

28th December 2018

You are summoned to a meeting of the:

Finance and Assets Committee
on Monday 7th January 2019 at 7pm
at The Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee membership:

Cllr Batchelor (Broadway)	Cllr Pitcher (Broadway)
Cllr Davis (East)	Cllr Ridout, Vice Chairman (West)
Cllr Jolley (Broadway)	Cllr Robbins, Chairman (East)
Cllr Nicklin (West)	

Copied to all other members for information.

Members of the public are welcome to attend meetings of the Council and its committees, unless excluded due to the confidential nature of the business.

Yours sincerely



Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk and Responsible Financial Officer

AGENDA

1. Apologies for Absence

To receive and accept apologies, including reason for absence, from those unable to attend.

2. 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.

3. Minutes

3.1 To approve as a correct record, the minutes of the Finance and Assets Committee meeting held on Monday 5th November 2018; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Finance and Assets Committee meeting held on Monday 5th November 2018.

4. Chairman's Announcements

To note any announcements made by the Chairman.

5. Questions

To receive questions from members of the Council submitted in advance.

Standing Orders will be suspended to allow for public participation.

6. Public Participation

To enable members of the public to address the Committee 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 which are relevant to this Committee.

8. Financial Information

8.1 To note the reconciliations for October and November 2018, and the **Chairman to sign** and verify against the bank statements seen. **(See attached).**

8.2 To note the accounts to November 2018. **(See attached).**

8.3 To approve the list of payments made in October and November 2018 respectively, and the **Chairman to sign.** **(See attached).**

8.4 To approve the petty cash schedule to 19th December 2018. **(See attached).**

8.5 To note that the Clerk made internal transfers between the Instant Access Account and the Current Account on:

Date	Amount
20.11.2018	15,000.00
19.12.2018	15,000.00

8.6 To note the material variances report. Financial Regulations 4 4.8 refer.

Code	Title	Spend/Budget	%	Explanation
101	Administration			
4022	Postage and telephone	1,944/2,000	97.2	This reflects an increase in business and a large final postage stamp purchase of the year.
104	Council Events			
4081	Civic Event	4,117/2,000	205.9	The Mayor's autumn civic event is on budget; 2,000. Other items require re-coding and there are

Code	Title	Spend/Budget	%	Explanation
				charges pertaining to the previous mayoral year, but incurred in financial year 18/19.
4720	Remembrance Service	1,722/800	215.2	608.38 was for the purchase of the road signs (capital spend). Used for a multitude of council events, in the medium term it was cost effective to purchase. This year the town were not allocated a marching band, therefore, we sourced a Royale Piper £275. Without these additional costs, the event was within budget.
107	Grants & Projects			
4703	WCR Community Radio SLA	12,500/10,000	125	This is an accounting error. Q1 payment was journaled and then duplicated in the purchase ledger. WCR have received only 10,000.
215	Street Furniture			
4040	Equipment/furniture	4,517/1,500	294.5	Payments to CATG.
216	Pavillion Café			
4036	Repairs and renewals	2,500/2,000	127.5	2,000 was required for the automation of the shutters. Routine r&r falls well within budget.

9. Draft Budget 2019/2020

Members to approve a budget proposal to Full Council. For consideration is a draft budget of £786,483 an increase of 5%. Band D £127.96 equivalent annually, 245.40 pence per week. Discussion has taken place at the last Finance and Assets meeting, in addition to all budget holding committees. Committee amendments have been incorporated into the proposed budget and a summary sheet is attached along with the revised detailed budget by cost centre. Members will now need to refer the final budget requirement for approval at Full Council on Monday 21st January 2019 to enable the precept to be requested of the principal authority. Should members have any questions on the budget lines the Clerk will be happy to discuss in advance of the meeting.

Members are reminded that the Government has confirmed that capping will not be introduced for Town and Parish Councils in 2019/2020.

Members to discuss and make a recommendation to take forward to Full Council.

10. Treasury Management Policy

FC/17/070 refers. Confirmation of the council's CCLA account has now been received and Members are requested to approve the revised Treasury Management Policy. The revisions have the support of the Council's accountant. The document will be updated in May 2019 to reflect year end and 2019/2020 precept figures. **(See attached).**

Members to receive and approve the Treasury Management Policy (January 2019).

11. Town Promotion Sub-Committee

To approve the minutes of the Town Promotion Sub-Committee meeting held on 5th November 2018, and to agree all actions contained therein. **(See enclosed).**

12. Skatepark Project

The working group has met on several occasions, the Military Covenant grant application was successful, and the project was awarded the maximum grant of £20,000. The Leader grant application of £100,000 will be considered by the awarding body at the end of January 2019. Cllr Robbins will provide a further verbal update.

Members to note.

13. Grant Correspondence

Letters of thanks have been received from The Warminster Carnival and Mr Nigel Linge MBE. **(See attached).**

Members to note.

14. Communications

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

Date of next meeting: 4th March 2019

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

Bank Reconciliation Statement as at: 31/10/2018 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	31/10/2018	15	5,000.00
Current Account	31/10/2018	417	924,013.24
			<u>929,013.24</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
12/10/2018 109547	J & K Burton	35.10	
12/10/2018 109548	Warminster Carnival Committee	2,500.00	
12/10/2018 109551	Warminster Community Hub	6,000.00	
12/10/2018 109553	The Royal British Legion Poppy	74.50	
29/10/2018 109554	Cash	211.21	
31/10/2018 109555	Citizens Advice Bureau	2,000.00	
31/10/2018 109556	Warminster Carnival Committee	500.00	
			<u>11,320.81</u>
			917,692.43
<u>Receipts not Banked/Cleared (Plus)</u>			
27/09/2018		5.60	
29/09/2018		57.20	
			<u>62.80</u>
			917,755.23
Balance per Cash Book is :-			917,435.01
Difference Excluding Adjustments is :-			320.22
<u>Adjustments to Reconciliation</u>			
15/10/2018	Wiltshire Council	42.00	
25/10/2018	Wiltshire Council	278.22	
			<u>320.22</u>
Unreconciled Difference is :-			<u>0.00</u>

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



Your Statement

Account Summary

Opening Balance	968,459.40
Payments In	21,092.82
Payments Out	65,538.98
Closing Balance	924,013.24

Interest Rate - Valid as at end date of the statement period
0.50% AER

International Bank Account Number

GB85HBUK40452321136496

Branch Identifier Code

HBUKGB4161U

29 September to 31 October 2018

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

21136496 416

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
28 Sep 18	BALANCE BROUGHT FORWARD			968,459.40
01 Oct 18	TFR TRANSFER 91001000	3,454.35		965,005.05
02 Oct 18	TFR TRANSFER 91001000		160.32	965,165.37
03 Oct 18	TFR TRANSFER 91001000	202.08		964,963.29
05 Oct 18	TFR 404523 91001000			
	INTERNET TRANSFER	15,000.00		
	TFR TRANSFER 91001000	4,038.95		945,924.34
06 Oct 18	TFR TRANSFER 91001000		800.10	946,724.44
08 Oct 18	TFR TRANSFER 91001000		546.48	947,270.92
09 Oct 18	TFR TRANSFER 91001000	4,200.73		943,070.19
10 Oct 18	TFR TRANSFER 91001000		688.40	943,758.59
11 Oct 18	TFR TRANSFER 91001000		5,247.15	949,005.74
12 Oct 18	TFR TRANSFER 91001000	116.12		948,889.62
15 Oct 18	TFR TRANSFER 91001000		7,252.60	956,142.22
16 Oct 18	TFR TRANSFER 91001000	107.10		956,035.12
17 Oct 18	TFR TRANSFER 91001000		23.40	956,058.52
18 Oct 18	TFR TRANSFER 91001000	310.55		955,747.97
19 Oct 18	TFR 404523 91001000			
	INTERNET TRANSFER	15,000.00		
	TFR TRANSFER 91001000		4,578.94	945,326.91
21 Oct 18	TFR TRANSFER 91001000		79.25	945,406.16
22 Oct 18	TFR TRANSFER 91001000	417.91		944,988.25
23 Oct 18	TFR TRANSFER 91001000		356.40	945,344.65
24 Oct 18	TFR TRANSFER 91001000		102.45	945,447.10
25 Oct 18	TFR TRANSFER 91001000		100.58	945,547.68
26 Oct 18	TFR TRANSFER 91001000	22,691.19		922,856.49
29 Oct 18	TFR TRANSFER 91001000		37.50	922,893.99
	BALANCE CARRIED FORWARD			922,893.99

46 Fore Street Trowbridge Wiltshire BA14 8EL

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

29 September to 31 October 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 21136496 **Sheet Number** 417

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
30 Oct 18	TFR BALANCE BROUGHT FORWARD			922,893.99
31 Oct 18	TFR TRANSFER 91001000		294.14	923,188.13
31 Oct 18	TFR TRANSFER 91001000		825.11	924,013.24
31 Oct 18	BALANCE CARRIED FORWARD			924,013.24

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, 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).

AG.
13.11.18.

1 October to 31 October 2018

Your Statement

Account Name

Warminster Town Council

Sortcode Account Number Sheet Number

40-45-23 91001000 11

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	TFR BALANCE BROUGHT FORWARD			1,774.90
	404523 21136496			
	INTERNET TRANSFER		4615,000.00	
	BP VISIT WILTSHIRE			
	8425	912.00		
	BP CHARLES SAUNDERS			
	977533	53.31		
	BP WCR			
	SLA 3RD QTR 18 19	2,500.00		
	BP SENTINEL			
	100126	440.00		
	BP ROUNDSTONE CAT			
	37828	46.80		
	BP PKF LITTLEJOHN			
	SB201802618	1,560.00		
	BP MOVIOLA LTD			
	19.09.18	136.30		
	BP OFFICE RIGHT			
	54091/43/71/54279	206.41		
	BP IDVERDE			
	GM761339/337/1128/	9,303.98		
	BP GREENHAM			
	18/609345	730.05		
	CR Jane John Limited			
	TREE, 9 EAST ST		37.50	
	CR WARMINSTER ATHENAE			
	THE ATHENAEUM		37.50	
06 Oct 18	TFR TRANSFER 21136496		464,038.95	5,000.00
	CR GROSS INTEREST			
	TO 05OCT2018			
	FOR ACCOUNT			
	404523 21136496		762.60	
	CR DMRH Limited			
	TREEBOOTSOPTICIANS		37.50	
08 Oct 18	TFR TRANSFER 21136496	800.10		5,000.00
	DD SGW PAYROLL LTD	91.02		
	CR WARMINSTER & K9QF			
	WARMINSTER & DISTR		600.00	
	CR Warminster Lions C			
	LIONS XMAS TREE		37.50	
09 Oct 18	TFR TRANSFER 21136496	546.48		5,000.00
	BP HMRC Sept			
	HMRC			
	BIB BACS PAYMENT	4,200.73		
	TFR TRANSFER 21136496		464,200.73	5,000.00
	BALANCE CARRIED FORWARD			5,000.00

1 October to 31 October 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 12

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,000.00
10 Oct 18	CR MV- 17760605 -0510		• 5.00	
	CR MV- 17760605 -0610		• 9.25	
	CR MV- 17760605 -0710		• 22.95	
	CR MV- 21574633 -0510		• 37.50	
	CR MV- 21574633 -0610		• 155.20	
	CR NORTHWOOD (WEST WI NORTHWOOD		• 37.50	
	BP CEROC LIVE			
	CEROC 2018 NYE		• 295.00	
	CR DR P A JONES			
	DR PAULINE JONES		• 126.00	
	TFR TRANSFER 21136496	46 688.40		5,000.00
11 Oct 18	CR WILTSHIRE COUNCIL	1174/499	• 2,400.00	
	CR MV- 21574633 -0810		• 62.50	
	CR HISLOP-NEWTON J & WCC2912LPM		• 126.00	
	CR CASH IN P.O. OCT11 6-10 THE MAL@13:26		• 212.50	
	CR CASH IN P.O. OCT11 6-10 THE MAL@13:29		• 2,466.15	
	DR CHARGE AUTO TRANSFER	• 20.00		
	TFR TRANSFER 21136496	46 5,247.15		5,000.00
12 Oct 18	CR MV- 21574633 -0910		• 37.50	
	DD WEST MERCIA ENERGY	• 380.38		
	DD SOUTHERN ELECTRIC	• 73.24		
	BP MF (SUPPORT)			
	COPHEAP HALL HIRE		• 262.50	
	CR ROBBINS CJ BUS XMAS TREE ROBBINS		• 37.50	
	TFR TRANSFER 21136496	46 116.12		5,000.00
15 Oct 18	CR CHQ IN AT 407080		• 8,704.30	
	CR CHQ IN AT 407080		• 400.00	
	CR THE SOUTHERN CO-OP		• 37.50	
	CR THE SOUTHERN CO-OP		• 42.00	
	CR WILTSHIRE COUNCIL		42.00	
	DD TIMICO/KECONNECT	• 482.20		
	DD WILTSHIRE COUNCIL	• 15.00		
	DD WILTSHIRE COUNCIL	• 672.00		
	DD WILTSHIRE COUNCIL	• 516.00		
	DD WILTSHIRE COUNCIL	• 288.00		
	TFR TRANSFER 21136496	46 7,252.60		5,000.00
16 Oct 18	DD BOOKER LTD -BK	• 107.10		
	TFR TRANSFER 21136496		46 107.10	5,000.00
	BALANCE CARRIED FORWARD			5,000.00

1 October to 31 October 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 13

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
17 Oct 18	CR BALANCE BROUGHT FORWARD MV- 17760605 -1310		• 23.40	5,000.00
	TFR TRANSFER 21136496	• 23.40		5,000.00
18 Oct 18	DD OFFICE EVOLUTION	• 335.55		
	CR S Price			
	M.PRICE xmas mkt		• 25.00	
	TFR TRANSFER 21136496		• 310.55	5,000.00
19 Oct 18	BP ACB PRINTANDESIGN 3023	• 285.00		
	BP ALIVE NETWORK CLAK50016488	• 71.00		
	BP AMAZON BUSINESS 2369964	• 8.99		
	BP AMAZON BUSINESS 2369964	• 16.99		
	BP ASHTON FARMS 1044125/9226/10500	• 311.41		
	BP DCK BEAVERS LTD TPC8241	• 468.84		
	BP GB HEATING 0632L	• 158.10		
	BP SLCC 126492	• 534.00		
	BP WILTSHIRE C/TAX 90315722	• 2,342.08		
	TFR 404523 21136496 INTERNET TRANSFER		• 15,000.00	
	BP WILTSHIRE C/TAX 90315784	• 6,224.65		
	TFR TRANSFER 21136496	• 4,578.94		5,000.00
21 Oct 18	DR TOTAL CHARGES TO 29SEP2018	• 84.25		
	BP DEB'S DANCE WCC2883		• 126.00	
	CR ECLIPSE T/AS SW ECLIPSE HAIR		• 37.50	
	TFR TRANSFER 21136496	• 79.25		5,000.00
22 Oct 18	CR MV- 21574633 -1710		• 25.00	
	DD S/LINE 33140577	• 36.39		
	DD S/LINE 33134645	• 18.00		
	DD VWFS UK LIMITED	• 32.12		
	DD TOLCHARDS LTD	• 356.40		
	TFR TRANSFER 21136496		• 417.91	5,000.00
23 Oct 18	CR TOLCHARDS LTD tolch dd correctio		• 356.40	
	BALANCE CARRIED FORWARD			5,356.40

