

25<sup>th</sup> August 2017

You are summoned to a meeting of the:

**Finance and Assets Committee**  
**on Monday 4<sup>th</sup> September 2017 at 7pm**  
**at The Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Committee membership:**

<b>CLlr Batchelor (Broadway)</b>	<b>CLlr Pitcher (Broadway)</b>
<b>CLlr Davis (East)</b>	<b>CLlr Ridout, Chairman (West)</b>
<b>CLlr Jolley (Broadway)</b>	<b>CLlr Robbins (East)</b>
<b>CLlr Nicklin (West)</b>	

Copied to all other members for information.

Yours sincerely,



**Fiona Fox BA (Hons) MCIPD FILCM**  
**Town Clerk**

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**AGENDA**

1. **Election of Committee Vice Chairman**  
**Members to elect** a Committee Vice Chairman.
2. **Apologies for absence**  
**To receive and accept** apologies, including reason for absence, from those unable to attend.
3. **Declarations of Interest**  
**To receive** any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.
4. **Minutes**  
**4.1 To approve** as a correct record, the minutes of the Finance and Assets Committee meeting held on Monday 12<sup>th</sup> June 2017; copies of these minutes have been circulated and Standing Order 17a provides that they may therefore be taken as read.

**4.2 To note** any matters arising from the minutes of the Finance and Assets Committee meeting held on Monday 12<sup>th</sup> June 2017.

**5. Chairman's Announcements**

**To note** any announcements made by the Chair.

***Standing Orders will be suspended to allow for public participation.***

**6. Public Participation**

**To enable** members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations.

***Standing Orders will be reinstated following public participation.***

**7. Reports from Unitary Authority Members**

**To note** reports provided.

**8. Financial Information**

**8.1 To note** the reconciliations for May, June and July 2017 and the **chairman to sign** and verify against the bank statements seen.

**8.2 To note** the accounts to 31<sup>st</sup> July 2017 and the report of material variances in excess of 10% of the planned budget. **(To follow).**

**8.3 To approve** the list of payments made in May, June and July 2017 and the **chairman to sign.**

**8.4 To approve** the petty cash schedule for May–July 2017.

**8.5 To note** that the Clerk made internal transfers between the accounts on:

15 <sup>th</sup> June 2017	£10,000
10 <sup>th</sup> July 2017	£10,000
13 <sup>th</sup> July 2017	£10,000

**9. Allocation of Funds from Reserves**

In November 2016, following the winding up of the Warminster Civic Trust, the Council received funds from the Trust towards the town's Heritage Plaques, in addition to £564.61 which was returned to the general funds of the Council.

The Council is now involved in the forthcoming town Heritage Open Days and has placed advertising in 'The Warminster Journal' and 'The Wiltshire Times'.

**Members are requested to approved the transfer of £500 from general reserves to line Heritage Open Days to cover the cost of the adverts.**

**10. Town Development Committee**

**To approve** the 25% contribution to Wiltshire Council for the following work to be carried out by through CATG:

- 10.1 TD/17/013.2 The Close, Warminster refers: **£1,500 towards footpath improvement.**
- 10.2 TD/17/016 Boreham Fields, Warminster refers: **£1,500 towards footway and parking improvements.**
- 10.3 TD/17/015 West Street, Warminster refers: **£875 towards bollards and road improvements.**

**11. Devolved Services**

**To approve** the minutes of the Devolved Services working group meetings held on 15<sup>th</sup> June and 13<sup>th</sup> July 2017 and to agree all actions contained therein. The minutes are attached and a separate report listing all items that have been purchased, instructions to be given to contractors and additional equipment or services that require approval. Total for approval **£19,922.45.**

**12. Budget Preparations 2017/2018**

**Members to consider** any items for inclusion into the first draft of the budget which will be prepared on 27<sup>th</sup> October 2017.

**13. Christmas Brochure**

Following a decision by the original Town Promotion Team; for two years the Council produced a self-funding Christmas brochure which was paid for by selling advertising to local businesses. This was extremely time-consuming and now, with the additional responsibilities of the Town Park and other devolved services, we no longer have the capacity to produce the brochure.

**Members are requested to consider whether they wish to take on this project.**

**14. Grant 2017**

The Warminster and Wylve Valley Flower Club have written to the Council thanking them for the recent grant award and to explain that owing to diligent fundraising their financial circumstances have improved and their committee felt that it would be unfair to accept the Council's grant of £100.

**Members are requested to consider where these funds should now be allocated.**

**15. Allotments**

**Members are requested to approve** the revised allotment tenancy agreement which has been produced by the Tynings Allotments and Leisure Gardeners Association. **(See attached).**

**16. Communications**

**The members to decide** on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

The date of the next Finance and Assets meeting is Monday 6<sup>th</sup> November 2017

Minutes from this meeting will be available to all members of the public either from our website [www.warminster-tc.gov.uk](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.

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**Bank Reconciliation Statement as at: 31/05/2017 for Cash Book 1 Current/Instant Access Bank A/**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Instant Access Account	31/05/2017	383	558,512.93
Current Account	31/05/2017	914	5,000.00
			<u>563,512.93</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
16/05/2017 200928	Wiltshire Womens Institute	75.00	
16/05/2017 200932	Nigel J Connor	72.00	
			<u>147.00</u>
			563,365.93
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
27/05/2017		86.30	
			<u>86.30</u>
			563,452.23
		<b>Balance per Cash Book is :-</b>	<b>563,452.23</b>
		<b>Difference is :-</b>	<b>0.00</b>

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29 April to 31 May 2017

05 JUN 2017

Your Statement

**Account Name**  
Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 21136496    **Sheet Number** 383

### Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>586,203.25</b>
12 May 17	TFR TRANSFER 91001000		2,527.78 ✓	588,731.03
15 May 17	TFR TRANSFER 91001000		55.60 ✓	588,786.63
	TFR 404523 91001000			
	INTERNET TRANSFER	3,000.00 ✓		
16 May 17	TFR TRANSFER 91001000		227.46 ✓	586,014.09
17 May 17	TFR TRANSFER 91001000	3,324.17 ✓		582,689.92
18 May 17	TFR TRANSFER 91001000	283.64 ✓		582,406.28
19 May 17	TFR TRANSFER 91001000	155.00 ✓		582,251.28
	CR GWH NHS FT WILTSHI		260.00 ✓	
	TFR TRANSFER 91001000		485.45 ✓	582,996.73
21 May 17	TFR TRANSFER 91001000	51.07 ✓		582,945.66
22 May 17	TFR TRANSFER 91001000	2,928.30 ✓		580,017.36
23 May 17	CR CASH IN AT HSBC BANK PLC			
	FROME		413.00 ✓	
	TFR TRANSFER 91001000	1,622.65 ✓		578,807.71
24 May 17	TFR TRANSFER 91001000	2,782.00 ✓		576,025.71
25 May 17	TFR TRANSFER 91001000		1,913.40 ✓	577,939.11
26 May 17	TFR TRANSFER 91001000	17,406.46 ✓		560,532.65
27 May 17	TFR TRANSFER 91001000		126.00 ✓	560,658.65
30 May 17	TFR TRANSFER 91001000	240.00 ✓		560,418.65
31 May 17	TFR TRANSFER 91001000	1,905.72 ✓		558,512.93
<b>31 May 17</b>	<b>BALANCE CARRIED FORWARD</b>			<b>558,512.93</b> (P)

### Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([www.hsbc.co.uk](http://www.hsbc.co.uk)).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest		0.00 %	Debit interest		20.97 %

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05 JUN 2017

Your Statement

The Clerk to the Council  
Warminster Town Council  
Warminster Civic Centre  
Sambourne Road  
Warminster  
Wiltshire  
BA12 8LB



091034\_151 7/ 10 00008 79359 16520 39700

### Account Summary

Opening Balance	614,875.98
Payments In	18,514.19
Payments Out	74,877.24
Closing Balance	558,512.93

### 29 April to 31 May 2017

**Account Name**  
Warminster Town Council

**International Bank Account Number**  
GB48MIDL40452321136496

**Branch Identifier Code**  
MIDLGB2161U

**Sortcode Account Number Sheet Number**  
40-45-23 21136496 382

### Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
<b>28 Apr 17</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>614,875.98</b>
30 Apr 17	TFR TRANSFER 91001000		94.50 ✓	614,970.48
02 May 17	TFR TRANSFER 91001000	1,266.94 ✓		613,703.54
03 May 17	TFR MONEY MARKET MATURITY 40029030729884		10,000.00 ✓	
	CR GROSS INTEREST TO 02MAY2017 FOR ACCOUNT 400290 30729884		4.11 ✓	
	TFR TRANSFER 91001000	2,367.60 ✓		621,340.05
04 May 17	TFR TRANSFER 91001000	2,163.11 ✓		619,176.94
05 May 17	TFR TRANSFER 91001000	157.50 ✓		619,019.44
08 May 17	CR GROSS INTEREST TO 07MAY2017 FOR ACCOUNT 400290 60733202		45.21 ✓	
	TFR TRANSFER 91001000	3,223.08 ✓		615,841.57
10 May 17	TFR 404523 91001000 INTERNET TRANSFER	10,000.00 ✓		
	TFR 404523 91001000 INTERNET TRANSFER	12,000.00 ✓		
	TFR TRANSFER 91001000		2,333.73 ✓	596,175.30
11 May 17	CR GROSS INTEREST TO 10MAY2017 FOR ACCOUNT 400290 10722677		27.95 ✓	
	TFR 404523 91001000 INTERNET TRANSFER	10,000.00 ✓		
	<b>BALANCE CARRIED FORWARD</b>			<b>586,203.25</b>

1 May to 31 May 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 914

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
26 May 17	BP WCPensions WC PENSION FUND BIB BACS PAYMENT	4,573.41 ✓		
	BP WTCpayroll BIB MULTIPLE BENEF BIB BACS PAYMENT	12,791.65 ✓		
	DD GOCARDLESS LTD	164.64 ✓		
	DD BOC MANCHESTER ACC	92.76 ✓		
	CR F F FALLON INV WCC2318		126.00 ✓	
	CR MAHY F & C WCC1990		90.00 ✓	
	TFR TRANSFER 21136496		17,406.46 ✓	5,000.00
27 May 17	BP DEB'S DANCE WCC2280		126.00 ✓	
	TFR TRANSFER 21136496	126.00 ✓		5,000.00
30 May 17	SO HUNOT HR	240.00 ✓		
	TFR TRANSFER 21136496		240.00 ✓	5,000.00
31 May 17	CR THE AVENUE SURGERY		84.00 ✓	
	DD HILLS WASTE SOLUTI	70.70 ✓		
	CHQ 200934	10.00 ✓		
	CHQ 200935	1,909.02 ✓		
	TFR TRANSFER 21136496		1,905.72 ✓	5,000.00
<b>31 May 17</b>	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

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Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not paid			upto	0	4.23 %
			over	0	21.34 %



05 JUN 2017

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1 May to 31 May 2017

Your Statement

**Account Name**  
Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 913

**Your Business Current Account details**

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
21 May 17	DR TOTAL CHARGES TO 29APR2017	51.07 ✓		
	TFR TRANSFER 21136496		51.07 ✓	5,000.00
22 May 17	DD VWFS UK LIMITED	32.12 ✓		
	DD CASCADE DRINKS LTD	456.20 ✓		
	BP P SEDDON WARM TC	300.00 ✓		
	BP IDVERDE GM746996	2,139.98 ✓		
	TFR TRANSFER 21136496		2,928.30 ✓	5,000.00
23 May 17	BP NALC 13733	60.00 ✓		
	BP OFFICE RIGHT 43487/28	68.33 ✓		
	BP CLEARSKY IT 14899	14.10 ✓		
	BP GB HEATING 0360L	132.20 ✓		
	BP BROXAP 209997	634.91 ✓		
	BP TRADE UK/SCREWFIX 0796395438	21.77 ✓		
	BP MOVIOLA LTD CAT NAMED BOB	164.48 ✓		
	BP SLCC 122733	348.00 ✓		
	CHQ 200930 CASH 402119	178.86 ✓		
	CR CHQ IN AT HSBC BANK PLC FROME		3,265.23 ✓	
	TFR TRANSFER 21136496		1,622.65 ✓	8,265.23
24 May 17	CR WORKMAN CPAN		42.00 ✓	
	CHQ 200933	324.00 ✓		
	CHQ 200937	2,500.00 ✓		
	TFR TRANSFER 21136496		2,782.00 ✓	8,265.23
25 May 17	CR OSJCT TRUST H.O. A		230.00 ✓	
	DD VWFS UK LIMITED	383.14 ✓		
	CHQ 200929	32.40 ✓		
	CHQ 200931	144.85 ✓		
	CR TUMBLE TOTS (BATH) WCC2314		280.00 ✓	
	CHQ 200936	1,301.44 ✓		
	TFR TRANSFER 21136496	1,913.40 ✓		5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

1 May to 31 May 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 912

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>3,304.39</b>
	TFR 404523 21136496 INTERNET TRANSFER		3,000.00 ✓	
	BP COATES & PARKER 34839&PAPERS	161.31 ✓		
	BP D WILTSHIRE PHOTOS 10843/10864/10867	183.24 ✓		
	BP OFFICE RIGHT 43263/64/43324/25	337.38 ✓		
	BP CUNNINGHAM COVERS 106010	605.00 ✓		
	BP MF (SUPPORT) COPHEAP HALL HIRE		210.00 ✓	
16 May 17	TFR TRANSFER 21136496	227.46 ✓		5,000.00
	CR WILTSHIRE COUNCIL 200921	1,912.54 ✓	94.50 ✓	
	BP COMPLETE FIRE 10004	352.08 ✓		
	BP GB HEATING 354L	196.20 ✓		
	BP RAY MILLS WTC	50.00 ✓		
	BP STH WEST DOORS 10865	84.00 ✓		
	BP WARMINSTER FENCING 414	814.25 ✓		
	BP WHEELERS WESTBURY 954729	93.60 ✓		
	CR PROGRESS PHY LTD PROGPHYS WCC2242		84.00 ✓	
17 May 17	TFR TRANSFER 21136496		3,324.17 ✓	5,000.00
	DD OFFICE EVOLUTION	283.64 ✓		
18 May 17	TFR TRANSFER 21136496		283.64 ✓	5,000.00
	CR WILTSHIRE COUNCIL WPP		52.50 ✓	
	BIB MULTIPLE BENEF BIB BACS PAYMENT	207.50 ✓		
19 May 17	TFR TRANSFER 21136496		155.00 ✓	5,000.00
	CR WEIGHT WATCHERS UK		168.00 ✓	
	CR AGE UK WILTSHIRE -		84.00 ✓	
	CR WILTSHIRE COUNCIL		25.60 ✓	
	DD S/LINE J6846277	18.95 ✓		
	CR Warminster Highbur WCC2328		226.80 ✓	
	TFR TRANSFER 21136496	485.45 ✓		5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

