

26th October 2020

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Finance and Audit Committee
on Monday 2nd November 2020 at 7pm
to be held online

Membership:

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

Copied to all other members for information.

Normally, the committee would meet in person and provide an opportunity for members of the public to attend. However, during the current emergency, this is not possible, and the Government have put in place Regulations that allow 'Virtual' committees to be convened and held to conduct local authority business.

The Council has adopted appropriate procedures to ensure the smooth administration of such virtual meetings.

If you want to raise a matter in public participation, please contact admin@warminster-tc.gov.uk at least a day prior to the meeting to enable this to be facilitated. If you wish to view the meeting please see the link on the Warminster Town Council website www.warminster-tc.gov.uk in the meetings diary.

Yours sincerely



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

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 Audit Committee meeting held on Monday 7th September 2020; 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 Audit Committee meeting held on Monday 7th September 2020.

4. **Chairman's Announcements**

To note any announcements made by the Chairman.

5. **Questions**

To receive questions from members of the committee submitted in advance to the Clerk.

***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. The Chairman will read any statements submitted by members of the public.

***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. **Allotments**

Nothing to report.

9. **Financial Information**

9.1 To note the reconciliations for August and September 2020; the

Chairman to sign and verify against the bank statements seen. **(See attached.)**

9.2 To note the accounts to August and September 2020 **(See attached.)**

9.3 To approve the list of payments made in August and September 2020 and the **Chairman to sign. (See attached.)**

9.4 To approve The Variance Report. (See attached.)

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

	Amount
01.09.2020	£10,000
11.09.2020	£ 7,000
13.10.2020	£ 8,000
21.10.2020	£14,000

9.6 To note CCLA investment at 30th September 2020 was £373,660.12

**10. Warminster Community Radio (WCR)
Service Level Agreement (SLA) 2022 – 2027**

To debate the attached SLA 2022 - 2027 from WCR and to consider their request for continued support for the provision of local radio services as well as the support to town council for event management. **(See attached).**

Members to resolve on the continuation of the SLA at a cost of £10,000 per annum for a period of five years.

11. Preliminary Budget 2021 - 2022

The Clerk is submitting the first draft of the budget for 2021/2022. Members will find the budget pack attached. Members should note that this is the preliminary budget, WTC has yet to receive the average band 'D' figures from Wiltshire Council which will inform the adjusted basis for Band D equivalents. Members are requested to read the budget notes which are included in the pack. **(See attached.)**

The Clerk is happy to clarify or answer questions in advance of the meeting if required. These will be summarised for the meeting to avoid duplications.

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

12. Athenaeum Centre for the Community

The Council has received a request to support the provision of a new plaque in the Athenaeum.

Members to consider this request and to resolve. (See attached.)

13. Dewey Trust

The Clerk received an urgent request from the Dewey Trust Trustees and the Investec Fund Manager regarding releasing capital funds for the splash pad project. The market is currently at an all-time high, and time was of the essence to raise a minimum figure. Members should note that the funds can be re-invested if not required, however, to not action could have incurred loss if funds were subsequently required. Therefore, and in conjunction with the Mayor, Deputy Mayor and Chairman of Finance and Audit, the Clerk instructed Farnfield's to raise £100,000 from the capital of the portfolio. If required a further £20,000 can be taken from the income balance which will still leave a cushion of £55,000 (approximately), for WTC grant awards. This course of action was under the guidance of and at the advice of the

Trustees and Investec.

Members to note.

14. Clerk's Report

14.1 Treasury Management Policy 2020 – 2021: The Clerk in conjunction with the council's accountants has now drawn up the TMP for 2020 – 2021. **(See attached.)** The revised policy enables the best return on the council's funds, whilst minimising risk. The policy is self-explanatory.

Members are requested to receive and adopt the policy.

15. 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: Monday 4th January 2021

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.

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

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1 August to 28 August 2020

Account Name

Warminster Town Council

Sortcode Account Number Sheet Number

40-45-23 21136496

460

Your Statement

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).



066018_241 1/ 4 00005 87985 19726 39700

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



Your Statement

Account Summary

Opening Balance	597,172.40
Payments In	36,056.93
Payments Out	48,905.63
Closing Balance	584,323.70

Interest Rate - Valid as at end date of the statement period
0.00% AER

International Bank Account Number

GB85HBUK40452321136496

Branch Identifier Code

HBUKGB4161U

1 August to 28 August 2020

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

21136496 459

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Jul 20	BALANCE BROUGHT FORWARD			597,172.40
03 Aug 20	TFR TRANSFER 91001000		29,333.41	626,505.81
04 Aug 20	TFR TRANSFER 91001000	1,487.66		625,018.15
05 Aug 20	TFR TRANSFER 91001000		909.25	625,927.40
06 Aug 20	TFR TRANSFER 91001000		818.15	626,745.55
07 Aug 20	TFR TRANSFER 91001000		255.00	627,000.55
10 Aug 20	TFR TRANSFER 91001000		1,444.48	628,445.03
11 Aug 20	TFR TRANSFER 91001000	5,447.71		622,997.32
12 Aug 20	TFR TRANSFER 91001000	4,865.17		618,132.15
13 Aug 20	TFR TRANSFER 91001000		310.45	618,442.60
14 Aug 20	TFR TRANSFER 91001000		828.60	619,271.20
17 Aug 20	TFR TRANSFER 91001000	1,345.39		617,925.81
18 Aug 20	TFR TRANSFER 91001000	1,450.60		616,475.21
19 Aug 20	TFR TRANSFER 91001000	2,354.31		614,120.90
20 Aug 20	TFR TRANSFER 91001000		287.00	614,407.90
21 Aug 20	TFR TRANSFER 91001000		63.26	614,471.16
24 Aug 20	TFR 404523 91001000			
	INTERNET TRANSFER	10,000.00		
	TFR TRANSFER 91001000	644.05		603,827.11
25 Aug 20	TFR TRANSFER 91001000	21,152.08		582,675.03
26 Aug 20	TFR TRANSFER 91001000	158.66		582,516.37
27 Aug 20	TFR TRANSFER 91001000		115.95	582,632.32
28 Aug 20	TFR TRANSFER 91001000		1,691.38	584,323.70
28 Aug 20	BALANCE CARRIED FORWARD			584,323.70

Commercial Banking Customers

Interest and Charges

[Your] Business Banking Terms and Conditions cover how and when we can charge our interest rates and charges.

Details of Debit interest together with details of the interest rate we pay and charge in full (for all accounts) are available in [our] Business Price List. All [our] business current accounts are non-interest bearing when in credit unless we individually agree a rate with you.

Overdrafts:

Arranged overdraft:

Where you ask us for an overdraft before making any transactions that takes your account overdrawn, or over your current arranged overdraft limit. Interest rates are individually agreed, for a period of 12 months, and are linked to the Bank of England base rate. For details of our fees and charges, please refer to our Business Price List – see Additional Information below.

Unarranged overdraft:

When you make a payment that takes your account overdrawn if you don't have an arranged overdraft limit, or takes your account over your arranged overdraft limit. When you don't have an arranged overdraft limit, we will charge our Business Standard Debit Interest Rate on any balances. When you have an existing arranged overdraft limit and go over this limit, we will charge interest at the rate we have agreed with you on the balance of your arranged overdraft limit and will charge Standard Debit Interest Rate on any balance over your arranged overdraft facility. In either of these circumstances, unarranged overdraft charges will be applied on each working day that your account is overdrawn (if you don't have an arranged overdraft) or you go over your arranged overdraft limit (if you have an arranged overdraft). For details of our fees and charges, please see our Business Price List and for information on our Interest Rates, see Additional Information below.

Your debit card

For debit card charges and how foreign currency transactions are converted to sterling please refer to the Business Price List.

Additional Information

A copy of [our] Business Price List and the Business Banking Terms and Conditions can be found on our website

www.business.hsbc.uk/en-gb/gb/generic/legal-information.

Information on our Interest Rates can be found on our website

www.business.hsbc.uk/en-gb/interest-rates/interest-rates-finance-borrowing.

This information is also available in our branches, by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or by textphone **0345 12 55 63**. [Details of the interest rates we pay and charge are also separately available through these channels.]

To help us continuously improve our service and in the interests of security, we may monitor and/or record your telephone calls with us.

Personal Banking Customers

Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, e.g. Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts, overdraft interest is charged on the whole overdraft balance above any interest free amount. 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.

Commercial and Personal Banking Customers

Lost and Stolen Cards

If any of your cards are lost or stolen please call **0800 032 7075** or if you are calling from outside the UK, please call us on **+44 1442 422 929**. Lines are open 24 hours.

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.

Disabled Customers

We offer a number of services such as statements in Braille or large print. Please contact us by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or textphone **0345 12 55 63** to let us know how we can serve you better.

HSBC UK Bank plc, registered in England and Wales number 09928412. Registered office 1 Centenary Square, Birmingham B1 1HQ.

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Overdrafts

Arranged overdraft: Where you ask us for an overdraft before making any transactions that take your account overdrawn, or over your current arranged overdraft limit.

Unarranged overdraft: When you make a payment that takes your account overdrawn if you don't have an arranged overdraft, or takes your account over your arranged overdraft limit.

Effective from 14 March 2020

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 HSBC Advance Bank Account, HSBC Bank Account, HSBC Current Account, Home Management Account and HSBC Graduate Bank Account is £20.

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.

Unarranged overdraft charges incurred before 14 March 2020 may debit your account after this date (we'll still give advance notice). Charges incurred before 14 March 2020 won't count towards the new £20 cap as they'll relate to the previous month's charging period.

Your debit card

When you use your card outside the UK, your statement will show where the transaction took place, the amount spent in foreign 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 foreign currency debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made. For 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 'Foreign Currency Transaction Fee'. Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk 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, and to cash machines in the UK, 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.

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 August to 31 August 2020

Your Statement

Account Name
Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 91001000 159

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,042.45
DD	HILLS WASTE SOLUTI	313.24		
CR	CASH IN P.O. AUG28			
	8-10 THREE H@11:48		1,962.17	
TFR	TRANSFER 21136496	1,691.38		5,000.00
31 Aug 20	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).

Credit Interest Rates	<i>balance</i>	<i>AER variable</i>	Debit Interest Rates	<i>balance</i>	<i>EAR variable</i>
Credit interest is not paid			Debit interest		21.34%

1 August to 31 August 2020

Your Statement

Account Name

Warminster Town Council

Sortcode Account Number Sheet Number

40-45-23 91001000 157

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,129.80
	DR TOTAL CHARGES			
	TO 30JUL2020	66.54		
	TFR TRANSFER 21136496	63.26		5,000.00
24 Aug 20	CR MV- 17760605 -1908		7.60	
	CR MV- 21574633 -1908		65.00	
	DD VWFS UK LIMITED	33.98		
	BP AMAZON			
	2020292677180	64.99		
	BP AMAZON			
	aeuinvfr2020750482	1.47		
	BP AMAZON			
	2020802610781	10.53		
	BP AMAZON			
	2020302025930	14.32		
	BP AMAZON			
	2020802618366	2.25		
	BP AMAZON			
	2020300888566	27.08		
	BP AMAZON			
	2294726	5.98		
	BP AMAZON			
	2020235513	11.70		
	BP AMAZON			
	202013680	3.40		
	BP AMAZON			
	202099585	4.78		
	BP AMAZON			
	2020342201	23.98		
	BP AMAZON			
	202030	31.21		
	BP ASHTON FARMS			
	1106592 1106425	420.40		
	BP B&S CHAINS LTD			
	33307	216.55		
	BP BATSFORD TIMBER			
	LL00047676	29.89		
	BP Dan Line			
	62488	453.60		
	BP Nathaniel Gooding			
	ET	2,000.00		
	BP Dan Line			
	62489	204.48		
	BP DecOrTint			
	484	180.00		
	BALANCE CARRIED FORWARD			1,332.01

1 August to 31 August 2020

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 158

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			1,332.01
	BP GB HEATING			
	1063L	594.00		
	TFR 404523 21136496			
	INTERNET TRANSFER		10,000.00	
	BP Grist Environmenta			
	322905	1,241.72		
	BP Grist Environmenta			
	322684	1,719.84		
	BP TRADE UK/SCREWFIX			
	1091453926	21.99		
	BP OFFICE RIGHT			
	85135	176.58		
	BP SYDENHAMS			
	15741455	878.83		
	BP WALC			
	4757	90.00		
	BP WPS INSURANCE			
	501219354	2,074.60		
	BP SSE BUSNS SSE ELEC			
	9610830651	178.50		
	TFR TRANSFER 21136496		644.05	5,000.00
25 Aug 20	CR MV- 17760605 -2008		333.20	
	DD BOC MANCHESTER ACC	34.08		
	DD ATOS RE FUELGENIE	297.64		
	DR CONTRA	21,153.56		
	TFR TRANSFER 21136496		21,152.08	5,000.00
26 Aug 20	CR MV- 17760605 -2308		146.65	
	CR MV- 17760605 -2108		159.05	
	CR MV- 17760605 -2208		313.95	
	BP WPP JULY 2020			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	58.70		
	BP 2020004235216			
	FIONA FOX			
	BIB BACS PAYMENT	150.92		
	BP 34447425			
	FIONA FOX			
	BIB BACS PAYMENT	51.96		
	DD ALD AUTOMOTIVE	377.93		
	DD O2	138.80		
	TFR TRANSFER 21136496		158.66	5,000.00
27 Aug 20	CR MV- 17760605 -2408		115.95	
	TFR TRANSFER 21136496	115.95		5,000.00
28 Aug 20	CR MV- 17760605 -2508		42.45	
	BALANCE CARRIED FORWARD			5,042.45

1 August to 31 August 2020

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 155

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,546.35
06 Aug 20	CR MV- 17760605 -0208		362.90	
	TFR TRANSFER 21136496	909.25		5,000.00
	CR CHQ IN AT 407080		901.89	
	CR MV- 17760605 -0308		135.35	
07 Aug 20	CHQ 109575	219.09		
	TFR TRANSFER 21136496	818.15		5,000.00
	CR MV- 17760605 -0408		255.00	
	TFR TRANSFER 21136496	255.00		5,000.00
10 Aug 20	CR MV- 17760605 -0508		117.55	
	CR WARMINSTER & K9QF			
	WARMINSTER & DISTR		600.00	
	BP Crown Gas & Power Depot	745.00		
11 Aug 20	CR CASH IN P.O. AUG10			
	8-10 THREE H@14:11		1,620.93	
	BP Crown Gas & Power Depot	149.00		
	TFR TRANSFER 21136496	1,444.48		5,000.00
12 Aug 20	CR MV- 17760605 -0608		175.25	
	DD PARAGON BUSINESS F	5,289.02		
	DD ATOS RE FUELGENIE	333.94		
	TFR TRANSFER 21136496		5,447.71	5,000.00
	CR MV- 17760605 -0708		257.45	
	CR MV- 17760605 -0808		308.55	
	CR MV- 17760605 -0908		390.15	
	BP DCK BEAVERS LTD			
	TPC9243	777.00		
	BP DENTONS			
	218088	290.40		
	BP NIGEL CONNOR			
	3024 & 3025	144.00		
	BP ASHTON FARMS			
	1105283 & 3 others	602.68		
	BP ROUNDSTONE VENDING			
	27695	212.00		
	BP SWALLOW DRINKS			
	267804 & 268353	234.72		
	BP AMAZON			
	138359311-2020-378	4.99		
	BP AMAZON			
	Purchase Order 115	622.19		
	BP AMAZON			
	Purchase Order 116	186.05		
	BALANCE CARRIED FORWARD			2,882.12

1 August to 31 August 2020

Your Statement

Account Name
Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 91001000 156

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			2,882.12
	BP AMAZON 5205913	9.49		
	BP NETITUDE 8716	504.00		
	BP NETITUDE 2503700	1,507.82		
	BP TRADE UK/SCREWFIX 1088941907	145.27		
	BP TRADE UK/SCREWFIX 1088941915	34.47		
	BP Place Studio Ltd Neighbourhood Plan	371.04		
	BP COATES & PARKER 44626	175.20		
	TFR TRANSFER 21136496		4,865.17	5,000.00
13 Aug 20	CR MV- 17760605 -1008		310.45	
	TFR TRANSFER 21136496	310.45		5,000.00
14 Aug 20	CR MV- 17760605 -1108		212.25	
	CR CASH IN P.O. AUG14 8-10 THREE H@11:58		616.35	
	TFR TRANSFER 21136496	828.60		5,000.00
17 Aug 20	CR MV- 17760605 -1208		223.15	
	DD TIMICO/KECONNECT	14.54		
	DD WILTSHIRE COUNCIL	20.00		
	DD WILTSHIRE COUNCIL	699.00		
	DD WILTSHIRE COUNCIL	536.00		
	DD WILTSHIRE COUNCIL	299.00		
	TFR TRANSFER 21136496		1,345.39	5,000.00
18 Aug 20	CR MV- 17760605 -1308		133.70	
	DD OFFICE EVOLUTION	56.91		
	DD BOOKER LTD -BK	1,398.23		
	DD ATOS RE FUELGENIE	129.16		
	TFR TRANSFER 21136496		1,450.60	5,000.00
19 Aug 20	CR MV- 17760605 -1408		57.40	
	CR MV- 17760605 -1508		102.45	
	CR MV- 17760605 -1608		124.85	
	DD S/LINE 116342855	54.80		
	DD S/LINE 116559553	116.70		
	DD PARAGON BUSINESS F	2,467.51		
	TFR TRANSFER 21136496		2,354.31	5,000.00
20 Aug 20	CR MV- 17760605 -1708		287.00	
	TFR TRANSFER 21136496	287.00		5,000.00
21 Aug 20	CR MV- 17760605 -1808		129.80	
	BALANCE CARRIED FORWARD			5,129.80

066870_244 5/ 12 00005 125677 28311 39700

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	93,087.95
Payments Out	93,087.95
Closing Balance	5,000.00

International Bank Account Number

GB17HBUK40452391001000

Branch Identifier Code

HBUKGB4161U

1 August to 31 August 2020

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

91001000 154

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Jul 20	BALANCE BROUGHT FORWARD			5,000.00
03 Aug 20	CR WILTSHIRE COUNCIL		16,220.04	
	CR MV- 21574633 -2907		324.00	
	CR HMRC VAT		13,171.95	
	DD PREMIUM CREDIT LTD	1,478.16		
	DD WATER2BUSINESS	343.95		
	DD WATER2BUSINESS	13.50		
	DD WATER2BUSINESS	73.90		
	DD WATER2BUSINESS	1,165.50		
	DD WATER2BUSINESS	192.00		
	DD WESSEX LIFT CO LTD			
	FINAL PAYMENT	118.50		
	CR Hervin Robin			
	J71 P508 LODGE REN		329.98	
	BP S LEGG			
	Sweeper tyres	94.44		
	CR CASH IN P.O. AUG03			
	8-10 THREE H@14:22		1,666.69	
	CR CASH IN P.O. AUG03			
	8-10 THREE H@14:25		1,100.70	
	TFR TRANSFER 21136496	29,333.41		5,000.00
04 Aug 20	CR MV- 17760605 -3007		295.42	
	CR MV- 21574633 -3007		58.75	
	DD VWFS UK LIMITED	405.53		
	DD BOOKER LTD -BK	1,436.30		
	TFR TRANSFER 21136496		1,487.66	5,000.00
05 Aug 20	CR MV- 17760605 -3107		242.65	
	CR MV- 17760605 -0108		303.70	
	BALANCE CARRIED FORWARD			5,546.35

Commercial Banking Customers

Interest and Charges

[Your] Business Banking Terms and Conditions cover how and when we can charge our interest rates and charges.

Details of Debit interest together with details of the interest rate we pay and charge in full [for all accounts] are available in [our] Business Price List. All [our] business current accounts are non-interest bearing when in credit unless we individually agree a rate with you.

Overdrafts:

Arranged overdraft:

Where you ask us for an overdraft before making any transactions that takes your account overdrawn, or over your current arranged overdraft limit. Interest rates are individually agreed, for a period of 12 months, and are linked to the Bank of England base rate. For details of our fees and charges, please refer to our Business Price List – see Additional Information below.

Unarranged overdraft:

When you make a payment that takes your account overdrawn if you don't have an arranged overdraft limit, or takes your account over your arranged overdraft limit. When you don't have an arranged overdraft limit, we will charge our Business Standard Debit Interest Rate on any balances. When you have an existing arranged overdraft limit and go over this limit, we will charge interest at the rate we have agreed with you on the balance of your arranged overdraft limit and will charge Standard Debit Interest Rate on any balance over your arranged overdraft facility. In either of these circumstances, unarranged overdraft charges will be applied on each working day that your account is overdrawn (if you don't have an arranged overdraft) or you go over your arranged overdraft limit (if you have an arranged overdraft). For details of our fees and charges, please see our Business Price List and for information on our Interest Rates, see Additional Information below.

Your debit card

For debit card charges and how foreign currency transactions are converted to sterling please refer to the Business Price List.

Additional Information

A copy of [our] Business Price List and the Business Banking Terms and Conditions can be found on our website

www.business.hsbc.uk/en-gb/gb/generic/legal-information.

Information on our Interest Rates can be found on our website

www.business.hsbc.uk/en-gb/interest-rates/interest-rates-finance-borrowing.

This information is also available in our branches, by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or by textphone **0345 12 55 63**. [Details of the interest rates we pay and charge are also separately available through these channels.]

To help us continuously improve our service and in the interests of security, we may monitor and/or record your telephone calls with us.

Personal Banking Customers

Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, e.g. Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts, overdraft interest is charged on the whole overdraft balance above any interest free amount. 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.

Commercial and Personal Banking Customers

Lost and Stolen Cards

If any of your cards are lost or stolen please call **0800 032 7075** or if you are calling from outside the UK, please call us on **+44 1442 422 929**. Lines are open 24 hours.

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.

Disabled Customers

We offer a number of services such as statements in Braille or large print. Please contact us by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or textphone **0345 12 55 63** to let us know how we can serve you better.

HSBC UK Bank plc, registered in England and Wales number 09928412. Registered office 1 Centenary Square, Birmingham B1 1HQ.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under reference number 765112.

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Overdrafts

Arranged overdraft: Where you ask us for an overdraft before making any transactions that take your account overdrawn, or over your current arranged overdraft limit.

Unarranged overdraft: When you make a payment that takes your account overdrawn if you don't have an arranged overdraft, or takes your account over your arranged overdraft limit.

Effective from 14 March 2020

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 HSBC Advance Bank Account, HSBC Bank Account, HSBC Current Account, Home Management Account and HSBC Graduate Bank Account is £20.

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.

Unarranged overdraft charges incurred before 14 March 2020 may debit your account after this date (we'll still give advance notice). Charges incurred before 14 March 2020 won't count towards the new £20 cap as they'll relate to the previous month's charging period.

Your debit card

When you use your card outside the UK, your statement will show where the transaction took place, the amount spent in foreign 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 foreign currency debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made. For 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 'Foreign Currency Transaction Fee'. Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk 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, and to cash machines in the UK, 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.