1 October to 31 October 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 14

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,356.40
24 Oct 18	TFR TRANSFER 21136496	du 356.40		5,000.00
	CR LEGGARD K			
	CHRISTMAS LIGHTS		• 25.00	
	CR MV- 17760605 -1910		• 5.55	
	CR MV- 17760605 -2110		• 21.90	
	CR MV- 21574633 -1910		• 25.00	
	CR OREN CG			
	CATERER FEE C OREN		• 25.00	
25 Oct 18	TFR TRANSFER 21136496	cc 102.45		5,000.00
	CR WILTSHIRE COUNCIL		cc 278.22	
	CR MV- 21574633 -2210		• 37.50	
	DD VWFS UK LIMITED	• 383.14		
	CR PROGRESS PHY LTD			
	PROGHYS WCC2880 ✓		• 168.00 ✓	
26 Oct 18	TFR TRANSFER 21136496	cc 100.58		5,000.00
	CR LLOYDS PHARMACY		• 168.00	
	BP LGPS October			
	WC PENSION FUND			
	BIB BACS PAYMENT	• 5,671.00		
	BP October Pay			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	• 17,071.19		
	DD GOCARDLESS	• 179.64		
	DD BOC MANCHESTER ACC	• 31.86		
	CR F F			
	FALLON INV WCC2933 ✓		• 94.50 ✓	
29 Oct 18	TFR TRANSFER 21136496	cc 22,691.19		5,000.00
	CR Bo & Co			
	XMAS TREE FOR BIZ		• 37.50	
30 Oct 18	TFR TRANSFER 21136496	cc 37.50		5,000.00
	CR MV- 17760605 -2510		• 15.20	
	CR NHS BLOOD TRANSPLA		• 302.40 ✓	
	SO HUNOT HR	• 240.00		
	CR H Pinkett			
	2936 18 Nov		• 216.54 ✓	
31 Oct 18	TFR TRANSFER 21136496	cc 294.14		5,000.00
	CR THE AVENUE SURGERY ✓ 2919		• 100.80	
	CR MV- 17760605 -2810		• 9.35	
	CR MV- 17760605 -2710		• 13.60	
	CR MV- 21574633 -2610		• 75.00	
	DD GOCARDLESS	• 66.00		
	DD HILLS WASTE SOLUTI	• 450.02		
	DD BOOKER LTD -BK	• 159.42		
	BALANCE CARRIED FORWARD			4,523.31

Bank Reconciliation Statement as at: 30/11/2018 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	30/11/2018	418	871,053.10
Instant Access Account	30/11/2018	22	5,000.00
			<u>876,053.10</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
12/10/2018 109551 Warminster Community Hub		6,000.00	
31/10/2018 109556 Warminster Carnival Committee		500.00	
20/11/2018 109558 Rapid Entry Locksmiths Ltd		65.00	
			<u>6,565.00</u>
			869,488.10
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			869,488.10
		Balance per Cash Book is :-	869,167.88
		Difference Excluding Adjustments is :-	320.22
<u>Adjustments to Reconciliation</u>			
15/10/2018 Wiltshire Council		42.00	
25/10/2018 Wiltshire Council		278.22	
			<u>320.22</u>
		Unreconciled Difference is :-	<u>0.00</u>

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



Your Statement

Account Summary

Opening Balance	5,000.00
Payments In	72,895.02
Payments Out	72,895.02
Closing Balance	5,000.00

1 November to 30 November 2018

International Bank Account Number

GB17HBUK40452391001000

Branch Identifier Code

HBUKGB4161U

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

91001000 16

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Oct 18	BALANCE BROUGHT FORWARD			5,000.00
01 Nov 18	CR ROCK CHOIR LIMITED WCC 2920		210.00 ✓	
	CR AGE UK WILTSHIRE WCC 2916		84.00 ✓	
	DD AVIVA	1,339.35 ✓		
	DD WATER2BUSINESS	32.00 ✓		
	DD WATER2BUSINESS	1,917.50 ✓		
	DD WATER2BUSINESS	255.50 ✓		
	CR Hervin Robin			
	J71 P508 LODGE REN		329.98 ✓	
	BP 1 AMAZON BUSINESS			
	2018-8011	9.97 ✓		
	BP 2 AMAZON BUSINESS			
	201853479	8.49 ✓		
	BP 3 AMAZON BUSINESS			
	208644202	5.24 ✓		
	BP 4 AMAZON BUSINESS			
	5402754	7.98 ✓		
	BP 5 AMAZON BUSINESS			
	0642733	7.72 ✓		
	BP 6 AMAZON BUSINESS			
	2839517	143.00 ✓		
	BP 7 AMAZON BUSINESS			
	181238	4.74 ✓		
	BP 8 AMAZON BUSINESS			
	241173	11.58 ✓		
	BP 9 AHEADFORPR			
	0433	375.00 ✓		
	BALANCE CARRIED FORWARD			1,505.91

Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, eg, Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts (excluding Premier and Jade by HSBC Premier) overdraft interest is only charged on arranged overdrawn balances. Debit interest is calculated daily on the cleared debit balance of your account, it accrues during your charging cycle (usually monthly) and is deducted from your account following the end of your charging cycle.

Effective from 1 August 2017

Monthly cap on unarranged overdraft charges

1. Each current account will set a monthly maximum charge for:

- (a) going overdrawn when you have not arranged an overdraft; or
- (b) going over/past your arranged overdraft limit (if you have one).

2. This cap covers any:

- (a) interest and fees for going over/past your arranged overdraft limit;
- (b) fees for each payment your bank allows despite lack of funds; and
- (c) fees for each payment your bank refuses due to lack of funds.

The monthly cap on unarranged overdraft charges for the Bank Account, Current Account, Home Management Account, HSBC Advance Bank Account and Graduate Bank Account is £80.

The monthly cap on unarranged overdraft charges is not applicable to Bank Account Pay Monthly, Basic Bank Account, Student Bank Account, Amanah Bank Account and MyAccount as these accounts do not incur unarranged overdraft charges.

The introduction of the Monthly Maximum Charge will not affect any charging period that ended prior to 1st August 2017. Any notification of charges that are generated on or after 1st August 2017 will incorporate the new Monthly Maximum Charge cap.

The following references regarding debit cards only apply to personal customers, commercial customers please refer to your terms and conditions.

Your debit card

When you use your card abroad, your statement will show where the transaction took place, the amount spent in local currency and the amount converted into sterling. We also monitor transactions to protect you against your card being used fraudulently.

Unless you agree that the currency conversion is done at the point of sale or withdrawal and agree the rate at that time, for example with the shopkeeper or on the self-service machine screen, the exchange rate that applies to any non-sterling debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made.

For non-Sterling (foreign currency) transactions we will charge a fee of 2.75% of the amount of the transaction. This fee will be shown as a separate line on your statement as a 'Non-Sterling Transaction Fee'.

Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk (UK customers) or ciom.hsbc.com (Channel Islands and Isle of Man customers) or by calling us on the usual numbers. We will deduct the payment from your account once we receive details of the payment from the card scheme, at the latest, the next working day.

For cash machine withdrawals in a currency other than sterling we will charge a Non Sterling Cash Fee of 2% (minimum £1.75, maximum £5). This fee applies to all cash machines outside the UK, Channel islands and the Isle of Man and to cash machines in the UK, Channel Islands and Isle of Man if we convert the withdrawal to Sterling for you. HSBC Advance customers are exempt from this fee.

Some cash machine operators may apply a direct charge for withdrawals from their cash machines and this will be advised on screen at the time of withdrawal.

Recurring Transaction

A recurring transaction, sometimes called a continuous payment authority, is a series of payments collected with your agreement from your card by a retailer or supplier (for example, insurance cover). This is an agreement between you and the retailer. The Direct Debit Guarantee does not cover these transactions. If you wish to cancel a recurring transaction you can do this with the retailer or us. We can cancel the payment, however contacting the retailer allows you to also deal with the agreement you have with them and you can make other arrangements for the payment or cancellation of the goods or services. If you cancel with the retailer, we recommend you keep evidence of the cancellation. Once you have cancelled with the retailer or us, if the retailer does try to collect any future payments under the recurring transaction agreement, we will treat these as unauthorised. If we miss any of the cancelled transactions, please contact us.

The following references apply to all customers

Dispute resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

The Financial Ombudsman Service does not apply to customers of our branches in the Channel Islands and Isle of Man, but you could be entitled to refer your complaint to the Channel Islands Financial Ombudsman in Jersey or Guernsey or the Financial Services Ombudsman Scheme in the Isle of Man. Please contact your branch for further details.

Telephone Banking Service

Customer representatives are available from 8am – 10pm everyday and 24 hours a day for HSBC Advance customers. Calls may be monitored or recorded for quality purposes. Alternatively for all your banking needs go to hsbc.co.uk (UK customers) or ciom.hsbc.com (Channel Islands and Isle of Man customers).

Disabled Customers

We offer a number of services such as statements in Braille or large print. Please contact us to let us know how we can serve you better.

Lost and stolen cards

If any of your cards issued by us are lost or stolen please call our 24-hour service immediately on **03456 007 010** or if you are calling from abroad, please call us on **44 1442 422 929**.

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 17

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			1,505.91
	BP 10 AHEADFORPR 0434	375.00 ✓		
	BP 11 MOVIOLA LTD 17.10.18	122.83 ✓		
	TFR 404523 21136496 INTERNET TRANSFER		4,000.00 ✓	
	BP 12 CELEBRATE CATERERS SP1824	2,250.00 ✓		
	BP 13 OFFICE RIGHT 54644	48.31 ✓		
	BP 14 PROSEC CONSULTANCY 1517	129.60 ✓		
	BP 15 SLCC 126556	103.99 ✓		
	BP 16 TOTAL HYGIENE OP/146698	160.00 ✓		
	BP 17 WALC WALC3534	42.00 ✓		
	BP 17 WILT AVON CASH REG 114552	78.00 ✓		
	CR D Lent WCC2940		73.50 ✓	
	TFR TRANSFER 21136496		2,730.32 ✓	5,000.00
02 Nov 18	CR MV- 17760605 -3010 Cafe		17.05 ✓	
	CHQ 109548	2,500.00 ✓		
	TFR TRANSFER 21136496		2,482.95 ✓	5,000.00
05 Nov 18	CR CHQ IN AT 407080		1,601.62 ✓	
	TFR TRANSFER 21136496	1,601.62 ✓		5,000.00
06 Nov 18	BP 18 WPP BIB MULTIPLE BENEF BIB BACS PAYMENT	268.00 ✓		
	CHQ 109553	74.50 ✓		
	TFR TRANSFER 21136496		342.50 ✓	5,000.00
07 Nov 18	CR MV- 17760605 -0211		6.85 ✓	
	CR MV- 21574633 -0211		287.50 ✓	
	DD GOCARDLESS	99.00 ✓		
	CR CASH IN P.O. NOV07 6-10 THE MAL@12:57		1,066.00 ✓	
08 Nov 18	TFR TRANSFER 21136496	1,261.35 ✓		5,000.00
	CR WARMINSTER & K9QF WARMINSTER & DISTR		600.00 ✓	
	CR Nicks Shoe Repairs NICKS SHOE REPAIRS		37.50 ✓	
	BALANCE CARRIED FORWARD			5,637.50

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 18

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,637.50
	CR GOODING ACCOUNTS L WCC2926		42.00 ✓	
	CR GOODING ACCOUNTS L WCC2926		28.50 ✓	
	BP MF (SUPPORT) COPHEAP HALL HIRE 2845		210.00 ✓	
	BP MF (SUPPORT) COPHEAP HALL HIRE 2881		210.00 ✓	
09 Nov 18	TFR TRANSFER 21136496	1,128.00 ✓		5,000.00
	BP HMRC October HMRC			
	BIB BACS PAYMENT	4,705.67 ✓		
	DD SGW PAYROLL LTD	75.18 ✓		
12 Nov 18	TFR TRANSFER 21136496		4,780.85 ✓	5,000.00
	CR THE SOUTHERN CO-OP		37.50 ✓	
	CR THE SOUTHERN CO-OP WCC 2886		42.00 ✓	
	BP AMAZON BUSINESS 30347	136.77 ✓		
	BP AMAZON BUSINESS 216212319	7.51 ✓		
	BP AMAZON BUSINESS 9745112	23.80 ✓		
	BP AMAZON BUSINESS 9745112	21.98 ✓		
	BP AMAZON BUSINESS 23145	26.97 ✓		
	BP AMAZON BUSINESS 216669969	2.62 ✓		
	BP AMAZON BUSINESS 216774920	5.24 ✓		
	BP AMAZON BUSINESS 1609924	4.95 ✓		
	BP AMAZON BUSINESS 0481936	9.94 ✓		
	BP AMAZON BUSINESS 3419	9.00 ✓		
	BP AMAZON BUSINESS 60317	7.86 ✓		
	BP AMAZON BUSINESS 216995675	40.87 ✓		
	BP AMAZON BUSINESS 23910	39.98 ✓		
	BP ASHTON FARMS 1048865	118.14 ✓		
	BALANCE CARRIED FORWARD			4,623.87