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**1 May to 31 May 2017**

**Your Statement**

**Account Name**  
Warminster Town Council

**Sortcode** 40-45-23 **Account Number** 91001000 **Sheet Number** 911

05 JUN 2017

**Your Business Current Account details**

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,227.50</b>
	CR MV- 21574633 -0505		31.50 ✓	
	CR S Price			
	M.Price Xmas Marke		25.00 ✓	
	CR CHQ IN AT HSBC BANK PLC			
	FROME		297.14 ✓	
	BP TRADE UK/SCREWFIX			
	079216887/07919464	121.62 ✓		
	BP AUDITING SOLUTIONS			
	A4912	504.00 ✓		
	BP FRIDGEFREEZERDIREC			
	024765	584.30 ✓		
	BP SWST AMB SERVICE			
	6293380	2,160.00 ✓		
	TFR 404523 21136496			
	INTERNET TRANSFER		10,000.00 ✓	
	TFR 404523 21136496			
	INTERNET TRANSFER		12,000.00 ✓	
	BP FIVE RIVERS			
	1261	16,100.35 ✓		
	BP FARNFIELDS			
	G/59/17	480.00 ✓		
	TFR TRANSFER 21136496	2,333.73 ✓		
11 May 17	CR MV- 21574633 -0805		56.00 ✓	5,297.14
	CHQ 200917	45.70 ✓		
	TFR 404523 21136496			
	INTERNET TRANSFER		10,000.00 ✓	
	BP OFFICE RIGHT			
	42911	59.90 ✓		
	BP SYDENHAMS			
	416720	267.84 ✓		
	BP IDVERDE			
	749148/149/110/111	6,188.78 ✓		
	BP AS TIME GOES BY			
	1528	966.00 ✓		
	TFR TRANSFER 21136496	2,527.78 ✓		
12 May 17	DD WEST MERCIA ENERGY	176.26 ✓		5,297.14
	DD SGW PAYROLL LTD	65.28 ✓		
	TFR TRANSFER 21136496	55.60 ✓		
15 May 17	DD WESSEX LIFT CO	102.00 ✓		5,000.00
	DD TIMICO/KECONNECT	417.61 ✓		
	DD WILTSHIRE COUNCIL	13.00 ✓		
	DD WILTSHIRE COUNCIL	662.00 ✓		
	DD WILTSHIRE COUNCIL	501.00 ✓		
	<b>BALANCE CARRIED FORWARD</b>			<b>3,304.39</b>



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## Your Statement

The Clerk to the Council  
 Warminster Town Council  
 Warminster Civic Centre  
 Sambourne Road  
 Warminster  
 Wiltshire  
 BA12 8LB



091034\_151 1/ 10 00008 79353 16520 39700

Account Summary	
Opening Balance	6,632.40
Payments In	81,842.99
Payments Out	83,475.39
Closing Balance	5,000.00

### 1 May to 31 May 2017

**Account Name**  
 Warminster Town Council

**International Bank Account Number**  
 GB77MIDL40452391001000

**Branch Identifier Code**  
 MIDLGB2161U

<b>Sortcode</b>	<b>Account Number</b>	<b>Sheet Number</b>
40-45-23	91001000	910

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
30 Apr 17	<b>BALANCE BROUGHT FORWARD</b>			6,632.40
02 May 17	DD AVIVA	1,229.92 ✓		
	DD WATER2BUSINESS	32.00 ✓		
	DD WATER2BUSINESS	95.00 ✓		
	SO HUNOT HR	240.00 ✓		
	CR Herwin Robin			
	J71 P508 LODGE REN		329.98 ✓	
	TFR TRANSFER 21136496		1,266.94 ✓	6,632.40
03 May 17	CHQ 200925	4,000.00 ✓		
	TFR TRANSFER 21136496		2,367.60 ✓	5,000.00
04 May 17	BP SCL CATERING			
	S DREDGE PAVILION	916.67 ✓		
	BP GB HEATING			
	WARM TC 0350L	1,246.44 ✓		
	TFR TRANSFER 21136496		2,163.11 ✓	5,000.00
05 May 17	CHQ 200919	157.50 ✓		
	TFR TRANSFER 21136496		157.50 ✓	5,000.00
08 May 17	BP HMRC			
	HMRC			
	BIB BACS PAYMENT	3,963.84 ✓		
	DD SGW PAYROLL LTD	69.24 ✓		
	CR WARMINSTER & K9QF			
	WARMINSTER & DISTR		600.00 ✓	
	CR PROGRESS PHY LTD			
	PROGPHYS WCC2180		210.00 ✓	
	TFR TRANSFER 21136496		3,223.08 ✓	5,000.00
10 May 17	CR CASH IN AT HSBC BANK PLC			
	FROME		227.50 ✓	
	<b>BALANCE CARRIED FORWARD</b>			5,227.50

**Bank Reconciliation Statement as at: 31/07/2017 for Cash Book 1 Current/Instant Access Bank A/**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	30/06/2017	918	6,732.80
Instant Access Account	30/06/2017	385	630,392.49
			<hr/> 637,125.29
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
16/05/2017 200932 Nigel J Connor		72.00	
13/06/2017 200938 B & S Chains		242.35	
			<hr/> 314.35
			636,810.94
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
21/06/2017		7.00	
29/06/2017		189.00	
			<hr/> 196.00
			637,006.94
		<b>Balance per Cash Book is :-</b>	<b>637,006.94</b>
		<b>Difference is :-</b>	<b>0.00</b>

**1 June to 30 June 2017**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode**    **Account Number**    **Sheet Number**  
 40-45-23    21136496    385

### Your Deposit Account details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>637,592.05</b>
27 Jun 17	TFR TRANSFER 91001000	18,469.69		619,122.36
28 Jun 17	TFR TRANSFER 91001000		186.45	619,308.81
29 Jun 17	TFR TRANSFER 91001000		7.00	619,315.81
30 Jun 17	TFR TRANSFER 91001000		11,076.68	630,392.49
<b>30 Jun 17</b>	<b>BALANCE CARRIED FORWARD</b>			<b>630,392.49</b>

(R)

### Information about the Financial Services Compensation Scheme

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<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR variable</i>
Credit interest		0.00 %	Debit interest		20.97 %

## Your Statement

The Clerk to the Council  
Warminster Town Council  
Warminster Civic Centre  
Sambourne Road  
Warminster  
Wiltshire  
BA12 8LB



018792\_181 11/ 14 00013 100323 20643 39700



### Account Summary

Opening Balance	558,512.93
Payments In	116,050.54
Payments Out	44,170.98
Closing Balance	630,392.49

**1 June to 30 June 2017**

**Account Name**  
Warminster Town Council

**International Bank Account Number**  
GB48MIDL40452321136496

**Branch Identifier Code**  
MIDLGB2161U

**Sortcode Account Number Sheet Number**  
40-45-23 21136496 384

### Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
<b>31 May 17</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>558,512.93</b>
01 Jun 17	TFR TRANSFER 91001000	780.14		557,732.79
06 Jun 17	TFR TRANSFER 91001000	2,400.00		555,332.79
07 Jun 17	TFR TRANSFER 91001000		224.10	555,556.89
08 Jun 17	TFR MONEY MARKET MATURITY 40029060733202		100,000.00 ✓	
	CR GROSS INTEREST TO 07JUN2017 FOR ACCOUNT 400290 60733202		46.71 ✓	
	TFR TRANSFER 91001000	2,502.91		653,100.69
09 Jun 17	TFR TRANSFER 91001000	4,475.53		648,625.16
11 Jun 17	CR GROSS INTEREST TO 10JUN2017 FOR ACCOUNT 400290 10722677		28.88 ✓	648,654.04
12 Jun 17	TFR TRANSFER 91001000		199.20	648,853.24
13 Jun 17	TFR TRANSFER 91001000	1,927.02		646,926.22
15 Jun 17	TFR 404523 91001000 INTERNET TRANSFER	10,000.00		
	TFR TRANSFER 91001000		4,175.47	641,101.69
16 Jun 17	TFR TRANSFER 91001000		84.00	641,185.69
19 Jun 17	TFR TRANSFER 91001000	374.59		640,811.10
20 Jun 17	TFR TRANSFER 91001000	987.74		639,823.36
21 Jun 17	TFR TRANSFER 91001000	1,168.22		638,655.14
22 Jun 17	TFR TRANSFER 91001000		22.05	638,677.19
23 Jun 17	TFR TRANSFER 91001000	158.36		638,518.83
26 Jun 17	TFR TRANSFER 91001000	926.78		637,592.05
	<b>BALANCE CARRIED FORWARD</b>			<b>637,592.05</b>

1 June to 30 June 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 918

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
27 Jun 17	CR NHS BLOOD TRANSPLA		302.40 ✓	
	BP June LGPS			
	WC PENSION FUND			
	BIB BACS PAYMENT	4,762.75 ✓		
	BP June Payroll			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	13,480.91 ✓		
	DD BOC MANCHESTER ACC	23.06 ✓		
	DD BOOKER LTD -BK	522.44 ✓		
	CHQ 200939	129.93 ✓		
	BP REEVES AP&G			
	WCC2366		147.00 ✓	
	TFR TRANSFER 21136496		18,469.69 ✓	5,000.00
28 Jun 17	CR MV- 17760605 -2506		26.80 ✓	
	CR MV- 17760605 -2306		33.65 ✓	
	CR FF			
	FALLON INV WCC2354		126.00 ✓	
	TFR TRANSFER 21136496	186.45 ✓		5,000.00
29 Jun 17	CR ROCK CHOIR LTD		42.00 ✓	
	DD ICO	35.00 ✓		
	TFR TRANSFER 21136496	7.00 ✓		5,000.00
30 Jun 17	CR LLOYDS PHARMACY		259.70 ✓	
	CR WILTSHIRE COUNCIL		11,137.46 ✓	
	DD HILLS WASTE SOLUTI	80.48 ✓		
	SO HUNOT HR	240.00 ✓		
	CR CHQ IN AT FIRST DIRECT			
	LEEDS		1,735.80 ✓	
	DR ADJUST TO CR 30JUN	3.00 ✓		
	TFR TRANSFER 21136496	11,076.68 ✓		6,732.80
30 Jun 17	<b>BALANCE CARRIED FORWARD</b>			<b>6,732.80</b> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">R</span>

### Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([www.hsbc.co.uk](http://www.hsbc.co.uk)).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not paid			upto	0	4.23 %
			over	0	21.34 %



1 June to 30 June 2017

## Your Statement

**Account Name**  
Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 917

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>9,938.97</b>
	BP NICKS SHOE REPAIRS WARMINSTER TC	73.50 ✓		
	BP FENLAND LEISURE SIN021748	690.00 ✓		
16 Jun 17	TFR TRANSFER 21136496 CR AGE UK WILTSHIRE - TFR TRANSFER 21136496	4,175.47 ✓	84.00 ✓	5,000.00
19 Jun 17	CR MV- 17760605 -1406 CR WILTSHIRE COUNCIL BP WarminsterPP	84.00 ✓	25.05 ✓ 16.80 ✓	5,000.00
	BIB MULTIPLE BENEF BIB BACS PAYMENT	214.10 ✓		
	DD OFFICE EVOLUTION	202.34 ✓		
20 Jun 17	TFR TRANSFER 21136496 CR MV- 17760605 -1506		374.59 ✓ 20.20 ✓	5,000.00
21 Jun 17	DD CASCADE DRINKS LTD TFR TRANSFER 21136496 CR MV- 17760605 -1806 CR MV- 17760605 -1706	1,007.94 ✓	987.74 ✓ 50.85 ✓ 67.45 ✓	5,000.00
	DD S/LINE J7236780 DD S/LINE J7253006 DD VWFS UK LIMITED DR TOTAL CHARGES TO 30MAY2017	29.40 ✓ 19.15 ✓ 32.12 ✓ 44.01 ✓		
	BP ASHTON FARMS 1006707	257.56 ✓		
	BP MARSHFIELD 183741/917	146.64 ✓		
	BP DCK BEAVERS LTD TPC7617	468.84 ✓		
	BP FARNFIELDS PAV CAFE LEASE	29.00 ✓		
	BP OFFICE RIGHT 44010/11	259.80 ✓		
22 Jun 17	TFR TRANSFER 21136496 CR MV- 17760605 -1906		1,168.22 ✓ 22.05 ✓	5,000.00
23 Jun 17	TFR TRANSFER 21136496 CR MV- 17760605 -2006	22.05 ✓		5,000.00
	CHQ 200940	172.66 ✓	14.30 ✓	
26 Jun 17	TFR TRANSFER 21136496 DD GOCARDLESS LTD DD VWFS UK LIMITED CHQ 200941	164.64 ✓ 383.14 ✓ 379.00 ✓	158.36 ✓	5,000.00
	TFR TRANSFER 21136496		926.78 ✓	5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