**Bank Reconciliation Statement as at 31/08/2020
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	31/08/2020	459	584,323.70
Current Account	31/08/2020	159	5,000.00
			<u>589,323.70</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			589,323.70
<u>Receipts not Banked/Cleared (Plus)</u>			
28/08/2020		420.00	
			<u>420.00</u>
			589,743.70
		Balance per Cash Book is :-	597,115.23
		Difference Excluding Adjustments is :-	-7,371.53
<u>Adjustments to Reconciliation</u>			
13/05/2020 CR Southern & Scottish		385.00	
11/08/2020 DDR Paragon Business F		-5,289.02	
19/08/2020 DDR Paragon Business F		-2,467.51	
			<u>-7,371.53</u>
		Unreconciled Difference is :-	<u>0.00</u>

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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 August to 30 September 2020

Your Statement

Account Name

Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 21136496 462

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
30 Sep 20	TFR BALANCE BROUGHT FORWARD TRANSFER 91001000	276.71		1,093,250.66 1,092,973.95
30 Sep 20	BALANCE CARRIED FORWARD			1,092,973.95 ✓

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).

084972_274 9/ 12 00010 25915 5492 39700

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



Your Statement

Account Summary

Opening Balance	584,323.70
Payments In	575,863.88
Payments Out	67,213.63
Closing Balance	1,092,973.95

Interest Rate - Valid as at end date of the statement period
0.00% AER

International Bank Account Number

GB85HBUK40452321136496

Branch Identifier Code

HBUKGB4161U

29 August to 30 September 2020

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

21136496 461

Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
28 Aug 20	BALANCE BROUGHT FORWARD			584,323.70
01 Sep 20	TFR 404523 91001000			
	INTERNET TRANSFER	10,000.00		571,372.48
	TFR TRANSFER 91001000	2,951.22		551,474.94
02 Sep 20	TFR TRANSFER 91001000	19,897.54		553,668.25
03 Sep 20	TFR TRANSFER 91001000		2,194.31	551,323.82
04 Sep 20	TFR TRANSFER 91001000	2,345.43		551,665.32
07 Sep 20	TFR TRANSFER 91001000		341.50	552,275.52
08 Sep 20	TFR TRANSFER 91001000		610.20	552,893.02
09 Sep 20	TFR TRANSFER 91001000		617.50	549,738.34
10 Sep 20	TFR TRANSFER 91001000	3,154.68		
11 Sep 20	TFR 404523 91001000			
	INTERNET TRANSFER	7,000.00		540,186.85
	TFR TRANSFER 91001000	2,551.49		533,137.59
14 Sep 20	TFR TRANSFER 91001000	7,049.26		537,688.69
15 Sep 20	TFR TRANSFER 91001000		4,551.10	538,244.95
16 Sep 20	TFR TRANSFER 91001000		556.26	538,120.37
17 Sep 20	TFR TRANSFER 91001000	124.58		538,207.52
18 Sep 20	TFR TRANSFER 91001000		87.15	537,428.04
21 Sep 20	TFR TRANSFER 91001000	779.48		531,967.26
22 Sep 20	TFR TRANSFER 91001000	5,460.78		532,700.53
23 Sep 20	TFR TRANSFER 91001000		733.27	528,689.86
24 Sep 20	TFR TRANSFER 91001000	4,010.67		1,094,862.45
25 Sep 20	TFR TRANSFER 91001000		566,172.59	1,093,656.02
28 Sep 20	TFR TRANSFER 91001000	1,206.43		1,093,250.66
29 Sep 20	TFR TRANSFER 91001000	405.36		
	BALANCE CARRIED FORWARD			1,093,250.66

Commercial Banking Customers

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Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under reference number 765112.

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Overdrafts

Arranged overdraft: Where you ask us for an overdraft before making any transactions that take your account overdrawn, or over your current arranged overdraft limit.

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Effective from 14 March 2020

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:

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- (b) fees for each payment your bank allows despite lack of funds; and
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Your debit card

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1 September to 30 September 2020

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 165

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,052.05
	CR WILTSHIRE COUNCIL INVOICE		590,333.00	
	CR MV- 21574633 -2209		5.00	
	DD BOC MANCHESTER ACC	68.16		
	DR CONTRANET SERVICES	23,501.30		
	BP Irex Services			
	36/20	648.00		
28 Sep 20	TFR TRANSFER 21136496	566,172.59		5,000.00
	CR MV- 17760605 -2309		18.30	
	CR NHS BLOOD TRANSPLA		277.20	
	DD ALD AUTOMOTIVE	377.93		
	BP Carnival Committee			
	grant	1,124.00		
29 Sep 20	TFR TRANSFER 21136496		1,206.43	5,000.00
	CR MV- 17760605 -2409		29.15	
	DD BOOKER LTD -BK	504.51		
	BP Home instead			
	WCC3165		70.00	
30 Sep 20	TFR TRANSFER 21136496		405.36	5,000.00
	CR MV- 17760605 -2509		113.40	
	CR MV- 17760605 -2609		178.60	
	CR MV- 17760605 -2709		185.80	
	DD HILLS WASTE SOLUTN	566.53		
	SO HUNOT HR	240.00		
	CR JAMES HALLAM LIMIT			
	WPS HALLAM INS LTD		52.02	
30 Sep 20	TFR TRANSFER 21136496		276.71	5,000.00
	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).

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

1 September to 30 September 2020

Your Statement

Account Name

Warminster Town Council

Sortcode Account Number Sheet Number

40-45-23 91001000 163

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			6,243.45
	BP ROUNDSTONE VENDING			
	27783	222.00		
	BP ROUNDSTONE CAT			
	46292	278.95		
	BP WILTSHIRE C/TAX			
	WK/202017317	180.00		
	BP Matt Curtis Photo			
	17950	80.00		
	BP Melksham Groundcar			
	7727	2,483.99		
	BP Dean Hicks			
	080920	550.00		
14 Sep 20	TFR TRANSFER 21136496		2,551.49	5,000.00
	CR MV- 17760605 -0909		69.95	
	DR CONTRA 70350-25 Aug 20	7,119.21		
15 Sep 20	TFR TRANSFER 21136496		7,049.26	5,000.00
	CR MV- 17760605 -1009		98.80	
	CR WILTSHIRE COUNCIL		7,000.00	
	DD TIMICO/KECONNECT	22.84		
	DD BOOKER LTD -BK	970.86		
	DD WILTSHIRE COUNCIL	20.00		
	DD WILTSHIRE COUNCIL	699.00		
	DD WILTSHIRE COUNCIL	536.00		
	DD WILTSHIRE COUNCIL	299.00		
16 Sep 20	TFR TRANSFER 21136496	4,551.10		5,000.00
	CR MV- 17760605 -1109		81.05	
	CR MV- 17760605 -1209		258.45	
	CR MV- 17760605 -1309		374.55	
	CR BCP COUNCIL AP 3499		169.98	
	DD WEST MERCA ENERGY	263.16		
	DD OFFICE EVOLUTION	64.61		
17 Sep 20	TFR TRANSFER 21136496	556.26		5,000.00
	CR MV- 17760605 -1409		104.30	
	DD ATOS RE FUELGENIE	228.88		
18 Sep 20	TFR TRANSFER 21136496		124.58	5,000.00
	CR MV- 17760605 -1509		87.15	
21 Sep 20	TFR TRANSFER 21136496	87.15		5,000.00
	CR MV- 17760605 -1609		73.40	
	DD S/LINE 120689997	145.64		
	DD S/LINE 120890793	26.12		
	DD PARAGON BUSINESS F	2,467.51		
	DR TOTAL CHARGES			
	TO 30AUG2020	89.79		
	BALANCE CARRIED FORWARD			2,344.34

1 September to 30 September 2020

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 164

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			2,344.34
	CR CASH IN P.O. SEP21			
	8-10 THREE H@13:42		1,876.18 ✓	
22 Sep 20	TFR TRANSFER 21136496		779.48 ✓	5,000.00
	CR MV- 17760605 -1709		152.40 ✓	
	DR CONTRA PATRICK ALLEN,	5,613.18 ✓		
	TFR TRANSFER 21136496		5,460.78 ✓	5,000.00
23 Sep 20	CR MV- 17760605 -1809		99.35 ✓	
	CR MV- 17760605 -1909		309.80 ✓	
	CR MV- 17760605 -2009		358.10 ✓	
	DD VWFS UK LIMITED	33.98 ✓		
	TFR TRANSFER 21136496	733.27 ✓		5,000.00
24 Sep 20	CR MV- 17760605 -2109		147.25 ✓	
	DD O2	138.80 ✓		
	DD ATOS RE FUELGENIE	172.47 ✓		
	BP ASHTON FARMS			
	1108916	193.32 ✓		
	BP COMPLETE FIRE SERV			
	820716&820704	527.76 ✓		
	BP ROSS HILMAN LTD			
	70105	67.50 ✓		
	BP ROUNDSTONE VENDING			
	27791	112.00 ✓		
	BP TRADE UK/SCREWFIX			
	1098542649&5others	127.39 ✓		
	BP OFFICE RIGHT			
	85594&85510	300.40 ✓		
	BP Swallow Drinks			
	0268353	95.76 ✓		
	BP SYDENHAMS			
	I5769977&2others	230.58 ✓		
	BP Tudor Environmenta			
	0079808&6others	335.22 ✓		
	BP WHEELERS			
	970059	1,200.00 ✓		
	BP Grist Environmenta			
	327046	1,021.20 ✓		
	BP SLLC Wiltshire			
	REFUND	250.00 ✓		
	BP Mole Valley			
	200553080&3others	305.92 ✓		
	CR CASH IN P.O. SEP24		920.40 ✓	
	8-10 THREE H@15:32		4,010.67 ✓	5,000.00
25 Sep 20	TFR TRANSFER 21136496		52.05 ✓	
	CR MV- 17760605 -2209			
	BALANCE CARRIED FORWARD			5,052.05

1 September to 30 September 2020

Your Statement

Account Name
Warminster Town Council

Sortcode 40-45-23 **Account Number** 91001000 **Sheet Number** 161

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD Dormakaba 310667			1,616.51
	TFR 404523 21136496 INTERNET TRANSFER	266.40		
	BP IDVERDE GM787861&4OTHERS	9,301.33	10,000.00	
02 Sep 20	TFR TRANSFER 21136496		2,951.22	5,000.00
	CR CHQ IN AT 407080		420.00	
	CR THE AVENUE SURGERY		214.00	
	CR MV- 17760605 -2708		56.20	
	DD PUBLIC WORKS LOANS	19,800.89		
	DD BOOKER LTD -BK	657.12		
	DD ATOS RE FUELGENIE	129.73		
03 Sep 20	TFR TRANSFER 21136496		19,897.54	5,000.00
	CR MV- 17760605 -2808		68.00	
	CR MV- 17760605 -3108		286.80	
	CR MV- 17760605 -2908		351.90	
	CR MV- 17760605 -3008		368.25	
	CR CASH IN P.O. SEP03 8-10 THREE H@10:41		1,119.36	
04 Sep 20	TFR TRANSFER 21136496	2,194.31		5,000.00
	CR MV- 17760605 -0109		180.96	
	DD WEST MERCIA ENERGY	202.69		
	DD VWFS UK LIMITED	405.53		
	DD SOUTHERN ELECTRIC	1,918.17		
07 Sep 20	TFR TRANSFER 21136496		2,345.43	5,000.00
	CR MV- 17760605 -0209		114.70	
	CR A.c.t.s Theatre Ar A.C.T.S WCC3557		226.80	
08 Sep 20	TFR TRANSFER 21136496	341.50		5,000.00
	CR MV- 17760605 -0309		10.20	
	CR WARMINSTER & K9QF WARMINSTER & DISTR		600.00	
09 Sep 20	TFR TRANSFER 21136496	610.20		5,000.00
	CR MV- 17760605 -0409		83.10	
	CR MV- 17760605 -0609		185.40	
	CR MV- 17760605 -0509		286.00	
	CR F F FALLON INV WCC3554		63.00	
10 Sep 20	TFR TRANSFER 21136496	617.50		5,000.00
	CR MV- 17760605 -0709		71.70	
	DD ATOS RE FUELGENIE	143.62		
	BP AMAZON PO126	20.19		
	BALANCE CARRIED FORWARD			4,907.89

1 September to 30 September 2020

Your Statement

Account Name
Warminster Town Council

Sortcode **Account Number** **Sheet Number**
40-45-23 91001000 162

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			4,907.89
	BP ASHTON FARMS 1107955 1107893	323.74		
	BP COATES & PARKER 44753	588.67		
	BP Grist Environmenta 324108	1,421.02		
	BP LEGG STUART CSW16503	32.16		
	BP D NAUGHTON ELECSE 10460	176.40		
	BP ROUNDSTONE VENDING 27745	160.00		
	BP OFFICE RIGHT 85379	130.57		
	BP Swallow Drinks 02700126 0268932	230.01		
11 Sep 20	TFR TRANSFER 21136496		3,154.68	5,000.00
	CR MV- 17760605 -0809		70.25	
	BP NETITUDE 2527300	2,455.99		
	CR R Poolman Rosie-zumbaWCC3555		105.00	
	BP TAPS TUBS KITCHENS 19/044	1,300.00		
	BP SYDENHAMS L576084	136.30		
	TFR 404523 21136496 INTERNET TRANSFER		7,000.00	
	BP AMAZON 2020-332721550	38.32		
	BP AMAZON 2020-44177	9.99		
	BP COMPLETE FIRE SERV 820704	242.16		
	BP DCK BEAVERS LTD TPC9279	948.18		
	BP GB HEATING 1074L 1073L	174.00		
	BP OFFICE RIGHT 84793	257.70		
	BP TRADE UK/SCREWFIX 1095384600	7.99		
	BP CHARLES SAUNDERS 475694	361.17		
	BALANCE CARRIED FORWARD			6,243.45

084972_274 1/ 12 00010 25907 5492 39700

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	676,278.96
Payments Out	676,278.96
Closing Balance	5,000.00

International Bank Account Number

GB17HBUK40452391001000

Branch Identifier Code

HBUKGB4161U

1 September to 30 September 2020

Account Name

Warminster Town Council

Sortcode

40-45-23

Account Number Sheet Number

91001000 160

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Aug 20	BALANCE BROUGHT FORWARD			5,000.00
01 Sep 20	CR MV- 17760605 -2608		238.06 ✓	
	CR VWFS UK LIMITED		120.10 ✓	
	DD PREMIUM CREDIT LTD	1,478.16 ✓		
	DD WATER2BUSINESS	12.00 ✓		
	DD WATER2BUSINESS	1,165.50 ✓		
	DD WATER2BUSINESS	192.00 ✓		
	SO HUNOT HR	240.00 ✓		
	CR Hervin Robin			
	J71 P508 LODGE REN		329.98 ✓	
	BP Agrovista UK Ltd			
	Wildflower seeds	190.80 ✓		
	BP AMAZON			
	2020-160009	9.29 ✓		
	BP AMAZON			
	P.O 123	69.13 ✓		
	BP AMAZON			
	P.O 124	75.52 ✓		
	BP AMAZON			
	2020-313022734	16.92 ✓		
	BP ASHTON FARMS			
	1107343	139.62 ✓		
	BP S LEGG			
	Eye Test	35.00 ✓		
	BP TRADE UK/SCREWFIX			
	1093528397&5other	164.03 ✓		
	BP WPS INSURANCE			
	500976932&2others	283.60 ✓		
	BALANCE CARRIED FORWARD			1,616.51

Commercial Banking Customers

Interest and Charges

[Your] Business Banking Terms and Conditions cover how and when we can charge our interest rates and charges.

Details of Debit interest together with details of the interest rate we pay and charge in full [for all accounts] are available in [our] Business Price List. All [our] business current accounts are non-interest bearing when in credit unless we individually agree a rate with you.

Overdrafts:

Arranged overdraft:

Where you ask us for an overdraft before making any transactions that takes your account overdrawn, or over your current arranged overdraft limit. Interest rates are individually agreed, for a period of 12 months, and are linked to the Bank of England base rate. For details of our fees and charges, please refer to our Business Price List – see Additional Information below.

Unarranged overdraft:

When you make a payment that takes your account overdrawn if you don't have an arranged overdraft limit, or takes your account over your arranged overdraft limit. When you don't have an arranged overdraft limit, we will charge our Business Standard Debit Interest Rate on any balances. When you have an existing arranged overdraft limit and go over this limit, we will charge interest at the rate we have agreed with you on the balance of your arranged overdraft limit and will charge Standard Debit Interest Rate on any balance over your arranged overdraft facility. In either of these circumstances, unarranged overdraft charges will be applied on each working day that your account is overdrawn (if you don't have an arranged overdraft) or you go over your arranged overdraft limit (if you have an arranged overdraft). For details of our fees and charges, please see our Business Price List and for information on our Interest Rates, see Additional Information below.

Your debit card

For debit card charges and how foreign currency transactions are converted to sterling please refer to the Business Price List.

Additional Information

A copy of [our] Business Price List and the Business Banking Terms and Conditions can be found on our website

www.business.hsbc.uk/en-gb/gb/generic/legal-information.

Information on our Interest Rates can be found on our website

www.business.hsbc.uk/en-gb/interest-rates/interest-rates-finance-borrowing.

This information is also available in our branches, by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or by textphone **0345 12 55 63**. [Details of the interest rates we pay and charge are also separately available through these channels.]

To help us continuously improve our service and in the interests of security, we may monitor and/or record your telephone calls with us.

Personal Banking Customers

Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, e.g. Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts, overdraft interest is charged on the whole overdraft balance above any interest free amount. 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.

Commercial and Personal Banking Customers

Lost and Stolen Cards

If any of your cards are lost or stolen please call **0800 032 7075** or if you are calling from outside the UK, please call us on **+44 1442 422 929**. Lines are open 24 hours.

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.

Disabled Customers

We offer a number of services such as statements in Braille or large print. Please contact us by calling **03457 60 60 60** (lines are open GMT 8am to 10pm, Monday to Sunday) or textphone **0345 12 55 63** to let us know how we can serve you better.

HSBC UK Bank plc, registered in England and Wales number 09928412. Registered office 1 Centenary Square, Birmingham B1 1HQ.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under reference number 765112.

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Overdrafts

Arranged overdraft: Where you ask us for an overdraft before making any transactions that take your account overdrawn, or over your current arranged overdraft limit.

Unarranged overdraft: When you make a payment that takes your account overdrawn if you don't have an arranged overdraft, or takes your account over your arranged overdraft limit.

Effective from 14 March 2020

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 HSBC Advance Bank Account, HSBC Bank Account, HSBC Current Account, Home Management Account and HSBC Graduate Bank Account is £20.

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.

Unarranged overdraft charges incurred before 14 March 2020 may debit your account after this date (we'll still give advance notice). Charges incurred before 14 March 2020 won't count towards the new £20 cap as they'll relate to the previous month's charging period.

Your debit card

When you use your card outside the UK, your statement will show where the transaction took place, the amount spent in foreign 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 foreign currency debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made. For 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 'Foreign Currency Transaction Fee'. Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk 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, and to cash machines in the UK, 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.

**Bank Reconciliation Statement as at 30/09/2020
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	30/09/2020	462	1,092,973.95
Current Account	30/09/2020	165	5,000.00
			<hr/> 1,097,973.95
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			1,097,973.95
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			1,097,973.95
		Balance per Cash Book is :-	1,097,973.95
		Difference is :-	0.00

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Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Council Administration								
1176 Precept	786,483	590,333	1,180,666	590,333			50.0%	
1177 Precept Allocation	(46,000)	(46,000)	(46,000)	0			100.0%	
1190 Interest Receivable	5,260	988	5,000	4,012			19.8%	
1193 Miscellaneous Income	4,927	0	0	0			0.0%	
1300 Dog Bag Sales	1,004	260	1,000	740			26.0%	
Council Administration :- Income	751,674	545,581	1,140,666	595,085			47.8%	0
4001 Salaries	159,025	63,162	162,000	98,838		98,838	39.0%	
4006 Temporary Staff	1,994	0	0	0		0	0.0%	
4008 Training	1,844	425	2,500	2,075		2,075	17.0%	
4009 Travel	143	81	200	119		119	40.3%	
4010 Health & Safety	4,113	0	500	500		500	0.0%	
4013 Rent Payable (Internal)	37,200	15,500	37,200	21,700		21,700	41.7%	
4017 Staff Settlement	0	2,000	0	(2,000)		(2,000)	0.0%	
4020 Consumables & Other Expenses	1,443	54	1,500	1,446		1,446	3.6%	
4022 Postage & Telephone	3,259	940	3,000	2,060		2,060	31.3%	
4023 Printing & Stationery	452	301	1,500	1,199		1,199	20.1%	
4024 Photocopier Charges	2,888	388	3,000	2,612		2,612	12.9%	
4025 IT (Website & Email)	11,721	10,523	4,500	(6,023)		(6,023)	233.8%	
4027 Subscriptions and Publications	2,939	2,209	3,500	1,291		1,291	63.1%	
4028 Insurance	8,753	3,943	9,200	5,257		5,257	42.9%	
4029 Licences	802	816	0	(816)		(816)	0.0%	
4030 Recruitment Advertising	1,409	0	1,100	1,100		1,100	0.0%	
4033 Advertising	126	0	0	0		0	0.0%	
4036 Repairs and Renewals	82	0	500	500		500	0.0%	
4040 Equipment/Furniture	273	70	1,000	930		930	7.0%	
4056 Accountancy Fees	11,628	3,470	13,500	10,030		10,030	25.7%	
4057 Audit Fees	2,890	0	2,460	2,460		2,460	0.0%	
4058 Legal Fees	1,914	4,896	1,000	(3,896)		(3,896)	489.6%	
4059 Other Professional Fees	4,181	800	4,000	3,200		3,200	20.0%	
4060 Bank Charges	1,172	128	1,500	1,372		1,372	8.5%	
5977 depreciation Charged	4,313	0	0	0		0	0.0%	
6336 Tfr to Training EMR	656	0	0	0		0	0.0%	
Council Administration :- Indirect Expenditure	265,219	109,706	253,660	143,954	0	143,954	43.2%	0
Net Income over Expenditure	486,455	435,875	887,006	451,131				
102 Civic and Democratic								
4033 Advertising	1,680	117	1,500	1,383		1,383	7.8%	
4080 Mayoral Expenses	1,999	(1,861)	1,000	2,861		2,861	(186.1%)	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4082 Town Crier	1,000	0	1,000	1,000		1,000	0.0%	
4086 Civic Regalia	0	0	200	200		200	0.0%	
4110 Elections	7,117	0	0	0		0	0.0%	
5319 Tfr from Elections Reserve	(7,117)	0	0	0		0	0.0%	
5344 Tfr from WWI Commemoration	(1,000)	0	0	0		0	0.0%	
6319 Tfr to Elections Reserve	5,000	0	5,000	5,000		5,000	0.0%	
Civic and Democratic :- Indirect Expenditure	8,679	(1,744)	8,700	10,444	0	10,444	(20.0%)	0
Net Expenditure	(8,679)	1,744	(8,700)	(10,444)				
103 Policy and Communications								
4033 Advertising	569	263	1,000	737		737	26.3%	
4034 Newsletter	2,054	244	2,000	1,756		1,756	12.2%	
4083 Civic Promotion\Consultation	3,750	0	0	0		0	0.0%	
4084 Town Promotion	2,851	380	3,000	2,620		2,620	12.7%	
Policy and Communications :- Indirect Expenditure	9,224	887	6,000	5,113	0	5,113	14.8%	0
Net Expenditure	(9,224)	(887)	(6,000)	(5,113)				
104 Council Events								
1701 Christmas Events Income	3,077	0	3,500	3,500			0.0%	
1702 Civic Events Income	70	0	0	0			0.0%	
Council Events :- Income	3,147	0	3,500	3,500			0.0%	0
4032 Adverts - Events	341	154	1,000	846		846	15.4%	
4081 Civic Events	1,571	0	2,000	2,000		2,000	0.0%	
4087 Civic Service	0	0	500	500		500	0.0%	
4706 Christmas Lights	22,148	170	20,000	19,830		19,830	0.8%	
4720 Remembrance Service	1,005	0	1,000	1,000		1,000	0.0%	
Council Events :- Indirect Expenditure	25,066	324	24,500	24,176	0	24,176	1.3%	0
Net Income over Expenditure	(21,919)	(324)	(21,000)	(20,676)				
107 Grants and Projects								
1180 Grants Recieved	0	14,533	0	(14,533)			0.0%	
Grants and Projects :- Income	0	14,533	0	(14,533)				0
4028 Insurance	9	0	0	0		0	0.0%	
4700 Grants - Large	8,156	18,663	15,000	(3,663)		(3,663)	124.4%	
4703 WCR Community Radio SLA	7,500	2,500	10,000	7,500		7,500	25.0%	
4704 Warminster Community Hub SLA	6,000	0	6,000	6,000		6,000	0.0%	
4707 Catenary Cable Maintenance DON	16	46	0	(46)		(46)	0.0%	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 Enterprise Warminster	2,350	162	2,100	1,939		1,939	7.7%	
4712 Grant - Warminster Carnival	3,500	0	3,500	3,500		3,500	0.0%	
4714 Neighbourhood Planning	0	309	0	(309)		(309)	0.0%	
4715 INSPIRE	3,500	0	3,500	3,500		3,500	0.0%	
4718 Warminster Wobble	3,000	0	3,000	3,000		3,000	0.0%	
6326 Tfr to Climate Change	2,000	0	0	0		0	0.0%	
6334 Tfr to Grants	0	814	0	(814)		(814)	0.0%	
Grants and Projects :- Indirect Expenditure	36,031	22,493	43,100	20,607	0	20,607	52.2%	0
Net Income over Expenditure	(36,031)	(7,960)	(43,100)	(35,140)				
201 CCTV								
1177 Precept Allocation	46,000	46,000	46,000	0			100.0%	
1201 CCTV-Dewey Trust Grant	4,000	0	5,000	5,000			0.0%	
1205 CCTV-West Wilts Tr Estate Fees	5,617	1,432	5,898	4,466			24.3%	
1206 CCTV-Westbury TC Fees	9,808	2,501	10,294	7,793			24.3%	
CCTV :- Income	65,425	49,933	67,192	17,259			74.3%	0
4001 Salaries	44,443	20,130	45,779	25,649		25,649	44.0%	
4008 Training	0	0	1,000	1,000		1,000	0.0%	
4014 Electricity and Gas	194	(20)	400	420		420	(5.0%)	
4016 Cleaning	0	3	0	(3)		(3)	0.0%	
4020 Consumables & Other Expenses	78	5	100	95		95	5.3%	
4021 BT Redcare	12,538	13,591	13,150	(441)		(441)	103.4%	
4022 Postage & Telephone	1,107	19	1,200	1,181		1,181	1.6%	
4023 Printing & Stationery	185	0	400	400		400	0.0%	
4025 IT (Website & Email)	75	0	0	0		0	0.0%	
4028 Insurance	1,064	469	1,150	681		681	40.8%	
4029 Licences	1,060	0	1,100	1,100		1,100	0.0%	
4035 Refuse Collection\Bin Emptying	19	0	0	0		0	0.0%	
4036 Repairs and Renewals	2,653	657	1,500	844		844	43.8%	
4037 Maintenance Contracts	4,000	0	4,000	4,000		4,000	0.0%	
4038 Grounds Maintenance	0	743	0	(743)		(743)	0.0%	
4040 Equipment/Furniture	340	43	0	(43)		(43)	0.0%	
5325 Tfr from CCTV	(2,331)	0	(2,587)	(2,587)		(2,587)	0.0%	
5977 depreciation Charged	5,889	0	0	0		0	0.0%	
CCTV :- Indirect Expenditure	71,314	35,640	67,192	31,552	0	31,552	53.0%	0
Net Income over Expenditure	(5,889)	14,293	0	(14,293)				