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 19

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			4,623.87
	BP 15 AVON PRINTING SERV 42378	349.00 ✓		
	BP 16 NIGEL CONNOR 1189/1190	144.00 ✓		
	BP 17 MOVIOLA LTD 29.10.18	153.00 ✓		
	BP 18 OFFICE RIGHT 54873	23.39 ✓		
	BP 19 ROUNDSTONE VENDING 25946	60.00 ✓		
	BP 20 CHARLES SAUNDERS 102636	361.03 ✓		
	BP 21 TRADE UK/SCREWFIX 0923565671	138.54 ✓		
	BP 22 TEMP FENCE SUPPLIE 12824	621.60 ✓		
	BP 23 ROUNDSTONE VENDING 26063	170.00 ✓		
	BP 24 WHEELERS 962073/75	612.00 ✓		
13 Nov 18	TFR TRANSFER 21136496		3,008.69 ✓	5,000.00
	CR PER POST		447.50 ✓	
	DR CHARGE AUTO TRANSFER	20.00 ✓		
14 Nov 18	TFR TRANSFER 21136496		20.00 ✓	5,447.50
	CR MV- 21574633 -1011		63.00 ✓	
	CR DR P A JONES DR PAULINE JONES 29.52		94.50 ✓	
15 Nov 18	TFR TRANSFER 21136496	157.50 ✓		5,447.50
	DD 25 TIMICO/KECONNECT	506.30 ✓		
	DD 2 WEST MERCIA ENERGY	402.80 ✓		
	DD WILTSHIRE COUNCIL	15.00 ✓		
	DD WILTSHIRE COUNCIL	672.00 ✓		
	DD WILTSHIRE COUNCIL	516.00 ✓		
	DD WILTSHIRE COUNCIL	288.00 ✓		
	CHQ 109547	35.10 ✓		
16 Nov 18	TFR TRANSFER 21136496		1,987.70 ✓	5,000.00
	CR MV- 21574633 -1311		37.50 ✓	
19 Nov 18	TFR TRANSFER 21136496	37.50 ✓		5,000.00
	CR WILTSHIRE COUNCIL 29.45		14.36 ✓	
	BP 1 ACB PRINTANDESIGN 3031	285.00 ✓		
	BP 2 AMAZON BUSINESS 224317530	13.49 ✓		
	BALANCE CARRIED FORWARD			4,715.87

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 20

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			4,715.87
	BP 3 AMAZON BUSINESS 1757157	32.97✓		
	BP 4 AMAZON BUSINESS 1757157	10.99✓		
	BP 5 AMAZON BUSINESS 20181126	97.96✓		
	BP 6 DCK BEAVERS LTD TPC8290/8291	1,600.32✓		
	BP 7 AJC DRAINAGE 19913	468.00✓		
20 Nov 18	TFR TRANSFER 21136496		2,494.37✓	5,000.00
	CR HMRC VAT REPAY		2,553.11✓	
	DD S/LINE 36589522	31.07✓		
	DD S/LINE 36441919	20.72✓		
	DD OFFICE EVOLUTION	150.27✓		
	BP 8 CITYSCAPE MAPS 13274	540.00✓		
	BP 9 GB HEATING 0662L 0652L	261.60✓		
	BP 10 KEITH HUMPHRIES XMAS MKT REFUND	25.00✓		
	TFR 404523 21136496 INTERNET TRANSFER		15,000.00✓	
	BP 11 IDVERDE 762777/3028/27/175	6,402.38✓		
	BP 12 JRB ENTERPRISE LTD 19006	297.60✓		
	BP 13 OFFICE RIGHT 55027/54964	398.24✓		
	BP 14 TRADE UK/SCREWFIX 0927094484/062089	69.98✓		
	BP 15 PPL PRS 857851	1,041.62✓		
	BP 16 RIDGE 143747	1,740.00✓		
	BP 17 WPS LTD 34510968	25.00✓		
	BP 18 THE WARMINSTER WAY 3508	130.00✓		
	BP 19 WIRED PUBLISHING 1128292	192.00✓		
	BP 20 WILTSHIRE C/TAX 90318100	59.50✓		
	BALANCE CARRIED FORWARD			11,168.13

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 91001000 21

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			11,168.13
	BP 21 WILTSHIRE C/TAX 90316020	564.00 ✓		
	BP 22 CHEW VALLEY TREES 2181352	134.40 ✓		
	BP 23 COATES & PARKER 41373	253.92 ✓		
	BP 24 COMPLETE FIRE SERV 100005541	179.40 ✓		
	BP 25 OFFICE RIGHT 55262	4.74 ✓		
	BP 26 PROSEC CONSULTANCY 1560	336.00 ✓		
	BP 27 ROUNDSTONE CAT 38496/38613	265.80 ✓		
21 Nov 18	TFR TRANSFER 21136496	4,429.87 ✓		5,000.00
	CR MV- 17760605 -1711		32.95 ✓	
	CR MV- 17760605 -1811		43.30 ✓	
	DD VWFS UK LIMITED	32.12 ✓		
	DD TOLCHARDS LTD	605.75 ✓		
	DR TOTAL CHARGES TO 30OCT2018	32.79 ✓		
22 Nov 18	TFR TRANSFER 21136496		594.41 ✓	5,000.00
	CR CASH IN AT HSBC BANK PLC FROME		37.50 ✓	
	BP 28 WPP BIB MULTIPLE BENEF BIB BACS PAYMENT	268.60 ✓		
	CR CASH IN AT HSBC BANK PLC FROME		1,348.00 ✓	
	CHQ 109554 CASH 402119	211.21 ✓		
	CHQ 109555	2,000.00 ✓		
23 Nov 18	TFR TRANSFER 21136496		1,094.31 ✓	5,000.00
	CR CHQ IN AT HSBC BANK PLC FROME		650.20 ✓	5,650.20
24 Nov 18	BP DEB'S DANCE WCC2911		157.50 ✓	
26 Nov 18	TFR TRANSFER 21136496	157.50 ✓		5,650.20
	CR MV- 21574633 -2111		7.00 ✓	
	DD GOCARDLESS	200.76 ✓		
	DD VWFS UK LIMITED	383.14 ✓		
	DD BOC MANCHESTER ACC	87.37 ✓		
	CHQ 109559	100.00 ✓		
	CHQ 109560	115.53 ✓		
	TFR TRANSFER 21136496		879.80 ✓	5,650.20
	BALANCE CARRIED FORWARD			5,650.20

1 November to 30 November 2018

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 22

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
27 Nov 18	BALANCE BROUGHT FORWARD			5,650.20
	CR WORKMAN CPAN		63.00 ✓	
	CR MV- 17760605 -2211		30.00 ✓	
	BP LGPS Nov			
	WC PENSION FUND			
	BIB BACS PAYMENT	5,462.73 ✓		
	BP Nov Pay			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	16,264.59 ✓		
	DD BOOKER LTD -BK	106.06 ✓		
	TFR TRANSFER 21136496		21,090.18 ✓	5,000.00
28 Nov 18	CR MV- 17760605 -2511		5.15 ✓	
	CR MV- 17760605 -		7.00 ✓	
	CR MV- 17760605 -2311		15.40 ✓	
	CR WILTSHIRE COUNCIL		189.00 ✓	
	CR H Pinkett			
	2936 - 18 NOV		43.51 ✓	
	BP 29 ROBERT CUNNINGHAM			
	RP05/18	275.00 ✓		
	CR CAST WAR LTD SW			
	CHRISTMAS TREE		37.50 ✓	
	TFR TRANSFER 21136496	22.56 ✓		5,000.00
29 Nov 18	BP 30 DCK BEAVERS LTD			
	TPC8315	902.04 ✓		
	TFR TRANSFER 21136496		902.04 ✓	5,000.00
30 Nov 18	CR WILTSHIRE COUNCIL		52.50 ✓	
	DD HILLS WASTE SOLUTI	432.62 ✓		
	CHQ 109557	53.30 ✓		
	SO HUNOT HR	240.00 ✓		
	CR F F			
	FALLON INV WCC2954		63.00 ✓	
	BP MF (SUPPORT)			
	COPHEAP HALL HIRE		262.50 ✓	
	TFR TRANSFER 21136496		347.92 ✓	5,000.00
30 Nov 18	BALANCE CARRIED FORWARD			5,000.00

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, 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).

034708_334 11/ 14 00011 128967 25212 39700

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



Your Statement

Account Summary

Opening Balance	924,013.24
Payments In	8,795.90
Payments Out	61,756.04
Closing Balance	871,053.10

Interest Rate - Valid as at end date of the statement period
0.50% AER

International Bank Account Number

GB85HBUK40452321136496

Branch Identifier Code

HBUKGB4161U

1 November to 30 November 2018

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

21136496 418

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Oct 18	BALANCE BROUGHT FORWARD			924,013.24
01 Nov 18	TFR 404523 91001000 INTERNET TRANSFER	4,000.00		917,282.92
	TFR TRANSFER 91001000	2,730.32		914,799.97
02 Nov 18	TFR TRANSFER 91001000	2,482.95		916,401.59
05 Nov 18	TFR TRANSFER 91001000		1,601.62	916,059.09
06 Nov 18	TFR TRANSFER 91001000	342.50		917,320.44
07 Nov 18	TFR TRANSFER 91001000		1,261.35	918,448.44
08 Nov 18	TFR TRANSFER 91001000		1,128.00	913,667.59
09 Nov 18	TFR TRANSFER 91001000	4,780.85		910,658.90
12 Nov 18	TFR TRANSFER 91001000	3,008.69		910,638.90
13 Nov 18	TFR TRANSFER 91001000	20.00		910,796.40
14 Nov 18	TFR TRANSFER 91001000		157.50	908,808.70
15 Nov 18	TFR TRANSFER 91001000	1,987.70		908,846.20
16 Nov 18	TFR TRANSFER 91001000		37.50	906,351.83
19 Nov 18	TFR TRANSFER 91001000	2,494.37		
20 Nov 18	TFR 404523 91001000 INTERNET TRANSFER	15,000.00		895,781.70
	TFR TRANSFER 91001000		4,429.87	895,187.29
21 Nov 18	TFR TRANSFER 91001000	594.41		894,092.98
22 Nov 18	TFR TRANSFER 91001000	1,094.31		894,250.48
24 Nov 18	TFR TRANSFER 91001000		157.50	893,370.68
26 Nov 18	TFR TRANSFER 91001000	879.80		872,280.50
27 Nov 18	TFR TRANSFER 91001000	21,090.18		872,303.06
28 Nov 18	TFR TRANSFER 91001000		22.56	871,401.02
29 Nov 18	TFR TRANSFER 91001000	902.04		871,053.10
30 Nov 18	TFR TRANSFER 91001000	347.92		
30 Nov 18	BALANCE CARRIED FORWARD			871,053.10

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Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101	<u>Council Administration</u>							
4001	Salaries	123,653	84,487	130,800	46,313		46,313	64.6 %
4004	Employers Superannuation	0	0	0	0		0	0.0 %
4008	Training	1,359	1,264	2,000	736		736	63.2 %
4009	Travel	96	99	350	251		251	28.4 %
4010	Health & Safety	0	0	500	500		500	0.0 %
4013	Rent Payable (Internal)	0	18,600	37,200	18,600		18,600	50.0 %
4016	Cleaning	6	0	0	0		0	0.0 %
4020	Consumables & Other Expenses	1,543	978	2,500	1,522		1,522	39.1 %
4022	Postage & Telephone	2,556	1,944	2,000	56		56	97.2 %
4023	Printing & Stationery	2,429	1,070	2,350	1,280	-22	1,302	44.6 %
4024	Photocopier Charges	1,302	1,885	4,123	2,238		2,238	45.7 %
4025	IT (Website & Email)	3,038	1,863	5,000	3,137		3,137	37.3 %
4027	Subscriptions and Publications	3,716	2,880	3,000	120		120	96.0 %
4028	Insurance	7,992	5,269	8,000	2,731		2,731	65.9 %
4030	Recruitment Advertising	0	275	0	-275		-275	0.0 %
4036	Repairs and Renewals	196	0	1,000	1,000		1,000	0.0 %
4040	Equipment/Furniture	652	119	1,000	881		881	11.9 %
4056	Accountancy Fees	8,197	5,514	7,500	1,986		1,986	73.5 %
4057	Audit Fees	2,440	-300	2,140	2,440		2,440	-14.0 %
4058	Legal Fees	715	0	1,000	1,000		1,000	0.0 %
4059	Other Professional Fees	2,600	2,015	2,400	385		385	84.0 %
4060	Bank Charges	730	888	750	-138		-138	118.5 %
	Council Administration :- Expenditure	163,219	128,853	213,613	84,760	-22	84,782	60.3 %
1176	Precept	552,612	749,012	749,012	0			100.0 %
1177	Precept Allocation	0	-46,000	-46,000	0			100.0 %
1190	Interest Receivable	1,017	1,375	2,000	-625			68.7 %
1193	Miscellaneous Income	610	55	0	55			0.0 %
1300	Dog Bag Sales	0	663	0	663			0.0 %
	Council Administration :- Income	554,239	705,106	705,012	94			100.0 %
	Net Expenditure over Income	-391,020	-576,253	-491,399	84,854			
102	<u>Civic and Democratic</u>							
4033	Advertising	0	129	0	-129		-129	0.0 %
4079	Mayoral Expenses Prior Year	0	394	0	-394		-394	0.0 %
4080	Mayoral Expenses	682	123	1,000	877		877	12.3 %
4082	Town Crier	335	465	500	35		35	93.1 %
4086	Civic Regalia	0	893	0	-893		-893	0.0 %
4110	Elections	0	5,533	0	-5,533		-5,533	0.0 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4130	Heritage Open Day	216	0	0	0		0	0.0 %
5315	Tfr from Capital Projects	0	-773	0	773		773	0.0 %
5319	Tfr from Elections Reserve	0	-5,533	0	5,533		5,533	0.0 %
6319	Tfr to Elections Reserve	0	5,000	5,000	0		0	100.0 %
	Civic and Democratic :- Expenditure	1,233	6,230	6,500	270	0	270	95.8 %
1150	Blue Plaque Scheme Funds	5,563	0	0	0			0.0 %
1193	Miscellaneous Income	0	21	0	21			0.0 %
	Civic and Democratic :- Income	5,563	21	0	21			
	Net Expenditure over Income	-4,331	6,209	6,500	291			
103	<u>Policy and Communications</u>							
4033	Advertising	2,758	1,659	2,500	841		841	66.4 %
4034	Newsletter	1,407	415	2,150	1,735		1,735	19.3 %
4083	Civic Promotion\Consultation	0	1,930	2,500	570		570	77.2 %
4084	Town Promotion	0	0	3,000	3,000		3,000	0.0 %
	Policy and Communications :- Expenditure	4,165	4,005	10,150	6,145	0	6,145	39.5 %
	Net Expenditure over Income	4,165	4,005	10,150	6,145			
104	<u>Council Events</u>							
4032	Adverts - Events	39	389	500	111		111	77.8 %
4034	Newsletter	0	285	0	-285		-285	0.0 %
4081	Civic Events	299	4,117	2,000	-2,117		-2,117	205.9 %
4087	Civic Service	0	369	0	-369		-369	0.0 %
4706	Christmas Lights	18,826	12,432	18,000	5,568		5,568	69.1 %
4717	WWI Commemorations	0	952	1,000	48		48	95.2 %
4720	Remembrance Service	690	1,722	800	-922		-922	215.2 %
	Council Events :- Expenditure	19,854	20,267	22,300	2,033	0	2,033	90.9 %
1701	Christmas Events Income	2,357	2,909	2,900	9			100.3 %
1702	Civic Events Income	0	1,131	0	1,131			0.0 %
	Council Events :- Income	2,357	4,040	2,900	1,140			139.3 %
	Net Expenditure over Income	17,498	16,227	19,400	3,173			
107	<u>Grants and Projects</u>							
4701	Small Grants - Permitted	16,850	2,750	8,000	5,250		5,250	34.4 %
4702	Grants - S137	0	112	0	-112		-112	0.0 %
4703	WCR Community Radio SLA	12,500	12,500	10,000	-2,500		-2,500	125.0 %
4704	Warminster Community Hub SLA	6,000	6,000	6,000	0		0	100.0 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4707	Catenary Cable Maintenance	92	61	1,600	1,539		1,539	3.8 %
4708	Grant - CAB	2,000	2,000	2,000	0		0	100.0 %
4710	Enterprise Warminster	3,406	2,371	4,000	1,629		1,629	59.3 %
4711	Grant - Warmister Festival	2,000	0	0	0		0	0.0 %
4712	Grant - Warminster Carnival	3,000	3,000	3,000	0		0	100.0 %
4715	INSPIRE	3,195	3,386	3,500	114		114	96.7 %
4718	Warminster Wobble	3,000	3,000	3,000	0		0	100.0 %
5324	Tfr from Skatepark	-10,000	0	0	0		0	0.0 %
Grants and Projects :- Expenditure		42,043	35,180	41,100	5,920	0	5,920	85.6 %
Net Expenditure over Income		42,043	35,180	41,100	5,920			
201	CCTV							
4001	Salaries	42,996	29,980	43,200	13,220		13,220	69.4 %
4008	Training	70	170	1,780	1,610		1,610	9.6 %
4014	Electricity and Gas	943	57	200	143		143	28.7 %
4020	Consumables & Other Expenses	222	19	400	381		381	4.9 %
4021	BT Redcare	12,775	12,503	12,503	0		0	100.0 %
4022	Postage & Telephone	723	590	1,000	410		410	59.0 %
4023	Printing & Stationery	0	6	0	-6		-6	0.0 %
4028	Insurance	950	633	1,000	367		367	63.3 %
4029	Licences	220	0	220	220		220	0.0 %
4036	Repairs and Renewals	794	3,106	3,000	-106		-106	103.5 %
4037	Maintenance Contracts	4,000	3,000	4,000	1,000		1,000	75.0 %
4040	Equipment/Furniture	29	0	0	0		0	0.0 %
5325	Tfr from CCTV	0	0	-869	-869		-869	0.0 %
6325	Tfr to CCTV	0	0	0	0		0	0.0 %
CCTV :- Expenditure		63,723	50,066	66,434	16,368	0	16,368	75.4 %
1177	Precept Allocation	0	46,000	46,000	0			100.0 %
1180	Grants Recieved	0	8,000	0	8,000			0.0 %
1201	CCTV-Dewey Trust Grant	0	-4,000	4,000	-8,000			-100.0
1203	CCTV-Insurance Con't Rec'd	0	0	350	-350			0.0 %
1204	CCTV-Army Grant	0	-500	500	-1,000			-100.0
1205	CCTV-West Wilts Tr Estate Fees	2,809	2,809	5,676	-2,867			49.5 %
1206	CCTV-Westbury TC Fees	6,545	999	9,908	-8,909			10.1 %
CCTV :- Income		9,354	53,308	66,434	-13,126			80.2 %
Net Expenditure over Income		54,369	-3,243	0	3,243			