1 June to 30 June 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 916

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
09 Jun 17	CR WILTSHIRE COUNCIL		126.00 ✓	
	BP DCK BEAVERS LTD TPC7547	468.84 ✓		
	BP TRADE UK/SCREWFIX 1796878684/6663785	74.51 ✓		
	BP HEART OF WARM 1713	100.00 ✓		
	BP RAY THOMAS PROP 3085	2,280.00 ✓		
	BP NATIONAL TRUST RR476935	29.40 ✓		
	BP OFFICE RIGHT 43608/07//06/43772	266.38 ✓		
	BP IDVERDE GM749974/59	1,382.40 ✓		
	TFR TRANSFER 21136496		4,475.53 ✓	5,000.00
12 Jun 17	DD SGW PAYROLL LTD	63.30 ✓		
	BP MF (SUPPORT) COPHEAP HALL HIRE		262.50 ✓	
	TFR TRANSFER 21136496	199.20 ✓		5,000.00
13 Jun 17	DD BOOKER LTD -BK	1,855.18 ✓		
	DD WL IT FUELGENIE	71.84 ✓		
	TFR TRANSFER 21136496		1,927.02 ✓	5,000.00
15 Jun 17	CR NHS WILTSHIRE CCG		310.20 ✓	
	DD TIMICO/KECONNECT	339.00 ✓		
	DD WILTSHIRE COUNCIL	13.00 ✓		
	DD WILTSHIRE COUNCIL	662.00 ✓		
	DD WILTSHIRE COUNCIL	501.00 ✓		
	TFR 404523 21136496 INTERNET TRANSFER		10,000.00 ✓	
	BP D J DOORS LTD SI-323	384.00 ✓		
	BP NEBOSH STUART LEGG379728	75.00 ✓		
	BP RAY THOMAS PROP 3108/3109/3110/311	2,052.00 ✓		
	BP WHEELERS WESTBURY 955152	1,200.00 ✓		
	BP TRADE UK/SCREWFIX 800576152	15.24 ✓		
	BP OFFICE RIGHT 43860	9.99 ✓		
	BP WACR 114230	120.00 ✓		
	<b>BALANCE CARRIED FORWARD</b>			<b>9,938.97</b>

## Your Statement

The Clerk to the Council  
 Warminster Town Council  
 Warminster Civic Centre  
 Sambourne Road  
 Warminster  
 Wiltshire  
 BA12 8LB



018792\_181 5/ 14 00013 100317 20643 39700



### Account Summary

Opening Balance	5,000.00
Payments In	60,985.57
Payments Out	59,252.77
Closing Balance	6,732.80

**1 June to 30 June 2017**

**Account Name**  
 Warminster Town Council

**International Bank Account Number**  
 GB77MIDL40452391001000

**Branch Identifier Code**  
 MIDLGB2161U

**Sortcode Account Number Sheet Number**  
 40-45-23 91001000 915

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 May 17	<b>BALANCE BROUGHT FORWARD</b>			5,000.00
01 Jun 17	CR ROCK CHOIR LTD		168.00 ✓	
	CR MV- 21574633 -2705		86.30 ✓	
	DD AVIVA	1,237.42 ✓		
	DD WATER2BUSINESS	32.00 ✓		
	DD WATER2BUSINESS	95.00 ✓		
	CR Hervin Robin J71 P508 LODGE REN		329.98 ✓	
	TFR TRANSFER 21136496		780.14 ✓	5,000.00
06 Jun 17	BP ROUNDSTONE VENDING 24642	2,400.00 ✓		
	TFR TRANSFER 21136496		2,400.00 ✓	5,000.00
07 Jun 17	CR WILTSHIRE COUNCIL		67.10 ✓	
	CR MV- 21574633 -0206		157.00 ✓	
	TFR TRANSFER 21136496	224.10 ✓		5,000.00
08 Jun 17	CR WILTSHIRE COUNCIL		260.00 ✓	
	BP Payroll HMRC HMRC			
	BIB BACS PAYMENT	3,698.91 ✓		
	CR WARMINSTER & K9QF WARMINSTER & DISTR		600.00 ✓	
	CR TUMBLE TOTS (BATH) WCC2350		210.00 ✓	
	CR PROGRESS PHY LTD PROGPHYS WCC2274		84.00 ✓	
	CR PROGRESS PHY LTD PROGPHYS WCC2344		42.00 ✓	
	TFR TRANSFER 21136496		2,502.91 ✓	5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

**Bank Reconciliation Statement as at: 31/07/2017 for Cash Book 1 Current/Instant Access Bank A/**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/07/2017	918	5,000.00
Instant Access Account	31/07/2017	385	591,116.10
			<u>596,116.10</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
16/05/2017 200932      Nigel J Connor		72.00	
11/07/2017 200943      Friends of Warminster Town Pai		10,000.00	
			<u>10,072.00</u>
			586,044.10
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
			<u>0.00</u>
			586,044.10
		<b>Balance per Cash Book is :-</b>	<b>586,044.10</b>
		<b>Difference is :-</b>	<b>0.00</b>

1 July to 31 July 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode**    **Account Number**    **Sheet Number**  
 40-45-23    21136496    387

### Your Deposit Account details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>608,652.52</b>
25 Jul 17	TFR 404523 91001000 FUNDS TRANSFER	20,000.00 ✓		
	TFR TRANSFER 91001000		12,332.81 ✓	600,985.33
26 Jul 17	TFR TRANSFER 91001000	4,849.38 ✓		596,135.95
27 Jul 17	TFR 404523 91001000 FUNDS TRANSFER	3,000.00 ✓		
	TFR TRANSFER 91001000	3,805.55 ✓		589,330.40
28 Jul 17	TFR TRANSFER 91001000		1,886.40 ✓	591,216.80
30 Jul 17	TFR TRANSFER 91001000		126.00 ✓	591,342.80
31 Jul 17	TFR TRANSFER 91001000	226.70 ✓		591,116.10
<b>31 Jul 17</b>	<b>BALANCE CARRIED FORWARD</b>			<b>591,116.10</b> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">R</span>

### Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([www.hsbc.co.uk](http://www.hsbc.co.uk)).

<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR variable</i>
Credit interest		0.00 %	Debit interest		20.97 %

## Your Statement

The Clerk to the Council  
 Warminster Town Council  
 Warminster Civic Centre  
 Sambourne Road  
 Warminster  
 Wiltshire  
 BA12 8LB



046194\_212 9/ 12 00009 1399 306 39700

Account Summary	
Opening Balance	630,392.49
Payments In	33,625.39
Payments Out	72,901.78
Closing Balance	591,116.10

### 1 July to 31 July 2017

**Account Name**  
 Warminster Town Council

**International Bank Account Number**  
 GB48MIDL40452321136496

**Branch Identifier Code**  
 MIDLGB2161U

**Sortcode Account Number Sheet Number**  
 40-45-23 21136496 386

### Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
<b>30 Jun 17</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>630,392.49</b>
03 Jul 17	TFR TRANSFER 91001000	1,254.13 ✓		629,138.36
04 Jul 17	TFR TRANSFER 91001000	1,472.96 ✓		627,665.40
05 Jul 17	TFR TRANSFER 91001000	141.48 ✓		627,523.92
06 Jul 17	CR CASH IN AT HSBC BANK PLC FROME		3,623.50 ✓	631,147.42
07 Jul 17	TFR TRANSFER 91001000		73.50 ✓	631,220.92
10 Jul 17	TFR 404523 91001000 INTERNET TRANSFER	10,000.00 ✓		
	TFR TRANSFER 91001000	4,858.93 ✓		616,361.99
11 Jul 17	CR GROSS INTEREST TO 10JUL2017 FOR ACCOUNT 400290 10722677		27.95 ✓	
	TFR TRANSFER 91001000	3,608.84 ✓		612,781.10
12 Jul 17	TFR TRANSFER 91001000		81.63 ✓	612,862.73
13 Jul 17	TFR 404523 91001000 INTERNET TRANSFER	10,000.00 ✓		
	TFR TRANSFER 91001000	3,412.70 ✓		599,450.03
14 Jul 17	TFR TRANSFER 91001000		38.65 ✓	599,488.68
17 Jul 17	TFR TRANSFER 91001000	4,770.90 ✓		594,717.78
18 Jul 17	TFR TRANSFER 91001000		12,279.37 ✓	606,997.15
19 Jul 17	TFR TRANSFER 91001000		2,680.37 ✓	609,677.52
20 Jul 17	TFR TRANSFER 91001000	276.12 ✓		609,401.40
21 Jul 17	TFR TRANSFER 91001000		317.71 ✓	609,719.11
22 Jul 17	TFR TRANSFER 91001000		157.50 ✓	609,876.61
24 Jul 17	TFR TRANSFER 91001000	1,224.09 ✓		608,652.52
	<b>BALANCE CARRIED FORWARD</b>			<b>608,652.52</b>

1 July to 31 July 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 924

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>4,917.15</b>
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
BP	[REDACTED]			
	WTC SALARY	[REDACTED]		
CHQ	200943 CASH 402119	154.54		
BP	[REDACTED]			
	JULY SALARY	[REDACTED]		
CR	CHQ IN AT FIRST DIRECT LEEDS		1,647.40 ✓	
TFR	TRANSFER 21136496		4,849.38 ✓	6,647.40
27 Jul 17	CHQ 200944	68.70 ✓		
TFR	404523 21136496 FUNDS TRANSFER		3,000.00 ✓	
BP	WILTSHIRE COUNCIL WARMINSTER PENSION	5,222.39 ✓		
BP	[REDACTED]			
	JULY SALARY	[REDACTED]		
TFR	TRANSFER 21136496		3,805.55 ✓	6,647.40
28 Jul 17	CR MV- 17760605 -2507 <i>CRFE</i>		113.00 ✓	
CR	PROGRESS PHY LTD PROGPHYS WCC2356		126.00 ✓	
TFR	TRANSFER 21136496	1,886.40 ✓		5,000.00
30 Jul 17	BP DEB'S DANCE WCC2358		126.00 ✓	
TFR	TRANSFER 21136496	126.00 ✓		5,000.00
31 Jul 17	CR LLOYDS PHARMACY		84.00 ✓	
DD	HILLS WASTE SOLUTI	70.70 ✓		
SO	HUNOT HR	240.00 ✓		
TFR	TRANSFER 21136496		226.70 ✓	5,000.00
31 Jul 17	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b> <i>(R)</i>

4201.17

*(R)*





1 July to 31 July 2017

## Your Statement

**Account Name**  
Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 922

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>1,587.30</b>
14 Jul 17	TFR TRANSFER 21136496		3,412.70 ✓	5,000.00
	CR MV- 17760605 -1107 CAFE		38.65 ✓	
	TFR TRANSFER 21136496	38.65 ✓		5,000.00 (P)
17 Jul 17	CR The Organ Inn.			
	ORGAN INN inv1765		96.00 ✓	
	DD TIMICO/KECONNECT	337.84 ✓		
	DD WEST MERCIA ENERGY	24.83 ✓		
	DD WILTSHIRE COUNCIL	13.00 ✓		
	DD WILTSHIRE COUNCIL	662.00 ✓		
	DD SOUTHERN ELECTRIC	3,136.67 ✓		
	DD WILTSHIRE COUNCIL	501.00 ✓		
	DD SOUTHERN ELECTRIC	45.21 ✓		
	CHQ 200938	242.35 ✓		
	CR Shephard Adrian			
	1766 FIELD KITCHEN		96.00 ✓	
18 Jul 17	TFR TRANSFER 21136496		4,770.90 ✓	5,000.00
	CR HMRC VAT REPAY		12,472.87 ✓	
	BP Parking Partnershi			
	BIB MULTIPLE BENEf			
	BIB BACS PAYMENT	193.50 ✓		
19 Jul 17	TFR TRANSFER 21136496	12,279.37 ✓		5,000.00
	CR WESTBURY TOWN COUN		2,942.26 ✓	
	CR MV- 17760605 -1407 CAFE		12.80 ✓	
	CR MV- 17760605 -1507 CAFE		47.85 ✓	
	CR MV- 17760605 -1607 CAFE		61.20 ✓	
	CR MV- 21574633 -1407 CIVIC		84.00 ✓	
	DD S/LINE J7637635	31.46 ✓		
	DD S/LINE J7657484	19.41 ✓		
	DD OFFICE EVOLUTION	159.11 ✓		
	BP ASHTON FARMS			
	3540	257.76 ✓		
20 Jul 17	TFR TRANSFER 21136496	2,680.37 ✓		5,000.00 (P)
	CR MV- 21574633 -1707 CIVIC		25.00 ✓	
	DD CASCADE DRINKS LTD	301.12 ✓		
21 Jul 17	TFR TRANSFER 21136496		276.12 ✓	5,000.00
	CR MV- 17760605 -1807 CAFE		37.95 ✓	
	CR MV- 21574633 -1807 CIVIC		135.00 ✓	
	DD VWFS UK LIMITED	32.12 ✓		
	DR TOTAL CHARGES			
	TO 29JUN2017	33.12 ✓		
	CR TUMBLE TOTS (BATH)			
	WCC2283		210.00 ✓	
	TFR TRANSFER 21136496	317.71 ✓		5,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

**1 July to 31 July 2017**

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 921

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>4,460.97</b>
	BP IDVERDE GM750414	49.20 ✓		
	BP HOMEMAKER 101245	219.99 ✓		
	BP ROUNDSTONE VENDING 24746	122.00 ✓		
	BP ADT FIRE & SEC 35804723WARM TC	732.04 ✓		
	BP ASHTON FARMS 1008119	171.84 ✓		
	BP CLEARSKY IT 15149	28.20 ✓		
	BP FIONA FOX WTC EXPENSES	571.67 ✓		
	BP HOMEMAKER 101533	209.00 ✓		
	BP OFFICE RIGHT 44453	13.07 ✓		
	BP JRB ENTERPRISE LTD 17049	292.80 ✓		
	BP RAY THOMAS PROP 3128	660.00 ✓		
	TFR TRANSFER 21136496		3,608.84 ✓	5,000.00
12 Jul 17	CR MV- 17760605 -0807 <i>CAFE</i>		35.45 ✓	
	CR MV- 17760605 -0907 <i>CAFE</i>		76.40 ✓	
	DD WEST MERCIA ENERGY	30.22 ✓		
	TFR TRANSFER 21136496	81.63 ✓		5,000.00
13 Jul 17	CR HEALTH EDUCATION E		52.50	
	BP MF (SUPPORT) COPHEAP HALL HIRE		210.00 ✓	
	BP PAUL DIXON SIA	220.00 ✓		
	BP ASHTON FARMS 1008536	75.18 ✓		
	BP OFFICE RIGHT 44608	9.76 ✓		
	TFR 404523 21136496 INTERNET TRANSFER		10,000.00 ✓	
	BP IDVERDE GM750/740/741/841/	5,833.82 ✓		
	BP COATES & PARKER 35308/04.06-18.07	324.44 ✓		
	BP RAY THOMAS PROP 4211	7,212.00 ✓		
	<b>BALANCE CARRIED FORWARD</b>			<b>1,597.30</b>

