

20th December 2019

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Finance and Assets Committee

**To be held on Monday 6th January 2020 at 7pm
at The Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Membership:

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

Copied to all other members for information.

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

Yours sincerely



**Tom Dommett BA (Hons) CiLCA
Assistant Town Clerk**

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 4th November 2019; 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 4th November 2019.

4. **Chairman's Announcements**

To note any announcements made by the Chairman.

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

5. **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.***

6. **Reports from Unitary Authority Members**

To note reports provided which are relevant to this Committee.

7. **Financial Information**

9.1 To note the reconciliations for October and November 2019 the **Chairman to sign** and verify against the bank statements seen. **(attached).**

9.2 To note the management accounts to November 2019. **(attached).**

9.3 To receive the material variances report to October 2019. Financial Regulations 4 4.8 refers. (attached).

9.4 To approve the payments made in October and November 2019 the **Chairman to sign the attached.**

9.5 To approve the petty cash schedule to 16.12.2019 **(attached).**

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

Date	Amount
28.10.2019	£20,000
29.10.2019	£20,000
30.10.2019	£20,000
31.10.2019	£20,000
01.11.2019	£20,000
04.11.2019	£24,000
05.11.2019	£18,000
06.11.2019	£24,000

Date	Amount
07.11.2019	£24,000
08.11.2019	£24,621
11.11.2019	£17,000
14.11.2019	£5,000
27.11.2019	£27,000
10.12.2019	£5,000
09.12.2019	£10,000
11.12.2019	£20,000

8. Water refill unit by the Library

Wessex Water are proposing to install a public water refill unit by the Library. The unit is made of marine grade stainless steel, robust, vandal-proof, and can be fixed to a concrete slab. **(attached)** The Town Council is being asked to lift and replace the paving so the unit can be installed and undertake light cleaning of the unit after it is installed. Wessex Water would pay for the rest of the installation connect the unit to their water supply and do any maintenance. The cost to the council should be minimal and the environmental benefit to considerable. Member to **agree** to support the installation and to delegate the details of any agreement with Wessex Water/Wiltshire Council to officers.

9. Annual Insurance Policy

Members to **approve** the annual insurance renewal. The new policy is now with Royal & Sun Alliance Insurance Plc, policy No.RTT284462/00162. Monthly payments of £1215.38, the annual premium £14,584.72. **For Decision.**

10. Civic Centre refurbishment

A quote has been obtained for painting and decorating the civic centre to remedy wear and tear on paintwork. Members to approve expenditure up to £4070. The contractor is known to staff and is the preferred option. **For Decision**

11. Grant Policy

Members to consider the revised grant policy **(attached)** and **recommend** its adoption by Full Council

12. Hedge Laying Yeates Meadow

Members to **consider** the report **(attached)** and **approve** the quote from Wessex Rural Crafts. **For Decision**

13. Budget 2020/21

13.1 Officers are submitting the amended second draft of the budget as follows:-

Precept increased to £1,130,666 an increase of £344,183, 43.8%. Band D annual Council Tax of £183.63, equivalent to £3.52 a week. This is an increase of £55.67 a year, equivalent to £1.07 a week, an increase of 43.51%

Members to recommend the Budget as drafted to Full Council, unless members have any further amendments to make. **For Decision.**

13.2 For members information reports on the current situation regarding Community Infrastructure Levy Funds and Section 106 agreements **(attached) For Noting**

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.

Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

The public and press will be invited to return to the meeting after item 14 has been completed.

15. Dewey Trust

The Council has been asked to comment on Trustees proposals for future fund withdrawals from the Trust. (attached) **For Decision.**

Date of next meeting: Monday 2nd March 2020

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 31/10/2019
for Cashbook 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	31/10/2019	100	5,000.00
Current Account	31/10/2019	441	761,362.64
			<u>766,362.64</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			766,362.64
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			766,362.64
		Balance per Cash Book is :-	766,270.98
		Difference Excluding Adjustments is :-	91.66
<u>Adjustments to Reconciliation</u>			
14/10/2019 CR Wiltshire Council		91.66	
			<u>91.66</u>
		Unreconciled Difference is :-	<u>0.00</u>

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1 October to 31 October 2019

Account Name

Warminster Town Council

Your Statement

Sortcode 40-45-23 **Account Number** 21136496 **Sheet Number** 441

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
25 Oct 19	TFR BALANCE BROUGHT FORWARD 404523 91001000 INTERNET TRANSFER	27,000.00		831,315.48
26 Oct 19	TFR TRANSFER 91001000		35,252.00	839,567.48
27 Oct 19	TFR TRANSFER 91001000		126.00	839,693.48
28 Oct 19	TFR TRANSFER 91001000		315.00	840,008.48
29 Oct 19	TFR 404523 91001000 INTERNET TRANSFER	20,000.00		820,192.98
30 Oct 19	TFR TRANSFER 91001000 404523 91001000 INTERNET TRANSFER	20,000.00		800,789.93
31 Oct 19	TFR TRANSFER 91001000 404523 91001000 INTERNET TRANSFER	20,000.00		780,675.98
31 Oct 19	TFR TRANSFER 91001000		686.66	761,362.64
31 Oct 19	BALANCE CARRIED FORWARD			761,362.64

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).

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 October to 31 October 2019

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 100

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,990.00
CR	MV- 17760605-2810		6.15	
CR	MV- 21574633-2810		75.00	
BP	PSDF			
	CCLA			
	BIB BACS PAYMENT	20,000.00		
DD	HILLS WASTE SOLUTI	584.49		
TFR	404523 21136496			
	INTERNET TRANSFER		20,000.00	
CR	NORTHWOOD (WEST WI			
	NORTHWOOD 1918		200.00	
TFR	TRANSFER 21136496	686.68		5,000.00
31 Oct 19	BALANCE CARRIED FORWARD			5,000.00

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Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not paid			Debit interest		21.34%

**Bank Reconciliation Statement as at 30/11/2019
for Cashbook 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	30/11/2019	107	5,000.00
Current Account	30/11/2019	443	589,944.67
			<u>594,944.67</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			594,944.67
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			594,944.67
		Balance per Cash Book is :-	594,853.01
		Difference Excluding Adjustments is :-	91.66
<u>Adjustments to Reconciliation</u>			
14/10/2019 CR Wiltshire Council		91.66	
			<u>91.66</u>
		Unreconciled Difference is :-	<u>0.00</u>

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1 November to 29 November 2019

Your Statement

Account Name

Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 21136496 443

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
14 Nov 19	TFR BALANCE BROUGHT FORWARD 404523 91001000			597,980.77
	INTERNET TRANSFER	dc 5,000.00		
	TFR TRANSFER 91001000	dc 1,027.27		591,953.50
15 Nov 19	TFR TRANSFER 91001000	dc 1,759.27		590,194.23
18 Nov 19	TFR TRANSFER 91001000	dc 688.29		589,505.94
19 Nov 19	TFR TRANSFER 91001000		dc 25,047.59	614,553.53
20 Nov 19	TFR TRANSFER 91001000		dc 498.90	615,052.43
21 Nov 19	TFR TRANSFER 91001000	dc 98.40		614,954.03
22 Nov 19	TFR TRANSFER 91001000			615,061.53
25 Nov 19	TFR TRANSFER 91001000	dc 417.22	dc 107.50	614,644.31
26 Nov 19	TFR TRANSFER 91001000	dc 2,066.87		612,577.44
27 Nov 19	TFR 404523 91001000			
	INTERNET TRANSFER	dc 23,000.00		
	TFR TRANSFER 91001000		dc 828.73	590,406.17
29 Nov 19	TFR TRANSFER 91001000	dc 461.50		589,944.67
29 Nov 19	BALANCE CARRIED FORWARD			589,944.67

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1 November to 30 November 2019

Your Statement

Account Name

Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 106

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD			30,621.05
	WARM FENCING LTD			
	822	448.97		
	BP AMAZON			
	92461	46.25		
	BP IMAGINE PRODUCTS			
	86261	11.10		
	BP SHAW AND SONS			
	273068	67.14		
	TFR TRANSFER 21136496	25,047.59		5,000.00
20 Nov 19	CR CHQ IN AT 402119		389.69	
	CR MV- 17760605 -1511		5.65	
	CR MV- 17760605 -1611		9.50	
	CR MV- 17760605 -1611		11.80	
	CR MV- 17760605 -1711		27.45	
	CHQ 109572	240.19		
	CR NAFAS SW			
	SWA NAFAS WCC3352		295.00	
	TFR TRANSFER 21136496	498.90		5,000.00
21 Nov 19	CR MV- 21574633 -1811		25.00	
	DD VWFS UK LIMITED	32.12		
	DR TOTAL CHARGES			
	TO 30OCT2019	91.28		
	TFR TRANSFER 21136496		98.40	5,000.00
22 Nov 19	CR MV- 21574633 -1911		107.50	
	TFR TRANSFER 21136496	107.50		5,000.00
25 Nov 19	DD VWFS UK LIMITED	383.14		
	DD BOC MANCHESTER ACC	34.08		
	TFR TRANSFER 21136496		417.22	5,000.00
26 Nov 19	DD BOCKER LTD -BK	225.07		
	BP DANNY DONKEY & PALS			
	191130	200.00		
	BP DCK BEAVERS LTD			
	TPC8852	629.48		
	BP FLYING COLOURS ENT			
	FC2393	690.00		
	BP MOVIOLA LTD			
	20.11.19	137.00		
	BP OFFICE RIGHT			
	80169	23.70		
	BP WILTSHIRE PEST			
	1068	84.00		
	BP GREENHAM			
	181673592	199.62		
	BALANCE CARRIED FORWARD			2,811.13