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>202</u>	<u>Dewey House</u>								
1005	Rent Received	7,200	4,650	7,200	2,550			64.6%	
	Dewey House :- Income	7,200	4,650	7,200	2,550			64.6%	0
4011	Rates	5,278	2,684	5,390	2,706		2,706	49.8%	
4012	Water Rates	198	35	200	165		165	17.7%	
4014	Electricity and Gas	4,363	1,256	3,000	1,744		1,744	41.9%	
4020	Consumables & Other Expenses	119	81	200	119		119	40.5%	
4028	Insurance	1,348	595	1,450	855		855	41.0%	
4035	Refuse Collection\Bin Emptying	226	(20)	0	20		20	0.0%	
4036	Repairs and Renewals	324	504	1,500	996		996	33.6%	
4037	Maintenance Contracts	1,473	1,000	1,250	250		250	80.0%	
5977	depreciation Charged	12,816	0	0	0		0	0.0%	
	Dewey House :- Indirect Expenditure	26,145	6,135	12,990	6,855	0	6,855	47.2%	0
	Net Income over Expenditure	(18,945)	(1,485)	(5,790)	(4,305)				
<u>209</u>	<u>Outside Services</u>								
4001	Salaries	47,824	21,419	72,718	51,299		51,299	29.5%	
4007	Uniform	218	113	200	87		87	56.7%	
4008	Training	160	0	1,000	1,000		1,000	0.0%	
4040	Equipment/Furniture	0	122	0	(122)		(122)	0.0%	
4042	Vehicle Costs	5,378	8,591	5,500	(3,091)		(3,091)	156.2%	
5977	depreciation Charged	914	0	0	0		0	0.0%	
	Outside Services :- Indirect Expenditure	54,494	30,245	79,418	49,173	0	49,173	38.1%	0
	Net Expenditure	(54,494)	(30,245)	(79,418)	(49,173)				
<u>210</u>	<u>Town Park</u>								
1006	Rent - 23 Weymouth St	3,960	0	3,960	3,960			0.0%	
1007	Rent - Pavilion	15	0	0	0			0.0%	
1020	Town Park Events Income	4,504	93	4,000	3,907			2.3%	
1550	Boats Income	4,940	0	4,500	4,500			0.0%	
1601	Putting Green Income	1,110	0	0	0			0.0%	
	Town Park :- Income	14,529	93	12,460	12,367			0.7%	0
4001	Salaries	13,564	(1,980)	13,300	15,280		15,280	(14.9%)	
4008	Training	0	0	200	200		200	0.0%	
4011	Rates	590	1,500	0	(1,500)		(1,500)	0.0%	
4012	Water Rates	13,397	4,397	14,000	9,603		9,603	31.4%	
4014	Electricity and Gas	2,576	401	2,500	2,099		2,099	16.0%	
4020	Consumables & Other Expenses	920	215	300	85		85	71.7%	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4022 Postage & Telephone	56	0	0	0		0	0.0%	
4023 Printing & Stationery	91	0	100	100		100	0.0%	
4028 Insurance	1,124	496	1,200	704		704	41.3%	
4035 Refuse Collection\Bin Emptying	5,209	865	4,000	3,135		3,135	21.6%	
4036 Repairs and Renewals	22,788	1,157	25,000	23,843		23,843	4.6%	
4037 Maintenance Contracts	162	0	0	0		0	0.0%	
4038 Grounds Maintenance	41,383	16,788	40,000	23,212		23,212	42.0%	
4040 Equipment/Furniture	2,347	358	5,000	4,642		4,642	7.2%	
4059 Other Professional Fees	0	2,450	0	(2,450)		(2,450)	0.0%	
4085 Town Park Events	3,652	1,618	6,500	4,883		4,883	24.9%	
5329 Tfr from Open Spaces	0	(2,450)	0	2,450		2,450	0.0%	
5977 depreciation Charged	32,617	0	0	0		0	0.0%	
5996 Deferred Grants Released	(11,472)	0	0	0		0	0.0%	
6329 Tfr to EMR Open Spaces	25,292	0	0	0		0	0.0%	
Town Park :- Indirect Expenditure	154,294	25,814	112,100	86,286	0	86,286	23.0%	0
Net Income over Expenditure	(139,766)	(25,721)	(99,640)	(73,919)				
211 Open Spaces								
4001 Salaries	0	10,896	0	(10,896)		(10,896)	0.0%	
4012 Water Rates	34	74	30	(44)		(44)	246.3%	
4036 Repairs and Renewals	22	0	0	0		0	0.0%	
4038 Grounds Maintenance	11,878	2,350	15,000	12,650		12,650	15.7%	
4040 Equipment/Furniture	2,108	142	250	108		108	56.7%	
5977 depreciation Charged	512	0	0	0		0	0.0%	
Open Spaces :- Indirect Expenditure	14,554	13,462	15,280	1,818	0	1,818	88.1%	0
Net Expenditure	(14,554)	(13,462)	(15,280)	(1,818)				
212 Cemetery and Churchyard								
1212 Burial Fees	713	354	1,500	1,146			23.6%	
Cemetery and Churchyard :- Income	713	354	1,500	1,146			23.6%	0
4011 Rates	168	96	175	79		79	55.0%	
4028 Insurance	888	392	950	558		558	41.3%	
4038 Grounds Maintenance	320	0	0	0		0	0.0%	
Cemetery and Churchyard :- Indirect Expenditure	1,376	488	1,125	637	0	637	43.4%	0
Net Income over Expenditure	(664)	(134)	375	509				

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
213 Public Conv - Town Park								
4020 Consumables & Other Expenses	0	18	0	(18)		(18)	0.0%	
4036 Repairs and Renewals	493	205	250	45		45	82.1%	
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	7,543	629	8,000	7,371		7,371	7.9%	
Public Conv - Town Park :- Indirect Expenditure	8,036	867	8,250	7,383	0	7,383	10.5%	0
Net Expenditure	(8,036)	(867)	(8,250)	(7,383)				
214 Public Conv - Central Car Park								
4011 Rates	2,945	0	3,010	3,010		3,010	0.0%	
4012 Water Rates	2,502	148	2,500	2,352		2,352	5.9%	
4014 Electricity and Gas	1,670	224	1,500	1,276		1,276	14.9%	
4020 Consumables & Other Expenses	0	18	0	(18)		(18)	0.0%	
4028 Insurance	158	95	175	80		80	54.1%	
4036 Repairs and Renewals	594	58	1,500	1,442		1,442	3.9%	
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	11,315	1,886	11,500	9,614		9,614	16.4%	
Public Conv - Central Car Park :- Indirect Expenditure	19,184	2,444	20,185	17,741	0	17,741	12.1%	0
Net Expenditure	(19,184)	(2,444)	(20,185)	(17,741)				
215 Street Furniture								
4028 Insurance	332	121	360	239		239	33.7%	
4040 Equipment/Furniture	193	0	1,500	1,500		1,500	0.0%	
4803 Baskets & Tubs	7,788	6,399	9,000	2,601		2,601	71.1%	
5977 depreciation Charged	1,965	0	0	0		0	0.0%	
5996 Deferred Grants Released	(134)	0	0	0		0	0.0%	
Street Furniture :- Indirect Expenditure	10,144	6,520	10,860	4,340	0	4,340	60.0%	0
Net Expenditure	(10,144)	(6,520)	(10,860)	(4,340)				
216 Pavilion Cafe								
1193 Miscellaneous Income	20	0	0	0			0.0%	
1600 Pavillion Cafe Sales	41,252	22,344	40,000	17,656			55.9%	
1601 Putting Green Income	0	0	1,000	1,000			0.0%	
Pavilion Cafe :- Income	41,272	22,344	41,000	18,656			54.5%	0
3540 Pavilion Purchases	17,617	8,169	20,000	11,831		11,831	40.8%	
Pavilion Cafe :- Direct Expenditure	17,617	8,169	20,000	11,831	0	11,831	40.8%	0
4001 Salaries	32,956	10,746	51,094	40,348		40,348	21.0%	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4007 Uniform	0	0	150	150		150	0.0%	
4008 Training	175	0	250	250		250	0.0%	
4010 Health & Safety	0	50	0	(50)		(50)	0.0%	
4016 Cleaning	0	3	100	97		97	2.9%	
4020 Consumables & Other Expenses	1,135	941	2,000	1,059		1,059	47.1%	
4022 Postage & Telephone	540	11	700	689		689	1.5%	
4023 Printing & Stationery	0	0	200	200		200	0.0%	
4025 IT (Website & Email)	(70)	0	0	0		0	0.0%	
4031 Publicity & Marketing	130	0	0	0		0	0.0%	
4033 Advertising	80	0	0	0		0	0.0%	
4036 Repairs and Renewals	1,348	1,603	2,000	397		397	80.1%	
4040 Equipment/Furniture	1,550	921	500	(421)		(421)	184.2%	
4055 Stocktaking Fees	60	120	240	120		120	50.0%	
4061 Streamline Charges	475	348	700	352		352	49.7%	
4999 Assets Capitalised	10,082	0	0	0		0	0.0%	
5315 Tfr from Capital Projects	(10,082)	0	0	0		0	0.0%	
Pavilion Cafe :- Indirect Expenditure	38,380	14,743	57,934	43,191	0	43,191	25.4%	0

Net Income over Expenditure **(14,724)** **(568)** **(36,934)** **(36,366)**

217 Play Areas

1180 Grants Recieved	8,000	0	0	0			0.0%	
Play Areas :- Income	8,000	0	0	0				0
4010 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4016 Cleaning	0	0	1,000	1,000		1,000	0.0%	
4020 Consumables & Other Expenses	0	289	450	161		161	64.3%	
4023 Printing & Stationery	0	0	100	100		100	0.0%	
4028 Insurance	100	0	4,050	4,050		4,050	0.0%	
4035 Refuse Collection\Bin Emptying	0	0	3,382	3,382		3,382	0.0%	
4036 Repairs and Renewals	495	1,620	25,000	23,380		23,380	6.5%	
4037 Maintenance Contracts	617	1,517	11,000	9,483		9,483	13.8%	
4038 Grounds Maintenance	6,068	4,551	15,000	10,449		10,449	30.3%	
4040 Equipment/Furniture	0	118	0	(118)		(118)	0.0%	
4044 Tree Works	533	0	2,000	2,000		2,000	0.0%	
4058 Legal Fees	5,490	0	0	0		0	0.0%	
5977 depreciation Charged	7,135	0	0	0		0	0.0%	
6307 Tfr to EMR Play Area	41,079	0	0	0		0	0.0%	
Play Areas :- Indirect Expenditure	61,517	8,096	62,982	54,886	0	54,886	12.9%	0
Net Income over Expenditure	(53,517)	(8,096)	(62,982)	(54,886)				

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
218 Skate Park								
4033 Advertising	23	0	0	0		0	0.0%	
4036 Repairs and Renewals	7,271	0	1,000	1,000		1,000	0.0%	
Skate Park :- Indirect Expenditure	7,295	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	(7,295)	0	(1,000)	(1,000)				
299 Services to be devolved								
4000 UNALLOCATED GLOBAL BUDGET	0	13,616	350,000	336,384	205	336,178	3.9%	
4001 Salaries	0	4,137	0	(4,137)		(4,137)	0.0%	
4016 Cleaning	0	3	0	(3)		(3)	0.0%	
4058 Legal Fees	0	306	0	(306)		(306)	0.0%	
Services to be devolved :- Indirect Expenditure	0	18,062	350,000	331,938	205	331,732	5.2%	0
Net Expenditure	0	(18,062)	(350,000)	(331,938)				
301 Civic Centre								
1001 Letting Income	39,908	(1,895)	40,000	41,895			(4.7%)	
1002 Events Income	1,018	0	1,000	1,000			0.0%	
1003 Equipment Hire	30	0	0	0			0.0%	
1004 Security Staff Recharged	144	0	0	0			0.0%	
1193 Miscellaneous Income	369	0	0	0			0.0%	
Civic Centre :- Income	41,469	(1,895)	41,000	42,895			(4.6%)	0
4001 Salaries	70,696	28,979	65,000	36,021		36,021	44.6%	
4005 Security Staff	311	0	0	0		0	0.0%	
4007 Uniform	145	0	200	200		200	0.0%	
4008 Training	60	0	500	500		500	0.0%	
4011 Rates	6,874	3,491	7,020	3,529		3,529	49.7%	
4012 Water Rates	1,487	418	1,500	1,082		1,082	27.9%	
4013 Rent Payable (Internal)	(37,200)	(15,500)	(37,200)	(21,700)		(21,700)	41.7%	
4014 Electricity and Gas	17,295	4,559	15,000	10,441		10,441	30.4%	
4016 Cleaning	106	331	500	169		169	66.2%	
4020 Consumables & Other Expenses	1,630	184	1,250	1,066		1,066	14.8%	
4022 Postage & Telephone	787	60	900	840		840	6.7%	
4025 IT (Website & Email)	93	0	0	0		0	0.0%	
4028 Insurance	2,375	1,048	2,600	1,552		1,552	40.3%	
4029 Licences	1,338	180	2,500	2,320		2,320	7.2%	
4031 Publicity & Marketing	165	242	500	258		258	48.4%	
4035 Refuse Collection\Bin Emptying	1,496	230	1,300	1,070		1,070	17.7%	
4036 Repairs and Renewals	7,649	1,150	12,000	10,850		10,850	9.6%	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4037 Maintenance Contracts	6,254	6,526	7,500	974		974	87.0%	
4040 Equipment/Furniture	916	135	1,000	865		865	13.5%	
4055 Stocktaking Fees	60	120	120	0		0	100.0%	
4061 Streamline Charges	266	54	300	246		246	18.1%	
4801 Events Funding	1,436	0	1,500	1,500		1,500	0.0%	
5977 depreciation Charged	20,507	0	0	0		0	0.0%	
5996 Deferred Grants Released	(4,045)	0	0	0		0	0.0%	
Civic Centre :- Indirect Expenditure	100,698	32,208	83,990	51,782	0	51,782	38.3%	0
Net Income over Expenditure	(59,229)	(34,103)	(42,990)	(8,887)				
305 Civic Centre Bar								
1580 Bar Sales	15,883	439	15,000	14,561			2.9%	
Civic Centre Bar :- Income	15,883	439	15,000	14,561			2.9%	0
3530 Bar Purchases	4,069	0	6,000	6,000		6,000	0.0%	
3531 Bar Gas & Consumables	344	142	400	258		258	35.5%	
Civic Centre Bar :- Direct Expenditure	4,412	142	6,400	6,258	0	6,258	2.2%	0
4035 Refuse Collection\Bin Emptying	121	0	0	0		0	0.0%	
4040 Equipment/Furniture	0	0	250	250		250	0.0%	
Civic Centre Bar :- Indirect Expenditure	121	0	250	250	0	250	0.0%	0
Net Income over Expenditure	11,350	297	8,350	8,053				
499 Capital Expenditure								
1180 Grants Recieved	0	4,072	0	(4,072)			0.0%	
1184 Capital Grants	0	0	0	0			0.0%	
1710 CIL Receipts	129,216	0	0	0			0.0%	
Capital Expenditure :- Income	129,216	4,072	0	(4,072)				0
801 Land & Buildings Depreciation	30,393	0	0	0		0	0.0%	
821 Vehicles & Equip. Depreciation	26,472	0	0	0		0	0.0%	
841 Infrastructure Assets Depr'n	29,803	0	0	0		0	0.0%	
898 Deferred Grants Released	15,651	0	0	0		0	0.0%	
899 Depreciation Reversal	(86,668)	0	0	0		0	0.0%	
4065 Devolved Services	(0)	0	0	0		0	0.0%	
4901 Loan Repayment Capital	22,347	11,588	23,462	11,874		11,874	49.4%	
4902 Loan Repayment Interest	17,255	8,213	16,140	7,927		7,927	50.9%	
4904 CAP - Civic Centre Equipment	1	0	0	0		0	0.0%	
4917 CAP - IT Equipment	(0)	0	0	0		0	0.0%	
4920 CAP - Capital Projects	0	650	0	(650)		(650)	0.0%	

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4925 CAP - Skate Park	0	0	0	0		0	0.0%	
4928 CAP - Play Equipment	(0)	0	0	0		0	0.0%	
4929 CAP - Outdoor Gym	0	11,900	0	(11,900)		(11,900)	0.0%	
4930 CAP - Play Area Signs	0	1,920	0	(1,920)		(1,920)	0.0%	
4999 Assets Capitilised	342,651	0	0	0		0	0.0%	
5315 Tfr from Capital Projects	(57,813)	(650)	0	650		650	0.0%	
5316 Tfr frm Services to be Devolve	(200)	0	0	0		0	0.0%	
5324 Tfr from Skatepark	(55,980)	0	0	0		0	0.0%	
5338 Tfr from EMR Play Area	(35,677)	0	0	0		0	0.0%	
5348 Tfr frm Outdoor Gym EMR	0	(10,072)	0	10,072		10,072	0.0%	
5350 Tfr from CIL 16/17	(74,914)	0	0	0		0	0.0%	
5351 Tfr From CIL 17/18	(3,347)	0	0	0		0	0.0%	
5900 Depreciation Contra to Service	(86,668)	0	0	0		0	0.0%	
5998 Assets Funded from Grants	(114,720)	0	0	0		0	0.0%	
6306 Tfr to EMR CIL	129,216	0	0	0		0	0.0%	
6315 Tfr to Capital Projects	44,000	44,000	44,000	0		0	100.0%	
6348 Tfr to Outdoor Gym EMR	0	4,072	0	(4,072)		(4,072)	0.0%	