1 July to 31 July 2017

## Your Statement

**Account Name**  
 Warminster Town Council

**Sortcode** 40-45-23    **Account Number** 91001000    **Sheet Number** 920

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>5,000.00</b>
10 Jul 17	CR MV- 17760605 -0507 c A F ✓		43.80 ✓	
	BP June HMRC HMRC			
	BIB BACS PAYMENT	4,144.19 ✓		
	DD SGW PAYROLL LTD	61.32 ✓		
	CR WARMINSTER & K9QF WARMINSTER & DISTR		600.00 ✓	
	BP ACB PRINT & DESIGN 2877	339.00 ✓		
	TFR 404523 21136496 INTERNET TRANSFER		10,000.00 ✓	
	BP ALVIAN LTD 2170061	8,389.20 ✓		
	BP D WILTSHIRE PHOTOS 10879	18.00 ✓		
	BP CLEARSKY IT 15068	56.40 ✓		
	BP DORMA UK LTD 114258	234.77 ✓		
	BP IMAGIN PRODUCTS LT 39402	73.80 ✓		
	BP MIRAGE SIGNS 32711	456.00 ✓		
	BP MIRAGE SIGNS 32662	252.00 ✓		
	BP OFFICE RIGHT 11259/258/260/452	236.09 ✓		
	BP PERRETT COMMS LTD 6730	474.78 ✓		
	BP ROUNDSTONE CAT 24746	122.00 c/c		
	BP TRADE UK/SCREWFIX 0805935282	140.16 ✓		
	BP THE WARMINSTER WAY 3096	195.00 ✓		
	BP WALC WALC3325	240.00 ✓		
	BP WALC WALC3322	70.02 ✓		
	TFR TRANSFER 21136496		4,858.93 ✓	
11 Jul 17	DD BOOKER LTD -BK	661.03 ✓		
	CR Roundstone Caterin ROUNDSTONE		122.00 c/c	
	<b>BALANCE CARRIED FORWARD</b>			<b>4,460.97</b>

## Your Statement

RECEIVED

4 AUG 2017

The Clerk to the Council  
Warminster Town Council  
Warminster Civic Centre  
Sambourne Road  
Warminster  
Wiltshire  
BA12 8LB



046194\_212 1/ 12 00009 1391 306 39700

### Account Summary

Opening Balance	6,732.80
Payments In	98,519.28
Payments Out	100,252.00
Closing Balance	5,000.00

### 1 July to 31 July 2017

**Account Name**  
Warminster Town Council

**International Bank Account Number**  
GB77MIDL40452391001000

**Branch Identifier Code**  
MIDLGB2161U

**Sortcode Account Number Sheet Number**  
40-45-23 91001000 919

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
30 Jun 17	<b>BALANCE BROUGHT FORWARD</b>			<b>6,732.80</b>
03 Jul 17	CR MV- 17760605 -2806 <i>CAFÉ</i>		22.80 ✓	
	DD AVIVA	1,252.91 ✓		
	DD WATER2BUSINESS	32.00 ✓		
	DD WATER2BUSINESS	490.00 ✓		
	CR Hervin Robin			
	J71 P508 LODGE REN <i>1006/210</i>		329.98 ✓	
	CR PROGRESS PHY LTD		168.00 ✓	
	PROGPHYS WCC2321		1,254.13 ✓	
04 Jul 17	TFR TRANSFER 21136496		196.00 ✓	<b>6,732.80</b>
	CR MV- 21574633 -2906 <i>CIVIC</i>			
	BP ALVIAN LTD	3,012.00 ✓		
	2170060			
	BP J POLLARD	85.00 ✓		
	TOWN PARK CLOCK			
	BP MOVIOLA LTD	108.13 ✓		
	LION JUNE 17			
	BP OFFICE RIGHT	61.27 ✓		
	44154			
	BP MARSHFIELD	135.36 ✓		
	184325			
	TFR TRANSFER 21136496		1,472.96 ✓	<b>5,000.00</b>
05 Jul 17	CR MV- 17760605 -0207 <i>CAFÉ</i>		67.80 ✓	
	CR MV- 21574633 -0107 <i>CIVIC</i>		127.50 ✓	
	DD GRENKELEASING LIM	336.78 ✓		
	TFR TRANSFER 21136496		141.48 ✓	<b>5,000.00</b>
07 Jul 17	CR NHS WILTSHIRE CCG <i>wcc2062</i>		73.50 ✓	
	TFR TRANSFER 21136496	73.50 ✓		<b>5,000.00</b>
	<b>BALANCE CARRIED FORWARD</b>			<b>5,000.00</b>

Month No : 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>101</b>	<b><u>Council Administration</u></b>							
4001	Salaries	10,177	43,380	125,948	82,568		82,568	34.4 %
4008	Training	40	605	2,000	1,395		1,395	30.2 %
4009	Travel	0	0	350	350		350	0.0 %
4013	Rent Payable (Internal)	0	0	37,200	37,200		37,200	0.0 %
4020	Consumables & Other Expenses	261	347	2,500	2,153		2,153	13.9 %
4022	Postage & Telephone	333	1,095	2,000	905		905	54.7 %
4023	Printing & Stationery	144	1,525	3,500	1,975	-22	1,996	43.0 %
4024	Photocopier Charges	281	561	1,123	562		562	50.0 %
4025	IT (Website & Email)	211	1,337	4,000	2,663		2,663	33.4 %
4027	Subscriptions and Publications	0	3,296	2,500	-796		-796	131.9 %
4028	Insurance	650	2,599	8,000	5,401		5,401	32.5 %
4036	Repairs and Renewals	0	196	1,000	804		804	19.6 %
4040	Equipment/Furniture	0	325	1,000	675		675	32.5 %
4056	Accountancy Fees	503	1,686	7,500	5,814		5,814	22.5 %
4057	Audit Fees	0	-1,300	2,150	3,450		3,450	-60.5 %
4058	Legal Fees	0	429	1,000	571		571	42.9 %
4059	Other Professional Fees	200	800	2,400	1,600		1,600	33.3 %
4060	Bank Charges	33	164	750	586		586	21.8 %
	Council Administration :- Expenditure	<b>12,832</b>	<b>57,045</b>	<b>204,921</b>	<b>147,876</b>	<b>-22</b>	<b>147,898</b>	<b>27.8 %</b>
1176	Precept	0	276,306	552,647	-276,341			50.0 %
1177	Precept Allocation	0	0	-46,000	46,000			0.0 %
1190	Interest Receivable	28	265	2,000	-1,735			13.2 %
1193	Miscellaneous Income	0	50	0	50			0.0 %
	Council Administration :- Income	<b>28</b>	<b>276,621</b>	<b>508,647</b>	<b>-232,026</b>			<b>54.4 %</b>
	<b>Net Expenditure over Income</b>	<b>12,804</b>	<b>-219,576</b>	<b>-303,726</b>	<b>-84,150</b>			
<b>102</b>	<b><u>Civic and Democratic</u></b>							
4080	Mayoral Expenses	0	66	1,000	934		934	6.6 %
4081	Civic Fund	77	77	0	-77		-77	0.0 %
4082	Town Crier	35	335	500	165		165	67.0 %
4110	Elections	0	0	20,000	20,000		20,000	0.0 %
4720	Remembrance Service	0	0	600	600		600	0.0 %
5319	Tfr from Elections Reserve	0	0	-20,000	-20,000		-20,000	0.0 %
6319	Tfr to Elections Reserve	0	0	5,000	5,000		5,000	0.0 %
	Civic and Democratic :- Expenditure	<b>112</b>	<b>478</b>	<b>7,100</b>	<b>6,622</b>	<b>0</b>	<b>6,622</b>	<b>6.7 %</b>
1150	Blue Plaque Scheme Funds	0	5,694	0	5,694			0.0 %
	Civic and Democratic :- Income	<b>0</b>	<b>5,694</b>	<b>0</b>	<b>5,694</b>			
	<b>Net Expenditure over Income</b>	<b>112</b>	<b>-5,217</b>	<b>7,100</b>	<b>12,317</b>			

Month No : 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>103 Policy and Communications</b>							
4022 Postage & Telephone	0	34	0	-34		-34	0.0 %
4032 Adverts - Events	0	0	500	500		500	0.0 %
4033 Advertising	456	926	2,500	1,574		1,574	37.0 %
Policy and Communications :- Expenditure	<b>456</b>	<b>960</b>	<b>3,000</b>	<b>2,040</b>	<b>0</b>	<b>2,040</b>	<b>32.0 %</b>
<b>Net Expenditure over Income</b>	<b>456</b>	<b>960</b>	<b>3,000</b>	<b>2,040</b>			
<b>107 Grants and Projects</b>							
4701 Grants - Permitted	16,900	16,900	8,000	-8,900		-8,900	211.3 %
4703 WCR Community Radio	0	5,000	10,000	5,000		5,000	50.0 %
4704 Warminster Community Hub	0	0	6,000	6,000		6,000	0.0 %
4706 Christmas Lights	0	0	18,000	18,000		18,000	0.0 %
4707 Catenary Cable Maintenance	8	31	1,600	1,569		1,569	1.9 %
4708 Grant - CAB	2,000	2,000	2,000	0		0	100.0 %
4710 Enterprise Warminster	251	705	4,000	3,295		3,295	17.6 %
4711 Grant - Warmister Festival	2,000	2,000	2,000	0		0	100.0 %
4712 Grant - Warminster Carnival	3,000	3,000	3,000	0		0	100.0 %
4715 INSPIRE	1,204	3,173	3,500	327		327	90.7 %
4717 WWI Commemorations	0	0	1,000	1,000		1,000	0.0 %
4718 Warminster Wobble	0	3,000	3,000	0		0	100.0 %
Grants and Projects :- Expenditure	<b>25,363</b>	<b>35,809</b>	<b>62,100</b>	<b>26,291</b>	<b>0</b>	<b>26,291</b>	<b>57.7 %</b>
1701 Christmas Events Income	0	0	2,900	-2,900			0.0 %
Grants and Projects :- Income	<b>0</b>	<b>0</b>	<b>2,900</b>	<b>-2,900</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>25,363</b>	<b>35,809</b>	<b>59,200</b>	<b>23,391</b>			
<b>201 CCTV</b>							
4001 Salaries	3,594	14,299	41,111	26,812		26,812	34.8 %
4008 Training	0	0	2,000	2,000		2,000	0.0 %
4014 Electricity and Gas	0	43	0	-43		-43	0.0 %
4020 Consumables & Other Expenses	0	19	400	381		381	4.9 %
4021 BT Redcare	0	12,775	12,775	0		0	100.0 %
4022 Postage & Telephone	104	312	1,200	888		888	26.0 %
4028 Insurance	79	317	1,000	683		683	31.7 %
4036 Repairs and Renewals	0	50	3,500	3,450		3,450	1.4 %
4037 Maintenance Contracts	0	1,000	4,000	3,000		3,000	25.0 %
5325 Tfr from CCTV	0	0	-1,626	-1,626		-1,626	0.0 %
CCTV :- Expenditure	<b>3,777</b>	<b>28,815</b>	<b>64,360</b>	<b>35,545</b>	<b>0</b>	<b>35,545</b>	<b>44.8 %</b>
1177 Precept Allocation	0	0	46,000	-46,000			0.0 %

Month No : 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1201 CCTV-Dewey Trust Grant	0	0	4,000	-4,000			0.0 %
1203 CCTV-Insurance Con't Rec'd	0	0	350	-350			0.0 %
1204 CCTV-Army Grant	0	0	500	-500			0.0 %
1205 CCTV-West Wilts Tr Estate Fees	0	1,404	5,620	-4,216			25.0 %
1206 CCTV-Westbury TC Fees	0	2,452	9,810	-7,358			25.0 %
CCTV :- Income	<b>0</b>	<b>3,856</b>	<b>66,280</b>	<b>-62,424</b>			<b>5.8 %</b>
<b>Net Expenditure over Income</b>	<b>3,777</b>	<b>24,959</b>	<b>-1,920</b>	<b>-26,879</b>			
<b>202 Dewey House</b>							
4011 Rates	501	2,004	5,310	3,307		3,307	37.7 %
4012 Water Rates	234	234	400	166		166	58.4 %
4014 Electricity and Gas	0	918	3,500	2,582		2,582	26.2 %
4020 Consumables & Other Expenses	77	77	200	123		123	38.5 %
4028 Insurance	100	402	1,250	848		848	32.1 %
4035 Refuse Collection	0	548	550	2		2	99.7 %
4036 Repairs and Renewals	0	100	1,500	1,400		1,400	6.7 %
4037 Maintenance Contracts	0	757	1,250	493		493	60.6 %
Dewey House :- Expenditure	<b>912</b>	<b>5,039</b>	<b>13,960</b>	<b>8,921</b>	<b>0</b>	<b>8,921</b>	<b>36.1 %</b>
1005 Rent Received	600	2,400	6,600	-4,200			36.4 %
Dewey House :- Income	<b>600</b>	<b>2,400</b>	<b>6,600</b>	<b>-4,200</b>			<b>36.4 %</b>
<b>Net Expenditure over Income</b>	<b>312</b>	<b>2,639</b>	<b>7,360</b>	<b>4,721</b>			
<b>209 Outside Services</b>							
4001 Salaries	2,706	10,825	32,466	21,641		21,641	33.3 %
4007 Uniform	0	40	400	360		360	10.0 %
4008 Training	0	0	5,000	5,000		5,000	0.0 %
4042 Vehicle Costs	323	463	6,500	6,037		6,037	7.1 %
Outside Services :- Expenditure	<b>3,030</b>	<b>11,329</b>	<b>44,366</b>	<b>33,037</b>	<b>0</b>	<b>33,037</b>	<b>25.5 %</b>
<b>Net Expenditure over Income</b>	<b>3,030</b>	<b>11,329</b>	<b>44,366</b>	<b>33,037</b>			
<b>210 Town Park</b>							
4012 Water Rates	0	572	4,500	3,928		3,928	12.7 %
4014 Electricity and Gas	26	230	0	-230		-230	0.0 %
4016 Cleaning	0	81	0	-81		-81	0.0 %
4020 Consumables & Other Expenses	0	71	0	-71		-71	0.0 %
4023 Printing & Stationery	0	17	0	-17		-17	0.0 %
4028 Insurance	136	484	1,050	566		566	46.1 %