1 November to 30 November 2019

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 107

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			2,811.13
	BP ABSOLUTE SAFETY			
	0154-AST	• 55.00		
	BP ELBAG TWINNING			
	20	• 10.00		
	CR ILES AND VIN LTD			
	INV NO 1987		• 162.00	
	CR CHARISMATIC PETS L			
	CHAZPET		• 25.00	
27 Nov 19	TFR TRANSFER 21136496		• 2,066.87	5,000.00
	CR MV- 17760605 -2311		• 10.80	
	BP PayrollNov2019			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	• 17,446.60		
	BP Pension			
	WC PENSION FUND			
	BIB BACS PAYMENT	• 5,129.97		
	CR F F			
	FALLON INV WCC3366		• 63.00	
	TFR 404523 21136496		• 23,000.00	
	INTERNET TRANSFER			
	CR HOWARD MITCHELL TA			
	WCC3364		• 262.50	
	CR FORRESTER SYLVESTE			
	FSM SOLICITORS		• 37.50	
	CR Sustainable Warmin			
	INV.WCC3341 SUSTAI		• 31.50	
29 Nov 19	TFR TRANSFER 21136496	• 828.73		5,000.00
	DD HILLS WASTE SOLUTI	• 461.50		
	TFR TRANSFER 21136496		• 461.50	5,000.00
30 Nov 19	BALANCE CARRIED FORWARD			5,000.00

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Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not paid			Debit interest		21.34%

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Council Administration								
1176 Precept	0	786,483	786,483	0			100.0%	
1177 Precept Allocation	0	(46,000)	(46,000)	0			100.0%	
1190 Interest Receivable	0	3,462	5,000	1,538			69.2%	
1300 Dog Bag Sales	58	749	1,000	251			74.9%	
Council Administration :- Income	58	744,695	746,483	1,788			99.8%	0
4001 Salaries	12,455	105,792	139,200	33,408		33,408	76.0%	
4006 Temporary Staff	0	1,694	0	(1,694)		(1,694)	0.0%	
4008 Training	0	879	2,500	1,621		1,621	35.2%	
4009 Travel	0	97	400	303		303	24.3%	
4010 Health & Safety	0	4,113	500	(3,613)		(3,613)	822.5%	
4013 Rent Payable (Internal)	3,100	24,800	37,200	12,400		12,400	66.7%	
4020 Consumables & Other Expenses	202	988	1,500	512		512	65.8%	
4022 Postage & Telephone	155	1,761	2,500	739		739	70.4%	
4023 Printing & Stationery	120	316	1,500	1,184		1,184	21.1%	
4024 Photocopier Charges	169	1,984	3,000	1,016		1,016	66.1%	
4025 IT (Website & Email)	224	2,137	4,500	2,363		2,363	47.5%	
4027 Subscriptions and Publications	10	2,761	3,500	739		739	78.9%	
4028 Insurance	831	6,121	9,200	3,079		3,079	66.5%	
4030 Recruitment Advertising	898	1,208	1,100	(108)		(108)	109.8%	
4036 Repairs and Renewals	0	20	500	480		480	4.0%	
4040 Equipment/Furniture	0	167	1,000	833		833	16.7%	
4056 Accountancy Fees	1,382	7,539	13,500	5,961		5,961	55.8%	
4057 Audit Fees	0	0	2,440	2,440		2,440	0.0%	
4058 Legal Fees	0	1,500	1,000	(500)		(500)	150.0%	
4059 Other Professional Fees	575	5,431	2,600	(2,831)		(2,831)	208.9%	
4060 Bank Charges	111	953	1,500	547		547	63.6%	
Council Administration :- Indirect Expenditure	20,231	170,260	229,140	58,880	0	58,880	74.3%	0
Net Income over Expenditure	(20,173)	574,435	517,343	(57,092)				
102 Civic and Democratic								
4033 Advertising	0	1,075	1,500	425		425	71.6%	
4080 Mayoral Expenses	0	138	2,000	1,862		1,862	6.9%	
4082 Town Crier	0	1,000	1,000	0		0	100.0%	
4086 Civic Regalia	0	0	200	200		200	0.0%	
6319 Tfr to Elections Reserve	0	5,000	5,000	0		0	100.0%	
Civic and Democratic :- Indirect Expenditure	0	7,213	9,700	2,487	0	2,487	74.4%	0
Net Expenditure	0	(7,213)	(9,700)	(2,487)				

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103 Policy and Communications								
4033 Advertising	0	300	1,000	700		700	30.0%	
4034 Newsletter	0	962	2,000	1,038		1,038	48.1%	
4083 Civic Promotion\Consultation	0	2,625	4,500	1,875		1,875	58.3%	
4084 Town Promotion	0	1,181	3,000	1,819		1,819	39.4%	
Policy and Communications :- Indirect Expenditure	0	5,068	10,500	5,432	0	5,432	48.3%	0
Net Expenditure	0	(5,068)	(10,500)	(5,432)				
104 Council Events								
1701 Christmas Events Income	1,322	2,914	3,500	586			83.3%	
Council Events :- Income	1,322	2,914	3,500	586			83.3%	0
4032 Adverts - Events	160	511	1,000	489		489	51.1%	
4081 Civic Events	0	443	2,000	1,557		1,557	22.2%	
4087 Civic Service	0	0	500	500		500	0.0%	
4706 Christmas Lights	13,626	13,793	21,600	7,807		7,807	63.9%	
4720 Remembrance Service	609	894	1,000	106		106	89.4%	
Council Events :- Indirect Expenditure	14,395	15,642	26,100	10,458	0	10,458	59.9%	0
Net Income over Expenditure	(13,073)	(12,728)	(22,600)	(9,872)				
107 Grants and Projects								
4028 Insurance	9	9	0	(9)		(9)	0.0%	
4700 Grants - Large	0	8,156	15,000	6,844		6,844	54.4%	
4703 WCR Community Radio SLA	0	5,000	10,000	5,000		5,000	50.0%	
4704 Warminster Community Hub SLA	0	6,000	6,000	0		0	100.0%	
4707 Catenary Cable Maintenance DON	0	9	0	(9)		(9)	0.0%	
4708 Grant - CAB	0	0	2,000	2,000		2,000	0.0%	
4710 Enterprise Warminster	208	1,398	4,000	2,602		2,602	35.0%	
4712 Grant - Warminster Carnival	0	3,500	3,500	0		0	100.0%	
4715 INSPIRE	0	3,500	3,500	0		0	100.0%	
4718 Warminster Wobble	0	3,000	3,000	0		0	100.0%	
Grants and Projects :- Indirect Expenditure	217	30,572	47,000	16,428	0	16,428	65.0%	0
Net Expenditure	(217)	(30,572)	(47,000)	(16,428)				
201 CCTV								
1177 Precept Allocation	0	46,000	46,000	0			100.0%	
1201 CCTV-Dewey Trust Grant	0	4,000	4,000	0			100.0%	
1204 CCTV-Army Grant	0	0	500	500			0.0%	