Capital Expenditure :- Indirect Expenditure	141,801	71,621	83,602	11,981	0	11,981	85.7%	0
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Net Income over Expenditure	(12,585)	(67,549)	(83,602)	(16,053)
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Grand Totals:- Income	1,078,528	640,104	1,329,518	689,414		48.1%
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Expenditure	1,075,601	406,322	1,329,518	923,196	205	922,990	30.6%
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Net Income over Expenditure	2,927	233,782	0	(233,782)
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Movement to/(from) Gen Reserve	2,927	233,782
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List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2020	Premium Credit	Std Ord	1,478.16		Premium Credit Insurance 20-21
03/08/2020	W2B-10523689	DDR	343.95		10749-water24.01.20-16.07.20
03/08/2020	W2B-10525394	DDR1	13.50		Purchase Ledger Payment
03/08/2020	W2B-27913032	DDR2	73.90		10708-Water 17.01.20-08.07.20
03/08/2020	W2B-70006826	DDR3	1,165.50		Purchase Ledger Payment
03/08/2020	W2B-70064023	DDR4	192.00		Purchase Ledger Payment
03/08/2020	Wessex Lift Co Ltd	DDR5	118.50		P/Ledger Electronic Payment
03/08/2020	Stuart Legg	BP1	94.44		CSW16133/10832/Stuart Legg
03/08/2020	Petty Cash	109575	219.09		Petty Cash
04/08/2020	Booker	DDR	1,436.30		3539697/10799/Booker
06/08/2020	VMFS UK Ltd	S/O	405.53		WN20 NCA Lease
10/08/2020	Crown Gas & Power	DDR6	745.00		Purchase Ledger Payment
10/08/2020	Crown Gas & Power	DDR7	149.00		Purchase Ledger Payment
11/08/2020	Fuel Genie DDR	DDR8	333.94		4467745/10829/Fuel Genie DDR
12/08/2020	DCK Accounting Solutions Ltd	BP2	777.00		TPC9243/10802/DCK Accounting S
12/08/2020	Dentons Directories Ltd	BP3	290.40		218088/10803/Dentons Directori
12/08/2020	Nigel J Connor	BP4	144.00		3025/10828/Nigel J Connor
12/08/2020	Ashton Farms	BP5	602.68		Purchase Ledger Payment
12/08/2020	Roundstone Vending Limited	BP6	212.00		RVL27695/10809/Roundstone Vend
12/08/2020	Swallow Drinks South West Ltd	BP7	234.72		0268353/10811/Swallow Drinks S
12/08/2020	Amazon Business	BP8	4.99		INV-GB-138359311-202/10793/Ama
12/08/2020	Amazon Business	BP9	622.19		AEU-INV-DE-2020-2248/10814/Ama
12/08/2020	Amazon Business	BP10	186.05		AEU-INV-GB-2020-2914/10820/Ama
12/08/2020	Amazon Business	BP11	9.49		1FWV-6JDL-V9YF/10821/Amazon Bu
12/08/2020	Netitude Ltd	BP12	504.00		24872/10806/Netitude Ltd
12/08/2020	Netitude Ltd	BP13	1,507.82		2503700/10833/Netitude Ltd
12/08/2020	Screwfix Direct Ltd	BP14	145.27		1088941907/10834/Screwfix Dire
12/08/2020	Screwfix Direct Ltd	BP15	34.47		1088941915/10835/Screwfix Dire
12/08/2020	Place Studio Ltd	BP16	371.04		5859/10808/Place Studio Ltd
12/08/2020	Coates & Parker Ltd	BP17	175.20		44626/10801/Coates & Parker Lt
15/08/2020	Wiltshire Council	Std Ord	20.00		WC Rates Boreham Rd Cemetery
15/08/2020	Wiltshire Council	Std Ord	699.00		WC Rates Civic Centre
15/08/2020	Wiltshire Council	Std Ord	536.00		WC Rates Dewey House
15/08/2020	Wiltshire Council	Std Ord	299.00		Non-dom Rates Town Park
17/08/2020	Timico Limited	DDR9	14.54		Purchase Ledger Payment
18/08/2020	Office Evolution Ltd	DDR10	56.91		49870/10807/Office Evolution L
18/08/2020	Booker	DDR11	1,398.23		Purchase Ledger Payment
18/08/2020	Fuel Genie DDR	DDR12	129.16		4501924/10830/Fuel Genie DDR
19/08/2020	Worldpay (UK) Ltd	DDR13	54.80		116342855/10855/Worldpay (UK)
19/08/2020	Worldpay (UK) Ltd	DDR14	116.70		116559553/10854/Worldpay (UK)
23/08/2020	HSBC	DDR	66.54		Bank charges
24/08/2020	Amazon Business	BP1	64.99		Purchase Ledger Payment
24/08/2020	Amazon Business	BP2	1.47		AEU-INV-FR-2020-7504/10870/Ama

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/08/2020	Amazon Business	BP3	10.53		AEU-INV-GB-2020-3026/10871/Ama
24/08/2020	Amazon Business	BP4	14.32		AEU-INV-GB-2020-3020/10872/Ama
24/08/2020	Amazon Business	BP5	2.25		AEUINV-GB-202-302618/10873/Ama
24/08/2020	Amazon Business	BP6	27.08		AEU-INV-GB-2020-3008/10874/Ama
24/08/2020	Amazon Business	BP7	5.98		1YXP-1WCC-RWFT/10875/Amazon Bu
24/08/2020	Amazon Business	BP8	11.70		INV-GB-169956781-202/10876/Ama
24/08/2020	Amazon Business	BP9	3.40		NV-GB-111726651-2020/10865/Ama
24/08/2020	Amazon Business	BP10	4.78		INVGB-140579851-2020/10866/Ama
24/08/2020	Amazon Business	BP11	23.98		INV-GB-151452651-202/10867/Ama
24/08/2020	Amazon Business	BP12	31.21		AEU-INV-GB-2020-3048/10868/Ama
24/08/2020	Ashton Farms	BP13	420.40		1106592/10878/Ashton Farms
24/08/2020	B & S Chains	BP14	216.55		33307/10879/B & S Chains
24/08/2020	Batsford Timber Ltd	BP15	29.89		LL00047676/10880/Batsford Timb
24/08/2020	Danline International Ltd	BP16	453.60		62488/10885/Danline Internatio
24/08/2020	Nathaniel Gooding	BP17	2,000.00		24820/10891/Nathaniel Gooding
24/08/2020	Danline International Ltd	BP18	204.48		62489/10886/Danline Internatio
24/08/2020	Alex Jukes	BP19	180.00		484/10887/Alex Jukes
24/08/2020	GB Heating Ltd	BP20	594.00		12820/10890/GB Heating Ltd
24/08/2020	Grist Environmental	BP21	1,241.72		322903/10893/Grist Environment
24/08/2020	Grist Environmental	BP22	1,719.84		322684/10892/Grist Environment
24/08/2020	Screwfix Direct Ltd	BP23	21.99		1091453926/10900/Screwfix Dire
24/08/2020	Office Right Business Solution	BP24	176.58		85135/10898/Office Right Busin
24/08/2020	Sydenhams Ltd	BP25	878.83		I5741455/10899/Sydenhams Ltd
24/08/2020	Wiltshire Association of Local	BP26	90.00		WALC4757/10902/Wiltshire Assoc
24/08/2020	WPS Insurance Brokers & Risk S	BP27	2,074.60		501219354/10904/WPS Insurance
24/08/2020	SSE Contracting Ltd	BP28	178.50		C/A811635151/10896/SSE Contrac
24/08/2020	Fiona Fox	BP29	150.92		IEE2020004235216/10888/Fiona F
24/08/2020	Fiona Fox	BP30	51.96		34447425/10889/Fiona Fox
24/08/2020	VWFS UK Ltd	DDR	33.98		WN20 NCA Maint
25/08/2020	BOC Gases	DDR15	34.08		3058763511/10626/BOC Gases
25/08/2020	Fuel Genie DDR	DDR16	297.64		Purchase Ledger Payment
25/08/2020	O2	DDR17	138.80		68641749/10894/O2
25/08/2020	Staff salaries Aug 2020	BACS	21,153.56		Staff salaries Aug 2020
26/08/2020	Warminster Parking Partnership	BACS	58.70		10820/10903/Warminster Parking
26/08/2020	ALD Automotive Limited t/a For	DD01	377.93		P/Ledger Electronic Payment
31/08/2020	Hills Waste Solutions Ltd	DDR	313.24		P531675/10805/Hills Waste Solu
Total Payments			49,274.49		

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Council Administration								
1176 Precept	786,483	1,180,666	1,180,666	0			100.0%	
1177 Precept Allocation	(46,000)	(46,000)	(46,000)	0			100.0%	
1190 Interest Receivable	5,260	988	5,000	4,012			19.8%	
1193 Miscellaneous Income	4,927	0	0	0			0.0%	
1300 Dog Bag Sales	1,004	310	1,000	690			31.0%	
Council Administration :- Income	751,674	1,135,964	1,140,666	4,702			99.6%	0
4001 Salaries	159,025	76,871	162,000	85,129		85,129	47.5%	
4006 Temporary Staff	1,994	0	0	0		0	0.0%	
4008 Training	1,844	425	2,500	2,075		2,075	17.0%	
4009 Travel	143	81	200	119		119	40.3%	
4010 Health & Safety	4,113	0	500	500		500	0.0%	
4013 Rent Payable (Internal)	37,200	18,600	37,200	18,600		18,600	50.0%	
4017 Staff Settlement	0	2,000	0	(2,000)		(2,000)	0.0%	
4020 Consumables & Other Expenses	1,443	54	1,500	1,446		1,446	3.6%	
4022 Postage & Telephone	3,259	1,399	3,000	1,601		1,601	46.6%	
4023 Printing & Stationery	452	314	1,500	1,186		1,186	21.0%	
4024 Photocopier Charges	2,888	428	3,000	2,572		2,572	14.3%	
4025 IT (Website & Email)	11,721	8,279	4,500	(3,779)		(3,779)	184.0%	
4027 Subscriptions and Publications	2,939	2,984	3,500	516		516	85.3%	
4028 Insurance	8,753	4,691	9,200	4,509		4,509	51.0%	
4029 Licences	802	816	0	(816)		(816)	0.0%	
4030 Recruitment Advertising	1,409	0	1,100	1,100		1,100	0.0%	
4033 Advertising	126	0	0	0		0	0.0%	
4036 Repairs and Renewals	82	0	500	500		500	0.0%	
4040 Equipment/Furniture	273	123	1,000	877		877	12.3%	
4056 Accountancy Fees	11,628	3,964	13,500	9,536		9,536	29.4%	
4057 Audit Fees	2,890	0	2,460	2,460		2,460	0.0%	
4058 Legal Fees	1,914	7,206	1,000	(6,206)		(6,206)	720.6%	
4059 Other Professional Fees	4,181	1,000	4,000	3,000		3,000	25.0%	
4060 Bank Charges	1,172	217	1,500	1,283		1,283	14.5%	
5977 depreciation Charged	4,313	0	0	0		0	0.0%	
6336 Tfr to Training EMR	656	0	0	0		0	0.0%	
Council Administration :- Indirect Expenditure	265,219	129,454	253,660	124,206	0	124,206	51.0%	0
Net Income over Expenditure	486,455	1,006,510	887,006	(119,504)				
102 Civic and Democratic								
4033 Advertising	1,680	117	1,500	1,383		1,383	7.8%	
4080 Mayoral Expenses	1,999	(1,861)	1,000	2,861		2,861	(186.1%)	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4082 Town Crier	1,000	0	1,000	1,000		1,000	0.0%	
4086 Civic Regalia	0	80	200	120		120	40.0%	
4110 Elections	7,117	0	0	0		0	0.0%	
5319 Tfr from Elections Reserve	(7,117)	0	0	0		0	0.0%	
5344 Tfr from WWI Commemoration	(1,000)	0	0	0		0	0.0%	
6319 Tfr to Elections Reserve	5,000	0	5,000	5,000		5,000	0.0%	
Civic and Democratic :- Indirect Expenditure	8,679	(1,664)	8,700	10,364	0	10,364	(19.1%)	0
Net Expenditure	(8,679)	1,664	(8,700)	(10,364)				
103 Policy and Communications								
4033 Advertising	569	432	1,000	568		568	43.2%	
4034 Newsletter	2,054	244	2,000	1,756		1,756	12.2%	
4083 NOT IN USE 2020/21	3,750	0	0	0		0	0.0%	
4084 Town Consultations/Promotions	2,851	380	3,000	2,620		2,620	12.7%	
Policy and Communications :- Indirect Expenditure	9,224	1,056	6,000	4,944	0	4,944	17.6%	0
Net Expenditure	(9,224)	(1,056)	(6,000)	(4,944)				
104 Council Events								
1701 Christmas Events Income	3,077	0	3,500	3,500			0.0%	
1702 Civic Events Income	70	0	0	0			0.0%	
Council Events :- Income	3,147	0	3,500	3,500			0.0%	0
4032 Adverts - Events	341	154	1,000	846		846	15.4%	
4081 Civic Events	1,571	0	2,000	2,000		2,000	0.0%	
4087 Civic Service	0	0	500	500		500	0.0%	
4706 Christmas Lights	22,148	170	20,000	19,830		19,830	0.8%	
4720 Remembrance Service	1,005	0	1,000	1,000		1,000	0.0%	
Council Events :- Indirect Expenditure	25,066	324	24,500	24,176	0	24,176	1.3%	0
Net Income over Expenditure	(21,919)	(324)	(21,000)	(20,676)				
107 Grants and Projects								
1180 Grants Recieved	0	10,533	0	(10,533)			0.0%	
Grants and Projects :- Income	0	10,533	0	(10,533)				0
4028 Insurance	9	0	0	0		0	0.0%	
4700 Grants - Large	8,156	18,663	15,000	(3,663)		(3,663)	124.4%	
4703 WCR Community Radio SLA	7,500	5,000	10,000	5,000		5,000	50.0%	
4704 Warminster Community Hub SLA	6,000	0	6,000	6,000		6,000	0.0%	
4707 Catenary Cable Maintenance DON	16	55	0	(55)		(55)	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 Enterprise Warminster	2,350	230	2,100	1,870		1,870	10.9%	
4712 Grant - Warminster Carnival	3,500	1,124	3,500	2,376		2,376	32.1%	
4714 Neighbourhood Planning	0	309	0	(309)		(309)	0.0%	
4715 INSPIRE	3,500	0	3,500	3,500		3,500	0.0%	
4718 Warminster Wobble	3,000	0	3,000	3,000		3,000	0.0%	
6326 Tfr to Climate Change	2,000	0	0	0		0	0.0%	
6334 Tfr to Grants	0	814	0	(814)		(814)	0.0%	
Grants and Projects :- Indirect Expenditure	36,031	26,195	43,100	16,905	0	16,905	60.8%	0
Net Income over Expenditure	(36,031)	(15,662)	(43,100)	(27,438)				
201 CCTV								
1177 Precept Allocation	46,000	46,000	46,000	0			100.0%	
1201 CCTV-Dewey Trust Grant	4,000	4,000	5,000	1,000			80.0%	
1205 CCTV-West Wilts Tr Estate Fees	5,617	2,865	5,898	3,033			48.6%	
1206 CCTV-Westbury TC Fees	9,808	5,002	10,294	5,292			48.6%	
CCTV :- Income	65,425	57,867	67,192	9,325			86.1%	0
4001 Salaries	44,443	24,980	45,779	20,799		20,799	54.6%	
4008 Training	0	0	1,000	1,000		1,000	0.0%	
4014 Electricity and Gas	194	(16)	400	416		416	(3.9%)	
4016 Cleaning	0	3	0	(3)		(3)	0.0%	
4020 Consumables & Other Expenses	78	5	100	95		95	5.3%	
4021 BT Redcare	12,538	13,591	13,150	(441)		(441)	103.4%	
4022 Postage & Telephone	1,107	19	1,200	1,181		1,181	1.6%	
4023 Printing & Stationery	185	0	400	400		400	0.0%	
4025 IT (Website & Email)	75	0	0	0		0	0.0%	
4028 Insurance	1,064	567	1,150	583		583	49.3%	
4029 Licences	1,060	0	1,100	1,100		1,100	0.0%	
4035 Refuse Collection\Bin Emptying	19	0	0	0		0	0.0%	
4036 Repairs and Renewals	2,653	657	1,500	844		844	43.8%	
4037 Maintenance Contracts	4,000	1,000	4,000	3,000		3,000	25.0%	
4038 Grounds Maintenance	0	743	0	(743)		(743)	0.0%	
4040 Equipment/Furniture	340	43	0	(43)		(43)	0.0%	
5325 Tfr from CCTV	(2,331)	0	(2,587)	(2,587)		(2,587)	0.0%	
5977 depreciation Charged	5,889	0	0	0		0	0.0%	
CCTV :- Indirect Expenditure	71,314	41,592	67,192	25,600	0	25,600	61.9%	0
Net Income over Expenditure	(5,889)	16,275	0	(16,275)				

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>202</u>	<u>Dewey House</u>								
1005	Rent Received	7,200	3,600	7,200	3,600			50.0%	
	Dewey House :- Income	7,200	3,600	7,200	3,600			50.0%	0
4011	Rates	5,278	3,220	5,390	2,170		2,170	59.7%	
4012	Water Rates	198	35	200	165		165	17.7%	
4014	Electricity and Gas	4,363	1,534	3,000	1,466		1,466	51.1%	
4020	Consumables & Other Expenses	119	81	200	119		119	40.5%	
4028	Insurance	1,348	718	1,450	732		732	49.5%	
4035	Refuse Collection\Bin Emptying	226	(20)	0	20		20	0.0%	
4036	Repairs and Renewals	324	504	1,500	996		996	33.6%	
4037	Maintenance Contracts	1,473	1,000	1,250	250		250	80.0%	
5977	depreciation Charged	12,816	0	0	0		0	0.0%	
	Dewey House :- Indirect Expenditure	26,145	7,073	12,990	5,917	0	5,917	54.4%	0
	Net Income over Expenditure	(18,945)	(3,473)	(5,790)	(2,317)				
<u>209</u>	<u>Outside Services</u>								
4001	Salaries	47,824	43,914	92,218	48,304		48,304	47.6%	
4007	Uniform	218	184	200	16		16	92.0%	
4008	Training	160	0	1,000	1,000		1,000	0.0%	
4040	Equipment/Furniture	0	122	0	(122)		(122)	0.0%	
4042	Vehicle Costs	5,378	10,458	5,500	(4,958)		(4,958)	190.1%	
5977	depreciation Charged	914	0	0	0		0	0.0%	
	Outside Services :- Indirect Expenditure	54,494	54,678	98,918	44,240	0	44,240	55.3%	0
	Net Expenditure	(54,494)	(54,678)	(98,918)	(44,240)				
<u>210</u>	<u>Town Park</u>								
1006	Rent - 23 Weymouth St	3,960	1,980	3,960	1,980			50.0%	
1007	Rent - Pavilion	15	0	0	0			0.0%	
1020	Town Park Events Income	4,504	93	4,000	3,907			2.3%	
1550	Boats Income	4,940	0	4,500	4,500			0.0%	
1601	Putting Green Income	1,110	0	0	0			0.0%	
	Town Park :- Income	14,529	2,073	12,460	10,387			16.6%	0
4001	Salaries	13,564	0	13,300	13,300		13,300	0.0%	
4008	Training	0	0	200	200		200	0.0%	
4011	Rates	590	0	0	0		0	0.0%	
4012	Water Rates	13,397	5,536	14,000	8,464		8,464	39.5%	
4014	Electricity and Gas	2,576	598	2,500	1,902		1,902	23.9%	
4020	Consumables & Other Expenses	920	281	300	19		19	93.5%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4022 Postage & Telephone	56	0	0	0		0	0.0%	
4023 Printing & Stationery	91	0	100	100		100	0.0%	
4028 Insurance	1,124	599	1,200	601		601	49.9%	
4035 Refuse Collection\Bin Emptying	5,209	1,326	4,000	2,674		2,674	33.2%	
4036 Repairs and Renewals	22,788	1,896	25,000	23,104		23,104	7.6%	
4037 Maintenance Contracts	162	0	0	0		0	0.0%	
4038 Grounds Maintenance	41,383	20,146	40,000	19,854		19,854	50.4%	
4040 Equipment/Furniture	2,347	380	5,000	4,620		4,620	7.6%	
4085 Town Park Events	3,652	1,618	6,500	4,883		4,883	24.9%	
5977 depreciation Charged	32,617	0	0	0		0	0.0%	
5996 Deferred Grants Released	(11,472)	0	0	0		0	0.0%	
6329 Tfr to EMR Open Spaces	25,292	0	0	0		0	0.0%	
Town Park :- Indirect Expenditure	154,294	32,379	112,100	79,721	0	79,721	28.9%	0
Net Income over Expenditure	(139,766)	(30,306)	(99,640)	(69,334)				
211 Open Spaces								
4012 Water Rates	34	74	30	(44)		(44)	246.3%	
4036 Repairs and Renewals	22	0	0	0		0	0.0%	
4038 Grounds Maintenance	11,878	2,350	15,000	12,650		12,650	15.7%	
4040 Equipment/Furniture	2,108	142	250	108		108	56.7%	
5977 depreciation Charged	512	0	0	0		0	0.0%	
Open Spaces :- Indirect Expenditure	14,554	2,566	15,280	12,714	0	12,714	16.8%	0
Net Expenditure	(14,554)	(2,566)	(15,280)	(12,714)				
212 Cemetery and Churchyard								
1212 Burial Fees	713	354	1,500	1,146			23.6%	
Cemetery and Churchyard :- Income	713	354	1,500	1,146			23.6%	0
4011 Rates	168	116	175	59		59	66.4%	
4028 Insurance	888	473	950	477		477	49.8%	
4038 Grounds Maintenance	320	0	0	0		0	0.0%	
Cemetery and Churchyard :- Indirect Expenditure	1,376	590	1,125	535	0	535	52.4%	0
Net Income over Expenditure	(664)	(236)	375	611				
213 Public Conv - Town Park								
4011 Rates	0	1,799	0	(1,799)		(1,799)	0.0%	
4020 Consumables & Other Expenses	0	18	0	(18)		(18)	0.0%	
4036 Repairs and Renewals	493	205	250	45		45	82.1%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	7,543	629	8,000	7,371		7,371	7.9%	
Public Conv - Town Park :- Indirect Expenditure	8,036	2,666	8,250	5,584	0	5,584	32.3%	0
Net Expenditure	(8,036)	(2,666)	(8,250)	(5,584)				
214 Public Conv - Central Car Park								
4011 Rates	2,945	0	3,010	3,010		3,010	0.0%	
4012 Water Rates	2,502	148	2,500	2,352		2,352	5.9%	
4014 Electricity and Gas	1,670	255	1,500	1,245		1,245	17.0%	
4020 Consumables & Other Expenses	0	18	0	(18)		(18)	0.0%	
4028 Insurance	158	109	175	66		66	62.4%	
4036 Repairs and Renewals	594	113	1,500	1,387		1,387	7.6%	
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	11,315	1,886	11,500	9,614		9,614	16.4%	
Public Conv - Central Car Park :- Indirect Expenditure	19,184	2,545	20,185	17,640	0	17,640	12.6%	0
Net Expenditure	(19,184)	(2,545)	(20,185)	(17,640)				
215 Street Furniture								
4028 Insurance	332	152	360	208		208	42.2%	
4040 Equipment/Furniture	193	0	1,500	1,500		1,500	0.0%	
4803 Baskets & Tubs	7,788	7,142	9,000	1,858		1,858	79.4%	
5977 depreciation Charged	1,965	0	0	0		0	0.0%	
5996 Deferred Grants Released	(134)	0	0	0		0	0.0%	
Street Furniture :- Indirect Expenditure	10,144	7,294	10,860	3,566	0	3,566	67.2%	0
Net Expenditure	(10,144)	(7,294)	(10,860)	(3,566)				
216 Pavilion Cafe								
1186 WCC Covid 19 Grant	0	7,000	0	(7,000)			0.0%	
1193 Miscellaneous Income	20	0	0	0			0.0%	
1600 Pavillion Cafe Sales	41,252	29,873	40,000	10,127			74.7%	
1601 Putting Green Income	0	0	1,000	1,000			0.0%	
Pavilion Cafe :- Income	41,272	36,873	41,000	4,127			89.9%	0
3540 Pavilion Purchases	17,617	10,112	20,000	9,888		9,888	50.6%	
Pavilion Cafe :- Direct Expenditure	17,617	10,112	20,000	9,888	0	9,888	50.6%	0
4001 Salaries	32,956	13,820	51,094	37,274		37,274	27.0%	
4007 Uniform	0	0	150	150		150	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4008 Training	175	0	250	250		250	0.0%	
4010 Health & Safety	0	50	0	(50)		(50)	0.0%	
4016 Cleaning	0	3	100	97		97	2.9%	
4020 Consumables & Other Expenses	1,135	1,201	2,000	799		799	60.1%	
4022 Postage & Telephone	540	11	700	689		689	1.5%	
4023 Printing & Stationery	0	0	200	200		200	0.0%	
4025 IT (Website & Email)	(70)	0	0	0		0	0.0%	
4031 Publicity & Marketing	130	0	0	0		0	0.0%	
4033 Advertising	80	0	0	0		0	0.0%	
4036 Repairs and Renewals	1,348	1,611	2,000	389		389	80.6%	
4040 Equipment/Furniture	1,550	921	500	(421)		(421)	184.2%	
4055 Stocktaking Fees	60	120	240	120		120	50.0%	
4061 Streamline Charges	475	474	700	226		226	67.8%	
4999 Assets Capitalised	10,082	0	0	0		0	0.0%	
5315 Tfr from Capital Projects	(10,082)	0	0	0		0	0.0%	
Pavilion Cafe :- Indirect Expenditure	38,380	18,212	57,934	39,722	0	39,722	31.4%	0
Net Income over Expenditure	(14,724)	8,548	(36,934)	(45,482)				
217 Play Areas								
1180 Grants Recieved	8,000	0	0	0			0.0%	
Play Areas :- Income	8,000	0	0	0				0
4010 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4016 Cleaning	0	0	1,000	1,000		1,000	0.0%	
4020 Consumables & Other Expenses	0	289	450	161		161	64.3%	
4023 Printing & Stationery	0	0	100	100		100	0.0%	
4028 Insurance	100	0	4,050	4,050		4,050	0.0%	
4035 Refuse Collection\Bin Emptying	0	0	3,382	3,382		3,382	0.0%	
4036 Repairs and Renewals	495	1,620	25,000	23,380		23,380	6.5%	
4037 Maintenance Contracts	617	3,034	11,000	7,966		7,966	27.6%	
4038 Grounds Maintenance	6,068	4,551	15,000	10,449		10,449	30.3%	
4040 Equipment/Furniture	0	118	0	(118)		(118)	0.0%	
4044 Tree Works	533	0	2,000	2,000		2,000	0.0%	
4058 Legal Fees	5,490	0	0	0		0	0.0%	
5977 depreciation Charged	7,135	0	0	0		0	0.0%	
6307 Tfr to EMR Play Area	41,079	0	0	0		0	0.0%	
Play Areas :- Indirect Expenditure	61,517	9,613	62,982	53,369	0	53,369	15.3%	0
Net Income over Expenditure	(53,517)	(9,613)	(62,982)	(53,369)				