Month No : 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4036	Repairs and Renewals	6,558	17,664	0	-17,664		-17,664	0.0 %
4037	Maintenance Contracts	0	293	0	-293		-293	0.0 %
4038	Grounds Maintenance	5,784	8,675	38,000	29,325		29,325	22.8 %
4040	Equipment/Furniture	4,354	5,231	0	-5,231		-5,231	0.0 %
4211	Town Park	7,290	29,238	0	-29,238		-29,238	0.0 %
5324	Tfr from Skatepark	-10,000	-10,000	0	10,000		10,000	0.0 %
	Town Park :- Expenditure	<b>14,149</b>	<b>52,558</b>	<b>43,550</b>	<b>-9,008</b>	<b>0</b>	<b>-9,008</b>	<b>120.7 %</b>
1005	Rent Received	0	0	8,040	-8,040			0.0 %
1006	Rent - 23 Weymouth St	330	1,320	0	1,320			0.0 %
	Town Park :- Income	<b>330</b>	<b>1,320</b>	<b>8,040</b>	<b>-6,720</b>			<b>16.4 %</b>
	<b>Net Expenditure over Income</b>	<b>13,819</b>	<b>51,238</b>	<b>35,510</b>	<b>-15,728</b>			
<b>211</b>	<b>Open Spaces</b>							
4012	Water Rates	13	13	30	17		17	41.9 %
4038	Grounds Maintenance	7,299	8,534	12,500	3,966		3,966	68.3 %
4040	Equipment/Furniture	0	250	1,000	750		750	25.0 %
4042	Vehicle Costs	319	1,277	0	-1,277		-1,277	0.0 %
	Open Spaces :- Expenditure	<b>7,630</b>	<b>10,074</b>	<b>13,530</b>	<b>3,456</b>	<b>0</b>	<b>3,456</b>	<b>74.5 %</b>
1180	Grants Recieved	0	750	0	750			0.0 %
1211	Obelisk Income	0	0	500	-500			0.0 %
	Open Spaces :- Income	<b>0</b>	<b>750</b>	<b>500</b>	<b>250</b>			<b>150.0 %</b>
	<b>Net Expenditure over Income</b>	<b>7,630</b>	<b>9,324</b>	<b>13,030</b>	<b>3,706</b>			
<b>212</b>	<b>Cemetery and Churchyard</b>							
4011	Rates	13	57	0	-57		-57	0.0 %
4028	Insurance	66	265	825	560		560	32.1 %
4212	War Memorial	0	0	0	0	-8,246	8,246	0.0 %
4213	Churchyards	0	0	150	150		150	0.0 %
	Cemetery and Churchyard :- Expenditure	<b>79</b>	<b>321</b>	<b>975</b>	<b>654</b>	<b>-8,246</b>	<b>8,900</b>	<b>-812.8 %</b>
1212	Burial Fees	0	113	1,500	-1,387			7.5 %
	Cemetery and Churchyard :- Income	<b>0</b>	<b>113</b>	<b>1,500</b>	<b>-1,387</b>			<b>7.5 %</b>
	<b>Net Expenditure over Income</b>	<b>79</b>	<b>208</b>	<b>-525</b>	<b>-733</b>			
<b>213</b>	<b>Public Conv - Town Park</b>							
4011	Rates	0	0	2,600	2,600		2,600	0.0 %
4200	Public Toilets	1,886	2,514	8,000	5,486		5,486	31.4 %
	Public Conv - Town Park :- Expenditure	<b>1,886</b>	<b>2,514</b>	<b>10,600</b>	<b>8,086</b>	<b>0</b>	<b>8,086</b>	<b>23.7 %</b>
	<b>Net Expenditure over Income</b>	<b>1,886</b>	<b>2,514</b>	<b>10,600</b>	<b>8,086</b>			

Continued on Page No 5



Month No : 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>214</b>	<b><u>Public Conv - Central Car Park</u></b>							
4011	Rates	7,735	7,735	4,300	-3,435		-3,435	179.9 %
4014	Electricity and Gas	0	0	2,100	2,100		2,100	0.0 %
4028	Insurance	12	47	150	103		103	31.3 %
4036	Repairs and Renewals	0	155	0	-155		-155	0.0 %
4200	Public Toilets	2,829	3,772	13,000	9,228		9,228	29.0 %
	Public Conv - Central Car Park :- Expenditure	<b>10,575</b>	<b>11,708</b>	<b>19,550</b>	<b>7,842</b>	<b>0</b>	<b>7,842</b>	<b>59.9 %</b>
	<b>Net Expenditure over Income</b>	<b>10,575</b>	<b>11,708</b>	<b>19,550</b>	<b>7,842</b>			
<b>215</b>	<b><u>Streets Furniture</u></b>							
4028	Insurance	25	99	310	211		211	32.0 %
4040	Equipment/Furniture	0	0	1,500	1,500		1,500	0.0 %
4803	Baskets & Tubs	0	0	9,000	9,000		9,000	0.0 %
	Streets Furniture :- Expenditure	<b>25</b>	<b>99</b>	<b>10,810</b>	<b>10,711</b>	<b>0</b>	<b>10,711</b>	<b>0.9 %</b>
	<b>Net Expenditure over Income</b>	<b>25</b>	<b>99</b>	<b>10,810</b>	<b>10,711</b>			
<b>216</b>	<b><u>Pavilion Cafe</u></b>							
4001	Salaries	3,531	3,531	0	-3,531		-3,531	0.0 %
4016	Cleaning	42	47	0	-47		-47	0.0 %
4020	Consumables & Other Expenses	201	239	0	-239		-239	0.0 %
4023	Printing & Stationery	29	65	0	-65		-65	0.0 %
4035	Refuse Collection	74	74	0	-74		-74	0.0 %
4036	Repairs and Renewals	355	884	0	-884		-884	0.0 %
4040	Equipment/Furniture	554	842	0	-842		-842	0.0 %
4061	Streamline Charges	26	51	0	-51		-51	0.0 %
4922	CAP - Pavilion Equipment	0	2,000	0	-2,000		-2,000	0.0 %
	Pavilion Cafe :- Expenditure	<b>4,812</b>	<b>7,732</b>	<b>0</b>	<b>-7,732</b>	<b>0</b>	<b>-7,732</b>	
3540	Pavilion Purchases	2,691	5,595	0	-5,595		-5,595	0.0 %
	Pavilion Cafe :- Direct Expenditure	<b>2,691</b>	<b>5,595</b>	<b>0</b>	<b>-5,595</b>	<b>0</b>	<b>-5,595</b>	
1600	Pavillion Cafe Sales	6,545	6,884	0	6,884			0.0 %
	Pavilion Cafe :- Income	<b>6,545</b>	<b>6,884</b>	<b>0</b>	<b>6,884</b>			
	<b>Net Expenditure over Income</b>	<b>958</b>	<b>6,443</b>	<b>0</b>	<b>-6,443</b>			
<b>301</b>	<b><u>Civic Centre</u></b>							
4001	Salaries	4,373	18,167	58,798	40,631		40,631	30.9 %
4007	Uniform	0	0	500	500		500	0.0 %

Continued on Page No 6

Month No : 4

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4008	Training	0	0	1,000	1,000		1,000	0.0 %
4011	Rates	662	2,643	7,000	4,357		4,357	37.8 %
4012	Water Rates	1,139	1,139	1,500	361		361	75.9 %
4013	Rent Payable (Internal)	0	0	-37,200	-37,200		-37,200	0.0 %
4014	Electricity and Gas	1,020	2,716	12,000	9,284		9,284	22.6 %
4016	Cleaning	42	137	500	363		363	27.4 %
4020	Consumables & Other Expenses	5	242	1,000	758		758	24.2 %
4022	Postage & Telephone	100	196	1,200	1,004		1,004	16.4 %
4025	IT (Website & Email)	0	0	300	300		300	0.0 %
4028	Insurance	177	707	2,200	1,493		1,493	32.1 %
4029	Licences	405	2,318	2,500	182		182	92.7 %
4031	Publicity & Marketing	0	0	500	500		500	0.0 %
4035	Refuse Collection	59	747	1,000	253		253	74.7 %
4036	Repairs and Renewals	930	2,315	12,000	9,685		9,685	19.3 %
4037	Maintenance Contracts	610	4,215	7,000	2,785		2,785	60.2 %
4040	Equipment/Furniture	-900	1,448	1,000	-448		-448	144.8 %
4055	Stocktaking Fees	0	60	120	60		60	50.0 %
4061	Streamline Charges	16	48	675	627		627	7.1 %
4801	Events Funding	193	564	1,500	936		936	37.6 %
	Civic Centre :- Expenditure	<b>8,831</b>	<b>37,663</b>	<b>75,093</b>	<b>37,430</b>	<b>0</b>	<b>37,430</b>	<b>50.2 %</b>
1001	Letting Income	1,405	13,421	35,000	-21,579			38.3 %
1002	Events Income	140	703	2,000	-1,297			35.1 %
1193	Miscellaneous Income	0	255	0	255			0.0 %
	Civic Centre :- Income	<b>1,545</b>	<b>14,379</b>	<b>37,000</b>	<b>-22,621</b>			<b>38.9 %</b>
	<b>Net Expenditure over Income</b>	<b>7,286</b>	<b>23,284</b>	<b>38,093</b>	<b>14,809</b>			
<b>305</b>	<b>Civic Centre Bar</b>							
4040	Equipment/Furniture	90	90	250	160		160	36.0 %
	Civic Centre Bar :- Expenditure	<b>90</b>	<b>90</b>	<b>250</b>	<b>160</b>	<b>0</b>	<b>160</b>	<b>36.0 %</b>
3530	Bar Purchases	323	2,024	4,800	2,777		2,777	42.2 %
3531	Bar Gas & Consumables	19	135	400	265		265	33.7 %
	Civic Centre Bar :- Direct Expenditure	<b>343</b>	<b>2,158</b>	<b>5,200</b>	<b>3,042</b>	<b>0</b>	<b>3,042</b>	<b>41.5 %</b>
1580	Bar Sales	631	3,525	12,000	-8,475			29.4 %
	Civic Centre Bar :- Income	<b>631</b>	<b>3,525</b>	<b>12,000</b>	<b>-8,475</b>			<b>29.4 %</b>
	<b>Net Expenditure over Income</b>	<b>-198</b>	<b>-1,277</b>	<b>-6,550</b>	<b>-5,273</b>			

Month No : 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>499</b>	<b>Capital Expenditure</b>							
4901	CAP - Loan Charges	0	0	39,602	39,602		39,602	0.0 %
6315	Tfr to Capital Projects	0	0	17,000	17,000		17,000	0.0 %
6316	Tfr to Devolved Services EMR	0	0	7,500	7,500		7,500	0.0 %
6348	Tfr to Outdoor Gym EMR	0	1,000	0	-1,000		-1,000	0.0 %
	Capital Expenditure :- Expenditure	<b>0</b>	<b>1,000</b>	<b>64,102</b>	<b>63,102</b>	<b>0</b>	<b>63,102</b>	<b>1.6 %</b>
1180	Grants Recieved	0	1,000	0	1,000			0.0 %
	Capital Expenditure :- Income	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>			
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>64,102</b>	<b>64,102</b>			