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1205 CCTV-West Wilts Tr Estate Fees	0	4,213	5,733	1,520			73.5%	
1206 CCTV-Westbury TC Fees	0	7,356	10,008	2,652			73.5%	
CCTV :- Income	0	61,569	66,241	4,672			92.9%	0
4001 Salaries	3,426	29,122	43,600	14,478		14,478	66.8%	
4008 Training	0	0	1,500	1,500		1,500	0.0%	
4014 Electricity and Gas	1	174	200	26		26	87.0%	
4020 Consumables & Other Expenses	0	41	400	359		359	10.2%	
4021 BT Redcare	0	12,538	13,150	612		612	95.3%	
4022 Postage & Telephone	75	726	900	174		174	80.7%	
4023 Printing & Stationery	0	185	0	(185)		(185)	0.0%	
4028 Insurance	93	743	1,146	403		403	64.9%	
4029 Licences	0	675	220	(455)		(455)	306.8%	
4035 Refuse Collection\Bin Emptying	19	19	0	(19)		(19)	0.0%	
4036 Repairs and Renewals	0	2,012	1,500	(512)		(512)	134.1%	
4037 Maintenance Contracts	0	2,000	4,000	2,000		2,000	50.0%	
4040 Equipment/Furniture	0	270	0	(270)		(270)	0.0%	
5325 Tfr from CCTV	0	0	(375)	(375)		(375)	0.0%	
CCTV :- Indirect Expenditure	3,613	48,505	66,241	17,736	0	17,736	73.2%	0
Net Income over Expenditure	(3,613)	13,064	0	(13,064)				
202 Dewey House								
1005 Rent Received	600	4,800	7,200	2,400			66.7%	
Dewey House :- Income	600	4,800	7,200	2,400			66.7%	0
4011 Rates	528	4,222	5,350	1,128		1,128	78.9%	
4012 Water Rates	0	75	500	425		425	15.0%	
4014 Electricity and Gas	362	1,313	3,000	1,687		1,687	43.8%	
4020 Consumables & Other Expenses	20	108	0	(108)		(108)	0.0%	
4028 Insurance	118	941	1,250	309		309	75.3%	
4035 Refuse Collection\Bin Emptying	0	140	300	160		160	46.8%	
4036 Repairs and Renewals	0	117	1,500	1,383		1,383	7.8%	
4037 Maintenance Contracts	0	483	1,250	768		768	38.6%	
Dewey House :- Indirect Expenditure	1,028	7,399	13,150	5,751	0	5,751	56.3%	0
Net Income over Expenditure	(428)	(2,599)	(5,950)	(3,351)				
209 Outside Services								
4001 Salaries	4,230	32,173	45,500	13,327		13,327	70.7%	
4007 Uniform	0	29	200	171		171	14.6%	
4008 Training	0	160	300	140		140	53.3%	

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4042 Vehicle Costs	415	3,587	5,500	1,913		1,913	65.2%	
Outside Services :- Indirect Expenditure	4,645	35,949	51,500	15,551	0	15,551	69.8%	0
Net Expenditure	(4,645)	(35,949)	(51,500)	(15,551)				
210 Town Park								
1006 Rent - 23 Weymouth St	330	2,640	3,960	1,320			66.7%	
1007 Rent - Pavilion	0	15	0	(15)			0.0%	
1020 Town Park Events Income	0	4,204	183	(4,021)			2297.1%	
1550 Boats Income	0	4,940	3,000	(1,940)			164.7%	
1601 Putting Green Income	0	1,110	0	(1,110)			0.0%	
Town Park :- Income	330	12,909	7,143	(5,766)			180.7%	0
4001 Salaries	0	9,883	14,300	4,417		4,417	69.1%	
4008 Training	0	0	200	200		200	0.0%	
4011 Rates	295	2,355	2,975	620		620	79.2%	
4012 Water Rates	595	10,606	14,000	3,394		3,394	75.8%	
4014 Electricity and Gas	197	1,535	2,500	965		965	61.4%	
4020 Consumables & Other Expenses	0	539	500	(39)		(39)	107.7%	
4023 Printing & Stationery	0	91	100	9		9	91.0%	
4028 Insurance	98	785	2,300	1,515		1,515	34.1%	
4035 Refuse Collection\Bin Emptying	168	2,825	30,500	27,675		27,675	9.3%	
4036 Repairs and Renewals	444	8,212	30,000	21,788		21,788	27.4%	
4037 Maintenance Contracts	0	0	1,000	1,000		1,000	0.0%	
4038 Grounds Maintenance	3,358	25,489	40,000	14,511		14,511	63.7%	
4040 Equipment/Furniture	133	2,355	5,000	2,645		2,645	47.1%	
4085 Town Park Events	0	3,727	6,500	2,773		2,773	57.3%	
Town Park :- Indirect Expenditure	5,289	68,403	149,875	81,472	0	81,472	45.6%	0
Net Income over Expenditure	(4,959)	(55,494)	(142,732)	(87,238)				
211 Open Spaces								
4012 Water Rates	0	16	30	14		14	52.3%	
4038 Grounds Maintenance	744	7,828	10,000	2,172		2,172	78.3%	
4040 Equipment/Furniture	0	0	250	250		250	0.0%	
4214 Bins	0	0	5,000	5,000		5,000	0.0%	
Open Spaces :- Indirect Expenditure	744	7,844	15,280	7,436	0	7,436	51.3%	0
Net Expenditure	(744)	(7,844)	(15,280)	(7,436)				

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
212 Cemetery and Churchyard								
1212 Burial Fees	13	713	1,500	787			47.5%	
Cemetery and Churchyard :- Income	13	713	1,500	787			47.5%	0
4011 Rates	17	134	155	21		21	86.4%	
4028 Insurance	78	620	945	325		325	65.7%	
4038 Grounds Maintenance	0	320	0	(320)		(320)	0.0%	
Cemetery and Churchyard :- Indirect Expenditure	95	1,074	1,100	26	0	26	97.7%	0
Net Income over Expenditure	(82)	(362)	400	762				
213 Public Conv - Town Park								
4036 Repairs and Renewals	0	9	250	241		241	3.4%	
4200 Public Toilets	0	3,772	8,000	4,228		4,228	47.1%	
Public Conv - Town Park :- Indirect Expenditure	0	3,780	8,250	4,470	0	4,470	45.8%	0
Net Expenditure	0	(3,780)	(8,250)	(4,470)				
214 Public Conv - Central Car Park								
4012 Water Rates	0	1,154	2,500	1,346		1,346	46.2%	
4014 Electricity and Gas	106	813	1,500	687		687	54.2%	
4028 Insurance	14	110	172	62		62	64.1%	
4036 Repairs and Renewals	0	497	1,500	1,003		1,003	33.2%	
4200 Public Toilets	0	6,600	11,500	4,900		4,900	57.4%	
Public Conv - Central Car Park :- Indirect Expenditure	120	9,174	17,172	7,998	0	7,998	53.4%	0
Net Expenditure	(120)	(9,174)	(17,172)	(7,998)				
215 Street Furniture								
4028 Insurance	29	232	355	123		123	65.3%	
4040 Equipment/Furniture	0	90	1,500	1,410		1,410	6.0%	
4803 Baskets & Tubs	0	8,531	9,000	469		469	94.8%	
Street Furniture :- Indirect Expenditure	29	8,853	10,855	2,002	0	2,002	81.6%	0
Net Expenditure	(29)	(8,853)	(10,855)	(2,002)				
216 Pavilion Cafe								
1193 Miscellaneous Income	0	20	0	(20)			0.0%	
1600 Pavillion Cafe Sales	848	40,010	40,000	(10)			100.0%	
Pavilion Cafe :- Income	848	40,030	40,000	(30)			100.1%	0
3540 Pavilion Purchases	381	17,263	20,000	2,737		2,737	86.3%	
Pavilion Cafe :- Direct Expenditure	381	17,263	20,000	2,737	0	2,737	86.3%	0

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4001 Salaries	1,895	31,905	20,500	(11,405)		(11,405)	155.6%	
4007 Uniform	0	0	150	150		150	0.0%	
4008 Training	0	175	250	75		75	70.0%	
4020 Consumables & Other Expenses	0	1,072	2,100	1,028		1,028	51.1%	
4022 Postage & Telephone	47	501	600	99		99	83.5%	
4023 Printing & Stationery	0	0	200	200		200	0.0%	
4025 IT (Website & Email)	0	(116)	100	216		216	(116.2%)	
4031 Publicity & Marketing	0	130	0	(130)		(130)	0.0%	
4036 Repairs and Renewals	0	1,304	1,000	(304)		(304)	130.4%	
4040 Equipment/Furniture	0	245	500	255		255	49.0%	
4055 Stocktaking Fees	0	60	240	180		180	25.0%	
4061 Streamline Charges	27	370	360	(10)		(10)	102.9%	
Pavilion Cafe :- Indirect Expenditure	<u>1,969</u>	<u>35,646</u>	<u>26,000</u>	<u>(9,646)</u>	<u>0</u>	<u>(9,646)</u>	<u>137.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,501)</u>	<u>(12,879)</u>	<u>(6,000)</u>	<u>6,879</u>				
<u>217 Play Areas</u>								
1180 Grants Recieved	0	0	9,000	9,000			0.0%	
Play Areas :- Income	<u>0</u>	<u>0</u>	<u>9,000</u>	<u>9,000</u>			<u>0.0%</u>	<u>0</u>
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	0	100	100		100	0.0%	
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	2,069	4,400	2,331		2,331	47.0%	
Play Areas :- Indirect Expenditure	<u>0</u>	<u>2,069</u>	<u>55,382</u>	<u>53,313</u>	<u>0</u>	<u>53,313</u>	<u>3.7%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(2,069)</u>	<u>(46,382)</u>	<u>(44,313)</u>				
<u>218 Skate Park</u>								
4028 Insurance	0	0	2,000	2,000		2,000	0.0%	
4033 Advertising	0	23	0	(23)		(23)	0.0%	
4036 Repairs and Renewals	1,148	1,335	5,000	3,665		3,665	26.7%	
Skate Park :- Indirect Expenditure	<u>1,148</u>	<u>1,359</u>	<u>7,000</u>	<u>5,641</u>	<u>0</u>	<u>5,641</u>	<u>19.4%</u>	<u>0</u>
Net Expenditure	<u>(1,148)</u>	<u>(1,359)</u>	<u>(7,000)</u>	<u>(5,641)</u>				