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>218 Skate Park</u>								
4033 Advertising	23	0	0	0		0	0.0%	
4036 Repairs and Renewals	7,271	0	1,000	1,000		1,000	0.0%	
Skate Park :- Indirect Expenditure	7,295	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	(7,295)	0	(1,000)	(1,000)				
<u>219 Sweeper</u>								
4000 UNALLOCATED GLOBAL BUDGET	0	0	70,500	70,500		70,500	0.0%	
4007 Uniform	0	134	0	(134)		(134)	0.0%	
4018 Rent	0	390	0	(390)		(390)	0.0%	
4090 Sweeper Leasing	0	8,520	0	(8,520)		(8,520)	0.0%	
4091 Sweeper Consumables	0	548	0	(548)		(548)	0.0%	
4092 Sweeper Fuel	0	1,350	0	(1,350)		(1,350)	0.0%	
4093 Sweeper Waste Disposal	0	5,942	0	(5,942)		(5,942)	0.0%	
4094 Sweeper Maintenance	0	686	0	(686)		(686)	0.0%	
Sweeper :- Indirect Expenditure	0	17,571	70,500	52,929	0	52,929	24.9%	0
Net Expenditure	0	(17,571)	(70,500)	(52,929)				
<u>220 Depot</u>								
4000 UNALLOCATED GLOBAL BUDGET	0	0	35,000	35,000		35,000	0.0%	
4018 Rent	0	1,253	0	(1,253)		(1,253)	0.0%	
4020 Consumables & Other Expenses	0	1,044	0	(1,044)		(1,044)	0.0%	
4036 Repairs and Renewals	0	1,398	0	(1,398)		(1,398)	0.0%	
4040 Equipment/Furniture	0	2,429	0	(2,429)		(2,429)	0.0%	
4058 Legal Fees	0	306	0	(306)		(306)	0.0%	
4921 CAP - Vehicles & Equipment	0	2,070	0	(2,070)		(2,070)	0.0%	
4932 CAP - Depot leasehold Improvem	0	4,090	0	(4,090)		(4,090)	0.0%	
Depot :- Indirect Expenditure	0	12,591	35,000	22,409	0	22,409	36.0%	0
Net Expenditure	0	(12,591)	(35,000)	(22,409)				
<u>299 Services to be devolved</u>								
4000 UNALLOCATED GLOBAL BUDGET	0	0	225,000	225,000	205	224,795	0.1%	
Services to be devolved :- Indirect Expenditure	0	0	225,000	225,000	205	224,795	0.1%	0
Net Expenditure	0	0	(225,000)	(225,000)				

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	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	39,908	(2,315)	40,000	42,315			(5.8%)	
1002 Events Income	1,018	0	1,000	1,000			0.0%	
1003 Equipment Hire	30	0	0	0			0.0%	
1004 Security Staff Recharged	144	0	0	0			0.0%	
1193 Miscellaneous Income	369	0	0	0			0.0%	
Civic Centre :- Income	41,469	(2,315)	41,000	43,315			(5.6%)	0
4001 Salaries	70,696	35,655	65,000	29,345		29,345	54.9%	
4005 Security Staff	311	0	0	0		0	0.0%	
4007 Uniform	145	0	200	200		200	0.0%	
4008 Training	60	0	500	500		500	0.0%	
4011 Rates	6,874	4,190	7,020	2,830		2,830	59.7%	
4012 Water Rates	1,487	418	1,500	1,082		1,082	27.9%	
4013 Rent Payable (Internal)	(37,200)	(18,600)	(37,200)	(18,600)		(18,600)	50.0%	
4014 Electricity and Gas	17,295	4,510	15,000	10,490		10,490	30.1%	
4016 Cleaning	106	348	500	152		152	69.5%	
4020 Consumables & Other Expenses	1,630	497	1,250	753		753	39.8%	
4022 Postage & Telephone	787	60	900	840		840	6.7%	
4025 IT (Website & Email)	93	0	0	0		0	0.0%	
4028 Insurance	2,375	1,265	2,600	1,335		1,335	48.7%	
4029 Licences	1,338	180	2,500	2,320		2,320	7.2%	
4031 Publicity & Marketing	165	242	500	258		258	48.4%	
4035 Refuse Collection\Bin Emptying	1,496	316	1,300	984		984	24.3%	
4036 Repairs and Renewals	7,649	1,529	12,000	10,471		10,471	12.7%	
4037 Maintenance Contracts	6,254	6,727	7,500	773		773	89.7%	
4040 Equipment/Furniture	916	190	1,000	810		810	19.0%	
4055 Stocktaking Fees	60	120	120	0		0	100.0%	
4061 Streamline Charges	266	76	300	224		224	25.4%	
4801 Events Funding	1,436	0	1,500	1,500		1,500	0.0%	
5977 depreciation Charged	20,507	0	0	0		0	0.0%	
5996 Deferred Grants Released	(4,045)	0	0	0		0	0.0%	
Civic Centre :- Indirect Expenditure	100,698	37,723	83,990	46,267	0	46,267	44.9%	0
Net Income over Expenditure	(59,229)	(40,038)	(42,990)	(2,952)				
305 Civic Centre Bar								
1580 Bar Sales	15,883	439	15,000	14,561			2.9%	
Civic Centre Bar :- Income	15,883	439	15,000	14,561			2.9%	0
3530 Bar Purchases	4,069	222	6,000	5,778		5,778	3.7%	
3531 Bar Gas & Consumables	344	85	400	315		315	21.3%	
Civic Centre Bar :- Direct Expenditure	4,412	307	6,400	6,093	0	6,093	4.8%	0

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4035 Refuse Collection\Bin Emptying	121	0	0	0		0	0.0%	
4040 Equipment/Furniture	0	0	250	250		250	0.0%	
Civic Centre Bar :- Indirect Expenditure	121	0	250	250	0	250	0.0%	0
Net Income over Expenditure	11,350	132	8,350	8,218				
499 Capital Expenditure								
1180 Grants Recieved	0	4,072	0	(4,072)			0.0%	
1184 Capital Grants	0	0	0	0			0.0%	
1710 CIL Receipts	129,216	0	0	0			0.0%	
Capital Expenditure :- Income	129,216	4,072	0	(4,072)				0
801 Land & Buildings Depreciation	30,393	0	0	0		0	0.0%	
821 Vehicles & Equip. Depreciation	26,472	0	0	0		0	0.0%	
841 Infrastructure Assets Depr'n	29,803	0	0	0		0	0.0%	
898 Deferred Grants Released	15,651	0	0	0		0	0.0%	
899 Depreciation Reversal	(86,668)	0	0	0		0	0.0%	
4065 Devolved Services	(0)	0	0	0		0	0.0%	
4901 Loan Repayment Capital	22,347	11,588	23,462	11,874		11,874	49.4%	
4902 Loan Repayment Interest	17,255	8,213	16,140	7,927		7,927	50.9%	
4904 CAP - Civic Centre Equipment	1	0	0	0		0	0.0%	
4917 CAP - IT Equipment	(0)	7,931	0	(7,931)		(7,931)	0.0%	
4920 CAP - Capital Projects	0	650	0	(650)		(650)	0.0%	
4921 CAP - Vehicles & Equipment	0	1,700	0	(1,700)		(1,700)	0.0%	
4925 CAP - Skate Park	0	0	0	0		0	0.0%	
4928 CAP - Play Equipment	(0)	0	0	0		0	0.0%	
4929 CAP - Outdoor Gym	0	11,900	0	(11,900)		(11,900)	0.0%	
4930 CAP - Play Area Signs	0	1,920	0	(1,920)		(1,920)	0.0%	
4931 CAP - 23 Weymouth St	0	2,740	0	(2,740)		(2,740)	0.0%	
4933 CAP - Town Park Splash Pad	0	2,450	0	(2,450)		(2,450)	0.0%	
4999 Assets Capitalised	342,651	0	0	0		0	0.0%	
5315 Tfr from Capital Projects	(57,813)	(7,205)	0	7,205		7,205	0.0%	
5316 Tfr frm Services to be Devolve	(200)	0	0	0		0	0.0%	
5324 Tfr from Skatepark	(55,980)	0	0	0		0	0.0%	
5329 Tfr from Open Spaces	0	(2,450)	0	2,450		2,450	0.0%	
5338 Tfr from EMR Play Area	(35,677)	0	0	0		0	0.0%	
5348 Tfr frm Outdoor Gym EMR	0	(10,072)	0	10,072		10,072	0.0%	
5350 Tfr from CIL 16/17	(74,914)	0	0	0		0	0.0%	
5351 Tfr From CIL 17/18	(3,347)	0	0	0		0	0.0%	
5900 Depreciation Contra to Service	(86,668)	0	0	0		0	0.0%	
5998 Assets Funded from Grants	(114,720)	0	0	0		0	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6306 Tfr to EMR CIL	129,216	0	0	0		0	0.0%	
6315 Tfr to Capital Projects	44,000	44,000	44,000	0		0	100.0%	
6348 Tfr to Outdoor Gym EMR	0	4,072	0	(4,072)		(4,072)	0.0%	
Capital Expenditure :- Indirect Expenditure	141,801	77,436	83,602	6,166	0	6,166	92.6%	0
Net Income over Expenditure	(12,585)	(73,364)	(83,602)	(10,238)				
Grand Totals:- Income	1,078,528	1,249,459	1,329,518	80,059			94.0%	
Expenditure	1,075,601	490,311	1,329,518	839,207	205	839,001	36.9%	
Net Income over Expenditure	2,927	759,148	0	(759,148)				
Movement to/(from) Gen Reserve	2,927	759,148						

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List of Payments made between 01/09/2020 and 30/09/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2020	Agrovista UK Ltd	BP1	190.80		CD971006643/10909/Agrovista UK
01/09/2020	Amazon Business	FP2	9.29		INV-GB-123684151-202/10910/Ama
01/09/2020	Amazon Business	FP3	69.13		INVGB-180135641-202/10908/Amaz
01/09/2020	Amazon Business	FP4	75.52		AEUINVGB-2020-3126/10914/Amazo
01/09/2020	Amazon Business	FP5	16.92		AEU-INV-GB-2020-3130/10915/Ama
01/09/2020	Ashton Farms	FP6	139.62		1107343/10916/Ashton Farms
01/09/2020	Stuart Legg	FP7	35.00		26820/10923/Stuart Legg
01/09/2020	Screwfix Direct Ltd	FP8	164.03		1092748253/10929/Screwfix Dire
01/09/2020	WPS Insurance Brokers & Risk S	FP9	283.60		500757298/10932/WPS Insurance
01/09/2020	Dorma UK Limited	FP10	266.40		0000310667/10917/Dorma UK Limi
01/09/2020	Idverde Limited	FP11	9,301.33		GM787865/10922/Idverde Limited
01/09/2020	Premium Credit	Std Ord	1,478.16		Premium Credit Insurance 20-21
01/09/2020	W2B-70006826	DDR1	1,165.50		Purchase Ledger Payment
01/09/2020	W2B-10525394	DDR2	12.00		Purchase Ledger Payment
01/09/2020	W2B-70064023	DDR3	192.00		Purchase Ledger Payment
01/09/2020	Hunot HR	DDR4	240.00		8716/10831/Hunot HR
02/09/2020	Public Works Loan Board	DDR5	19,800.89		050820/10895/Public Works Loan
02/09/2020	Booker	DDR6	657.12		Purchase Ledger Payment
02/09/2020	Fuel Genie DDR	DDR7	129.73		Purchase Ledger Payment
04/09/2020	West mercia Energy	DDR8	202.69		10754-Elec June 2020
04/09/2020	SSE Contracting Ltd	DDR9	1,918.17		2147529312/10897/SSE Contracti
04/09/2020	VWFS UK Ltd	S/O	405.53		WN20 NCA Lease
10/09/2020	Ashton Farms	FP12	323.74		10949-Pavcafe-Ice Cream
10/09/2020	Coates & Parker Ltd	FP13	588.67		10952-Advert + newsletter -AUG
10/09/2020	Grist Environmental	FP14	1,421.02		10953-Sweeper waste removal
10/09/2020	Stuart Legg	FP15	32.16		10957-Sweeper tyre repairs
10/09/2020	Dave Naughton Electrical Servi	FP16	176.40		10958-Light fitting-Park toile
10/09/2020	Roundstone Vending Limited	FP17	160.00		10960-Coffee, kreamer+hot choc
10/09/2020	Office Right Business Solution	FP18	130.57		10965-Coffee cups + lids
10/09/2020	Swallow Drinks South West Ltd	FP19	230.01		10967-Slushy, cups +straws
10/09/2020	Fuel Genie DDR	DDR10	143.62		Purchase Ledger Payment
10/09/2020	Amazon Business	BP1	20.19		10969-Halogen oven bulb
11/09/2020	Netitude Ltd	FP20	2,455.99		10959-IT and phone charge-Sept
11/09/2020	Taps, Tube & Kitchen	BP21	1,300.00		10989-50% deposit-Wey kitchen
11/09/2020	Sydenhams Ltd	FP22	136.30		10988-CLS wood
11/09/2020	Amazon Business	FP23	38.32		10968-Smoke alars x2 - WCR
11/09/2020	Amazon Business	FP24	9.99		10946-Finish Dishwasher salt
11/09/2020	Complete Fire Services Ltd	FP25	242.16		10972-Site fee, service of ext
11/09/2020	DCK Accounting Solutions Ltd	FP26	948.18		10973-Contract visit-AUG
11/09/2020	GB Heating Ltd	FP27	174.00		10976-Repair to cellar A/C uni
11/09/2020	Office Right Business Solution	FP28	257.70		10979-Vegware cups + lids
11/09/2020	Screwfix Direct Ltd	FP29	7.99		10980-Jigsaw blades
11/09/2020	Charles Saunders Ltd	FP30	361.17		10981-Toilet tissues+hand towe

List of Payments made between 01/09/2020 and 30/09/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
11/09/2020	Roundstone Vending Limited	FP31	222.00		10982-Coffee. kreamer + choc
11/09/2020	Roundstone Catering Equipment	FP32	278.95		10983-Repair coffee bar cooler
11/09/2020	Wiltshire Council	FP33	180.00		10987-Annual fee-premises lic.
11/09/2020	Mr M Curtis	FP34	80.00		10986-Mayor's photo shoot
11/09/2020	Melksham Groundcare Machinery	FP35	2,483.99		10984-Misc machinery
11/09/2020	Dean Hicks	FP36	550.00		10985-Sup+fit kitchen window
14/09/2020	Pensions Aug 20	DDR	7,119.21		Pensions Aug 20
15/09/2020	Wiltshire Council	Std Ord	20.00		WC Rates Boreham Rd Cemertery
15/09/2020	Wiltshire Council	Std Ord	699.00		WC Rates Civic Centre
15/09/2020	Wiltshire Council	Std Ord	536.00		WC Rates Dewey House
15/09/2020	Wiltshire Council	Std Ord	299.00		Non-dom Rates Town Park
15/09/2020	Timico Limited	DDR11	22.84		10990-Web hosting services
15/09/2020	Booker	DDR12	970.86		10971-Pac cafe stock
16/09/2020	West mercia Energy	DDR13	263.16		11029335/10935/West mercia Ene
16/09/2020	Office Evolution Ltd	DDR14	64.61		10978-Photocopying charge
17/09/2020	Fuel Genie DDR	DDR15	228.88		Purchase Ledger Payment
19/09/2020	Paragon Business Finance	DDR	2,467.51		GK20 UYH Lease
21/09/2020	Streamline Merchant Services	DDR16	145.64		Purchase Ledger Payment
21/09/2020	Streamline Merchant Services	DDR17	26.12		Purchase Ledger Payment
21/09/2020	HSBC	DDR	89.79		Bank charges
21/09/2020	Paragon Business Finance	DDR	2,467.51		GK20 UYH Sweeper Lease
22/09/2020	HMRC	DDR	5,613.18		PAYE/NI Aug 20
23/09/2020	VWFS UK Ltd	DDR	33.98		WN20 NCA Maint
24/09/2020	Ashton Farms	FP37	193.32		1108916/10997/Ashton Farms
24/09/2020	Complete Fire Services Ltd	FP38	527.76		Purchase Ledger Payment
24/09/2020	Ross Hillman Ltd	FP39	67.50		70105/11001/Ross Hillman Ltd
24/09/2020	Roundstone Vending Limited	FP40	112.00		RVL27791/11008/Roundstone Vend
24/09/2020	Screwfix Direct Ltd	FP41	127.39		1097878058/11014/Screwfix Dire
24/09/2020	Office Right Business Solution	FP42	300.40		85510/11016/Office Right Busin
24/09/2020	Swallow Drinks South West Ltd	FP43	95.76		Purchase Ledger Payment
24/09/2020	Sydenhams Ltd	FP44	230.58		I5766085/11019/Sydenhams Ltd
24/09/2020	Tudor (UK) Ltd.	FP45	335.22		IN0084955/11026/Tudor (UK) Ltd
24/09/2020	Wheelers (Westbury) Ltd	FP46	1,200.00		970059/11027/Wheelers (Westbur
24/09/2020	Grist Environmental	FP47	1,021.20		327046/11031/Grist Environment
24/09/2020	Idmiston PC	FP48	250.00		REFUND/11002/Idmiston PC
24/09/2020	Mole Valley Farmers	FP49	305.92		CN200030716/11007/Mole Valley
24/09/2020	O2	DDR18	138.80		10977-Mobile phone charge
24/09/2020	Fuel Genie DDR	DDR19	172.47		Purchase Ledger Payment
27/09/2020	BOC Gases	DDR20	68.16		10950-Bar gas
27/09/2020	IREK Services	FP2	648.00		36/20/11003/IREK Services
27/09/2020	Sep Salaries	DDR	23,501.30		Sep Salaries
28/09/2020	ALD Automotive Limited t/a For	DDR21	377.93		10974-Ford transit lease
28/09/2020	Warminster Carnival Committee	FP3	1,124.00		77966811/11067/Warminster Carn

List of Payments made between 01/09/2020 and 30/09/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/09/2020	Booker	DDR22	504.51		Purchase Ledger Payment
30/09/2020	Hills Waste Solutions Ltd	DDR23	566.53		10955-waste + recycling
30/09/2020	Hunot HR	DDR24	240.00		10956-Advice line
30/09/2020	WPS Insurance Brokers & Risk S	Refund	-52.02		501098086/10812/WPS Insurance
Total Payments			<u>102,830.57</u>		

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Variance Report to Finance and Audit Committee 2nd November 2020

Variances – YTD 30th September 2020

The RFO shall regularly provide the council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose, 'material' shall be in excess of (15%) of the budget, minimum of £500, based on the budget for that period, (and allowing for prepayments or accruals). Spending up to September 2020 would be expected to be 50%, variances are for spending above 57.5%, or below 42.5%, minimum of £500.

Code	Title	Spend £	Budget £	Variance £	% budget	Explanation
	June 2020					
101 4025	IT (website and Email)	9,247	4,500	(4,747)	205.5	Councillor IT due to COVID restrictions.
101 4058	Legal Fees	4896	1000	(3896)	489.6	Pharaoh Law
107 4700	Grants - Large	18,998	15,000	(3,998)	126.7	Includes payments made on behalf of the Dewey Trust see 107 1180 grants received
101 4001	Town Park Salaries	8,669	13,300	4,631	65.2	Update to be given at the meeting.
211 4038	Grounds Maintenance	2,350	15,000	12,650	15.75	Expected to balance as year progresses
209 4042	Vehicle Costs	5,762	5,500	(262)	104.8	Increase in number of vehicles
217 4037	Play Area Maintenance Contracts	1,517	11,000	9,483	13.8	Expected to balance as year progresses
301 4036	Civic Centre repairs and renewals	1,150	12,000	10,850	9.6	Expected to balance as year progresses

Variance Report to Finance and Audit Committee 2nd November 2020

Code	Title	Spend £	Budget £	Variance £	% budget	Explanation
	September 2020					
101 4025	IT (website and email)	8,279	4,500	3,779	184	Councillor IT due to COVID restrictions. Website accessibility compliance.
101 4058	Legal fees	7,206	1,000	6,206	720.6	Pharaoh Law
103 4034	Newsletter	244	2,000	1,756	12.2	Phasing: newsletters due
103 4084	Town consultations/promotions	380	3,000	2,620	12.7	Covid restrictions
104	Council events	324	24,500	24,176	1.3	Covid
107 4712	Grant-Warminster Carnival	1,124	3,500	2,376	32.1	Event cancelled; grant covered pre-paid insurance
201 4022	CCTV: Postage and telephone	19	1,200	1,181	1.6	Internet phones are reducing call costs
201 4037	Maintenance contracts	1,000	4,000	3,000	25	Phased payments
202 4011	Dewey House rates	3,220	5,390	2,170	59.7	CPI added for budgeting, slightly under.
209 4042	Vehicle Costs	10,458	5,500	(4,958)	190.1	Increase in number of vehicles
210 1020	Town Park events income	93	4,000	3,907	2.3	Covid
210	Town park	31,443	112,100	80,657	28	Covid
211 4038	Grounds Maintenance	2,350	15,000	12,650	15.75	Expected to balance as year progresses
212 1212	Burial fees	354	1,500	1,146	23.6	Variable
213	Public conveniences: LPG	2,666	8,250	5,584	32.3	Covid closures

Variance Report to Finance and Audit Committee 2nd November 2020

Code	Title	Spend £	Budget £	Variance £	% budget	Explanation
214	Central Car Park public conveniences	2,545	20,185	17,640	12.6	Covid closures and now only one open
215 4803	Baskets and tubs	7,142	9,000	1,858	79.4	Season ended. Phasing.
216 4001	Pavillion café salaries	13,820	51,094	37,274	27	Covid: takeaway service, less staff
216 4020	Consumables & other expenses	1,201	2,000	799	60	Phasing. Summer opening, higher spend.
217 4036	Play areas repairs and renewals	1,620	25,000	23,380	6.5	On going repair programme throughout year.
217 4037	Play areas maintenance contracts	3,034	11,000	7,966	27.6	Delay in receiving contract invoices.
217 4044	Play areas tree works	0	2,000	2,000	0	Tree survey and works take place in due course.
218 4036	Skate park	0	1,000	1,000	0	No r&r required to date.
219	Sweeper	17,181	70,500	53,319	24	Started part way through year. Spend will continue
220	Depot	11,170	35,000	23,830	31.9	Phased spend. Rent due.
301 1001& 1003	Civic centre income	2,315	40,000	42,315	5.8	Covid closure
301 4011	Civic centre rates	4,190	7,020	2,830	59.7	Phasing
301 4012	Civic centre water rates	418	1,500	1,082	27.9	Covid, part closure
301 4014	Electricity and gas	4,510	15,000	10,490	30.1	Covid, part closure
301 4020	Consumables & other expenses	497	1,250	753	39.8	Covid related purchased
301 4022	Postage and telephone	60	900	840	6.7	Internet phones are reducing call costs, less

Variance Report to Finance and Audit Committee 2nd November 2020

						postage: covid
Code	Title	Spend £	Budget £	Variance £	% budget	Explanation
301 4029	Licences	180	2,500	2,320	7.2	Invoices awaited.
301 4035	Refuse and bin collection	230	1,300	1,070	17.7	Collections cancelled when centre closed.
301 4036	R&R	1,529	12,000	10,471	12.7	Historically high. Part closure reduced costs, repairs will be taking place.
301 4040	Equipment and furniture	190	1,000	810	19	Will spend before year end.
301 4801	Events funding	0	1,500	1,500	0	Covid: cancellation
305	Civic centre bar: net income over expenditure	160	8,350	8,190		Covid: bar closed, coffee bar doing ok.