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## List of Payments made between 01/05/2017 and 31/05/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/05/2017	Water2Business	DDR	32.00		Purchase Ledger Payment
02/05/2017	Water2Business	DDR2	95.00		Purchase Ledger Payment
02/05/2017	Hunot HR	DDR3	240.00		Purchase Ledger Payment
04/05/2017	Aviva	Std Ord	1,229.92		Insurance
04/05/2017	S.C.L. Catering	BACS	916.67		7538/Rent offset from Deposit
04/05/2017	GB Heating Ltd	BACS2	1,246.44		7499/Boiler Repairs
08/05/2017	HMRC PAYE/NI	BACS	3,963.84		HMRC PAYE/NI
08/05/2017	SGW Payroll Ltd	DDR4	69.24		7517/Payroll Year End
10/05/2017	Sth West Ambulance Service	BACS	2,160.00		Sth West Ambulance Service
10/05/2017	Idverde Limited	BACS10	6,188.78		7504/Grass Cutting Apr
10/05/2017	Screwfix Direct Ltd	BACS3	121.62		7521/Signage, Blue Roll
10/05/2017	Auditing Solutions Ltd	BACS4	504.00		7492/Internal Audit 2016-17
10/05/2017	Fridge Freezer Direct Ltd	BACS5	584.30		7498/Ice Cream Freezer
10/05/2017	Five Rivers Environmental Cont	BACS6	16,100.35		7497/EA Permit to Disturb
10/05/2017	Farnfields Solicitors	BACS7	480.00		7496/Warminster Foodbank Lease
11/05/2017	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
11/05/2017	As Time Goes By Ltd	BACS11	966.00		7537/Repair Town Park Clock
11/05/2017	Office Right Business Solution	BACS8	59.90		7516/CCTV Radio Power Leads
11/05/2017	Sydenhams Hire Centres Ltd	BACS9	267.84		7519Skate Park Security Panels
12/05/2017	West mercia Energy	DDR5	176.26		7523/Elec 01.03.17-31.03.17
12/05/2017	SGW Payroll Ltd	DDR6	65.28		7518/Payroll Month 1
15/05/2017	Wiltshire Council	Std Ord	13.00		WC Rates Boreham Rd Cemetry
15/05/2017	Wiltshire Council	Std Ord	501.00		WC Rates Dewey House
15/05/2017	Wiltshire Council	Std Ord	662.00		WC Rates Civic Centre
15/05/2017	Coates & Parker Ltd	BACS15	161.31		7554/Advertisements
15/05/2017	David Wiltshire Photography	BACS16	183.24		7553/DW Photography
15/05/2017	Office Right Business Solution	BACS17	337.38		Purchase Ledger Payment
15/05/2017	Cunningham Protective Covers	BACS18	605.00		7550/PVC Bandstand Covers
15/05/2017	Wessex Lift Co Ltd	DDR7	102.00		Purchase Ledger Payment
15/05/2017	Timico Limited	DDR8	417.61		7556/Telephony Charges Apr
16/05/2017	Wiltshire Womens Institute	200928	75.00		7494/Boreham WI @ Civic Serv
16/05/2017	J & K Burton	200929	32.40		7536/J & K Burtons
16/05/2017	Cash	200930	178.86		7561/May Petty Cash
16/05/2017	Charles Saunders Ltd	200931	144.85		7533/Toilet Tissue/Hand Towels
16/05/2017	Nigel J Connor	200932	72.00		7509/Stocktake 10.04.17
16/05/2017	RBS Software Solutions	200933	324.00		7532/Booking Software
16/05/2017	West Wilts Elblag Twinning Ass	200934	10.00		7534/Twinning Assoc Subs
16/05/2017	Wiltshire Association of Local	200935	1,909.02		7527/NALC Levy 2017-18
16/05/2017	Wiltshire Council	200936	1,301.44		7529/Trade Waste Collection
16/05/2017	Friends of WCR	200937	2,500.00		7531/SLA Jul-Sep 2017
16/05/2017	Complete Fire Services Ltd	BACS19	352.08		7549/Fire Service & Extinguish
16/05/2017	GB Heating Ltd	BACS20	196.20		7548/Shower Repairs
16/05/2017	RAY MILLS	BACS21	50.00		7547/MDF Box for DVD Player

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## List of Payments made between 01/05/2017 and 31/05/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/05/2017	South West Doors Ltd	BACS22	84.00		7546/Service Reception shutter
16/05/2017	Warminster Fencing Ltd	BACS23	814.25		7545/Install of 5 Bar Gate
16/05/2017	Wheeler (Westbury) Ltd	BACS24	93.60		7543/Fire Panel Batteries
17/05/2017	Office Evolution Ltd	DDR9	283.64		7510/Photocopier Staples
18/05/2017	Warminster Parking Partnership	BACS25	207.50		7535/Warminster Community Hub
19/05/2017	Streamline Merchant Services	DDR10	18.95		7544/Card Processing Fees Apr
21/05/2017	Bank Charges	CHG	51.07		Bank Charges
22/05/2017	Mr P Seddon	BACS26	300.00		7587/Honorarium 2017
22/05/2017	Idverde Limited	BACS27	2,139.98		7586/Remove Play Area Copse
22/05/2017	Moles Brewery	DDR11	456.20		7507/Bar Stock
23/05/2017	National Association of Local	BACS28	60.00		7350/Local Council Award Schem
23/05/2017	Office Right Business Solution	BACS29	68.33		7579/Folders & Calculator
23/05/2017	Clearsky IT	BACS30	14.10		7580/Remote Support
23/05/2017	GB Heating Ltd	BACS31	132.20		Purchase Ledger Payment
23/05/2017	Broxap Ltd	BACS32	634.91		7582/Tennis Posts and Net
23/05/2017	Screwfix Direct Ltd	BACS33	21.77		7583/Rollers, Brushes, Paint
23/05/2017	Moviola Ltd	BACS34	164.48		7584/Street Cat Named Bob Film
23/05/2017	SLCC Enterprises Ltd	BACS35	348.00		7585/Leadership Conference
25/05/2017	VWFS UK LTD	Std Ord	383.14		Van WT16 TRZ Lease Payment
26/05/2017	Wiltshire Pensions Payment	BACS	4,573.41		Wiltshire Pensions Payment
26/05/2017	Net Wages May	BACS	12,791.65		Net Wages May
26/05/2017	Clearsky IT	DDR12	164.64		7558/IT Monthly Licences
26/05/2017	BOC Gases	DDR13	92.76		7493/Bar Gas Rental
30/05/2017	Hunot HR	DDR14	240.00		Purchase Ledger Payment
31/05/2017	Hills Waste Solutions Ltd	DDR15	70.70		7559/Recycling Charges Apr
<b>Total Payments</b>			<b>69,837.23</b>		

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## List of Payments made between 01/06/2017 and 30/06/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2017	Aviva	Std Ord	1,237.42		Insurance
01/06/2017	Water2Business	DDDR1	32.00		Purchase Ledger Payment
01/06/2017	Water2Business	DDR2	95.00		Purchase Ledger Payment
06/06/2017	Roundstone Vending Limited	BACS	2,400.00		7577/Bolero Coffee Machine
08/06/2017	HMRC PAYE/NI	BACS	3,698.91		HMRC PAYE/NI
09/06/2017	DCK Accounting Solutions Ltd	BACS2	468.84		7576/Contract Accounting
09/06/2017	Screwfix Direct Ltd	BACS3	74.51		7575/Pavilion Cafe Signage
09/06/2017	Heart of Warminster	BACS4	100.00		7573/Advert in The Pulse
09/06/2017	Ray Thomas Property Services L	BACS5	2,280.00		7572/Works to Paddling Pool
09/06/2017	National Trust	BACS6	29.40		7571/Rent Yeates Field
09/06/2017	Office Right Business Solution	BACS7	266.38		7567/Pavilion Janitorial
09/06/2017	Idverde Limited	BACS8	1,382.40		7562/Concrete Base at Park
11/06/2017	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
12/06/2017	SGW Payroll Ltd	DDR3	63.30		Purchase Ledger Payment
13/06/2017	B & S Chains	200938	242.35		7605/Cradle Seat Play Repairs
13/06/2017	Charles Saunders Ltd	200939	129.93		7590/White Rolls
13/06/2017	Nisbets	200940	172.66		7593/Pavilion Consumables
13/06/2017	Roundstone Vending Limited	200941	379.00		7591/Coffee Bar Stock
13/06/2017	Booker	DDR4	1,855.18		7570/Pavilion Stock
13/06/2017	Fuel Genie DDR	DDR5	71.84		7606/Fuel Cards
15/06/2017	Wiltshire Council	Std Ord	13.00		WC Rates Boreham Rd Cemertery
15/06/2017	Wiltshire Council	Std Ord	501.00		WC Rates Dewey House
15/06/2017	Wiltshire Council	Std Ord	662.00		WC Rates Civic Centre
15/06/2017	NEBOSH	BACS10	75.00		7600/S. Legg NEBOSH Training
15/06/2017	Ray Thomas Property Services L	BACS11	2,052.00		7601/Replace Barriers to Bridg
15/06/2017	Whealers (Westbury) Ltd	BACS12	1,200.00		7609/Qtrly Camera Inspections
15/06/2017	Screwfix Direct Ltd	BACS13	15.24		7610/Hazard Tape, Buckets
15/06/2017	Office Right Business Solution	BACS14	9.99		Purchase Ledger Payment
15/06/2017	Wiltshire & Avon Cash Register	BACS15	120.00		7613/Programming & Till Train
15/06/2017	Nicks Shoe Repairs	BACS16	73.50		7614/Keys Cut
15/06/2017	Fendland Leisure	BACS17	690.00		7616/Swing Seat & Chains
15/06/2017	DJ Doors Ltd	BACS9	384.00		7617/Service Pavilion Rollers
15/06/2017	Timico Limited	DDR6	339.00		7660/Web hosting June
19/06/2017	Warminster Parking Partnership	BACS18	214.10		7596/Weymouth Arms
19/06/2017	Office Evolution Ltd	BACS19	202.34		7608/Copy Charges May 17
20/06/2017	Moles Brewery	BACS20	1,007.94		7588/Bar Stock
21/06/2017	Bank Charges	44.01	44.01		Bank Charges
21/06/2017	Ashton Farms	BACS21	257.56		Purchase Ledger Payment
21/06/2017	Marshfield Farm ice cream	BACS22	146.64		7637/Cafe Stock
21/06/2017	DCK Accounting Solutions Ltd	BACS23	468.84		7631/Contract Accounting
21/06/2017	Farnfields Solicitors	BACS24	29.00		7633/Pavillion Cafe Lease Bal.
21/06/2017	Office Right Business Solution	BACS25	259.80		7650/Books for Putting
21/06/2017	Worldpay (UK) Ltd	DDR7	29.40		7666/Card Processing Fees

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## List of Payments made between 01/06/2017 and 30/06/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
21/06/2017	Worldpay (UK) Ltd	DDR8	19.15		7667/Card Processing Fees
25/06/2017	VWFS UK LTd	Std Ord	383.14		Van WT16 TRZ Lease Payment
26/06/2017	Clearsky IT	BACS26	164.64		7611/Monthly Software Licences
27/06/2017	Pension Payment	4762.75	4,762.75		Pension Payment
27/06/2017	June Payroll	13480.91	13,480.91		June Payroll
27/06/2017	BOC Gases	BACS27	23.06		7569/Bar Gas
27/06/2017	Booker	DDR9	522.44		Purchase Ledger Payment
29/06/2017	The Information Commissioner	DDR10	35.00		7589/ICO Subs 2017-18
30/06/2017	Hills Waste Solutions Ltd	DDR11	80.48		7607/Recycling Charges
30/06/2017	Hunot HR	SO	240.00		7615/HR Department
<b>Total Payments</b>			<u>43,517.17</u>		

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## List of Payments made between 01/07/2017 and 31/07/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2017	Aviva	Std Ord	1,252.91		Insurance
03/07/2017	Water2Business	DDR1	490.00		Purchase Ledger Payment
03/07/2017	Water2Business	DDR6	32.00		Purchase Ledger Payment
04/07/2017	Alvian Ltd	BACS	3,012.00		7620/Repairs to Roundabout
04/07/2017	J Pollard	BACS2	85.00		7653/Repairs to Play Equipment
04/07/2017	Moviola Ltd	BACS3	108.13		7643/Lion Film Hire
04/07/2017	Office Right Business Solution	BACS4	61.27		7649/Stationery Supplies
04/07/2017	Marshfield Farm ice cream	BACS5	135.36		7636/Cafe Stock
05/07/2017	Grenke Leasing	Std Ord	336.78		Photocopier Lease
10/07/2017	HMRC PAYE/NI	BACS	4,144.19		HMRC PAYE/NI
10/07/2017	Dorma UK Limited	BACS10	234.77		7632/Door Maint. Contract
10/07/2017	Imagin Products Ltd	BACS11	73.80		7635/Cllr name Badges
10/07/2017	Mirage Signs Limited	BACS12	456.00		7639/Signs for Flower Beds
10/07/2017	Mirage Signs Limited	BACS13	252.00		7640/Banners for Inspire
10/07/2017	Office Right Business Solution	BACS14	236.09		7646/Name Badges
10/07/2017	Perrett Communications Ltd	BACS15	474.78		7652/Engin'r Visit Repair Phon
10/07/2017	Screwfix Direct Ltd	BACS16	140.16		7654/Signs, Chains etc
10/07/2017	The Warminster Way	BACS17	195.00		7661/Newsletter Delivery
10/07/2017	Wiltshire Association of Local	BACS18	240.00		7664/Gold Level Council Award
10/07/2017	Wiltshire Association of Local	BACS19	70.02		7665/Good Councillor Guides
10/07/2017	ACB Print & Design	BACS6	339.00		7618/Summer Newsletter
10/07/2017	Alvian Ltd	BACS7	8,389.20		7619/Repairs to Playpark
10/07/2017	David Wiltshire Photography	BACS8	18.00		7630/Cllr Photography
10/07/2017	Clearsky IT	BACS9	56.40		7629/Remote Computer Support
10/07/2017	SGW Payroll Ltd	DDR	61.32		7655/Payroll Month 3
10/07/2017	HMRC PAYE/NI	BACS	4,144.19		HMRC PAYE/NI
10/07/2017	Reverse Duplicate	REVERSE	-4,144.19		Reverse Duplicate
10/07/2017	ACB Print & Design	BACS1	339.00		Purchase Ledger Payment
10/07/2017	SGW Payroll Ltd	DDR	61.32		Purchase Ledger Payment
10/07/2017	Reverse SGW & ACB	CORRECT	-400.32		Reverse SGW & ACB
11/07/2017	Cash	200942	154.54		7678/June Petty Cash
11/07/2017	Friends of Warminster Town Par	200943	10,000.00		7691/town Park Grant
11/07/2017	J & K Burton	200944	68.70		7671/J&K Burton
11/07/2017	Booker	DDR2	661.03		7623/Cafe Stock
11/07/2017	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
11/07/2017	Idverde Limited	BACS	49.20		Purchase Ledger Payment
11/07/2017	JRB Enterprise	BACS10	292.80		7690/Doggy bags
11/07/2017	Ray Thomas Property Services L	BACS11	660.00		7689/Skate Park Welding
11/07/2017	Homemaker	BACS2	219.99		Purchase Ledger Payment
11/07/2017	Roundstone Vending Limited	BACS3	170.00		Purchase Ledger Payment
11/07/2017	ADT Fire & Security plc	BACS4	732.04		7684/alarm Maint. to 29.07.18
11/07/2017	Ashton Farms	BACS5	171.84		7687/Cafe Stock
11/07/2017	Clearsky IT	BACS6	28.20		680/IT Support Works