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
202	<u>Dewey House</u>							
4011	Rates	5,010	3,612	5,210	1,598		1,598	69.3 %
4012	Water Rates	439	228	500	272		272	45.7 %
4014	Electricity and Gas	3,216	-167	3,000	3,167		3,167	-5.6 %
4016	Cleaning	0	13	0	-13		-13	0.0 %
4020	Consumables & Other Expenses	344	105	0	-105		-105	0.0 %
4028	Insurance	1,205	803	1,250	447		447	64.2 %
4035	Refuse Collection\Bin Emptying	548	158	575	417		417	27.5 %
4036	Repairs and Renewals	3,427	150	1,500	1,350		1,350	10.0 %
4037	Maintenance Contracts	896	0	1,250	1,250		1,250	0.0 %
4040	Equipment/Furniture	14	407	0	-407		-407	0.0 %
	Dewey House :- Expenditure	15,099	5,310	13,285	7,975	0	7,975	40.0 %
1005	Rent Received	7,200	4,800	7,200	-2,400			66.7 %
	Dewey House :- Income	7,200	4,800	7,200	-2,400			66.7 %
	Net Expenditure over Income	7,899	510	6,085	5,575			
209	<u>Outside Services</u>							
4001	Salaries	34,295	26,960	45,250	18,290		18,290	59.6 %
4007	Uniform	169	197	400	203		203	49.3 %
4008	Training	425	0	0	0		0	0.0 %
4040	Equipment/Furniture	25	0	0	0		0	0.0 %
4042	Vehicle Costs	5,129	3,771	5,500	1,729		1,729	68.6 %
	Outside Services :- Expenditure	40,044	30,929	51,150	20,221	0	20,221	60.5 %
	Net Expenditure over Income	40,044	30,929	51,150	20,221			
210	<u>Town Park</u>							
4001	Salaries	0	13,914	0	-13,914		-13,914	0.0 %
4008	Training	0	133	0	-133		-133	0.0 %
4011	Rates	0	2,016	0	-2,016		-2,016	0.0 %
4012	Water Rates	13,352	13,018	4,500	-8,518		-8,518	289.3 %
4014	Electricity and Gas	2,204	1,640	2,000	360		360	82.0 %
4016	Cleaning	81	11	0	-11		-11	0.0 %
4020	Consumables & Other Expenses	1,237	312	0	-312		-312	0.0 %
4022	Postage & Telephone	90	0	0	0		0	0.0 %
4023	Printing & Stationery	17	70	0	-70		-70	0.0 %
4028	Insurance	1,576	1,091	2,100	1,009		1,009	52.0 %
4035	Refuse Collection\Bin Emptying	0	1,111	30,000	28,889		28,889	3.7 %
4036	Repairs and Renewals	31,307	2,478	25,000	22,522		22,522	9.9 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4037	Maintenance Contracts	1,048	997	1,000	3		3	99.7 %
4038	Grounds Maintenance	32,262	22,433	38,000	15,567		15,567	59.0 %
4040	Equipment/Furniture	17,095	3,665	0	-3,665		-3,665	0.0 %
4085	Town Park Events	0	2,360	2,100	-260		-260	112.4 %
4211	Town Park	29,557	0	0	0		0	0.0 %
	Town Park :- Expenditure	129,825	65,248	104,700	39,452	0	39,452	62.3 %
1006	Rent - 23 Weymouth St	3,960	2,640	3,960	-1,320			66.7 %
1020	Town Park Events Income	183	183	0	183			0.0 %
1180	Grants Recieved	500	0	0	0			0.0 %
1550	Boats Income	0	3,320	3,000	320			110.7 %
	Town Park :- Income	4,643	6,143	6,960	-817			88.3 %
	Net Expenditure over Income	125,182	59,105	97,740	38,635			
211	Open Spaces							
4012	Water Rates	26	13	30	17		17	44.8 %
4033	Advertising	0	55	0	-55		-55	0.0 %
4038	Grounds Maintenance	20,843	18,382	9,000	-9,382		-9,382	204.2 %
4040	Equipment/Furniture	497	87	1,000	913		913	8.7 %
	Open Spaces :- Expenditure	21,366	18,538	10,030	-8,508	0	-8,508	184.8 %
1180	Grants Recieved	750	0	0	0			0.0 %
	Open Spaces :- Income	750	0	0	0			
	Net Expenditure over Income	20,616	18,538	10,030	-8,508			
212	Cemetery and Churchyard							
4011	Rates	135	105	140	35		35	75.0 %
4028	Insurance	794	529	825	296		296	64.2 %
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	929	634	1,115	481	-8,246	8,727	-682.7 %
1212	Burial Fees	539	860	1,500	-640			57.3 %
	Cemetery and Churchyard :- Income	539	860	1,500	-640			57.3 %
	Net Expenditure over Income	390	-226	-385	-159			
213	Public Conv - Town Park							
4011	Rates	0	0	2,600	2,600		2,600	0.0 %
4014	Electricity and Gas	182	0	0	0		0	0.0 %

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Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4036	Repairs and Renewals	160	0	0	0		0	0.0 %
4200	Public Toilets	7,229	5,219	8,000	2,781		2,781	65.2 %
	Public Conv - Town Park :- Expenditure	7,571	5,219	10,600	5,381	0	5,381	49.2 %
	Net Expenditure over Income	7,571	5,219	10,600	5,381			
214	Public Conv - Central Car Park							
4011	Rates	7,735	0	3,650	3,650		3,650	0.0 %
4012	Water Rates	1,401	1,193	0	-1,193		-1,193	0.0 %
4014	Electricity and Gas	2,791	2,845	2,100	-745		-745	135.5 %
4028	Insurance	141	94	150	56		56	62.5 %
4036	Repairs and Renewals	1,547	145	2,000	1,855		1,855	7.3 %
4200	Public Toilets	10,186	8,580	11,315	2,735		2,735	75.8 %
	Public Conv - Central Car Park :- Expenditure	23,800	12,857	19,215	6,358	0	6,358	66.9 %
	Net Expenditure over Income	23,800	12,857	19,215	6,358			
215	Streets Furniture							
4028	Insurance	297	198	310	112		112	63.9 %
4036	Repairs and Renewals	190	0	0	0		0	0.0 %
4040	Equipment/Furniture	4,351	4,417	1,500	-2,917		-2,917	294.5 %
4803	Baskets & Tubs	0	7,788	9,000	1,212		1,212	86.5 %
5315	Tfr from Capital Projects	0	-2,342	0	2,342		2,342	0.0 %
	Streets Furniture :- Expenditure	4,838	10,061	10,810	749	0	749	93.1 %
1179	Donations Received	0	570	0	570			0.0 %
	Streets Furniture :- Income	0	570	0	570			
	Net Expenditure over Income	4,838	9,491	10,810	1,319			
216	Pavilion Cafe							
4001	Salaries	21,793	17,041	32,750	15,709		15,709	52.0 %
4007	Uniform	24	0	0	0		0	0.0 %
4008	Training	36	160	0	-160		-160	0.0 %
4016	Cleaning	123	39	300	261		261	13.1 %
4020	Consumables & Other Expenses	1,142	1,178	2,000	822		822	58.9 %
4022	Postage & Telephone	0	385	0	-385		-385	0.0 %
4023	Printing & Stationery	116	0	200	200		200	0.0 %
4025	IT (Website & Email)	0	27	0	-27		-27	0.0 %
4035	Refuse Collection\Bin Emptying	506	1,213	720	-493		-493	168.5 %
4036	Repairs and Renewals	5,113	2,550	2,000	-550		-550	127.5 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4037	Maintenance Contracts	36	0	0	0		0	0.0 %
4040	Equipment/Furniture	1,866	326	2,500	2,174		2,174	13.0 %
4055	Stocktaking Fees	120	120	240	120		120	50.0 %
4061	Streamline Charges	289	263	360	97		97	73.1 %
4922	CAP - Pavilion Equipment	2,000	0	0	0		0	0.0 %
	Pavilion Cafe :- Expenditure	33,164	23,303	41,070	17,767	0	17,767	56.7 %
3540	Pavilion Purchases	8,851	14,188	13,750	-438		-438	103.2 %
	Pavilion Cafe :- Direct Expenditure	8,851	14,188	13,750	-438	0	-438	103.2 %
1600	Pavillion Cafe Sales	22,718	37,984	25,000	12,984			151.9 %
1601	Putting Green Income	258	0	250	-250			0.0 %
1602	Tennis Court Income	0	0	1,000	-1,000			0.0 %
	Pavilion Cafe :- Income	22,976	37,984	26,250	11,734			144.7 %
	Net Expenditure over Income	19,039	-493	28,570	29,063			
217	Play Areas							
4010	Health & Safety	0	0	14,000	14,000		14,000	0.0 %
4016	Cleaning	0	0	1,000	1,000		1,000	0.0 %
4020	Consumables & Other Expenses	0	0	450	450		450	0.0 %
4023	Printing & Stationery	0	396	100	-296		-296	395.5 %
4028	Insurance	0	0	4,050	4,050		4,050	0.0 %
4035	Refuse Collection\Bin Emptying	0	0	3,382	3,382		3,382	0.0 %
4037	Maintenance Contracts	0	0	11,000	11,000		11,000	0.0 %
4038	Grounds Maintenance	0	0	15,000	15,000		15,000	0.0 %
4044	Tree Works	0	0	2,000	2,000		2,000	0.0 %
4058	Legal Fees	0	0	4,000	4,000		4,000	0.0 %
	Play Areas :- Expenditure	0	396	54,982	54,587	0	54,587	0.7 %
1180	Grants Recieved	0	0	9,000	-9,000			0.0 %
	Play Areas :- Income	0	0	9,000	-9,000			0.0 %
	Net Expenditure over Income	0	396	45,982	45,587			
301	Civic Centre							
4001	Salaries	56,914	46,367	79,000	32,633		32,633	58.7 %
4005	Security Staff	283	378	0	-378		-378	0.0 %
4007	Uniform	163	140	500	360		360	28.0 %
4008	Training	105	610	1,000	390		390	61.0 %
4011	Rates	6,615	4,704	6,900	2,196		2,196	68.2 %
4012	Water Rates	1,856	522	1,500	978		978	34.8 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4013	Rent Payable (Internal)	0	-18,600	-37,200	-18,600		-18,600	50.0 %
4014	Electricity and Gas	13,191	6,507	12,000	5,493		5,493	54.2 %
4016	Cleaning	324	170	500	330		330	34.1 %
4020	Consumables & Other Expenses	1,987	1,068	1,250	182		182	85.5 %
4022	Postage & Telephone	577	559	800	241		241	69.8 %
4025	IT (Website & Email)	0	0	300	300		300	0.0 %
4028	Insurance	2,330	2,099	2,230	131		131	94.1 %
4029	Licences	2,398	2,120	2,500	380		380	84.8 %
4031	Publicity & Marketing	150	0	500	500		500	0.0 %
4035	Refuse Collection\Bin Emptying	1,239	866	1,300	434		434	66.6 %
4036	Repairs and Renewals	10,182	2,920	12,000	9,080		9,080	24.3 %
4037	Maintenance Contracts	5,440	6,179	6,000	-179		-179	103.0 %
4040	Equipment/Furniture	2,499	270	1,000	730		730	27.0 %
4055	Stocktaking Fees	60	120	120	0		0	100.0 %
4061	Streamline Charges	197	115	300	185		185	38.3 %
4801	Events Funding	2,629	1,129	1,500	371		371	75.3 %
	Civic Centre :- Expenditure	109,139	58,242	94,000	35,758	0	35,758	62.0 %
1001	Letting Income	35,288	24,968	37,000	-12,032			67.5 %
1002	Events Income	2,460	1,086	2,000	-914			54.3 %
1004	Security Staff Recharged	13	130	0	130			0.0 %
1193	Miscellaneous Income	610	161	0	161			0.0 %
	Civic Centre :- Income	38,371	26,346	39,000	-12,654			67.6 %
	Net Expenditure over Income	70,769	31,896	55,000	23,104			
305	Civic Centre Bar							
4020	Consumables & Other Expenses	0	96	0	-96		-96	0.0 %
4040	Equipment/Furniture	90	0	250	250		250	0.0 %
	Civic Centre Bar :- Expenditure	90	96	250	154	0	154	38.5 %
3530	Bar Purchases	4,072	3,900	3,200	-700		-700	121.9 %
3531	Bar Gas & Consumables	360	292	400	108		108	72.9 %
	Civic Centre Bar :- Direct Expenditure	4,433	4,192	3,600	-592	0	-592	116.4 %
1580	Bar Sales	9,426	11,034	8,000	3,034			137.9 %
	Civic Centre Bar :- Income	9,426	11,034	8,000	3,034			137.9 %
	Net Expenditure over Income	-4,904	-6,746	-4,150	2,596			
499	Capital Expenditure							
4901	Loan Repayment Capital	20,273	10,513	39,602	29,089		29,089	26.5 %