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301 Civic Centre								
1001 Letting Income	2,876	26,779	40,000	13,221			66.9%	
1002 Events Income	0	1,018	2,000	982			50.9%	
1003 Equipment Hire	0	30	0	(30)			0.0%	
1004 Security Staff Recharged	0	144	0	(144)			0.0%	
1193 Miscellaneous Income	0	418	0	(418)			0.0%	
Civic Centre :- Income	2,876	28,389	42,000	13,611			67.6%	0
4001 Salaries	5,784	47,068	63,000	15,932		15,932	74.7%	
4005 Security Staff	0	311	0	(311)		(311)	0.0%	
4007 Uniform	0	133	200	67		67	66.5%	
4008 Training	0	0	1,000	1,000		1,000	0.0%	
4011 Rates	687	5,500	6,950	1,450		1,450	79.1%	
4012 Water Rates	0	743	1,500	757		757	49.6%	
4013 Rent Payable (Internal)	(3,100)	(24,800)	(37,200)	(12,400)		(12,400)	66.7%	
4014 Electricity and Gas	2,416	9,780	15,000	5,220		5,220	65.2%	
4016 Cleaning	0	106	500	394		394	21.2%	
4020 Consumables & Other Expenses	149	1,056	1,250	194		194	84.5%	
4022 Postage & Telephone	97	574	900	326		326	63.8%	
4025 IT (Website & Email)	0	20	0	(20)		(20)	0.0%	
4028 Insurance	207	1,659	3,300	1,641		1,641	50.3%	
4029 Licences	0	2,140	2,500	360		360	85.6%	
4031 Publicity & Marketing	0	0	500	500		500	0.0%	
4035 Refuse Collection\Bin Emptying	114	1,125	1,300	175		175	86.5%	
4036 Repairs and Renewals	735	6,376	12,000	5,624		5,624	53.1%	
4037 Maintenance Contracts	162	6,010	6,250	240		240	96.2%	
4040 Equipment/Furniture	105	562	1,000	438		438	56.2%	
4055 Stocktaking Fees	0	60	120	60		60	50.0%	
4061 Streamline Charges	24	182	200	18		18	90.8%	
4801 Events Funding	115	1,037	1,500	463		463	69.1%	
Civic Centre :- Indirect Expenditure	7,497	59,641	81,770	22,129	0	22,129	72.9%	0
Net Income over Expenditure	(4,621)	(31,252)	(39,770)	(8,518)				
305 Civic Centre Bar								
1580 Bar Sales	571	12,591	12,000	(591)			104.9%	
Civic Centre Bar :- Income	571	12,591	12,000	(591)			104.9%	0
3530 Bar Purchases	207	2,968	4,800	1,832		1,832	61.8%	
3531 Bar Gas & Consumables	28	230	400	170		170	57.5%	
Civic Centre Bar :- Direct Expenditure	235	3,198	5,200	2,002	0	2,002	61.5%	0

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4040 Equipment/Furniture	0	0	250	250		250	0.0%	
Civic Centre Bar :- Indirect Expenditure	0	0	250	250	0	250	0.0%	0
Net Income over Expenditure	335	9,393	6,550	(2,843)				
499 Capital Expenditure								
1184 Capital Grants	16,220	121,220	0	(121,220)			0.0%	
1710 CIL Receipts	28,688	116,844	0	(116,844)			0.0%	
Capital Expenditure :- Income	44,908	238,064	0	(238,064)				0
4065 Devolved Services	0	200	0	(200)		(200)	0.0%	
4901 Loan Repayment Capital	0	11,038	22,347	11,309		11,309	49.4%	
4902 Loan Repayment Interest	0	8,763	17,255	8,492		8,492	50.8%	
4917 CAP - IT Equipment	11,248	12,498	0	(12,498)		(12,498)	0.0%	
4925 CAP - Skate Park	1,931	254,004	0	(254,004)		(254,004)	0.0%	
4926 CAP - Town Park Footpaths	0	21,100	0	(21,100)		(21,100)	0.0%	
4927 CAP - Dewey House Air Conditio	0	1,980	0	(1,980)		(1,980)	0.0%	
5315 Tfr from Capital Projects	(11,248)	(35,578)	0	35,578		35,578	0.0%	
5316 Tfr frm Services to be Devolve	0	(200)	0	200		200	0.0%	
5324 Tfr from Skatepark	0	(55,980)	0	55,980		55,980	0.0%	
5350 Tfr from CIL 16/17	0	(74,914)	0	74,914		74,914	0.0%	
5351 Tfr From CIL 17/18	0	(10,087)	0	10,087		10,087	0.0%	
5352 Tfr from CIL 18/19	(1,931)	(8,023)	0	8,023		8,023	0.0%	
6306 Tfr to EMR CIL	28,688	116,844	0	(116,844)		(116,844)	0.0%	
6315 Tfr to Capital Projects	0	44,000	44,000	0		0	100.0%	
Capital Expenditure :- Indirect Expenditure	28,688	285,645	83,602	(202,043)	0	(202,043)	341.7%	0
Net Income over Expenditure	16,220	(47,581)	(83,602)	(36,021)				
Grand Totals:- Income	51,526	1,146,673	935,067	(211,606)			122.6%	
Expenditure	90,323	824,557	935,067	110,510	0	110,510	88.2%	
Net Income over Expenditure	(38,797)	322,116	0	(322,116)				
Movement to/(from) Gen Reserve	(38,797)	322,116						

Finance and Assets Committee 20th January 2020

Report to Committee any material variances in excess of 10% of the planned budget.

Accounts have been produced to 31st October 2019 and those in excess of 64.13% will be reported.

Code	Title	Spend/Budget	%	Explanation
101	Council Admin	150,028/229,140	65.5	Overall additional expense required for legal and professional fees which have exceeded annual expectations.
4010	Health & Safety	4113/500	822.5	Personal hearing equipment, refund expected from Government Grant which will clear.
4017	Subscriptions	2751/3500	78.6	Annual payments
4058	Legal Fees	1500/1000	150	Additional legal work undertaken
4059	Other professional fees	4856/2600	186.8	Additional services required
102	Civic & Democratic	7213/9700	74.4	Overall, advertising budget not set separately for annual meeting notices and election annual transfer to EAR has been made.
4033	Advertising	1075/1500	71.6	Meetings advertised which have been re-coded. Advertising budget not separated om other codes, and this has now been corrected. Overspend will continue.
6319	Elections	5000/5000	100	Annual transfer to reserves carried out
201	CCTV	44891/66241	67.8	Overall no real concerns, need to carry out a small re-coding exercise for Licences
4014	Electricity & Gas	173/200	86.5	No concerns
4021	BT Redcare	12538/13150	95.3	Annual contracts
4022	Postage & Tel	651/900	72.3	
4029	Licences	675/220	306.8	SIA licences for individual staff members, need to be re-coded to Training 4008
4036	Repairs & Renewals	2012/1500	134.1	Excessive repairs to park camera during 2019
212	Cemetery & Churchyard	980/1100	89.1	Excess relates to the removal of a tree in the cemetery at an additional cost of £320.
215	Street Furniture	8824/10855	81.3	Represents annual cost of baskets which has been paid I full
216	Pavillion Cafe	34121/26500	128.8	Budgets not realistically set at the beginning of the year
4001	Salaries	30010/20500	146.4	Budget insufficient at start of the year, some levelling throughout the winter period
4006	Training	175/250	70	
4022	Postage & Tel	454/600	75.7	Lesser usage of dongle in Winter and new system will regularise

4035	Refuse Collection	444/500	88.8	Individual refuse collection budget line has now been removed and all waste goes in the general park waste collection
4036	Repairs & Renewals	1304/1000	130.4	Repairs to Shutter
4061	Streamline Charges	344/360	95.5	Card processing charges