Dear Fiona/Councillors, Re WCR/Council Service level agreement.

As you will probably know, WCR's Government licence to broadcast and provide services to the community through Ofcom is awarded on a five year basis and well before the licence expires in March 2022 we have been offered an automatic renewal for another five years provided that we can guarantee an income of at least £15,000 per annum for the full term of the licence.

The Service level agreement sets out the large range of services, not only broadcasting, that we deliver to the Council and the wider community in return for a payment of £10k per annum for these services. I think that you will agree after studying the value added costs of delivering this agreement, (nearly £60,000) is well worth the £10Kpa that we ask for.

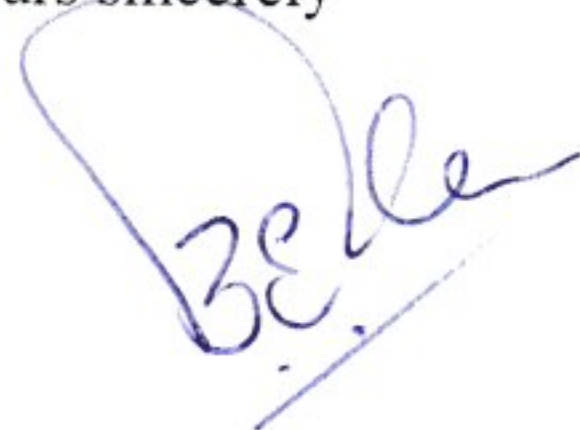
This year in particular WCR has performed a key role in the Corona virus pandemic providing a hub of support not only for the council but also directly to the people in need of information and services. The station kept up a nucleus of live programmes daily with regular 20min bulletins of help lines for medicines, food, and healthcare, even providing free advertising to those businesses offering food and supplies. Among those recommending listening to WCR for vital information were the Council officers and the Avenue surgery.

Throughout the last years that WCR has provided services to the community we have helped at other times of crisis such as our snowline broadcasts, road blockages, power outages and registered within the flood plain plan.

I know it is difficult within the current financial climate for groups to survive, indeed, WCR took a huge financial loss through advertising and public address work due to the pandemic but such was our correct and proper managing of our finances and emergency reserves we were able to weather the situation while other community stations were either bailed out by Ofcom or closed down.

Breeze radio, the last incarnation of any so called Commercial local radio for the town is now gone in favour of "Greatest Hits" radio a national broadcaster with a South West programme being the closest thing to "Local". I hope therefore that you will continue to consider WCR as a vital asset to the Council and the Warminster community. I further hope that you will agree to renew our service agreement for the next 5 year licence covering the period 2022-2027.

Yours sincerely



Barry Mole
Managing Director, WCR Community Radio

**Actual cost Per Annum and added value* of
providing the service level agreement:**

1. Ofcom fees and Wireless telegraphy	£ 850.00
P.R.S., P.P.L. & M.C.P.S. licences	£ 1000.00
Internet	£ 494.00
50 volunteer presenters val £8 per hour (106 hrs pw)	*£ 44096.00
Senior management Administration (£13 ph)	*£ 4680.00
Station Insurance	£ 746.00
Water Rates/ sewerage	£ 430.00
Electricity	£ 3276.00
Telephone	£ 620.00
Internet stream service	£ 350.00
Training officers x2	*£ 825.00
Routine maintenance & repairs	£ 1500.00
	<u>£58,017.00</u>
2. Public Broadcasts/PAs	
Remembrance Service 6 hours personnel	*£ 200.00
Equipment Hire	£ 450.00
Christmas Lights switch on 9 Hours personnel	*£ 234.00
Equipment Hire	£ 450.00
Featured Council adverts and announcements £60 pm	£ 720.00
Civic Centre Consultancy, troubleshooting, Equipment Loan	*£ 1200.00
Opening of Remembrance Garden PA and operator	*£ 320.00
Fun Day In the park supporting Carnival on behalf of the Council	*£ 650.00
Misc. events Pancake races/Commonwealth Day etc	*£ 200.00
	<u>£ 4424.00</u>
Total Cost/value of the Station Annually to Warminster T.C.	<u>£62,441.00</u>
Service level agreement fee	£10,000.00

N.B. The costs of Running the WCR OB vehicle and publicity are NOT part of delivering the service level agreement, and, as such are paid by WCR from advertising revenue and PA income.

Entertainment and Information

Unlike commercial radio, Warminster Community Radio is able to offer an eclectic range of genre-based music and other forms of speech and drama. Ofcom's remit to community radio is that we should provide additional and alternative output to those currently available from commercial and BBC services. Alongside the popular genres, such as rock, pop and disco, WCR also provides the more esoteric forms of music. Among our specialist music broadcasters are presenters of musicals, R 'n' B, blues, jazz, classical and country to name but a few. Community radio also offers unique opportunities for development local arts in the form of dramas, stories and historical productions. Many of these concern the local area. There are regular interviews on WCR with local personalities, representatives of Warminster sport organisations and clubs. WCR is a platform for collective worship, provided by local clergy, and also for current affairs.

Support to Local Organisations

This year in particular WCR has performed a key role in the Corona virus pandemic providing a hub of support not only for the council but also directly to the people in need of information and services. The station kept up a nucleus of live programmes daily with regular 20min bulletins of help lines for medicines, food, and healthcare, even providing free advertising to those businesses offering food and supplies. Among those recommending listening to WCR for vital information were the Council Officers and the Avenue Surgery. Our community based programmes regularly entertain guest speakers from local organisations. This includes but is not restricted to:

- Dr Andrew Murrison, MP for South West Wiltshire
- Angus Macpherson, Police and Crime Commissioner
- Warminster Town Councillors and Officers
- Warminster Area Board Councillors and Officers
- Bernie Robbins, Warminster Carers' Champion
- Healthwatch Wiltshire
- Warminster Carnival Committee
- Tynings Allotments
- Warminster Library
- Wiltshire Police
- Warminster Sports Centre
- Wessex Water
- Warminster Action Group
- Churches Together Warminster
- Cornerstone
- Warminster Hub
- Kingdown School, Warminster School and Primary Schools
- Avenue Surgery
- Carers' Support Wiltshire
- Warminster Diabetes Group
- Athenaeum Centre for the Community
- Athenaeum Masqueraders
- Commercial Transport in Preservation

- Fairtrade Warminster
- TransWilts Community Rail
- University of the 3rd Age
- Warminster Brass Band
- Warminster Country Markets
- Warminster Flers Twinning Association
- Warminster Lions Club
- Warminster Philharmonic Orchestra
- West Wilts Rail Users Group
- Warminster Branch of the Royal British Legion
- Highbury Youth Football Club
- Warminster Bowling Club
- Warminster Cricket Club
- Warminster Rugby Club
- Warminster Running Club
- Warminster Swimming Club
- Warminster Table Tennis Club
- Warminster Wobble
- Alzheimer's Support
- Warminster and District Foodbank
- Warminster and District Stroke Club
- Wessex MS Therapy Centre
- Scouts

Development of Culture and Promotion of Learning

WCR actively assists in the promotion of cultural events held at the Athenaeum and other local venues. We offer the opportunity for schools to take part in preparing their own radio news programmes and short story recordings and facilitate equipment in the schools for children to experience their own radio station. As part of our regular activities, WCR holds instruction courses for presenters and technicians twice a year. This gives any local resident the opportunity to broadcast to the town using new skills that promote a lifelong learning of English and Mathematics.

Organ of Communication

WCR is the immediate and primary source of up-to-the-minute communications to the largest number of people by the quickest method. In many circumstances this is crucial when severe weather conditions, traffic situations or power outages cause problems for the BA12 area. The radio station is also a method of communicating important news from the Town or Wiltshire Councils concerning residents and for the smaller matters that are important to every one of us, such as the loss of a favourite pet or a fund raising charity event that needs promoting. Wiltshire Police have used the service to appeal for information where time critical mass communications can make a difference.

Council Events Promotion

The committees of the council have promoted initiatives they have agreed on through public message adverts on WCR. These have included:

- Litter Awareness Campaign
- Car Parking Refund Scheme
- Civic Centre Hiring Opportunities
- Speed Awareness Campaign
- Christmas Lights Switch-on Promotion
- Service of Remembrance Promotion

Debate and Public Involvement

From the outset, WCR has provided the community area of Warminster with a voice. One aspect of the on-air service we provide is as a medium for debate and discussion. A stalwart of the schedule is the Community Chest programme that gives every local councillor, council officers and other community leaders the opportunity to pass information on public matters to the listeners. It furthermore gives the listening public the chance to ask questions and seek clarification on important issues in the local area. At election time, WCR provides a conduit for political debate between candidates and the electorate.

Civic Expertise

WCR's considerable experience at managing and maintaining public address and audio systems has been extremely useful to Warminster Civic Centre staff. Volunteers from WCR's engineering team have advised on specialised equipment and obtained competitive quotes. They have also installed and commissioned purchased equipment and consulted on faults, saving the Town Council hundreds of pounds in professional callouts. We have also been able to supply the council with microphones, leads and other equipment for assistance with council meetings and bookings. All of these expertise services have been provided through volunteers' good will, at no cost to Warminster Town Council and is in addition to the Service Level Agreement.

WCR/ Warminster Town Council SERVICE LEVEL AGREEMENT 2020/21

In return for guaranteed financial support of £10,000 per annum over the five year period of a full broadcast licence, paid 3 monthly in advance, WCR Community Radio agrees to provide the following services to the town council and therefore the community:

1. Entertainment, information, news, training, and media services relevant to Warminster and the surrounding area. Company for the isolated, disabled or disenfranchised.
2. WCR to act as an organ of communication for the full council to inform the people of important matters brought before them and, of decisions made. This may involve recorded or live broadcast of debates or meetings as appropriate. Where possible, WCR will provide a reporter to attend meetings and report such deliberations on air during local news bulletins and news programmes primarily during breakfast shows.
3. To provide support and assistance to volunteer local groups, charities and organisations to promote their activities on air by means of interviews, features and free promotions.
4. To work with schools, the theatre and other local organisations to promote lifelong learning and development of culture and the arts to the people of Warminster and surrounding area.
5. WCR to publicise any events the council wishes to promote in the form of public service announcements/adverts for a mutually agreed period on air.
6. WCR will make air time available for debate and for public involvement over council matters but cannot allow air time for the promotion of any individual's political views. Air time will not be available to candidates standing for any local election but results and information will be broadcast.
7. WCR will hold a R.A.P. (Radio Advisory Panel) meeting from time to time; on which the council, may have a representative together with members of the listening public and other local organisations to offer advice to the station with regard to the station's output. The meeting will be chaired by either WCR's Director, Assistant Director, Station Manager or Assistant Station Manager..
8. WCR will provide their expertise advice and services for civic events without any additional charge during weekends, evenings and bank holidays. Daytime events which will require paid staff will be by mutual arrangement and at all times subject to availability.

In all broadcast matters, the holder of the Ofcom broadcast licence has absolute discretion over all material in order to comply with the broadcast code and the terms of a local community licence.