Month No : 8

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4902	Loan Repayment Interest	19,329	9,288	0	-9,288		-9,288	0.0 %
4904	CAP - Civic Centre Equipment	0	2,520	0	-2,520		-2,520	0.0 %
4909	CAP - CCTV Equipment	0	639	0	-639		-639	0.0 %
4915	CAP - Town Park	0	8,020	0	-8,020		-8,020	0.0 %
4924	CAP - Blue Plaques	0	6,950	0	-6,950		-6,950	0.0 %
5315	Tfr from Capital Projects	0	-11,179	0	11,179		11,179	0.0 %
5349	Tfr from EMR Blue Plaques	0	-6,950	0	6,950		6,950	0.0 %
6306	Tfr to CIL 2017-18	0	10,087	0	-10,087		-10,087	0.0 %
6315	Tfr to Capital Projects	17,000	44,000	44,000	0		0	100.0 %
6316	Tfr to Devolved Services EMR	7,500	0	0	0		0	0.0 %
6348	Tfr to Outdoor Gym EMR	1,000	0	0	0		0	0.0 %
6349	Tfr to Blue Plaques EMR	0	1,000	0	-1,000		-1,000	0.0 %
	Capital Expenditure :- Expenditure	65,102	74,888	83,602	8,714	0	8,714	89.6 %
1179	Donations Received	0	3,400	0	3,400			0.0 %
1180	Grants Recieved	1,000	0	0	0			0.0 %
1710	CIL Receipts 2017-18	0	10,087	0	10,087			0.0 %
	Capital Expenditure :- Income	1,000	13,487	0	13,487			
	Net Expenditure over Income	64,102	61,401	83,602	22,201			

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Warminster Town Council 2018/19

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Current/Instant Access Bank A/

Payments made between 01/11/2018 and 30/11/2018

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/11/2018	Amazon Business	BP1	9.97	9.97		501			8891/Open/close sign
01/11/2018	A Head For PR Ltd	BP10	375.00	375.00		501			8911/PR Consultancy - SEP
01/11/2018	Moviola Ltd	BP11	122.83	122.83		501			8938/On Chesil Beach- Film
01/11/2018	Mrs Sandy Parrish	BP12	2,250.00	2,250.00		501			8925/Civic reception 20.10.18
01/11/2018	Office Right Business Solution	BP13	48.31	48.31		501			8940/Notebooks
01/11/2018	Prosec Consultancy Ltd	BP14	129.60	129.60		501			8942/SIA licensed for 02.11.18
01/11/2018	SLCC Enterprises Ltd	BP15	103.99	103.99		501			8947/SLCC Membership
01/11/2018	Total Hygiene Ltd	BP16	160.00	160.00		501			Purchase Ledger
01/11/2018	Wiltshire Association of Local	BP17	42.00	42.00		501			8955/Cllr training
01/11/2018	Wiltshire & Avon Cash Register	BP18	78.00	78.00		501			8956/Call out charge
01/11/2018	Amazon Business	BP2	8.49	8.49		501			8972/Red and white twine
01/11/2018	Amazon Business	BP3	5.24	5.24		501			8890/AAA Batteries
01/11/2018	Amazon Business	BP4	7.98	7.98		501			8892/Windows - Ball design
01/11/2018	Amazon Business	BP5	7.72	7.72		501			8893/Window sticker- Snowman
01/11/2018	Amazon Business	BP6	143.00	143.00		501			Purchase Ledger
01/11/2018	Amazon Business	BP7	4.74	4.74		501			8894/9V batteries
01/11/2018	Amazon Business	BP8	11.58	11.58		501			8974/PVA Glue - Lantern
01/11/2018	A Head For PR Ltd	BP9	375.00	375.00		501			8910/PR consultancy - AUG
01/11/2018	Water2Business	DDR	32.00	32.00		501			Purchase Ledger
01/11/2018	Water2Business	DDR1	1,917.50	1,917.50		501			Purchase Ledger
01/11/2018	Water2Business	DDR2	255.50	255.50		501			Purchase Ledger
01/11/2018	Aviva	Std Ord	1,339.35			4028	301	85.56	Civic Centre Insurance
						4028	301	176.76	Civic Centre Insurance
						4028	215	24.78	Outside Spaces Insurance
						4028	214	11.72	Toilets Insurance
						4028	212	66.16	Cemetery Insurance
						4028	210	136.42	Town Park Insurance
						4028	202	100.38	Dewey House Insurance
						4028	201	79.16	CCTV Insurance
						4707	107	7.68	Catenary Cable Insurance
						4028	101	650.73	Admin Insurance
06/11/2018	Warminster Parking Partnership	BP19	268.00	268.00		501			8963/Weymouth Arms
07/11/2018	Clearsky IT	DD01	99.00	99.00		501			Purchase Ledger
Sub Total Carried Forward			7,794.80	6,455.45	0.00			1,339.35	

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Payments made between 01/11/2018 and 30/11/2018

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
09/11/2018	HMRC	DDR	4,705.67			515		4,705.67	PAYE/NI OCT 18
09/11/2018	SGW Payroll Ltd	DDR3	75.18	75.18		501			8946/Payroll processing cost
12/11/2018	Warminster Parking Partnership	109557	53.30	53.30		501			9063-November parking refunds
12/11/2018	Amazon Business	BP1	136.77	136.77		501			8897/Plastic for lanterns
12/11/2018	Amazon Business	BP10	9.00	9.00		501			8906/Recycle bin sticker
12/11/2018	Amazon Business	BP11	7.86	7.86		501			8907/Disabled stickers
12/11/2018	Amazon Business	BP12	40.87	40.87		501			8908/Animal lantern
12/11/2018	Amazon Business	BP13	39.98	39.98		501			8909/Recycling bins
12/11/2018	Ashton Farms	BP14	118.14	118.14		501			Purchase Ledger
12/11/2018	Avon Printing Services	BP15	349.00	349.00		501			8917/2000 remem service sheet
12/11/2018	Nigel J Connor	BP16	144.00	144.00		501			8929/Stocktaking Fees 15.10.18
12/11/2018	Moviola Ltd	BP17	153.00	153.00		501			8937/Film supply - War horse
12/11/2018	Office Right Business Solution	BP18	23.39	23.39		501			8939/Verbatim CD-R Disc
12/11/2018	Roundstone Vending Limited	BP19	60.00	60.00		501			8944/Water filler
12/11/2018	Amazon Business	BP2	7.51	7.51		501			8898/Lantern kits
12/11/2018	Charles Saunders Ltd	BP20	361.03	361.03		501			8945/Toilet tissues +hand towe
12/11/2018	Screwfix Direct Ltd	BP21	138.54	138.54		501			8954/Cable ties, bin bags,etc
12/11/2018	Tempfence	BP22	621.60	621.60		501			8950/Fence panel
12/11/2018	Roundstone Vending Limited	BP23	170.00	170.00		501			8943/Bar stock
12/11/2018	Wheelers (Westbury) Ltd	BP24	612.00	612.00		501			8959/Replace camera 3
12/11/2018	Amazon Business	BP3	23.80	23.80		501			8899/Stickers for lanterns
12/11/2018	Amazon Business	BP4	21.98	21.98		501			8900/LED light for Lanterns
12/11/2018	Amazon Business	BP5	26.97	26.97		501			8901/Lantern craft kit
12/11/2018	Amazon Business	BP6	2.62	2.62		501			8902/Stained glass windows
12/11/2018	Amazon Business	BP7	5.24	5.24		501			8903/stained glass lantern
12/11/2018	Amazon Business	BP8	4.95	4.95		501			8904/Glitter shears
12/11/2018	Amazon Business	BP9	9.94	9.94		501			8905/Christmas stickers
13/11/2018	HSBC	DDR	20.00			4060	101	20.00	Auto transfer charge
15/11/2018	Timico Limited	DDR	506.30	506.30		501			8989/Credit note
15/11/2018	West mercia Energy	DDR2	402.80	402.80		501			8966/Elec Sept2018
15/11/2018	Wiltshire Council	Std Ord	288.00			4011	210	288.00	Non-dom Rates Town Park
Sub Total Carried Forward			16,934.24	10,581.22	0.00			6,353.02	

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Warminster Town Council 2018/19

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Payments made between 01/11/2018 and 30/11/2018

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
15/11/2018	Wiltshire Council	Std Ord	516.00			4011	202	516.00	WC Rates Dewey House
15/11/2018	Wiltshire Council	Std Ord	672.00			4011	301	672.00	WC Rates Civic Centre
15/11/2018	Wiltshire Council	Std Ord	15.00			4011	212	15.00	WC Rates Boreham Rd Cemertery
19/11/2018	ACB Print & Design	BP1	285.00	285.00		501			8994/AS Newsletter - Nov
19/11/2018	Amazon Business	BP2	13.49	13.49		501			8996/AA Betteris for Xmas
19/11/2018	Amazon Business	BP3	32.97	32.97		501			8975/Paper lanterns
19/11/2018	Amazon Business	BP4	10.99	10.99		501			8976/Paper lanterns
19/11/2018	Amazon Business	BP5	97.96	97.96		501			8997/G-Tech Cordless Sweeper
19/11/2018	DCK Accounting Solutions Ltd	BP6	1,600.32	1,600.32		501			9000/Accounting visit
19/11/2018	A J C Drainage Ltd	BP7	468.00	468.00		501			8995/Dewey - CCTV Investigate
20/11/2018	Rapid Entry Locksmiths Ltd	109558	65.00	65.00		501			9011/Gain entry to glass cabin
20/11/2018	Maureen A Hinton	109559	100.00	100.00		501			9002/Floral display
20/11/2018	Nisbets	109560	115.53	115.53		501			9024-Vegware cups/lids
20/11/2018	Mr Keith Humphries	BP10	25.00	25.00		501			9004/Christmas market refund
20/11/2018	Idverde Limited	BP11	6,402.38	6,402.38		501			8982/Find leaking pipe- Church
20/11/2018	JRB Enterprise	BP12	297.60	297.60		501			8986/Dog bags
20/11/2018	Office Right Business Solution	BP13	398.24	398.24		501			Purchase Ledger
20/11/2018	Screwfix Direct Ltd	BP14	69.98	69.98		501			9009/Stainless steel spade
20/11/2018	PPL PRS Ltd	BP15	1,041.62	1,041.62		501			9010/Music licence
20/11/2018	Ridge and Partners LLP	BP16	1,740.00	1,740.00		501			9012/Skate Park
20/11/2018	WPS Insurance Brokers & Risk S	BP17	25.00	25.00		501			8990/Client fee
20/11/2018	The Warminster Way	BP18	130.00	130.00		501			8992/Inserts into warminster
20/11/2018	Wired Publishing	BP19	192.00	192.00		501			9014/Christmas adverts
20/11/2018	Wiltshire Council	BP20	59.50	59.50		501			Purchase Ledger
20/11/2018	Wiltshire Council	BP21	564.00	564.00		501			8993/Pest control services
20/11/2018	Chew Valley Trees Ltd	BP22	134.40	134.40		501			9019-Trees
20/11/2018	Coates & Parker Ltd	BP23	253.92	253.92		501			9020-Meeting advertising
20/11/2018	Complete Fire Services Ltd	BP24	179.40	179.40		501			9022-Fire extunguisger service
20/11/2018	Office Right Business Solution	BP25	4.74	4.74		501			9023-Air duster for computers
20/11/2018	Prosec Consultancy Ltd	BP26	336.00	336.00		501			9025-Rem Day operatives
Sub Total Carried Forward			32,780.28	25,224.26	0.00			7,556.02	

Date: 19/12/2018

Warminster Town Council 2018/19

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Payments made between 01/11/2018 and 30/11/2018

