
5465	ADMIN - IT Support, Software	8549.20	8,700.00	150.80
5466	ADMIN - Christmas & New Year's Eve	16251.51	35,000.00	18,748.49
5467	ADMIN - Cemetery Tax & NIC	13456.51	0.00	-13,456.51
5468	ADMIN - Cemetery Salaries & Superannuation	52912.85	0.00	-52,912.85
5469	ADMIN - Cemetery Misc Exp	527.89	0.00	-527.89
5617	T/HALL - Heating Gas	597.16	800.00	202.84
5618	T/HALL - Electricity	589.61	600.00	10.39
5619	T/HALL - Sewerage/Water	197.78	350.00	152.22
5620	T/HALL - Business Rates	8,233.50	9,000.00	766.50
5622	T/HALL - Cleaning Contract	1,386.25	1,500.00	113.75
5623	T/HALL - Civil Ceremony Costs	2,128.00	1,000.00	-1,128.00
5624	T/HALL - Maintenance	742.38	1,000.00	257.62
5628	T/HALL - Marriage Licence Fund	0.00	0.00	0.00
5830	MAYORAL/CIV - Mayoral Allowance	1,042.72	2,085.44	1,042.72
5833	MAYORAL/CIV - Regalia	850.50	200.00	-650.50
5835	MAYORAL/CIV - Civic Fund	661.95	2,000.00	1,338.05
5839	MAYORAL/CIV - Wim Militia	400.00	400.00	0.00
5840	MAYORAL/CIV - Town Crier Subs/Comp	70.00	600.00	530.00
5841	MAYORAL/CIV - Members Training	125.00	500.00	375.00
5842	MAYORAL/CIV - Members Travel	0.00	500.00	500.00
5843	MAYORAL/CIV - Remembrance Day	171.99	1,500.00	1,328.01
6040	GSL - Cemetery Precept	12,328.15	12,328.15	0.00
6046	GSL - BID Levy	247.50	270.00	22.50
6047	GSL - Annual Grants	16,497.00	20,000.00	3,503.00
6242	P & E - Working Together Programme	1,657.50	0.00	-1,657.50
6265	P & E - Bus Shelter Cleaning	440.00	550.00	110.00
6269	P & E - Town Centre Maintenance	3,000.00	3,000.00	0.00
6270	P & E - Contribution to Service 88	0.00	0.00	0.00
6447	BUILDINGS - Buildings Fund	19,768.60	10,000.00	-9,768.60
6449	BUILDINGS - Leigh Park Com Centre Loan	14,953.14	15,000.00	46.86
6453	BUILDINGS - Redcotts Lodge Loan	1,031.48	2,100.00	1,068.52
6455	BUILDINGS - T/Hall Development Loan	5,926.54	11,900.00	5,973.46
6456	BUILDINGS - Redcotts Storage/Toilets Loan	6,891.18	6,900.00	8.82
6470	C.C.T.V. - Maintenance	2,666.99	5,000.00	2,333.01
6471	C.C.T.V. - Loan Repayments	7,837.16	7,838.00	0.84
6500	ASSET REPLACEMENT - C.C.T.V	11,524.00	5,000.00	-6,524.00
6501	ASSET REPLACEMENT - Office Equipment	250.00	1,500.00	1,250.00
6502	ASSETS - Vehicle & Plant	4,386.70	10,000.00	5,613.30

Acc Ref	Name	Balance YTD	Annual Budget	Variance
6655	GEN REC - Lighting	814.80	700.00	-114.80
6657	GEN REC - Lodge C.Tax	1488.27	1450.00	-38.27
6658	GEN REC - Miscellaneous	3309.68	3300.00	-9.68
6660	GEN REC - Repair/ Renewal	3439.83	3500.00	60.17
6661	GEN REC - Consumables	3469.42	4000.00	530.58
6663	GEN REC - Planting Fund	277.42	200.00	-77.42
6665	GEN REC - Car Park/F.Path Fund	0.00	500.00	500.00
6668	GEN REC - Contract Work	6480.00	3000.00	-3480.00
6669	GEN REC - G'Mens Tools	75.72	500.00	424.28
6670	GEN REC - G'Mens Clothing & PPE	295.02	1000.00	704.98
6673	GEN REC - Jubilee Garden	125.00	200.00	75.00
6674	GEN REC - Dog Waste Disposal	230.00	500.00	270.00
6676	GEN REC - General Waste Disposal	854.45	2000.00	1145.55
6677	GEN REC - Dog Control Cont	28.00	1000.00	972.00
6700	LEIGH/PK - Play Area Fund	225.14	1000.00	774.86
6816	R/COTTS - Toilets Airfreshener Contract	260.00	270.00	10.00
6817	R/COTTS - Pavilion Boilers Service Contract	0.00	220.00	220.00
6818	R/COTTS - Water/Sewerage	1044.01	800.00	-244.01
6870	R/COTTS - Football Pitches Consumables	651.57	150.00	-501.57
6871	R/COTTS - Bowling Green Consumables	1185.81	1567.00	381.19
6874	R/COTTS - Grass Tennis	0.00	500.00	500.00
6891	R/COTTS - Pavilion Gas	396.88	800.00	403.12
6892	R/COTTS - Pavilion Services	3069.43	2800.00	-269.43
6893	R/COTTS - Cleaner / Maintenance	5008.80	5250.00	241.20
6894	R/COTTS - Pavilion Legionella Testing	1151.14	1380.00	228.86
6896	R/COTTS - Play Area Inspections	820.00	850.00	30.00
6897	R/COTTS - Play Area Redevelopment Loan	7909.72	7910.00	0.28
6898	R/COTTS - Play Area Fund	466.81	1000.00	533.19
		<u>502683.64</u>	<u>476700.75</u>	<u>-25982.89</u>