List of Payments made between 01/10/2019 and 31/12/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2019	Aviva	Std Ord	1,407.51		Insurance
01/10/2019	Booker	DDR	970.63		9938-Pav cafe bar stock
01/10/2019	W2B-10525394	DDR1	13.50		Purchase Ledger Payment
01/10/2019	W2B-70006826	DDR3	1,467.50		Purchase Ledger Payment
01/10/2019	W2B-70064023	DDR4	200.50		Purchase Ledger Payment
01/10/2019	ACB Print & Design	FP	351.00		9877-Newsletter
01/10/2019	Amazon Business	FP2	27.98		9882-Sharpie pens Lantern w/s
01/10/2019	Amazon Business	FP3	24.98		9878-Wet strength tissue paper
01/10/2019	Amazon Business	FP4	10.18		9879-Tracing paper
01/10/2019	Amazon Business	FP5	93.24		9880-Food containers Lantern w
01/10/2019	Amazon Business	FP6	21.98		9881-Paint brushes Lantern w/s
01/10/2019	Amazon Business	FP7	15.96		9883-Crayola crayons
01/10/2019	Amazon Business	FP8	31.64		9884-Diyife Tea lights Lantern
01/10/2019	Amazon Business	FP9	5.99		9885-Pipe cleaners Lantern w/s
01/10/2019	Amazon Business	FP10	8.66		9886-Laminating pouches
01/10/2019	Ashton Farms	FP12	214.80		9888-Pav cafe purchases
01/10/2019	Broxap Ltd	FP13	934.80		9894-Skatepark bins
01/10/2019	Closomat Ltd	FP14	450.00		9895-Servicing Equip P/Care rm
01/10/2019	DCK Accounting Solutions Ltd	FP15	1,916.42		Purchase Ledger Payment
01/10/2019	Idverde Limited	FP16	6,807.11		9902-Open spaces maint
01/10/2019	Maxwell Amenity Ltd	FP17	450.00		9903-Wildflower Meadow seed
01/10/2019	Moviola Ltd	FP18	124.40		9904-Fishermans Friends film
01/10/2019	Office Right Business Solution	FP19	167.09		Inv entered in error
01/10/2019	PKF Littlejohn LLP	FP20	1,920.00		9924-External Audit 19/20
01/10/2019	Visit Wiltshire	FP21	912.00		9917-Visit Wiltshire 19/20
01/10/2019	The Warminster Way	FP22	130.00		9918-Newsletter inserts
01/10/2019	Wheelers (Westbury) Ltd	WARM	288.00		9922-Remocal of banners
01/10/2019	Warminster Fencing Ltd	FP23	1,856.92		9923-Skatepark fencing
01/10/2019	Batsford Timber Ltd	FP24	55.15		9893-Postmix concrete
03/10/2019	Grenke Leasing	DDR	318.89		Copier Lease
03/10/2019	Clearsky IT	DDR	24.00		9896-It support
07/10/2019	SGW Payroll Ltd	DDR	89.04		9957-Payroll processomg charge
07/10/2019	Southern Electric	DDR1	1,530.51		9910-CC Gas
10/10/2019	HMRC	DDR	5,526.80		PAYE/NI Sep 19
11/10/2019	HSBC	DDR	20.00		Auto transfer charge
14/10/2019	Southern Electric	DDR2	87.24		9911-CCTV electricity
14/10/2019	Clearsky IT	DDR1	72.00		9940-Computer works
15/10/2019	Wiltshire Council	Std Ord	17.00		WC Rates Boreham Rd Cemterry
15/10/2019	Wiltshire Council	Std Ord	528.00		WC Rates Dewey House
15/10/2019	Wiltshire Council	Std Ord	687.00		WC Rates Civic Centre
15/10/2019	Wiltshire Council	Std Ord	295.00		Non-dom Rates Town Park
15/10/2019	Timico Limited	DDR4	607.74		9965-Phone bills September
15/10/2019	Booker	DDR5	134.88		9937-Pav cafe bar purchase

List of Payments made between 01/10/2019 and 31/12/2019

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
15/10/2019	Amazon Business	FP	20.50		9926-Book collection-Book day
15/10/2019	Amazon Business	FP1	19.79		9927-Samsung galaxy tab case
15/10/2019	Amazon Business	FP3	25.98		Purchase Ledger Payment
15/10/2019	Amazon Business	FP4	3.25		9929-Room on the broom
15/10/2019	Amazon Business	FP5	219.99		9930-Samsung tablet
15/10/2019	Amazon Business	FP6	19.72		9931-Room on the broom toys
15/10/2019	Amazon Business	FP8	10.55		9932-Room on the broom toys
15/10/2019	Amazon Business	FP9	24.97		9933-Room on the broom toys
15/10/2019	Amazon Business	FP10	13.99		9934-Face paints-Book club eve
15/10/2019	Coates & Parker Ltd	FP11	132.48		9941-AD- meetings Sept
15/10/2019	Nigel J Connor	FP12	144.00		9943-Stocktaking Oct 2019
15/10/2019	GB Heating Ltd	FP13	42.00		9945-Repaired toilet flushing
15/10/2019	Mirage Signs Limited	FP15	96.00		9952-Supply+fit slackline
15/10/2019	Nisbets	FP16	24.60		9953-Antibac foam soap
15/10/2019	Roundstone Vending Limited	FP17	122.00		9955-Coffee+kreamer
15/10/2019	Warminster Park Community Cent	FP18	54.00		9967-Hire of Warmin Park CC
15/10/2019	Whealers (Westbury) Ltd	FP19	372.60		9973-Rewired camera 14
15/10/2019	S L Corden & Sons	FP20	71.00		Purchase Ledger Payment
15/10/2019	Maverick Industries	FP21	225.00		9951-WTC Skatepark Slackline
15/10/2019	Lilleys Cider Ltd	FP22	442.72		9950-Bar stock
15/10/2019	A Head For PR Ltd	FP23	375.00		9925-PR consultancy work-Sept
16/10/2019	West mercia Energy	DDR	358.90		9921-TP Electricity
16/10/2019	Warminster Fencing Ltd	FP	1,856.92		9966-Skate park Fencing 3rd
16/10/2019	Sentinel Training and Security	FP1	742.00		9956-Spring in park-SIA/Medic
17/10/2019	Office Evolution Ltd	FP2	166.67		9954-Photocopying charges
17/10/2019	Farnfields Solicitors	FP3	2,469.00		9976-Tfr of play area to WTC
17/10/2019	Tolchards Ltd	FP4	1,180.92		9916-CC Bar purchases
21/10/2019	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
21/10/2019	HSBC	DDR	84.99		Bank charges
22/10/2019	Worldpay (UK) Ltd	DDR2	41.66		9971-Pav cafe card charge
22/10/2019	Worldpay (UK) Ltd	DDR3	30.65		9974-Civic centre card charge
25/10/2019	BOC Gases	DDR4	34.08		9935-Gas rental
25/10/2019	Southern Electric	DDR5	2,473.43		9964-Elec Civic C- Sept
25/10/2019	Southern Electric	DDR6	5.73		9958-Elec 25.09.19-30.09.19
25/10/2019	Amazon Business	FP5	29.78		242447289/9978/Amazon Business
25/10/2019	Amazon Business	FP6	32.99		2019-116944/9979/Amazon Busine
25/10/2019	Amazon Business	FP7	11.98		13RR7RQ4G4TC/9980/Amazon Busin
25/10/2019	VWFS UK LTd	Std Ord	383.14		Van WT16 TRZ Lease Payment
25/10/2019	OCT SALARIES	DDR	20,625.34		OCT SALARIES
25/10/2019	WCC PENSIONS	DDR	6,695.10		PENSIONS OCT 19
25/10/2019	Clearsky IT	DDR3	222.96		9939-Monthly subs
28/10/2019	CCLA	DDR	20,000.00		CCLA Investment
29/10/2019	Idverde Limited	FP8	598.20		GM772309/9991/Idverde Limited