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
20/11/2018	Roundstone Catering Equipment	BP27	265.80	265.80		501			9027-PC freezer repairs
20/11/2018	Cityscape maps	BP8	540.00	540.00		501			8998/Blue plaque
20/11/2018	GB Heating Ltd	BP9	261.60	261.60		501			9002/Replacement lights
20/11/2018	Worldpay (UK) Ltd	DDR4	31.07	31.07		501			9034-Worldpay charges Oct 18
20/11/2018	Worldpay (UK) Ltd	DDR5	20.72	20.72		501			9033-Worldpay charges Oct 18
20/11/2018	Office Evolution Ltd	DDR6	150.27	150.27		501			Purchase Ledger
21/11/2018	HSBC	DDR	32.79			4060	101	32.79	Bank charges
21/11/2018	Tolchards Ltd	DDR7	605.75	605.75		501			Purchase Ledger
21/11/2018	VWFS UK Ltd	Std Ord	32.12		5.35	4042	209	26.77	Van WT16 TRZ Maintenance Plan
22/11/2018	Warminster Parking Partnership	BP28	268.60	268.60		501			9016/Weymouth Arms
25/11/2018	VWFS UK LTD	Std Ord	383.14		63.86	4042	209	319.28	Van WT16 TRZ Lease Payment
26/11/2018	Clearsky IT	DD02	200.76	200.76		501			9021-Office/AVG subscriptions
26/11/2018	BOC Gases	DDR8	87.37	87.37		501			8977/Bar gas + Rental
27/11/2018	November Salaries	DDR	16,264.59			520		16,264.59	November Salaries
27/11/2018	WCC	DDR	5,462.73			516		5,462.73	Pensions Nov 18
27/11/2018	Booker	DDR9	106.06	106.06		501			3522657/9065/Book
28/11/2018	Royale Piper - Mr R Cunningham	BP29	275.00	275.00		501			Purchase Ledger
29/11/2018	DCK Accounting Solutions Ltd	BP30	902.04	902.04		501			Purchase Ledger
30/11/2018	Hills Waste Solutions Ltd	DDR10	432.62	432.62		501			8979/Waste collection
30/11/2018	Hunot HR	DDR11	240.00	240.00		501			9005/Advice line - Nov
Total Payments :			59,343.31	29,611.92	69.21			29,662.18	

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Budget Summary
Year Ended 31st March 2020

	2018-2019		2019-2020	<i>Budget</i>	
	Projected	<i>Budgeted (revised)</i>	Proposed	<i>Incr/Decr</i>	
EXPENDITURE					
Council Administration	208620	213613	229140	15527	7.27%
Civic & Democratic	7879	6500	9700	3200	49.23%
Policy & Communications	12000	10150	10500	350	3.45%
Council Events	23000	22300	24500	2200	9.87%
Grants & Projects	41100	41100	48600	7500	18.25%
Outside Services	45050	51150	51500	350	0.68%
Town Park	136970	104700	149375	44675	42.67%
Open Spaces	16535	10030	15280	5250	52.34%
Cemetery & Churchyard	944	1115	1100	-15	-1.35%
Public Conv - Town Park	7793	10600	8250	-2350	-22.17%
Public Conv - Central Car Park	18156	19215	17172	-2043	-10.63%
Street Furniture	10160	10810	10855	45	0.42%
Pavilion Café	47000	54820	46500	-8320	-15.18%
Play Areas	400	54982	55382	400	
Skate Park	0	0	7000	7000	
Finance	575607	611085	684854	73769	12.07%
Civic Centre - Administration	87628	94000	81770	-12230	-13.01%
Civic Centre - Bar	5450	3850	5450	1600	41.56%
Civic Centre	93078	97850	87220	-10630	-10.86%
CCTV	66084	66434	66241	-193	-0.29%
Dewey House	13390	13285	13150	-135	-1.02%
	79474	79719	79391	-328	
TOTAL EXPENDITURE	748159	788654	851465	62811	7.96%
INCOME					
Council Administration	3055	2000	6000	4000	200.00%
Civic & Democratic	21	0	0	0	
Policy & Communications	0	0	0	0	
Council Events	3500	2900	3500	600	20.69%
Grants & Projects	0	0	0	0	
Outside Services	0	0	0	0	
Town Park	7463	6960	7143	183	2.63%
Open Spaces	0	0	0	0	
Cemetery & Churchyard	1500	1500	1500	0	0.00%
Public Conv - Town Park	0	0	0	0	
Public Conv - Central Car Park	0	0	0	0	
Street Furniture	570	0	0	0	
Pavilion Café	40000	26250	40000	13750	52.38%
Play Areas	0	9000	9000	0	
Skate Park	0	0	0	0	
Finance	56109	48610	67143	18533	38.13%
Civic Centre - Administration	40180	39000	42000	3000	7.69%
Civic Centre - Bar	12000	8000	12000	4000	50.00%
Civic Centre	52180	47000	54000	7000	14.89%
CCTV	20084	20434	20241	-193	-0.94%
Dewey House	7200	7200	7200	0	0.00%
	27284	27634	27441	-193	
TOTAL INCOME	135573	123244	148584	25340	20.56%
NET REVENUE EXPENDITURE	612586	665410	702881	37471	

Budget Summary

Year Ended 31st March 2020

	2018-2019		2019-2020	Budget	
	Projected	Budgeted	Proposed	Incr/Decr	
PROJECTS					
General Capital	44000	44000	44000	0	Reduced from £44K in 2017/18. Reinstated in 2018/19
Devolved Services	0	0	0	0	
Loan Charges	39602	39602	39602	0	
CAPITAL & PROJECT EXPENDITURE	83602	83602	83602	0	0.00%
TOTAL NET EXPENDITURE	696188	749012	786483	37471	5.00%
Financed as follows					
General Reserve at 1st April	155090	161002	207914		
General Reserve at 31st March	207914	161002	207914 **		
Funded from/(added to) General Reserve	-52824	0	0		
Precept Support Grant	0	0	0 }	0	
Precept Required	749012	749012	786483 }	37471	5.00%
TOTAL TAXATION FUNDING REQUIRED	749012	749012	786483	37471	5.00%
	696188	749012	786483		
ADJUSTED BASIS					
			NYA		
Band D Equivalents		6034	6146.54	112.54	1.87%
Precept per Band D Equivalent (£/annum)	£	124.13	127.96	£3.83	3.09%
Precept per Band D Equivalent (p/week)		238.06	245.40	£0.07	0.03%

Note:** Recommended minimum reserve equal to
3 months net revenue expenditure 153147 166353 175720

	31/03/2018	31/03/2019	31/03/2020
	(Actual)	(Projected)	(Available)
Earmarked Reserves			
Council - Revenue	29261	33848	33848
Council - Capital/Buildings	203779	237277	281277
Devolved Services	37788	37788	37788
Elections	11613	16613	21613
CCTV	16176	16637	16262
	298617	342163	390788
General Reserve	155090	207914	207914
	453707	550077	598702

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>					<u>Next Year 2019-20</u>
		<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Net Virement</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<u>Finance & Assets</u>									
<u>101</u>	<u>Council Administration</u>								
4001	Salaries	125,913	123,653	130,800	0	130,800	95,729	125,500	139,200
4004	Employers Superannuation	0	0	0	0	0	0	0	0
4008	Training	2,000	1,359	2,000	0	2,000	1,264	1,400	2,500
4009	Travel	350	96	350	0	350	99	350	400
4010	Health & Safety	0	0	500	0	500	0	500	500
4013	Rent Payable (Internal)	37,200	0	37,200	0	37,200	27,900	37,200	37,200
4016	Cleaning	0	6	0	0	0	0	0	0
4020	Consumables & Other Expenses	2,500	1,543	2,500	0	2,500	1,037	1,250	1,500
4022	Postage & Telephone	2,000	2,556	2,000	0	2,000	2,134	2,500	2,500
4023	Printing & Stationery	1,350	2,429	2,350	0	2,350	1,161	1,250	1,500
4024	Photocopier Charges	1,123	1,302	4,123	0	4,123	1,885	3,250	3,000
4025	IT (Website & Email)	4,000	3,038	5,000	0	5,000	1,881	5,000	4,500
4027	Subscriptions and Publications	2,500	3,716	3,000	0	3,000	3,640	3,500	3,500
4028	Insurance	8,000	7,992	8,000	0	8,000	5,269	8,000	9,200
4030	Recruitment Advertising	0	0	0	0	0	275	380	1,100
4036	Repairs and Renewals	1,000	196	1,000	0	1,000	0	500	500
4040	Equipment/Furniture	1,000	652	1,000	0	1,000	119	1,000	1,000
4056	Accountancy Fees	7,500	8,197	7,500	0	7,500	5,514	10,000	13,500
Continued on Page 2									

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4057	Audit Fees	2,150	2,440	2,140	0	2,140	-300	2,140	2,440
4058	Legal Fees	1,000	715	1,000	0	1,000	0	1,000	1,000
4059	Other Professional Fees	2,400	2,600	2,400	0	2,400	2,010	2,400	2,600
4060	Bank Charges	750	730	750	0	750	888	1,500	1,500
OverHead Expenditure		202,736	163,219	213,613	0	213,613	150,508	208,620	229,140
1176	Precept	552,612	552,612	749,012	0	749,012	749,012	749,012	786,483
1177	Precept Allocation	-46,000	0	-46,000	0	-46,000	-46,000	-46,000	-46,000
1190	Interest Receivable	2,000	1,017	2,000	0	2,000	1,375	2,000	5,000
1193	Miscellaneous Income	0	610	0	0	0	55	55	0
1300	Dog Bag Sales	0	0	0	0	0	663	1,000	1,000
Total Income		508,612	554,239	705,012	0	705,012	705,106	706,067	746,483
101	Net Expenditure	-305,876	-391,020	-491,399	0	-491,399	-554,597	-497,447	-517,343
102	<u>Civic and Democratic</u>								
4033	Advertising	0	0	0	0	0	129	900	1,500
4079	Mayoral Expenses Prior Year	0	0	0	0	0	394	394	0
4080	Mayoral Expenses	1,000	682	1,000	0	1,000	123	1,000	2,000
4082	Town Crier	500	335	500	0	500	465	465	1,000
4086	Civic Regalia	0	0	0	0	0	893	893	200
4110	Elections	20,000	0	0	0	0	5,533	0	0

Continued on Page 3

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4130	Heritage Open Day	0	216	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	0	0	0	0	-773	-773	0
5319	Tfr from Elections Reserve	-20,000	0	0	0	0	-5,533	0	0
6319	Tfr to Elections Reserve	5,000	0	5,000	0	5,000	5,000	5,000	5,000
6320	Tfr to Finance & Resource	0	0	0	0	0	0	0	0
OverHead Expenditure		6,500	1,233	6,500	0	6,500	6,230	7,879	9,700
1150	Blue Plaque Scheme Funds	0	5,563	0	0	0	0	0	0
1193	Miscellaneous Income	0	0	0	0	0	21	21	0
Total Income		0	5,563	0	0	0	21	21	0
102	Net Expenditure	6,500	-4,331	6,500	0	6,500	6,209	7,858	9,700
103	<u>Policy and Communications</u>								
4033	Advertising	2,500	2,758	2,500	0	2,500	1,659	2,800	1,000
4034	Newsletter	2,150	1,407	2,150	0	2,150	415	1,700	2,000
4083	Civic Promotion\Consultation	0	0	2,500	0	2,500	1,930	4,500	4,500
4084	Town Promotion	0	0	3,000	0	3,000	1,200	3,000	3,000
OverHead Expenditure		4,650	4,165	10,150	0	10,150	5,205	12,000	10,500
103	Net Expenditure	4,650	4,165	10,150	0	10,150	5,205	12,000	10,500

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
104	<u>Council Events</u>								
4032	Adverts - Events	500	39	500	0	500	367	500	1,000
4034	Newsletter	0	0	0	0	0	285	0	0
4081	Civic Events	0	299	2,000	0	2,000	4,117	2,000	2,000
4087	Civic Service	0	0	0	0	0	369	500	500
4706	Christmas Lights	18,000	18,826	18,000	0	18,000	12,432	18,000	20,000
4717	WWI Commemorations	1,000	0	1,000	0	1,000	952	1,000	0
4720	Remembrance Service	600	690	800	0	800	1,722	1,000	1,000
	OverHead Expenditure	20,100	19,854	22,300	0	22,300	20,244	23,000	24,500
1701	Christmas Events Income	2,900	2,357	2,900	0	2,900	2,909	3,500	3,500
1702	Civic Events Income	0	0	0	0	0	1,131	0	0
	Total Income	2,900	2,357	2,900	0	2,900	4,040	3,500	3,500
104	Net Expenditure	17,200	17,498	19,400	0	19,400	16,205	19,500	21,000
107	<u>Grants and Projects</u>								
4700	Grants - Large	0	0	0	0	0	0	0	10,000
4701	Small Grants - Permitted	8,000	16,850	8,000	0	8,000	2,750	8,000	5,000
4702	Grants - S137	0	0	0	0	0	112	0	0
4703	WCR Community Radio SLA	10,000	12,500	10,000	0	10,000	12,500	10,000	10,000

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4704	Warminster Community Hub SLA	6,000	6,000	6,000	0	6,000	6,000	6,000	6,000
4707	Catenary Cable Maintenance	1,600	92	1,600	0	1,600	61	1,600	1,600
4708	Grant - CAB	2,000	2,000	2,000	0	2,000	2,000	2,000	2,000
4710	Enterprise Warminster	4,000	3,406	4,000	0	4,000	2,371	4,000	4,000
4711	Grant - Warmister Festival	2,000	2,000	0	0	0	0	0	0
4712	Grant - Warminster Carnival	3,000	3,000	3,000	0	3,000	3,000	3,000	3,500
4715	INSPIRE	3,500	3,195	3,500	0	3,500	3,386	3,500	3,500
4718	Warminster Wobble	3,000	3,000	3,000	0	3,000	3,000	3,000	3,000
5324	Tfr from Skatepark	0	-10,000	0	0	0	0	0	0
OverHead Expenditure		43,100	42,043	41,100	0	41,100	35,180	41,100	48,600
107	Net Expenditure	43,100	42,043	41,100	0	41,100	35,180	41,100	48,600
202	Dewey House								
4011	Rates	5,310	5,010	5,210	0	5,210	3,612	5,160	5,350
4012	Water Rates	400	439	500	0	500	228	450	500
4014	Electricity and Gas	3,500	3,216	3,000	0	3,000	-167	3,000	3,000
4016	Cleaning	0	0	0	0	0	13	13	0
4020	Consumables & Other Expenses	200	344	0	0	0	199	105	0
4028	Insurance	1,250	1,205	1,250	0	1,250	803	1,205	1,250
4035	Refuse Collection\Bin Emptying	550	548	575	0	575	158	300	300

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4036	Repairs and Renewals	1,500	3,427	1,500	0	1,500	150	1,500	1,500
4037	Maintenance Contracts	1,250	896	1,250	0	1,250	0	1,250	1,250
4040	Equipment/Furniture	0	14	0	0	0	490	407	0
OverHead Expenditure		13,960	15,099	13,285	0	13,285	5,486	13,390	13,150
1005	Rent Received	6,600	7,200	7,200	0	7,200	4,800	7,200	7,200
Total Income		6,600	7,200	7,200	0	7,200	4,800	7,200	7,200
202	Net Expenditure	7,360	7,899	6,085	0	6,085	686	6,190	5,950
209	Outside Services								
4001	Salaries	32,466	34,295	45,250	0	45,250	30,375	39,100	45,500
4007	Uniform	400	169	400	0	400	197	200	200
4008	Training	5,000	425	0	0	0	0	250	300
4040	Equipment/Furniture	0	25	0	0	0	0	0	0
4042	Vehicle Costs	6,500	5,129	5,500	0	5,500	3,771	5,500	5,500
OverHead Expenditure		44,366	40,044	51,150	0	51,150	34,343	45,050	51,500
209	Net Expenditure	44,366	40,044	51,150	0	51,150	34,343	45,050	51,500
210	Town Park								
4001	Salaries	0	0	0	0	0	13,914	13,890	14,300