Feb-22

<b>Acc Ref</b>	<b>Name</b>	<b>Balance YTD</b>	<b>Annual Budget</b>	<b>Variance</b>
3001	PRECEPT	438,800.00	438,800.00	0.00
3002	ADMIN - General Fund Income	0.00	0.00	0.00
3003	ADMIN - Interest Received	36.67	240.00	203.33
3005	ADMIN - Compostable bin liners	0.00	20.00	20.00
3006	ADMIN - Receipts Gen	23.02	100.00	76.98
3007	ADMIN - Hardship Fund Receipts	0.00	0.00	0.00
3010	ADMIN - DC Maintenance Contribution CCTV	6,406.18	2,250.00	-4,156.18
3011	ADMIN - DC CCTV Loan 1 Contrib	3,526.72	3,527.00	0.28
3015	ADMIN - DC Leigh Park Com Centre Loan	14,953.14	14,953.00	-0.14
3017	ADMIN - Cemetery Salaries & Superannuation	52912.85	0.00	-52,912.85
3018	ADMIN - Cemetery Tax & NIC	13451.51	0.00	-13,451.51
3019	ADMIN - Cemetery Salaries Administration	0.00	0.00	0.00
3020	ADMIN - BID Payments Assistance	808.17	0.00	-808.17
3021	ADMIN - Cemetery Misc Inc	555.46	0.00	-555.46
3024	T/HALL - Hire Council Chamber	0.00	300.00	300.00
3025	T/HALL - Marriage Receipts	14,762.50	3,500.00	-11,262.50
3027	T/HALL - Hire Committee Room	2,029.09	1,000.00	-1,029.09
3055	GEN REC - Allotment Admin Fees	675.00	0.00	-675.00
3056	GEN REC - Allotment Licence Fees	1,160.00	0.00	-1,160.00
3057	GEN REC - Lodge Rent	4,004.00	4,400.00	396.00
3058	GEN REC - Misc Income	1,123.84	100.00	-1,023.84
3068	GEN REC - Bowling - Insurance	0.00	170.00	170.00
3069	GEN REC - Bowling - Glass Bottle Collections	0.00	140.00	140.00
3070	R/COTTIS - Football	2,401.84	2,100.00	-301.84
3071	R/COTTIS - Bowling Maintenance	5,721.66	2,000.00	-3,721.66
3074	R/COTTIS - Tennis Insurance	0.00	85.00	85.00
3076	R/COTTIS - Changing Rooms	149.94	270.00	120.06
3077	R/COTTIS - Recharged Services (Tennis)	1,428.86	2,000.00	571.14
3078	R/COTTIS - Pavilion Maintenance Contribution	3,000.00	0.00	-3,000.00
3080	L/PARK - Childrens & Community Centre Insurance	0.00	260.00	260.00
3083	L/PARK - Rugby Pavilion Insurance	0.00	980.00	980.00
		<b>567,930.45</b>	<b>477,195.00</b>	<b>-90,735.45</b>



**Subject: Item 4 – Wimborne Business Awards**  
**Author: Chairman of Resources Committee**  
**Date: 29 March 2022**

At the last Resources Committee meeting held on 15 February 2022, a discussion took place about support for a new initiative in town – the Wimborne Business Awards 2022.

This is run by Marketing West SW Ltd. It is limited to Dorset and is taking place in various locations including I believe Bridport and Shaftesbury. Please see the website [www.wimbornebusinessawards.co.uk](http://www.wimbornebusinessawards.co.uk)

The date has closed for nominations for various categories and the award ceremony is a lunch on the 28 April 2022 at Allendale House, Wimborne. The intention is to run this award scheme for 3 years. They hope to attract about 200 entries. There have been other such awards in town in the past.

Initially the idea was mooted to sponsor a business category award, but there were reservations about this, and we have now been offered:

- a. sponsorship of the networking teas/coffees at the start of the ceremony which will last about 15/20 mins at a cost of £250 plus VAT.*
- b. sponsorship of the overall winner – gold award at the end of the ceremony £300 plus VAT.*

The Town Mayor has kindly already offered support on behalf of the Town Council as she will be at the award ceremony in her official capacity.

The Wimborne BID is providing practical assistance and its name is associated with an award.

Pros include:

- helping a new initiative in town
- being involved with the business community
- £250 or £300 is a relatively low amount of money
- it does not bind us to future support.

Cons include:

- it is a business initiative and not for residents per se
- it may give rise to an expectation of sponsorship in future years
- we are already helping by the presence of the Town Mayor with practical support in the same way as the BID
- a grant could have been applied for but wasn't. The point of this is not to criticise the suggestion, but if it had been a grant application it is likely that this would have been recommended for refusal as it sponsors a profit-making business (N.B. an application from a business was refused in December 2021.)

A decision is required as to whether the Town Council provides any sponsorship and if so, for what.