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## List of Payments made between 01/07/2017 and 31/07/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
11/07/2017	Fiona Fox	BACS7	571.67		7683/The New Inn
11/07/2017	Homemaker	BACS8	209.00		7679/Chest Freezer
11/07/2017	Office Right Business Solution	BACS9	13.07		7688/Signs for Cafe
11/07/2017	Correct Roundstone Payment	CORRECT	-48.00		Correct Roundstone Payment
12/07/2017	West mercia Energy	DDR	30.22		7663/Elec 01.04.17-30.04.17
13/07/2017	Paul Dixon	BACS12	220.00		7681/ P.Dixon SIA Licence
13/07/2017	Office Right Business Solution	BACS13	9.76		7669/Stationery
13/07/2017	Ashton Farms	BACS14	75.18		7668/Cafe Stock
13/07/2017	Idverde Limited	BACS15	5,833.82		7727/Toilets Cleaning
13/07/2017	Coates & Parker Ltd	BACS16	324.44		7758/Adverts for Meetings May
13/07/2017	Ray Thomas Property Services L	BACS17	7,212.00		7739/Town Park Play Works
15/07/2017	Wiltshire Council	Std Ord	13.00		WC Rates Boreham Rd Cemertery
15/07/2017	Wiltshire Council	Std Ord	501.00		WC Rates Dewey House
15/07/2017	Wiltshire Council	Std Ord	662.00		WC Rates Civic Centre
17/07/2017	Timico Limited	DDR2	337.84		7682/Web Hosting Jul
17/07/2017	West mercia Energy	DDR3	24.83		7662/Elec. 01.05.17-31.05.17
17/07/2017	SSE Contracting Ltd	DDR4	3,136.67		Purchase Ledger Payment
17/07/2017	SSE Contracting Ltd	DDR5	45.21		Purchase Ledger Payment
18/07/2017	Ashton Farms	BACS18	257.76		7705/Cafe Stock
18/07/2017	Warminster Parking Partnership	BACS19	193.50		7670/Weymouth Arms
18/07/2017	Streamline Merchant Services	DDR6	31.46		Purchase Ledger Payment
18/07/2017	Streamline Merchant Services	DDR7	19.41		Purchase Ledger Payment
18/07/2017	Office Evolution Ltd	DDR8	159.11		7644/Copy Charges for June 17
20/07/2017	Moles Brewery	DDR9	301.12		7642/Bar Stock
21/07/2017	Bank Charges	33.12	33.12		Bank Charges
24/07/2017	SSE Contracting Ltd	DDR	1,224.09		Purchase Ledger Payment
25/07/2017	VWFS UK LTd	Std Ord	383.14		Van WT16 TRZ Lease Payment
25/07/2017	July Salaries	BACS	10,957.35		July Salaries
25/07/2017	Booker	DDR2	1,182.90		Purchase Ledger Payment
25/07/2017	BOC Gases	DDR3	23.06		7622/Bar Gas
26/07/2017	July Salaries	BACS	4,201.12		July Salaries
26/07/2017	July Salaries	BACS	410.87		July Salaries
26/07/2017	Clearsky IT	DDR10	181.80		7675/Monthly IT Support Subs
27/07/2017	Wiltshire Council Pension	BACS	5,222.39		Wiltshire Council Pension
27/07/2017	July Salaries	BACS	1,514.46		July Salaries
31/07/2017	Hills Waste Solutions Ltd	DDR11	70.70		7634/Recycling Charges
31/07/2017	Hunot HR	SO	240.00		7731/HR Advice Line
<b>Total Payments</b>			<b>79,913.71</b>		

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Date	Details	Total	VAT	NET	Zero Rate	Post 4022	Travel 4009	Consumables 4020	Civic 4081	Print & Stat 4023	Training 4008	Misc	CC R&R 4036	CC Bar 3530	CC Consumables 4020	CC Post 4022	CC Print & Stat 4023	CC Misc	CCTV/Dewey Post 4022	CCTV Print & Stat 4023	Dewey Consumables 4023	Cross Check	
13.03.17	Clr Jeffries expenses	20.40					20.40																
15.03.17	Film biscuits	2.40													2.40								
04.04.17	Goods	8.99	1.49	7.50								3.99											
10.04.17	WPPP	11.10							33.96			WPPP											
21.04.17	Civic Service refresh	33.96	0.66	33.30								14.99											
30.04.17	Goods	14.99	2.50	12.49					47.85			3.85											
08.05.17	Civic Service refresh	47.85	7.98																				
08.05.17	Goods	3.85																					
15.05.17	Civic Service refresh	27.07																					
15.05.17	Civic Service refresh	8.25																					
Total		178.86	12.63	53.29	0.00	0.00	0.00	0.00	81.81	0.00	0.00	22.83	0.00	0.00	2.40	0.00	0.00	0.00	0.00	0.00	0.00	5.00	

Comments

1p	
2p	0.34
5p	1.10
10p	1.60
20p	6.60
50p	6.00
1.00	0.00
2.00	0.00
5.00	55.00
10.00	0.00
20.00	0.00
I.O.U.'s	
<hr/>	
	71.14

Total - float 71.14  
 Month - expenditure 178.86  
 Total of float and expenditure **250.00**  
 Total cross checks

cross check 0.00

Date	Details	Total	VAT	NET	Zero Rate	Post 4022/101	Travel 4009/101	Consum. 4020/101	Civic 4081/102	Print & Stat 4023/101	Training 4008/901	Café Consum. 4020/216	Café Stock 3540/216	CC 4020/301	CC Bar 3530/301	CC R&R 4036/301	CC Consum. 4020/301	CC Post 4022/301	CC Print & Stat 4023/301	CC Misc 4020/301	CCTV Post 4022/201	CCTV Print & Stat 4023/201	
01.06.17	Town Park	5.69	0.95	4.74	-							4.74											
02.06.17	card P Rdout	1.50			1.50				1.50														
07.06.17	Pavilion aprons	41.98	7.00	34.98	-			9.16				34.98											
13.06.17	phone top up	11.00	1.84	9.16	-																		
14.06.17	Pavilion balloons	4.95			4.95							4.95											
14.06.17	Pavilion balloons	2.00			-							1.67											
14.06.17	Pavilion fruit	3.77			3.77							3.77											
14.06.17	Pavilion ribbon	1.65			1.65							1.65											
20.06.17	Boreham WI	75.00			75.00				75.00														
29.06.17	postage	2.40			2.40																		
23.06.17	T Nicklin postage	1.50			1.50																		
01.07.17	Cordens	3.10	0.52	2.58	-			2.58															
		154.54	10.64	53.13	90.77	3.90	-	11.74	76.50	-	-	51.76	-	-	-	-	-	-	-	-	-	-	-

cross check 0.00

Float Check Denomination	Count	Total
£ 0.01	30	0.30
£ 0.02	13	0.26
£ 0.05	20	1.00
£ 0.10	17	1.70
£ 0.20	31	6.20
£ 0.50	2	1.00
£ 1.00	0	0.00
£ 2.00	0	0.00
£ 5.00	17	85.00
£ 10.00	0	0.00
£ 20.00	0	0.00
<b>Count Total</b>	<b>95.46</b>	
<b>Expenditure</b>	<b>154.54</b>	
<b>Total</b>	<b>250.00</b>	

## Minutes

### Devolved Services Working group Thursday 15th June 2017 at 10.00am

**Membership:** Cllrs Brett (East), Fraser (West), Fryer (West), Jolley (Broadway), Macdonald (East), Ridout (West), Stuart Legg Direct Services Supervisor, Volunteer Peter Hewitt, and Invited guests.

**Present:**

Cllr Brett (East), Cllr Jolley (Broadway), Stuart Legg (DSS) and Peter Hewitt  
Officers: F Fox.

**Absent:** Cllr Macdonald and Cllr Ridout

**DS/17/001 Election of Chairman.**

Cllr Brett was duly elected as Chairman

**DS/17/002 Election of Vice Chairman**

Cllr Jolly was duly elected as Vice Chairman

**DS/17/003 Apologies.**

These were received and accepted from Cllrs Fraser and Fryer.

**DS/17/004 Minutes**

The minutes and all actions agreed at the meeting held on 13<sup>th</sup> April 2017 were approved.

**DS/17/005 Town Park and Associated Land.**

- a. **Lake.** The BBC had installed a camera on one of the islands to monitor and record this year's duck nesting season. The camera had now been removed and it had produced a wealth of positive footage throughout the nesting season which was widely used by the BBC and Facebook. It had been a very fruitful season with the introduction of the duck ramps helping the survival rates of the chicks, ducklings and goslings which in previous years had been heavily predated. The working group expressed their thanks to the team for a job well done and their creativity in problem solving. There is Japanese knotweed currently on the Islands and this will be cleared in the very near future.
- b. **Pavilion Café.** The Pavilion Café had a soft opening on 14<sup>th</sup> and 15<sup>th</sup> June and its grand opening would take place on Friday 16<sup>th</sup> June. The Café was to be manned with paid staff working on a part time rota basis, they would have seasonal contracts which would run until 30<sup>th</sup> September. However, the intention is to open the pavilion all year round, albeit on reduced hours during the winter months. Over the summer period visitors to the pavilion will be surveyed to ascertain their views/thoughts on a winter service. Prices in the Pavilion Café for cakes, drinks etc are at commercial prices and in no way undercut any traders in the Town. Staffing was to be in pairs, however there may be lone working at times which will be in accordance with the Councils lone working policy. It was noted that

one member of staff may require special consideration if working alone and the Clerk would speak to the direct services supervisor about this to ascertain whether it was necessary or not.

- c. **Skate Park.** The skate park committee will be fundraising to replace this and the Friends of Warminster Park will be meeting in a couple of weeks' time to discuss this and several other park projects.
- d. **River Were Bank.** Noted
- e. **Putting Green.** Noted
- f. **Park and Central Car Park Toilets.** Repairs had still not been carried out in the park toilets despite several meetings which have taken place over the past 10 months. The Clerk suggested that the time had come to explore other suppliers, she would research the options and bring this back to the working group at their September meeting.
- g. **Tennis Courts.** These were noted. The Clerk explained that the courts were currently free, however following an upgrade in the surfacing and the letting system which it is hoped will take place next spring early summer, the courts would then become bookable and subject to a charge of £5 per play. Currently the Clerk was working on matched funding the £65,000 that had already been provisionally offered by The Lawn Tennis Association.
- h. **Boats on the Lake.** It is hoped to have boats on the lake by May Day 2018.
- i. **MUGA area.** Nothing further to note.
- j. **Boat House.** The Clerk confirmed that Full of Bounce had now vacated the boat house and removed their equipment, however urgent works were required on the electrics and this would be covered under item 6 budget implications.
- k. **Tree Survey.** It was noted that a comprehensive tree survey was required on all land owned or in the responsibility of the Council. This was to be organised by the direct services supervisor to take place as soon as possible.
- l. **Green Flag.** The green Flag inspection took place last month, results are awaited, but the general impression was very positive. There was one item highlighted, the name of the park. The judges noted that there was confusion over the name of the park which in some areas is referred to as the Town Park and in other areas as The Lake Pleasure Grounds. The large tourist information roadside signs entering the Town note the area as the Lake Pleasure Grounds, which is its heritage name. Members of the group were asked to consider their views on this matter and the Clerk would present it on the next agenda for discussion.

#### **DS/17/006 Budget Implications.**

The clerk outlined to the meeting the following budget implications to be presented to the next Finance and Assets committee.

**Playground repairs.** The Health and Safety report had highlighted the urgent need to resurface around the roundabout, it had deteriorated beyond patching and had presented a trip hazard. Quotations had been received from Ava Recreation Ltd. £2250 excluding VAT but including all other costs, Alvia Ltd £2510 excluding VAT but including all other costs. As these repairs were urgent Alvia were now carrying out the necessary works and members were asked to ratify this decision.

**The Multi Play area** this will also require resurfacing in the short term. Members agreed that quotations should be sought for this work. The direct services supervisor advised members that the area is currently being repainted and that a temporary repair had taken place on the trip hazard and that this had been successful, however it was only a temporary repair and resurfacing would be required. The following quotes have been received for this work, Ava

Recreation Ltd £6825 +VAT including all other costs, Alvian Ltd £6991 +VAT, Greenfields £6720 +VAT.

**Picnic Benches for the Café.** It had been agreed that two picnic benches would be purchased to be sited at the side and front of Pavilion Café. Quotations had been sought Greenbarnes Ltd were the most competitive at £824.45 + VAT inclusive of other costs. This will be for one regular use picnic bench and one easy access picnic bench.

**Boat House Electrics.** During the installation of the boat house clock the electrician advised that the boat house did not have the correct fuse box and ancillary wiring to support the current usage. Urgent work is required to enable park users to plug into the power supply. This usage forms part of the Councils hire agreement with users. Ray Thomas has quoted for these works at £4188 excluding VAT inclusive of all other costs.

**Tree Survey.** Quotations were awaited, however the estimated costs for the survey will circa £2500. Members noted all items contained under item 006 and approved the spend.

**DS/17/007 AOB.**

- 1) Boat House Electrics – a member raised the issue of external fittings for the electrics and would they be sited in a vandalism proof box or cover, the clerk said she would refer this matter to the direct services supervisor.

**The meeting closed at 10.45am**

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## Minutes

### Devolved Services Working Group Thursday 13<sup>th</sup> July 2017 at 10.00am

**Membership:** Cllrs Brett (East) Chairman, Fraser (West), Fryer (West), Jolley (Broadway), Macdonald (East), Ridout (West), Stuart Legg Direct Services Supervisor (DSS) Volunteer Peter Hewitt, and Invited guests.

**Present:**

Cllr Brett (East), Cllr Fraser (West)

**In attendance:**

Stuart Legg (DSS), Peter Hewitt, F Fox (Town Clerk)

**Absent:** Cllr Jolley, Cllr Macdonald, Cllr Ridout

**DS/17/008 Apologies.**

These were received and accepted from Cllr Fryer.