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4008	Training	0	0	0	0	0	133	133	200
4011	Rates	0	0	0	0	0	2,016	2,880	2,975
4012	Water Rates	4,500	13,352	4,500	0	4,500	13,614	14,000	14,000
4014	Electricity and Gas	0	2,204	2,000	0	2,000	1,866	2,500	2,500
4016	Cleaning	0	81	0	0	0	11	0	0
4020	Consumables & Other Expenses	0	1,237	0	0	0	312	500	500
4022	Postage & Telephone	0	90	0	0	0	0	0	0
4023	Printing & Stationery	0	17	0	0	0	70	70	100
4028	Insurance	1,050	1,576	2,100	0	2,100	1,091	1,637	2,300
4035	Refuse Collection\Bin Emptying	0	0	30,000	0	30,000	1,111	30,000	30,000
4036	Repairs and Renewals	0	31,307	25,000	0	25,000	2,828	25,000	30,000
4037	Maintenance Contracts	0	1,048	1,000	0	1,000	997	1,000	1,000
4038	Grounds Maintenance	38,000	32,262	38,000	0	38,000	22,433	38,000	40,000
4040	Equipment/Furniture	0	17,095	0	0	0	3,665	5,000	5,000
4085	Town Park Events	0	0	2,100	0	2,100	2,360	2,360	6,500
4211	Town Park	0	29,557	0	0	0	0	0	0
5316	Tfr frm Services to be Devolve	0	0	0	0	0	0	0	0
OverHead Expenditure		43,550	129,825	104,700	0	104,700	66,420	136,970	149,375
1005	Rent Received	4,200	0	0	0	0	0	0	0
1006	Rent - 23 Weymouth St	3,840	3,960	3,960	0	3,960	2,640	3,960	3,960

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1020	Town Park Events Income	0	183	0	0	0	183	183	183
1180	Grants Recieved	0	500	0	0	0	0	0	0
1550	Boats Income	0	0	3,000	0	3,000	3,320	3,320	3,000
	Total Income	8,040	4,643	6,960	0	6,960	6,143	7,463	7,143
210	Net Expenditure	35,510	125,182	97,740	0	97,740	60,277	129,507	142,232
211	<u>Open Spaces</u>								
4012	Water Rates	30	26	30	0	30	13	30	30
4033	Advertising	0	0	0	0	0	55	55	0
4038	Grounds Maintenance	12,500	20,843	9,000	0	9,000	18,382	16,200	10,000
4040	Equipment/Furniture	1,000	497	1,000	0	1,000	87	250	250
4214	Bins	0	0	0	0	0	0	0	5,000
	OverHead Expenditure	13,530	21,366	10,030	0	10,030	18,538	16,535	15,280
1180	Grants Recieved	0	750	0	0	0	0	0	0
1211	Obelisk Income	500	0	0	0	0	0	0	0
	Total Income	500	750	0	0	0	0	0	0
211	Net Expenditure	13,030	20,616	10,030	0	10,030	18,538	16,535	15,280
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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
212	<u>Cemetery and Churchyard</u>								
4011	Rates	0	135	140	0	140	105	150	155
4028	Insurance	825	794	825	0	825	529	794	945
4212	War Memorial	0	0	0	0	0	0	0	0
4213	Churchyards	150	0	150	0	150	0	0	0
	OverHead Expenditure	975	929	1,115	0	1,115	634	944	1,100
1212	Burial Fees	1,500	539	1,500	0	1,500	860	1,500	1,500
	Total Income	1,500	539	1,500	0	1,500	860	1,500	1,500
212	Net Expenditure	-525	390	-385	0	-385	-226	-556	-400
213	<u>Public Conv - Town Park</u>								
4011	Rates	2,600	0	2,600	0	2,600	0	0	0
4014	Electricity and Gas	0	182	0	0	0	0	0	0
4036	Repairs and Renewals	0	160	0	0	0	0	250	250
4200	Public Toilets	8,000	7,229	8,000	0	8,000	5,219	7,543	8,000
	OverHead Expenditure	10,600	7,571	10,600	0	10,600	5,219	7,793	8,250
	Total Income	0	0	0	0	0	0	0	0
213	Net Expenditure	10,600	7,571	10,600	0	10,600	5,219	7,793	8,250

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
214	<u>Public Conv - Central Car Park</u>								
4011	Rates	4,300	7,735	3,650	0	3,650	0	0	0
4012	Water Rates	0	1,401	0	0	0	1,193	2,500	2,500
4014	Electricity and Gas	2,100	2,791	2,100	0	2,100	2,965	3,200	1,500
4028	Insurance	150	141	150	0	150	94	141	172
4036	Repairs and Renewals	0	1,547	2,000	0	2,000	145	1,000	1,500
4200	Public Toilets	13,000	10,186	11,315	0	11,315	8,580	11,315	11,500
	OverHead Expenditure	19,550	23,800	19,215	0	19,215	12,977	18,156	17,172
	Total Income	0	0	0	0	0	0	0	0
214	Net Expenditure	19,550	23,800	19,215	0	19,215	12,977	18,156	17,172
215	<u>Streets Furniture</u>								
4028	Insurance	310	297	310	0	310	198	297	355
4036	Repairs and Renewals	0	190	0	0	0	0	0	0
4040	Equipment/Furniture	1,500	4,351	1,500	0	1,500	4,417	2,075	1,500
4803	Baskets & Tubs	9,000	0	9,000	0	9,000	7,788	7,788	9,000
5315	Tfr from Capital Projects	0	0	0	0	0	-2,342	0	0
	OverHead Expenditure	10,810	4,838	10,810	0	10,810	10,061	10,160	10,855

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1179	Donations Received	0	0	0	0	0	570	570	0
	Total Income	0	0	0	0	0	570	570	0
215	Net Expenditure	10,810	4,838	10,810	0	10,810	9,491	9,590	10,855
216	Pavilion Cafe								
4001	Salaries	0	21,793	32,750	0	32,750	19,073	18,800	20,500
4007	Uniform	0	24	0	0	0	0	0	150
4008	Training	0	36	0	0	0	160	160	250
4016	Cleaning	0	123	300	0	300	39	80	100
4020	Consumables & Other Expenses	0	1,142	2,000	0	2,000	1,190	2,000	2,000
4022	Postage & Telephone	0	0	0	0	0	432	600	600
4023	Printing & Stationery	0	116	200	0	200	0	200	200
4025	IT (Website & Email)	0	0	0	0	0	27	60	100
4035	Refuse Collection\Bin Emptying	0	506	720	0	720	1,213	1,500	500
4036	Repairs and Renewals	0	5,113	2,000	0	2,000	2,550	2,500	1,000
4037	Maintenance Contracts	0	36	0	0	0	0	0	0
4040	Equipment/Furniture	0	1,866	2,500	0	2,500	408	500	500
4055	Stocktaking Fees	0	120	240	0	240	120	240	240
4061	Streamline Charges	0	289	360	0	360	263	360	360
4922	CAP - Pavilion Equipment	0	2,000	0	0	0	0	0	0

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
5315	Tfr from Capital Projects	0	0	0	0	0	0	0	0
	OverHead Expenditure	0	33,164	41,070	0	41,070	25,475	27,000	26,500
3540	Pavilion Purchases	0	8,851	13,750	0	13,750	14,321	20,000	20,000
	Direct Expenditure	0	8,851	13,750	0	13,750	14,321	20,000	20,000
1600	Pavillion Cafe Sales	0	22,718	25,000	0	25,000	37,984	40,000	40,000
1601	Putting Green Income	0	258	250	0	250	0	0	0
1602	Tennis Court Income	0	0	1,000	0	1,000	0	0	0
	Total Income	0	22,976	26,250	0	26,250	37,984	40,000	40,000
216	Net Expenditure	0	19,039	28,570	0	28,570	1,812	7,000	6,500
<u>217</u>	<u>Play Areas</u>								
4010	Health & Safety	0	0	14,000	0	14,000	0	0	14,000
4016	Cleaning	0	0	1,000	0	1,000	0	0	1,000
4020	Consumables & Other Expenses	0	0	450	0	450	0	0	450
4023	Printing & Stationery	0	0	100	0	100	396	400	100
4028	Insurance	0	0	4,050	0	4,050	0	0	4,050
4035	Refuse Collection\Bin Emptying	0	0	3,382	0	3,382	0	0	3,382
4037	Maintenance Contracts	0	0	11,000	0	11,000	0	0	11,000
4038	Grounds Maintenance	0	0	15,000	0	15,000	0	0	15,000
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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4044	Tree Works	0	0	2,000	0	2,000	0	0	2,000
4058	Legal Fees	0	0	4,000	0	4,000	0	0	4,400
	OverHead Expenditure	0	0	54,982	0	54,982	396	400	55,382
1180	Grants Recieved	0	0	9,000	0	9,000	0	0	9,000
	Total Income	0	0	9,000	0	9,000	0	0	9,000
217	Net Expenditure	0	0	45,982	0	45,982	396	400	46,382
218	Skate Park								
4028	Insurance	0	0	0	0	0	0	0	2,000
4036	Repairs and Renewals	0	0	0	0	0	0	0	5,000
	OverHead Expenditure	0	0	0	0	0	0	0	7,000
218	Net Expenditure	0	0	0	0	0	0	0	7,000
301	Civic Centre								
4001	Salaries	58,798	56,914	79,000	0	79,000	52,911	70,000	63,000
4005	Security Staff	0	283	0	0	0	378	540	0
4007	Uniform	500	163	500	0	500	140	200	200
4008	Training	1,000	105	1,000	0	1,000	610	1,000	1,000
4011	Rates	7,000	6,615	6,900	0	6,900	4,704	6,720	6,950

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4012	Water Rates	1,500	1,856	1,500	0	1,500	522	1,500	1,500
4013	Rent Payable (Internal)	-37,200	0	-37,200	0	-37,200	-27,900	-37,200	-37,200
4014	Electricity and Gas	12,000	13,191	12,000	0	12,000	6,507	14,000	15,000
4016	Cleaning	500	324	500	0	500	170	500	500
4020	Consumables & Other Expenses	1,000	1,987	1,250	0	1,250	1,074	1,250	1,250
4022	Postage & Telephone	1,200	577	800	0	800	629	850	900
4025	IT (Website & Email)	300	0	300	0	300	0	0	0
4028	Insurance	2,200	2,330	2,230	0	2,230	2,099	3,148	3,300
4029	Licences	2,500	2,398	2,500	0	2,500	2,120	2,500	2,500
4031	Publicity & Marketing	500	150	500	0	500	0	500	500
4035	Refuse Collection\Bin Emptying	1,000	1,239	1,300	0	1,300	866	1,300	1,300
4036	Repairs and Renewals	12,000	10,182	12,000	0	12,000	3,147	12,000	12,000
4037	Maintenance Contracts	7,000	5,440	6,000	0	6,000	6,179	6,000	6,250
4040	Equipment/Furniture	1,000	2,499	1,000	0	1,000	270	1,000	1,000
4055	Stocktaking Fees	120	60	120	0	120	120	120	120
4061	Streamline Charges	675	197	300	0	300	115	200	200
4801	Events Funding	1,500	2,629	1,500	0	1,500	1,324	1,500	1,500
OverHead Expenditure		75,093	109,139	94,000	0	94,000	55,985	87,628	81,770
1001	Letting Income	35,000	35,288	37,000	0	37,000	24,968	38,000	40,000
1002	Events Income	2,000	2,460	2,000	0	2,000	1,086	2,000	2,000

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1004	Security Staff Recharged	0	13	0	0	0	130	130	0
1193	Miscellaneous Income	0	610	0	0	0	161	50	0
Total Income		37,000	38,371	39,000	0	39,000	26,346	40,180	42,000
301	Net Expenditure	38,093	70,769	55,000	0	55,000	29,639	47,448	39,770
305	Civic Centre Bar								
4020	Consumables & Other Expenses	0	0	0	0	0	96	0	0
4040	Equipment/Furniture	250	90	250	0	250	0	250	250
OverHead Expenditure		250	90	250	0	250	96	250	250
3530	Bar Purchases	4,800	4,072	3,200	0	3,200	3,900	4,800	4,800
3531	Bar Gas & Consumables	400	360	400	0	400	292	400	400
Direct Expenditure		5,200	4,433	3,600	0	3,600	4,192	5,200	5,200
1580	Bar Sales	12,000	9,426	8,000	0	8,000	11,034	12,000	12,000
Total Income		12,000	9,426	8,000	0	8,000	11,034	12,000	12,000
305	Net Expenditure	-6,550	-4,904	-4,150	0	-4,150	-6,746	-6,550	-6,550
499	Capital Expenditure								
4901	Loan Repayment Capital	20,273	20,273	39,602	0	39,602	10,513	21,285	22,347

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4902	Loan Repayment Interest	19,329	19,329	0	0	0	9,288	18,317	17,255
4904	CAP - Civic Centre Equipment	0	0	0	0	0	2,520	2,520	0
4909	CAP - CCTV Equipment	0	0	0	0	0	639	639	0
4915	CAP - Town Park	0	0	0	0	0	8,020	6,570	0
4923	CAP - Civic Regalia	0	0	0	0	0	0	0	0
4924	CAP - Blue Plaques	0	0	0	0	0	6,950	6,500	0
5315	Tfr from Capital Projects	0	0	0	0	0	-11,179	-9,729	0
5349	Tfr from EMR Blue Plaques	0	0	0	0	0	-6,950	-6,500	0
6306	Tfr to CIL 2017-18	0	0	0	0	0	10,087	10,087	0
6315	Tfr to Capital Projects	17,000	17,000	44,000	0	44,000	44,000	44,000	44,000
6316	Tfr to Devolved Services EMR	7,500	7,500	0	0	0	0	0	0
6348	Tfr to Outdoor Gym EMR	0	1,000	0	0	0	0	0	0
6349	Tfr to Blue Plaques EMR	0	0	0	0	0	1,000	1,000	0
OverHead Expenditure		64,102	65,102	83,602	0	83,602	74,888	94,689	83,602
1179	Donations Received	0	0	0	0	0	3,400	1,000	0
1180	Grants Recieved	0	1,000	0	0	0	0	0	0
1710	CIL Receipts 2017-18	0	0	0	0	0	10,087	10,087	0
Total Income		0	1,000	0	0	0	13,487	11,087	0
499	Net Expenditure	64,102	64,102	83,602	0	83,602	61,401	83,602	83,602
Finance & Assets - Expenditure		579,072	694,766	805,822	0	805,822	546,399	776,764	868,826
Income		577,152	647,064	805,822	0	805,822	810,390	829,588	868,826
Net Expenditure		1,920	47,702	0	0	0	-263,991	-52,824	0