Signed.....
The Licence Holder WCR Community Radio

Signed.....
For Warminster Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Council Administration</u>									
1176	Precept	786,483	786,483	1,180,666	1,180,666	1,180,666	0	1,368,699	0	0
1177	Precept Allocation	-46,000	-46,000	-46,000	-46,000	-46,000	0	-46,000	0	0
1190	Interest Receivable	5,000	5,260	5,000	988	1,500	0	2,000	0	0
1193	Miscellaneous Income	0	4,927	0	0	0	0	0	0	0
1300	Dog Bag Sales	1,000	1,004	1,000	310	800	0	1,500	0	0
	Total Income	746,483	751,674	1,140,666	1,135,964	1,136,966	0	1,326,199	0	0
4001	Salaries	139,200	159,025	162,000	76,871	156,500	0	208,100	0	0
4006	Temporary Staff	0	1,994	0	0	0	0	0	0	0
4008	Training	2,500	1,844	2,500	425	1,000	0	2,500	0	0
4009	Travel	400	143	200	81	200	0	200	0	0
4010	Health & Safety	500	4,113	500	0	500	0	500	0	0
4013	Rent Payable (Internal)	37,200	37,200	37,200	18,600	37,200	0	37,200	0	0
4017	Staff Settlement	0	0	0	2,000	2,000	0	0	0	0
4020	Consumables & Other Expenses	1,500	1,443	1,500	54	1,500	0	1,500	0	0
4022	Postage & Telephone	2,500	3,259	3,000	1,399	3,000	0	3,000	0	0
4023	Printing & Stationery	1,500	452	1,500	314	600	0	600	0	0
4024	Photocopier Charges	3,000	2,888	3,000	428	1,500	0	1,500	0	0
4025	IT (Website & Email)	4,500	11,721	4,500	8,279	17,000	0	18,000	0	0
4027	Subscriptions and Publications	3,500	2,939	3,500	2,984	3,500	0	3,500	0	0
4028	Insurance	9,200	8,753	9,200	4,691	9,200	0	9,500	0	0
4029	Licences	0	802	0	816	816	0	850	0	0
4030	Recruitment Advertising	1,100	1,409	1,100	0	1,100	0	1,500	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4033	Advertising	0	126	0	0	0	0	0	0	0
4036	Repairs and Renewals	500	82	500	0	250	0	250	0	0
4040	Equipment/Furniture	1,000	273	1,000	123	250	0	250	0	0
4056	Accountancy Fees	13,500	11,628	13,500	3,470	13,500	0	15,000	0	0
4057	Audit Fees	2,440	2,890	2,460	0	2,860	0	2,860	0	0
4058	Legal Fees	1,000	1,914	1,000	7,206	7,250	0	1,000	0	0
4059	Other Professional Fees	2,600	4,181	4,000	1,000	2,400	0	2,400	0	0
4060	Bank Charges	1,500	1,172	1,500	217	1,000	0	1,500	0	0
5977	depreciation Charged	0	4,313	0	0	0	0	0	0	0
6336	Tfr to Training EMR	0	656	0	0	0	0	0	0	0
Overhead Expenditure		229,140	265,219	253,660	128,960	263,126	0	311,710	0	0
Movement to/(from) Gen Reserve		517,343	486,455	887,006	1,007,004	873,840		1,014,489		
102	<u>Civic and Democratic</u>									
4033	Advertising	1,500	1,680	1,500	117	1,500	0	1,500	0	0
4080	Mayoral Expenses	2,000	1,999	1,000	-1,861	1,000	0	1,000	0	0
4082	Town Crier	1,000	1,000	1,000	0	1,000	0	1,000	0	0
4086	Civic Regalia	200	0	200	80	200	0	200	0	0
4110	Elections	0	7,117	0	0	0	0	20,000	0	0
5319	Tfr from Elections Reserve	0	-7,117	0	0	0	0	0	0	0
5344	Tfr from WWI Commemoration	0	-1,000	0	0	0	0	-18,963	0	0
6319	Tfr to Elections Reserve	5,000	5,000	5,000	0	5,000	0	5,000	0	0
Overhead Expenditure		9,700	8,679	8,700	-1,664	8,700	0	9,737	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(9,700)</u>	<u>(8,679)</u>	<u>(8,700)</u>	<u>1,664</u>	<u>(8,700)</u>		<u>(9,737)</u>		
103	<u>Policy and Communications</u>									
4033	Advertising	1,000	569	1,000	432	1,000	0	1,000	0	0
4034	Newsletter	2,000	2,054	2,000	244	1,500	0	2,000	0	0
4083	NOT IN USE 2020/21	4,500	3,750	0	0	0	0	0	0	0
4084	Town Consultations/Promotions	3,000	2,851	3,000	380	2,000	0	4,000	0	0
Overhead Expenditure		<u>10,500</u>	<u>9,224</u>	<u>6,000</u>	<u>1,056</u>	<u>4,500</u>	<u>0</u>	<u>7,000</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(10,500)</u>	<u>(9,224)</u>	<u>(6,000)</u>	<u>(1,056)</u>	<u>(4,500)</u>		<u>(7,000)</u>		
104	<u>Council Events</u>									
1701	Christmas Events Income	3,500	3,077	3,500	0	0	0	3,500	0	0
1702	Civic Events Income	0	70	0	0	0	0	0	0	0
Total Income		<u>3,500</u>	<u>3,147</u>	<u>3,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,500</u>	<u>0</u>	<u>0</u>
4032	Adverts - Events	1,000	341	1,000	154	250	0	1,000	0	0
4081	Civic Events	2,000	1,571	2,000	0	0	0	2,000	0	0
4087	Civic Service	500	0	500	0	0	0	500	0	0
4706	Christmas Lights	21,600	22,148	20,000	170	18,500	0	20,000	0	0
4720	Remembrance Service	1,000	1,005	1,000	0	1,000	0	1,000	0	0
Overhead Expenditure		<u>26,100</u>	<u>25,066</u>	<u>24,500</u>	<u>324</u>	<u>19,750</u>	<u>0</u>	<u>24,500</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(22,600)</u>	<u>(21,919)</u>	<u>(21,000)</u>	<u>(324)</u>	<u>(19,750)</u>		<u>(21,000)</u>		
107	<u>Grants and Projects</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1180	Grants Recieved	0	0	0	10,533	10,533	0	0	0	0
	Total Income	0	0	0	10,533	10,533	0	0	0	0
4028	Insurance	0	9	0	0	0	0	0	0	0
4700	Grants - Large	15,000	8,156	15,000	18,663	18,633	0	15,000	0	0
4703	WCR Community Radio SLA	10,000	7,500	10,000	5,000	10,000	0	10,000	0	0
4704	Warminster Community Hub SLA	6,000	6,000	6,000	0	6,000	0	6,000	0	0
4707	Catenary Cable Maintenance DON	0	16	0	55	0	0	0	0	0
4708	Grant - CAB	2,000	0	0	0	0	0	0	0	0
4710	Enterprise Warminster	4,000	2,350	2,100	230	2,100	0	2,100	0	0
4712	Grant - Warminster Carnival	3,500	3,500	3,500	1,124	1,124	0	3,500	0	0
4714	Neighbourhood Planning	0	0	0	309	309	0	14,691	0	0
4715	INSPIRE	3,500	3,500	3,500	0	3,500	0	3,500	0	0
4718	Warminster Wobble	3,000	3,000	3,000	0	3,000	0	3,000	0	0
5351	Tfr From CIL 17/18	0	0	0	0	-309	0	-6,400	0	0
5352	Tfr from CIL 18/19	0	0	0	0	0	0	-8,291	0	0
6326	Tfr to Climate Change	0	2,000	0	0	0	0	0	0	0
6334	Tfr to Grants	0	0	0	814	814	0	0	0	0
	Overhead Expenditure	47,000	36,031	43,100	26,195	45,171	0	43,100	0	0
	Movement to/(from) Gen Reserve	(47,000)	(36,031)	(43,100)	(15,662)	(34,638)		(43,100)		
201	CCTV									
1177	Precept Allocation	46,000	46,000	46,000	46,000	46,000	0	46,000	0	0
1201	CCTV-Dewey Trust Grant	4,000	4,000	5,000	4,000	4,000	0	5,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1204	CCTV-Army Grant	500	0	0	0	500	0	500	0	0
1205	CCTV-West Wilts Tr Estate Fees	5,733	5,617	5,898	2,865	5,750	0	5,800	0	0
1206	CCTV-Westbury TC Fees	10,008	9,808	10,294	5,002	10,104	0	10,205	0	0
Total Income		66,241	65,425	67,192	57,867	66,354	0	67,505	0	0
4001	Salaries	43,600	44,443	45,779	24,980	49,960	0	57,000	0	0
4008	Training	1,500	0	1,000	0	1,000	0	1,000	0	0
4014	Electricity and Gas	200	194	400	-16	400	0	400	0	0
4016	Cleaning	0	0	0	3	3	0	0	0	0
4020	Consumables & Other Expenses	400	78	100	5	100	0	100	0	0
4021	BT Redcare	13,150	12,538	13,150	13,591	13,591	0	13,600	0	0
4022	Postage & Telephone	900	1,107	1,200	19	200	0	100	0	0
4023	Printing & Stationery	0	185	400	0	0	0	200	0	0
4025	IT (Website & Email)	0	75	0	0	0	0	0	0	0
4028	Insurance	1,146	1,064	1,150	567	1,150	0	1,150	0	0
4029	Licences	220	1,060	1,100	0	1,100	0	1,100	0	0
4035	Refuse Collection\Bin Emptying	0	19	0	0	0	0	0	0	0
4036	Repairs and Renewals	1,500	2,653	1,500	657	1,500	0	1,500	0	0
4037	Maintenance Contracts	4,000	4,000	4,000	1,000	4,000	0	4,000	0	0
4038	Grounds Maintenance	0	0	0	743	743	0	0	0	0
4040	Equipment/Furniture	0	340	0	43	50	0	100	0	0
5325	Tfr from CCTV	-375	-2,331	-2,587	0	-7,443	0	-12,745	0	0
5977	depreciation Charged	0	5,889	0	0	0	0	0	0	0
Overhead Expenditure		66,241	71,314	67,192	41,592	66,354	0	67,505	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>0</u>	<u>(5,889)</u>	<u>0</u>	<u>16,275</u>	<u>0</u>		<u>0</u>		
202	<u>Dewey House</u>									
1005	Rent Received	7,200	7,200	7,200	3,600	7,200	0	7,200	0	0
	Total Income	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>3,600</u>	<u>7,200</u>	<u>0</u>	<u>7,200</u>	<u>0</u>	<u>0</u>
4011	Rates	5,350	5,278	5,390	3,220	5,364	0	5,425	0	0
4012	Water Rates	500	198	200	35	200	0	200	0	0
4014	Electricity and Gas	3,000	4,363	3,000	1,534	4,500	0	4,500	0	0
4020	Consumables & Other Expenses	0	119	200	81	200	0	200	0	0
4028	Insurance	1,250	1,348	1,450	718	1,465	0	1,500	0	0
4035	Refuse Collection\Bin Emptying	300	226	0	-20	0	0	0	0	0
4036	Repairs and Renewals	1,500	324	1,500	504	1,500	0	1,500	0	0
4037	Maintenance Contracts	1,250	1,473	1,250	1,000	1,250	0	1,250	0	0
5977	depreciation Charged	0	12,816	0	0	0	0	0	0	0
	Overhead Expenditure	<u>13,150</u>	<u>26,145</u>	<u>12,990</u>	<u>7,073</u>	<u>14,479</u>	<u>0</u>	<u>14,575</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(5,950)</u>	<u>(18,945)</u>	<u>(5,790)</u>	<u>(3,473)</u>	<u>(7,279)</u>		<u>(7,375)</u>		
209	<u>Outside Services</u>									
4001	Salaries	45,500	47,824	92,218	43,914	87,850	0	144,200	0	0
4007	Uniform	200	218	200	184	200	0	750	0	0
4008	Training	300	160	1,000	0	1,000	0	1,500	0	0
4040	Equipment/Furniture	0	0	0	122	0	0	250	0	0
4042	Vehicle Costs	5,500	5,378	5,500	10,458	15,000	0	12,500	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5977	depreciation Charged	0	914	0	0	0	0	0	0	0
	Overhead Expenditure	51,500	54,494	98,918	54,678	104,050	0	159,200	0	0
	Movement to/(from) Gen Reserve	(51,500)	(54,494)	(98,918)	(54,678)	(104,050)		(159,200)		
210	<u>Town Park</u>									
1006	Rent - 23 Weymouth St	3,960	3,960	3,960	1,980	3,960	0	3,960	0	0
1007	Rent - Pavilion	0	15	0	0	0	0	0	0	0
1020	Town Park Events Income	183	4,504	4,000	93	100	0	4,000	0	0
1550	Boats Income	3,000	4,940	4,500	0	0	0	4,500	0	0
1601	Putting Green Income	0	1,110	0	0	0	0	0	0	0
	Total Income	7,143	14,529	12,460	2,073	4,060	0	12,460	0	0
4001	Salaries	14,300	13,564	13,300	0	0	0	15,000	0	0
4008	Training	200	0	200	0	0	0	0	0	0
4011	Rates	0	590	0	0	0	0	0	0	0
4012	Water Rates	14,000	13,397	14,000	5,536	10,000	0	14,000	0	0
4014	Electricity and Gas	2,500	2,576	2,500	598	1,000	0	2,500	0	0
4020	Consumables & Other Expenses	500	920	300	281	300	0	300	0	0
4022	Postage & Telephone	0	56	0	0	0	0	0	0	0
4023	Printing & Stationery	100	91	100	0	0	0	100	0	0
4028	Insurance	2,300	1,124	1,200	599	1,200	0	1,250	0	0
4035	Refuse Collection\Bin Emptying	30,500	5,209	4,000	865	2,500	0	0	0	0
4036	Repairs and Renewals	30,000	22,788	25,000	1,421	9,000	0	10,000	0	0
4037	Maintenance Contracts	1,000	162	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4038	Grounds Maintenance	40,000	41,383	40,000	20,146	40,000	0	0	0	0
4040	Equipment/Furniture	5,000	2,347	5,000	380	4,000	0	5,000	0	0
4085	Town Park Events	6,500	3,652	6,500	1,618	1,800	0	6,500	0	0
5977	depreciation Charged	0	32,617	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-11,472	0	0	0	0	0	0	0
6329	Tfr to EMR Open Spaces	0	25,292	0	0	0	0	0	0	0
Overhead Expenditure		146,900	154,294	112,100	31,443	69,800	0	54,650	0	0
Movement to/(from) Gen Reserve		(139,757)	(139,766)	(99,640)	(29,369)	(65,740)		(42,190)		
211	<u>Open Spaces</u>									
4012	Water Rates	30	34	30	74	0	0	0	0	0
4036	Repairs and Renewals	0	22	0	0	0	0	0	0	0
4038	Grounds Maintenance	10,000	11,878	15,000	2,350	10,000	0	0	0	0
4040	Equipment/Furniture	250	2,108	250	142	250	0	250	0	0
4214	Bins	5,000	0	0	0	0	0	0	0	0
5977	depreciation Charged	0	512	0	0	0	0	0	0	0
Overhead Expenditure		15,280	14,554	15,280	2,566	10,250	0	250	0	0
Movement to/(from) Gen Reserve		(15,280)	(14,554)	(15,280)	(2,566)	(10,250)		(250)		
212	<u>Cemetery and Churchyard</u>									
1212	Burial Fees	1,500	713	1,500	354	1,000	0	1,000	0	0
Total Income		1,500	713	1,500	354	1,000	0	1,000	0	0
4011	Rates	155	168	175	116	194	0	200	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4028	Insurance	945	888	950	473	950	0	950	0	0
4038	Grounds Maintenance	0	320	0	0	0	0	0	0	0
Overhead Expenditure		1,100	1,376	1,125	590	1,144	0	1,150	0	0
Movement to/(from) Gen Reserve		400	(664)	375	(236)	(144)		(150)		
213	<u>Public Conv - Town Park</u>									
4001	Salaries	0	0	0	0	0	0	3,350	0	0
4011	Rates	0	0	0	1,799	0	0	0	0	0
4020	Consumables & Other Expenses	0	0	0	18	50	0	50	0	0
4036	Repairs and Renewals	250	493	250	205	250	0	250	0	0
4040	Equipment/Furniture	0	0	0	15	50	0	50	0	0
4200	Public Toilets	8,000	7,543	8,000	629	8,000	0	0	0	0
Overhead Expenditure		8,250	8,036	8,250	2,666	8,350	0	3,700	0	0
Movement to/(from) Gen Reserve		(8,250)	(8,036)	(8,250)	(2,666)	(8,350)		(3,700)		
214	<u>Public Conv - Central Car Park</u>									
4001	Salaries	0	0	0	0	0	0	5,000	0	0
4011	Rates	2,975	2,945	3,010	0	0	0	0	0	0
4012	Water Rates	2,500	2,502	2,500	148	500	0	2,500	0	0
4014	Electricity and Gas	1,500	1,670	1,500	255	750	0	1,500	0	0
4020	Consumables & Other Expenses	0	0	0	18	50	0	50	0	0
4028	Insurance	172	158	175	109	200	0	200	0	0
4036	Repairs and Renewals	1,500	594	1,500	113	300	0	1,500	0	0
4040	Equipment/Furniture	0	0	0	15	50	0	50	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4200	Public Toilets	11,500	11,315	11,500	1,886	11,500	0	0	0	0
	Overhead Expenditure	20,147	19,184	20,185	2,545	13,350	0	10,800	0	0
	Movement to/(from) Gen Reserve	(20,147)	(19,184)	(20,185)	(2,545)	(13,350)		(10,800)		
215	<u>Street Furniture</u>									
4028	Insurance	355	332	360	152	360	0	360	0	0
4040	Equipment/Furniture	1,500	193	1,500	0	500	0	1,500	0	0
4803	Baskets & Tubs	9,000	7,788	9,000	7,142	9,000	0	3,000	0	0
5977	depreciation Charged	0	1,965	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-134	0	0	0	0	0	0	0
	Overhead Expenditure	10,855	10,144	10,860	7,294	9,860	0	4,860	0	0
	Movement to/(from) Gen Reserve	(10,855)	(10,144)	(10,860)	(7,294)	(9,860)		(4,860)		
216	<u>Pavilion Cafe</u>									
1186	WCC Covid 19 Grant	0	0	0	7,000	7,000	0	0	0	0
1193	Miscellaneous Income	0	20	0	0	0	0	0	0	0
1600	Pavillion Cafe Sales	40,000	41,252	40,000	29,873	40,000	0	50,000	0	0
1601	Putting Green Income	0	0	1,000	0	0	0	0	0	0
	Total Income	40,000	41,272	41,000	36,873	47,000	0	50,000	0	0
3540	Pavilion Purchases	20,000	17,617	20,000	9,774	20,000	0	25,000	0	0
	Direct Expenditure	20,000	17,617	20,000	9,774	20,000	0	25,000	0	0
4001	Salaries	20,500	32,956	51,094	13,820	34,000	0	54,050	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4007	Uniform	150	0	150	0	0	0	150	0	0
4008	Training	250	175	250	0	0	0	250	0	0
4010	Health & Safety	0	0	0	50	50	0	100	0	0
4016	Cleaning	0	0	100	3	20	0	20	0	0
4020	Consumables & Other Expenses	2,100	1,135	2,000	1,201	1,500	0	2,000	0	0
4022	Postage & Telephone	600	540	700	11	400	0	500	0	0
4023	Printing & Stationery	200	0	200	0	0	0	200	0	0
4025	IT (Website & Email)	100	-70	0	0	0	0	0	0	0
4031	Publicity & Marketing	0	130	0	0	0	0	0	0	0
4033	Advertising	0	80	0	0	0	0	0	0	0
4036	Repairs and Renewals	1,000	1,348	2,000	1,611	2,000	0	2,000	0	0
4040	Equipment/Furniture	500	1,550	500	921	300	0	500	0	0
4055	Stocktaking Fees	240	60	240	120	240	0	240	0	0
4061	Streamline Charges	360	475	700	474	700	0	700	0	0
4999	Assets Capitalised	0	10,082	0	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	-10,082	0	0	0	0	0	0	0
Overhead Expenditure		26,000	38,380	57,934	18,212	39,210	0	60,710	0	0
Movement to/(from) Gen Reserve		(6,000)	(14,724)	(36,934)	8,887	(12,210)		(35,710)		
217	<u>Play Areas</u>									
1180	Grants Recieved	9,000	8,000	0	0	0	0	0	0	0
Total Income		9,000	8,000	0	0	0	0	0	0	0
4010	Health & Safety	14,000	0	1,000	0	0	0	1,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4016	Cleaning	1,000	0	1,000	0	0	0	1,000	0	0
4020	Consumables & Other Expenses	450	0	450	289	450	0	500	0	0
4023	Printing & Stationery	100	0	100	0	0	0	0	0	0
4028	Insurance	4,050	100	4,050	0	0	0	4,050	0	0
4035	Refuse Collection\Bin Emptying	3,382	0	3,382	0	0	0	0	0	0
4036	Repairs and Renewals	0	495	25,000	1,620	4,000	0	10,000	0	0
4037	Maintenance Contracts	11,000	617	11,000	3,034	11,000	0	0	0	0
4038	Grounds Maintenance	15,000	6,068	15,000	4,551	15,000	0	0	0	0
4040	Equipment/Furniture	0	0	0	118	1,000	0	1,000	0	0
4044	Tree Works	2,000	533	2,000	0	2,000	0	2,000	0	0
4058	Legal Fees	4,400	5,490	0	0	0	0	0	0	0
5977	depreciation Charged	0	7,135	0	0	0	0	0	0	0
6307	Tfr to EMR Play Area	0	41,079	0	0	0	0	0	0	0
Overhead Expenditure		55,382	61,517	62,982	9,613	33,450	0	19,550	0	0
Movement to/(from) Gen Reserve		(46,382)	(53,517)	(62,982)	(9,613)	(33,450)		(19,550)		
218	<u>Skate Park</u>									
4028	Insurance	2,000	0	0	0	0	0	0	0	0
4033	Advertising	0	23	0	0	0	0	0	0	0
4036	Repairs and Renewals	5,000	7,271	1,000	0	250	0	1,000	0	0
Overhead Expenditure		7,000	7,295	1,000	0	250	0	1,000	0	0
Movement to/(from) Gen Reserve		(7,000)	(7,295)	(1,000)	0	(250)		(1,000)		
219	<u>Sweeper</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4000	UNALLOCATED GLOBAL BUDGET	0	0	70,500	0	0	0	0	0	0
4007	Uniform	0	0	0	134	150	0	150	0	0
4090	Sweeper Leasing	0	0	0	8,520	21,000	0	24,675	0	0
4091	Sweeper Consumables	0	0	0	548	2,000	0	2,000	0	0
4092	Sweeper Fuel	0	0	0	1,350	2,000	0	2,000	0	0
4093	Sweeper Waste Disposal	0	0	0	5,942	25,000	0	30,000	0	0
4094	Sweeper Maintenance	0	0	0	686	1,000	0	1,000	0	0
Overhead Expenditure		0	0	70,500	17,181	51,150	0	59,825	0	0
Movement to/(from) Gen Reserve		0	0	(70,500)	(17,181)	(51,150)		(59,825)		
220	<u>Depot</u>									
4000	UNALLOCATED GLOBAL BUDGET	0	0	35,000	0	0	0	0	0	0
4020	Consumables & Other Expenses	0	0	0	1,036	1,500	0	1,000	0	0
4036	Repairs and Renewals	0	0	0	1,238	1,500	0	1,000	0	0
4040	Equipment/Furniture	0	0	0	2,429	3,000	0	1,500	0	0
4058	Legal Fees	0	0	0	306	306	0	0	0	0
4921	CAP - Vehicles & Equipment	0	0	0	2,070	2,070	0	2,000	0	0
4932	CAP - Depot leasehold Improvem	0	0	0	4,090	4,090	0	0	0	0
Overhead Expenditure		0	0	35,000	11,170	12,466	0	5,500	0	0
Movement to/(from) Gen Reserve		0	0	(35,000)	(11,170)	(12,466)		(5,500)		
299	<u>Services to be devolved</u>									
4000	UNALLOCATED GLOBAL BUDGET	0	0	225,000	0	225,000	205	377,000	0	0
Overhead Expenditure		0	0	225,000	0	225,000	205	377,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		0	0	(225,000)	0	(225,000)		(377,000)		
301	<u>Civic Centre</u>									
1001	Letting Income	40,000	39,908	40,000	-2,315	5,000	0	20,000	0	0
1002	Events Income	2,000	1,018	1,000	0	0	0	500	0	0
1003	Equipment Hire	0	30	0	0	0	0	0	0	0
1004	Security Staff Recharged	0	144	0	0	0	0	0	0	0
1193	Miscellaneous Income	0	369	0	0	0	0	0	0	0
	Total Income	42,000	41,469	41,000	-2,315	5,000	0	20,500	0	0
4001	Salaries	63,000	70,696	65,000	35,655	71,310	0	74,750	0	0
4005	Security Staff	0	311	0	0	0	0	0	0	0
4007	Uniform	200	145	200	0	0	0	200	0	0
4008	Training	1,000	60	500	0	250	0	500	0	0
4011	Rates	6,950	6,874	7,020	4,190	6,986	0	7,100	0	0
4012	Water Rates	1,500	1,487	1,500	418	1,000	0	1,500	0	0
4013	Rent Payable (Internal)	-37,200	-37,200	-37,200	-18,600	-37,200	0	-37,200	0	0
4014	Electricity and Gas	15,000	17,295	15,000	4,510	15,000	0	15,000	0	0
4016	Cleaning	500	106	500	348	500	0	500	0	0
4020	Consumables & Other Expenses	1,250	1,630	1,250	497	1,000	0	1,250	0	0
4022	Postage & Telephone	900	787	900	60	500	0	500	0	0
4025	IT (Website & Email)	0	93	0	0	0	0	0	0	0
4028	Insurance	3,300	2,375	2,600	1,265	2,600	0	2,600	0	0
4029	Licences	2,500	1,338	2,500	180	1,500	0	2,500	0	0
4031	Publicity & Marketing	500	165	500	242	250	0	500	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4035	Refuse Collection\Bin Emptying	1,300	1,496	1,300	230	900	0	0	0	0
4036	Repairs and Renewals	12,000	7,649	12,000	1,529	7,500	0	12,000	0	0
4037	Maintenance Contracts	6,250	6,254	7,500	6,727	7,500	0	7,500	0	0
4040	Equipment/Furniture	1,000	916	1,000	190	250	0	1,000	0	0
4055	Stocktaking Fees	120	60	120	120	240	0	240	0	0
4061	Streamline Charges	200	266	300	76	150	0	300	0	0
4801	Events Funding	1,500	1,436	1,500	0	100	0	750	0	0
5977	depreciation Charged	0	20,507	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-4,045	0	0	0	0	0	0	0
Overhead Expenditure		81,770	100,698	83,990	37,637	80,336	0	91,490	0	0
Movement to/(from) Gen Reserve		(39,770)	(59,229)	(42,990)	(39,952)	(75,336)		(70,990)		
305	<u>Civic Centre Bar</u>									
1580	Bar Sales	12,000	15,883	15,000	439	1,000	0	7,500	0	0
Total Income		12,000	15,883	15,000	439	1,000	0	7,500	0	0
3530	Bar Purchases	4,800	4,069	6,000	222	625	0	3,000	0	0
3531	Bar Gas & Consumables	400	344	400	57	100	0	200	0	0
Direct Expenditure		5,200	4,412	6,400	279	725	0	3,200	0	0
4035	Refuse Collection\Bin Emptying	0	121	0	0	0	0	0	0	0
4040	Equipment/Furniture	250	0	250	0	0	0	250	0	0
Overhead Expenditure		250	121	250	0	0	0	250	0	0
Movement to/(from) Gen Reserve		6,550	11,350	8,350	160	275		4,050		

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
499	Capital Expenditure									
1180	Grants Recieved	0	0	0	4,072	4,072	0	0	0	0
1184	Capital Grants	0	0	0	0	0	0	0	0	0
1710	CIL Receipts	0	129,216	0	0	0	0	0	0	0
Total Income		0	129,216	0	4,072	4,072	0	0	0	0
801	Land & Buildings Depreciation	0	30,393	0	0	0	0	0	0	0
821	Vehicles & Equip. Depreciation	0	26,472	0	0	0	0	0	0	0
841	Infrastructure Assets Depr'n	0	29,803	0	0	0	0	0	0	0
898	Deferred Grants Released	0	15,651	0	0	0	0	0	0	0
899	Depreciation Reversal	0	-86,668	0	0	0	0	0	0	0
4065	Devolved Services	0	0	0	0	0	0	0	0	0
4901	Loan Repayment Capital	22,347	22,347	23,462	11,588	23,462	0	24,633	0	0
4902	Loan Repayment Interest	17,255	17,255	16,140	8,213	16,140	0	14,969	0	0
4904	CAP - Civic Centre Equipment	0	1	0	0	0	0	0	0	0
4917	CAP - IT Equipment	0	0	0	3,965	3,965	0	0	0	0
4920	CAP - Capital Projects	0	0	0	650	650	0	0	0	0
4921	CAP - Vehicles & Equipment	0	0	0	1,700	1,700	0	0	0	0
4925	CAP - Skate Park	0	0	0	0	0	0	0	0	0
4928	CAP - Play Equipment	0	0	0	0	0	0	0	0	0
4929	CAP - Outdoor Gym	0	0	0	11,900	11,900	0	0	0	0
4930	CAP - Play Area Signs	0	0	0	1,920	1,920	0	0	0	0
4931	CAP - 23 Weymouth St	0	0	0	2,740	2,740	0	0	0	0
4933	CAP - Town Park Splash Pad	0	0	0	2,450	2,450	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4999	Assets Capitalised	0	342,651	0	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	-57,813	0	-7,205	-12,803	0	0	0	0
5316	Tfr frm Services to be Devolve	0	-200	0	0	0	0	0	0	0
5324	Tfr from Skatepark	0	-55,980	0	0	0	0	0	0	0
5329	Tfr from Open Spaces	0	0	0	-2,450	-2,450	0	0	0	0
5338	Tfr from EMR Play Area	0	-35,677	0	0	0	0	0	0	0
5348	Tfr frm Outdoor Gym EMR	0	0	0	-10,072	-10,072	0	0	0	0
5350	Tfr from CIL 16/17	0	-74,914	0	0	0	0	0	0	0
5351	Tfr From CIL 17/18	0	-3,347	0	0	0	0	0	0	0
5900	Depreciation Contra to Service	0	-86,668	0	0	0	0	0	0	0
5998	Assets Funded from Grants	0	-114,720	0	0	0	0	0	0	0
6306	Tfr to EMR CIL	0	129,216	0	0	0	0	0	0	0
6315	Tfr to Capital Projects	44,000	44,000	44,000	44,000	44,000	0	100,000	0	0
6348	Tfr to Outdoor Gym EMR	0	0	0	4,072	4,072	0	0	0	0
Overhead Expenditure		83,602	141,801	83,602	73,471	87,674	0	139,602	0	0
Movement to/(from) Gen Reserve		(83,602)	(12,585)	(83,602)	(69,399)	(83,602)		(139,602)		
Total Budget Income		935,067	1,078,528	1,329,518	1,249,459	1,283,185	0	1,495,864	0	0
Expenditure		935,067	1,075,601	1,329,518	482,651	1,189,145	205	1,495,864	0	0
Movement to/(from) Gen Reserve		0	2,927	0	766,808	94,040		0		

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

	<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101 Council Administration									
Total Income	746,483	751,674	1,140,666	1,135,964	1,136,966	0	1,326,199	0	0
Overhead Expenditure	229,140	265,219	253,660	128,960	263,126	0	311,710	0	0
Movement to/(from) Gen Reserve	<u>517,343</u>	<u>486,455</u>	<u>887,006</u>	<u>1,007,004</u>	<u>873,840</u>		<u>1,014,489</u>		
102 Civic and Democratic									
Overhead Expenditure	9,700	8,679	8,700	-1,664	8,700	0	9,737	0	0
Movement to/(from) Gen Reserve	<u>(9,700)</u>	<u>(8,679)</u>	<u>(8,700)</u>	<u>1,664</u>	<u>(8,700)</u>		<u>(9,737)</u>		
103 Policy and Communications									
Overhead Expenditure	10,500	9,224	6,000	1,056	4,500	0	7,000	0	0
Movement to/(from) Gen Reserve	<u>(10,500)</u>	<u>(9,224)</u>	<u>(6,000)</u>	<u>(1,056)</u>	<u>(4,500)</u>		<u>(7,000)</u>		
104 Council Events									
Total Income	3,500	3,147	3,500	0	0	0	3,500	0	0
Overhead Expenditure	26,100	25,066	24,500	324	19,750	0	24,500	0	0
Movement to/(from) Gen Reserve	<u>(22,600)</u>	<u>(21,919)</u>	<u>(21,000)</u>	<u>(324)</u>	<u>(19,750)</u>		<u>(21,000)</u>		
107 Grants and Projects									
Total Income	0	0	0	10,533	10,533	0	0	0	0
Overhead Expenditure	47,000	36,031	43,100	26,195	45,171	0	43,100	0	0
Movement to/(from) Gen Reserve	<u>(47,000)</u>	<u>(36,031)</u>	<u>(43,100)</u>	<u>(15,662)</u>	<u>(34,638)</u>		<u>(43,100)</u>		
201 CCTV									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income		66,241	65,425	67,192	57,867	66,354	0	67,505	0	0
Overhead Expenditure		66,241	71,314	67,192	41,592	66,354	0	67,505	0	0
Movement to/(from) Gen Reserve		0	(5,889)	0	16,275	0		0		
202	<u>Dewey House</u>									
Total Income		7,200	7,200	7,200	3,600	7,200	0	7,200	0	0
Overhead Expenditure		13,150	26,145	12,990	7,073	14,479	0	14,575	0	0
Movement to/(from) Gen Reserve		(5,950)	(18,945)	(5,790)	(3,473)	(7,279)		(7,375)		
209	<u>Outside Services</u>									
Overhead Expenditure		51,500	54,494	98,918	54,678	104,050	0	159,200	0	0
Movement to/(from) Gen Reserve		(51,500)	(54,494)	(98,918)	(54,678)	(104,050)		(159,200)		
210	<u>Town Park</u>									
Total Income		7,143	14,529	12,460	2,073	4,060	0	12,460	0	0
Overhead Expenditure		146,900	154,294	112,100	31,443	69,800	0	54,650	0	0
Movement to/(from) Gen Reserve		(139,757)	(139,766)	(99,640)	(29,369)	(65,740)		(42,190)		
211	<u>Open Spaces</u>									
Overhead Expenditure		15,280	14,554	15,280	2,566	10,250	0	250	0	0
Movement to/(from) Gen Reserve		(15,280)	(14,554)	(15,280)	(2,566)	(10,250)		(250)		
212	<u>Cemetery and Churchyard</u>									
Total Income		1,500	713	1,500	354	1,000	0	1,000	0	0