List of Payments made between 01/10/2019 and 31/12/2019

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
29/10/2019	Redpin Publishing Ltd	FP9	156.00		44441/9995/Redpin Publishing L
29/10/2019	Wiltshire Council	FP10	570.00		90341794/10005/Wiltshire Counc
29/10/2019	CCLA	TFR	20,000.00		CCLA Investment
30/10/2019	Hunot HR	S/O	240.00		9949-Advice line
30/10/2019	CCLA	TFR	20,000.00		CCLA Investment
31/10/2019	Hills Waste Solutions Ltd	DDR7	584.49		9948-Waste recycling-Civic C
31/10/2019	CCLA	TFR	20,000.00		CCLA Investment
01/11/2019	CCLA Deposit Fund	BACS	20,000.00		CCLA Deposit Fund
01/11/2019	Aviva	Std Ord	1,476.08		Insurance
01/11/2019	Warminster Parking Partnership	BAC01	176.50		101019/10000/Warminster Parkin
01/11/2019	Wessex Lift Co Ltd	DD01	118.50		P/Ledger Electronic Payment
01/11/2019	W2B-10525394	DD02	13.50		P/Ledger Electronic Payment
01/11/2019	W2B-70006826	DD03	1,467.50		P/Ledger Electronic Payment
01/11/2019	W2B-70064023	DD04	200.50		P/Ledger Electronic Payment
04/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
05/11/2019	Dave Lucey Ltd	BAC02	17,550.26		6203/9993/Dave Lucey Ltd
05/11/2019	Wheeler's (Westbury) Ltd	BAC03	334.80		966690/10004/Wheeler's (Westbur
05/11/2019	Office Right Business Solution	BAC05	7.29		79341/9998/Office Right Busine
05/11/2019	GB Heating Ltd	BAC06	714.00		11119/10008/GB Heating Ltd
05/11/2019	Hunot HR	BAC07	240.00		7768/10006/Hunot HR
05/11/2019	DCK Accounting Solutions Ltd	BAC08	948.18		TPC8840/9992/DCK Accounting So
05/11/2019	Coates & Parker Ltd	BAC09	185.47		42757/9987/Coates & Parker Ltd
05/11/2019	Clearsky IT	BAC10	96.00		INV-18928/9986/Clearsky IT
05/11/2019	Clearsky IT	BAC11	198.24		INV-18969/9985/Clearsky IT
05/11/2019	Avon Printing Services	BAC12	280.00		43650/9981/Avon Printing Servi
05/11/2019	Charles Saunders Ltd	BAC13	97.41		328843/9996/Charles Saunders L
05/11/2019	Wired Publishing	BAC14	192.00		1129375/10010/Wired Publishing
05/11/2019	Amazon Business	BAC15	14.55		10020-Shrpie pens for lantern
06/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
06/11/2019	SGW Payroll Ltd	DD05	81.12		0000373929/9997/SGW Payroll Lt
07/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
08/11/2019	CCLA Deposit Fund	BACS	24,621.00		CCLA Deposit Fund
08/11/2019	SJ Surveyors Ltd	BAC16	4,635.00		10052-Fee application for Skat
08/11/2019	Moviola Ltd	BAC17	138.40		10038-Film-Red Joan
11/11/2019	Idverde Limited	BAC18	7,191.11		10034-Warmins Park-Oct maint
11/11/2019	Gordon Morris Ltd	BAC19	4,935.06		10037-Hearing system for TOM
11/11/2019	Netitude Ltd	BAC20	1,500.00		10043-Audit+Strategy report
11/11/2019	Netitude Ltd	BAC21	322.78		10042-2Yr Bsic warranty
12/11/2019	Petty cash	109572	240.19		Petty cash
12/11/2019	Booker	DD06	204.13		3533329/9984/Booker
12/11/2019	Ashton Farms	BAC22	171.84		10021-Ice cream
12/11/2019	Batsford Timber Ltd	BAC23	157.18		10022-fencing for town park
12/11/2019	Nicks Shoe Repairs	BAC24	31.75		10044-Key cutting

List of Payments made between 01/10/2019 and 31/12/2019

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
13/11/2019	HMRC PAYE/NI Due	BACS	6,753.76		HMRC PAYE/NI Due
13/11/2019	Bank charge payable	CHRG	20.00		Bank charge payable
13/11/2019	Fuel Genie DDR	DD07	82.23		3759144/10007/Fuel Genie DDR
14/11/2019	Amazon Business	BAC25	11.89		10019-Polypipe rectangle hoppe
14/11/2019	Dave Naughton Electrical Servi	BAC26	215.04		10040-Repairs to lights
14/11/2019	Wheeler's (Westbury) Ltd	BAC27	159.60		10064-Camera repairs
14/11/2019	Roundstone Vending Limited	BAC28	100.00		10047-Kreamer+Cocoa
14/11/2019	Netitude Ltd	BAC29	6,958.54		10041-Down payment for PC
15/11/2019	Wiltshire Council	Std Ord	17.00		WC Rates Boreham Rd Cemetery
15/11/2019	Wiltshire Council	Std Ord	528.00		WC Rates Dewey House
15/11/2019	Wiltshire Council	Std Ord	687.00		WC Rates Civic Centre
15/11/2019	Wiltshire Council	Std Ord	295.00		Non-dom Rates Town Park
15/11/2019	Timico Limited	DD08	332.27		10057-Phone bill-Various site
18/11/2019	Mr Tom Dommett	BAC30	136.70		10026-Reeve the baker-WALCC
18/11/2019	Warminster Parking Partnership	BAC31	208.30		10059-October refund
18/11/2019	West mercia Energy	DD09	315.65		1635537/10003/West mercia Ener
18/11/2019	Office Evolution Ltd	DD10	101.71		45749/9994/Office Evolution Lt
18/11/2019	SSE Contracting Ltd	DD11	0.93		11119/10009/SSE Contracting Lt
19/11/2019	Worldpay (UK) Ltd	DD12	33.74		10065-Card processing charge
19/11/2019	Worldpay (UK) Ltd	DD13	27.34		10066-Car processing charge
19/11/2019	Farnfields Solicitors	BAC32	2,220.96		10028-Leases of play area
19/11/2019	A Head For PR Ltd	BAC33	375.00		10017-PR Consultancy service
19/11/2019	Complete Fire Services Ltd	BAC34	229.56		10025-Civic-annual service
19/11/2019	Mirage Signs Limited	BAC35	96.00		10036-4 x A4 lake signs
19/11/2019	Charles Saunders Ltd	BAC36	88.17		10050-Toilet tissues
19/11/2019	Office Right Business Solution	BAC37	144.18		10045-Paper, lamination pouch
19/11/2019	Dave Naughton Electrical Servi	BAC38	121.80		10039-Replace lamps
19/11/2019	Prosec Consultancy Ltd	BAC39	562.50		10046-Remembrance- SIA operativ
19/11/2019	Total Floor Care Ltd	BAC40	85.14		10056-Sylva floor cleaner
19/11/2019	Roundstone Vending Limited	BAC41	260.00		10049-Pav cafe bar stock
19/11/2019	Warminster Fencing Ltd	BAC42	448.97		10058-Fence in bottom field
19/11/2019	Amazon Business	BAC43	46.25		10018-Food storage container
19/11/2019	Imagin Products Ltd	BAC44	11.10		10035-Photo ID Bages
19/11/2019	Shaw & Sons Limited	BAC45	67.14		10051-Book of condolence
21/11/2019	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
21/11/2019	Bank charge payable	CHRG	91.28		Bank charge payable
25/11/2019	VWFS UK Limited	DD	383.14		VWFS UK Limited-Lease payment
25/11/2019	BOC Gases	DD14	34.08		3055426800/9982/BOC Gases
26/11/2019	Booker	DD15	225.07		P/Ledger Electronic Payment
26/11/2019	Danny Donkey & Pals	BAC46	200.00		191130WARMINSTER/10076/Danny D
26/11/2019	DCK Accounting Solutions Ltd	BAC47	629.48		TPC8852/10077/DCK Accounting S
26/11/2019	Flying Colours Entertainment L	BAC48	690.00		FC2393/10078/Flying Colours En
26/11/2019	Moviola Ltd	BAC49	137.00		191549/10080/Moviola Ltd

List of Payments made between 01/10/2019 and 31/12/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/11/2019	Office Right Business Solution	BAC50	23.70		80169/10082/Office Right Busin
26/11/2019	Wiltshire Pest Services Ltd	BAC51	84.00		1068/10084/Wiltshire Pest Serv
26/11/2019	Greenham	BAC52	199.62		18/673592/10079/Greenham
26/11/2019	Absolute Safety Training	BAC53	55.00		0154-AST/10075/Absolute Safety
26/11/2019	West Wilts Elblag Twinning Ass	BAC54	10.00		20/10083/West Wilts Elblag Twi
27/11/2019	Staff salaries Nov 19	BACS	17,446.60		Staff salaries Nov 19
27/11/2019	Pension Due	BACS	5,129.97		Pension Due
29/11/2019	Hills Waste Solutions Ltd	DD17	461.50		P477957/9990/Hills Waste Solut
17/12/2019	Petty cash	109574	217.48		Petty cash
Total Payments			<u>361,235.08</u>		