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<u>Town Development</u>									
<u>201</u>	<u>CCTV</u>								
4001	Salaries	41,111	42,996	43,200	0	43,200	33,675	41,500	43,600
4008	Training	2,000	70	1,780	0	1,780	170	1,000	1,500
4014	Electricity and Gas	0	943	200	0	200	57	200	200
4020	Consumables & Other Expenses	400	222	400	0	400	19	400	400
4021	BT Redcare	12,775	12,775	12,503	0	12,503	12,503	12,503	13,150
4022	Postage & Telephone	1,200	723	1,000	0	1,000	663	850	900
4023	Printing & Stationery	0	0	0	0	0	6	0	0
4028	Insurance	1,000	950	1,000	0	1,000	633	950	1,146
4029	Licences	0	220	220	0	220	0	220	220
4036	Repairs and Renewals	3,500	794	3,000	0	3,000	3,106	4,000	1,500
4037	Maintenance Contracts	4,000	4,000	4,000	0	4,000	3,000	4,000	4,000
4040	Equipment/Furniture	0	29	0	0	0	0	0	0
5325	Tfr from CCTV	-1,626	0	-869	0	-869	0	0	-375
6325	Tfr to CCTV	0	0	0	0	0	0	461	0
OverHead Expenditure		64,360	63,723	66,434	0	66,434	53,834	66,084	66,241
1177	Precept Allocation	46,000	0	46,000	0	46,000	46,000	46,000	46,000
1180	Grants Recieved	0	0	0	0	0	8,000	0	0

Continued on Page 18

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Proposed Budget 2019-20

		<u>Last Year 2017-18</u>		<u>Current Year 2018-19</u>				<u>Next Year 2019-20</u>	
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1201	CCTV-Dewey Trust Grant	4,000	0	4,000	0	4,000	-4,000	4,000	4,000
1203	CCTV-Insurance Con't Rec'd	350	0	350	0	350	0	0	0
1204	CCTV-Army Grant	500	0	500	0	500	-500	500	500
1205	CCTV-West Wilts Tr Estate Fees	5,620	2,809	5,676	0	5,676	2,809	5,676	5,733
1206	CCTV-Westbury TC Fees	9,810	6,545	9,908	0	9,908	999	9,908	10,008
Total Income		66,280	9,354	66,434	0	66,434	53,308	66,084	66,241
201	Net Expenditure	-1,920	54,369	0	0	0	525	0	0

Town Development - Expenditure		64,360	63,723	66,434	0	66,434	53,834	66,084	66,241
Income		66,280	9,354	66,434	0	66,434	53,308	66,084	66,241
Net Expenditure		-1,920	54,369	0	0	0	525	0	0
Total Budget Expenditure		643,432	758,489	872,256	0	872,256	600,233	842,848	935,067
Income		643,432	656,418	872,256	0	872,256	863,699	895,672	935,067
Net Expenditure		0	102,071	0	0	0	-263,465	-52,824	0

Draft Budget 2019/2020: Revised budget changes by Committee. All other budget figures remain unchanged. 28.12.2018

COST CENTRE			Proposed 19/20 budget	Revised 19/20 budget	Explanation	Committee/other
301 4037	Civic Centre	Maintenance Contracts	6000	6250	Enhanced contract to cover ADT out of hours call outs. H&S issue.	Clerk
217 4058	Play areas	Legal	4000	4400		F&A 05/11/18 FA/18/053 refers
102 4082	Civic & Democratic	Town Crier	500	1000		F&A 05/11/18 FA/18/053 refers
102 4080	Civic & Democratic	Mayoral Expenses	1000	2000		F&A 05/11/18 FA/18/053 refers
107 New line required	Grants and Projects	Large Grants		10000	To be precepted with each grant award up to a maximum of £2000. Small grant award £5000 to be precepted with each grant award up to £500 This is in addition to specific grants, carnival, Inspire etc	F&A 05/11/18 FA/18/053 refers
107 4701	Grants and Projects	Small grants	8000	5000 <i>reduction</i>	See above for details	F&A 05/11/18 FA/18/053 refers
107 4721	Grants and Projects	Warminster Carnival	3000	3500		F&A 05/11/18 FA/18/053 refers
210 4036	Town Park	Repairs and Renewals	25000	30000		DS/18/073.1 refers
211 New line required	Open Spaces	Bins		5000	A new budget line to fund replacement of missing/damaged bins currently under the remit of Wiltshire Council – ONLY if they are going to continue emptying them. This is also to be referred to the CIL working group.	DS/18/073.2 refers
Total			47,500	67,150	Increase of 19,650 on draft budget presented 05.11.2018	

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Treasury Management Policy 2018–2019

1. Overview

1.1 This document gives guidance on borrowing and investments by the Town Council and highlights that the Council is committed to treasury management to ensure that:

- Capital expenditure plans are affordable;
- All external borrowing and other long-term liabilities are within prudent and sustainable levels;
- Treasury management decisions are taken in accordance with good professional practice.

2. Introduction

2.1 The Town Council currently has, at March 2018, £544,874 of earmarked reserves spread across its current and instant access accounts, together with £150,000 on fixed-term deposits. In summary the reserves break down as follows:

General Reserve	£141,810
Capital Projects	£203,779
Devolved Services	£151,512
CCTV	£ 16,176
Other Earmarked Funds	£ 31,597

2.2 Leaving these funds in the normal day-to-day bank accounts achieves a poor rate of return and the Council acknowledges the importance of prudently investing the temporarily surplus funds held on behalf of the community.

3. Investment Objectives

- 3.1 The Council's investment priorities are the security of reserves and liquidity of its investments.
- 3.2 The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.
- 3.3 All investments will be made in sterling.
- 3.4 The Department for Communities and Local Government maintains that borrowing of monies purely to invest, or to lend and make a return, is unlawful and this Council will not engage in such activity.

4. Specified Investments

- 4.1 Specified investments are those offering high security and high liquidity, made in sterling and with a maturing of no more than one year.
- 4.2 For the prudent management of its treasury balances, maintaining sufficient levels of security and liquidity, the Council will use:
 - Deposits with banks, building societies, local authorities or other public authorities.
 - The debt management agency of HM Government.
- 4.3 Current investments are held with Churches, Charities and Local Authorities Investment Management Ltd (CCLA) in 'The Public Sector Deposit Fund'.

5. Non-Specified Investments

- 5.1 Non-specified investments have greater potential risks – examples include investment in the money market, stocks and shares. The Council will not use this type of investment.

6. Liquidity of investments

- 6.1 The Responsible Financial Officer will determine the maximum period for which funds may prudently be committed so as not to compromise liquidity.
- 6.2 Investments will be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the dues are paid over to the counterparty.

7. Long-Term Investments

- 7.1 It is not anticipated that the Council will enter into long-term investments beyond one year without advice from its accountants.

8. Investment Reports

- 8.1 Interest income is identified in the monthly management accounts and reported monthly and year to date.
- 8.2 The CCLA 'Public Sector Deposit Fund' is an instant access account, with funds returned to the Council's current account on the same day if the request is sent by 11am.
- 8.2 Investment programme recommendations:
- (a) £175,000 to be invested from; a) the General Reserve £50,000 and; b) the Capital Reserve £125,000.
 - (b) Precept – when received invest 50% of each instalment. This amounts to £187,250 in April and October 2018.

9. Approval and Mechanism

- 9.1 The outline figures in (a) and (b) above are commended to the Council for approval and once approved the Town Clerk will carry out all transactions in the normal way. Investigation will be made to improve the rate from CCLA the but will consider other institutions and take into account high street presence, accessibility of funds, service level, bank charges and ethical credentials.

10. Earmarked Reserves

- 10.1 The Council will maintain reserves for the following reasons:
- (a) A sum equivalent to a minimum of three months net revenue expenditure is held in the General Reserve in line with good practice. The amount currently required is a minimum of £200,000.
 - (b) The Capital Reserve has been built up to meet any needs identified in the Strategic and Service Delivery Plan or for unexpected expenditure or emergencies.
 - (c) Other reserves held have been identified for specific purposes or future development, to meet commitments and will be maintained as necessary.

11. External Borrowing Strategy

- 11.1 The Council acknowledges the importance of borrowing funds and the financial impact on the authority.
- 11.2 During the 2018-2019 financial year it is not anticipated that the Council will have any need to borrow funds for any of its projects. However, for any borrowing the Council would use the Public Works Loan Board which has strict guidelines on applications and the normal processes would be followed.
- 11.3 For the existing borrowing in place, provision is made in the revenue budget to repay the borrowing within the planned period.

This policy will be reviewed by Council at the Annual Meeting of the Council, May 2019.

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MINUTES

Town Promotion Sub-Committee

Warminster Civic Centre

Monday 5th November 2018

5.30pm

Committee Membership:

CLlr Paul Batchelor (Broadway)	A	CLlr Nick Pitcher, Chairman (Broadway)	*
CLlr Sue Fraser, Vice Chairman (West)	*	CLlr Chris Robbins (East)	*

Present: Outside representatives: Wiltshire Council Councillor Tony Jackson (*), Muzib Rahman (*), Andrew Robinson (*), Len Turner (*).

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Assistant Town Clerk).

Public and press: 0 member of the public, 0 members of the press.

TP/18/034 Apologies for Absence

Apologies were received and accepted from Councillor Batchelor and Melvyn Davis.

TP/18/035 Declarations of Interest

None.

TP/18/036 Minutes

TP/18/036.1 The minutes of the meeting held on 3rd September 2018 were approved as a true record and signed by the chairman.

TP/18/036.2 Matters arising.

Tony Jackson updated the meeting about the progress of the Town Map and noted various comments. Tony Jackson undertook to work with Len Turner, Sue Fraser and Nick Pitcher to finalise the layout and to circulate to the sub-committee suggestions for the back of the map.

Councillor Pitcher reported he was considering a 4th July event to celebrate the twinning links with Warminster USA.

Discussions had been held with Wiltshire Council Officers regarding 'A Frames', they had suggested a joint walkabout to access the scope of any problem. It was noted that the bigger issue was fly-posting.

The Warminster Parking Partnership had received considerable media coverage, the next stage was to approach other businesses in town to encourage them to join the scheme.

TP/18/037 Chairman's Announcements

The Chairman offered congratulations to Muzib Rahman on winning the Civic Award.

TP/18/038 Public Participation

None.

TP/18/039 Reports from Unitary Authority Members relevant to this committee

Salisbury will be hosting Armed Forces Day in June 2019. There could be some scope to co-operate with Warminster e.g. providing an accommodation list.

Salisbury Arts is reaching out to other Arts Organisations in Wiltshire to see if there is any synergy to be had.

TP/18/040 Christmas Lights Event

Councillor Fraser updated the meeting about the plans for the event which would have lots of activities and attractions throughout the day.

There would be: Christmas Market at the Civic Centre with over 30 stalls, the coffee bar will be open and Santa 's Grotto. There will be stalls at the Three Horseshoes Walk, a lot of shops are saying they will stay open, some shops will have stalls on the pavement or in the road. The Lantern parade will assemble at the Three Horseshoes Walk and process up to the old post office and then down to St Lawrence's Chapel. The winner of the best lantern competition will turn on the Christmas Lights. Other attractions include: Charlie the donkey, a samba band, a barrel organ, festive music, stilt walkers, Warminster brass band, Christmas carol singing, a fun bus and swing chairs. From 4.30pm there will be food vendors: Barbeque Starr, Val's Burgers, Paradise in Ice – crepes and ice-cream and Fresh cinnamon doughnuts. Over 60 shops have already paid for the Christmas Trees and Lights, with more expected.

Members agreed that they would contact direct, the town's retailers to encourage them to take part in the best Christmas window competition and to remain open for the Christmas Lights Switch on. Members agreed to invite the owners of empty shops to come and discuss how they can work with the Town Council to get properties back into use.

TP/18/041 Communications

Members requested a press releases be issued about:

The best Christmas window competition

Meeting closed 6.25pm



Warminster Carnival Committee

Dear Fiona and Warminster Town Councillors,

On behalf of the above committee can you please thank all the Council for their very kind grant of £3000 for the carnival committee to organise the Carnival.

This money was used to sponsor along with the appearance money Classes mentioned in the carnival programme, Band and Majorettes, the carnival brings many people into the town over the weekend of this event. I know that many families return to see the carnival.

Now almost reaching £10,000 to put on, your grant along with sponsorship and the carnival committee heavily fundraising throughout the year we can hopefully keep carnival alive in Warminster.

Warminster being the last carnival on the Wessex Circuit before Bridgwater many come to see entrants that come along with their entry for the first time out before going to Bridgwater.

Without the councils continued support I am sure the Carnival committee would struggle to put this event on, too many carnivals are folding and the committee even though it is one of the smallest committees around hope Warminster will keep going for many more years.

Once again many thanks for your continued support.

Yours faithfully,

SANDRA MAJOR

Carnival Committee Chairperson 2018

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Nigel Linge MBE
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e-mail: nigellinge@blueyonder.co.uk Tel: (01985) 213644

Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk
Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
BA12 8LB

21st November 2018

Dear Fiona,

2018 Town Council Grant for Cop Heap Memorial Wood

I am writing to thank the Town Council and the Trustees of the Dewey Trust for the generous grant of £1,000 from the Dewey Trust for specialist tools for use at Cop Heap Memorial Wood. The first picture shows volunteers starting work on the central path on Tuesday. The bright yellow tools are "tree poppers" used to lever saplings and stumps out of the ground. We have now removed over 300 sapling and small stumps using the poppers.



We have now opened up the steep central path to the tumulus at the top of the wood. This will encourage the wild flowers to return.

On the left side of the path you can see the ends of "dead hedges" formed from material thinned from that side of the wood as we slowly increase the gap between trees to 4 metres. The area on the right is much denser and a future task for the new chainsaw.



The leaf blower has been invaluable and Clive Thomas now clears the memorial path, Lych gate and steps at least weekly. This is necessary as beech leaves continue to blow down from the wood. The picture below was taken only 30 minutes after he had last cleared it.



Thank you again for the generous grant and I hope that Harold Dewey would be pleased with our efforts.

Yours aye,

SSygel