**DS/17/009 Minutes**

The minutes and all actions agreed at the meeting held on 15<sup>th</sup> June 2017 were approved.

**DS/17/010 Town Park and Associated Land.**

- a) Lake: The Model Boat Club have accepted the terms and conditions for continued use. The club have requested a key for the drop-down bollard and currently do have lakeside parking privileges, however, they are limited to the number of cars. This may be an issue at future renewals. **It was agreed that Warminster Town Council (WTC) would monitor car numbers and it was noted that vehicles in what is ostensibly a pedestrian area may raise Health and Safety (H&S) issues.**
- b) The Pavilion Café: Is continuing well. The picnic benches have now been installed on the newly paved area. Thanks to Pete Hewett for lending a very welcome helping hand. One of the round plastic tables is cracked and needs replacing and four parasols are required. **It was agreed to spend £200 on a replacement table and parasols.**
- c) Freezer: **a chest freezer was required to house additional stock and this had been purchased at a cost of £209. Members agreed to this purchase, which was essential for maintaining sufficient stock levels.**
- d) Skate park: further major works have taken place. Every ramp has now been welded to ensure they make it through to the end of the summer. The construction of the new facilities will require

access for large, heavy plant and machinery and the only suitable access will be across an adjacent field. Permission for access was being sought from the Wiltshire Wildlife Trust (WLT) who lease the (access) field from WTC. The DSS had received a letter from the WLT which contained conditions relating to granting access. Of note, the construction road would have to be removed after the works were completed. This would be a very expensive removal and if repairs were required in the future the road would have to be re-instated. This issue was still being discussed. The Skateboard Group was meeting that day. It was conceded that more money would be required to keep the current facility open, with the target date for completion of the new skatepark was spring 2019. The project would cost £250,000; £10,000 was already earmarked and it was suggested that a royal opening would be fitting for such a major project.

- e) Putting green: members were pleased to note that this was well used at the weekends.
- f) Park and central car park toilets: the toilets were still proving to be a maintenance challenge. Alternative quotations had now been sought from Ray Thomas Ltd and if reasonable the works would be awarded. **Members agreed to this spend as some of the repairs had been outstanding for over a year and funds were already earmarked.**
- g) Tennis courts: the Clerk is continuing to seek grants to match fund the LTA's £65,000. A recent meeting with Ian Jerrard, the tennis coach at Victoria Park, Salisbury, who had also advised WTC on the best way forward with the development of the park's tennis facilities, had been very encouraging in terms of the park supporting coaching and other post renovation initiatives. This would bring further funding to the park for infrastructure improvements, such as the pavilion café and the boat house respectively.
- h) Boats on the lake: launch date May Day 2018. This has yet to go to council, but a Mayor's Town May Day has been proposed for May Day to include the boat launch and other activities.
- i) A comprehensive tree survey is required on all land owned by or in the responsibility of the Council. Wiltshire Council has supplied suitable qualified and insured experts to carry out this work and it needs to be actioned as a matter of urgency. **Members noted that this was in hand.**
- j) Green Flag: The green flag inspection took place last month. Results are awaited but the general impression was very positive, however, one issue was highlighted: the name of the park. It was confused in the application switching between Town Park and its heritage name, The Lake Pleasure Grounds. **It was agreed that the Clerk should circulate the Green Flag judges report once the embargo was lifted and that this matter would then be discussed at the next meeting for a decision and referral.**

**Should the park be awarded a Green Flag, a flag pole would be required. The cost of this would be £1,000 including installation. Members agreed to this spend if the council were awarded the Green Flag status.**

- k) King George V Playing Field and Football Ground: These two areas of ground were not transferred in the recent transfer of the park to WTC. The land is held as a Charitable Trust and the current sole trustee is Wiltshire Council. A resolution is required by WTC confirming the Council's intention to be appointed as a trustee of the field. Once passed, it will be sent to Wiltshire Council who will then take the required steps. **A map of the area was distributed at the meeting,**

**members had no objection to the proposal and the matter was referred to Full Council for approval.**

- l) Churchyards: The Clerk had arranged a meeting with Wiltshire Council to discuss and formalise responsibilities regarding the Minster Churchyard. The meeting was subsequently cancelled by Wiltshire Council and will be re-arranged for September.
- m) War Memorial and Minster Churchyard: Warminster School Community Day took place on the 7<sup>th</sup> July 2017. It had proved to be a great community exercise and the works carried out by the school had been first class. **Members asked the Clerk to send a letter of thanks to the school.**
- n) Friends update: The DSS informed members that a meeting of the 'Friends of the Park' had taken place in the pavilion café. Of note: the 'Friends' wished to put a notice board in the pavilion for their exclusive use; a bookshelf had kindly been donated by Heather Parks for use in the café; it had been clarified that the 'Friends' primary role in relation to WTC was to apply for funding where the TC was unable to do so, rather than pursue joint activity initiatives.

#### **DS/17/011 Budget Implications.**

The clerk outlined to the meeting the following budget implications to be presented to the next Finance and Assets committee.

**DS/17/011.1 It was agreed to spend £200 on a replacement table and parasols.**

**DS/17/011.2 A chest freezer was required to house additional stock and this had been purchased at a cost of £209. Members agreed to this purchase, which was essential to keeping sufficient stock levels.**

**DS/17/011.3 Should the park be awarded a Green Flag; a flag pole would be required. The cost of this would be £1,000 including installation. Members agreed to this spend if the council were awarded the Green Flag status.**

#### **DS/17/012 AOB.**

**DS/17/012.1** The Carnival Committee had requested permission to re-instate the raft race on the lake for their forthcoming fun day. **Members agreed to this request on the proviso that water levels were sufficient in the lake.**

**DS/17/012.2** WTC had received £750 from Lidl towards replacement trees in the town. It was suggested the money could be used to replace trees in the park which had failed. The Chairman would liaise with the DSS regarding this matter and would bring suggestions to the next meeting.

**The meeting closed at 11.30am**

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**Finance and Assets Committee on Monday 4<sup>th</sup> September 2017 at 7pm**

**Item 11: Devolved Services Spend for Approval**

<b>Item</b>	<b>Cost £</b>	<b>Notes</b>	<b>Approval</b>
<b>Playground repairs</b>	£2510	The Health and Safety report had highlighted the urgent need to resurface around the roundabout, it had deteriorated beyond patching and had presented a trip hazard. Quotations had been received from Ava Recreation Ltd. £2250 excluding VAT but including all other costs, Alvian Ltd excluding VAT but including all other costs. As these repairs were urgent Alvian were now carrying out the necessary works and members were asked to ratify this decision.	<b>DSWG</b>
<b>The Multi Play area</b>	£6991	This will also require resurfacing in the short term. Members agreed that quotations should be sought for this work. The direct services supervisor advised members that the area is currently being repainted and that a temporary repair had taken place on the trip hazard and that this had been successful, however it was only a temporary repair and resurfacing would be required.	
<b>Picnic Benches for the Café.</b>	£824.45	It had been agreed that two picnic benches would be purchased to be sited at the side and front of Pavilion Café. Quotations had been sought Greenbarnes Ltd were the most competitive. One regular use picnic bench and one easy access picnic bench to be purchased.	
<b>Boat House Electrics.</b>	£4188	During the installation of the boat house clock the electrician advised that the boat house did not have the correct fuse box and ancillary wiring to support the current usage. Urgent work is required to enable park users to plug into the power supply. This usage forms part of the Councils hire agreement with users. Ray Thomas had quoted for these works.	
<b>Tree Survey</b>	£4000	Quotations were awaited, however the estimated costs for the survey will circa £2500. <b>N.B. a quotation had now been received for £4000.</b>	
<b>Replacement table and parasols.</b>	£200	Sun damage had caused a plastic table to crack. Parasols were required for all the tables.	

**Finance and Assets Committee on Monday 4<sup>th</sup> September 2017 at 7pm**

**Item 11: Devolved Services Spend for Approval**

<b>Item</b>	<b>Cost £</b>	<b>Notes</b>	<b>Approval</b>
<b>Chest freezer</b>	£209	Members agreed to this purchase, which was essential to keeping sufficient stock levels.	
<b>Flag pole, including installation</b>	£1000	Green Flag.	
<b>Total</b>	<b>£19922.45</b>		

# Tynings Allotments and Leisure Gardeners Association

## Tenancy Agreement

An agreement made on this day .....

Between the **Tynings Allotments and Leisure Gardeners Management Committee** (hereinafter called "the Association") acting on behalf of ~~Wiltshire Council~~ **Warminster Town Council** (hereinafter called "the Council")

of the one part, and of .....

(hereinafter called "the Tenant") of the other part.

### Whereby it is agreed as follows:-

1. The Association lets and the Tenant takes as from .....

All that plot of ground situate at **The Tynings, Bradley Road, Warminster** hereto containing

**Plot(s) number** ..... of .....Sq. Metres approximately at the rent of £.....per annum plus site insurance and NSALG subscriptions payable in advance on the twenty ninth day of September in each year and at the proportionate rent for any part of any year over which the tenancy may extend provided that the rent is liable to be increased on proper notice being given by the Committee to the Tenant. No refund of rent, insurance or subscriptions will be payable if notice is served by the Association pursuant of clause 3.3 (see below)

~~Included with this Tenancy Agreement are the following documents~~

~~(Tick all documents included)~~Explanation: we will have these documents on the Association notice board and website in the future so copies are not required.–

~~Rules..... Equal Opportunities Policy..... Health and Safety Policy.....~~

~~Standing Orders..... Constitution.....~~

~~I have read and agree to abide with the conditions set out in the above following documents:-~~  
: Rules, Equal Opportunities Policy, Health and Safety Policy, Standing Orders and Constitution.

Signed (Tenant)..... Date.....

**Signed (on behalf of the Association).....Date.....**

2. The Tenant agrees:-

- 2.1. To pay the said rent, in advance, at the time and in a manner aforesaid of all deductions.
- 2.2. To use the said plot as an allotment garden only and not for any other purpose. The purpose shall include the keeping of hens, ~~cockerels, pigs, goats, pigeons, rabbits~~ and other birds not including cockerels, ~~animals or livestock~~, on a maximum of 1/3 of the plot, save that such birds ~~livestock~~ may be kept as may be first agreed in writing by the Association.
- 2.3. To keep the Allotment Garden cultivated.
- 2.4. Not to assign, underlet or part with possession of the said plot or any part thereof.
- 2.5. Not to plant any trees which require more than twelve months to mature without the previous consent of the Association.
- 2.6. Not to remove or take, sell or carry away any minerals, gravel, sand or clay.
- 2.7. To permit any member officer of the Association at any time to enter upon and inspect the plot.
- 2.8. Not to erect any structure on the said plot without previous written consent of the Association and to accept responsibility for:
  - 2.8.1. Obtaining planning consent from Wiltshire Council in the event that the planning authority considers it necessary and for removing such structure should consent be refused after erection. Removing or transferring ownership, within 31 days, of any structure erected on the plot, if for any reason the tenancy is terminated.
- 2.9. To maintain adjacent footpaths and verges etc. applicable to the plot.
- 2.10. To use their best endeavours to protect the fences etc enclosing the land and also any notice boards which have been or may be at any time during their tenancy be erected upon the land.
- 2.11. Not to deposit or allow others to deposit upon the said plot any earth, road sweepings refuse or other materials excepting only manure or compost in quantities such as may be reasonably required for cultivation.



2.12. To observe all rules and regulations relating to allotment gardens which have been or may be any time hereafter be made by the Association under the Associations' Standing Orders and of which they may be notified.

2.13. Not to do any act or other thing to cause annoyance or nuisance to other allotment holders or other persons being the owners of adjacent property.

2.14. To remove all structures including fences from the plot at the termination of the tenancy.

3. The tenancy hereby created shall continue until determined in any of the following way:-

3.1. By either party giving to the other three calendar months' previous notice in writing. It is not clear why this three month notice section was included in the original tenancy agreement as we understood that it was either the Town Council giving notice (12 months) or the Committee giving notice (one month). If there is a sound reason it should be retained.

3.2. By re-entry by ~~Wiltshire~~ Warminster Town Council at any time after giving ~~six calendar months~~ twelve months (this is a change with 1950 Allotment Act) previous notice in writing to the Tenant on account of the plot being required:

3.2.1. For any purpose (not being the use of the same for agriculture) for which it has been appropriate under statutory provision.

3.2.2. For building, mining or any other industrial purpose or for the roads or sewers necessary in connection with any of those purposes.

3.3. By re-entry by the Council at any time subject to one month's notice:

3.3.1. If rent or any part thereof is in arrears for not less than forty days whether legally demanded or not.

3.3.2. If it appears to the Council that there has been any breach of the conditions on the part of the Tenant herein contained and provided that if such breach be of the conditions or rules affecting the cultivation of the plot at least ~~three~~ six months have elapsed since the commencement of the tenancy.

3.3.3. If the Tenant shall not keep the plot cultivated to the Association's satisfaction.

3.3.4. For instances of continual disregard and breaches of the Association's rules/regulations. ~~the termination period shall be reduced from three calendar months to twenty eight days.~~

4. Any notice given by the Council pursuant to clause 3.2 hereof shall be signed by their ~~Parks & Amenities Officer~~ We are not clear who should sign here for Warminster Town Council. Given the exceptional nature of such notices we suggest the Town Clerk for the time being and shall be sufficiently served if initially sent to the Tenant by post at the before mentioned address or subsequently left for him/her on the said plot. Any notice given pursuant to clauses 3.1 and 3.3 shall be served by the Association acting on behalf of the Council.
5. The Tenant shall on determination of the tenancy be entitled to compensation only in the event and to the extent prescribed by Section 2 Sub-section 2 and 3 of the Allotments act 1922 as extended by the Allotments Act 1950 but not further or otherwise.
6. The Council shall on termination of the tenancy be entitled to recover compensation from the Tenant by virtue of Section 4 of the Allotment Act 1950 in respect of any deterioration of the land caused by the failure of the Tenant to maintain the land in a good state of cultivation and fertility.