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List of Payments made between 01/11/2019 and 30/11/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2019	CCLA Deposit Fund	BACS	20,000.00		CCLA Deposit Fund
01/11/2019	Aviva	Std Ord	1,476.08		Insurance
01/11/2019	Warminster Parking Partnership	BAC01	176.50		101019/10000/Warminster Parkin
01/11/2019	Wessex Lift Co Ltd	DD01	118.50		P/Ledger Electronic Payment
01/11/2019	W2B-10525394	DD02	13.50		P/Ledger Electronic Payment
01/11/2019	W2B-70006826	DD03	1,467.50		P/Ledger Electronic Payment
01/11/2019	W2B-70064023	DD04	200.50		P/Ledger Electronic Payment
04/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
05/11/2019	Dave Lucey Ltd	BAC02	17,550.26		6203/9993/Dave Lucey Ltd
05/11/2019	Wheeler's (Westbury) Ltd	BAC03	334.80		966690/10004/Wheeler's (Westbur
05/11/2019	Office Right Business Solution	BAC05	7.29		79341/9998/Office Right Busine
05/11/2019	GB Heating Ltd	BAC06	714.00		11119/10008/GB Heating Ltd
05/11/2019	Hunot HR	BAC07	240.00		7768/10006/Hunot HR
05/11/2019	DCK Accounting Solutions Ltd	BAC08	948.18		TPC8840/9992/DCK Accounting So
05/11/2019	Coates & Parker Ltd	BAC09	185.47		42757/9987/Coates & Parker Ltd
05/11/2019	Clearsky IT	BAC10	96.00		INV-18928/9986/Clearsky IT
05/11/2019	Clearsky IT	BAC11	198.24		INV-18969/9985/Clearsky IT
05/11/2019	Avon Printing Services	BAC12	280.00		43650/9981/Avon Printing Servi
05/11/2019	Charles Saunders Ltd	BAC13	97.41		328843/9996/Charles Saunders L
05/11/2019	Wired Publishing	BAC14	192.00		1129375/10010/Wired Publishing
05/11/2019	Amazon Business	BAC15	14.55		10020-Shrpie pens for lantern
06/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
06/11/2019	SGW Payroll Ltd	DD05	81.12		0000373929/9997/SGW Payroll Lt
07/11/2019	CCLA Deposit Fund	BACS	24,000.00		CCLA Deposit Fund
08/11/2019	CCLA Deposit Fund	BACS	24,621.00		CCLA Deposit Fund
08/11/2019	SJ Surveyors Ltd	BAC16	4,635.00		10052-Fee application for Skat
08/11/2019	Moviola Ltd	BAC17	138.40		10038-Film-Red Joan
11/11/2019	Idverde Limited	BAC18	7,191.11		10034-Warmins Park-Oct maint
11/11/2019	Gordon Morris Ltd	BAC19	4,935.06		10037-Hearing system for TOM
11/11/2019	Netitude Ltd	BAC20	1,500.00		10043-Audit+Strategy report
11/11/2019	Netitude Ltd	BAC21	322.78		10042-2Yr Bsic warranty
12/11/2019	Petty cash	109572	240.19		Petty cash
12/11/2019	Booker	DD06	204.13		3533329/9984/Booker
12/11/2019	Ashton Farms	BAC22	171.84		10021-Ice cream
12/11/2019	Batsford Timber Ltd	BAC23	157.18		10022-fencing for town park
12/11/2019	Nicks Shoe Repairs	BAC24	31.75		10044-Key cutting
13/11/2019	HMRC PAYE/NI Due	BACS	6,753.76		HMRC PAYE/NI Due
13/11/2019	Bank charge payable	CHRG	20.00		Bank charge payable
13/11/2019	Fuel Genie DDR	DD07	82.23		3759144/10007/Fuel Genie DDR
14/11/2019	Amazon Business	BAC25	11.89		10019-Polypipe rectangle hoppe
14/11/2019	Dave Naughton Electrical Servi	BAC26	215.04		10040-Repairs to lights
14/11/2019	Wheeler's (Westbury) Ltd	BAC27	159.60		10064-Camera repairs
14/11/2019	Roundstone Vending Limited	BAC28	100.00		10047-Kreamer+Cocoa

List of Payments made between 01/11/2019 and 30/11/2019

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
14/11/2019	Netitude Ltd	BAC29	6,958.54		10041-Down payment for PC
15/11/2019	Wiltshire Council	Std Ord	17.00		WC Rates Boreham Rd Cemetery
15/11/2019	Wiltshire Council	Std Ord	528.00		WC Rates Dewey House
15/11/2019	Wiltshire Council	Std Ord	687.00		WC Rates Civic Centre
15/11/2019	Wiltshire Council	Std Ord	295.00		Non-dom Rates Town Park
15/11/2019	Timico Limited	DD08	332.27		10057-Phone bill-Various site
18/11/2019	Mr Tom Dommett	BAC30	136.70		10026-Reeve the baker-WALCC
18/11/2019	Warminster Parking Partnership	BAC31	208.30		10059-October refund
18/11/2019	West mercia Energy	DD09	315.65		1635537/10003/West mercia Ener
18/11/2019	Office Evolution Ltd	DD10	101.71		45749/9994/Office Evolution Lt
18/11/2019	SSE Contracting Ltd	DD11	0.93		11119/10009/SSE Contracting Lt
19/11/2019	Worldpay (UK) Ltd	DD12	33.74		10065-Card processing charge
19/11/2019	Worldpay (UK) Ltd	DD13	27.34		10066-Car processing charge
19/11/2019	Farnfields Solicitors	BAC32	2,220.96		10028-Leases of play area
19/11/2019	A Head For PR Ltd	BAC33	375.00		10017-PR Consultancy service
19/11/2019	Complete Fire Services Ltd	BAC34	229.56		10025-Civic-annual service
19/11/2019	Mirage Signs Limited	BAC35	96.00		10036-4 x A4 lake signs
19/11/2019	Charles Saunders Ltd	BAC36	88.17		10050-Toilet tissues
19/11/2019	Office Right Business Solution	BAC37	144.18		10045-Paper, lamination pouch
19/11/2019	Dave Naughton Electrical Servi	BAC38	121.80		10039-Replace lamps
19/11/2019	Prosec Consultancy Ltd	BAC39	562.50		10046-Remembrance- SIA operativ
19/11/2019	Total Floor Care Ltd	BAC40	85.14		10056-Sylva floor cleaner
19/11/2019	Roundstone Vending Limited	BAC41	260.00		10049-Pav cafe bar stock
19/11/2019	Warminster Fencing Ltd	BAC42	448.97		10058-Fence in bottom field
19/11/2019	Amazon Business	BAC43	46.25		10018-Food storage container
19/11/2019	Imagin Products Ltd	BAC44	11.10		10035-Photo ID Bages
19/11/2019	Shaw & Sons Limited	BAC45	67.14		10051-Book of condolence
21/11/2019	VWFS UK Ltd	Std Ord	32.12		Van WT16 TRZ Maintenance Plan
21/11/2019	Bank charge payable	CHRG	91.28		Bank charge payable
25/11/2019	VWFS UK Limited	DD	383.14		VWFS UK Limited-Lease payment
25/11/2019	BOC Gases	DD14	34.08		3055426800/9982/BOC Gases
26/11/2019	Booker	DD15	225.07		P/Ledger Electronic Payment
26/11/2019	Danny Donkey & Pals	BAC46	200.00		191130WARMINSTER/10076/Danny D
26/11/2019	DCK Accounting Solutions Ltd	BAC47	629.48		TPC8852/10077/DCK Accounting S
26/11/2019	Flying Colours Entertainment L	BAC48	690.00		FC2393/10078/Flying Colours En
26/11/2019	Moviola Ltd	BAC49	137.00		191549/10080/Moviola Ltd
26/11/2019	Office Right Business Solution	BAC50	23.70		80169/10082/Office Right Busin
26/11/2019	Wiltshire Pest Services Ltd	BAC51	84.00		1068/10084/Wiltshire Pest Serv
26/11/2019	Greenham	BAC52	199.62		18/673592/10079/Greenham
26/11/2019	Absolute Safety Training	BAC53	55.00		0154-AST/10075/Absolute Safety
26/11/2019	West Wilts Elblag Twinning Ass	BAC54	10.00		20/10083/West Wilts Elblag Twi
27/11/2019	Staff salaries Nov 19	BACS	17,446.60		Staff salaries Nov 19
27/11/2019	Pension Due	BACS	5,129.97		Pension Due

List of Payments made between 01/11/2019 and 30/11/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/11/2019	Hills Waste Solutions Ltd	DD17	461.50		P477957/9990/Hills Waste Solut
Total Payments			<u>208,114.37</u>		

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Working in partnership with
Wiltshire Council
Where everybody matters



Wessex Water

wessexwater.co.uk/community





Terms and Conditions for Grants 2020

Each year Warminster Town Council allocates budgeted funds on anything which, in the Council's opinion, is in the interest of its area or part of its area, or in the interest of all or some of the inhabitants of that area. The grants must satisfy two criteria:

1. The Council must be satisfied that there is a direct benefit to its area or part of its area or to some or all of its inhabitants.
2. The Council must ensure that the direct benefit which will accrue to its area or inhabitants will be commensurate with the amount of expenditure.