Continued on next page

Warminster Town Council
Annual Budget - By Centre (Actual YTD Month 6)
Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	1,100	1,376	1,125	590	1,144	0	1,150	0	0
	Movement to/(from) Gen Reserve	400	(664)	375	(236)	(144)		(150)		
213	<u>Public Conv - Town Park</u>									
	Overhead Expenditure	8,250	8,036	8,250	2,666	8,350	0	3,700	0	0
	Movement to/(from) Gen Reserve	(8,250)	(8,036)	(8,250)	(2,666)	(8,350)		(3,700)		
214	<u>Public Conv - Central Car Park</u>									
	Overhead Expenditure	20,147	19,184	20,185	2,545	13,350	0	10,800	0	0
	Movement to/(from) Gen Reserve	(20,147)	(19,184)	(20,185)	(2,545)	(13,350)		(10,800)		
215	<u>Street Furniture</u>									
	Overhead Expenditure	10,855	10,144	10,860	7,294	9,860	0	4,860	0	0
	Movement to/(from) Gen Reserve	(10,855)	(10,144)	(10,860)	(7,294)	(9,860)		(4,860)		
216	<u>Pavilion Cafe</u>									
	Total Income	40,000	41,272	41,000	36,873	47,000	0	50,000	0	0
	Direct Expenditure	20,000	17,617	20,000	9,774	20,000	0	25,000	0	0
	Overhead Expenditure	26,000	38,380	57,934	18,212	39,210	0	60,710	0	0
	Movement to/(from) Gen Reserve	(6,000)	(14,724)	(36,934)	8,887	(12,210)		(35,710)		
217	<u>Play Areas</u>									
	Total Income	9,000	8,000	0	0	0	0	0	0	0
	Overhead Expenditure	55,382	61,517	62,982	9,613	33,450	0	19,550	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	<u>(46,382)</u>	<u>(53,517)</u>	<u>(62,982)</u>	<u>(9,613)</u>	<u>(33,450)</u>		<u>(19,550)</u>		
218	<u>Skate Park</u>									
	Overhead Expenditure	7,000	7,295	1,000	0	250	0	1,000	0	0
	Movement to/(from) Gen Reserve	<u>(7,000)</u>	<u>(7,295)</u>	<u>(1,000)</u>	<u>0</u>	<u>(250)</u>		<u>(1,000)</u>		
219	<u>Sweeper</u>									
	Overhead Expenditure	0	0	70,500	17,181	51,150	0	59,825	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>(70,500)</u>	<u>(17,181)</u>	<u>(51,150)</u>		<u>(59,825)</u>		
220	<u>Depot</u>									
	Overhead Expenditure	0	0	35,000	11,170	12,466	0	5,500	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>(35,000)</u>	<u>(11,170)</u>	<u>(12,466)</u>		<u>(5,500)</u>		
299	<u>Services to be devolved</u>									
	Overhead Expenditure	0	0	225,000	0	225,000	205	377,000	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>(225,000)</u>	<u>0</u>	<u>(225,000)</u>		<u>(377,000)</u>		
301	<u>Civic Centre</u>									
	Total Income	42,000	41,469	41,000	-2,315	5,000	0	20,500	0	0
	Overhead Expenditure	81,770	100,698	83,990	37,637	80,336	0	91,490	0	0
	Movement to/(from) Gen Reserve	<u>(39,770)</u>	<u>(59,229)</u>	<u>(42,990)</u>	<u>(39,952)</u>	<u>(75,336)</u>		<u>(70,990)</u>		
305	<u>Civic Centre Bar</u>									
	Total Income	12,000	15,883	15,000	439	1,000	0	7,500	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2021-22

		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>				<u>Next Year 2021-22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Direct Expenditure		5,200	4,412	6,400	279	725	0	3,200	0	0
Overhead Expenditure		250	121	250	0	0	0	250	0	0
Movement to/(from) Gen Reserve		6,550	11,350	8,350	160	275		4,050		
499	Capital Expenditure									
Total Income		0	129,216	0	4,072	4,072	0	0	0	0
Overhead Expenditure		83,602	141,801	83,602	73,471	87,674	0	139,602	0	0
Movement to/(from) Gen Reserve		(83,602)	(12,585)	(83,602)	(69,399)	(83,602)		(139,602)		
Total Budget Income		935,067	1,078,528	1,329,518	1,249,459	1,283,185	0	1,495,864	0	0
Expenditure		935,067	1,075,601	1,329,518	482,651	1,189,145	205	1,495,864	0	0
Movement to/(from) Gen Reserve		0	2,927	0	766,808	94,040		0		

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Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1190	Interest Receivable	101	Council Administration	Treasury Management Policy has been revisited. CCLA to be used more extensively but rate much lower
4008	Training	101	Council Administration	Allow for CiLCA for Assistant Clerk
4024	Photocopier Charges	101	Council Administration	New Copier - Dewey House free
4025	IT (Website & Email)	101	Council Administration	Increased to include Omega ex 4026/101 To EMR Website if not spent
4027	Subscriptions and Publications	101	Council Administration	Now includes Visit Wiltshire
4029	Licences	101	Council Administration	RBS Licence
4056	Accountancy Fees	101	Council Administration	Increase to 2 visits/mth Allow occasional extras
4057	Audit Fees	101	Council Administration	External £2000, Internal 2 @ £430
4058	Legal Fees	101	Council Administration	Tfr of Assets
4059	Other Professional Fees	101	Council Administration	H R Contract.
4060	Bank Charges	101	Council Administration	Increased banking of cash
4033	Advertising	102	Civic and Democratic	Advertising meetings
4080	Mayoral Expenses	102	Civic and Democratic	C/F underspend to 4079/102
4082	Town Crier	102	Civic and Democratic	Projection includes Uniform. 2013/14 = £300 Honorarium + £200 Costume
6319	Tfr to Elections Reserve	102	Civic and Democratic	To allow for 2017 Election and then budget for 2021 Election over 4 years
4033	Advertising	103	Policy and Communications	Now excludes Meeting ads (see Civic)
4083	NOT IN USE 2020/21	103	Policy and Communications	PR Contract cancelled wef January 2020.
4081	Civic Events	104	Council Events	2018/19 for current Mayor - c/fwd for planned May Day Event
4087	Civic Service	104	Council Events	W Radio P A costs included in Grant
4706	Christmas Lights	104	Council Events	£15000 plus 200 Trees @ £14. Now includes Catenary Cable Mtce
4700	Grants - Large	107	Grants and Projects	To be precepted with each grant award up to a maximum of £2,000.
4701	Small Grants - Permitted	107	Grants and Projects	Budget includes S137 (Code 4702). £10K to FOWP ex Skatepark EMR See 5324/107.
4703	WCR Community Radio SLA	107	Grants and Projects	Grant reduced and agreed through to 2022 @ £10K/annum
4707	Catenary Cable Maintenance DON	107	Grants and Projects	Now combined with Christmas Lights
4708	Grant - CAB	107	Grants and Projects	Now part of Grants budget
4710	Enterprise Warminster	107	Grants and Projects	Commitment £600/month - £7200 but limited to Actual Cost

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
5351	Tfr From CIL 17/18	107	Grants and Projects	Funding Neighbourhood Plan
5352	Tfr from CIL 18/19	107	Grants and Projects	Funding Neighbourhood Plan
1205	CCTV-West Wilts Tr Estate Fees	201	CCTV	Incr 2%
1206	CCTV-Westbury TC Fees	201	CCTV	Incr 5%
4001	Salaries	201	CCTV	1 Post refilled and 1 extra post wef 1/4/21 (MH underbudgeted 20/21)
4008	Training	201	CCTV	£220 now on 4029/201
4029	Licences	201	CCTV	Includes Cherry Picker Licence
4036	Repairs and Renewals	201	CCTV	Call outs only
4037	Maintenance Contracts	201	CCTV	Annual Maintenance
5325	Tfr from CCTV	201	CCTV	To equalise CCTV net cost (£46,0000 met from Precept). Not EMR Insufficient to cover costs
6325	Tfr to CCTV	201	CCTV	To equalise CCTV net cost (£46,0000 met from Precept)
4011	Rates	202	Dewey House	Allow 1.1%
4020	Consumables & Other Expenses	202	Dewey House	Not required
4028	Insurance	202	Dewey House	Allow 3%
4035	Refuse Collection\Bin Emptying	202	Dewey House	Refuse collection council wide
4036	Repairs and Renewals	202	Dewey House	To EMR if not spent
4008	Training	209	Outside Services	Allow for add'l staff member
4042	Vehicle Costs	209	Outside Services	£319.28/mth + £26.77 Lease/Lease + Fuel £50/mth, £500 Insurance, RFL £240
1006	Rent - 23 Weymouth St	210	Town Park	23 Weymouth st £320/mth, (2018/19 £330)
4001	Salaries	210	Town Park	Boat workers
4011	Rates	210	Town Park	Allow 2.1%
4012	Water Rates	210	Town Park	Water for Pool\Park\Toilets in Town Park
4028	Insurance	210	Town Park	Allow 3%+ £400 for Boats
4035	Refuse Collection\Bin Emptying	210	Town Park	Allow 2 x 4 hrs/day 5 days/week 21/22 under Outside Services
4038	Grounds Maintenance	210	Town Park	English Landscapes £2891.80/mth. In house from 1/4/21

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4038	Grounds Maintenance	211	Open Spaces	In house from 1/4/21
4011	Rates	212	Cemetery and Churchyard	Allow 1.1%
4011	Rates	213	Public Conv - Town Park	Toilet tax bill before Parliament to be backdated to 1/4/20
4200	Public Toilets	213	Public Conv - Town Park	Cleaning £628.59/mth. In house wef 1/4/21
4011	Rates	214	Public Conv - Central Car Park	Toilet tax bill before Parliament to be backdated to 1/4/20
4200	Public Toilets	214	Public Conv - Central Car Park	Mtce contract £942.89/mth. In house wef 1/4/21
3540	Pavilion Purchases	216	Pavilion Cafe	50% of Sales
4001	Salaries	216	Pavilion Cafe	2018/19 and 2019/20 Awards already agreed Excludes D S Opted out pension
4055	Stocktaking Fees	216	Pavilion Cafe	£60/qtr
4010	Health & Safety	217	Play Areas	Weekly checks plus Annual ROSPA inspection
4028	Insurance	217	Play Areas	Incl in Council Policy
4037	Maintenance Contracts	217	Play Areas	Cleaning of Safety Surfaces and Equipment
4038	Grounds Maintenance	217	Play Areas	Includes Grass Cutting e.g. Fore Street & for Play Area access
4058	Legal Fees	217	Play Areas	For Asset/Services transfer
4000	UNALLOCATED GLOBAL BUDGET	299	Services to be devolved	To EMR at 31/3/21
1002	Events Income	301	Civic Centre	Film shows etc
1193	Miscellaneous Income	301	Civic Centre	S/be bar Sales
4001	Salaries	301	Civic Centre	2018/19 and 2019/20 Awards already agreed plus £7K casuals.
4011	Rates	301	Civic Centre	Allow 1.1%
4025	IT (Website & Email)	301	Civic Centre	RBS Bookings Package
4028	Insurance	301	Civic Centre	Allow 5%
4036	Repairs and Renewals	301	Civic Centre	Overspend ex Mtce Fund (£1K) and Capital (£2K). Budget increased for 2016/17 as insufficient
4037	Maintenance Contracts	301	Civic Centre	Enhanced contract to cover ADT call outs.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4040	Equipment/Furniture	301	Civic Centre	Incl £900 (net) Defibrillator
4055	Stocktaking Fees	301	Civic Centre	Quarterly visits
3530	Bar Purchases	305	Civic Centre Bar	Budget 60% Margin gross
5315	Tfr from Capital Projects	499	Capital Expenditure	Fund Civic Regalia
6315	Tfr to Capital Projects	499	Capital Expenditure	Reduced to balance budget but needs to be reinstated when affordable.

Budget Summary
Year Ended 31st March 2022

	2020-2021		2021-2022	<i>Budget</i>	
	Projected	<i>Budgeted (revised)</i>	Proposed	<i>Incr/Decr</i>	
EXPENDITURE					
Council Administration	263126	253660	311710	58050	22.88%
Civic & Democratic	8700	8700	9737	1037	11.92%
Policy & Communications	4500	6000	7000	1000	16.67%
Council Events	19750	24500	24500	0	0.00%
Grants & Projects	45171	43100	43100	0	0.00%
Outside Services	104050	98918	159200	60282	60.94%
Town Park	69800	112100	54650	-57450	-51.25%
Open Spaces	10250	15280	250	-15030	-98.36%
Cemetery & Churchyard	1144	1125	1150	25	2.22%
Public Conv - Town Park	8350	8250	3700	-4550	-55.15%
Public Conv - Central Car Park	13350	20185	10800	-9385	-46.49%
Street Furniture	9860	10860	4860	-6000	-55.25%
Pavilion Café	59210	77934	85710	7776	9.98%
Play Areas	33450	62982	19550	-43432	-68.96%
Skate Park	250	1000	1000	0	0.00%
Street Sweeping	51150	70500	59825	-10675	-15.14%
Depot	12466	35000	5500	-29500	-84.29%
Services to be Devolved	225000	225000	377000	152000	
Finance	939577	1075094	1179242	104148	9.69%
Civic Centre - Administration	80336	83990	91490	7500	8.93%
Civic Centre - Bar	725	6650	3450	-3200	-48.12%
Civic Centre	81061	90640	94940	4300	4.74%
CCTV	66354	67192	67505	313	0.47%
Dewey House	14479	12990	14575	1585	12.20%
	80833	80182	82080	1898	
TOTAL EXPENDITURE	1101471	1245916	1356262	110346	8.86%
INCOME					
Council Administration	2300	6000	3500	-2500	-41.67%
Civic & Democratic	0	0	0	0	
Policy & Communications	0	0	0	0	
Council Events	0	3500	3500	0	0.00%
Grants & Projects	10533	0	0	0	
Outside Services	0	0	0	0	
Town Park	4060	12460	12460	0	0.00%
Open Spaces	0	0	0	0	
Cemetery & Churchyard	1000	1500	1000	-500	-33.33%
Public Conv - Town Park	0	0	0	0	
Public Conv - Central Car Park	0	0	0	0	
Street Furniture	0	0	0	0	
Pavilion Café	47000	41000	50000	9000	21.95%
Play Areas	0	0	0	0	
Skate Park	0	0	0	0	
Finance	64893	64460	70460	6000	9.31%
Civic Centre - Administration	5000	41000	20500	-20500	-50.00%
Civic Centre - Bar	1000	15000	7500	-7500	-50.00%
Civic Centre	6000	56000	28000	-28000	-50.00%
CCTV	20354	21192	21505	313	1.48%
Dewey House	7200	7200	7200	0	0.00%
	27554	28392	28705	313	
TOTAL INCOME	98447	148852	127165	-21687	-14.57%
NET REVENUE EXPENDITURE	1003024	1097064	1229097	132033	
PROJECTS					
General Capital	44000	44000	100000	56000	
Devolved Services	0	0	0	0	
Loan Charges	39602	39602	39602	0	
CAPITAL & PROJECT EXPENDITURE	83602	83602	139602	56000	66.98%
TOTAL NET EXPENDITURE	1086626	1180666	1368699	188033	15.93%
Financed as follows					
General Reserve at 1st April	209948	180704	303988		
General Reserve at 31st March	303988	180704	303988	**	
Funded from/(added to) General Reserve	-94040	0	0		
Precept Support Grant	0	0	0	0	
Precept Required	1180666	1180666	1368699	188033	15.93%
TOTAL TAXATION FUNDING REQUIRED	1180666	1180666	1368699	188033	15.93%
	1086626	1180666	1368699		
ADJUSTED BASIS					
Band D Equivalents		6157.26	6157.26	0	0.00%
Precept per Band D Equivalent (£/annum)	£	191.75	£222.29	£30.54	15.93%
Precept per Band D Equivalent (p/week)		367.74	426.31	£0.59	15.93%

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

	31/03/2020	31/03/2021	31/03/2022
Earmarked Reserves		(Projected)	(Available)
Council - Revenue	100956	93320	74357
Council - Capital/Buildings	211932	243129	343129
Council - C I L	135955	135646	120955
Devolved Services	37588	37588	37588
Elections	8962	13962	18962
CCTV	13845	6402	-6343
	509238	530047	588648

Budget Summary

Year Ended 31st March 2022

	2020-2021		2021-2022	<i>Budget</i>
	Projected	<i>Budgeted</i>	Proposed	<i>Incr/Decr</i>
General Reserve		<u>209948</u>	<u>303988</u>	<u>303988</u>
		<u>719186</u>	<u>834035</u>	<u>892636</u>
Reserve Movement check--->			20809	58601

Budget Summary
Year Ended 31st March 2022

	2020-2021		2021-2022	<i>Budget</i>	
	Projected	<i>Budgeted (revised)</i>	Proposed	<i>Incr/Decr</i>	
EXPENDITURE					
Council Administration	263126	253660	311710	58050	22.88%
Civic & Democratic	8700	8700	9737	1037	11.92%
Policy & Communications	4500	6000	7000	1000	16.67%
Council Events	19750	24500	24500	0	0.00%
Grants & Projects	45171	43100	43100	0	0.00%
Outside Services	104050	98918	159200	60282	60.94%
Town Park	69800	112100	54650	-57450	-51.25%
Open Spaces	10250	15280	250	-15030	-98.36%
Cemetery & Churchyard	1144	1125	1150	25	2.22%
Public Conv - Town Park	8350	8250	3700	-4550	-55.15%
Public Conv - Central Car Park	13350	20185	10800	-9385	-46.49%
Street Furniture	9860	10860	4860	-6000	-55.25%
Pavilion Café	59210	77934	85710	7776	9.98%
Play Areas	33450	62982	19550	-43432	-68.96%
Skate Park	250	1000	1000	0	0.00%
Street Sweeping	51150	70500	59825	-10675	-15.14%
Depot	12466	35000	5500	-29500	-84.29%
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NET REVENUE EXPENDITURE	1003024	1097064	1229097	132033	
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CAPITAL & PROJECT EXPENDITURE	83602	83602	139602	56000	66.98%
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Note:** Recommended **minimum** reserve equal to
3 months net revenue expenditure

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Council - Capital/Buildings	211932	243129	343129
Council - C I L	135955	135646	120955
Devolved Services	37588	37588	37588
Elections	8962	13962	18962
CCTV	13845	6402	-6343
	509238	530047	588648

Budget Summary

Year Ended 31st March 2022

	2020-2021		2021-2022	<i>Budget</i>
	Projected	<i>Budgeted</i>	Proposed	<i>Incr/Decr</i>
General Reserve		<u>209948</u>	<u>303988</u>	<u>303988</u>
		<u>719186</u>	<u>834035</u>	<u>892636</u>
Reserve Movement check--->			20809	58601

**The Council has a request to support the provision of a new plaque in the Athenaeum.
See the letter below from Tony Nicklin, Chairman Warminster Athenaeum Trust**

Letter from Tony Nicklin

“The reasoning behind the new plaque is that there is an existing plaque in the foyer installed in 1969 by a group that took residency in the Ath , but did not keep its momentum going beyond about 1980, and is no longer known to us ? The occupation of the ATH seems to go in waves of demographic enthusiasm.

I formed a steering group taking up an invite from WWDC Cllr P Batchelor in 1998, and after 2 years I was able to agree a format with the Charities Commission , WWDC and Warminster Town Council . I was not a WTC Cllr at the time but was already active on the local community group scene, and was able to show WTC the benefits of becoming “joint” Trustees with the Community. This is a most important link that I believe the current WTC perhaps may not appreciate, in that should the local community fail to find 5 Trustees at an annual AGM, and maintain a solvent group, then WTC becomes the last remaining but formal body that has to take over the Ath.....AGAIN !

there is a clear history of this happening at least twice in the past 170 years, but they were with different councils. The Warminster Urban District being the most important and successful, whereas WWDC were quite the opposite.

With the formation of the new Trust there was never a visual recognition in the same way as in 1969. The current Trustees are still the same as the formation Trustees (except for 1 member who is still 15 years served) and they are still going strong. Having done 20 years we are trying to plan for the future . The main reason for the success of the current Trust is the sound financial control that we have, and our independence from any specific purpose other than to serve the Community with a Centre such as ours, it is unique to Warminster. We would like some help with the cost of this plaque , but cost is not the real reason for the request. You could argue that it is not essential as we haven’t needed one for 20 years , but we feel that WTC could show to us its continued commitment by becoming more involved with the whole ethos of the ATH and by proposing that they contribute with this recognition. This would be independent of the grants system that we apply for each year, especially as they are limited to the £2k category and normally goes into a matched fund capital project.

Perhaps the time has come for WTC to step forward and use its Dewey Fund , Section 106 and CIL opportunities to provide even better and wider independent community facilities, and this is just a start.”

Regards,

Tony Nicklin

Chairman Warminster Athenaeum Trust

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Treasury Management Policy 2020-2021

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 2020, £720,000 of General and Earmarked reserves spread across its current and instant access accounts, of which £373,000 is currently in CCLA's PSDF Account. In summary the reserves break down as follows:

General Reserve	£209,950
Capital Projects (incl CIL)	£348,900
Devolved Services	£ 37,600
CCTV	£ 13,850
Other Earmarked Funds	£113,700

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:
 1. Deposits with banks, building societies, local authorities or other public authorities. 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) Approximately 6 weeks Gross Expenditure to be held in the Council's Instant Access Bank Account (currently with HSBC). (Currently appr. £150,000).
 - (b) Balance of all Funds to be held in CCLA PSDF.
 - (c) Precept – when received invest each instalment in CCLA PSDF.
 - (d) Draw down 1 month's Net Expenditure from PSDF to Instant Access Account. (Currently appr. £100,000).

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 £275,000.
 - (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 2021.