Any grant of £1,000 or more will include a proviso that the recipient should attend the Annual Town Meeting to report on how the money has been used, or if this is not possible must provide the Clerk with a written report for the meeting.

Procedure

The Town Council has agreed the following procedure:

1. That the Finance and Assets Committee will consider applications once a year and a local media advert will be placed at the appropriate time. Details will also be uploaded to the Council's website. The decision taken to award grants will be taken in June or at a meeting nearest to this month.
2. That the Clerk shall ensure that applications received have all of the supplementary papers necessary, before reporting them to the Finance and Assets Committee.
3. That grants be made in accordance with the following criteria:
 - ┐ That there will be direct benefit to Warminster or part of the area or to some or all of its inhabitants.
 - ┐ That the direct benefit which will accrue to the area or inhabitants will be commensurate with the amount of expenditure.
 - ┐ That, with the exception of disaster fund appeals, no grants will be made to national based organisations unless they can show the proportion of direct benefit to the residents of Warminster.
 - ┐ That grants will only be made to individuals in exceptional circumstances.
 - The grant application must be applied for by an authorised member of the charity or organisation.
 - ┐ Only one grant per organisation will be given in any one council year and this will be limited to £2,000 per applicant. The council year runs from 1st April–31st March.
4. The above criteria will be sent to prospective applicants, with a request for a sight of their accounts, Equal Opportunities Policy, invoice or quotation for the project, details of other funding requests, Terms of Reference, Constitution and Memorandum and Articles if relevant.

Selection Process

The Council will review each application provided that all supplementary information has been supplied.

The deadline date for submitting applications will be advertised on the Council Website and Council Offices. Incomplete forms will not be considered.

Payments will be issued as soon as possible once the grant has been approved.

Specific Grants – These are for grants larger than £2000.

Because the grants are so large, the Council makes special budget provision for them. They operate on a different timescale to other grants. Examples of specific grants awarded in the past are: Inspire, the Wobble, the Carnival, the Community Hub. If you would like to apply for a grant larger than £2000, please contact the town council.

Warminster Civic Centre
Sambourne Road
Warminster
Wiltshire BA12 8LB



Telephone: 01985 214847 email: admin@warminster-tc.gov.uk

How to use this form: this form can be printed and completed by hand or filled in electronically. If you would like any advice of guidance about filling in the form or apply for a grant, please contact Warminster Town.

Name of organisation	
Name and address of the person making the application on behalf of the organisation	
Position held in organisation	
Signature	
Telephone	
Email	
Bank account details If you are successful, our preferred payment method is via BACS.	Bank name: Sort code: Account number:
Registered charity number if applicable	
Briefly describe the aims and objectives of your organisation/group, including details of services/projects/activities you currently run. (If you are a new group, describe the services and activities you plan to provide)	
What is the total cost for the equipment/activity/project you are applying for? (include quotes if possible) Amount of grant requested from Warminster Town Council. Amount raised already	

The Council must be satisfied that there is a direct benefit to Warminster or to some or all its residents. Please tell us what you would use the grant for and who it would benefit, how many people would benefit and how it would benefit them.

Try to be specific about what you will achieve and how you will achieve it.

What is the timescale for your equipment purchase/activity/project?

What is the annual expenditure of your organisation?

What is your current (at year end) financial balance including reserves?

Have you applied for grants from any other organisations? Please give details including how much have you been granted.

£

Please tick boxes to show which documents you are including with your application.

Accounts ☐ Terms of Ref ☐ Equal Opp Policy ☐ Invoice /Quote ☐ Constitution/M&A's ☐

REPORT FOR DECISION

Hedge Laying Yeates Meadow

Recommendation

Officers recommend members accept the quotation from Wessex Rural Crafts.

Purpose of the Report.

To assist members in reaching decision set out in the recommendations.

Background

Location map



Officers have received several complaints from members of the public regarding the lower part of the hedge on the Boreham road boundary of Yeates Meadow. The majority of which related to branches overhanging the footway. The hedges are cut once per year as part of the maintenance contract with Idverde. This however is only routine maintenance and as the lower part of the hedge has never been maintained as a full hedge (i.e. the top has not been cut) only the side is cut. (See pic)



Findings

Officers considered the available options and decided the best option would be to lay the hedge. This will enable the hedge to be brought back into the regular maintenance programme. Hedge laying is a traditional method of managing hedges. It increases biodiversity through improved habitat.

Wessex Rural Crafts are a local company based in Horningsham specialising in tree works and traditional rural crafts.

Wessex Rural Crafts provided a quotation including traffic management, to lay the hedge and coppice the multi stemmed ash which overhangs the road. They will also infill any gaps with native mixed hedging for free as this is in line with their offsetting carbon footprint policy.

Officers did look for other companies to quote for the work. However, they were difficult to find locally and mostly sole traders with limited capacity for additional work. None have been forthcoming with quotations.

Financial and Resource Implications

The quotation from Wessex Rural Crafts to:

1. Reduce the boundary hedge (approx. 90m) down to approx. 1.5m wide hedge and lay it.
2. Fell dead Elms and coppice large Ash stool.
3. Chip arisings into hedgerow and remove wood.
4. Replant gaps with native species.
5. Supply Traffic Management.

The cost of this work will be £900 +vat.

This will be paid from Open Spaces grounds maintenance budget 211/4038. This will mean that the budget line will go over by the end of the year. However, the cost centre will still be within the set budget for the year. Figure for November 2019 below.

<u>211 Open Spaces</u>								
4012	Water Rates	0	16	30	14	14	52.3%	
4038	Grounds Maintenance	744	7,828	10,000	2,172	2,172	78.3%	
4040	Equipment/Furniture	0	0	250	250	250	0.0%	
4214	Bins	0	0	5,000	5,000	5,000	0.0%	
Open Spaces :- Indirect Expenditure		<u>744</u>	<u>7,844</u>	<u>15,280</u>	<u>7,436</u>	0	<u>7,436</u>	<u>51.3%</u>
Net Expenditure		<u>(744)</u>	<u>(7,844)</u>	<u>(15,280)</u>	<u>(7,436)</u>			

Legal Implications and Legislative Powers

The Council has the power to provide this service under the General Power of Competence.

Environmental Implications

Officers believe this is the most environmentally sensitive method of maintenance available to us.

Risk Assessment

Risk assessments will be completed before any operation is carried out by the contractor.

Crime and Disorder

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.

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CIL Report - Finance and Asset Committee 06.01.2020

CIL received by Warminster Town Council.

2016-17 = £72,246

2017-18 = £10,087

2018-19 = £88,156

2019-20 = £48,004

Total £218,493.

The skatepark budget was £253,767, of which CIL contributed £82,143.

As the skatepark is slightly under budget, it means not all the £82,143 was spent.

So, there is over £136,350 in the CIL pot and more to come in 2020

The existing top 3 priorities are:

- a new paddling pool in the Lake Pleasure Grounds,
- funding of the development of a new Town and Neighbourhood Plan
- additional outdoor leisure provision – i.e. outdoor table tennis tables and a Boules area.

Indicative figures for the development of a new Town and Neighbourhood Plan is £25,000 and for additional outdoor leisure provision £10,000.

Planning Application No.	Location	Signed Date	Type of contribution	Clause description	Contribution Amount	Site progress	Claimed	Notes
	36 Victoria Road		Open Space	towards the cost of off-site open space in the locality of the development	£12,820		no	
W/12/00687	East Damask Way	31/10/2013	Leisure contribution	upgrading Skate park at Warmminster park	£16,024	complete	yes	
			Open Space off-site	upgrading at Warmminster park	£15,297	complete	no	earmarked for Tennis Courts
W/14/05980	Fairview House	15/05/2015	Indoor Recreation Facilities contribution	to be used at Warmminster Sports Hall / existing boat house	£9,659	complete	no	WC happy if all goes to boat house
			Public Open Space contribution	to be used at Warmminster Park	£16,700	complete	no	
13/06782/OUT	Land NW of Boreham Mill, Bishopstrow	26/07/2016	Off-site & Open Space Play	towards improvements to existing facilities at Warmminster Park	£48,892	unstarted	no	
			Off-site Sports provision	towards improvements to existing facilities at Warmminster Park	£7,839	unstarted	no	
17/12348/OUT	Land at East Damask Way and East Upper Marsh Road	03/04/2019	Offsite Play Area		£7,235,76		no	
					£134,466			